



Office of the President

BOARD OF TRUSTEES

May 21, 2009

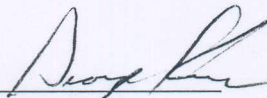
**RESOLUTION NO. 2009.33 APPROVING BUDGET TRANSFERS**

**WHEREAS**, the Board of Trustees established a policy on the authorization of budget transfers, and

**WHEREAS**, according to that policy the transfers on the attachment must be authorized by Board resolution, and

**WHEREAS**, the President recommends the transfers on the attachment as necessary for the operation of the College, be it therefore

**RESOLVED**, that the budget transfers shown as Attachment I are hereby approved.

  
George Kane  
Secretary

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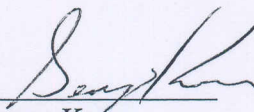
**RESOLUTION NO. 2009.34    APPROVING MONTHLY SPONSOR SERVICES FOR  
SUFFOLK COUNTY COMMUNITY COLLEGE**

**WHEREAS**, the State University of New York Regulation No. 602.7 requires the Suffolk County Community College Board of Trustees to review and approve all Sponsor provided services and their estimated value in advance of the service being rendered, and

**WHEREAS**, the regulation also requires the approval of the payment of each Sponsor Service satisfactorily performed, and

**WHEREAS**, health insurance is considered a Sponsor Service, be it therefore

**RESOLVED**, that the health insurance payment to the County of Suffolk in the amount of \$1,704,509.28 for the month of April 2009 (Attachment II ) is hereby approved by the Board of Trustees.

  
\_\_\_\_\_  
George Kane  
Secretary

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**RESOLUTION NO. 2009.35 AMENDING RESOLUTION NO. 2009.25, ADOPTING A TUITION AND FEE SCHEDULE FOR 2009-2010**

**WHEREAS**, by Resolution No. 2009.25 the Board adopted a Tuition and Fee Schedule for 2009-2010, and

**WHEREAS**, the College has received information from SUNY providing for a net increase in State aid for 2009-2010, and

**WHEREAS**, the College has also been advised that there will be a cost to the College in support of a payroll tax for the MTA, and

**WHEREAS**, as a result of these State changes, the College has reviewed the tuition and fee schedules and recommends that, with the following changes, the Tuition and Fee Schedule be approved for the 2009-2010 academic year, be it therefore

**RESOLVED**, that the following tuition schedule be approved:

**Full-time Students**

	Fall <u>2009</u>	Spring <u>2010</u>
Tuition, Residents	\$1,788	\$ 1,788
Tuition, Non-Resident	\$3,576	\$ 3,576

**Part-time Students**

	Fall <u>2009</u>	Spring <u>2010</u>
Tuition, Residents (per credit)	\$149	\$ 149
Tuition, Non-Resident	\$298	\$ 298

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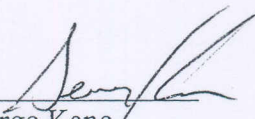
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and, be it further

**RESOLVED**, that the student tuition and fee schedule (Attachment III) is hereby approved and adopted for fiscal year 2009-2010.



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**May 21, 2009**

**RESOLUTION NO. 2009.36 AMENDING RESOLUTION NO. 2009.26 REGARDING THE BUDGET FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FISCAL YEAR 2009-2010**

**WHEREAS**, the Board of Trustees approved Resolution No. 2009.26 on April 16, 2009 regarding the budget for Suffolk County Community College for fiscal year 2009-2010, and

**WHEREAS**, subsequent to that approval the College administration was advised that New York State was going to provide additional funding in 2009-2010 for FTE growth while also reducing rental aid, and

**WHEREAS**, the net result for 2009-2010 is an increase in State aid above what was included as part of Resolution No. 2009.26 adopted on April 16, 2009, and

**WHEREAS**, the College has also been advised that it will bear the cost of a payroll tax in support of the MTA in the amount of \$370,000 annually, and

**WHEREAS**, this is a new cost that was not known at the April 16, 2009 Board of Trustees meeting, and

**WHEREAS**, these changes will result in a change in the tuition increase needed to balance the 2009-2010 budget, be it therefore

**RESOLVED**, that the Board of Trustees hereby approves an Operating Budget for fiscal year 2009-2010 in the amount of \$178,138,901 for operations and \$2,320,295 for grants, and be it further

**RESOLVED**, that tuition charges for 2009-2010 will increase \$200 per year for full-time resident students and \$8 per credit for part-time resident students, and be it further

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**RESOLVED**, that fees as provided in Resolution No. 2009.36 be included.

Total Appropriations:            \$180,459,196

Operating Appropriations:       \$178,138,901

Grant Appropriations:           \$ 2,320,295

  
\_\_\_\_\_  
George Kane  
Secretary

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**RESOLUTION NO. 2009.37 ACCEPTING A GRANT AWARD FOR A WORKFORCE DEVELOPMENT TRAINING GRANT FOR AUDIOVOX CORPORATION**

**WHEREAS**, Suffolk County Community College has received a grant award from the State University of New York, in the amount of \$3,974, including indirect costs, for a Community College Workforce Development Training Grants Program for Audiovox Corporation for the period of April 15, 2009 through August 21, 2009, and

**WHEREAS**, the program provides for computer skills training in Microsoft Excel and Access and Email Writing skills, and

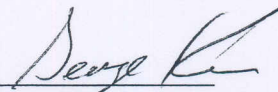
**WHEREAS**, matching funds, in the amount of \$400, provided by Audiovox Corporation, will increase the program total to \$4,374, including indirect costs, be it therefore

**RESOLVED**, that matching funds, in the amount of \$400, provided by Audiovox Corporation, be accepted for the operation of the Community College Workforce Development Training Grants Program, and be it further

**RESOLVED**, that a grant award, in the amount of \$3,974, including indirect costs, from the State University of New York, for a Community College Workforce Development Training Grants Program for Audiovox Corporation during the 2008-2009 fiscal year, is hereby accepted, and the College president or his designee is authorized to execute a contract with the administering agency.

Project Director: Maureen David Arma

Note: No full-time personnel  
In-kind contribution - Audiovox

  
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**RESOLUTION NO. 2009.38 AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION FOR A NYS ENVIRONMENTAL FACILITIES CORP. GREEN INNOVATION GRANT PROGRAM**

**WHEREAS**, Suffolk County Community College is completing a grant application for the New York State Environment Facilities Corporation Green Innovation Grant Program in the amount of \$675,000 to significantly reduce water consumption on its three campuses utilizing improved technologies in the replacement of water-using fixtures, fittings and equipment, as well as improved technologies to reduce the energy consumption required for operation of the College's sewage treatment plant on its Ammerman Campus, and

**WHEREAS**, the proposal provides for water conservation efforts that will have a multi-campus impact by saving considerable water usage and reduce wastewater discharge by 50% (7,681,479 gallons) through the installation of sink sensors, urinal flush valves, toilet dual flush valves, and new toilets in facilities throughout the three campuses, representing a ten-year water savings of over 76 million gallons, and

**WHEREAS**, the grant application also proposes the installation of two Variable Frequency Drives on the two blowers at the sewage treatment plant at the Ammerman Campus, which is estimated to reduce energy consumption at the plant by 50% and save \$26,174 in electricity costs per year, and

**WHEREAS**, ten percent matching funds, in the amount of \$75,000, provided through staff time, redirection of existing capital project # 2193 (Anatomy & Physiology Lab – Grant), and equipment replacement funds, will increase the program total to \$750,000, including indirect costs, and

**WHEREAS**, a review has indicated that the implementation and construction of Mechanical/Electrical Upgrades will not have a significant effect on the environment, be it therefore

**RESOLVED**, that the College president or his designee is authorized to execute an application with the NYS Environmental Facilities Corporation, and be it further

**RESOLVED**, that the Board of Trustees hereby finds and determines that these upgrades are a Type II action, pursuant to Title 6 NYCRR Part 617.5(c)(1,2), since they constitutes the

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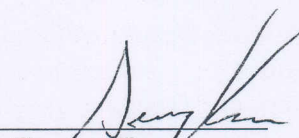


maintenance, repair, replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, and be it further

**RESOLVED**, that as a Type II action, the Board of Trustees has no further responsibilities under SEQRA.

Project Director: Jon DeMaio, Administrative Director, Educational Facilities

Note: No additional full-time personnel



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Secretary

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Office of the President

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**RESOLUTION NO. 2009.39 AWARDING A CONTRACT FOR BOOKSTORE SERVICES**

**WHEREAS**, the College issued a request for proposals for bookstore services, and

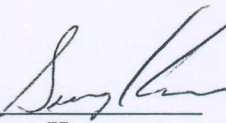
**WHEREAS**, the College Evaluation Committee received and reviewed two responses and is recommending the College contract with the Follett Higher Education Group, Inc., and

**WHEREAS**, Follett offered commission to the College based on 12% of all gross revenue up to \$5,000,000, 13% of gross revenue over \$5,000,000 but less than \$10,000,000 and 14% of gross revenue over \$10,000,000, and

**WHEREAS**, Follett committed to invest up to \$350,000 in improvements to the stores, \$105,000 for the installation of business software systems and \$100,000 in capital investments and infrastructural improvements to the physical space, and

**WHEREAS**, Follett pledged to provide to the Suffolk Community College Foundation \$10,000 annually in general scholarship contributions and \$10,000 annually in textbooks scholarships, be it therefore

**RESOLVED**, that the College President or his designee is authorized to enter into a contract with the Follett Higher Education Group, Inc. for the term August 5, 2009 through July 31, 2014, with an option to renew for an additional five year period.

  
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Secretary

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Office of the President

**BOARD OF TRUSTEES**

**May 21, 2009**

**RESOLUTION NO. 2009.40 AUTHORIZING THE 68-MONTH EXTENSION OF A LEASE FOR A MODULAR BUILDING AT THE AMMERMAN CAMPUS**

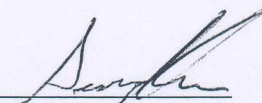
**WHEREAS**, the College entered into a lease with William Scotsman, Inc. for classroom space at the Ammerman Campus effective January 1, 2000, and

**WHEREAS**, the College requires the continued use of the classroom space, and

**WHEREAS**, no other vendor can provide the existing, on-site modular building and

**WHEREAS**, William Scotsman has reduced the monthly rent of the building from \$8,750 to \$6,350 per month, for a savings of \$163,200 during the lease period, be it therefore

**RESOLVED**, that the College President or his designee is authorized to execute a sixty-eight (68) month extension of the lease with William Scotsman in the amount of \$431,800 (at \$6,350 per month), with all other terms and conditions of the lease remaining unchanged.

  
George Kane  
Secretary

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Office of the President

BOARD OF TRUSTEES

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**RESOLUTION NO. 2009.41 ADOPTING AMENDED RENTAL FEES AND LABOR FEES FOR USE OF COLLEGE FACILITIES**

**WHEREAS**, the College's Facilities Use Policy provides for the payment of rental and labor fees for the use of College facilities in accordance with the fees adopted by the Board of Trustees, and

**WHEREAS**, the labor rates and fees were last updated in 2008, and

**WHEREAS**, the College has been requested to provide space to support specialized professional training in reconstructive surgery, which requires the use of anatomy classrooms, be it therefore

**RESOLVED**, that the Rental Fees for College Facilities (Attachment IV), the Labor Fees for All College Facilities (Attachment V) are hereby amended and, be it further

**RESOLVED**, that the amended rental fee schedule and labor fee schedule are effective immediately.

  
George Kane  
Secretary

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**Office of the President**

**BOARD OF TRUSTEES**

**May 21, 2009**

**RESOLUTION NO. 2009.42 ACCEPTING A GIFT FROM THE SUFFOLK  
COMMUNITY COLLEGE FOUNDATION**

**WHEREAS**, the Suffolk Community College Foundation, Inc. entered into a Memorandum of Understanding in 2005 with the Oil Heat Comfort Corp., which includes a provision for Oil Heat Comfort Corp. to provide financial support for purchases related to the completion of a “new, stand-alone, HVAC-R technical training and educational facility” on the Michael J. Grant Campus, and

**WHEREAS**, the Foundation currently has \$123,000 in an account that has been restricted for support of this program, and

**WHEREAS**, the College will soon finish construction on its new workforce technology building and has developed a list of the equipment necessary to complete this building in time for its opening in the Fall 2009 semester, and

**WHEREAS**, it is the desire of the College to accept funds in an amount not to exceed \$123,000 in order to complete this necessary purchase, noting that this amount may be reduced through additional gifts of equipment from other sources, be it therefore

**RESOLVED**, that the Board of Trustees hereby accepts the funds and equipment contributions as outlined above, with sincere appreciation to the Oil Heat Comfort Corp. for this generous contribution to the College’s efforts.

  
George Kane  
Secretary

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**Office of the President**

**BOARD OF TRUSTEES**

**May 21, 2009**

**RESOLUTION NO. 2009.43      APPROVING THE NAME FOR THE LEARNING  
RESOURCE CENTER AT THE EASTERN CAMPUS**

**WHEREAS**, there is a need to name the new learning resource center on the Eastern Campus of Suffolk County Community College, and

**WHEREAS**, it is customary to assign names that identify with local Native American culture or with local historic or geographic origins or signify the building's purpose, and

**WHEREAS**, proposed names for the building were solicited from members of the Eastern Campus community, and

**WHEREAS**, a vote of the Eastern Campus community narrowed the choices to three names, one of which the Executive Dean and the Vice President for Academic and Student Affairs have endorsed and the President recommends, be it therefore

**RESOLVED**, that the new building be named "Montaukett Learning Resource Center" in recognition of Native American culture indigenous to Suffolk County.

  
George Kane  
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May 21, 2009

**RESOLUTION NO. 2009.44    APPROVING THE NAME OF A BUILDING AT THE GRANT CAMPUS**

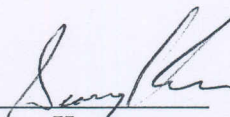
**WHEREAS**, there is a need to name the new building on the Grant Campus of Suffolk County Community College, which will house the AAS degree in Advanced Manufacturing and the Heating Ventilation Air Conditioning and Refrigeration (HVACR) program, and

**WHEREAS**, it is customary to assign names that identify with local Native American culture or with local historic or geographic origins or signify the building's purpose, and

**WHEREAS**, proposed names for the building were presented to members of the Grant campus community, and

**WHEREAS**, the Grant campus community accepted four names, one of which the Executive Dean and the Vice President for Academic and Student Affairs have endorsed and the President recommends, be it therefore

**RESOLVED**, that the new building be named "The Workforce Development and Technology Center" in recognition of the programs that will be housed in it.

  
\_\_\_\_\_  
George Kane  
Secretary

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May 21, 2009

**RESOLUTION NO. 2009.45 ADOPTING REVISED OFFICIAL EMAIL AND PORTAL POLICIES**

**WHEREAS**, an Official Email and Portal Policy for Students and Employees was adopted in January 2005 (Resolution No. 2005.12), and

**WHEREAS**, the Electronic Communications Committee proposed separate policies, one for students and one for faculty, staff and administrators, for clarity of purpose, and

**WHEREAS**, separate policies have been developed by the College Computing Council Policy Subcommittee, endorsed by the Executive Council and recommended by the President, be it therefore

**RESOLVED**, that the Official Email and Portal Policy for Faculty, Staff and Administrators (Attachment VI) and the Official Email and Portal Policy for Students (Attachment VII) are hereby adopted for immediate implementation.

  
George Kane  
Secretary

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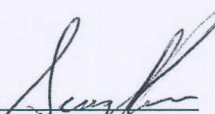
**RESOLUTION NO. 2009. 46 ADOPTING A POLICY ON TEXTBOOK ACCESS AND AFFORDABILITY**

**WHEREAS**, the rising cost of textbooks has an impact on both student access to and success in higher education, which is a concern shared by the College, its faculty and its students, and

**WHEREAS**, the College must comply with the New York Textbook Access Act (Education Law, § 720 *et seq.*), which takes effect on July 1, 2009, and the Federal College Textbook Affordability Act (20 U.S.C. 1015, § 133), which takes effect on July 1, 2010, and

**WHEREAS**, a policy was developed by a committee convened for this purpose, and the policy has been endorsed by the governance bodies on the three campuses and the Executive Council and recommended by the President, be it therefore

**RESOLVED**, that the Policy on Textbook Access and Affordability (Attachment VIII) is hereby adopted to be implemented with the start of Summer 2009 semester, except for Paragraph 3, which shall take effect on July 1, 2010.

  
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# **Suffolk**

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## **COUNTY COMMUNITY COLLEGE**

### **BOARD OF TRUSTEES**

**May 21, 2009**

#### **RESOLUTION NO. 2009.47 ADOPTING A POLICY ON RESEARCH AND EDUCATIONAL PROJECTS INVOLVING HUMAN SUBJECTS**

**WHEREAS**, pursuant to State Education Law §6306(2) and 8 NYCRR §604.2, the Board of Trustees of Suffolk County Community College establishes personnel policies, including rules and regulations to which faculty and staff are expected to adhere, and regulations governing the behavior and conduct of students, and

**WHEREAS**, the Board of Trustees seeks to minimize the possibility of harm to College students and employees who may be the subject of research and educational projects, and

**WHEREAS**, the Board of Trustees seeks to minimize the possibility of harm to individuals unassociated with the College who may be the subject of research and educational projects conducted by College students and employees, and

**WHEREAS**, Part 46 (Protection of Human Subjects) of Title 45 (Public Welfare) of the Code of Federal Regulations requires that research conducted or supported by a federal department or agency be compliant with federal policy on the protection of human subjects, be it therefore

**RESOLVED**, that the Policy on Research and Educational Projects Involving Human Subjects (Attachment IX) be adopted for immediate implementation.

  
George Kane  
Secretary

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