



Office of the President

BOARD OF TRUSTEES

June 19, 2014

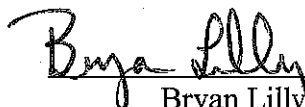
RESOLUTION NO. 2014.50 APPROVING MONTHLY SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE

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 \$2,243,968.98 for the month of May 2014 and \$2,004,662.62 for the month of June 2014 (Attachment I) is hereby approved by the Board of Trustees.


Bryan Lilly
Secretary

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RESOLUTION NO. 2014.51 ADOPTING A CLASS MAKE-UP POLICY FOR COLLEGE CLOSINGS

WHEREAS, when the College cancels classes due to inclement weather or other emergency, faculty members should adhere to guidelines and procedures to ensure that missed instructional time is recouped, in order to serve the needs of our students and comply with applicable academic standards and best practices, and

WHEREAS, the College desires, therefore, to establish a policy for making up missed instructional time due to College closings, be it therefore,

RESOLVED, that the "Class Make-Up Policy for College Closings," as set forth in Attachment II, be and the same is, hereby, approved and adopted, and be it further

RESOLVED, that said Policy shall be effective immediately.


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RESOLUTION NO. 2014.52 ADOPTING AN EMPLOYEE POLICY FOR CHILDREN IN THE WORKPLACE


WHEREAS, Suffolk County Community College greatly values its employees, and recognizes the important contribution of children and family to a fulfilling life, and

WHEREAS, as an institution of higher education, however, the College must maintain a proper and professional workplace for the benefit of the College's students, faculty and staff, and

WHEREAS, the College desires, therefore, to establish guidelines concerning children in the workplace which seek to foster an appropriate learning and working environment for all members of the College community, be it therefore

RESOLVED, that the "Employee Policy for Children in the Workplace," as set forth in Attachment III, be and the same is, hereby, approved and adopted, and be it further

RESOLVED, that said Policy shall be effective immediately.


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RESOLUTION NO. 2014.53 ACCEPTING THE INDEPENDENT AUDITOR'S REPORT FOR THE FISCAL YEAR ENDING AUGUST 31, 2013


WHEREAS, the State Comptroller requires Suffolk County Community College to annually file as Independent Auditor's Report on its financial statements, and

WHEREAS, Suffolk County Community College contracted with the independent CPA firm of O'Connor Davies, L.L.P. to perform an audit for the College for fiscal year ending August 31, 2013, and

WHEREAS, O'Connor Davies, L.L. P. submitted an Independent Auditor's Report and management letters to the College, and

WHEREAS, the Vice President for Business and Financial Affairs has reviewed the report and management letters and recommends that they be accepted, be it therefore

RESOLVED, that Suffolk County Community College accepts the Independent Auditor's Report and the management letters for the fiscal year ending August 31, 2013.


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June 19, 2014

**RESOLUTION NO. 2014.54 AWARDING A CONTRACT FOR ANNUAL
INDEPENDENT AUDIT SERVICES**


WHEREAS, the State Comptroller requires Suffolk County Community College to annually file an Independent Auditor's Report on its financial statements, and

WHEREAS, pursuant to Procurement policy, the Suffolk County Community College issued an Request for Proposal for independent annual audit services; and

WHEREAS, the responses to the Request for Proposal were reviewed by the evaluation committee, and

WHEREAS, the lowest qualified bidder is The Bonadio Group, and be it therefore

RESOLVED, that the College President or his designee is authorized to enter into a contract with the Bonadio Group for annual independent audit services for a cost not to exceed (a) \$63,000 for Audit Year 2014; (b) \$64,750 for Audit Year 2015; and (c) \$66,500 for Audit Year 2016, upon such terms and conditions as shall be approved by College General Counsel.



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RESOLUTION NO. 2014.55 AUTHORIZING A CONTRACT WITH RELIANCE COMMUNICATIONS, LLC FOR A MOBILE COMMUNICATION SYSTEM

WHEREAS, on March 27, 2014, the College issued a request for proposals for a mobile communication system which would enhance the College's ability to provide essential information to our students through modern technological methods, including texting, and

WHEREAS, the responses to the request for proposals were evaluated by the College Evaluation Committee, and

WHEREAS, it was determined that the proposal submitted by Reliance Communications, LLC, also known as "SchoolMessenger," best meets the needs of the College, be it therefore

RESOLVED, that the College President, or his designee, is hereby authorized and empowered to execute a contract, in a form as approved by the College General Counsel, with Reliance Communications, LLC, for a mobile communication system for an annual cost of \$25,000.00.


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RESOLUTION NO.2014.56 AMENDING THE COLLEGE BUDGET FOR PARTICIPATION IN A PROJECT ENTITLED "BIOPREP: BIOLOGY PARTNERSHIP IN RESEARCH AND EDUCATIONAL PROGRAMS"

WHEREAS, the 2013-2014 College operating budget provided \$20,915.00 in anticipation of an award from the Research Foundation of SUNY/National Institute of General Medical Sciences for participation in a project entitled "BioPrep: Biology Partnership in Research and Educational Programs," and

WHEREAS, the award includes an additional amount of \$24,648.00, which includes indirect costs, increasing the grant award to \$45,563.00, and

WHEREAS, it is necessary to amend the 2013-2014 College operating budget to reflect the increase in this grant award, be it therefore

RESOLVED, that the 2013-2014 College operating budget be amended to reflect an increase in the amount of \$24,648.00, including indirect costs, from the Research Foundation of SUNY/National Institute of General Medical Sciences for participation in a program entitled "BioPrep: Biology Partnership in Research and Educational Programs," and be it further

RESOLVED, that the College President, or his designee, is authorized and empowered to execute any necessary documentation, including a contract amendment, in such form as shall be approved by the College General Counsel, reflecting the increase in the grant award for participation in a project entitled "BioPrep: Biology Partnership in Research and Educational Programs."

Project Director: Rosa Gambier


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BOARD OF TRUSTEES
June 19, 2014

RESOLUTION NO. 2014.57 ADOPTING THE SUFFOLK COUNTY COMMUNITY COLLEGE STUDENT CODE OF CONDUCT

WHEREAS, the student conduct program within the Division of Student Affairs is committed to an educational and developmental process that balances the interests of individual students with the interests of the College community, and

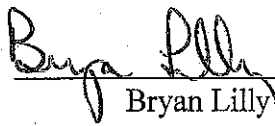
WHEREAS, with this aim in mind, an extensive review of the College's current student code of conduct, adopted by this Board in 2008, was undertaken by the Associate Vice President of Student Affairs, the Associate Deans of Student Services, the College Associate Dean for Educational Resources, and the Office of Legal Affairs, and

WHEREAS, a revised and updated Student Code of Conduct was prepared in order to ensure compliance with current legal requirements and best practices, and

WHEREAS, the Suffolk County Community College Student Code of Conduct governs the student disciplinary process at the College, describes prohibited behaviors, and outlines potential sanctions for violations of the Code, be it therefore

RESOLVED, that the College hereby adopts the "Suffolk County Community College Student Code of Conduct," (Attachment IV), effective immediately, and be it further

RESOLVED, that the College hereby revokes the "Student Code of Conduct and Student Conduct Process," adopted by this Board on August 21, 2008.


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RESOLUTION NO. 2014.58 APPROVING ANNUAL SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FY 2013-2014


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

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

WHEREAS, Workmen's Compensation and Liability Insurance are considered a Sponsor Service, be it therefore

RESOLVED, that the following charges for Sponsor Services totaling \$1,905,268.65 for the College's 2013-2014 fiscal year are hereby approved by the Board of Trustees.

1065	628300	Workman's Compensation	\$1,113,849.85
729600		Liability Insurance	492,744.75
		Administrative Charges	298,674.05


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RESOLUTION NO.2014.59 APPROVING A MAJOR CHANGE ORDER AND AMENDMENT TO THE CONTRACT FOR THE CONSTRUCTION OF THE NEW LIFE SCIENCE BUILDING ON THE AMMERMAN CAMPUS

WHEREAS, J. Petrocelli Contracting, Inc. was awarded a contract ("Contract") to construct the new Life Science Building on the Ammerman Campus, and

WHEREAS, work which was not anticipated under the terms of this contract or shown on the design drawings is required, consisting of HVAC hot water isolation valves, access road and fire protection piping modifications requested by the Fire Marshal, additional sprinkler heads and drain valves, casework access panels for maintenance, and storm water system changes to incorporate existing drainage from Inner Loop Road, and

WHEREAS, all prior approved change orders were within the allocated budget for this construction project as indicated in Attachment IV, and

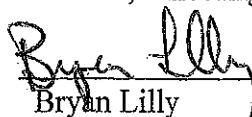
WHEREAS, at this stage of the construction, the College estimates that sufficient contingency funding remains in the project budget, and

WHEREAS, including the other additional work described herein increases the contract with J. Petrocelli Contracting by more than twenty thousand dollars (\$20,000.00), thus constituting a major change order as defined in the College's *Procurement Policy*, and

WHEREAS, pursuant to such policy, all major change orders require the approval of the Board of Trustees, be it therefore

RESOLVED, that a change order in the amount of \$66,117.82 to the Contract with J. Petrocelli Contracting, Inc. for additional work to be performed for the construction of the new Life Science Building on the Ammerman Campus, is hereby approved, and be it further

RESOLVED, that the College President is authorized and empowered to execute the necessary documentation, as approved by the College General Counsel, reflecting the change order and the nature of the additional work so authorized.


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RESOLUTION NO. 2014.60 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 Attachment VI must be authorized by Board resolution, and

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

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


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