

**BOARD OF TRUSTEES
SEPTEMBER 18, 2014**

- ITEM 1 RESOLUTION NO. 2014.71 - Confirming the Establishment of a Tuition Policy for the College's Excelsior Program by the Executive Committee on September 8, 2014**

- ITEM 2 RESOLUTION NO. 2014.72 - Confirming the Establishment of a Tuition Policy for the Early College Program by the Executive Committee on September 8, 2014**

- ITEM 3 RESOLUTION NO. 2014.73 - Reappointing a Director to the Board of the Suffolk Center on the Holocaust, Diversity and Human Understanding, Inc.**

- ITEM 4 RESOLUTION NO. 2014.74 - Approving a Major Change Order and Amendment to the Contract for the Construction of the William J. Lindsay Life Sciences Building on the Ammerman Campus**

- ITEM 5 RESOLUTION NO. 2014.75 - Adopting an Energy Conservation Policy**

- ITEM 6 RESOLUTION NO. 2014.76 - Accepting a Grant Award from the New York State Department of Economic Development for a new Entry Level Manufacturing Training Course**

- ITEM 7 RESOLUTION NO. 2014.77 - Approving Monthly Sponsor Services for Suffolk County Community College**

- ITEM 8 RESOLUTION NO. 2014.78 - Authorizing an Increase in the Hourly Wage Rate for Part-Time Laborers Employed by Suffolk County Community College**

- ITEM 9 RESOLUTION NO. 2014.79 - Authorizing the Execution, Submission and Implementation of Suffolk County Community College's "Campus Plan for Designation of Tax-Free Areas" Under the Start-Up New York Program**

- ITEM 10 RESOLUTION NO. 2014.80 - Approving Budget Transfers**

- ITEM 11 RESOLUTION NO. 2014.81 - Amending the Suffolk County Community College Exempt Salary and Benefit Plan**

ITEM 1

RESOLUTION NO. 2014.71 CONFIRMING THE ESTABLISHMENT OF A TUITION POLICY FOR THE COLLEGE'S EXCELSIOR PROGRAM BY THE EXECUTIVE COMMITTEE ON SEPTEMBER 8, 2014

WHEREAS, the College's Excelsior Program is a dual enrollment program that allows high school students to enroll in College courses while still working toward high school graduation, and

WHEREAS, college credits earned in the Excelsior Program can be applied toward high school and college graduation and can be transferred to other colleges and universities, and

WHEREAS, Excelsior Program courses are taught at partnering high schools by secondary school teachers, and the training expenses incurred by the College for the program are fixed costs that do not vary based on the number of sections taught, and

WHEREAS, the Board of Trustees wishes to establish a fair and equitable tuition policy for its Excelsior Program offerings island-wide, be it therefore

RESOLVED, that the Board of Trustees of Suffolk County Community College hereby sets the tuition rate for all Excelsior Program courses at \$53.00 per credit, and be it further

RESOLVED, that upon the recommendation of the Vice President for Business Affairs and the President, this tuition rate may be subsequently revised by the Board, and be it further

RESOLVED, that the conditional approval by the Executive Committee of the establishment of a tuition policy for the College's Excelsior Program, is hereby confirmed in all respects.

ITEM 2

RESOLUTION NO. 2014.72 CONFIRMING THE ESTABLISHMENT OF A TUITION POLICY FOR THE EARLY COLLEGE PROGRAM BY THE EXECUTIVE COMMITTEE ON SEPTEMBER 8, 2014

WHEREAS, the Early College Program is a dual enrollment program that allows high school students to enroll in College courses while still working toward high school graduation, and

WHEREAS, Early College Program courses are taught at the College's Michael J. Grant Campus in Brentwood and the training expenses incurred by the College for the program are fixed costs that do not vary based on the number of sections taught, and

WHEREAS, the College seeks to expand its Early College Program to additional Suffolk County school districts, and

WHEREAS, the Board of Trustees wishes to establish a fair and equitable tuition policy for its Early College Program offerings county-wide, be it therefore

RESOLVED, that the Board of Trustees of Suffolk County Community College hereby sets the tuition rate for all Early College Program courses at \$53.00 per credit, and be it further

RESOLVED, that upon the recommendation of the Vice President for Business Affairs and the President, this tuition rate may be subsequently revised by the Board, and be it further

RESOLVED, that the conditional approval by the Executive Committee of the establishment of a tuition policy for the Early College Program, is hereby confirmed in all respects.

ITEM 3

RESOLUTION NO. 2014.73 REAPPOINTING DIRECTORS TO THE BOARD OF THE SUFFOLK CENTER ON THE HOLOCAUST, DIVERSITY & HUMAN UNDERSTANDING, INC.

WHEREAS, the by-laws of The Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc. provide for the Board of Trustees to appoint the members of its Board of Directors, and

WHEREAS, it is necessary to reappoint a member whose term is expiring and the Board of Directors recommends that the member be reappointed, be it therefore

RESOLVED, that the reappointment of the following person to the Board of Directors of The Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc. is hereby approved, for a term of three years, effective September 1, 2014:

Name

Rabbi Steven Moss

ITEM 4

**RESOLUTION NO. 2014.74 APPROVING A MAJOR CHANGE ORDER AND
AMENDMENT TO THE CONTRACT FOR THE CONSTRUCTION OF THE WILLIAM
J. LINDSAY LIFE SCIENCES BUILDING ON THE AMMERMAN CAMPUS**

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

WHEREAS, work which was not anticipated under the terms of the Contract or shown on the design drawings is required, consisting of plumbing upgrades, including a building water pressure valve, resized laboratory acid waste tanks and an oil smart elevator sump pump; additional tree removal; upgraded functionality of the video wall; additional technology conduit in building hallways; and upgraded student laboratory chairs and stools, and

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

WHEREAS, including the 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 \$72,946.65 to the Contract with J. Petrocelli Contracting, Inc. for additional work to be performed for the construction of the William J. Lindsay Life Sciences 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.

ITEM 5

RESOLUTION NO. 2014.75 ADOPTING AN ENERGY CONSERVATION POLICY

WHEREAS, pursuant to Education Law §6306(5), the College's Board of Trustees is charged with the care, custody, control and management of the lands, grounds buildings, facilities and equipment used for the purposes of the College, and has the power to protect, preserve and improve the same, and

WHEREAS, the Board embraces energy conservation and desires for the College to become an institutional leader in energy conservation as part of its responsibility to prudently manage the College's finances, conserve energy and respect natural resources, and

WHEREAS, by a resolution duly adopted on March 20, 2014, this Board authorized a contract with *Cenergistic, Inc.*, to work cooperatively with the College to implement a behavior-based energy conservation program, and

WHEREAS, a College policy outlining a comprehensive, behavior-based energy conservation program will help facilitate the College's energy conservation goals, be it therefore

RESOLVED, that the College hereby adopts the "Energy Conservation Policy," (Attachment I), effectively immediately, and be it further

RESOLVED, that the College Administration shall develop and implement appropriate energy conservation guidelines and strategies in order to implement the Energy Conservation Policy.



Energy Conservation Policy

I. Overview

Suffolk County Community College is committed to energy efficiency, energy conservation, and the reduction of our impact on the environment, particularly in light of rising utility costs and increasing budgetary constraints. The College believes that it is the shared responsibility of *all* members of the College community -- faculty, administration, staff and students -- to ensure that every reasonable effort is made to conserve energy and natural resources. Accordingly, this policy outlines the key components of the College's behavior-based Energy Conservation Program, which shall be implemented College-wide, with the guidance and expertise of the College's consultant, *Cenergistic, Inc.*

II. Energy Conservation Personnel

- A. Program Liaison. The College's Executive Director of Sustainability Programs shall serve as the liaison and primary point of contact for the College's Energy Conservation Program.
- B. Energy Coordinators. The College's Energy Coordinators shall be responsible for focusing daily on energy conservation by positively engaging and educating members of the College community to conserve energy.

III. Energy Conservation Program

To ensure the success of the College's behavior-based Energy Conservation Program, the following areas shall be emphasized:

- A. A designated campus administrator will be accountable for energy conservation on his/her campus, along with the Energy Coordinators who will, among other things, conduct energy audits and provide timely feedback for evaluation and analysis.

- B. All personnel at each campus are expected to make a positive contribution to maximize energy conservation and produce energy savings.
- C. *Cenergistic* will implement the Energy Conservation Program primarily through an energy management team led by the Energy Coordinators in accordance with Energy Guidelines which will be adopted by the College administration and will define the "rules of engagement" for the energy program.
- D. Accurate records of energy consumption and costs for each campus will be maintained by the Energy Coordinators in order to provide verifiable performance results on the goals and progress of the Energy Conservation Program.
- E. To promote a safe, healthy learning environment and to complement the Energy Conservation Program, each campus shall review and adhere to the preventive maintenance and monitoring plan administered by the campus physical plant for its facilities and systems, including heating, ventilating and air conditioning systems (HVAC), building envelope, and moisture management.

IV. Policy Review

This policy shall be reviewed on an annual basis.

V. Effective Date

This policy shall be effective as of September 18, 2014.

ITEM 6

RESOLUTION NO. 2014.76 ACCEPTING A GRANT AWARD FROM THE NEW YORK STATE DEPARTMENT OF ECONOMIC DEVELOPMENT FOR A NEW ENTRY LEVEL MANUFACTURING TRAINING COURSE

WHEREAS, the New York State Department of Economic Development provides economic resources for projects focused on community development and job creation throughout New York State, and

WHEREAS, Suffolk County Community College has been selected to receive an amount of \$32,500 in Empire State Development (ESD) Technical Assistance and Training Grant Funds for a new entry level manufacturing training course which will focus on skills development in blueprint reading, shop math, and measurement quality and safety, consistent with the needs of manufacturers in the Greater Wyandanch area, and provide training for thirty-two (32) students, and

WHEREAS, \$3,975 in matching funds is required, be it therefore

RESOLVED, that an ESD Technical Assistance and Training Grant award in the amount of \$32,500 from the New York State Department of Economic Development for a new entry level manufacturing training course is hereby accepted, and the College President, or his designee, is authorized and empowered to execute a contract and any other required documentation with the administering agency.

Project Director: Amy Mueller-Seal

ITEM 7

**RESOLUTION NO. 2014.77 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,xxx,xxx for the month of September 2014 (Attachment II) is hereby approved by the Board of Trustees.

ATTACHMENT II

To be Provided

ITEM 8

**RESOLUTION NO. 2014.78 AUTHORIZING AN INCREASE IN THE HOURLY
WAGE RATE FOR PART-TIME LABORERS EMPLOYED BY SUFFOLK COUNTY
COMMUNITY COLLEGE**

WHEREAS, due to the increase in New York State's minimum wage to \$8.75, effective 12/31/14, and to \$9.00 effective 12/31/15, the hourly wage rate for part-time laborers employed by the College should, likewise, be increased, be it therefore

RESOLVED, that the hourly wage rate for part-time laborers employed by the College to work day shifts be increased from \$8.00 to \$9.00, effective 12/15/14, and be it further

RESOLVED, that the hourly wage rate for part-time laborers employed by the College to work night shifts be increased from \$9.00 to \$9.50, effective 12/15/14.

ITEM 9

**RESOLUTION NO. 2014.79 AUTHORIZING THE EXECUTION, SUBMISSION
AND IMPLEMENTATION OF SUFFOLK COUNTY COMMUNITY COLLEGE'S
"CAMPUS PLAN FOR DESIGNATION OF TAX-FREE AREAS" UNDER THE START-
UP NEW YORK PROGRAM**

WHEREAS, pursuant to New York Economic Development Law (EDL) §435, the Start-Up NY Program is an initiative to create tax free communities for new and expanding businesses on SUNY and other college campuses across the state, and

WHEREAS, the College and the County of Suffolk have identified vacant parcels of land located in Selden and Wyandanch which are proposed as Tax-Free NY Areas, and

WHEREAS, on August 8, 2014, in accordance with EDL §435(1), the College provided copies of its "Campus Plan for Designation of Tax-Free Areas" to the County of Suffolk and the Towns of Brookhaven and Babylon, as well as to local economic development entities, the College Governance Council, representatives of the College's unions, and student government, be it therefore

RESOLVED, that the College President is hereby authorized to execute, submit and implement the College's "Campus Plan for Designation of Tax-Free Areas," annexed hereto at Attachment III.



The State University
of New York

Board of Trustees Meeting
September 18, 2014
Attachment III

SUNY START-UP NY
Campus Plan for Designation of Tax-Free Area(s) Memorandum (CPM)

To: SUNY Chancellor

From: Dr. Shaun L. McKay, President

Re: Suffolk County Community College Campus Plan for Designation of Tax-Free Area(s) ("Campus Plan")

Date: August 7, 2014

For campus Office of the President:

The arrangement documented in the attached Campus Plan is aligned to the academic mission of [Suffolk County Community College] and in accordance with all SUNY policies, procedures, and guidelines.

Signature of campus President

Dr. Shaun L. McKay

-----FOR SUNY SYSTEM ADMINISTRATION USE ONLY-----

For SUNY's START-UP NY Proposal Review Team Co-Chair: It is recommended by the SUNY START-UP NY Proposal Review Team that SUNY [approve/reject] the attached Campus Plan:

Proposal Review Team Co-Chair

Date

Print Name

For SUNY Office of the Chancellor:

The attached Campus Plan is hereby [approved/rejected] for campus submission to the NYS Commissioner of Economic Development.

Signature of the Chancellor or designee

Date

Print Name



The State University
of New York

SUNY START-UP NY
Campus Plan for Designation of Tax-Free Area(s) Memorandum (CPM)

To: SUNY Chancellor

From: Dr. Shaun L. McKay, President

Re: Suffolk County Community College Campus Plan for Designation of Tax-Free Area(s) ("Campus Plan")

Date: August 7, 2014

For campus Office of the President:

The arrangement documented in the attached Campus Plan is aligned to the academic mission of [Suffolk County Community College] and in accordance with all SUNY policies, procedures, and guidelines.

Signature of campus President

Dr. Shaun L. McKay

-----FOR SUNY SYSTEM ADMINISTRATION USE ONLY-----

For SUNY's START-UP NY Proposal Review Team Co-Chair: It is recommended by the SUNY START-UP NY Proposal Review Team that SUNY [approve/reject] the attached Campus Plan:

Proposal Review Team Co-Chair

Date

Print Name

For SUNY Office of the Chancellor:

The attached Campus Plan is hereby [approved/rejected] for campus submission to the NYS Commissioner of Economic Development.

Signature of the Chancellor or designee

Date

Print Name



The State University
of New York

To: Mr. Kenneth Adams, NYS Commissioner of Economic Development
From: Shaun L. McKay, President, Suffolk County Community College
Re: Suffolk County Community College Campus Plan for Designation of Tax-Free Area(s)
Date: August 7, 2014

I, Shaun L. McKay, President of Suffolk County Community College, hereby certify the following:

- a.) We have provided a copy of the enclosed Campus Plan for Designation of Tax-Free NY Areas (Campus Plan) to the municipality or municipalities in which the proposed Tax-Free NY Areas are located, as well as to local economic development entities, the College Governance Council, union representatives, and student government, at least thirty (30) days prior to submitting the Campus Plan, and attach evidence of submission herewith (**See, Attachment A**); and
- b.) We comply with Public Officers Law, Section 74, Suffolk County Community College's Code of Professional Ethics, and the County of Suffolk's Code of Ethics (Suffolk County Code, Section 77.1 *et. seq.*); and attach copies of these provisions and/or policies herewith (**See, Attachment B**); and
- c.) We comply with the Commissioner's rules and guidelines on anticompetitive behavior (NY EDL, art. 21, sect. 440); and
- d.) We are aware of the non-governmental use limitations associated with state issued tax exempt bonds and if our proposed Tax-Free NY Area was financed with tax exempt bonds, we will: 1.) make potential businesses aware of these limitations when marketing property; and 2.) take appropriate steps to ensure that non-governmental use of property funded with tax-exempt bonds will not jeopardize the tax exempt status of state issued bonds; and
- e.) We consulted with the municipality or municipalities in which off-campus land or space is located prior to including such space or land in the proposed Tax-Free NY Areas, and we have given preference to underutilized properties; and
- f.) We have not displaced or eliminated any academic programs, any administrative programs, offices, housing facilities, dining facilities, athletic facilities, parking, or any other facility, space or program that actively serves students, faculty or staff in order to create vacant land or space to be designated as a Tax-Free NY Area; and
- g.) The information contained in the enclosed application is accurate and complete.

PRESIDENT'S SIGNATURE

DATE

Attachments/Enclosures:

- 1.) Tax-Free Area Plan with Polygon shapefile of campus area (if available) and/or point data of vacant space (if available), OR outline and shaded delineation of proposed tax-free area on a campus aerial photo and/or campus map shaded to indicate land or building containing proposed tax-free space, and floor plans of building space with designated space clearly labeled and shaded.
- 2.) Excel spreadsheet of property to be designated
- 3.) Applicable conflict of interest policies
- 4.) Evidence of submission of Tax-Free Area Plan to interested parties



START-UP NY CAMPUS PLAN FOR DESIGNATION OF TAX-FREE AREA(S)

Campus Name: Suffolk County Community College
Contact Name: Drew Biondo / Benjamin Zwirn
Campus Contact Title: Director of Communications / Director of Legislative Affairs
Campus Contact E-mail: blondodr@sunysuffolk.edu / zwirnb@sunysuffolk.edu
Campus Contact Phone: 631-451-4776 / 631-451-4705

THE TAX-FREE NY AREA PLAN SHALL BE DEVELOPED BY THE CAMPUS TEAM AND PROVIDE THE FOLLOWING REQUIRED INFORMATION:

- 1) Specification or identification of space or land proposed for designation as a Tax-Free NY Area identifying the following:
 - i. Provide the name and address of the SUNY, CUNY or community college seeking approval as a Sponsor, the address of the space or land proposed for designation as a Tax-Free NY Area, and a written description of the physical characteristics of the area for designation.
 - ii.

Name: Suffolk County Community College
Campus Address: 533 College Road, Selden, NY 11784 (Ammerman Campus) 1001 Crooked Hill Road, Brentwood, NY 11717 (Michael J. Grant Campus)
Address(es) of Proposed Tax-Free NY Area(s) : Site A: Vacant parcel of land on College Road, Selden, Town of Brookhaven, NY 11784 Site B: Vacant parcel of land on Acorn Street, Wyandanch, Town of Babylon, NY 11798
Description of Physical Characteristics of Proposed Tax-Free NY Area(s): 1. Site A in Selden is located adjacent to, but is not part of, Suffolk County Community College's Ammerman Campus on College Road, in Selden, NY, and consists of an approximately 62-acre parcel of vacant underutilized land available for development. In addition to a prime location adjacent to the College, Site A is located near a proposed new north-south Bus Rapid Transit (BRT) corridor which will facilitate easy connections with three branches of the Long Island Railroad, significantly increasing mobility and providing unique access to the site. Site A also benefits from proximity to Long Island MacArthur Airport (Islip) as well as an available connection to the Suffolk County Sewer District No. 9. Designation is requested for the entire 62-acre parcel.

In partnership with one or more developers, new space will be built to specifications in response to demand from eligible Start-UP NY companies. The proposed use of the site is consistent with local plans, such as Suffolk County Executive Steven Bellone's Connect Long Island Regional Transportation and Development Plan, the Town of Brookhaven Comprehensive Plan, and the Middle Country Land Use Plan.

2. Site B, in Wyandanch, consists of an approximately 1-acre vacant parcel of land located in the Wyandanch Rising Transit Oriented Redevelopment Area. A proposed building ("Building C") will be located on Lots 9 and 12 of the attached map, and will consist of approximately 90,000 square feet of commercial/office space located on four (4) stories.

Approximately 10,000 square feet will be designated for use by START-UP NY eligible businesses. The site is adjacent to the Wyandanch Train Station and will benefit from walkable access to public transit, a range of new housing options, nearby retail, civic buildings and public spaces.

This site is also an off-campus location, located approximately seven (7) miles from the College's Michael J. Grant Campus in Brentwood, NY.

- iii. Complete the Excel spreadsheet template provided with this document, noting the instructions on page 2. Include the official SUNY Physical Space Inventory (PSI) building number and a clear description of the spaces in the building or floor (when the entire floor is under consideration), or floor/wing (with outer rooms defining the space specifically listed). Include only properties sought to be designated now and exclude potential sites that may be considered in the future (see 2a below). **See, Attachment C.**
 - iv. Provide also a representation of each proposed site drawn in AutoCAD on a scaled campus map with boundaries drawn clearly. Two versions should be created; one including an imbedded layer from Google Earth or other aerial photograph of the property. The second version should exclude the photographic imagery. Each parcel under consideration must have a unique alpha numeric identifier, clearly labeled on each plan which ties to identifiers in the Excel spreadsheet. If digital files containing Polygon shapefile that delineates area for designation are available, provide these as well. **See, Attachment D.**
 - v. Provide a campus map with each proposed building shaded. Label each building with the official building number as listed in the SUNY Physical Space Inventory (PSI) along with the building name. For each building shaded and labeled, include floor plans of all areas under consideration with the specific spaces clearly shaded and labeled with official PSI room numbers. If digital files containing Point shapefiles that provide locations of area for designation are available, provide these as well. N/A
- 2) The total square footage of the space and/or acreage of land proposed for designation as a Tax-Free NY Area is:

Site A: Selden - 62 acres of property is available off-campus and adjacent to the Suffolk County

Community College Campus to site an eligible business. Site B: Wyandanch – 10,000 sq. ft. will be off campus and designated in the proposed building.

- 2a) *If applicable:* You may include here a description of any potential space or acreage of land that you may seek to designate as a Tax-Free NY Area under the START-UP NY Program in the future. This may include campus property that may become vacant, or other properties in your community that are not currently part of your campus but may be desirable for a company partner and with which you may consider an affiliation if an appropriate partner is identified. Do not include these properties in the Excel spreadsheet.

N/A

- 2b) *If applicable:* The total square footage of the space or acreage of land that you may propose to designate as a Tax-Free Area as identified in 2a, if known.

N/A

- 3) Provide a description of the type of business or businesses that may locate in the area identified in #1.

In compliance with START-UP NY regulations and restrictions for downstate campuses, the types of businesses and industries to be targeted will be start-ups and/or high technology and may include:

- Cyber and Homeland Security
- Wireless and Information Technology
- Manufacturing Technology
- Software Development
- Engineering and Remanufacturing
- Biotechnology
- Electronics
- Process Technologies

- 4) Provide a description of the campus academic mission, and explain how the businesses identified in #3 will align or further the academic mission of the university or college.

The mission of Suffolk County Community College is to promote intellectual discovery, physical development, social and ethical awareness, and economic opportunities for all through an education that transforms lives, builds communities and improves society. With more than 26,000 students enrolled at three campuses in Selden, Brentwood and Riverhead, Suffolk County Community College is the largest community college in New York State. The College offers Associate in Arts (A.A.), Associate in Science (A.S.), and Associate in Applied Science (A.A.S.) degrees and professional certificates in 100 programs of study.

Suffolk County Community College is committed to offering programs and services that fulfill the educational needs of the residents of Suffolk County. All of College's curricula are registered by the New York State Department of Education.

SCCC's Transfer Programs prepare students to enter four-year colleges and universities. They include a broad range of disciplines, including science and engineering, and computer science. The College's Career Programs, designed to match the occupational goals of students with regional employment needs, prepare graduates for technical professional jobs after graduation from Suffolk.

Certificate Programs provide the skills necessary for employment after one year of study. These programs emphasize the skills required for direct entry into the job market.

The industry sectors to be targeted for recruitment will closely align with Suffolk County Community College's academic strengths.

All businesses associated with Suffolk Community College through START-UP NY will be required to build upon the skills students have acquired during their academic career. Accepted businesses will provide collaborative research-related experiences for students and faculty.

Suffolk County Community College will seek businesses, for example, that provide computer science majors with the opportunity to engage in the development of new technologies for mobile devices or computers. We will seek businesses that provide the opportunity for our applied sciences majors to not only use their skills explaining and predicting phenomena in the natural environment to practical applications in engineering, manufacturing, or and research and development, but also to assist with the commercialization of new products and technologies. We also envision opportunities to be engaged with businesses in marketing and communications, business administration, accounting and management, among other fields.

- 5) Provide a description of how participation by these types of businesses in the START-UP NY Program will generate positive community and economic benefits, including but not limited to:
- Increased employment opportunities;
 - Increased opportunities for internships, vocational training and experiential learning for undergraduate and graduate study;
 - Diversification of the local economy;
 - Environmental sustainability;
 - Increased entrepreneurship opportunities;
 - Positive, non-competitive and/or synergistic links to existing businesses;
 - Effect on the local economy; and
 - Opportunities as a magnet for economic and social growth.

START-UP NY will attract start-up companies to the region and create high paying jobs in targeted high-technology sectors. Start-UP NY will create an entrepreneurial ecosystem where the potential of local research institutions –Brookhaven National Laboratory and Cold Spring Harbor

laboratory, among others -- is harnessed by entrepreneurs who start companies and create jobs on Long Island.

In addition, businesses selected to participate in Suffolk County Community College's Start-Up New York initiative will be expected to provide and/or participate in the College's learning environment by providing internships in their area of expertise. Internships have become a critical component of a college student's education. Through internships, students gain experience in different fields, test career interests, and establish contacts in the business world. In addition to these benefits, internships permit students to gain practical experience without making a commitment to a specific field. Internships allow students who do not know exactly what they want to do to work in different fields with the hope of finding a job they really enjoy. For other students, internships confirm their interest in a particular course of study and reinforce their career goals. Start-up businesses may also provide valuable opportunities for students to learn about entrepreneurship and business operations.

The proposed tax free zones will allow for significant incentives without major impacts to existing taxing jurisdictions. These "innovation zones" will allow new companies emerging from local research institutions to grow and develop in Suffolk County, creating high paying jobs and growing an innovation economy with immeasurable community benefits.

Suffolk County Community College is part of the economic and cultural ecosystem of Suffolk County. Business development through the College will provide another avenue to assist growth in the local community. Positioning start-up businesses and aligning business with educational activities will result in a number of economic and community benefits for Suffolk County.

The College's participation in START-UP NY will result in increased employment opportunities for our students and help to staunch the loss of our region's young, motivated and educated workers, due to a lack of jobs, housing, and transportation. Internships, vocational training, and curriculum integrated with local employment needs will result in more graduates being hired by local businesses which, in turn, will boost the local economy. Gainfully employed students and former students will be able to root themselves in our community, afford local housing, and contribute to civic and cultural activities.

In addition, our participation in START-UP NY will assist in making the Long Island Regional Economic Development Council's vision to "make Long Island a global center for innovation and the model for knowledge-based suburban economy" a reality. (Long Island's Future Economy, November 14, 2011).

Suffolk County Community College is also a central component to the Suffolk County Executive's Connect Long Island Plan. Connect Long Island is a regional transportation and development plan aimed at creating an innovation economy and sustainable economic growth by supporting Transit Oriented Development, and building 21st century transportation infrastructure that connects these development hubs to our major educational institutions and innovation zones for emerging hi-tech companies.

Plans for a new north-south transit connection along the Nicolls Road corridor are well underway,

and funding for some of the major components have been secured. Suffolk County Community College and associated START-UP NY businesses will significantly benefit from connections to all three branches of the LIRR, housing and economic activity in Patchogue Village, and existing relationships with other Long Island institutions of higher education, such as Stony Brook University, St. Joseph's College, and Briarcliffe College.

The collaborative effort fostered through Start-UP NY and fostered by Suffolk County Community College will help establish relationships that encourage community renewal and civic participation, and ensures that businesses will choose to stay in Suffolk County long after Start-UP NY tax-benefits have expired.

The College is confident that its participation in START-UP NY will result in long-term sustainable economic growth and vitality.

- 6) Provide a description of the process the Sponsor (campus) will follow to select participating businesses. The description should identify the membership of any group or committee that may make recommendations, the final decision-maker, and the criteria that will be used to make decisions. This group or committee must include representation from faculty governance. The criteria may include some or all of the following:

A. Academic and Research Alignment

1. Is the business in an industry aligned with current and/or developing University research, scholarly, and creative activity?
2. Does the business provide experiential learning and workforce opportunities (e.g., internships, fellowships, full-time jobs) for students and graduates?
3. Does the business provide areas for partnership and advancement for faculty and students?
4. Will the business provide access to research instrumentation, tools, and/or equipment necessary to advance the academic and research mission?
5. Will the business fund scholarships, campus facilities or other academic services or amenities?
6. Will the business and/or its employees contribute to instruction or provide student mentoring?
7. Does the business offer the use of company resources, intellectual property or expertise to support the academic mission?

B. Economic Benefit

1. How many net new jobs will be created?
2. Is the business viable in both the short- and long-term?
3. Will the business attract private financial investment?
4. Does the business plan to make capital investments (e.g., renovation, new construction)?
5. Are the new jobs in critical areas of the economy?
6. How will the University financially benefit from the terms of the lease?

C. Community Benefits

1. Does the business have the support of one or more municipal or community entities?
2. Is the business recruiting employees from the local workforce?
3. Does the business invest in underserved, economically distressed regions?
4. Will the business rely on suppliers within the local and regional economy?

Suffolk County Community College's START-UP NY program will be overseen by a special committee appointed by the College President. This committee will serve in an advisory capacity to the President.

The oversight by the committee will ensure alignment with the College's mission, and connect companies with programs that best support their activities.

The College will utilize the services of the Suffolk County Department of Economic Development and Planning, as well as the Suffolk County Industrial Development Agency, to communicate the benefits of the START-UP NY program through various media outlets. In addition, the College will collaborate with economic development specialists and business organizations in the community, such as the IDAs in the Towns of Brookhaven and Babylon, and the Long Island Association (LIA), to identify potential businesses that would benefit from START-UP NY, grow the local economy, and, most importantly, support our academic mission.

The College's special committee will review applications to determine if proposed businesses comport with the College's mission and strategic plan.

Businesses will be selected based upon criteria and eligibility for Start-Up New York; alignment with the College's mission; ability to contribute to student learning; and harmony with the campus environment.

The Application Process

Initial Meeting/Information Session – provide program information and initial guidance to interested businesses. Provide an opportunity for businesses to interact with key staff from the College, ESD, and local economic development and business organizations.

Preliminary Submission – Businesses will submit a draft application to the College. Q & A with key College personnel. Businesses will have an opportunity to address comments prior to final submission to the College.

Final Submission – Businesses submit final application to the College.

Initial Review – Internal review of final application resulting in tentative recommendation and scheduling of interview.

Formal Interview – The College's Executive Committee formally interviews company representatives.

Evaluation

- Meets all START-UP NY statutory requirements
- Business concepts are in alignment with College mission
- Financial standing and growth potential are evaluated

- Description of business activities; products/technologies to be developed
- Demonstration of economic, educational, and community benefits

Approval

- The College President will make the final decision to approve or deny applications, after evaluation of all facts and circumstances. This decision shall be in the President's sole and absolute discretion, and shall be final and non-appealable.

PUBLIC OFFICERS LAW

§ 74. Code of ethics.

1. **Definition.** As used in this section: The term "**state agency**" shall mean any state department, or division, board, commission, or bureau of any state department or any public benefit corporation or public authority at least one of whose members is appointed by the governor or corporations closely affiliated with specific state agencies as defined by paragraph (d) of subdivision five of section fifty-three-a of the finance law or their successors.

The term "**legislative employee**" shall mean any officer or employee of the legislature but it shall not include members of the legislature.

2. **Rule with respect to conflicts of interest.** No officer or employee of a state agency, member of the legislature or legislative employee should have any interest, financial or otherwise, direct or indirect, or engage in any business or transaction or professional activity or incur any obligation of any nature, which is in substantial conflict with the proper discharge of his duties in the public interest.

3. **Standards.**

- a. No officer or employee of a state agency, member of the legislature or legislative employee should accept other employment which will impair his independence of judgment in the exercise of his official duties.
- b. No officer or employee of a state agency, member of the legislature or legislative employee should accept employment or engage in any business or professional activity which will require him to disclose confidential information which he by reason of his official position or authority.
- c. No officer or employee of a state agency, member of the legislature or legislative employee should disclose confidential information acquired by him in the course of his official duties nor use such information to further his personal interests.
- d. No officer or employee of a state agency, member of the legislature or legislative employee should use or attempt to use his or her official position to secure unwarranted privileges or exemptions for himself or herself or others, including but not limited to, the misappropriation to himself, herself or to others of the property, services or other resources of the state for private business or other compensated non-governmental purposes.
- e. No officer or employee of a state agency, member of the legislature or legislative employee should engage in any transaction as representative or agent of the state with any business entity in which he has a direct or indirect financial interest that might reasonably tend to conflict with the proper discharge of his official duties.
- f. An officer or employee of a state agency, member of the legislature or legislative employee should not by his conduct give reasonable basis for the impression that any person can

improperly influence him or unduly enjoy his favor in the performance of his official duties, or that he is affected by the kinship, rank, position or influence of any party or person.

- g. An officer or employee of a state agency should abstain from making personal investments in enterprises which he has reason to believe may be directly involved in decisions to be made by him or which will otherwise create substantial conflict between his duty in the public interest and his private interest.
- h. An officer or employee of a state agency, member of the legislature or legislative employee should endeavor to pursue a course of conduct which will not raise suspicion among the public that he is likely to be engaged in acts that are in violation of his trust.
- i. No officer or employee of a state agency employed on a full-time basis nor any firm or association of which such an officer or employee is a member nor corporation a substantial portion of the stock of which is owned or controlled directly or indirectly by such officer or employee, should sell goods or services to any person, firm, corporation or association which is licensed or whose rates are fixed by the state agency in which such officer or employee serves or is employed.

4. Violations. In addition to any penalty contained in any other provision of law any such officer, member or employee who shall knowingly and intentionally violate any of the provisions of this section may be fined, suspended or removed from office or employment in the manner provided by law. Any such individual who knowingly and intentionally violates the provisions of paragraph b, c, d or i of subdivision three of this section shall be subject to a civil penalty in an amount not to exceed ten thousand dollars and the value of any gift, compensation or benefit received as a result of such violation. Any such individual who knowingly and intentionally violates the provisions of paragraph a, e or g of subdivision three of this section shall be subject to a civil penalty in an amount not to exceed the value of any gift, compensation or benefit received as a result of such violation.

ATTACHMENT A



Office of Legal Affairs

Via First Class Mail

August 7, 2014

Hon. Steven Bellone
County Executive
Suffolk County Government
H. Lee Dennison Building
100 Veterans Memorial Highway
PO Box 6100
Hauppauge, NY 11788-0099


Re: Start-Up New York Application of Suffolk County Community College

Dear County Executive Bellone:

In accordance with New York Economic Development Law §435(1), we wish to notify you that on or after September 6, 2014, Suffolk County Community College intends to submit the enclosed "Campus Plan for Designation of Tax-Free Areas" to the New York State Commissioner of Economic Development under the Start-Up New York Program.

Should you require any further information, please feel free to call me.

Very truly yours,


Louis J. Petrizzo
College General Counsel

Enclosure

cc: Dr. Shaun L. McKay, President
Drew Biondo, Director of Communications
Benjamin Zwirn, Intergovernmental Relations Coordinator

Suffolk County Community College promotes intellectual discovery, physical development, social and ethical awareness, and economic opportunities for all through an education that transforms lives, builds communities, and improves society.

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Eastern Campus
121 Speonk-Riverhead Road
Riverhead, NY 11901-3499
(631) 548-2500



Office of Legal Affairs

Via First Class Mail

August 7, 2014

Hon. Edward P. Romaine
Supervisor
Town of Brookhaven
1 Independence Hill
Farmingville, NY 11738

Re: Start-Up New York Application of Suffolk County Community College

Dear Supervisor Romaine:

In accordance with New York Economic Development Law §435(1), we wish to notify you that on or after September 6, 2014, Suffolk County Community College intends to submit the enclosed "Campus Plan for Designation of Tax-Free Areas" to the New York State Commissioner of Economic Development under the Start-Up New York Program.

Should you require any further information, please feel free to call me.

Very truly yours,

Louis J. Petrizzo
College General Counsel

Enclosure

cc: Dr. Shaun L. McKay, President
Drew Biondo, Director of Communications
Benjamin Zwirn, Intergovernmental Relations Coordinator

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Office of Legal Affairs

Via First Class Mail

August 7, 2014

Mr. Tony Catapano
Acting Executive Director
Suffolk County Industrial Development Agency
H. Lee Dennison Building, 3rd Floor
100 Veterans Memorial Highway
PO Box 6100
Hauppauge, NY 11788

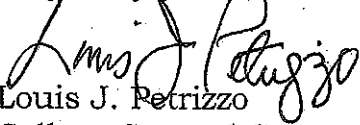
Re: Start-Up New York Application of Suffolk County Community College

Dear Mr. Catapano:

In accordance with New York Economic Development Law §435(1), we wish to notify you that on or after September 6, 2014, Suffolk County Community College intends to submit the enclosed "Campus Plan for Designation of Tax-Free Areas" to the New York State Commissioner of Economic Development under the Start-Up New York Program.

Should you require any further information, please feel free to call me.

Very truly yours,


Louis J. Petrizzo
College General Counsel

Enclosure

cc: Dr. Shaun L. McKay, President
Drew Biondo, Director of Communications
Benjamin Zwirn, Intergovernmental Relations Coordinator

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Office of Legal Affairs

Via First Class Mail

August 7, 2014

Hon. Richard Schaffer
Supervisor
Town of Babylon
200 East Sunrise Highway
Lindenhurst, NY 11757

Re: Start-Up New York Application of Suffolk County Community College

Dear Supervisor Schaffer:

In accordance with New York Economic Development Law §435(1), we wish to notify you that on or after September 6, 2014, Suffolk County Community College intends to submit the enclosed "Campus Plan for Designation of Tax-Free Areas" to the New York State Commissioner of Economic Development under the Start-Up New York Program.

Should you require any further information, please feel free to call me.

Very truly yours,

Louis J. Petrizzo
College General Counsel

Enclosure

cc: Dr. Shaun L. McKay, President
Drew Biondo, Director of Communications
Benjamin Zwirn, Intergovernmental Relations Coordinator

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Office of Legal Affairs

Via First Class Mail

August 7, 2014

Mr. Robert Stricoff
Chief Executive Officer
Babylon Industrial Development Agency
47 West Main Street, Suite 3
Babylon, NY 11702

Re: Start-Up New York Application of Suffolk County Community College

Dear Mr. Stricoff:

In accordance with New York Economic Development Law §435(1), we wish to notify you that on or after September 6, 2014, Suffolk County Community College intends to submit the enclosed "Campus Plan for Designation of Tax-Free Areas" to the New York State Commissioner of Economic Development under the Start-Up New York Program.

Should you require any further information, please feel free to call me.

Very truly yours,

Louis J. Petrizzo
College General Counsel

Enclosure

cc: Dr. Shaun L. McKay, President
Drew Biondo, Director of Communications
Benjamin Zwirn, Intergovernmental Relations Coordinator

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Office of Legal Affairs

Via First Class Mail

August 7, 2014

Ms. Lisa Mulligan
Chief Executive Officer
Town of Brookhaven Industrial Development Agency
1 Independence Hill
Farmingville, NY 11738


Re: Start-Up New York Application of Suffolk County Community College

Dear Ms. Mulligan:

In accordance with New York Economic Development Law §435(1), we wish to notify you that on or after September 6, 2014, Suffolk County Community College intends to submit the enclosed "Campus Plan for Designation of Tax-Free Areas" to the New York State Commissioner of Economic Development under the Start-Up New York Program.

Should you require any further information, please feel free to call me.

Very truly yours,


Louis J. Petrizzo
College General Counsel

Enclosure

cc: Dr. Shaun L. McKay, President
Drew Biondo, Director of Communications
Benjamin Zwirn, Intergovernmental Relations Coordinator

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Office of Legal Affairs

Via First Class Mail

August 7, 2014

Mr. Kevin Peterman
President - Faculty Association
Suffolk County Community College
Southampton Bldg, Room 224J
533 College Road
Selden, NY 11784-2899

Re: Start-Up New York Application of Suffolk County Community College

Dear Mr. Peterman:

In accordance with New York Economic Development Law §435(1), we wish to notify you that on or after September 6, 2014, Suffolk County Community College intends to submit the enclosed "Campus Plan for Designation of Tax-Free Areas" to the New York State Commissioner of Economic Development under the Start-Up New York Program.

Should you require any further information, please feel free to call me.

Very truly yours,

Louis J. Petrizzo
College General Counsel

Enclosure

cc: Dr. Shaun L. McKay, President
Drew Biondo, Director of Communications
Benjamin Zwirn, Intergovernmental Relations Coordinator

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Office of Legal Affairs

Via First Class Mail

August 7, 2014

Mr. Tom Breeden
President - Guild of Administrative Officers
Suffolk County Community College
Smithtown Science Bldg - 106
533 College Road
Selden, NY 11784

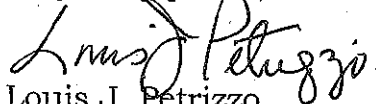
Re: Start-Up New York Application of Suffolk County Community College

Dear Mr. Breeden:

In accordance with New York Economic Development Law §435(1), we wish to notify you that on or after September 6, 2014, Suffolk County Community College intends to submit the enclosed "Campus Plan for Designation of Tax-Free Areas" to the New York State Commissioner of Economic Development under the Start-Up New York Program.

Should you require any further information, please feel free to call me.

Very truly yours,


Louis J. Petrizzo
College General Counsel

Enclosure

cc: Dr. Shaun L. McKay, President
Drew Biondo, Director of Communications
Benjamin Zwirn, Intergovernmental Relations Coordinator

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Office of Legal Affairs

Via First Class Mail

August 7, 2014

Ms. Filiz Turhan-Swenson
Chairwoman - College Governance Council
Suffolk County Community College
Islip Arts Building, Room 2M
533 College Road
Selden, NY 11784

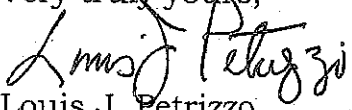
Re: Start-Up New York Application of Suffolk County Community College

Dear Chairwoman Turhan-Swenson:

In accordance with New York Economic Development Law §435(1), we wish to notify you that on or after September 6, 2014, Suffolk County Community College intends to submit the enclosed "Campus Plan for Designation of Tax-Free Areas" to the New York State Commissioner of Economic Development under the Start-Up New York Program.

Should you require any further information, please feel free to call me.

Very truly yours,


Louis J. Petrizzo
College General Counsel

Enclosure

cc: Dr. Shaun L. McKay, President
Drew Biondo, Director of Communications
Benjamin Zwirn, Intergovernmental Relations Coordinator

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Office of Legal Affairs

Via First Class Mail

August 7, 2014

Mr. Daniel Farrell
President
Association of Municipal Employees
30 Orville Drive, Suite A
Bohemia, NY 11716

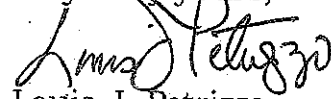
Re: Start-Up New York Application of Suffolk County Community College

Dear Mr. Farrell:

In accordance with New York Economic Development Law §435(1), we wish to notify you that on or after September 6, 2014, Suffolk County Community College intends to submit the enclosed "Campus Plan for Designation of Tax-Free Areas" to the New York State Commissioner of Economic Development under the Start-Up New York Program.

Should you require any further information, please feel free to call me.

Very truly yours,


Louis J. Petrizzo
College General Counsel

Enclosure

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Drew Biondo, Director of Communications
Benjamin Zwirn, Intergovernmental Relations Coordinator

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Office of Legal Affairs

Via First Class Mail

August 7, 2014

Mr. Jesse G. Pazmino
President
SCCC Student Government
Campus Activities, Captree - Room 110
Crooked Hill Road
Brentwood, NY 11717


Re: Start-Up New York Application of Suffolk County Community College

Dear President Pazmino:

In accordance with New York Economic Development Law §435(1), we wish to notify you that on or after September 6, 2014, Suffolk County Community College intends to submit the enclosed "Campus Plan for Designation of Tax-Free Areas" to the New York State Commissioner of Economic Development under the Start-Up New York Program.

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Very truly yours,


Louis J. Petrizzo
College General Counsel

Enclosure

cc: Dr. Shaun L. McKay, President
Drew Biondo, Director of Communications
Benjamin Zwirn, Intergovernmental Relations Coordinator

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ATTACHMENT B

PUBLIC OFFICERS LAW

§ 74. Code of ethics.

1. **Definition.** As used in this section: The term "**state agency**" shall mean any state department, or division, board, commission, or bureau of any state department or any public benefit corporation or public authority at least one of whose members is appointed by the governor or corporations closely affiliated with specific state agencies as defined by paragraph (d) of subdivision five of section fifty-three-a of the finance law or their successors.

The term "**legislative employee**" shall mean any officer or employee of the legislature but it shall not include members of the legislature.

2. **Rule with respect to conflicts of interest.** No officer or employee of a state agency, member of the legislature or legislative employee should have any interest, financial or otherwise, direct or indirect, or engage in any business or transaction or professional activity or incur any obligation of any nature, which is in substantial conflict with the proper discharge of his duties in the public interest.

3. Standards.

- a. No officer or employee of a state agency, member of the legislature or legislative employee should accept other employment which will impair his independence of judgment in the exercise of his official duties.
- b. No officer or employee of a state agency, member of the legislature or legislative employee should accept employment or engage in any business or professional activity which will require him to disclose confidential information which he by reason of his official position or authority.
- c. No officer or employee of a state agency, member of the legislature or legislative employee should disclose confidential information acquired by him in the course of his official duties nor use such information to further his personal interests.
- d. No officer or employee of a state agency, member of the legislature or legislative employee should use or attempt to use his or her official position to secure unwarranted privileges or exemptions for himself or herself or others, including but not limited to, the misappropriation to himself, herself or to others of the property, services or other resources of the state for private business or other compensated non-governmental purposes.
- e. No officer or employee of a state agency, member of the legislature or legislative employee should engage in any transaction as representative or agent of the state with any business entity in which he has a direct or indirect financial interest that might reasonably tend to conflict with the proper discharge of his official duties.
- f. An officer or employee of a state agency, member of the legislature or legislative employee should not by his conduct give reasonable basis for the impression that any person can

improperly influence him or unduly enjoy his favor in the performance of his official duties, or that he is affected by the kinship, rank, position or influence of any party or person.

- g. An officer or employee of a state agency should abstain from making personal investments in enterprises which he has reason to believe may be directly involved in decisions to be made by him or which will otherwise create substantial conflict between his duty in the public interest and his private interest.
 - h. An officer or employee of a state agency, member of the legislature or legislative employee should endeavor to pursue a course of conduct which will not raise suspicion among the public that he is likely to be engaged in acts that are in violation of his trust.
 - i. No officer or employee of a state agency employed on a full-time basis nor any firm or association of which such an officer or employee is a member nor corporation a substantial portion of the stock of which is owned or controlled directly or indirectly by such officer or employee, should sell goods or services to any person, firm, corporation or association which is licensed or whose rates are fixed by the state agency in which such officer or employee serves or is employed.
- 4. Violations.** In addition to any penalty contained in any other provision of law any such officer, member or employee who shall knowingly and intentionally violate any of the provisions of this section may be fined, suspended or removed from office or employment in the manner provided by law. Any such individual who knowingly and intentionally violates the provisions of paragraph b, c, d or i of subdivision three of this section shall be subject to a civil penalty in an amount not to exceed ten thousand dollars and the value of any gift, compensation or benefit received as a result of such violation. Any such individual who knowingly and intentionally violates the provisions of paragraph a, e or g of subdivision three of this section shall be subject to a civil penalty in an amount not to exceed the value of any gift, compensation or benefit received as a result of such violation.

CODE OF PROFESSIONAL ETHICS

The Board of Trustees of Suffolk Community College believes it is important to establish an official Code of Professional Ethics for the College to promote professional management of its operations. To further this objective, all employees of the College are enjoined to adhere to legal, moral and professional standards of conduct in the fulfillment of their responsibilities. Standards set forth in this Code are promulgated in order to enhance the performance of all persons engaged in College operations.

Personal Standards

College employees shall demonstrate and be dedicated to the highest ideals of honor and integrity in all public and personal relationships to merit the respect, trust and confidence of all governing authorities, students, other employees and the public at large.

- They shall devote their time, skills and energies to their positions both independently and in cooperation with other professionals.
- They shall abide by approved practices and recommended standards.

Responsibility as an Employee of the Association

College employees shall recognize and be accountable for their responsibilities as employees of a public community college.

- They shall be sensitive and responsive to the rights of the public and its changing needs.
- They shall strive to provide the highest quality of performance.
- They shall exercise prudence and integrity in the management of assets in their custody and in all activities.
- They shall uphold both the letter and the spirit of the constitution, legislation and regulations governing their actions and report violations of the law to the appropriate authorities.

Professional Development

College employees shall be responsible for maintaining their own competence and for enhancing the competence of their colleagues and for providing encouragement to those seeking to enter into community college service. College employees shall promote excellence in community college service.

Professional Integrity – Information

College employees shall demonstrate professional integrity in the provision and management of information.

- They shall not knowingly sign, subscribe to, or permit the issuance of any statement or report which contains any misstatement or which omits any material fact.

- They shall prepare and present statements and information pursuant to applicable law and generally accepted practices and guidelines.
- They shall respect and protect privileged information to which they have access by virtue of their position.
- They shall be sensitive and responsive to inquiries from the public and the media, within the framework of existing policy.

Professional Integrity – Relationships

College employees shall act with honor, integrity and virtue in all professional relationships.

- They shall exhibit loyalty and trust in the affairs and interests of the College, within the confines of this Code of Ethics.
- They shall not knowingly be a party to or condone any illegal or improper activity.
- They shall respect the rights, responsibilities and integrity of their colleagues and others with whom they work and associate.
- They shall manage all matters of personnel within the scope of their authority so that fairness and impartiality govern their decisions.
- They shall promote equal employment opportunities, and in doing so, oppose any discrimination, harassment or other unfair practice.

Conflict of Interest

College employees shall actively avoid the appearance of or the fact of conflicting interests.

- They shall discharge their responsibilities without favor and shall refrain from engaging in any outside matters of financial or personal interest incompatible with the impartial and objective performance of their College responsibilities and duties.
- They shall not, directly or indirectly, seek or accept personal gain which would influence, or appear to influence, the conduct of their official responsibilities and duties.
- They shall not use College property or resources for personal gain.

Board of Trustees
August 26, 2004

Part 1: Code of Ethics and Financial Disclosure

[Adopted 10-11-2011 by L.L. No. 55-2011^[1]]

[1]: *Editor's Note: This local law also repealed former Art. I of this chapter, Financial Disclosure, adopted 6-13-1978 by L.L. No. 12-1978 (Ch. 61 of the 1985 Code), as amended.*

Article I: Code of Ethics

§ 77-1 Definitions.

When used in this Part 1, the following terms shall have the meanings indicated:

AGENCY

A department, division, bureau, board, commission, advisory committee, office or other agency of County government.

AGENCY SERVED BY A PUBLIC OFFICIAL

- A. In the case of a County employee, the agency employing such employee; or
- B. In the case of other public servants, the agency which exercises control of the public servant or the agency to whom the public servant reports.

APPEAR

To make any communication, for compensation, other than those involving ministerial matters.

ASSOCIATED

A person or firm associated with a public servant includes a spouse, domestic partner, child, parent or sibling; a person with whom the public servant has a business or other financial interest; and each firm in which the public servant has an interest.

BOARD

The Board of Ethics.

BUSINESS DEALINGS WITH THE COUNTY

Any transaction with the County involving the sale, purchase, rental, disposition or exchange of any goods, services, or property, or any license, grant or benefit, and any performance with respect to any of the foregoing, but shall not include any transaction involving the public servant's residence or any ministerial matter.

COUNTY

The County of Suffolk or any agency of the County of Suffolk.

COUNTY EMPLOYEE

All elected officials and public servants who are employed by the County and compensated for their services, but shall not include members of occupational licensing boards.

ELECTED OFFICIAL

A person holding office as County Executive, District Attorney, Clerk, Comptroller, Treasurer, Sheriff or member of the County Legislature.

FIRM

A sole proprietorship, joint venture, partnership, corporation or any other form of business enterprise.

INTEREST

A financial interest in a firm or a position with a firm held by a public servant, the public servant's spouse, domestic partner or unemancipated child.

LOBBYIST

A person or firm registered as a lobbyist with the County of Suffolk pursuant to Chapter 580 of the Suffolk County Code or any successor statute thereto.

MEMBER

A member of the Board of Ethics.

MINISTERIAL MATTER

An administrative act, including the issuance of a license, permit or other permission of the County, which is carried out in a prescribed manner and which does not involve substantial personal discretion.

OWNERSHIP INTEREST

An interest in a firm held by a public servant, or the public servant's spouse, domestic partner or unemancipated child, which exceeds 5% of the firm or an investment of \$25,000 in cash or other form of commitment, whichever is less, and any lesser interest in a firm when the public servant, or the public servant's spouse, domestic partner or unemancipated child, is an officer of the firm or exercises managerial control or responsibility regarding such firm, but shall not include interests held in any pension plan, deferred compensation plan or mutual fund, the investments of which are not controlled by the public servant, the public servant's spouse, domestic partner or unemancipated child.

PARTICULAR MATTER

Any case, proceeding, application, request for a ruling or benefit, determination, contract, investigation, charge, accusation, arrest or similar action which involves a specific party or parties.

POLITICAL PARTY OFFICER

A chairperson of any County political party committee elected pursuant to § 2-112 of New York Election Law or the chairperson of any duly constituted Town political party committee.

POSITION

A position in a firm, such as an officer, director, trustee or employee, or any management position, or as an attorney, agent, broker or consultant to the firm, which does not constitute an ownership interest in the firm.

PUBLIC SERVANT

All officials, officers and employees of the County, whether paid or unpaid.

SPOUSE

A husband or wife of a public servant who is not legally separated from such public servant.

SUPERVISOR

Any person having the authority to control or direct the work of a public servant.

UNEMANCIPATED CHILD

Any son, daughter, stepson or stepdaughter who is under the age of 18, unmarried and living in the household of the public servant.

§ 77-2 Prohibited interests in firms doing business with County.

- A. No public servant shall have an ownership interest in a firm which such public servant knows is engaged in business dealings with the department or agency served by such public servant.
- B. No County employee shall have an ownership interest in a firm which such employee knows is engaged in business dealings with the County.
- C. An individual who, prior to becoming a public servant, has an ownership interest which would be prohibited under this section, shall either:
 - (1) Divest of the ownership interest; or

- (2) Terminate the business dealing with the County; or
 - (3) Disclose to the Board such ownership interest and comply with its order.
- D. A public servant who has an ownership interest and did not know of a business dealing which would cause the interest to be prohibited, but has subsequently gained knowledge of such business dealing; or a public servant who holds an ownership interest which, subsequent to the public servant's acquisition of the interest, enters into a business dealing which would cause the ownership interest to be prohibited; or a public servant, who, by operation of law, obtains an ownership interest which would be prohibited shall disclose to the Board such ownership interest. Further, the public servant will, within 15 days of knowing of the business dealing, either:
- (1) Divest of the ownership interest; or
 - (2) Terminate the business dealing with the County; or
 - (3) Ask the Board to determine whether such ownership interest, if maintained, would be in conflict with the proper discharge of the public servant's official duties.
- E. When an individual discloses an ownership interest to the Board pursuant to Subsection C of this section, or a public servant requests that the Board make a determination regarding an ownership interest pursuant to Subsection D, the Board shall issue an order setting forth its determination as to whether or not such interest, if maintained, would be in conflict with the proper discharge of the public servant's official duties. In making such determination, the Board shall take into account the nature of the public servant's duties, the manner in which the interest may be affected by any action of the County, the appearance of conflict and such other factors as the Board deems appropriate. If the Board determines a conflict exists, the Board's order shall require divestiture or such other action as it deems appropriate which may mitigate such conflict.

§ 77-3 Prohibited conduct.

- A. A public servant who has an interest in a firm which is not prohibited by § 77-2 shall not take any action as a public servant particularly affecting that interest.
- B. No public servant shall engage in any business, transaction or private employment, or have any financial or private interest which is in conflict with the proper discharge of his or her official duties.
- C. No public servant shall use his or her official position or office, or take or fail to take any action, in a manner which he or she knows or has reason to know may result in a personal financial benefit to himself or herself, a person or firm associated with the public servant, a customer or client of the public servant or any person from whom the public servant has received a gift or any goods or services for less than fair market value, during the preceding 12 months.
- D. No public servant shall disclose any confidential information concerning the property, affairs or government of the County which is obtained as a result of the official duties of such public servant and which is not otherwise available to the public or use such information to advance any financial or private interest of the public servant or of any person associated with the public servant; provided, however, that this shall not prohibit any public servant from disclosing information concerning conduct which the public servant knows or reasonably believes to involve waste, inefficiency, corruption, criminal activity or conflict of interest.
- E. No public servant shall solicit or accept any gift having a value of \$75 or more from any person or firm which such public servant knows is or intends to become engaged in business dealings with the County.
- F. No public servant shall receive compensation for performing any official duty except from the County or accept or receive any gift or gratuity from any person or entity whose interests will be affected by the public servant's official action or whose interests have been affected by the public servant's official action.
- G. No public servant shall solicit, accept or receive any gift or gratuity from a lobbyist.
- H. No public servant shall, for compensation, represent private interests before any County agency or appear directly or indirectly on behalf of private interests in matters involving the County. For a public servant who is not a County employee, this prohibition shall apply only to the agency served by the public servant.

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- I. No public servant shall appear as attorney or counsel against the interests of the County in any litigation in which the County is a party, or in any action or proceeding in which the County, or any public servant of the County, acting in the course of official duties, is a complainant, provided that this subsection shall not apply to an elected official representing himself or herself, or to a public servant employed by an elected official who appears as attorney or counsel for that elected official, in any litigation, action or proceeding in which the elected official has standing and authority to participate by virtue of his or her capacity as an elected official. This subsection shall not apply to an elected official who represents himself or herself in an election law matter or to a public servant who represents a defendant in a criminal proceeding. For a public servant who is not a County employee, this prohibition shall apply only to the agency served by the public servant.
 - J. No public servant shall coerce or attempt to coerce, by intimidation, threats or otherwise, another public servant to engage in political activities or participate in a political campaign. Participation in a political campaign shall include managing or aiding in the management of a campaign, soliciting votes, circulating nominating petitions or canvassing voters for a particular candidate or performing similar acts which are unrelated to the public servant's duties or responsibilities.
 - K. No public servant shall compel, induce or request any person to make a monetary or in-kind contribution to any candidate for elected office, committee or political party under threat of prejudice to, or promise of, advantage in rank, compensation or other job-related status.
 - L. No public servant shall attempt to influence the course of any proposed legislation in the County Legislature that will affect an interest of the public servant or the interest of a person or firm associated with the public servant without publicly disclosing to the Legislature the nature and extent of the private interest.
 - M. No public servant shall give or promise to give any portion of his or her compensation or any money or valuable thing to any person in consideration of having been nominated, appointed, elected or employed as a public servant.
 - N. No public servant shall make personal use of County letterhead, personnel, equipment, supplies or resources.

§ 77-4 Prohibition on dual office-holding; other provisions relating to political party officials.

- A. No political party officer shall be eligible to serve as an elected official, department commissioner, assistant district attorney or member of any board, commission, authority, or public benefit corporation whose members are appointed by the County Executive or County Legislature.
- B. No elected official shall hold another paid position of employment with the County or a paid position of employment with any department, office, commission, board or agency of the United States of America, New York State, any town or village government, or public benefit corporation created under the provisions of New York State law. This provision shall not apply to an elected official who also holds a position as a teacher in a public school district or a professor at a public university or college.
- C. A political party officer may represent private interests before a County agency but he or she shall first disclose to the Board the nature and scope of the services to be provided.
- D. No political party officer or firm in which he or she holds an ownership interest shall have business dealings with the County, except that a political party officer or his or her firm may receive a contract from the County as a result of a competitive bidding process conducted in accordance with Article 5-A of the New York General Municipal Law.

§ 77-5 Exemptions.

This article shall not prohibit:

- A. An elected official from appearing without compensation before any County agency on behalf of constituents in the performance of his or her public duties and responsibilities.
- B. A public servant from accepting or receiving any County benefit which is provided for or made available to residents generally, or a substantial class of residents to which the public servant belongs.

- County, Code of Ethics and Financial Disclosure Page 6 of 6
- C. An elected official from proposing or voting on a measure that will provide a benefit to the elected official, if the benefit will be available to County residents generally or to a substantial class of residents to which the public servant belongs.
 - D. A public servant or public servant's spouse from acting as an attorney, agent, broker, officer, director or consultant for any not-for-profit corporation or other entity which operates on a not-for-profit basis, which has business dealings with the County, provided that such public servant takes no direct or indirect part in such business dealings and that the public servant receives no salary or other compensation for such activities.
 - E. A contract between the County and a public servant for instructing approved emergency medical services training service programs.
 - F. A contract between the County and a public servant for the purpose of providing a foster home for a child under the care of the Suffolk County Department of Social Services, unless the public servant's official responsibilities include approving, authorizing or auditing foster care payments.
 - G. An elected official from accepting an invitation to, and attending and participating in, an event sponsored by a community group or organization.

§ 77-6 Post-employment restrictions.

- A. No public servant shall solicit, negotiate for, or accept employment with any firm which is involved in business dealings with the County while such public servant is directly concerned with or personally participating in those business dealings on behalf of the County. This prohibition shall not apply to positions in the federal, state or any local government.
- B. No former public servant shall appear, within a two-year period after his or her separation from County service, before the County agency served by such public servant. This prohibition shall not apply to a former public servant who appears before a County agency on behalf of another government entity as an elected representative or employee.
- C. No person who has served as a public servant shall appear before the County, or receive compensation for any services rendered, in relation to any particular matter in which such person had participated personally and substantially as a public servant.
- D. No elected official shall appear before any agency in the branch of County government served by such elected official within a period of two years after such official's separation from County service. For the purposes of this section, the executive branch consists of all agencies of the County, except the County Legislature. This prohibition shall not apply to a former elected official who appears before a County agency on behalf of another governmental entity as an elected representative or employee.
- E. No public servant shall, after leaving County service, disclose or use for private advantage any confidential information gained from County service which is not otherwise available to the public; however, this shall not prohibit any former public servant from disclosing any information concerning conduct which the public servant knows or reasonably believes to involve waste, inefficiency, corruption, criminal conduct or conflict of interest.
- F. No elected official may resign prior to the completion of his or her term of office and be employed by the County in any other position for a period of two years after his or her resignation.
- G. No elected official may resign prior to the completion of his or her term of office and be employed with a certified employee organization which engages in collective bargaining negotiations with the County for a period of two years after his or her resignation.
- H. No elected official whose term of office has expired may accept employment with a certified employee organization which engages in collective bargaining negotiations with the County for a period of two years after the expiration of his or her term.
- I. Nothing contained in this section shall prohibit a former public servant from being associated with or having a position in a firm which appears before a County agency or from acting in a ministerial matter regarding business dealings with the County.

§ 77-7 Recusal and disclosure.

- County, and Code of Ethics and Financial Disclosure Page 8 of 10
- A. A public servant shall promptly recuse himself or herself from acting on any matter when acting on the matter, or failing to act on the matter, would constitute prohibited conduct under the Code of Ethics or would financially benefit the public servant, a person or firm associated with the public servant, a customer or client or any person from whom the public servant has received a gift, or any goods or services for less than market value in the preceding 12 months.
 - B. Whenever a public servant is required to recuse himself or herself under the Code of Ethics, he or she shall:
 - (1) Promptly inform his or her immediate supervisor, if any;
 - (2) Promptly file with the Board a signed statement disclosing the nature and extent of the conflict; and
 - (3) Immediately refrain from participating further in the particular matter.

§ 77-8 Disclosure involving County contracts.

- A. Where a public servant has, or acquires, an interest in any actual or proposed contract, purchase agreement, lease agreement or other agreement with the County, the public servant shall disclose the nature and extent of that interest in writing to his or her immediate supervisor and to the Board as soon as he or she has knowledge of the actual or prospective interest.
- B. For the purposes of this section, "interest" means a direct or indirect pecuniary or material benefit accruing to the public servant as a result of a contract with the County. A public servant shall be deemed to have an interest in the contract of:
 - (1) His or her spouse, except as to his or her spouse's employment agreement with the County;
 - (2) A firm, partnership, or association of which the public servant is a member or employee; and
 - (3) A corporation of which the public servant is an officer, director or employee.

§ 77-9 Penalties for offenses.

- A. Upon a determination by the Board that a violation of § 77-1 or 77-2 involving a contract, sale or other transaction has occurred, the County may elect to void the contract, sale or transaction in question.
- B. Upon a determination by the Board that a violation of § 77-2, 77-3, 77-7 or 77-8 of this article has occurred, the Board shall have the authority to impose fines up to \$10,000 and to recommend to the hiring authority suspension or removal of the public servant from office or employment.
- C. Any person who knowingly violates § 77-2, 77-3, 77-4, 77-6, 77-7 or 77-8 of this article shall be guilty of a misdemeanor and subject to a term of imprisonment not in excess of one year and/or a fine of \$1,000.

Article II: Financial Disclosure

§ 77-10 Persons required to file financial disclosure statement.

Notwithstanding any other provision of law to the contrary, the following public servants and persons shall file with the Board the approved disclosure statement by May 15 of each year, unless a different date is provided below, answering each and every question contained in the statement:

- A. Elected officials and chairpersons of County political party committees.
- B. Each person, who is not otherwise required to file a financial disclosure statement pursuant to this article, who has declared his or her intention to seek nomination or election and who has filed a petition for the Office of County Executive, District Attorney, Comptroller, Clerk, Treasurer, Sheriff or County Legislature, shall file such statement on or before the last day for filing his or her designating petitions.
- C. Each person, who is not otherwise required to file a financial disclosure statement pursuant to this article, who has been designated to fill a vacancy in a designation or nomination for the Office of County Executive, District Attorney,

Comptroller, Clerk, Treasurer, Sheriff or County Legislature, shall file such statement within 15 days after a certificate designating such person to fill such vacancy is filed with the Board of Elections.

- D. Each department head, chief deputy department head and deputy department head.
- E. Each employee of the County Executive's Office and the County Legislature whose responsibilities include the independent exercise of managerial or policymaking functions, as annually determined by the appointing authority, subject to review by the Board.
- F. Each County employee, other than an employee of the County Executive's Office and the County Legislature, who holds a policymaking position as annually determined by the head of his or her agency, subject to review by the Board.
- G. Each County employee whose duties at any time during the preceding calendar year involved the negotiation, authorization or approval of leases, franchises, revocable consents, concessions, real estate licenses and contracts, including those involving the sale, rental, or lease of real property.
- H. Members appointed to the Suffolk County Planning Commission, the Board of the Suffolk County Off-Track Betting Corporation, the Suffolk County Industrial Development Agency, the Suffolk County Water Authority, and the Board of Trustees of the Department of Parks, Recreation and Conservation.

§ 77-11 Procedures for filing and review of financial disclosure statements.

- A. Each agency head shall determine by February 15 of each year, subject to review by the Board, which persons within the agency are required to submit a financial disclosure statement pursuant to the provisions § 77-10F and G, and shall inform such employees of their obligation to file the statement. All agency heads shall file with the Board, by March 1 each year, a list of persons within their agency obligated to file a financial disclosure statement.
- B. The County Executive and the Presiding Officer of the County Legislature shall determine by February 15 of each year, subject to review by the Board, which persons within their respective offices are required to submit a financial disclosure statement pursuant to the provisions of § 77-10E. The County Executive and the Presiding Officer shall file with the Board, by March 1 each year, a list of persons within their offices obligated to file a financial disclosure statement.
- C. The Board shall promulgate rules establishing procedures whereby a person required to file an annual financial disclosure statement may request an additional period of time within which to file such report, due to justifiable cause or undue hardship. However, in no case shall the Board's rules authorize the filing of a statement later than September 1 in any year.
- D. Any amendments and changes to a financial disclosure statement made after its filing shall be made on a separate form to be provided by the Board and attached to the statement.
- E. The Board may establish rules and procedures for the electronic filing of financial disclosure statements.

§ 77-12 Content and form of statement.

- A. The financial disclosure statement filed in any given year shall provide financial information for the preceding calendar year.
- B. The statement set forth in the Exhibit A, attached hereto and made a part of this Part 1,^[1] shall be the approved financial disclosure statement for the County of Suffolk. Notwithstanding any other provision of law to the contrary, each person subject to financial disclosure requirements pursuant to § 77-10, shall file this approved financial disclosure statement, except that the members of the Suffolk County Planning Commission and the Suffolk County Parks Trustees shall complete the statement set forth in Exhibit B, which is attached hereto and made a part of this Part 1.^[2]

[1]: Editor's Note: Exhibit A is included at the end of this chapter.

[2]: Editor's Note: Exhibit B is included at the end of this chapter.

§ 77-13 Review of statement.

The Board or its staff will review each financial disclosure statement filed with it to determine if there has been compliance with this article governing financial disclosure.

§ 77-14 Public inspection of statements.

- A. Information filed in financial disclosure statements required by this article shall be maintained by the Board and shall be made available for public inspection, upon written request on such form as the Board shall prescribe. The Board shall respond to requests for inspection of financial disclosure statements in the order that they are received and within the time periods prescribed by New York's Freedom of Information Law.
- B. Any person required to file a statement may, at the time the statement is filed, submit a request to the Board, in such form as the Board shall require, to withhold any item disclosed therein on the ground that the inspection of such item by the public would constitute an unwarranted invasion of his or her privacy or a risk to the safety or security of any person. The Board shall evaluate such request and any such item shall be withheld from public inspection upon a finding by the Board that the inspection of such item by the public would constitute an unwarranted invasion of privacy or a risk to the safety or security of any person. The Board shall provide a written notification of the Board's determination to the person who requested that information be withheld from public inspection in a timely manner, and shall not release the information subject to the request until at least 10 days after mailing such notification.
- C. Whenever the Board produces a financial disclosure statement for public inspection, the Board shall notify the person who filed the report of the production and of the identity of the person to whom such statement was produced.
- D. Categories of value shall be confidential and this information will be redacted by the Board before a financial disclosure statement is made available for public inspection.

§ 77-15 Retention of records.

Statements filed pursuant to this article and other records of the Board shall be retained and disposed of in accordance with the Records Retention and Disposal Schedule issued pursuant to Article 57-A of the New York Arts and Cultural Affairs Law.

§ 77-16 Penalties for offenses.

- A. Any person required to file a statement pursuant to this article who has not so filed at the end of one week after the required filing date shall be subject to a fine of not less than \$250 or more than \$1,000. In determining the amount of the fine, the Board shall consider factors, including, but not limited to, the person's failure in prior years to file a report in a timely manner, and the length of the delay in filing. The Board may waive a fine entirely if a person establishes that the failure to file a report in a timely manner was due to illness, injury or other hardship.
- B. If any County employee subject to financial disclosure requirements fails to file a statement as required by this article, the Board shall notify the employee's supervisor and the County Comptroller of such failure. Upon such notification, the Comptroller shall withhold the pay checks of said employee.
- C. Any intentional violation of this article, including but not limited to failure to file, failure to include assets or liabilities, and misstatement of assets or liabilities, shall constitute a misdemeanor punishable by imprisonment for not more than one year or by a fine not to exceed \$1,000, or both, and shall constitute misconduct and be grounds for disciplinary action, including removal from employment in the manner provided by law.

ATTACHMENT C

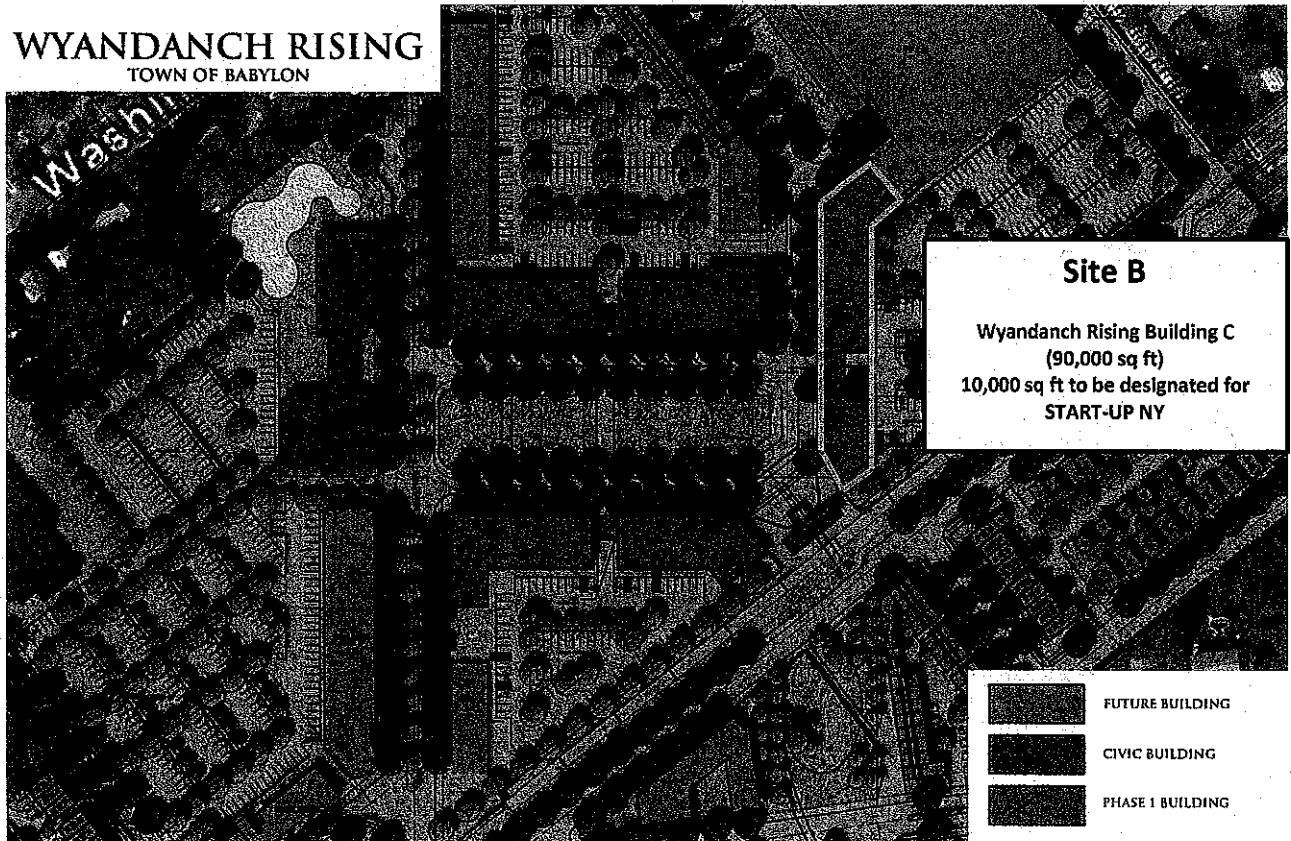
ATTACHMENT D

SCCC SELDEN



WYANDANCH RISING BUILDING C

WYANDANCH RISING
TOWN OF BABYLON



Site B

Wyandanch Rising Building C
(90,000 sq ft)
10,000 sq ft to be designated for
START-UP NY

	FUTURE BUILDING
	CIVIC BUILDING
	PHASE 1 BUILDING

ITEM 10

RESOLUTION NO. 2014.80 APPROVING BUDGET TRANSFERS

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

WHEREAS, according to said policy, budget transfers must be authorized by a resolution adopted by the Board of Trustees, and

WHEREAS, the Vice President for Business and Financial Affairs recommends the budget transfers on Attachment IV as necessary for the operation of the College, be it therefore

RESOLVED, that the budget transfers shown on Attachment IV are hereby authorized and approved.

Suffolk County Community College
Budget Transfer List
As of September 11, 2014

<u>DOCUMENT #</u>	<u>FUND</u>	<u>ORG</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>TRANSFER</u>		<u>REASON</u>
					<u>FROM</u>	<u>TO</u>	
J0017958	181800	C62001	713650 Repairs: Building		52,915		for the costs related to the electric vehicle charging
	181800	C62001	714560 Fees For Services			52,915	stations to be installed on all three campuses
J00xxxxx	181800	C62001	713650 Repairs: Building		40,000		for the purchase of a specialized floor/surface
	181800	W67001	712050 Other Motorized Equipment			40,000	cleaning machine for the HSEC on the Grant Campus

ITEM 11

RESOLUTION NO. 2014.81 AMENDING THE SUFFOLK COUNTY COMMUNITY COLLEGE EXEMPT SALARY AND BENEFIT PLAN

WHEREAS, the President of College has divided the duties of the Office of Vice President for Academic and Student Affairs into Academic Affairs and Student Affairs, and

WHEREAS, titles of Vice President of Academic Affairs and Vice President of Student Affairs already exist as College titles, and

WHEREAS, the title of Vice President for Academic and Student Affairs will be removed from the Exempt Salary and Benefits Plan, and the titles of Vice President for Academic Affairs and Vice President for Student Affairs will be placed on the Exempt Salary Plan, now therefore be it

RESOLVED, that the title of Vice President for Academic and Student Affairs be deleted from the Exempt Salary Plan under Category B, and be it further

RESOLVED, that the titles of Vice President for Academic Affairs and Vice President for Student Affairs be placed in Category D on the Exempt Salary Plan.
