

BOARD OF TRUSTEES
August 20, 2015

- ITEM 1 RESOLUTION NO. 2015.55 - APPROVING THE SETTLEMENT OF A LAWSUIT**

- ITEM 2 RESOLUTION NO. 2015.56 - ACCEPTING A GRANT AWARD FROM THE NATIONAL ENDOWMENT FOR THE HUMANITIES AND THE AMERICAN LIBRARY ASSOCIATION FOR A PROJECT ENTITLED "LATINO AMERICANS: 500 YEARS OF HISTORY"**

- ITEM 3 RESOLUTION NO. 2015.57 - APPROVING MONTHLY SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE**

- ITEM 4 RESOLUTION NO. 2015.58 - AUTHORIZING THE APPROVAL OF SUFFOLK COUNTY COMMUNITY COLLEGE'S MONITORING REPORT RESPONSE TO THE MIDDLE STATES COMMISSION ON HIGHER EDUCATION**

- ITEM 5 RESOLUTION NO. 2015.59 - APPROVING ANNUAL SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FY 2014-2015**

- ITEM 6 RESOLUTION NO. 2015.60 - APPROVING A MAJOR CHANGE ORDER AND AMENDMENT TO THE CONTRACT FOR THE REPLACEMENT OF ROOFS ON THE EAST CAMPUS**

- ITEM 7 RESOLUTION NO. 2015.61 - APPROVING BUDGET TRANSFERS**

- ITEM 8 RESOLUTION NO. 2015.62 - CREATING AN EMPLOYEE TITLE**

- ITEM 9 RESOLUTION NO. 2015.63 - FIXING TIME OF 2016 MEETINGS OF THE BOARD OF TRUSTEES**

ITEM 1

RESOLUTION NO. 2015.55 - APPROVING THE SETTLEMENT OF A LAWSUIT

WHEREAS, an individual commenced a civil action against Suffolk County Community College alleging several claims, and

WHEREAS, the College denies the claims alleged in the civil action in their entirety, and

WHEREAS, the parties have entered into discussions to resolve the matter in its entirety, and

WHEREAS, the parties, wishing to avoid the burden, uncertainty, delay, expense and distraction of litigation, have reached an agreement for the settlement of the individual's claims against the College, be it therefore

RESOLVED, that the individual's lawsuit against the College be settled in its entirety for the amount mutually agreed upon by the parties to the action.

ITEM 2

RESOLUTION NO. 2015.56 - ACCEPTING A GRANT AWARD FROM THE NATIONAL ENDOWMENT FOR THE HUMANITIES AND THE AMERICAN LIBRARY ASSOCIATION FOR A PROJECT ENTITLED "LATINO AMERICANS: 500 YEARS OF HISTORY"

WHEREAS, Suffolk County Community College has received a grant award in the amount of \$3,000 from the National Endowment for the Humanities (NEH) and the American Library Association (ALA) for a project entitled "Latino Americans: 500 Years of History," for the period of July 1, 2015 through June 30, 2016, and

WHEREAS, the project will support in-depth, scholar-led discussion of the "Latino Americans" PBS documentary series, and provide related programs that explore the thematic content of the series, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that a grant award in the amount of \$3,000 from the National Endowment for the Humanities (NEH) and the American Library Association (ALA) for a project entitled "Latino Americans: 500 Years of History," for the period of July 1, 2015 through June 30, 2016, is hereby accepted, and the College President, or his designee, is hereby authorized to execute a contract, upon such terms as shall be approved by the College General Counsel, with the administering agency.

Project Director: Fabio Montella

Note: No full-time personnel

ITEM 3

RESOLUTION NO. 2015.57 - 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 payments to the County of Suffolk in the amount of \$2,116,498.86 for the month of June 2015 and \$2,353,985.82 for the month of July 2015 (Attachment I) are hereby approved by the Board of Trustees.

COUNTY OF SUFFOLK



STEVEN BELLONE
SUFFOLK COUNTY EXECUTIVE

Board of Trustees
August 20, 2015
Attachment I

DEPARTMENT OF CIVIL SERVICE/HUMAN RESOURCES
DIVISION OF EMPLOYEE SERVICES

ALAN SCHNEIDER
PERSONNEL DIRECTOR

TO: Deborah Lesser
SCCC – Business & Financial Affairs
NFL Rm. 232, College Road Selden

FROM: Deidre DeSimone
Suffolk County Department of Civil Services
Employees Services Unit

DATE: June 4, 2015

SUBJ: SCCC ^{June} ~~May~~ Premium Due for Employee Medical Health Plan of Suffolk County
Fund 818

June 2015

A R T
267 242 509
760 440 1200

1 1 2
2 3 5

1030 686 1716

2 - 2

1032 686 1718

Coverage	Premium	# Employees	Total
71 EMHP Indiv.	760.4	509 ✓	387,043.60
72 EMHP Family	1,621.94	1200	1,946,328.00
HMO's			
31 HIP Indiv.	894.53	2 ✓	1,789.06
32 HIP Family	2,191.60	5 ✓	10,958.00
Blue Choice Indiv.	1,164.39		0.00
Blue Choice Family	3,027.43		0.00
JOB SHARE (PLAN RATES)			
71 Individual	740.27	2 ✓	1,480.54
72 Family	1,579.00		0.00
Total Premium 6/15		1718	\$2,347,599.20

Attachment: Enrollee List

A = Active
R = Retired
T = Total

Plus 5 Indiv. 3802.00
Plus 4 Family 6487.76
1727 2,357,888.96

less: Medicare Reimbursement <241,390.10>
2,116,498.86

COUNTY OF SUFFOLK



STEVEN BELLONE
SUFFOLK COUNTY EXECUTIVE

Board of Trustees
August 20, 2015
Attachment I

DEPARTMENT OF CIVIL SERVICE/HUMAN RESOURCES
DIVISION OF EMPLOYEE SERVICES

ALAN SCHNEIDER
PERSONNEL DIRECTOR

TO: Deborah Lesser
SCCC – Business & Financial Affairs
NFL Rm. 232, College Road Selden

FROM: Deldre DeSimone
Suffolk County Department of Civil Services
Employees Services Unit

DATE: July 7, 2015

SUBJ: SCCC July Premium Due for Employee Medical Health Plan of Suffolk County
Fund 818

<u>A</u>	<u>R</u>	<u>T</u>
265	244	509
756	443	1199
1	1	2
2	3	5
1024	691	1715
2	-	2
1026	691	1717

July 2015				
Coverage	Premium	# Employees	Total	
71 EMHP Indiv.	760.4	509 ✓	387,043.60	
72 EMHP Family	1,621.94	1199 ✓	1,944,706.06	
HMO's				
31 HIP Indiv.	894.53	2 ✓	1,789.06	
32 HIP Family	2,191.60	5 ✓	10,958.00	
Blue Choice Indiv.	1,164.39		0.00	
Blue Choice Family	3,027.43		0.00	
JOB SHARE (PLAN RATES)				
71 Individual	740.27	2 ✓	1,480.54	
72 Family	1,579.00		0.00	
Total Premium 7/15		1717	\$2,345,977.26	

Plus: 2 Indiv 1520.80
4 Family 6487.76
1723 2,353,985.82

Attachment: Enrollee List

A= Active
R= Retired
T= Total

ITEM 4

RESOLUTION NO. 2015.58 - AUTHORIZING THE APPROVAL OF SUFFOLK COUNTY COMMUNITY COLLEGE'S MONITORING REPORT RESPONSE TO THE MIDDLE STATES COMMISSION ON HIGHER EDUCATION

WHEREAS, on March 1, 2014, the College submitted a Monitoring Report to its accrediting body, the Middle States Commission on Higher Education (Commission), and, thereafter, a team of reviewers visited the College and summarized its analysis in a report that was then forwarded to the full Commission for consideration at its June 2014 meeting; and

WHEREAS, upon conclusion of the June meeting, the Commission made the determination to remove Suffolk County Community College from warning, but asked for a follow-up Monitoring Report due September 1, 2015, documenting continued progress in two areas: Standard 7-Institutional Assessment, and Standard 14-Assessment of Student Learning; and

WHEREAS, the College's President asked Dr. Jeffrey Pedersen to lead the College community in developing the institutional response working with the Offices of Academic Affairs, the Office of Student Affairs, the Office of Business and Financial Affairs, and the Office of Planning and Institutional Effectiveness; and

WHEREAS, persons were tasked with evaluating assessment and planning activities to document that the College meets the fundamental elements of each standard cited; and

WHEREAS, since the spring 2014 Middle States Team visit, members of the College community:

- Have continued to perform assessment activities for a broad scope of academic programs and administrative and educational support (AES) units
- Utilized academic and AES assessment webpages to report the findings of these assessments
- Enhanced its budget process with linkages to planning and assessment, and
- Updated the Comprehensive Assessment Plan for Institutional Effectiveness; and

WHEREAS, the College community and the Board of Trustees have been kept informed regarding progress in the drafting of this response document, and the monitoring response has captured and presents evidence to document Suffolk County Community College's efforts in regard to the Middle States request, be it therefore

RESOLVED, that the monitoring report response is hereby approved and the College's President is hereby authorized to submit the College's approved monitoring report response to the Middle State Commission on Higher Education in substantially the form as presented to the Board of Trustees.

ITEM 5

RESOLUTION NO. 2015.59 - APPROVING ANNUAL SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FY 2014-2015

WHEREAS, the State University of New York Regulation No. 602.7 requires the Suffolk County Community College Board of Trustees to review and approve all Sponsor-provided services; and

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

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

RESOLVED, that the following charges for Sponsor Services totaling \$1,879,211.52 for the College's 2014-2015 fiscal year are hereby approved by the Board of Trustees.

1065 628300	Workman's Compensation	\$1,151,383.04
729600	Transfer Liability	467,985.07
	Administrative Charges	259,843.41
729020	Fleet Services	28,330.00

ITEM 6

RESOLUTION NO. 2015.60 - APPROVING A MAJOR CHANGE ORDER AND AMENDMENT TO THE CONTRACT FOR THE REPLACEMENT OF ROOFS ON THE EAST CAMPUS

WHEREAS, Statewide Roofing, was awarded a contract ("Contract") to replace roofs on the East Campus, and

WHEREAS, work which was not anticipated under the terms of this contract or shown on the design drawings is required, consisting of installation of foam insulation, gypsum roof board, roof membrane and décor profile simulated standing seam on top of the existing metal standing seam roof in lieu of coating the existing roof, and

WHEREAS the additional work described herein increases the contract with Statewide Roofing 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 \$ 273,686.00 to the Contract with Statewide Roofing for additional work to be performed on the replacement of roofs on the East 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 7

RESOLUTION NO. 2015.61 - 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 II as necessary for the operation of the College, be it therefore

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

Suffolk County Community College
 Budget Transfer List
 As of August 11, 2015

<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>	
J0021489	181800	C68001	713350	Safety Supplies	13,596		
	181800	C68001	712265	Public Safety Equipment		12,456	to cover the cost of Cybersecurity equipment at the Riverhead Building
	181800	C68001	713160	Computer Software		1,440	
J0021735	181800	C68001	713650	Repairs - Building	15,173		to cover the cost of Cybersecurity equipment at the Riverhead Building
	181800	C68001	714560	Fees For Services		15,713	
J0021XXX	181800	C79001	712440	Instructional Equipment	25,000		To purchase leftover 2013 Ford Explorer Special Service Vehicle (police standard) for Public Safety
	181800	C68001	712040	Trucks, Trailers & Jeeps		25,000	
J0021837	181800	C69001	713530	Highway Equipment	28,300		
	181800	C69001	713650	Repairs: Buildings and Grounds	43,711		
	181800	C69001	714020	Light; Power and Water	60,060		
	181800	C79001	611100	Permanent Salaries	47,382		
	181800	C65501	714560	Fees for Services		179,453	to cover the cost of initial food service operations which must be charged to the 2014-2015 fiscal year.

ITEM 8

RESOLUTION NO.2015.62 - CREATING AN EMPLOYEE TITLE

WHEREAS, the President and the Assistant Vice President for Human Resources recommend creating a new employee title, and

WHEREAS, this change is necessary in order to comply with the State University of New York mandate that each SUNY Campus have a Chief Diversity Officer, be it therefore

RESOLVED, that the following employee title be created, as indicated:

<u>Title to be Created</u>	<u>B/U</u>	<u>Category on Exempt Salary & Benefit Plan</u>	<u>Effective Date</u>
College Chief Diversity Officer	Exempt	I	Immediately

and be it further

RESOLVED, that the title herein shall be created, as indicated, effective immediately and the Exempt Salary and Benefits Plan shall be amended accordingly, and be it further

RESOLVED, that the newly created title and position description be submitted to the Chancellor of the State University of New York for approval in the professional service.

ITEM 9

RESOLUTION NO. 2015.63 - FIXING TIME OF 2016 MEETINGS OF THE BOARD OF TRUSTEES

RESOLVED, that during the year 2016, meetings of the Board of Trustees shall be held on the following dates:

<u>Date</u>	<u>Location</u>	<u>Time</u>
January 21, 2016	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	9:00 am
February 18, 2016	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	4:00 pm
March 17, 2016	Lecture Hall, Montaukett Learning Resource Center, Eastern Campus, Riverhead, New York	4:00 pm
April 21, 2016	Mildred Green Room, Babylon Student Center, Ammerman Campus, Selden, New York	9:00 am
May 19, 2016	Lecture Hall, Montaukett Learning Resource Center, Eastern Campus, Riverhead, New York	4:00 pm
June 16, 2016	Media Room, Culinary Arts Center Riverhead, New York	9:00 am
August 18, 2016*	Lecture Hall MD-105, Health, Sports and Education Center, Grant Campus, Brentwood, New York	9:00 am
September 15, 2016	Room 114, Captree Commons Grant Campus, Brentwood, New York	9:00 am
October 20, 2016	Room 114, Captree Commons Grant Campus, Brentwood, New York	4:00 pm
December 8, 2016	Room 114, Captree Commons Grant Campus, Brentwood, New York	4:00 pm

1. There is no July or November meeting scheduled.
2. A Board retreat may be held in July and/or November. Location and time to be determined.

* Subject to change on County Legislative action on the College Budget.

Dated: 8/20/15
