

**BOARD OF TRUSTEES**

**April 21, 2016**

- ITEM 1                    RESOLUTION NO. 2016.26 - APPROVING MONTHLY SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE**
  
- ITEM 2                    RESOLUTION NO. 2016.27 - ACCEPTING A GRANT AWARD FROM THE NATIONAL SCIENCE FOUNDATION (NSF) FOR A PROJECT ENTITLED "GP EXTRA: GEOSCIENCE EDUCATIONAL OPPORTUNITIES AND CAREER-ORIENTED RESEARCH EXPERIENCES" (GEOCORE)**
  
- ITEM 3                    RESOLUTION NO. 2016.28 - AMENDING ARTICLE VIII OF THE BYLAWS OF SUFFOLK COUNTY COMMUNITY COLLEGE REGARDING ELECTRONIC COMMUNICATIONS AMONG BOARD MEMBERS**
  
- ITEM 4                    RESOLUTION NO. 2016.29 - APPROVING ANNUAL SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FY 2015-2016**
  
- ITEM 5                    RESOLUTION NO. 2016.30 - APPROVING A MAJOR CHANGE ORDER AND AMENDMENT TO THE CONTRACT FOR THE CONSTRUCTION OF THE LEARNING RESOURCE CENTER ON THE GRANT CAMPUS**
  
- ITEM 6                    RESOLUTION NO. 2016.31 - ACCEPTING THE INDEPENDENT AUDITOR'S REPORT FOR THE FISCAL YEAR ENDING AUGUST 31, 2015**
  
- ITEM 7                    RESOLUTION NO. 2016.32 - APPROVING BUDGET TRANSFERS**
  
- ITEM 8                    RESOLUTION NO. 2016.33 - APPROVING THE BUDGET FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FISCAL YEAR 2016-2017**
  
- ITEM 9                    RESOLUTION NO. 2016.34 - AMENDING RESOLUTION NO. 2015.39, ADOPTING A TUITION AND FEE SCHEDULE FOR 2016-2017**

**ITEM 1**

**RESOLUTION 2016.26 - 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 \$2,230,334.81 for the month of March 2016 (Attachment I) is hereby approved by the Board of Trustees.

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COUNTY OF SUFFOLK



STEVEN BELLONE  
 SUFFOLK COUNTY EXECUTIVE

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: March 3, 2016

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

A R T

March 2016

Coverage	Premium	# Employees	Total
71 EMHP Individ.	792.91	512 ✓	405,969.92
72 EMHP Family	1,691.28	1219 ✓	2,061,670.32
<b>HMO's</b>			
31 HIP Individ.	892.85	2 ✓	1,785.70
32 HIP Family	2,187.46	3 ✓	6,562.38
Blue Choice Individ.	1,293.60		0.00
Blue Choice Family	3,363.36		0.00
<b>JOB SHARE (PLAN RATES)</b>			
71 Individual	785.03	2 ✓	1,570.06
72 Family	1,674.47		0.00
<b>Total Premium 3/16</b>		1738	\$2,477,558.38

Attachment: Enrollee List

A = Active  
 R = Retired  
 T = Total

Plus: 1 Individ. 792.91  
 4 Family 6,765.12  
 Less: Medicare Reimbursement <254,781.60>

2,230,334.81

**ITEM 2**

**RESOLUTION NO. 2016.27 - ACCEPTING A GRANT AWARD FROM THE NATIONAL SCIENCE FOUNDATION (NSF) FOR A PROJECT ENTITLED "GP EXTRA: GEOSCIENCE EDUCATIONAL OPPORTUNITIES AND CAREER-ORIENTED RESEARCH EXPERIENCES" (GEOCORE)**

**WHEREAS**, Suffolk County Community College has been approved to receive a grant award in the amount of \$298,688 from the National Science Foundation (NSF) to fund a project entitled "GP EXTRA: Geoscience Educational Opportunities and Career-Oriented Research Experiences" (GEOCORE), and

**WHEREAS**, the GP EXTRA: GEOCORE project will build on ongoing STEM collaborations with Suffolk County Community College's highly successful, state-funded Science & Technology Entry and Liberty Partnerships programs and its NSF S-STEM Scholars programs, and

**WHEREAS**, the program will be conducted from April 1, 2016 through March 31, 2019, and

**WHEREAS**, a matching contribution is not required, be it therefore

**RESOLVED**, that a grant award in the amount of \$298,688 from the National Science Foundation (NSF) to fund a project entitled "GP EXTRA: Geoscience Educational Opportunities and Career-Oriented Research Experiences" (GEOCORE) is hereby accepted, and the College President, or his designee, is authorized and empowered to execute a contract and any other required documentation, upon such terms as shall be approved by the College General Counsel.

Program Director: Sean Tvelia

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**ITEM 3**

**RESOLUTION NO. 2016.28 - AMENDING ARTICLE VIII OF THE BYLAWS OF SUFFOLK COUNTY COMMUNITY COLLEGE REGARDING ELECTRONIC COMMUNICATIONS AMONG BOARD MEMBERS**

**WHEREAS**, Article VIII of the Bylaws of Suffolk County Community College establishes miscellaneous rules and procedures applicable to Board members, and

**WHEREAS**, the Board of Trustees wishes to amend this provision to reflect the Board's adherence to the New York State Open Meetings Law (Public Officers Law, Article 7) with respect to electronic communications among Board members, be it therefore

**RESOLVED**, that Article VIII of the Bylaws of Suffolk County Community College is hereby amended to add a subsection E, as reflected on Attachment II herein.

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**BYLAWS  
OF  
SUFFOLK COUNTY COMMUNITY COLLEGE**

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**Article VIII**

**Miscellaneous**

- A. Inquiries from the media should, whenever possible, be referred to the president or chairperson for an official response. Individual Board members are not authorized to speak on behalf of the Board or the college unless specifically directed by Board action.
- B. Board members who are seeking data, records or other material or information or information from the college administration are to do so by preparing the appropriate form and submitting it to the chairperson.
- C. Inquiries received by Board members from college employees, college student or members of the public should be referred to the president.
- D. Board members should abstain from voting and not take part in any discussion on matters on which they have a personal connection or conflict of interest. Disclosure should be made of areas of potential conflict of interest.
- E. **All communications between and among Board members should comply with the New York State Open Meetings Law (Public Officers Law, Article 7), the purpose of which is to facilitate public access to official decision-making. In furtherance thereof, neither the Board of Trustees as a group, nor its individual members, may engage in electronic communications, which includes text messaging, email, and cell or telephone calls, for the purpose of making a decision or deliberating towards a decision which the Board, as a public body, is authorized to render. This would include sequential communications forwarded to or among Board members with respect to deliberations, opinions or matters which could result in a Board decision.**

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**ITEM 4**

**RESOLUTION NO. 2016.29 - APPROVING ANNUAL SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FY 2015-2016**

**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 each Sponsor Service satisfactorily performed; and

**WHEREAS**, Workers Compensation and Liability Insurance are considered Sponsor Service; be it therefore

**RESOLVED**, that the following charges for Sponsor Services totaling \$2,056,398.77 for the College's 2015-2016 fiscal year are hereby approved by the Board of Trustees.

1065 628300	Workman's Compensation	\$1,167,901.34
729600	Transfer Liability	466,130.08
	Administrative Charges	318,844.35
	Prior Year 2014 Unbilled	
	Administrative Charges	75,193.00
729020	Fleet Services	28,330.00

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ITEM 5

**RESOLUTION NO. 2016.30 - APPROVING A MAJOR CHANGE ORDER AND AMENDMENT TO THE CONTRACT FOR THE CONSTRUCTION OF THE LEARNING RESOURCE CENTER ON THE GRANT CAMPUS**

**WHEREAS**, Capobianco, Inc. was awarded a contract ("Contract") to construct the Learning Resource Center on the Grant Campus, and

**WHEREAS**, work which was not anticipated under the terms of this contract or shown on the design drawings is required, consisting of structural fill for foundation work, and minor door and louver changes, 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 Capobianco by more than thirty five thousand dollars (\$35,000.00), 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 \$36,839.87 to the Contract with Capobianco, Inc. for additional work to be performed for the construction of the Learning Resource Center on the Grant Campus, is hereby approved, and be it further

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

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**ITEM 6**

**RESOLUTION NO. 2016.31 - ACCEPTING THE INDEPENDENT AUDITOR'S  
REPORT FOR THE FISCAL YEAR ENDING AUGUST 31, 2015**

**WHEREAS**, the Suffolk County Community College contracted with the independent CPA firm, The Bonadio Group, to perform an annual audit of financial operations; and

**WHEREAS**, The Bonadio Group submitted an independent audit report to the College;  
and

**WHEREAS**, the Vice President of Business & Financial Affairs has reviewed the report and recommends that it be accepted; be it therefore

**RESOLVED**, that the Suffolk County Community College Board of Trustees accepts the audit report by The Bonadio Group for the fiscal year ending August 31, 2015.

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**ITEM 7**

**RESOLUTION NO. 2016.32 - 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 III as necessary for the operation of the College, be it therefore

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

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Suffolk County Community College  
 Budget Transfer List  
 As of April 14, 2016

<u>DOCUMENT #</u>	<u>FUND</u>	<u>ORG</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>TRANSFER FROM</u>	<u>TO</u>	<u>REASON</u>
J0023XXXX	181800	199101	628300	Workers Compensation	118,229		
	181800	B90901	628360	Health Insurance	175,837		
	181800	199401	729600	Interfund Transfer - Liability		294,066	to reallocate interfund transfers to pay for this years charges

## ITEM 8

### **RESOLUTION NO. 2016.33 - APPROVING THE BUDGET FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FISCAL YEAR 2016-2017**

**WHEREAS**, the provisions of the New York State Education Law and regulations adopted in accordance with such law direct the Boards of Trustees of New York Community Colleges, subject to the approval of the State University Trustees, to prepare, approve and implement budgets, and

**WHEREAS**, Suffolk County Community College has developed its Operating Budget setting forth the budget total for the 2016-2017 fiscal year, and

**WHEREAS**, the 2016-2017 budget includes necessary amounts for meeting the operational needs of the College, and includes sufficient amounts for collective bargaining agreements, and

**WHEREAS**, the State commitment for base aid per full-time equivalent (FTE) has been increased by \$XXX.XX from \$X,XXX to \$X,XXX per FTE, and

**WHEREAS**, the College is submitting its Operating Budget for the 2016-2017 fiscal year to the Suffolk County Legislature and the Suffolk County Executive's office as per the Memorandum of Understanding, and

**WHEREAS**, the College Board of Trustees is requesting an increase in County support of 2.50% or \$1,019,219 to the College for 2016-2017, and

**WHEREAS**, the Board of Trustees seeks a sustainable level of sponsor support to meet the mutual goals of keeping higher education attainable to the residents of Suffolk County and tuition affordable at Suffolk County Community College, and

**WHEREAS**, in order to balance this budget, the Board of Trustees has determined that it will be necessary to increase annual resident tuition by \$XXX.XX, and

**WHEREAS**, the Board of Trustees has determined to access the Community College Fund Balance Reserve Fund to balance the budget, therefore, be it

**RESOLVED**, that the Board of Trustees hereby approves an Operating Budget for fiscal year 2016-2017 in the amount of \$XXX,XXX,XXX for operations and \$X,XXX,XXX for grants, and be it further

**RESOLVED**, that the annual tuition charges will increase from \$X,XXX to \$X,XXX per year for full-time resident students and from \$XXX to \$XXX per credit for part-time resident students, and be it further

**RESOLVED**, that the 2016-2017 operating budget shall include a transfer from the Community College Fund Balance Reserve in the amount of \$X,XXX,XXX and be it further

**RESOLVED**, that annual tuition and fees as provided in Resolution No. 2016.33 are to be included in the College budget for the fiscal year 2016 - 2017.

Total	Appropriations:	\$XXX,XXX,XXX
Operation		\$XXX,XXX,XXX
Appropriations:		
Grant Appropriations:		\$X,XXX,XXX

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ITEM 9

**RESOLUTION NO. 2016.34 - AMENDING RESOLUTION NO. 2015.39, ADOPTING A TUITION AND FEE SCHEDULE FOR 2016-2017**

**WHEREAS**, by Resolution No.2015.39 the Board adopted a Tuition and Fee Schedule for 2015-2016, and

**WHEREAS**, the College has reviewed its Tuition and Fees schedules and recommends that, with the following changes, the Tuition and Fee Schedule be approved for the 2015-2016 academic year, be it therefore

**RESOLVED**, the following changes in the Tuition and Fee schedule be approved:

<b>Full-time Students</b>	<u>Fall 2016</u>	<u>Spring 2017</u>
Tuition, Residents	\$X,XXX	\$X,XXX
Tuition, Non-Resident	\$X,XXX	\$X,XXX
<b>Part-time Students</b>	<u>Fall 2016</u>	<u>Spring 2017</u>
Tuition, Residents (per credit)	\$XXX	\$XXX
Tuition, Non-Resident	\$XXX	\$XXX
Technology Fee	\$XXX	\$XXX
Transcript Fee	\$XX	\$XX
Student Accident Insurance	\$X	\$X
Student Activity Fee	capped at \$XXX a semester	

And be it further

**RESOLVED**, that English as a Second Language Fee charges will increase commensurate with the increases in full-time resident student tuition as shown on the attached Tuition and Fee Schedule (Attachment IV), and be it further

**RESOLVED**, that the student Tuition and Fee Schedule (Attachment IV) is hereby approved and adopted for fiscal year 2016-2017.

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Board of Trustees  
April 21, 2016  
Attachment IV

**RESOLUTION NO. 2016.34 - AMENDING RESOLUTION NO. 2015.39, ADOPTING  
A TUITION AND FEE SCHEDULE FOR 2016-2017**

**To Be Distributed**