



Office of the President

BOARD OF TRUSTEES

May 19, 2016


**RESOLUTION 2016.35 - 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 \$2,489,768.41 for the month of April 2016 (Attachment I) is hereby approved by the Board of Trustees.


Bryan Lilly
Secretary

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 31, 2016

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

A R T
271 249 520
760 457 1217

1 1 2
- 3 3

1032 710 1742
2 - 2

1034 710 1744

April 2016

Coverage	Premium	# Employees	Total
71 EMHP Indiv.	792.91	520 ✓	412,313.20
72 EMHP Family	1,691.28	1217 ✓	2,058,287.76
HMO's			
31 HIP Indiv.	892.85	2 ✓	1,785.70
32 HIP Family	2,187.46	3 ✓	6,562.38
Blue Choice Indiv.	1,293.60		0.00
Blue Choice Family	3,363.36		0.00
JOB SHARE (PLAN RATES)			
71 Individual	785.03	2 ✓	1,570.06
72 Family	1,674.47		0.00
Total Premium 4/16		1744	\$2,480,519.10

Attachment: Enrollee List

A= Active
R= Retired
T= Total

Plus: 1 Indiv. 792.91
5 Family 8456.40

2,489,768.41



Office of the President

BOARD OF TRUSTEES

May 19, 2016

**RESOLUTION NO. 2016.36 - AMENDING THE COLLEGE BUDGET FOR A
GRANT AWARD INCREASE FROM THE STATE UNIVERSITY OF NEW YORK
FOR A SUNY CHILD CARE PROGRAM**

WHEREAS, the 2015-2016 College operating budget provides \$194,200.00 from the State University of New York for a SUNY Child Care Program, and

WHEREAS, this grant supports the provision of quality child care services at the Ammerman and Michael J. Grant Campuses, and


WHEREAS, the grant award has been increased by \$14,738.00, bringing the total amount of the grant award to \$208,938.00, and

WHEREAS, it is necessary to amend the 2015-2016 College operating budget in the amount of \$14,738.00 to provide for the increase in the grant award, and

RESOLVED, that the 2015-2016 College operating budget be amended to reflect an increase in the amount of \$14,738.00, from the State University of New York for a SUNY Child Care Program, and the College President, or his designee, is authorized to execute any required documentation with the administering agency.

Project Director: Barbara E. Hurst, Director of Business Affairs

Note: No full-time positions
No in-kind contribution required


Bryan Lilly
Secretary



Office of the President

BOARD OF TRUSTEES

May 19, 2016


**RESOLUTION NO. 2016.37 - AWARDING A CONSTRUCTION CONTRACT FOR
THE WATERPROOFING OF THE AMMERMAN BUILDING ON THE
AMMERMAN CAMPUS**

WHEREAS, capital project No. 2177 has been approved by Suffolk County and the State of New York for funding, and funds have been appropriated by the Suffolk County Legislature, and

WHEREAS, public bids for the Waterproofing of the Ammerman Building on the Ammerman Campus were solicited and opened on April 28, 2016, and

WHEREAS, these bids were reviewed and the qualifications of the lowest responsible bidder were evaluated by the College, be it, therefore

RESOLVED, that the College President or his designee is authorized to enter into a contract with Mt. Olympus Restoration Inc. of Seaford, NY, in the amount of \$718,000 for the waterproofing of the Ammerman Building on the Ammerman Campus, upon such terms and conditions as shall approved by the College General Counsel.


Bryan Lilly
Secretary



Office of the President

BOARD OF TRUSTEES

May 19, 2016

RESOLUTION NO. 2016.38 - AUTHORIZING AN AGREEMENT WITH THE LONG ISLAND LATINO TEACHERS ASSOCIATION FOR A SUMMER STEM/ENVIRONMENTAL JUSTICE PROGRAM

WHEREAS, the Long Island Latino Teachers Association (LILTA) is a nonprofit organization committed to increasing high school graduation rates and higher education enrollment, retention and completion, especially among Long Island's underserved populations, including Latinos, and

WHEREAS, as part of Suffolk County Community College's Strategic Plan, the Office for Continuing Education seeks to promote the social and economic development of the community it serves by providing learning opportunities and specialized programs, including those focused on science, technology, engineering and mathematics (STEM), which are critical to the economic vibrancy of Long Island, and


WHEREAS, LILTA and the College wish to collaborate on the design, development and implementation a one-week STEM/environmental justice summer program for junior high school students to be conducted at the Longwood Middle School, and

WHEREAS, the College's Office for Continuing Education will provide twenty (20) hours of curriculum development and classroom instruction for approximately fifteen (15) junior high school students in the English as a Second Language (ELL) program in the Longwood School District, and,

WHEREAS, LILTA will tender to the College the sum of \$2,000.00 for these services, which cost is fair and reasonable, and

WHEREAS, the president of LILTA is a member of the College's Board of Trustees, be it, therefore,

RESOLVED, that the College President is authorized and empowered to execute an Agreement, upon such terms and conditions as shall be approved by the College General Counsel, with the Long Island Latino Teachers Association (LILTA) for a one-week STEM/environmental justice summer program for junior high school students of the Longwood School District, for a cost to be paid by LILTA to the College of \$2,000.00.


Bryan Lilly
Secretary



Office of the President

BOARD OF TRUSTEES

May 19, 2016

RESOLUTION NO. 2016.39 - ACCEPTING A FEDERAL GRANT FOR THE 2016-2017 FEDERAL WORK STUDY PROGRAM (FWSP)

WHEREAS, Suffolk County Community College has applied to participate in the Federal Work Study Program (FWSP) authorized under Part C of Title IV of the Higher Education Act of 1965, as amended by the Education Amendments, and

WHEREAS, the application has been approved in the amount of \$452,036, and

WHEREAS, the federal regulations allow the sum of \$75,000 or 10 percent of the allocation, whichever is less, to be set aside for the Job Locator & Development Program, and

WHEREAS, this federal grant must be matched by a 25 percent administrative cost contribution, and

WHEREAS, amendments to the law became effective in October 1986 allowing five percent administrative expense allowance based on total student expenditures for FWSP, be it therefore

RESOLVED, that the Board of Trustees hereby accepts the total federal allotment of funds from the 2016-2017 Federal Work Study Program in the amount of \$452,036, and be it further

RESOLVED, that \$45,204 be set aside for the Job Locator Program, with the College matching contribution of 20 percent to be provided by in-kind contributions, and be it further


RESOLVED, that the Federal Work Study Program's five percent administrative allowance be charged against FWSP and deposited in the appropriate account, and be it further



RESOLUTION NO. 2016.39 - Continued

RESOLVED, that the On-Campus Work Study Program shall continue to be matched by a 25 percent contribution by the College and that the Off-Campus Work Study Program be matched by a 25 percent contribution from the respective participating off-campus agencies, except for the Community Service Employment, and be it further

RESOLVED, that the off-campus agencies shall contribute their respective shares of Employer's FICA and Workmen's Compensation, except for the Community Service Employment.


Bryan Lilly
Secretary

Suffolk
COUNTY COMMUNITY COLLEGE
Office of the President

BOARD OF TRUSTEES
May 19, 2016

**RESOLUTION NO. 2016.40 - APPROVING THE ALLOCATION OF THE 2016-2017
FEDERAL WORK STUDY PROGRAM (FWSP)**

WHEREAS, Suffolk County Community College is composed of three campuses, and


WHEREAS, the Financial Aid Office on each campus offers financial assistance via the Federal Work Study Program, be it therefore

RESOLVED, that the following distribution of the 2016-2017 Federal Work Study funds by campus is hereby approved.

Original FWSP Federal Allocation	\$452,036
Less: Transfer to Job Locator Program	<u>-45,204</u>
Remaining CWSP Federal Allocation	\$406,832
Less: 5% Admin Expense Allowance of Campus Wages	<u>-25,427</u>
Remaining FWS Allocation	\$381,405
Plus: 25% of Institutional Share of Student Wages	<u>+127,135</u>
Total Student Wages Available	\$508,540

Campus Wage Distribution of Federal College Work Study Allocation

Ammerman Campus	(46%)	\$228,843
Grant Campus	(40%)	\$213,587
Eastern Campus	(14%)	<u>\$ 66,110</u>
Total Campus Wage Distributions		\$508,540


Bryan Lilly
Secretary



Office of the President

BOARD OF TRUSTEES

May 19, 2016

RESOLUTION NO. 2016.41 - ACCEPTING A FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG) FOR 2016-2017

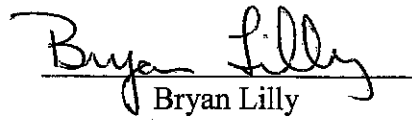
WHEREAS, Suffolk County Community College has applied to participate in the Federal Supplemental Educational Opportunity Grant Program as authorized under Subpart 2, Part A of Title IV of the Higher Education Act of 1965, as amended by the Education Amendments, and

WHEREAS, the application has been approved in the amount of \$771,758, and

WHEREAS, amendments to the law became effective in October 1986 allowing a five percent administrative expense allowance based on total expenditures for FSEOG, be it therefore

RESOLVED, that the 2016-2017 Federal Supplemental Educational Opportunity Grant in the amount of \$771,758 be accepted, and be it further

RESOLVED, that the Federal Supplemental Educational Opportunity Grant allotment be deposited in the appropriate accounts, after reducing that allotment with five percent of FSEOG expenditures as administrative expense being charged to the FSEOG account.


Bryan Lilly
Secretary



Office of the President

BOARD OF TRUSTEES

May 19, 2016

**RESOLUTION NO. 2016.42 - ALLOCATING FUNDS FROM THE 2016-2017
FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT
PROGRAM (FSEOG)**

WHEREAS, Suffolk County Community College is composed of three campuses, and

WHEREAS, the Financial Aid Office on each campus offers financial assistance via the Federal Supplemental Educational Opportunity Grants Program, be it therefore


RESOLVED, that the following distribution of 2016-2017 FSEOG funds is hereby approved:

Federal Supplemental Educational Opportunity Grants (FSEOG)

Original FSEOG Federal Allocation	\$771,758
Less: 5% Administrative Expense for Grants	<u>-\$ 38,588</u>
Remaining FSEOG Allocation for Student Grant Disbursement	\$733,170

Campus Distribution of FSEOG Student Grants

Ammerman Campus	(45 %)	\$329,927
Grant Campus	(42 %)	\$307,931
Eastern Campus	(13 %)	<u>\$ 95,312</u>
Total of College Grants		\$733,170


Bryan Lilly
Secretary



Office of the President

BOARD OF TRUSTEES

May 19, 2016

RESOLUTION NO. 2016.43 - 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.


Bryan Lilly
Secretary

Suffolk County Community College
Budget Transfer List
As of May 18, 2016

<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>	
J0024325	181800	C59801	712450	Replacement Computers	116,000		to purchase replacement smart classroom equipment and printers that will be installed over the summer
	181800	C59801	712445	Instructional Equipment		116,000	
J0024326	181800	C69001	714020	Light, Power & Water	112,000		to purchase additional bleachers for the HSEC Facility on the Grant Campus
	181800	W67001	712500	Instructional Equipment		112,000	
J0024336	181800	C86001	713651	Maintenance Contracts	14,000		Funds needed to pay for ITEC and Oracle Software due to a change in the SUNY agreement where it is now paid directly to SUNY instead of the vendor
	181800	C86001	714210	Computer Services		14,000	



Office of the President

BOARD OF TRUSTEES

May 19, 2016

RESOLUTION NO. 2016.44 - AUTHORIZING A MEMORANDUM OF AGREEMENT WITH THE URBAN LEAGUE OF LONG ISLAND, INC.

WHEREAS, the Urban League of Long Island, Inc. (ULLI) has partnered with the College since 2006 to empower youths and adults with programs such as the ULLI College Prep Program, Employment and Training Programs, and Campaign for Achievement, and

WHEREAS, the College and ULLI's most recent Memorandum of Agreement expired on December 31, 2015, and


WHEREAS, the College and ULLI wish to enter into a new Memorandum of Agreement in order to continue the growth and development of ULLI Community Based Employment and Training Programs by providing academic, vocational and employment skills training for youth and adults, and

WHEREAS, under such Memorandum of Agreement, instruction will be offered under the College's Early College program and by the Office of Continuing Education, and students in these programs shall be charged tuition in accordance with established College policy, and

WHEREAS, the Board of Trustees Code of Professional Ethics requires any Trustee who has an interest in any contract with the College to publicly disclose the nature and extent of such interest to the Board of Trustees, and

WHEREAS, Theresa Sanders is the President and Chief Executive Officer of the ULLI, as well as the Chairwoman of the College's Board of the Trustees, and, as such, wishes to fully disclose her interest in the College and ULLI's Memorandum of Agreement, be it, therefore

RESOLVED, that the College President is authorize and empowered to execute a Memorandum of Agreement, upon such terms and conditions as shall be approved by the College General Counsel, with the Urban League of Long Island, Inc. for the ULLI Community Based Employment and Training Programs.


Bryan Lilly
Secretary



Office of the President

BOARD OF TRUSTEES

May 19, 2016


**RESOLUTION NO. 2016.45 - APPROVING THE USE OF REVISED
QUESTIONNAIRES AND THEIR ELECTRONIC SUBMISSION FOR THE
PRESIDENTIAL EVALUATION PROCESS**

WHEREAS, the Presidential Evaluation Policy, effective as of April 14, 2005, requires a questionnaire to be completed by all members of the Board of Trustees and a representative sample of administration, staff, students and community members, so that the College President's performance may be evaluated, and

WHEREAS, the Board wishes to utilize revised questionnaires, to permit such questionnaires to be provided electronically to authorized recipients, and for such recipients to transmit the completed questionnaire electronically to a secure and confidential third-party website designated by the Board of Trustees for tabulation, be it, therefore

RESOLVED, that the questionnaires attached hereto as *Attachment III* are hereby adopted for use pursuant to the Presidential Evaluation Policy, and be it further

RESOLVED, that authorized recipients under the Presidential Evaluation Policy shall transmit such completed questionnaires electronically to a secure and confidential third-party website designated by the Board of Trustees for tabulation.


Bryan Lilly
Secretary

ANNUAL APPRAISAL OF THE PRESIDENT'S PERFORMANCE & EFFECTIVENESS

Suffolk County Community College – Board of Trustees Form

INSTRUCTIONS:

- Please rate the President on the following aspects of performance and effectiveness.
- Use a #2 pencil only
- Fill in the bubbles completely
- Erase completely to change answers
- Do not make any stray marks

1 = POOR, 2 = FAIR, 3 = GOOD, 4 = EXCELLENT, N = NOT OBSERVED

LEADERSHIP ABILITY

1. Provides leadership in developing, communicating, and implementing plans and policies.	①②③④N
2. Inspires others to do their best.	①②③④N
3. Delegates authority and responsibilities appropriately.	①②③④N
4. Builds teamwork among colleagues and subordinates.	①②③④N
5. Provides sound fiscal management.	①②③④N
6. Keeps current regarding trends and issues in higher education.	①②③④N
7. Contributes to developing and enhancing the academic quality of the College.	①②③④N

DECISION MAKING AND PROBLEM SOLVING

8. Consults with appropriate individuals before making decisions.	①②③④N
9. Gathers information needed for sound decision making.	①②③④N
10. Considers alternative solutions to problems before making a decision.	①②③④N
11. Makes sound decisions in a timely manner.	①②③④N

CONCERN FOR FACULTY AND STAFF

12. Recognizes and awards accomplishments of outstanding faculty and staff.	①②③④N
13. Creates a climate of respect and high morale.	①②③④N
14. Facilitates employees' professional development.	①②③④N
15. Listens carefully and asks questions when needed.	①②③④N
16. Is accessible to faculty and staff.	①②③④N
17. Responds to issues of concern to faculty.	①②③④N

CONCERN FOR STUDENTS

18. Communicates well with students.	①②③④N
19. Promotes an environment which nourishes individual student growth and achievement.	①②③④N
20. Assists faculty and staff in developing student leaders.	①②③④N
21. Puts students first and wants students to succeed.	①②③④N
22. Supports initiatives to promote retention and persistence.	①②③④N

MANAGEMENT

23. Arranges/manages resources to facilitate the accomplishment of tasks.	①②③④N
24. Sets priorities for action.	①②③④N
25. Communicates performance expectations clearly.	①②③④N
26. Effectively recruits and selects appropriately qualified staff.	①②③④N
27. Provides for meaningful staff orientation and professional development.	①②③④N
28. Evaluates staff effectively and fairly.	①②③④N
29. Provides necessary information to the College Board of Trustees.	①②③④N

EDUCATIONAL LEADERSHIP

30. Encourages development of initiatives to address needs of the local community, the county, and its citizens.	①②③④N
31. Serves as a "voice" for educational needs and best practices.	①②③④N
32. Works to have the College in compliance with external accreditors and the larger state university system.	①②③④N
33. Encourages diversity in the College community by recruiting diverse faculty and staff members.	①②③④N
34. Encourages diversity in the College community by working to remove obstacles to enrollment and persistence for under-represented student groups.	①②③④N

EXTERNAL RELATIONS

35. Portrays a progressive and professional image of the College.	①②③④N
36. Relates to and communicates with the external community.	①②③④N
37. Is accessible to and involved with the community.	①②③④N
38. Encourages partnerships with community, business, industry, and other educational institutions (i.e. – K-12; neighbor colleges).	①②③④N

FISCAL LEADERSHIP

39. Works to increase governmental appropriations for the College.	①②③④N
40. Works with businesses, corporations, and individuals to create new revenue sources.	①②③④N
41. Works to increase funds generated by external grants and contracts.	①②③④N
42. Supports the development of ideas into fundable opportunities.	①②③④N

CAPITAL PROJECT LEADERSHIP

43. Secures funding to construct and maintain up-to-date facilities.	①②③④N
44. Is future-oriented in planning capital projects.	①②③④N
45. Works to provide a safe, clean, comfortable, and appealing learning environment.	①②③④N

OVERALL PERFORMANCE AND EFFECTIVENESS

46. Overall, rate the performance and effectiveness of the President.	①②③④N
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PLEASE COMMENT ON ANY ASPECT OF THE PRESIDENT'S PERFORMANCE AND EFFECTIVENESS:

ANNUAL APPRAISAL OF THE PRESIDENT'S PERFORMANCE AND EFFECTIVENESS
Suffolk County Community College
Internal Respondents

INSTRUCTIONS:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Please rate the President on the following aspects of performance and effectiveness. • Use a #2 pencil only • Fill in the bubbles completely | <ul style="list-style-type: none"> • Erase completely to change answers • Do not make any stray marks |
|--|---|

1 = POOR, 2 = FAIR, 3 = GOOD, 4 = EXCELLENT, N = NOT OBSERVED

LEADERSHIP ABILITY

1. Provides leadership in developing, communicating, and implementing plans and policies.	① ② ③ ④ N
2. Inspires others to do their best.	① ② ③ ④ N
3. Delegates authority and responsibilities appropriately.	① ② ③ ④ N
4. Builds teamwork among colleagues and subordinates.	① ② ③ ④ N
5. Provides sound fiscal management.	① ② ③ ④ N
6. Keeps current regarding trends and issues in higher education.	① ② ③ ④ N
7. Contributes to developing and enhancing the academic quality of the College.	① ② ③ ④ N

DECISION MAKING AND PROBLEM SOLVING

8. Consults with appropriate individuals before making decisions.	① ② ③ ④ N
9. Gathers information needed for sound decision making.	① ② ③ ④ N
10. Considers alternative solutions to problems before making a decision.	① ② ③ ④ N
11. Makes sound decisions in a timely manner.	① ② ③ ④ N

CONCERN FOR FACULTY AND STAFF

12. Recognizes and awards accomplishments of outstanding faculty and staff.	① ② ③ ④ N
13. Creates a climate of respect and high morale.	① ② ③ ④ N
14. Facilitates employees' professional development.	① ② ③ ④ N
15. Listens carefully and asks questions when needed.	① ② ③ ④ N
16. Is accessible to faculty and staff.	① ② ③ ④ N
17. Responds to issues of concern to faculty.	① ② ③ ④ N

CONCERN FOR STUDENTS

18. Communicates well with students.	① ② ③ ④ N
19. Promotes an environment which nourishes individual student growth and achievement.	① ② ③ ④ N
20. Assists faculty and staff in developing student leaders.	① ② ③ ④ N
21. Puts students first and wants students to succeed.	① ② ③ ④ N
22. Supports initiatives to promote retention and persistence.	① ② ③ ④ N

MANAGEMENT

23. Arranges/manages resources to facilitate the accomplishment of tasks.	① ② ③ ④ N
24. Sets priorities for action.	① ② ③ ④ N
25. Communicates performance expectations clearly.	① ② ③ ④ N
26. Effectively recruits and selects appropriately qualified staff.	① ② ③ ④ N
27. Provides for meaningful staff orientation and professional development.	① ② ③ ④ N
28. Evaluates staff effectively and fairly.	① ② ③ ④ N
29. Provides necessary information to the College Board of Trustees.	① ② ③ ④ N
30. Works to have the College in compliance with external accreditors and the larger state university system.	① ② ③ ④ N
31. Encourages diversity through hiring and in removing obstacles to enrollment and persistence among under-represented student groups.	① ② ③ ④ N

EXTERNAL RELATIONS

32. Portrays a progressive and professional image of the College.	① ② ③ ④ N
33. Relates to and communicates with the external community.	① ② ③ ④ N
34. Is accessible to and involved with the community.	① ② ③ ④ N
35. Encourages partnerships with community, business, industry, and other educational institutions (i.e. – K-12; neighbor colleges).	① ② ③ ④ N

FISCAL LEADERSHIP

36. Works to increase governmental appropriations for the College.	① ② ③ ④ N
37. Works with businesses, corporations, and individuals to create new revenue sources.	① ② ③ ④ N
38. Works to increase funds generated by external grants and contracts.	① ② ③ ④ N
39. Supports the development of ideas into fundable opportunities.	① ② ③ ④ N

CAPITAL PROJECT LEADERSHIP

40. Secures funding to construct and maintain up-to-date facilities.	① ② ③ ④ N
41. Is future-oriented in planning capital projects.	① ② ③ ④ N
42. Works to provide a safe, clean, comfortable, and appealing learning environment.	① ② ③ ④ N

OVERALL PERFORMANCE AND EFFECTIVENESS

43. Overall, rate the performance and effectiveness of the President.	① ② ③ ④ N
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PLEASE COMMENT ON ANY ASPECT OF THE PRESIDENT'S PERFORMANCE AND EFFECTIVENESS:

ANNUAL APPRAISAL OF THE PRESIDENT'S PERFORMANCE AND EFFECTIVENESS
Suffolk County Community College
External Respondents

INSTRUCTIONS:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Please rate the President on the following aspects of performance and effectiveness. • Use a #2 pencil only • Fill in the bubbles completely | <ul style="list-style-type: none"> • Erase completely to change answers • Do not make any stray marks |
|--|---|

1 = POOR, 2 = FAIR, 3 = GOOD, 4 = EXCELLENT, N = NOT OBSERVED

EXTERNAL RELATIONS

1. Portrays a progressive and professional image of the College.	① ② ③ ④ N
2. Relates to and communicates with the external community.	① ② ③ ④ N
3. Is accessible to and involved with the community.	① ② ③ ④ N
4. Encourages partnerships with community, business, industry, and other educational institutions (i.e. – K-12, neighbor colleges).	① ② ③ ④ N

EDUCATIONAL LEADERSHIP

5. Encourages development of initiatives to address needs of the local community, the county, and its citizens.	① ② ③ ④ N
6. Serves as a “voice” for educational needs and best practices.	① ② ③ ④ N
7. Works to have the College in compliance with external accreditors and the larger state university system.	① ② ③ ④ N
8. Encourages diversity in the College community by recruiting diverse faculty and staff members.	① ② ③ ④ N
9. Encourages diversity in the College community by working to remove obstacles to enrollment and persistence for under-represented student groups.	① ② ③ ④ N

FISCAL LEADERSHIP

10. Works to increase governmental appropriations for the College.	① ② ③ ④ N
11. Works with businesses, corporations, and individuals to create new revenue sources.	① ② ③ ④ N
12. Works to increase funds generated by external grants and contracts.	① ② ③ ④ N
13. Supports the development of ideas into fundable opportunities.	① ② ③ ④ N

CAPITAL PROJECT LEADERSHIP

14. Secures funding to construct and maintain up-to-date facilities.	① ② ③ ④ N
15. Is future-oriented in planning capital projects.	① ② ③ ④ N
16. Works to provide facilities that serve the needs of the county and its citizens.	① ② ③ ④ N

OVERALL PERFORMANCE AND EFFECTIVENESS

17. Overall, rate the performance and effectiveness of the President.	① ② ③ ④ N
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PLEASE COMMENT ON ANY ASPECT OF THE PRESIDENT'S PERFORMANCE AND EFFECTIVENESS:



BOARD OF TRUSTEES

May 19, 2016

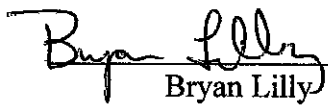
RESOLUTION NO. 2016.46 - APPROVING THE FORM TO BE UTILIZED AND ITS ELECTRONIC SUBMISSION FOR THE POLICY ON BOARD OF TRUSTEES SELF-ASSESSMENT

WHEREAS, the Board of Trustees Self-Assessment Policy, effective as of January 18, 2007, requires the Board to conduct an annual self-assessment by utilizing a form to be agreed upon by members of the Board each year, and by submitting such form to the Board Chair, and

WHEREAS, the Board wishes to permit such approved form to be submitted electronically to a secure and confidential third-party website for tabulation, on behalf of the Board Chair, be it, therefore

RESOLVED, that the Board of Trustees self-evaluation form, attached hereto as *Attachment IV*, is hereby approved for use for the Board's self-assessment, and be it further

RESOLVED, that said form shall be submitted electronically by the members of the Board to a secure and confidential third-party website designated by the Board of Trustees for tabulation, on behalf of the Board Chair.


Bryan Lilly
Secretary



Suffolk County Community College Board Self-Evaluation

Please rate the proposed questions using the following rating scale:

Outstanding
Good
Needs Improvement
Poor

I. Mission and Planning

	Outstanding	Good	Needs Improvement	Poor
1. Board members are knowledgeable about the culture, history, and values of the College.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The board regularly reviews the mission and purposes of the institution.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The board spends adequate time discussing future needs and direction of the College.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The board assures that there is an effective planning process and is appropriately involved in the process.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The board assures that College plans are responsive to community needs.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The board has adopted and monitors the implementation of the College's strategic, educational and facilities master plans.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The board sets annual goals or priorities in conjunction with the President and monitors progress toward them.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

II. Policy Role

	Outstanding	Good	Needs Improvement	Poor
1. The board clearly understands its policy role and differentiates its role from those of the President and college staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The board assures that the College complies with relevant laws, regulations and accreditation standards.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The board's policy manual is up-to-date and comprehensive.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The board relies on board policy in making decisions and in guiding the work of the College.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

III. Board-President Relations

	Needs			
	Outstanding	Good	Improvement	Poor
1. The board maintains a positive working relationship with the President.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The board clearly delegates the administration of the College to the President.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The board sets and communicates clear expectations for President performance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The board regularly evaluates President performance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The board periodically reviews the President contract to assure appropriate support and compensation.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

IV. Community Relations & Advocacy

	Needs			
	Outstanding	Good	Improvement	Poor
1. Board members act on behalf of the public and citizens in the County when making decisions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Board members are active in community affairs.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The board advocates on behalf of the College to local, state, and federal governments.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The board actively supports the College's foundation(s) and fundraising efforts.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

V. Educational Programs and Quality

	Needs			
	Outstanding	Good	Improvement	Poor
1. The board is knowledgeable about the College's programs and services.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The board is knowledgeable about the educational and workforce training needs in the community.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The board has established expectations or standards that enable it to monitor the quality and effectiveness of the educational program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The board regularly receives and reviews reports on institutional effectiveness.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The board is appropriately involved in the accreditation process.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The board understands and protects academic freedom.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

VI. Fiduciary Role

	Needs			
	Outstanding	Good	Improvement	Poor
1. The board assures that the budget reflects priorities in the College's plans.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Board policies assure effective fiscal management and internal controls.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The board regularly receives and reviews reports on the financial status of the institution.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The board reviews the annual audit and monitors responses to recommendations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The board adopts and monitors the implementation of a facilities master plan.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. The board has provided appropriate direction for seeking external funding.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. The board maintains an adequate financial reserve.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

VII. Human Resources and Staff Relations

	Needs			
	Outstanding	Good	Improvement	Poor
1. The board's human resources policies provide for fair and equitable treatment of staff.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The board has established and follows clear parameters for collective bargaining.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The board has and follows protocols regarding communication with college employees.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Board members refrain from attempting to manage employee work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The board expects and supports faculty, staff, and student participation in college decision-making.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

VIII. Board Leadership

	Needs			
	Outstanding	Good	Improvement	Poor
1. The board understands its roles and responsibilities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The board expresses its authority only as a unit.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Board members understand that they have no legal authority outside board meetings.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The board regularly reviews its code of ethics or standards of practice and has a policy on addressing violations of the code.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Board members uphold and comply with the board's code of ethics.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Board members avoid conflicts of interest and the perception of such conflicts.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Board members annually file a statement of economic interests.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. Once a decision is made, board members uphold the decision of the board.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. Board discussions and relationships reflect a climate of trust and respect.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

IX. Board Meetings

	Needs			
	Outstanding	Good	Improvement	Poor
1. Board meetings are conducted in an orderly, efficient manner.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Board meetings and study sessions provide sufficient opportunity to explore key issues.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Agenda items provide sufficient information to enable good board decision-making.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The board understands and adheres to the Public Officers Law.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The board maintains confidentiality of privileged information.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

X. Board Education

	Needs			
	Outstanding	Good	Improvement	Poor
1. New members participate in a comprehensive orientation to the board and College.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Board members participate in trustee development activities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The board evaluation process helps the board enhance its performance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The Board measures its accomplishments against board goals.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

XI. Additional Questions

What are the board's greatest strengths?

What are the major accomplishments of the board in the past year?

What are areas in which the board could improve?

As a trustee, I am most pleased about

--

As a trustee, I have concerns about

--

As a trustee, I would like to see the following changes in how the board operates:

--

I recommend that the board has the following goals for the coming year:

--



Office of the President

BOARD OF TRUSTEES

May 19, 2016

RESOLUTION NO. 2016.47 - AUTHORIZING THE BASEBALL TEAM TO PARTICIPATE IN THE NJCAA DIVISION III BASEBALL CHAMPIONSHIP

WHEREAS, the National Junior College Athletic Association (NJCAA) 2016 Division III Baseball Championship will be conducted from May 28th to June 2nd, 2016 in Kinston, North Carolina, and

WHEREAS, Suffolk County Community College's baseball team has qualified to participate in the championship series, and

WHEREAS, there are sufficient funds in the budget of the Suffolk Community College Association, Inc. (Association) to pay for the travel, meals, and lodging involved in sending the team and coaches to this event, and

WHEREAS the College has sought the advice of the Office of the Governor of the State of New York and has been informed that the Governor's Executive Order banning certain travel to the State of North Carolina is not applicable to Suffolk County Community College because the College is not a New York State-operated campus of SUNY, and because the College is sponsored by the County of Suffolk and not the State of New York, and

WHEREAS, additionally, the College was advised that the ban is not applicable to the Association because the Association is funded by student fees, not New York State funds, and

WHEREAS, the Board of Trustees is in full support of the anti-discriminations laws of the nation and further believes that, in a free society, the equal rights of all citizens must be protected and respected, now, therefore, be it

RESOLVED, that with the understanding that Suffolk County Community College is not subject to the New York State Governor's Executive Order No. 155, the College's baseball team is authorized to travel to and participate in the NJCAA Division III Baseball Championship, to be held in Kinston, North Carolina.


Bryan Lilly
Secretary