



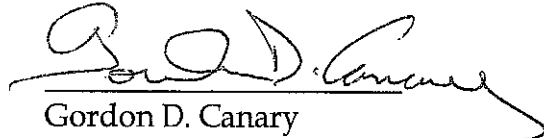
Office of the President

BOARD OF DIRECTORS  
August 17, 2017

**RESOLUTION NO. 2017.A6 - Amending the Association Procurement Policy**

**WHEREAS**, a forensic audit report prepared by ParenteBeard for the Association recommended that purchases made on behalf of Association programs be delivered only to the Association's address and not to personal addresses, be it therefore

**RESOLVED**, that the *Association Procurement Policy* be amended, as reflected in *Attachment A-I*, to include a provision specifying that all Association purchases must be shipped to the Association/College address, and that the Association will not authorize payment or reimbursement to employees for purchases made and delivered to personal addresses.



Gordon D. Canary  
Secretary

## **SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.**

### **PROCUREMENT POLICY**

#### **A. INTRODUCTION**

Article 5-A of the New York State General Municipal Law is designed to ensure the prudent and economical use of public monies and facilitate the acquisition of quality goods or services at the lowest possible cost, as well as to guard against favoritism, improvidence, extravagance, fraud and corruption.

The primary purpose of Suffolk Community College Association, Inc. ("Association") is to provide co-curricular programs and services which directly benefit the students of Suffolk County Community College. As such, it is appropriate that the Association promulgate a procurement policy in accordance with the provisions of the General Municipal Law. Such policy shall be reviewed annually by the Board of Directors.

#### **B. PURCHASE CONTRACTS IN EXCESS OF \$20,000**

1. Purchase contracts are those solely concerned with the purchase of materials, equipment and supplies ("commodities"), such as paper goods, books, food products, office equipment and clothing.

2. All purchase contracts which are reasonably anticipated to involve an expenditure of more than \$20,000 over the course of a fiscal year (September 1 – August 31) are to be awarded to the lowest responsible bidder who has furnished the required security after advertisements for sealed bids; or, alternatively, to the bidder whose bid represents the best value to the Association. A determination of "best value" shall be based upon an objective and quantifiable analysis of a bidder's ability to optimize quality, cost and efficiency.

3. All such public bidding as required pursuant to this subsection shall be coordinated by the Association Director of Business Affairs together with the College's Administrative Director of Business Operations.

#### **C. POLICY AND PROCEDURES FOR PURCHASES OF \$20,000 AND UNDER**

1. Purchases authorized by this subsection may be made by the following Association personnel:

- a. Association Director of Business Affairs
- b. the Campus Associate Deans of Student Affairs

- c. the Association Directors of Campus Activities, Theatre, Athletics, and Child Care
  - d. Coordinator of Dining Services, and Coordinator of Grant Campus Theatre
  - e. Holders of Exchange Accounts
2. Purchasing Thresholds
- a. If the monetary threshold for the purchase of commodities is *not* reasonably anticipated to exceed \$20,000 over the course of a fiscal year, the following procedures shall be followed:
    - i. **\$0.01 - \$100.00.** Direct purchase at the discretion of the individuals enumerated in paragraph C(1).
    - ii. **\$100.01 - \$1,000.00.** Purchases may be made at the discretion of the individuals enumerated in paragraph C(1)(b-e), upon the written approval of the Association Director of Business Affairs. Purchases may be made by the Association Director of Business Affairs upon the written approval of the Vice President for Academic and Student Affairs.
    - iii. **\$1,000.01 – \$20,000.00.** Purchases may be made by the individuals enumerated in paragraph C(1)(b)-(e), after obtaining written quotes from at least three (3) vendors and upon the written approval of the Association Director of Business Affairs. Purchases may be made by the Association Director of Business Affairs after obtaining written quotes from at least three (3) vendors and upon the written approval of the Vice President for Academic and Student Affairs. A good faith effort shall be made to obtain the required number of quotations. If, for any reason, the authorized individual is unable to obtain the requisite number of quotations, such authorized individual shall properly document, on the *Price Quotation Form*, the reasons why such quotes could not be obtained, and the efforts made to acquire the required quotes.
3. Payment Procedures
- a. **\$0.01 - \$2,500.00.** Payment vouchers should be submitted to the Association Business Director for approval.

- b. **Over \$2,500.00.** A payment voucher should be submitted directly to the Director of Campus Activities, who, thereafter, forwards such voucher to the Campus Executive Dean. The Campus Executive Dean then forwards the voucher to the Association Director of Business Affairs, who provides it to the Vice President for Academic and Student Affairs, for approval.

**D. THE PROCUREMENT OF PROFESSIONAL SERVICES**

Contracts for services that involve specialized skill, training, knowledge, expertise, a high degree of creativity, technical skill or the use of professional judgment should be procured in such a manner so as to assure the prudent and economical use of Association monies, and to facilitate the acquisition of such services of maximum quality at the lowest possible cost under the circumstances. Accordingly, such professional services shall be procured in accordance with the following guidelines:

**1. Entertainment and Speaker Programs**

a. In accordance with customary and accepted collegiate practices, entertainment and speakers may be procured from the following sources, including, but not limited to:

- i. Higher education-sponsored regional and national conventions that showcase and sell entertainment and speaker programs to college students;
- ii. Higher education online and hard-copy publications that sell entertainment and speaker programs to the college market;
- iii. Cooperative "bloc booking" arrangements with other institutions of higher education;
- iv. Other colleges or universities.

b. Once students assess options for entertainment and speaker programs, considering available budget monies and the quality of the proposed services, students may make a final selection. Any such selection shall be based upon the general consensus of the members of the student committee or board charged with procuring such entertainment and speaker programs, in accordance with any applicable student organization constitutions or bylaws.

c. Any entertainment and speaker program contracts are subject to the review of the Association Campus Activities Directors, and, when appropriate, the College's Office of Legal Affairs.

**2. Other Professional Services**

Provision of other professional services, including, but not limited to, accounting, auditing and insurance-related services, shall be procured in accordance with College Request for Proposal (RFP) policies and procedures.

3. Under no circumstances may students obligate Association funds or execute contracts on behalf of the Association.

**E. EXCHANGE ACCOUNTS**

Exchange accounts are non-interest bearing accounts managed by the Suffolk Community College Association which promote the purposes of the Association, are self-funding in nature, typically hold funds for specifically designated purposes with a time-limited duration, and would generally not be appropriate for inclusion in the College's operating budget. Specific policies and procedures for managing these accounts are listed below.

1. Funds must be deposited in the account before checks can be written.
2. All vouchers and checks must be approved according to established Board policies.
3. Up to five (5) business days will be required for vouchers to be processed and checks to be issued.
4. Accounts which are inactive for twelve (12) months will be closed, and any remaining funds in such accounts will be transferred to the Student Emergency Loan Fund.

**F. SHIPMENT OF ASSOCIATION PURCHASES**

All Association purchases must be shipped to the Association/College address. The Association will not authorize payment or reimbursement to employees for purchases made and delivered to personal addresses.



**Office of the President**

**BOARD OF DIRECTORS**  
**August 17, 2017**

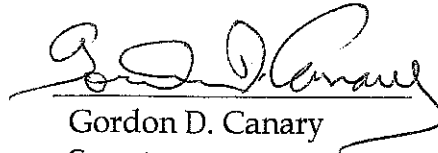
**RESOLUTION NO. 2017.A7 - Amending the 2017-2018 Budget of the Suffolk Community College Association, Inc.**

**WHEREAS**, by a resolution duly adopted on June 15, 2017, the Board of Directors approved the 2017-2018 budget of the Suffolk Community College Association, Inc., and

**WHEREAS**, an amendment to the portion of said budget related to Theatre Arts Production and the Ammerman Dean of Students Reserve Account is required in order to more accurately reflect the Association's needs, be it therefore

**RESOLVED**, that the portion of the 2017-2018 budget of the Suffolk Community College Association, Inc. related to Theatre Arts Production be reduced from \$248,800 to \$223,050, as reflected on *Attachment A-II*, for the period covering September 1, 2017 through August 31, 2018, and be it further

**RESOLVED**, that the portion of the budget allocated to the Ammerman Dean of Students Reserve Account be increased from \$15,450 to \$41,200, as reflected on *Attachment A-I*, for the period covering September 1, 2017 through August 31, 2018.

  
Gordon D. Canary  
Secretary

**Board of Director's Meeting  
August 17, 2017  
Attachment A-II**

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.**

**PROPOSED**

**2017-2018**

**BUDGET**

SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.  
SUMMARY OF STUDENT ASSOCIATION PROPOSED BUDGETS  
FOR THE 2017-2018 YEAR

	AMMERMAN PROPOSED 2017-2018 BUDGET	GRANT PROPOSED 2017-2018 BUDGET	EASTERN PROPOSED 2017-2018 BUDGET	TOTAL PROPOSED 2017-2018 BUDGET
<b><u>PROPOSED REVENUES:</u></b>				
STUDENT FEES	1,929,650.00	1,214,500.00	447,100.00	3,591,250.00
COPIER INCOME	750.00	-		750.00
INTEREST	750.00	350.00	100.00	1,200.00
THEATRE REVENUE	7,500.00	13,150.00		20,650.00
SPECIAL EVENTS			1,000.00	1,000.00
MISCELLANEOUS REVENUE			2,200.00	2,200.00
<b>TOTAL PROPOSED REVENUES:</b>	<b><u>\$ 1,938,650.00</u></b>	<b><u>\$ 1,228,000.00</u></b>	<b><u>\$ 450,400.00</u></b>	<b><u>\$ 3,617,050.00</u></b>
<b><u>PROPOSED EXPENSES:</u></b>				
NEW STUDENT ORIENTATION	16,000.00	28,500.00	12,000.00	56,500.00
STUDENT GOVT ACTIVITIES BOARD/ASSOCIATION	76,400.00	39,500.00	8,500.00	124,400.00
VISUAL/PERFORMANCE ARTS	80,800.00	7,000.00	3,000.00	90,800.00
THEATRE	223,050.00	88,000.00		311,050.00
OPERATIONS/MAINTENANCE	293,785.00	183,300.00	180,000.00	657,085.00
CAMPUS TOURNAMENTS / FORENSICS	23,500.00	8,500.00		32,000.00
ASSOCIATION CENTRAL BUSINESS OFFICE (CBO)	246,000.00	171,000.00	52,000.00	469,000.00
VICE PRESIDENT COLLEGE WIDE PROGRAMS	15,700.00	13,000.00	7,200.00	35,900.00
STUDENT ORGANIZATION/LEADERSHIP DEV	109,400.00	80,200.00	43,500.00	233,100.00
HONOR SOCIETIES	10,800.00	15,800.00	4,700.00	31,300.00
PUBLICATIONS	35,300.00	18,000.00	16,650.00	69,950.00
COPIER LEASE	6,700.00	4,500.00	3,450.00	14,650.00
CAMPUS ACTIVITIES PROGRAMMING	43,215.00	47,200.00	40,500.00	130,915.00
MULTICULTURAL PROGRAMMING	18,000.00	14,500.00	18,500.00	51,000.00
CHILDREN'S LEARNING CENTER	107,500.00	107,500.00		215,000.00
CONTINGENCY FUND/DEAN OF STUDENT RESERVE	134,700.00	48,700.00	19,500.00	202,900.00
CAMPUS BASED PROGRAMS	9,200.00	2,600.00	900.00	12,700.00
COLLEGE WIDE ATHLETIC PROGRAM	488,600.00	350,200.00	40,000.00	878,800.00
<b>TOTAL PROPOSED EXPENSES:</b>	<b><u>\$ 1,938,650.00</u></b>	<b><u>\$ 1,228,000.00</u></b>	<b><u>\$ 450,400.00</u></b>	<b><u>\$ 3,617,050.00</u></b>



**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.**  
**SUMMARY OF STUDENT ASSOCIATION PROPOSED BUDGETS**  
**FOR THE YEARS 2016-2017 AND 2017-2018**  
**APPROVED VS PROPOSED BUDGET**

CAMPUS/PROGRAM	APPROVED	PROPOSED	% Increase Decrease
	2016 - 2017	2017 - 2018	
	BUDGET	BUDGET	
Ammerman	1,990,800.00	1,938,650.00	-2.62%
Michael J. Grant	1,336,450.00	1,228,000.00	-8.11%
Eastern	467,350.00	450,400.00	-3.63%
<b>Total Campuses</b>	<b>\$ 3,794,600.00</b>	<b>\$ 3,617,050.00</b>	<b>-4.68%</b>
Campus Kids - Ammerman	377,400.00	378,700.00	0.34%
Kids Cottage - Grant	386,650.00	384,400.00	-0.58%
Peconic Café - East	366,500.00	351,000.00	-4.23%
<b>Total Programs</b>	<b>\$ 1,130,550.00</b>	<b>\$ 1,114,100.00</b>	<b>-1.46%</b>
<b>Total Association</b>	<b>\$ 4,925,150.00</b>	<b>\$ 4,731,150.00</b>	<b>-3.94%</b>

SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.  
 2017-2018 PROPOSED BUDGET  
 AMMERMAN CAMPUS

**PROJECTED REVENUES:**

	<b>APPROVED 2016-2017 BUDGET</b>	<b>PROPOSED 2017-2018 BUDGET</b>
	<hr/>	<hr/>
STUDENT ACTIVITY FEES	1,853,000.00	1,929,650.00
APPROPRIATED FUNDS	125,000.00	0.00
COPIER INCOME	1,200.00	750.00
INTEREST	600.00	750.00
THEATRE REVENUE	11,000.00	7,500.00
<b>TOTAL REVENUES:</b>	<b><u><u>\$1,990,800.00</u></u></b>	<b><u><u>\$1,938,650.00</u></u></b>

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.  
 PROPOSED 2017-2018 BUDGET SUMMARY  
 AMMERMAN CAMPUS**

<u>Account</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
102 - NEW STUDENT ORIENTATION	16,000.00	16,000.00
105 - STUDENT GOV/ACTIVITIES BOARD	73,000.00	73,000.00
105A - STUDENT GOV/ASSOCIATION	3,400.00	3,400.00
106 - PERFORMING ARTS	82,650.00	80,800.00
107 - THEATRE ARTS PRODUCTION	262,050.00	223,050.00
108 - OPERATIONS / MAINTENANCE	309,750.00	293,785.00
109 - FORENSICS	25,000.00	23,500.00
110 - ASSOCIATION - CENTRAL BUSINESS OFFICE (CBO)	230,000.00	246,000.00
110A - VICE PRESIDENT COLLEGE WIDE PROGRAMS	16,200.00	15,700.00
111 - STUDENT ORG/ LEADERSHIP DEVELOPMENT	107,400.00	109,400.00
112 - HONOR SOCIETIES	10,800.00	10,800.00
113 - PUBLICATIONS	35,300.00	35,300.00
116 - COPIER LEASE	9,000.00	6,700.00
117 - CAMPUS ACTIVITIES PROGRAMMING	39,000.00	43,215.00
117A - MULTICULTURAL PROGRAMS	5,000.00	18,000.00
118 - CHILDREN'S LEARNING CENTER	120,000.00	107,500.00
119/119A - CONTINGENCY FUND/DEAN OF STUDENT RESERVE	133,600.00	134,700.00
121 - CAMPUS BASED PROGRAMS	7,550.00	9,200.00
123 - COLLEGE WIDE ATHLETICS PROGRAM	505,100.00	488,600.00
	<b><u>\$ 1,990,800.00</u></b>	<b><u>\$ 1,938,650.00</u></b>

NEW STUDENT ORIENTATION  
ACCOUNT 102

01

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
ORIENTATION PROGRAM	16,000.00	16,000.00
TOTAL:	<u>\$ 16,000.00</u>	<u>\$ 16,000.00</u>

**CAMPUS ACTIVITIES BOARD  
ACCOUNT 105**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
CAB SUPPLIES/TELEPHONE/ADVERTISING	7,000.00	7,000.00
CAB FILMS	5,000.00	5,000.00
CAB ENTERTAINMENT	23,000.00	23,000.00
CAB FAMILY PROGRAMS	2,000.00	2,000.00
CAB WELLNESS PROGRAM	3,000.00	3,000.00
CAB SPEAKERS	3,000.00	3,000.00
CAB SPECIAL EVENTS	15,000.00	15,000.00
CAB TRIPS	15,000.00	15,000.00
TOTAL :	<u><u>\$ 73,000.00</u></u>	<u><u>\$ 73,000.00</u></u>

STUDENT GOVERNMENT ASSOCIATION  
ACCOUNT 105A

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
SGA ADVERTISING	1,400.00	1,400.00
SGA SPECIAL EVENTS	1,500.00	1,500.00
SGA SUPPLIES/TELEPHONE	500.00	500.00
TOTAL :	<u>\$ 3,400.00</u>	<u>\$ 3,400.00</u>

VISUAL/PERFORMING ARTS  
ACCOUNT 106

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
PAYROLL EXPENSES	31,600.00	31,600.00
PAYROLL TAXES	2,420.00	2,500.00
MTA TAXES	110.00	200.00
DISABILITY INSURANCE		300.00
EXHIBITS	5,560.00	5,600.00
PRINTING	3,820.00	3,800.00
EXPENSES FOR MUSIC CONCERTS	6,540.00	6,600.00
EXPENSES FOR PERFORMING ARTS SERIES	31,110.00	28,700.00
DISPLAY MATERIALS	720.00	750.00
PRINTING AND PUBLICITY	770.00	750.00
TOTAL :	<u>\$ 82,650.00</u>	<u>\$ 80,800.00</u>

**THEATRE ARTS PRODUCTION  
ACCOUNT 107**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
PAYROLL EXPENSES	108,000.00	68,000.00
PAYROLL TAXES	8,300.00	5,300.00
MTA TAXES	375.00	300.00
DISABILITY INSURANCE		600.00
STUDENT STAGE PRODUCTIONS	68,300.00	73,350.00
ADMINISTRATION/SUBS/PRINTING	35,415.00	35,500.00
STUDIO MAINTENANCE EXPENSES	12,930.00	13,000.00
HOUSE AND PUBLICITY EXPENSES	14,090.00	14,000.00
REPAIR AND REPLACEMENT	12,930.00	13,000.00
SUPPLIES / MATERIALS FOR LISF	1,710.00	0.00
TOTAL :	<u><u>\$ 262,050.00</u></u>	<u><u>\$ 223,050.00</u></u>



**BABYLON STUDENT CENTER  
OPERATIONS/MAINTENANCE  
ACCOUNT 108**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
PAYROLL EXPENSES	242,650.00	221,135.00
PAYROLL TAXES	20,000.00	18,000.00
MTA TAXES	1,000.00	1,000.00
HEALTH BENEFITS	7,775.00	10,200.00
DISABILITY INSURANCE	325.00	1,000.00
EQUIPMENT LEASES / MAINTENANCE	3,500.00	4,000.00
PUBLICITY	6,500.00	6,500.00
LICENSE FEES	3,200.00	3,200.00
DUES / CONFERENCES	17,000.00	20,950.00
TELEPHONE	800.00	800.00
OFFICE SUPPLIES	7,000.00	7,000.00
TOTAL :	<u><b>\$ 309,750.00</b></u>	<u><b>\$ 293,785.00</b></u>

**CAMPUS TOURNAMENTS / FORENSICS  
ACCOUNT 109**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
CAMPUS TOURNAMENT / FORENSIC	25,000.00	23,500.00
TOTAL :	<u><u>\$ 25,000.00</u></u>	<u><u>\$ 23,500.00</u></u>

**ASSOCIATION CENTRAL BUSINESS OFFICE  
(CBO)  
ACCOUNT 110**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
ASSOCIATION - CENTRAL BUSINESS OFFICE (CBO)	230,000.00	246,000.00
TOTAL :	<u>\$ 230,000.00</u>	<u>\$ 246,000.00</u>

VP/COLLEGE-WIDE PROGRAMS  
ACCOUNT 110A

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
VICE PRESIDENT COLLEGE WIDE PROGRAMS	16,200.00	15,700.00
TOTAL :	<u>\$ 16,200.00</u>	<u>\$ 15,700.00</u>

**STUDENT ORGANIZATIONS &  
LEADERSHIP DEVELOPMENT  
ACCOUNT 111**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
INDIVIDUAL CLUBS / STUDENT ORGANIZATION FUND BUDGET	60,000.00	64,200.00
OFFICERS / ADVISOR MEETINGS	9,000.00	9,000.00
AWARDS & RECOGNITION / LEADERSHIP BANQUET	11,000.00	11,000.00
LEADERSHIP TRAINING/ RESOURCES	15,800.00	15,800.00
ACTIVITIES DAY	6,000.00	4,800.00
SUPPLIES	3,000.00	3,000.00
TELEPHONE	600.00	600.00
ANNUAL CEREMONIES	2,000.00	1,000.00
TOTAL :	<u><u>\$ 107,400.00</u></u>	<u><u>\$ 109,400.00</u></u>

HONOR SOCIETIES  
ACCOUNT 112

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
PHI THETA KAPPA	7,900.00	8,000.00
ALPHA BETA GAMMA	1,000.00	1,000.00
SIGMA CHI ETA	400.00	400.00
MU ALPHA THETA	150.00	150.00
PSI BETA	350.00	350.00
SIGMA KAPPA DELTA	300.00	300.00
CHI ALPHA EPSILON	700.00	500.00
SALUTE		100.00
TOTAL :	<u>\$ 10,800.00</u>	<u>\$ 10,800.00</u>

PUBLICATIONS/COMPUTER REPAIR  
ACCOUNT 113

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
NEWSPAPER COMPASS	17,200.00	17,200.00
LITERARY MAGAZINE-EVOLUTION	12,900.00	12,900.00
LITERARY MAGAZINE-LILITH	5,200.00	5,200.00
TOTAL :	<u>\$ 35,300.00</u>	<u>\$ 35,300.00</u>

COPIER LEASE EXPENSES  
ACCOUNT 116

<u>DESCRIPTION</u>	APPROVED 2016-2017 BUDGET	PROPOSED 2017-2018 BUDGET
COPIER LEASE EXPENSE	9,000.00	6,700.00
TOTAL :	<u>\$ 9,000.00</u>	<u>\$ 6,700.00</u>



**CAMPUS ACTIVITIES PROGRAMMING  
ACCOUNT 117**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
SPECIAL CAMPUS PROGRAMS	8,000.00	8,000.00
COMMUNITY DEVELOPMENT PROGRAM - HALLOWEEN FESTIVAL	22,000.00	24,000.00
DEPARTMENTAL LYCEUM / GRANTS	9,000.00	11,215.00
TOTAL :	<u>\$ 39,000.00</u>	<u>\$ 43,215.00</u>

MULTICULTURAL PROGRAMMING  
ACCOUNT 117A

<u>DESCRIPTION</u>	APPROVED 2016-2017 BUDGET	PROPOSED 2017-2018 BUDGET
MULTICULTURAL PROGRAMMING	5,000.00	18,000.00
TOTAL :	<u>\$ 5,000.00</u>	<u>\$ 18,000.00</u>

CHILDREN'S LEARNING CENTER  
ACCOUNT 118

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
SUPPORT FOR CHILDREN'S LEARNING CENTER	120,000.00	107,500.00
TOTAL :	<u>\$ 120,000.00</u>	<u>\$ 107,500.00</u>

**CONTINGENCY FUND /  
DEAN OF STUDENTS RESERVE  
ACCOUNTS 119/119A**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
PAYROLL EXPENSES	25,000.00	15,000.00
PAYROLL TAXES	2,000.00	1,200.00
MTA TAXES	100.00	100.00
CONTINGENCY REQUIREMENT	75,000.00	77,200.00
DEAN OF STUDENT RESERVE ACCT	31,500.00	41,200.00
TOTAL :	<u><u>\$ 133,600.00</u></u>	<u><u>\$ 134,700.00</u></u>

**CAMPUS BASED PROGRAMS  
ACCOUNT 121**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
HONORS PROGRAM	3,600.00	3,500.00
CREATIVE WRITING FESTIVAL	3,950.00	3,500.00
CAREER SERVICES / MENTAL HEALTH		2,200.00
TOTAL :	<u>\$ 7,550.00</u>	<u>\$ 9,200.00</u>

COLLEGE-WIDE ATHLETIC PROGRAM  
ACCOUNT 123

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
COLLEGE WIDE ATHLETIC PROGRAM	483,100.00	468,600.00
CONTRIBUTION TO ICE HOCKEY	22,000.00	20,000.00
TOTAL :	<u>\$ 505,100.00</u>	<u>\$ 488,600.00</u>

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.  
2017-2018 PROPOSED BUDGET  
MICHAEL J. GRANT CAMPUS**

**PROJECTED REVENUES:**

	<b>APPROVED 2016-2017 BUDGET</b>	<b>PROPOSED 2017-2018 BUDGET</b>
STUDENT FEES	1,200,000.00	1,214,500.00
APPROPRIATED FUNDS	120,000.00	-
COPIER INCOME	100.00	-
INTEREST	350.00	350.00
THEATRE REVENUE	16,000.00	13,150.00
<b>TOTAL REVENUES:</b>	<b><u><u>\$1,336,450.00</u></u></b>	<b><u><u>\$1,228,000.00</u></u></b>

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.  
 PROPOSED 2017-2018 BUDGET SUMMARY  
 MICHAEL J. GRANT CAMPUS**

<u>ACCOUNT</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
202 NEW STUDENT ORIENTATION	30,960.00	28,500.00
205 STUDENT GOV/ACTIVITIES BOARD	42,530.00	39,500.00
206 VISUAL/ PERFORMING ARTS	7,630.00	7,000.00
207 THEATRE	107,400.00	88,000.00
208 OPERATIONS / MAINTENANCE	199,990.00	183,300.00
209 CAMPUS TOURNAMENTS / FORENSICS	9,500.00	8,500.00
210 ASSOCIATION - CENTRAL BUSINESS OFFICE (CBO)	163,300.00	171,000.00
210A VICE PRESIDENT COLLEGE WIDE PROGRAMS	14,950.00	13,000.00
211 STUDENT ORG/ LEADERSHIP DEVELOPMENT	82,150.00	80,200.00
212 HONOR SOCIETIES	13,950.00	15,800.00
213 PUBLICATIONS	19,100.00	18,000.00
216 COPIER LEASE	4,690.00	4,500.00
217 CAMPUS ACTIVITIES PROGRAMMING	59,740.00	47,200.00
217A MULTICULTURAL PROGRAM	15,860.00	14,500.00
218 CHILDREN'S LEARNING CENTER	120,000.00	107,500.00
219/219A CONTINGENCY FUND/DEAN OF STUDENT RESERVE	60,800.00	48,700.00
221 CAMPUS PROGRAMS	2,700.00	2,600.00
223 CW ATHLETIC PROGRAM	381,200.00	350,200.00
TOTAL:	<u><u>\$1,336,450.00</u></u>	<u><u>\$1,228,000.00</u></u>



NEW STUDENT ORIENTATION  
ACCOUNT 202

<u>DESCRIPTION</u>	APPROVED 2016-2017 BUDGET	PROPOSED 2017-2018 BUDGET
ORIENTATION PROGRAM	30,960.00	28,500.00
TOTAL:	<u>\$ 30,960.00</u>	<u>\$ 28,500.00</u>

**STUDENT GOVERNANCE/ ACTIVITIES BOARD  
ACCOUNT 205**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
CAB CONFERENCES/WORKSHOPS	3,310.00	3,000.00
CAB PROGRAMS/ RECEPTIONS	19,890.00	20,000.00
CAB SUPPLIES/MISCELLANEOUS	1,100.00	1,000.00
ACTIVITIES DAY	4,980.00	4,500.00
WELCOME WEEKS	5,520.00	4,000.00
COMING TOGETHER	7,730.00	7,000.00
TOTAL:	<u>\$ 42,530.00</u>	<u>\$ 39,500.00</u>

VISUAL/ PERFORMING ARTS  
ACCOUNT 206

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
GALLERY	7,630.00	7,000.00
TOTAL:	<u>\$ 7,630.00</u>	<u>\$ 7,000.00</u>

**THEATRE  
ACCOUNT 207**

<b>APPROVED 2016-2017 BUDGET</b>	<b>PROPOSED 2017-2018 BUDGET</b>
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DESCRIPTION

**LIVELY ARTS SERIES EVENTS**

12 TO 16 EVENTS (MUSIC, PLAYS, DANCE)

99,500.00

53,400.00

**PERSONNEL EXPENSES**

PAYROLL EXPENSES

7,150.00

18,400.00

PAYROLL TAXES

700.00

1,500.00

MTA TAXES

50.00

100.00

DISABILITY INSURANCE

300.00

**GENERAL**

PRINTING/SUB/ADMINISTRATION

4,000.00

MARKETING /ADVERTISING

3,000.00

ACCOMODATION

2,200.00

HOSPITALITY

1,600.00

MISC EXPENSES

1,500.00

CONFERENCES

2,000.00

TOTAL:

**\$ 107,400.00**

**\$ 88,000.00**

**OPERATIONS/ MAINTENANCE  
ACCOUNT 208**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
PAYROLL EXPENSES	150,000.00	138,000.00
PAYROLL TAXES	13,500.00	10,600.00
MTA TAXES	850.00	500.00
DISABILITY INSURANCE		1,500.00
PEER MENTORS SUPPLIES	5,500.00	5,000.00
PUBLICITY	15,170.00	14,000.00
DUES/LICENSE FEES	3,000.00	2,000.00
NACA CONFERENCES	5,850.00	6,000.00
GENERAL SUPPLIES	3,200.00	3,200.00
EQUIPMENT	2,920.00	2,500.00
TOTAL:	<u>\$ 199,990.00</u>	<u>\$ 183,300.00</u>

**CAMPUS TOURNAMENTS / FORENSICS  
ACCOUNT 209**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
CAMPUS TOURNAMENT / FORENSIC EXPENSES	9,500.00	8,500.00
TOTAL:	<u>\$ 9,500.00</u>	<u>\$ 8,500.00</u>

**ASSOCIATION CENTRAL BUSINESS OFFICE  
(CBO)  
ACCOUNT 210**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
ASSOCIATION - CENTRAL BUSINESS OFFICE (CBO)	163,300.00	171,000.00
TOTAL:	<u>\$ 163,300.00</u>	<u>\$ 171,000.00</u>

VP / COLLEGE WIDE PROGRAMS  
ACCOUNT 210A

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
VICE PRESIDENT COLLEGE WIDE PROGRAMS	14,950.00	13,000.00
TOTAL:	<u>\$ 14,950.00</u>	<u>\$ 13,000.00</u>



**STUDENT ORGANIZATIONS &  
LEADERSHIP DEVELOPMENT  
ACCOUNT 211**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
CLUB BUDGETS	41,000.00	41,000.00
STUDENT AWARDS BANQUET	12,000.00	12,000.00
TRAINING	1,200.00	1,200.00
MISCELLANEOUS	500.00	-
CLUB COUNCIL	18,220.00	18,000.00
STUDENT SENATE SUPPLIES	1,400.00	1,000.00
STUDENT SENATE CONFERENCE	6,000.00	6,000.00
STUDENT SENATE MEETINGS/REFRESHMENTS	1,830.00	1,000.00
TOTAL:	<u>\$ 82,150.00</u>	<u>\$ 80,200.00</u>

**HONOR SOCIETIES  
ACCOUNT 212**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
PHI THETA KAPPA	12,000.00	12,000.00
ALPHA BETA GAMMA	650.00	650.00
CHI ALPHA EPSILOM	650.00	650.00
SIGMA KAPPA DELTA	650.00	1,200.00
SALUTE		650.00
COMM HONOR SOCIETY		650.00
TOTAL:	<u>\$ 13,950.00</u>	<u>\$ 15,800.00</u>

**PUBLICATIONS  
ACCOUNT 213**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
WESTERN PRESS	13,000.00	12,000.00
CASSANDRA	6,100.00	6,000.00
TOTAL:	<u>\$ 19,100.00</u>	<u>\$ 18,000.00</u>

**COPIER LEASE  
ACCOUNT 216**

<b>APPROVED 2016-2017 BUDGET</b>	<b>PROPOSED 2017-2018 BUDGET</b>
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DESCRIPTION

COPIER LEASE EXPENSE

4,690.00

4,500.00

TOTAL:

\$ 4,690.00

\$ 4,500.00

**CAMPUS ACTIVITIES PROGRAMMING  
ACCOUNT 217**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
CAMPUS PROGRAMS	6,430.00	4,000.00
EVENING COMMON HOUR	7,510.00	5,000.00
DISTINGUISHED LECTURE SERIES	12,050.00	9,000.00
ALLIED HEALTH PINNING CEREMONY	1,290.00	1,200.00
LEARNING IN ACTION GRANTS	3,000.00	2,000.00
LEADERSHIP RETREAT	9,340.00	11,000.00
GENERAL PROGRAMMING	12,120.00	8,500.00
ALTERNATIVE SPRING BREAK	8,000.00	6,500.00
TOTAL:	<u>\$ 59,740.00</u>	<u>\$ 47,200.00</u>

MULTICULTURAL PROGRAMMING  
ACCOUNT 217A

<u>DESCRIPTION</u>	APPROVED 2016-2017 BUDGET	PROPOSED 2017-2018 BUDGET
MULTICULTURAL PROGRAMMING	15,860.00	14,500.00
TOTAL :	<u>\$ 15,860.00</u>	<u>\$ 14,500.00</u>

CHILDREN'S LEARNING CENTER  
ACCOUNT 218

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
SUPPORT FOR CHILDREN'S LEARNING CENTER	120,000.00	107,500.00
TOTAL:	<u>\$ 120,000.00</u>	<u>\$ 107,500.00</u>

DOS RESERVE FUND/CONTINGENCY  
ACCOUNT 219/219A

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
CONTINGENCY REQUIREMENT	48,000.00	48,700.00
DEAN OF STUDENT RESERVE ACCT	12,800.00	0.00
TOTAL:	<u>\$ 60,800.00</u>	<u>\$ 48,700.00</u>



**CAMPUS BASED PROGRAMS  
ACCOUNT 221**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
HONORS COLLEGE		600.00
CAREER SERVICES	2,700.00	2,000.00
TOTAL:	<u>\$ 2,700.00</u>	<u>\$ 2,600.00</u>

**COLLEGE WIDE ATHLETIC PROGRAM  
ACCOUNT 223**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
COLLEGE WIDE ATHLETIC PROGRAM	381,200.00	350,200.00
TOTAL:	<u>\$ 381,200.00</u>	<u>\$ 350,200.00</u>

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.**  
**2017-2018 PROPOSED BUDGET**  
**EASTERN CAMPUS**

**PROJECTED REVENUES:**

	<b><u>APPROVED 2016-2017 BUDGET</u></b>	<b><u>PROPOSED 2017-2018 BUDGET</u></b>
STUDENT FEES	429,000.00	447,100.00
APPROPRIATED FUNDS	20,000.00	
INTEREST	150.00	100.00
SPECIAL EVENTS	1,000.00	1,000.00
MISCELLANEOUS REVENUE	2,200.00	2,200.00
PECONIC CAFÉ FUND CONTRIBUTION	15,000.00	
<b>TOTAL REVENUES:</b>	<b><u>\$ 467,350.00</u></b>	<b><u>\$ 450,400.00</u></b>

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.  
 PROPOSED 2017-2018 BUDGET SUMMARY  
 EASTERN CAMPUS**

<u>ACCOUNT/DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
302 NEW STUDENT ORIENTATION	12,000.00	12,000.00
305 STUDENT GOVERNANCE/ACTIVITIES BOARD	8,500.00	8,500.00
306 VISUAL/PERFORMING ARTS	3,000.00	3,000.00
308 OPERATIONS / MAINTENANCE	182,000.00	180,000.00
310 ASSOCIATION - CENTRAL BUSINESS OFFICE (CBO)	48,500.00	52,000.00
310A VICE PRESIDENT COLLEGE WIDE PROGRAMS	8,100.00	7,200.00
311 STUDENT ORGANIZATIONS/LEADERSHIP DEV	39,500.00	43,500.00
312 HONOR SOCIETIES	4,700.00	4,700.00
313 PUBLICATIONS	5,260.00	16,650.00
316 COPIER LEASE	3,440.00	3,450.00
317 CAMPUS ACTIVITIES PROGRAMMING	40,500.00	40,500.00
319 CONTINGENCY FUND	17,500.00	17,900.00
319A DEAN OF STUDENT SERVICES	1,600.00	1,600.00
320 MULTICULTURAL PROGRAMS	18,500.00	18,500.00
320 CAMPUS BASED PROGRAMS	0.00	900.00
323 COLLEGE WIDE ATHLETICS PROGRAM	74,250.00	40,000.00
<b>TOTAL:</b>	<b><u>\$ 467,350.00</u></b>	<b><u>\$ 450,400.00</u></b>

**NEW STUDENT ORIENTATION  
ACCOUNT 302**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
ORIENTATION PROGRAM	12,000.00	12,000.00
TOTAL:	<u>\$ 12,000.00</u>	<u>\$ 12,000.00</u>

**STUDENT GOVERNANCE /  
ACTIVITIES BOARD  
ACCOUNT 305**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
WORKSHOPS/CONFERENCES	6,500.00	6,500.00
PROGRAMS/RECEPTIONS	1,000.00	1,000.00
SUPPLIES/ADVERTISING	250.00	250.00
REFRESHMENTS/MEETINGS	750.00	750.00
TOTAL:	<u>\$ 8,500.00</u>	<u>\$ 8,500.00</u>

VISUAL/ PERFORMING ARTS  
ACCOUNT 306

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
ART GALLERY	3,000.00	3,000.00
TOTAL:	<u>\$ 3,000.00</u>	<u>\$ 3,000.00</u>

**OPERATIONS / MAINTENANCE  
ACCOUNT 308**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
PAYROLL EXPENSES	159,000.00	160,500.00
PAYROLL TAXES	12,350.00	12,300.00
MTA TAXES	600.00	600.00
DISABILITY INSURANCE		750.00
DUES/CONFERENCES	4,000.00	0.00
OFFICE SUPPLIES	1,250.00	1,250.00
PROGRAM MATERIALS	2,000.00	2,000.00
EQUIPMENT- REPAIR/ RENOVATION	750.00	750.00
VEHICLE MAINTENANCE	1,300.00	1,100.00
FUEL CHARGES	750.00	750.00
TOTAL:	<u>\$ 182,000.00</u>	<u>\$ 180,000.00</u>



**ASSOCIATION CENTRAL BUSINESS  
OFFICE (CBO)  
ACCOUNT 310**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
ASSOCIATION - CENTRAL BUSINESS OFFICE (CBO)	48,500.00	52,000.00
TOTAL:	<u>\$ 48,500.00</u>	<u>\$ 52,000.00</u>

VP / COLLEGE WIDE PROGRAMS  
ACCOUNT 310A

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
VICE PRESIDENT COLLEGE WIDE PROGRAMS	8,100.00	7,200.00
TOTAL:	<u>\$ 8,100.00</u>	<u>\$ 7,200.00</u>

**STUDENT ORGANIZATIONS /  
LEADERSHIP DEVELOPMENT  
ACCOUNT 311**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
STUDENT ORGANIZATIONS ALLOCATIONS	12,000.00	12,000.00
COMPETITIVE CLUBS	3,500.00	3,500.00
AWARDS & RECOGNITION/LEADERSHIP BANQUET	12,000.00	12,000.00
LEADERSHIP TRAINING/ RESOURCES	12,000.00	6,000.00
CONFERENCES		10,000.00
	<hr/>	<hr/>
TOTAL:	<u>\$ 39,500.00</u>	<u>\$ 43,500.00</u>

HONOR SOCIETIES  
ACCOUNT 312

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
PHI THETA KAPPA	2,500.00	2,500.00
ALPHA BETA GAMMA	1,000.00	1,000.00
ALPHA SIGMA LAMDA	1,000.00	1,000.00
CHI ALPHA EPSILON	200.00	200.00
TOTAL:	<u>\$ 4,700.00</u>	<u>\$ 4,700.00</u>

**PUBLICATIONS  
ACCOUNT 313**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
EAST END ELEMENTS	4,000.00	4,000.00
EDITOR STIPEND	1,260.00	0.00
LIGHTHOUSE NEWS		12,650.00
	<hr/>	<hr/>
TOTAL:	<u>\$ 5,260.00</u>	<u>\$ 16,650.00</u>

**COPIER LEASE  
ACCOUNT 316**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
COPIER LEASE EXPENSE	2,440.00	2,450.00
SUPPLIES	1,000.00	1,000.00
TOTAL:	<u>\$ 3,440.00</u>	<u>\$ 3,450.00</u>

**CAMPUS ACTIVITIES PROGRAMMING  
ACCOUNT 317**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
HEALTH/WELLNESS	7,500.00	7,500.00
COMMUNITY DEVELOPMENT PROGRAMS	10,000.00	10,000.00
EVENING PROGRAMS	1,500.00	1,500.00
LYCEUM/ DEPARTMENTAL GRANTS	3,000.00	3,000.00
HONORS PROGRAM (campus)	2,000.00	2,000.00
CAMPUS PROGRAMMING	15,000.00	15,000.00
DIVISIONAL PROGRAMMING	1,500.00	1,500.00
TOTAL:	<u>\$ 40,500.00</u>	<u>\$ 40,500.00</u>

**CONTINGENCY FUND /  
DOS RESERVE ACCOUNT  
ACCOUNT 319/319A**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
CONTINGENCY REQUIREMENT	17,500.00	17,900.00
DEAN OF STUDENT RESERVE ACCT	1,600.00	1,600.00
TOTAL:	<u>\$ 19,100.00</u>	<u>\$ 19,500.00</u>



MULTICULTURAL PROGRAMMING  
ACCOUNT 320

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
DIVERSITY PROGRAMMING	15,000.00	15,000.00
LEADERSHIP ACADEMY	3,000.00	500.00
SUPPLIES	500.00	3,000.00
TOTAL:	<u>\$ 18,500.00</u>	<u>\$ 18,500.00</u>

**CAMPUS BASED PROGRAMS  
ACCOUNT 321**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
HONORS COLLEGE		500.00
EOP AWARDS CEREMONY		400.00
	<hr/>	<hr/>
TOTAL:	<u>\$ -</u>	<u>\$ 900.00</u>

**COLLEGE WIDE ATHLETIC PROGRAM  
ACCOUNT 323**

<u>DESCRIPTION</u>	<u>APPROVED 2016-2017 BUDGET</u>	<u>PROPOSED 2017-2018 BUDGET</u>
SUPPORT FOR COLLEGE WIDE ATHLETIC PROGRAM	74,250.00	40,000.00
TOTAL:	<u>\$ 74,250.00</u>	<u>\$ 40,000.00</u>

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.**  
**2017-2018 PROPOSED BUDGET**  
**COLLEGE WIDE ATHLETIC PROGRAMS**

**PROJECTED REVENUES:**

	<b>APPROVED 2016-2017 BUDGET</b>	<b>PROPOSED 2017-2018 BUDGET</b>
<b><u>CAMPUS CONTRIBUTIONS: STUDENT ACTIVITY FEES</u></b>		
STUDENT ACTIVITY FEES - AMM	483,100.00	468,600.00
STUDENT ACTIVITY FEES - WST	381,150.00	350,200.00
STUDENT ACTIVITY FEES - EST	74,250.00	40,000.00
STUDENT ACTIVITY FEES - AMM ICE HOCKEY	22,000.00	20,000.00
<b>TOTAL REVEUNES</b>	<b><u>\$ 960,500.00</u></b>	<b><u>\$878,800.00</u></b>

**PROJECTED EXPENSES:**

PAYROLL EXPENSES	424,000.00	319,500.00
PAYROLL TAXES	31,100.00	25,000.00
MTA TAXES	1,450.00	1,500.00
HEALTH & FRINGE BENEFITS	20,000.00	11,000.00
PENSION	6,500.00	4,600.00
DISABILITY/WORKERS COMP	20,000.00	20,200.00
UNEMPLOYMENT	200.00	200.00
MENS/WOMENS CROSS COUNTRY	7,000.00	6,000.00
MEN'S SOCCER	14,000.00	12,000.00
WOMEN'S SOCCER	10,000.00	8,000.00
WOMEN'S TENNIS	4,000.00	3,500.00
WOMEN'S VOLLEYBALL	9,500.00	8,500.00
CHEERLEADING/DANCE	11,100.00	11,000.00
MEN'S BASKETBALL	19,400.00	16,400.00
WOMEN'S BASKETBALL	14,000.00	15,000.00
MEN'S/WOMEN'S BOWLING	9,000.00	9,000.00
GOLF	6,500.00	6,000.00
MEN'S BASEBALL	19,000.00	15,000.00
MEN'S LACROSSE	15,500.00	13,000.00
WOMEN'S LACROSSE	15,500.00	11,000.00
MEN'S TENNIS	4,000.00	3,500.00
WOMEN'S SOFTBALL	9,500.00	11,500.00
MEN'S/WOMEN'S TRACK & FIELD	15,300.00	15,000.00
ATHLETIC TRAINING	5,000.00	72,000.00
WOMEN'S EQUESTRIAN	9,000.00	8,500.00
INTRAMURALS	8,000.00	6,500.00
DEPARTMENTAL	68,300.00	64,000.00
VEHICLE TRANSPORTATION/FUEL MAINTENANCE	67,950.00	60,000.00
INSURANCE	16,000.00	16,000.00
NATIONAL CHAMPIONSHIPS	74,500.00	82,200.00
ICE HOCKEY	22,000.00	20,000.00
MASCOT EXPENSES	3,200.00	3,200.00
<b>TOTAL EXPENSES:</b>	<b><u>\$ 960,500.00</u></b>	<b><u>\$878,800.00</u></b>

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.  
2017-2018 PROPOSED BUDGET  
ASSOCIATION - CENTRAL BUSINESS OFFICE (CBO)**

**PROJECTED REVENUE**

	<b>APPROVED 2016-2017 BUDGET</b>	<b>PROPOSED 2017-2018 BUDGET</b>
<b><u>CAMPUS CONTRIBUTIONS: STUDENT FEES</u></b>		
STUDENT ACTIVITY FEES CONTRIBUTION - AMM CAMPUS	230,000.00	246,000.00
STUDENT ACTIVITY FEES CONTRIBUTION - GRANT CAMPUS	163,300.00	171,000.00
STUDENT ACTIVITY FEES CONTRIBUTION - EAST CAMPUS	48,500.00	52,000.00
STUDENT ACTIVITY FEES CONTRIBUTION - VP PROGRAM	27,800.00	27,100.00
STUDENT ACTIVITY FEES CONTRIBUTION - VP/MASCOT INIT	13,000.00	12,000.00
<b>TOTAL CONTRIBUTION:</b>	<b><u>\$ 482,600.00</u></b>	<b><u>\$ 508,100.00</u></b>
<b><u>ADMINISTRATIVE FEES:</u></b>		
ADMINISTRATIVE FEE - CAMPUS KIDS DAY CARE CENTER	4,000.00	5,500.00
ADMINISTRATIVE FEE - KIDS COTTAGE DAY CARE CENTER	4,000.00	5,500.00
ADMINISTRATIVE FEE - PECONIC CAFÉ FOOD SERVICE-EAS	25,500.00	26,800.00
ADMINISTRATIVE FEE - SCC FOUNDATION	40,000.00	-
ADMINISTRATIVE FEE - STUDY ABROAD PROGRAM	7,500.00	8,000.00
<b>TOTAL ADMINISTRATIVE FEES:</b>	<b><u>81,000.00</u></b>	<b><u>45,800.00</u></b>
<b>TOTAL REVENUES</b>	<b><u>\$ 563,600.00</u></b>	<b><u>\$ 553,900.00</u></b>

**PROJECTED EXPENSES:**

PAYROLL EXPENSE	245,000.00	232,000.00
PAYROLL TAXES	19,000.00	18,000.00
MTA TAXES	1,000.00	1,000.00
HEALTH BENEFITS EXPENSE	47,500.00	45,000.00
PENSION	19,000.00	18,000.00
DISABILITY INSURANCE	-	1,300.00
SICK LEAVE BUY OUT	1,300.00	2,600.00
CORPORATE INSURANCE	140,000.00	145,500.00
COMPUTER & COPIER MAINTENANCE	7,000.00	9,000.00
BANK CHARGES	750.00	1,000.00
SUPPLIES	5,000.00	6,500.00
TELEPHONE EXP	750.00	500.00
LICENSING/POSTAGE FEES	19,300.00	18,000.00
AUDITING FEES	16,000.00	15,000.00
MISCELLANEOUS EXP	1,200.00	1,400.00
VP ACCOUNT - COLLEGE WIDE PROGRAM EXPENSES	12,800.00	13,600.00
VP ACCOUNT - PRESIDENT SPEECH SERIES COLLEGE WID	15,000.00	13,500.00
VP ACCOUNT - MASCOT EXPENSES (STIPEND & HANDLERS COS	13,000.00	12,000.00
<b>TOTAL EXPENSES:</b>	<b><u>\$ 563,600.00</u></b>	<b><u>\$ 553,900.00</u></b>

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.**  
**2017-2018 PROPOSED BUDGET**  
**CAMPUS KIDS - AMMERMAN CAMPUS**

**PROJECTED REVENUES:**

	<b>APPROVED 2016-2017 BUDGET</b>	<b>PROPOSED 2017-2018 BUDGET</b>
REGISTRATION FEES	4,500.00	7,200.00
TUITION/SUPPLY FEE	160,000.00	160,000.00
FUNDRAISING	900.00	2,000.00
SUNY GRANT	85,000.00	95,000.00
CACFP (USDA) INCOME	6,500.00	6,500.00
STUDENT ASSOCIATION SUBSIDY	120,000.00	107,500.00
MISC	500.00	500.00
<b>TOTAL REVENUES:</b>	<b><u>\$ 377,400.00</u></b>	<b><u>\$ 378,700.00</u></b>

**PROJECTED EXPENSES:**

SALARIES	260,500.00	283,300.00
PAYROLL TAXES	21,000.00	21,700.00
MTA	1,000.00	1,000.00
HEALTH BENEFITS	31,000.00	13,000.00
DISABILITY INSURANCE	1,200.00	1,100.00
PENSION	20,000.00	18,000.00
WORKMEN'S COMPENSATION	4,000.00	5,500.00
SICK-LEAVE BUY OUT	4,200.00	1,000.00
UNEMPLOYMENT	2,000.00	1,000.00
SUPPLIES	4,000.00	4,400.00
PRINTING	100.00	
EQUIPMENT	1,000.00	500.00
ADVERTISING/CLASSIFIED	200.00	200.00
INSURANCE	8,000.00	6,500.00
ADMINISTRATIVE OFFSET	4,000.00	5,500.00
PROFESSIONAL GROWTH	1,200.00	800.00
BREAKFAST/SNACKS	2,000.00	1,800.00
LUNCHES	10,000.00	10,000.00
FUND RAISING	100.00	100.00
DUES/REGISTRATION/SUPPORT SVCS	1,000.00	3,000.00
MISC EXPENSES	900.00	300.00
<b>TOTAL EXPENSES:</b>	<b><u>\$ 377,400.00</u></b>	<b><u>\$ 378,700.00</u></b>

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.**  
**2017-2018 PROPOSED BUDGET**  
**SUFFOLK KIDS COTTAGE - GRANT CAMPUS**

**PROJECTED REVENUES:**

	<b>APPROVED 2016-2017 BUDGET</b>	<b>PROPOSED 2017-2018 BUDGET</b>
REGISTRATION FEES	4,400.00	4,200.00
TUITION/SUPPLY FEE	166,000.00	166,500.00
FUNDRAISING	250.00	200.00
SUNY GRANT	88,000.00	98,000.00
CACFP (USDA) INCOME	8,000.00	8,000.00
STUDENT ASSOCIATION SUBSIDY	120,000.00	107,500.00
<b>TOTAL REVENUES:</b>	<b><u>\$ 386,650</u></b>	<b><u>\$ 384,400</u></b>

**PROJECTED EXPENSES:**

SALARIES	260,000.00	263,000.00
PAYROLL TAXES	21,000.00	21,500.00
MTA TAXES	1,100.00	1,200.00
HEALTH BENEFITS	40,500.00	43,700.00
DISABILITY INSURANCE	1,300.00	1,000.00
PENSION	20,000.00	18,000.00
WORKMEN'S COMPENSATION	3,000.00	3,600.00
SICK-LEAVE BUY OUT	100.00	100.00
UNEMPLOYMENT	100.00	100.00
SUPPLIES	4,000.00	2,700.00
EQUIPMENT	2,000.00	1,000.00
INSURANCE	8,000.00	6,500.00
ADMINISTRATIVE OFFSET	4,000.00	5,500.00
PROFESSIONAL GROWTH	2,700.00	2,000.00
BREAKFAST/SNACKS	5,000.00	4,000.00
LUNCHES	13,000.00	9,500.00
FUND RAISING	200.00	150.00
DUES/REGISTRATION/SUPPORT SVCS	550.00	750.00
MISCELLANEOUS	100.00	100.00
<b>TOTAL EXPENSES:</b>	<b><u>\$ 386,650</u></b>	<b><u>\$ 384,400</u></b>

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.**  
**2017-2018 PROPOSED BUDGET**  
**PECONIC CAFÉ - EASTERN CAMPUS**

**PROJECTED REVENUES:**

	<b>APPROVED 2016-2017 BUDGET</b>	<b>PROPOSED 2017-2018 BUDGET</b>
SALES	300,000.00	300,000.00
SALES TAXES COLLECTED	1,000.00	1,000.00
CATERING NON-TAXABLE	65,500.00	50,000.00
<b>TOTAL REVENUES:</b>	<b><u>\$366,500.00</u></b>	<b><u>\$351,000.00</u></b>

**PROJECTED EXPENSES:**

SALARIES	113,000.00	104,500.00
PAYROLL TAXES	9,000.00	8,100.00
MTA TAXES	500.00	500.00
HEALTH BENEFITS	10,400.00	10,900.00
DISABILITY INSURANCE	200.00	500.00
PENSION	7,500.00	9,000.00
WORKMEN'S COMPENSATION	4,400.00	3,500.00
UNEMPLOYMENT	1,000.00	500.00
PURCHASES - FOOD/BEVERAGES	90,000.00	128,000.00
BEVERAGES	33,000.00	-
SUPPLIES	13,500.00	15,000.00
EQUIPMENT / REPAIRS	10,000.00	10,000.00
ADVERTISING/SALES PROMO	500.00	500.00
ADMINISTRATIVE OFFSET	25,500.00	26,800.00
DUES/SUBSCRIPTION	500.00	500.00
LAUNDRY/LINEN	500.00	500.00
UNIFORMS	400.00	700.00
SALES TAX	24,000.00	24,000.00
BANK/CREDIT CARD CHARGES	7,000.00	7,000.00
BACKGROUND CHECK EXPENSES	600.00	500.00
PECONIC CAFÉ CONTRIBUTION EXPEN	15,000.00	-
<b>TOTAL EXPENSES:</b>	<b><u>\$366,500.00</u></b>	<b><u>\$351,000.00</u></b>



**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.**  
**2017-2018 PROPOSED BUDGET**  
**CAMPUS TOURNAMENTS / FORENSIC - COLLEGE WIDE PROGRAM**

**PROJECTED REVENUE**

	<b>PROPOSED 2017-2018 BUDGET</b>
<b><u>CAMPUS CONTRIBUTIONS: STUDENT FEES</u></b>	
STUDENT ACTIVITY FEES CONTRIBUTION - AMM CAMPUS	23,500.00
STUDENT ACTIVITY FEES CONTRIBUTION - GRANT CAMPUS	8,500.00
<b>TOTAL REVENUE</b>	<b>\$ 32,000.00</b>

**PROJECTED EXPENSES:**

PAYROLL EXPENSE	16,600.00
PAYROLL TAXES	1,400.00
MTA TAXES	100.00
DISABILITY INSURANCE	100.00
AIRFARE	3,500.00
TRAVEL EXPENSES - (CAR RENTAL, LIMO EXP, GAS, PARKING	2,000.00
HOTEL EXPENSES	3,300.00
FOOD / MEALS	3,000.00
REGISTRATION	1,500.00
SUPPLIES	250.00
MISC EXPENSES (BAGGAGE FEES, ETC.)	250.00
<b>TOTAL EXPENSES</b>	<b>\$ 32,000.00</b>

**SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC.**  
**2017-2018 PROPOSED BUDGET**  
**GRADUATION - COLLEGE WIDE**

**PROJECTED REVENUE**

	<b>PROPOSED 2017-2018 BUDGET</b>
FEES	118,000.00
MISC (PHOTOGRAPHER)	-
<b>TOTAL REVENUE</b>	<b>\$118,000.00</b>

**PROJECTED EXPENSES**

**GENERAL EXPENSES**

CERTIFICATES/DIPLOMAS ( <i>JOSTENS</i> )	7,500.00
DIPLOMA COVERS ( <i>JOSTENS</i> )	18,000.00
MAILING ENVELOPES	250.00
MAILERS (EVERY 3 YEARS - JUNE 2017 RENEWAL)	-

**CEREMONY EXPENSES**

AUDIO DESIGN	25,000.00
COMMENCEMENT PROGRAMS	5,500.00
ELECTRIC	9,000.00
FIELD HOUSE SETUP / DECORATIONS	31,500.00
FLOWERS	3,200.00
FOOD	3,000.00
HONORS CORDS	200.00
INTERPRETERS	650.00
TENTS	3,500.00
TICKET TAKERS	1,900.00
MISC EXPENSES - <i>SUPPLIES (DECORATIONS, BALLONS)</i>	500.00
GRADUATION TICKETS	400.00
UTILITY LOCATOR	400.00
OTHER COMMENCEMENT CEREMONY EXPENSES ( <i>EOP, HONORS, NU</i> )	7,500.00

**TOTAL EXPENSES**

**\$118,000.00**