

SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF DIRECTORS MEETING
MEDIA ROOM, CULINARY ARTS CENTER
RIVERHEAD, NEW YORK
June 15, 2017

The meeting was held on Thursday, June 15, 2017 at 10:00 a.m. in the Media room of the Culinary Arts Center, in Riverhead, New York.

PRESENT:

Jim Morgo	Vice Chair
Bryan Lilly	Secretary
Gordon D. Canary	Trustee
E. Christopher Murray	Trustee
Gemma deLeon-Lopresti	Trustee
Christopher North	Student Trustee
Shaun L. McKay	President
Louis Petrizzo	General Counsel
Alicia O'Connor	Deputy General Counsel
Ashley Pope	Deputy General Counsel
Jeffery Pedersen	V.P. for Planning & Institutional Effectiveness
Mary Lou Araneo	V.P. of Institutional Advancement
Gail Vizzini	V.P. of Business and Finance
Christopher Adams	V.P. of Student Affairs
Paul Beaudin	V.P. of Academic Affairs

Vice Chair Morgo called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 10:13 a.m. Student Trustee North so moved, Trustee Murray seconded, and the motion was approved unanimously.

Vice-Chair Morgo called for a motion to approve the Association minutes of the April 20, 2017 meeting. Student Trustee North so moved, seconded by Trustee Lilly the motion was approved unanimously.

Vice-Chair Morgo introduced Dr. Christopher Adams, Vice President for Student Affairs, to present the Association financial report for the period ending May 31, 2017. Dr. Adams said he was happy to report the Association was doing very well and trending positive in all of its accounts with three months to go in the fiscal year. He noted that the biggest distribution in May was for the commencement ceremony. He said it was an outstanding commencement ceremony, probably one of the College's better ones over the last couple of years.

Vice Chair Morgo noted that Dr. Adams had mentioned that the projections for a decrease in enrollment may have an impact going forward on the Association and asked him to share that information with all of the board members. Dr. Adams said there were four resolutions put forward this month. He noted the Association is microcosm of the College. It is a much smaller budget than the operating budget of the College and only has one stream of revenue coming in. All of the Association revenue comes from student activity fees. As our enrollment has levelled off over the last couple of years, there's been less student activity fees. When there are more part-time students coming in compared to full-time students, they are paying less of the student activity fee. Therefore there is less money coming in. Due to this he said the Association has had to tighten its belts. He said looking at the budget being presenting for the 2017-2018 year there is a 3.94% decrease in the money allocated across the three campuses, including College-wide athletics, the theatre program and the College-wide forensics, the two child care centers and the commencement ceremony budget. Dr. Adams added that if enrollment comes in a little higher, there will be more money that will be coming in by the student activity fees and then they will be able to allocate that money to the campuses.

Vice Chair Morgo said he asked Dr. Adams to explain the situation with the declining enrollment because it is something the Board has emphasized to Dr. McKay and his administrators, the recruitment of new students. Adding that Dr. McKay and his team have done an exemplary job. He recently saw one of the commercials, "I Started at Suffolk" and was very impressed. He asked if there has been any impact on projected enrollment from the Excelsior Scholarship initiative.

Dr. Adams said he would defer to Dr. Pedersen who had done some research on that for the College. Dr. Pedersen said in working with the Legal Affairs department they have looked into the policies that are still evolving for the program. Last year the College took in 10,628 new students, 5,931 of them were part time. The College has had a move toward part-time students from full-time students which they believe is due to the economy. Long Island is now at about four per cent unemployment which he says most economists feel is full employment for the Island. He added that the College's enrollment is counter to the economy. Historically, 17% of the Colleges full-time students would complete the requirements required of Excelsior on time. Looking at the 17% of full-time students, that would equate to 798 students who would be able to fulfill the requirements and half of those would not qualify because of family income being above the limit. The College therefore does not see a real change in enrollment due to the Excelsior program.

Trustee Canary commented it had been his fourth time attending the College's commencement ceremony. He was very impressed with the organization, the way it was conducted. He noted to sit on the stage and see the look in the graduate's eyes as they come on the stage is what it's all about. He thanked everybody involved with putting the commencement together and doing a super job. He noted the commencement speaker, Commander Robert "Hoot" Gibson, who is an alumni was very impressive and a great guy.

Student Trustee North agreed and said it was a great event the guest speaker was great, and being graduate himself and watching all the other students his fellow students graduate, was an honor.

Trustee Canary added that in addition to the commencement speaker, the student speeches from the three campuses were really amazing stories and amazing students.

Vice Chair Morgo called for a motion for the approval of Association Resolutions 2017.31 through 2017.46. Student Trustee North so moved, seconded by Trustee Murray, with all in favor the motion carried.

RESOLUTION NO. 2017. A2 - Accepting the Independent Auditor's Report of the Suffolk Community College Association, Inc. for the Fiscal Year Ending August 31, 2016

WHEREAS, Suffolk Community College Association, Inc. contracted with the CPA firm of The Bonadio Group to perform an audit on Suffolk Community College Association, Inc., for the fiscal year ended August 31, 2016, and

WHEREAS, The Bonadio Group has submitted an independent auditor's report to the Association, and

WHEREAS, the Vice President for Student Affairs has reviewed the report and recommends that it be accepted, be it therefore

RESOLVED, that the Suffolk Community College Association, Inc. accepts the independent auditor's report prepared by The Bonadio Group for the fiscal year ending August 31, 2016.

RESOLUTION NO. 2017. A3 - 2017-2018 Association Full-Time Title Increase

WHEREAS, it is the recommendation of the Executive Deans that the attached Association full-time titles without a step be granted a three percent (3%) increase (Attachment A-1) for the 2017-2018 academic year, and

WHEREAS, the Associate Deans of Student Services has recommended that all Association full-time titles without a step be granted a three percent (3%) increase for 2017-2018, and

WHEREAS, the Vice President for Student Affairs supports these recommendations, and the President concurs, be it therefore

RESOLVED, that all Association full-time titles without a step increase are hereby granted a three percent (3%) increase for the 2017-2018 academic year.

A motion to adjourn the Board of Directors meeting was made by Trustee Murray and seconded by Trustee North and adopted.

Board of Directors Meeting
June 15, 2017
Attachment A-1

Name	Title	Step/Work Year
Association Business Office		
<i>Barbara Hurst</i>	Director of Business Affairs	Step 20/52 weeks
Campus Kids		
<i>Linda Crispi</i>	Director	Step 20/49 weeks
<i>Linda Szklarski</i>	Teacher/Assistant Director	Step 20/42 weeks
Suffolk Kids Cottage		
<i>Vickie Calderon</i>	Director	Step 20/49 weeks

RESOLUTION NO. 2017. A4 - Reappointing Association Employees for 2017-2018

WHEREAS, the following Association employees are presently serving on appointment for the 2016-2017 academic year, and

WHEREAS, it is the recommendation of the Executive Deans and the Associate Deans of Student Services that these individuals be reappointed for the 2017-2018 academic year, and

WHEREAS, the Vice President for Student Affairs supports these recommendations, and the President concurs, be it therefore

RESOLVED, that the following individuals are hereby appointed for the 2017-2018 academic year, as indicated below.

Name	Title	Step To Move up/Work Year
Athletics		
<i>Kerry Swanson</i>	Intercollegiate/Intramurals Coordinator	Moving from Step 10 to 11/52 weeks
Association Business Office		
<i>Theresa DuQuesnay</i>	Accounting Clerk	Moving from Step 16 to 17/52 weeks
<i>Huyen Le</i>	Payroll Coordinator	Moving from Step 6 to 7/52 weeks
<i>Barbara Hurst</i>	Director of Business Affairs	Step 20/52 weeks – At top step

Name	Title	Step To Move up/Work Year
Campus Kids Day Care Center		
<i>Linda Crispi**</i>	Director	Step 20/49 weeks - At top step
<i>Leigh Ann Garofalo</i>	Teacher	Moving from Step 13 to 14/42 weeks
<i>Linda Locovare</i>	Teacher	Moving from Step 13 to 14/42 weeks
<i>Linda Szklarski</i>	Teacher/Assistant Director*	Step 20/42 weeks - At top step
Kids Cottage Day Care Center		
<i>Vickie Calderon**</i>	Director	Step 20/49 weeks – At top step
<i>Rose Boufis</i>	Teacher	Moving from Step 16 to 17/42 weeks
<i>Claudia Feliciano</i>	Teacher/Assistant Director*	Moving from Step 16 to 17/42 weeks
<i>Jeannie O'Connor</i>	Teacher	Moving from Step 16 to 17/42 weeks
Dining Services		
<i>Barbara Kelly</i>	Day Manager	Moving from Step 13 to 14/40 weeks

* Assistant Directors also receive a Stipend

**Directors also receive a Building Stipend

RESOLUTION NO. 2017. A5 - Approving the 2017-2018 Budget of the Suffolk Community College Association, Inc.

WHEREAS, the 2017-2018 budget of the Suffolk Community College Association, Inc. has been recommended by the Association Advisory Committee on each campus, and

WHEREAS, said budgets have been recommended for adoption by the Executive/Campus Deans and the Vice President for Student Affairs, and the President concurs, be it therefore

RESOLVED, that the 2017-2018 budget for the operation of the campus programs by the Suffolk Community College Association, Inc., in the amount of **\$3,617,050** for the period

covering September 1, 2017 through August 31, 2018 (Attachment A-II), is hereby approved and shall be allocated as follows:

Ammerman Campus	\$1,938,650
Michael J. Grant Campus	\$1,228,000
Eastern Campus	\$450,400
Total	\$3,617,050

And be it further

RESOLVED, that the 2017-2018 budget for the operation of campus programs by the Suffolk Community College Association, Inc., for the period covering September 1, 2017, through August 31, 2018 (Attachment A-II), is hereby approved and shall be allocated as follows:

Campus Kids – Ammerman Campus	\$378,700
Kids Cottage – Michael J. Grant Campus	\$384,400
Peconic Café – Eastern Campus	\$351,000

Vice Chair Morgo called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 10:22 a.m. Trustee Murray so moved, Student Trustee North seconded, and the motion was approved unanimously.

The meeting of the Board of Directors was adjourned at 10:22 a.m.

Respectfully submitted,
Bryan Lilly
Secretary