



Office of the President

BOARD OF TRUSTEES

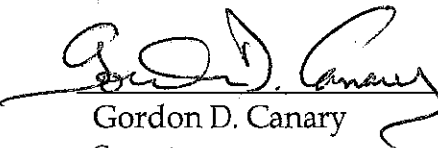
December 7, 2017

**RESOLUTION 2017. 65 - Approving Monthly Sponsor Services for Suffolk County Community College**

**WHEREAS**, the State University of New York Regulation No. 602.7 requires the Suffolk County Community College Board of Trustees to review and approve all Sponsor provided services and their estimated value in advance of the service being rendered, and

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

**WHEREAS**, health insurance is considered a Sponsor Service, be it therefore **RESOLVED**, that the health insurance payments to the County of Suffolk in the amount of \$2,599,394.71 for the month of November 2017 (*Attachment I*) are hereby approved by the Board of Trustees.



Gordon D. Canary  
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: Brooke Deere  
Suffolk County Department of Civil Services  
Employees Services Unit

DATE: November 8, 2017

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

A R T

256 276 532  
754 471 1225

1 1 2  
- 1 1

1011 749 1760

November 2017

Coverage	Premium	# Employees	Total
71 EMHP Indiv.	821.55	532 ✓	437,064.60
72 EMHP Family	1,752.36	1225 ✓	2,146,641.00
<b>HMO's</b>			
31 HIP Indiv.	978.29	2 ✓	1,956.58
32 HIP Family	2,396.82	1 ✓	2,396.82
Blue Choice Indiv.	1,511.94		0.00
Blue Choice Family	3,931.05		0.00
<b>JOB SHARE (PLAN RATES)</b>			
Individual	847.13		0.00
Family	1,806.94		0.00
<b>Total Premium 11/17</b>		1760	\$2,588,059.00

Plus:  $\frac{821.55}{1767}$   
1 Individual  
6 Family

821.55  
10514.76  
2,599,394.71

Attachment: Enrollee List  
A = Active  
R = Retired  
T = Total



**BOARD OF TRUSTEES**  
December 7, 2017


**RESOLUTION NO. 2017. 66 - 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.



Gordon D. Canary  
Secretary

**Suffolk County Community College  
Budget Transfer List  
As of December 1, 2017**

<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>	
J0029462	181800	E11501	712440	Instructional Equipment	23,649		Solar Lawn Mower to replace 26 year old mower at the East Campus. The solar mower is quiet and energy efficient. The use of this quiet mower should allow the campus to cut down on overtime since they will be able to cut the lawn without the noise disturbing classes.
	181800	E62001	712050	Other Motorized Equipment		23,649	
J0029507	181800	E11501	712440	Instructional Equipment	34,074		Forklift for the East Campus needed to allow employees to move large items safely and efficiently, as well as for set ups and specialized conference/ commercial banners to be hung from the rafters of the leased space in the Health and Wellness Center at East.
	181800	E62001	712060	Garage, Shop & Building Equip		34,074	
J0029729	181800	C69001	714020	Light, Power and Water	161,106		Replacement of vehicles that have reached their useful life with energy efficient vehicles
	181800	E62001	713050	Fuel For Heating	25,000		
	181800	C69001	713200	Ground Supplies	6,894		
	181800	C69001	712030	Automobiles		193,000	
J0029730	181800	A62001	714020	Light, Power and Water	50,000		To reallocate funds to pay for the energy savings generated by Cenergistic, the firm hired to help the College increase it energy efficiency.
	181800	C61001	714020	Light, Power and Water	150,000		
	181800	C69001	714560	Fees For Services	50,000		
	181800	C63501	714560	Fees For Services		250,000	
J0029755	181800	C89001	611100	Permanent Salaries	24,000		To transfer funds to pay for a van for the mail room. This vehicle will replace a 2005 van that has exceeded its useful life. The new vehicle will be used for mail room deliveries to the Eastern Campus and Culinary Arts.
	181800	C84001	712040	Trucks/Trailers/Jeeps		24,000	



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December 7, 2017

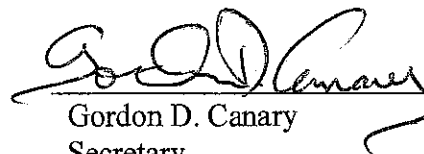
**RESOLUTION NO. 2017. 67 - Establishing a Standard Work Day for Employees Serving in Certain Titles at Suffolk County Community College**

**WHEREAS**, public employers must establish a standard work day for employees who are members of the New York State and Local Employees' Retirement System (ERS) for the purpose of determining service credit with the ERS, and

**WHEREAS**, the Office of the New York State Comptroller has recommended that the College establish a standard work day for the Exempt and College Aide titles, be it therefore

**RESOLVED**, that the Board of Trustees of Suffolk County Community College hereby establishes the following as standard work days for its employees in the titles referenced below and will report days worked to the New York State and Local Employees' Retirement System based on the time-keeping system or the record of activities maintained and submitted by these members to the College:

Job Title	Standard Work Day (hours per day)
Exempt	7
College Aide	7



Gordon D. Canary  
Secretary



Office of the President

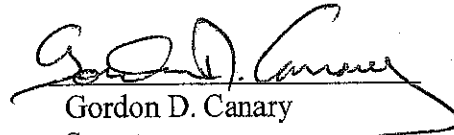
BOARD OF TRUSTEES

December 7, 2017

**RESOLUTION NO. 2017. 68 - Authorizing an Increase in the Hourly Wage Rate for Part-Time Employees of Suffolk County Community College**

**WHEREAS**, due to the increase in New York State's minimum wage effective 12/31/17, the hourly wage rate for part-time employees of Suffolk County Community College should, likewise, be increased, be it therefore

**RESOLVED**, that the hourly wage rate for part-time employees of the College shall be increased as reflected on *Attachment III*, annexed hereto, effective 12/25/17.



Gordon D. Canary  
Secretary

**Board of Trustees  
 Attachement III  
 December 7, 2017**

<u>Title</u>	<u>Current Rate</u> SCCC	<u>Proposed Rate</u> to be effective 12/25/17
Student Aide	10.00	11.00
Work Study on Campus	10.00	11.00
Work Study off Campus	10.50	11.50
Laborer    Days	10.00	11.00
Nights	10.50	11.50
Recreation Aide		
Step 1	10.00	11.00
Step 2	10.45	11.45
Step 3	10.95	11.95
Step 4	11.30	12.30
Step 5	11.75	12.75
Lifeguard (still water)		
Step 1	11.85	12.85
Step 2	12.35	13.35
Step 3	12.75	13.75
Step 4	13.35	14.35
Step 5	13.95	14.95



Office of the President

BOARD OF TRUSTEES

December 7, 2017

**RESOLUTION NO. 2017. 69 - Accepting a Grant Award from the NYS Office of Alcoholism and Substance Abuse Services (OASAS) for a Project Entitled "College Environmental Prevention Services"**

**WHEREAS**, Suffolk County Community College has been selected to receive a 5-year grant award from the New York State Office of Alcoholism and Substance Abuse Services (OASAS) for a project entitled "College Environmental Prevention Services" in the amount of \$690,704, for the contract term of June 1, 2017 through June 30, 2022, and

**WHEREAS**, the grant award for the period of June 1, 2017 through June 30, 2018 is in the amount of \$125,000, and


**WHEREAS**, the program seeks to prevent and reduce alcohol and substance abuse by college students on the Michael J. Grant campus and in the surrounding Brentwood community, and

**WHEREAS**, matching funds are not required, be it therefore

**RESOLVED**, that a grant award in the amount of \$125,000 from the New York State Office of Alcoholism and Substance Abuse Services for a project entitled "College Environmental Prevention Services" is hereby accepted, and the College President, or his designee, is authorized and empowered to execute a contract and any other required documentation, upon such terms as shall be approved by the College General Counsel.

Project Director: Kathleen A. Ayers-Lanzillotta

Note: One Full-Time position

  
Gordon D. Canary  
Secretary

Central Administration  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

Ammerman Campus  
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(631) 451-4110

Western Campus  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

Eastern Campus  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500





Office of the President

BOARD OF TRUSTEES

December 7, 2017

**RESOLUTION NO. 2017. 70 - Amending the College Budget for a Grant Award Increase from the U.S. Department of Education for a Student Support Services (TRIO) Program Grant**

**WHEREAS**, the 2017-2018 College operating budget provides \$276,510, including indirect costs, from the U.S. Department of Education for a Student Support Services (TRIO) Program grant, and

**WHEREAS**, the TRIO grant provides opportunities for students to successfully complete their post-secondary education and ease the process of transition from one level of higher education to the next, and

**WHEREAS**, the grant award has been increased by \$15,694, including indirect costs, and

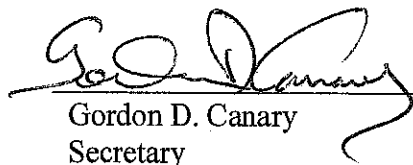
**WHEREAS**, an additional \$5,000 will be administered external to the grant appropriation budget as grant aid to students, and

**WHEREAS**, matching funds in the amount of \$20,482, provided for in the College operating budget, will be used to provide grant aid to students, as well as additional supplies and equipment for student support, be it therefore

**RESOLVED**, that the 2017-2018 College operating budget be amended to reflect an increase in the amount of \$15,694, including indirect costs, to the grant award from the U.S. Department of Education for a Student Support Services (TRIO) Program, bringing the total amount of the grant award to \$297,204, and be it further

**RESOLVED**, that the Collège president or his designee is authorized to execute any required documentation with the administering agency reflecting said increase.

Project Director: Lorianne Lueders-Yanotti

  
Gordon D. Canary  
Secretary

Central Administration  
533 College Road  
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December 7, 2017

**RESOLUTION NO. 2017. 71 - Accepting A Grant Award from the State University of New York (SUNY) for the Distribution of Open Educational Resources (OER) Funding**

**WHEREAS**, Suffolk County Community College has received a grant award in the amount of \$20,000 from the State University of New York (SUNY) for the distribution of new Open Educational Resources (OER) funding, for the period of October 18, 2017 through June 30, 2018, and

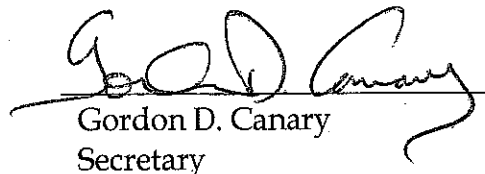
**WHEREAS**, the funding is to support the adoption and expansion of OER at the College, and may include faculty development, materials, and resources to support both faculty and students in the use of OER, and

**WHEREAS**, matching funds are not required, be it therefore

**RESOLVED**, that the College President, or his designee, is authorized and empowered to execute any necessary documentation, including a contract, in such form as shall be approved by the College General Counsel, accepting a grant award in the amount of \$20,000 from the State University of New York (SUNY) for the distribution of Open Educational Resources (OER) funding, for the period of October 18, 2017 through June 30, 2018.

Project Director: Paul Beaudin

Note: No full-time personnel

  
Gordon D. Canary  
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**Office of the President**

**BOARD OF TRUSTEES**

**December 7, 2017**

**RESOLUTION 2017.72 - Amending Resolution No. 2017.40 to Accept a Federal Grant in the Amount of \$458,705 for the 2017 - 2018 Federal Work Study Program (FWSP)**

**WHEREAS**, by Resolution No. 2017.40, adopted on June 15, 2017, the Suffolk County Community College Board of Trustees authorized the acceptance of a federal grant in the amount of \$459,178 for the 2017-2018 Federal Work Study Program, and

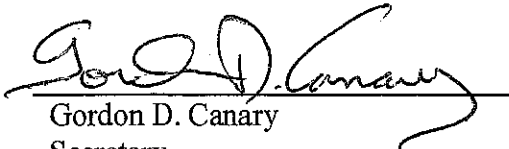
**WHEREAS**, subsequently, it was determined that the correct amount of this grant was \$458,705, and

**WHEREAS**, an amendment to Resolution No. 2017.40 is required in order to correct this error, be it therefore

**RESOLVED**, that Resolution No. 2017.40 is hereby amended to reflect that the Board of Trustees accepts a federal grant in the amount of \$458,705 for the 2017-2018 Federal Work Study Program, and be it further

**RESOLVED**, that \$45,870 be set aside for Job Locator Program, with the College matching contribution of 20 percent to be provided by in-kind contributions, and be it further

**RESOLVED**, that except as herein amended Resolution No. 2017.40 shall remain in full force and effect.

  
Gordon D. Canary  
Secretary



**BOARD OF TRUSTEES**  
December 7, 2017

**RESOLUTION NO. 2017.73 - Approving the Allocation of the 2017-18 Federal Work Study Program Funds**

**WHEREAS**, Resolution No. 2017.72 authorizes the acceptance of grant funds in the amount of \$458,705 for the 2017 - 2018 Federal Work Study Program, and

**WHEREAS**, the grant funds in the amount of \$458,705 must be allocated among the College's three campus for the benefit of students eligible for the Federal Work Study Program, be it therefore,

**RESOLVED**, that the following distribution of the 2017-18 Federal Work Study funds by campus is hereby approved.

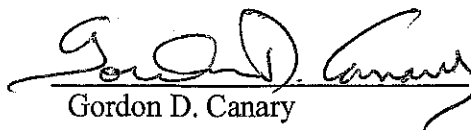
Original FWSP Federal Allocation	\$458,705
Less: Transfer to Job Locator Program	<u>-45,870</u>
Remaining CWSP Federal Allocation	\$412,835
Less: 5% Admin Expense Allowance of Campus Wages	<u>-25,802</u>
Remaining FWS Allocation	\$387,033
Plus: 25% of Institutional Share of Student Wages	<u>+128,010</u>
Total Student Wages Available	\$515,043

Campus Wage Distribution of Federal College Work Study Allocation

Ammerman Campus (44%)	\$226,619
Grant Campus (42%)	\$216,318
Eastern Campus (14%)	<u>\$ 72,106</u>
Total Campus Wage Distributions	\$515,043

and be it further

**RESOLVED**, that Resolution No. 2017.41, which contained errors in the amount of the Federal Work Study Program grants funds and their allocation, is hereby superseded by this Resolution No. 2017.73.

  
Gordon D. Canary  
Secretary