

BOARD OF TRUSTEES

May 16, 2019

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- Item 2 RESOLUTION NO. 2019.27 - Approving Budget Transfers**

- Item 3 RESOLUTION NO. 2019.28 - Adopting a Chosen Name Policy**

- Item 4 RESOLUTION NO. 2019.29 - Amending the College Budget for an Increase from the State University of New York for a SUNY Workforce Development Training (WDT) Project Entitled "American Aerospace Components - Lean Evolution"**

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ITEM 1

RESOLUTION 2019.26 - Approving Monthly Sponsor Services for Suffolk County Community College

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

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

WHEREAS, health insurance is considered a Sponsor Service, be it therefore

RESOLVED, that the health insurance payments to the County of Suffolk in the amount of \$2,637,851.85 for the month of April 2019 (*Attachment I*) are hereby approved by the Board of Trustees.

COUNTY OF SUFFOLK



STEVEN BELLONE
 SUFFOLK COUNTY EXECUTIVE

DEPARTMENT OF CIVIL SERVICE/HUMAN RESOURCES
 DIVISION OF EMPLOYEE SERVICES

JO-ANNE TAORMINIA
 ACTING PERSONNEL OFFICER

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: April 2, 2019

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

April 2019

A R T

265 297 562
 739 488 1227

1 1 2
 - 1 1

1005 787 1792

Coverage	Premium	# Employees	Total
71 EMHP Individ.	758.40	562 ✓	426,220.80
72 EMHP Family	1,786.78	1227 ✓	2,192,379.06
HMO's			
31 HIP Individ.	1174.77	2 ✓	2,349.54
32 HIP Family	2,878.19	1 ✓	2,878.19
Blue Choice Individ.	1,562.70		0.00
Blue Choice Family	4,063.03		0.00
JOB SHARE (PLAN RATES)			
Individual	809.34		0.00
Family	1,906.81		0.00
Total Premium 4/19		1792	\$2,623,827.59

Plus: 2 Individual 1516.80
 7 Family 12507.46
1801
2,637,851.85

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

ITEM 2

RESOLUTION NO. 2019.27 - 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.

Suffolk County Community College
 Budget Transfer List
 As of May 7, 2019

<u>DOCUMENT #</u>	<u>FUND</u>	<u>ORG</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>TRANSFER FROM</u>	<u>TO</u>	<u>REASON</u>
J0034021	181800	C69001	713320	Cleaning Supplies	60,000		
	181800	C69001	713651	Maintenance Contracts	40,000		
	181800	C62001	713650	Repairs and Maint Buildings & Grounds		100,000	To address ADA compliance, security, fire safety and Health Department requirements relative to the Health and Wellness Facility at East

ITEM 3

RESOLUTION NO. 2019.28 - Adopting a Chosen Name Policy

WHEREAS, Suffolk County Community College ("College") is an equal opportunity employer and educational institution dedicated to fostering and maintaining a safe, accessible, diverse and inclusive environment respectful of personal and social expression in the spirit of representing our diverse community, and

WHEREAS, the College's LGBTQ Task Force has recommended the College adopt a Chosen Name Policy in order to allow students and employees, including transgender and gender non-conforming members of the College community, to be represented and identified by a first name that differs from their legal name, and

WHEREAS, the Governance Committee has recommended that the Board of Trustees consider for adoption the attached Chosen Name Policy, be it therefore

RESOLVED, that the College hereby adopts the "Chosen Name Policy," effective May 16, 2019 (see, Attachment III).



Chosen Name Policy

I. Purpose

A. Suffolk County Community College (College) seeks to create an environment respectful of personal and social expression in the spirit of representing our diverse community. Students and employees alike may wish to be accurately represented and identified by a first name that differs from their legal name because this is an important part of their identity and expression. The College values and supports students' and employees' decision to wish to be addressed by their chosen first name.

B. This policy is consistent with current law and regulation prohibiting discrimination based on gender identity and expression, and is a best practice for supporting transgender and gender non-conforming members of the College community. However, all members of the College community are free to use this policy to request that they be addressed by their chosen first name.

II. Definitions

A. **Legal Name:** A name that appears on an individual's passport, driver's license, birth certificate, visa, military identification, or U.S. social security card.

B. **Chosen Name:** A name that an individual wishes to be known or identified by in the College community that is different from their legal name; this can include nicknames, aliases, and/or chosen names. The use of profane, obscene, hate-speech-derived, offensive or derogatory names will not be permitted as a chosen name.

III. Policy

A. All members of the College community will have an option to identify their chosen name as their preferred first name. An individual's last name will be recognized as their legal name in all cases. Unless the use of the individual's legal name is required, the chosen name will be utilized when reasonably possible, including in the following areas: Blackboard, College email, degree audit, identification cards, student roster, and locations within MySCCC where one's name appears, as technology becomes available to support chosen names. The College will honor only one request for use of a chosen name per academic year, absent extenuating circumstances.

B. The College cannot utilize an individual's chosen name in documents and records that require the use of the individual's legal name, including but not limited to: admissions records, discipline records, certain employment and personnel records, enrollment verification, financial aid records, law enforcement records, medical records, official transcripts, paychecks and tax documents, contracts, and Public Safety records.

C. Under the Family Educational Rights and Privacy Act (FERPA), a student's name, including one's chosen name, may be disclosed to the public as "directory information," unless the student elects to opt out of permitting such disclosure. Please see the cross-references in Section V of this policy for a link to information on how to opt out of such disclosure.

D. The College will make a good faith effort to update reports, documents, and systems that are designated to use one's chosen name. This will be a continuing process as technology evolves, advances, and adapts.

E. Students, faculty, and staff are encouraged to give serious consideration to their choice of a chosen name. This choice may be permanently reflected in documentation furnished to others by the College in the future.

F. The College reserves the right to remove any chosen name from College records without prior notice to the individual due to the misuse or abuse of this policy, including but not limited to, fraud, misrepresentation, or attempting to avoid legal obligations. Under these circumstances, the individual will be informed, in writing, after such removal.

IV. Responsible Offices

Individuals who have questions about this policy or who wish to exercise their option to indicate a chosen name should contact the responsible office indicated below:

If you are a student, please contact the Registrar:

College Associate Dean for Master Schedule/Registrar
533 College Road – NFL Building Ste. 120
Selden, NY 11784-2899
(631) 451-4008

If you are an employee, please contact the Office of Human Resources:

Assistant Vice President, Human Resources
533 College Road – NFL Building Ste. 124
Selden, New York 11784
(631) 451-4239

Individuals who wish to appeal a denial of their request to use a chosen name by one of the offices identified above may submit a written request for reconsideration to:

If you are a student, please submit your written request for reconsideration to:

Vice President for Student Affairs
533 College Road – NFL Building Ste. 120
Selden, NY 11784-2899
(631) 451-4118

If you are an employee, please submit your written request for reconsideration to:

Chief Diversity Officer / Title IX Coordinator
533 College Road – NFL Building, Ste. 230
Selden, New York 11784
(631) 451-4950

V. Cross-References

Policies:

- [Equal Opportunity and Anti-Discrimination Policy](#)
- [Sexual Harassment Policy and Grievance Procedure for Employees](#)
- [Sexual Harassment Policy and Grievance Procedure for Students](#)

Documents and Resources:

- [Discrimination / Harassment / Retaliation Complaint Form](#)
- [Non-Discrimination Notice](#)
- [Title IX Webpage](#)
- [Office of the Registrar – Records Change Information](#)
- [Office of the Registrar – Request to Prevent Disclosure Directory Information](#)

VI. References

- Title IX, Education Amendments of 1972, 20 U.S.C. § 1681 *et seq.* (nondiscrimination based on sex in education programs and activities)
- Title VII, Civil Rights Act of 1964, 42 U.S.C. § 2000e *et seq.* (nondiscrimination based on sex in employment)
- NYS Executive Law Article 15 (New York State Human Rights Law)
- NYS Labor Law § 201-g (sexual harassment prevention policy requirements for employers)
- 9 NYCRR § 466.13 (discrimination on the basis of gender identity)

VII. History/Revision Dates

Adopted: _____, 2019

ITEM 4

RESOLUTION NO. 2019.29 - Amending the College Budget for an Increase from the State University of New York for a SUNY Workforce Development Training (WDT) Project Entitled "American Aerospace Components - Lean Evolution"

WHEREAS, the 2018-2019 College operating budget provided \$12,984 from the State University of New York and \$1,444 employer matching funds from American Aerospace Components for a SUNY Workforce Development Training (WDT) project entitled "American Aerospace Components - Lean Evolution," for the period of April 29, 2019 through August 1, 2019, and

WHEREAS, the award includes an additional amount of \$9,116, bringing the total amount of the grant award to \$23,544, and

WHEREAS, additional employer matching funds in the amount of \$910 will increase the total amount of the employer match to \$2,354, and

WHEREAS, it is necessary to amend the 2018-2019 College operating budget for the said increase in the grant award, be it therefore

RESOLVED, that the 2018-2019 College operating budget be amended to reflect an increase in the amount of \$9,116 from the State University of New York for the SUNY Workforce Development Training (WDT) project entitled "American Aerospace Components - Lean Evolution," and be it further

RESOLVED, that the College Executive Vice 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's Office of Legal Affairs.

Project Director: Maureen David Arma

Note: No full-time personnel

ITEM 5

RESOLUTION NO. 2019.30 - Approving a Major Change Order and Amendment to the Contract for the Construction of the Health and Wellness Center on the Eastern Campus

WHEREAS, Sea Crest Construction Corp. was awarded a contract ("Contract") to construct the Health and Wellness Center (HWC) on the Eastern Campus, and

WHEREAS, work which was not anticipated under the terms of the Contract or shown on the design drawings is required, including, but not limited to, gymnasium wall pad modifications; adding end gap closures at the climbing wall; ceiling and wall modifications to avoid utility and steel conflicts; Suffolk County Fire Marshal requirements; Suffolk County Health Department requirements; door and door hardware modifications; miscellaneous painting; reinforcing ADA shower seat supports; installing nine additional sprinkler heads; a credit for classroom podiums and student desk grommets; installing a pool make-up water bypass; and installing a CO2 detector in the pool chemical storage room, and

WHEREAS, including the additional work described herein increases the contract with Sea Crest by more than thirty five thousand dollars (\$35,000.00), thus constituting a major change order as defined in the College's *Procurement Policy*, and

WHEREAS, pursuant to such policy, all major change orders require the approval of the Board of Trustees, be it therefore

RESOLVED, that a change order in the amount of \$90,554.41 to the Contract with Sea Crest Construction Corp. for additional work to be performed for the construction of the Health and Wellness Center on the Eastern Campus, is hereby approved, and be it further

RESOLVED, that the College Executive President is authorized and empowered to execute the necessary documentation, as approved by the College's Office of Legal Affairs, reflecting the change order and the nature of the additional work so authorized.

ITEM 6

RESOLUTION NO. 2019.31 - Authorizing a Naming Rights Agreement

WHEREAS, Suffolk Federal Credit Union ("SFCU") has offered to donate a gift of \$1,798,000 to the Suffolk Community College Foundation (Foundation), with the possibility of increasing this gift to a total of \$2.5 million dollars, in support of the Foundation's mission to provide student access to quality education and vocational skill training through scholarships, emergency loans and funding for program development at Suffolk County Community College (College), and

WHEREAS, in exchange for this generous gift and in accordance with the College's *Policy on Naming Opportunities*, SFCU seeks to acquire from the College certain naming rights, including the right to have signage installed on certain College facilities and upon the campus grounds, and

WHEREAS, in order to facilitate the donation and the naming rights contemplated by all parties, a Naming Rights Agreement between and among SFCU, the Foundation, and the College is recommended, be it therefore

RESOLVED, that the Board of Trustees hereby authorizes entering into a Naming Rights Agreement between and among Suffolk Federal Credit Union, the Suffolk Community College Foundation, Inc., and Suffolk County Community College, upon such terms and conditions as shall be approved by the College General Counsel, whereby Suffolk Federal Credit Union shall agree to donate \$1,798,000 to the Foundation, with the possibility of increasing this gift to a total of \$2.5 million dollars, in exchange for certain naming rights, including the right to have signage installed on certain College facilities and upon the campus grounds.
