

SUFFOLK COUNTY COMMUNITY COLLEGE  
SUMMARY MINUTES OF THE BOARD OF DIRECTORS MEETING  
BOARD ROOM, LEARNING RESOURCE CENTER  
MICHAEL J. GRANT CAMPUS, BRENTWOOD, NEW YORK  
SEPTEMBER 19, 2019

The meeting was held on Thursday, September 19, 2019 at 9:00 a.m. in the Board room of the Learning Resource Center on the Michael J. Grant Campus, in Brentwood, New York.

PRESENT:

E. Christopher Murray	Chair
Jim Morgo	Vice Chair
Shirley Coverdale	2 <sup>nd</sup> Vice Chair
Gordon Canary	Secretary
Theresa Sanders	Trustee
Kaitlyn Gambina	Student Trustee
Louis J. Petrizzo	General Counsel/Executive V.P.
Alicia O'Connor	Deputy General Counsel
Ashley Pope	Deputy General Counsel
Jeffery Pedersen	V.P. for Planning & Institutional Effectiveness
Gail Vizzini	V.P. for Business and Financial Affairs
Paul Beaudin	V.P. for Academic Affairs
Christopher J. Adams	V.P. for Student Affairs
Mary Lou Araneo	V.P. for Institutional Advancement
Carol Wickliffe-Campbell	Chief of Staff

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Chair Murray called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 9:16 a.m. Trustee Sanders so moved, Trustee Morgo seconded and the motion was approved unanimously.

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Chair Murray called for a motion to approve the Association minutes of the August 15, 2019 meeting. Trustee Coverdale so moved, Trustee Sanders seconded, and the motion was approved unanimously.

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Chair Murray called for a motion for the approval of Association Resolutions 2019.A9 and 2019.A10. Trustee Sanders so moved, Trustee Canary seconded, and the motion was approved unanimously.

**RESOLUTION NO. 2019.A9 - Authorizing an Increase in the Hourly Wage Rate for the Part-Time Association Title of Food Service Worker**

**WHEREAS**, in order to attract quality employees in the title of “Food Service Worker” at the Peconic Café at the Eastern Campus, it is recommended that the hourly wage rate be increased, and

**WHEREAS**, based on a survey of part-time salaries for cafeteria and delicatessen workers in Riverhead and Greenport, it is recommended that the hourly wage paid to the title of Food Service Worker be increased from \$12.00 to \$13.75, be it therefore

**RESOLVED**, that the hourly wage rate for the part-time Association title of “Food Service Worker” be set at \$13.75, effective September 19, 2019.

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**RESOLUTION NO. 2019.A10 - Creating an Employee Title**

**WHEREAS**, the Suffolk County Community College employee title of “Director of Dining Services” at the Peconic Café, Eastern Campus, is currently vacant, and

**WHEREAS**, it is recommended that the duties of this title be fulfilled by an employee of the Suffolk Community College Association, Inc. (Association), and

**WHEREAS**, the Association has proposed a new title for this position and revised the accompanying position description to properly reflect the duties and responsibilities required for said position, be it therefore

**RESOLVED**, that the Association employee title of “Manager of Dining Services and Catering” is hereby created, effective September 19, 2019, with the position description as reflected in Attachment A-I, annexed hereto, and be it further

**RESOLVED** and the salary step schedule for the Association employee title of “Manager of Dining Services and Catering” shall be as reflected in Attachment A-II, annexed hereto.

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Suffolk Community College Association, Inc.  
SALARY STEP SCHEDULE

<b>STEPS</b>	<b>Manager of Dining Services and Catering</b>
1	\$50,166
2	\$51,671
3	\$53,221
4	\$54,818
5	\$56,462
6	\$58,156
7	\$59,901
8	\$61,698
9	\$63,549
10	\$65,455
11	\$67,419
12	\$69,441
13	\$71,525
14	\$73,670
15	\$75,881
16	\$78,157
17	\$80,502
18	\$82,917
19	\$85,404
20	\$87,966

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Chair Murray introduced Dr. Christopher Adams, Vice President for Student Affairs, to present the Association financial report for the period ending August 31, 2019. Dr. Adams reported that the Association was ending the fiscal year in positive fashion in all of the cost centers. He pointed out that at the August meeting he reported there was a deficit in the graduation account.

That has subsequently been cleaned up by transferring money from a different account. There is now a balance of zero under graduation.

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Chair Murray called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 9:19 a.m. Trustee Morgo so moved, Trustee Canary seconded and the motion was approved unanimously.

The meeting of the Board of Directors was adjourned at 9:19 a.m.

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Respectfully submitted,  
Gordon Canary  
Secretary