

BOARD OF DIRECTORS
June 18, 2020

- ITEM 1 RESOLUTION NO. 2020.A2 – Authorizing the Issuance of a Partial Refund of Student Activity Fees for the Spring 2020 Semester**
- ITEM 2 RESOLUTION NO. 2020.A3 – Reappointing Association Employees for the 2020 – 2021 Academic**
- ITEM 3 RESOLUTION NO. 2020.A4 - Approving the 2020-2021 Budget of the Suffolk Community College Association, Inc.**

ITEM 1

RESOLUTION NO. 2020.A2 - Authorizing the Issuance of a Partial Refund of Student Activity Fees for the Spring 2020 Semester

WHEREAS, due to the COVID-19 pandemic and resulting mandated closure of the College's campuses and transition to remote instruction during the Spring 2020 semester, there was an interruption in campus student activity programming for approximately three (3) weeks of the fifteen (15) weeks of the Spring 2020 semester, and

WHEREAS, the College Association Advisory Committee has, by unanimous vote, recommended a 20% credit or refund, as appropriate, of Student Activity Fees paid by enrolled students during the Spring 2020 semester, which represents an amount proportionate to the loss of student activity programming during the Spring 2020 semester, as outlined more fully in **Attachment A-I** hereto, and

WHEREAS, the Vice President for Student Affairs supports this recommendation, be it therefore

RESOLVED, that the Suffolk Community College Association, Inc. is authorized to effect a credit or refund, as appropriate, of the Student Activity Fees paid by enrolled students in the Spring 2020 semester in an amount equal to 20% of the Student Activity Fee paid by each individual enrolled student, as outlined more fully in **Attachment A-I**.

| SUMMARY OF STUDENT FEES PAID - FULL TIME & PART TIME | | | | | | | |
|--|------------------|-------------------|-------------------|--------------------------|-------------------------|------------------------------------|--|
| CREDIT / REFUND ANALYSIS BY FEE AMOUNT PAID & HEADCOUNT | | | | | | | |
| | | | | | | | OPTION 20% |
| TERM CODE | DETL CODE | FEE AMOUNT | HEAD COUNT | TOTAL AMOUNT PAID | % OF FEES REFUND | INDIVIDUAL REFUND \$ AMOUNT | TOTAL POSSIBLE REFUND \$ AMOUNT |
| 202002 | SFEE | 10.00 | 34 | 340.00 | 20% | 2.00 | 68.00 |
| 202002 | SFEE | 15.00 | 1 | 15.00 | 20% | 3.00 | 3.00 |
| 202002 | SFEE | 20.00 | 24 | 480.00 | 20% | 4.00 | 96.00 |
| 202002 | SFEE | 24.00 | 5 | 120.00 | 20% | 4.80 | 24.00 |
| 202002 | SFEE | 27.00 | 1 | 27.00 | 20% | 5.40 | 5.40 |
| | | | | - | | - | - |
| 202002 | SFEE | 30.00 | 1027 | 30,810.00 | 20% | 6.00 | 6,162.00 |
| 202002 | SFEE | 33.00 | 1 | 33.00 | 20% | 6.60 | 6.60 |
| 202002 | SFEE | 35.00 | 46 | 1,610.00 | 20% | 7.00 | 322.00 |
| 202002 | SFEE | 36.00 | 3 | 108.00 | 20% | 7.20 | 21.60 |
| 202002 | SFEE | 40.00 | 1173 | 46,920.00 | 20% | 8.00 | 9,384.00 |
| 202002 | SFEE | 41.00 | 1 | 41.00 | 20% | 8.20 | 8.20 |
| 202002 | SFEE | 44.00 | 1 | 44.00 | 20% | 8.80 | 8.80 |
| 202002 | SFEE | 45.00 | 1 | 45.00 | 20% | 9.00 | 9.00 |
| 202002 | SFEE | 50.00 | 162 | 8,100.00 | 20% | 10.00 | 1,620.00 |
| 202002 | SFEE | 60.00 | 1033 | 61,980.00 | 20% | 12.00 | 12,396.00 |
| 202002 | SFEE | 65.00 | 10 | 650.00 | 20% | 13.00 | 130.00 |
| 202002 | SFEE | 68.00 | 1 | 68.00 | 20% | 13.60 | 13.60 |
| 202002 | SFEE | 69.00 | 1 | 69.00 | 20% | 13.80 | 13.80 |
| 202002 | SFEE | 70.00 | 1015 | 71,050.00 | 20% | 14.00 | 14,210.00 |

SUMMARY OF STUDENT FEES PAID - FULL TIME & PART TIME

CREDIT / REFUND ANALYSIS BY FEE AMOUNT PAID & HEADCOUNT

| | | | | | | | OPTION 20% |
|--|------------------|-------------------|-------------------|--------------------------|-------------------------|------------------------------------|--|
| TERM CODE | DETL CODE | FEE AMOUNT | HEAD COUNT | TOTAL AMOUNT PAID | % OF FEES REFUND | INDIVIDUAL REFUND \$ AMOUNT | TOTAL POSSIBLE REFUND \$ AMOUNT |
| 202002 | SFEE | 75.00 | 56 | 4,200.00 | 20% | 15.00 | 840.00 |
| 202002 | SFEE | 80.00 | 503 | 40,240.00 | 20% | 16.00 | 8,048.00 |
| 202002 | SFEE | 85.00 | 133 | 11,305.00 | 20% | 17.00 | 2,261.00 |
| 202002 | SFEE | 86.00 | 1 | 86.00 | 20% | 17.20 | 17.20 |
| 202002 | SFEE | 90.00 | 863 | 77,670.00 | 20% | 18.00 | 15,534.00 |
| 202002 | SFEE | 94.00 | 2 | 188.00 | 20% | 18.80 | 37.60 |
| 202002 | SFEE | 95.00 | 14 | 1,330.00 | 20% | 19.00 | 266.00 |
| 202002 | SFEE | 100.00 | 916 | 91,600.00 | 20% | 20.00 | 18,320.00 |
| 202002 | SFEE | 101.00 | 1 | 101.00 | 20% | 20.20 | 20.20 |
| 202002 | SFEE | 102.50 | 1 | 102.50 | 20% | 20.50 | 20.50 |
| 202002 | SFEE | 105.00 | 11173 | 1,173,165.00 | 20% | 21.00 | 234,633.00 |
| | | | | | | | \$ 324,499.50 |
| STUDENT FEES RECEIVED | | | | \$ 1,622,497.50 | | | |
| **THERE'S A SLIGHT DIFFERERNC E OF \$1,287.50 FROM THE REPORT RECEIVED. | | | | | | | |
| | | | | | | | |

ITEM 2

RESOLUTION NO. 2020.A3 - Reappointing Association Employees for the 2020 – 2021 Academic

WHEREAS, the following Association employees are presently serving on appointment for the 2019-2020 academic year, and

WHEREAS, it is the recommendation of the Campus Executive Deans and the Associate Deans of Student Services that these individuals be reappointed for the 2020-2021 academic year, and

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

RESOLVED, that the following individuals are hereby appointed for the 2020-2021 academic year, as indicated below.

| Name | Title | Step To Move up/Work Year |
|-------------------------------------|------------------------------|---------------------------------------|
| Association Business Office | | |
| <i>Theresa DuQuesnay</i> | Accounting Clerk | Moving from Step 19 to 20 /52 weeks |
| <i>Huyen Le</i> | Payroll Coordinator | Moving from Step 9 to 10 /52 weeks |
| <i>Barbara Hurst</i> | Director of Business Affairs | Step 20/52 weeks – At top step |
| Athletics | | |
| <i>Gina Caputo</i> | Athletics Coordinator | Moving from Step 9 to 10 /52 weeks |
| Campus Kids Day Care Center | | |
| <i>Linda Crispi**</i> | Director | Step 20/49 weeks - At top step |
| <i>Linda Locovare*</i> | Teacher | Moving from Step 18 to 19 /42 weeks |
| <i>Suzanne Mastermaker</i> | Teacher | Moving from Step 15 to 16 /42 weeks |
| <i>Andrea Popalardo</i> | Teacher | Moving from Step 14 to 15 /42 weeks |
| Kids Cottage Day Care Center | | |
| <i>Vickie Calderon**</i> | Director | Step 20/49 weeks – At top step |
| <i>Rose Twardy</i> | Teacher | Moving from Step 19 to 20 /42 weeks |
| <i>Grace Suruj-Verastegui</i> | Teacher | Moving from Step 15 to 16 /42 weeks |
| Dining Services | | |
| <i>Evangelos Kakaris</i> | Manager | Moving from Step 6 to 7 /52 weeks |

* Assistant Directors also receive a Stipend

**Directors also receive a Building Stipend

ITEM 3

RESOLUTION NO. 2020.A4 – Approving the 2020-2021 Budget of the Suffolk Community College Association, Inc.

WHEREAS, the 2020-2021 budget of the Suffolk Community College Association, Inc. has been recommended by the Association Advisory Committee on each campus, and

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

RESOLVED, that the 2020-2021 budget for the operation of the campus programs by the Suffolk Community College Association, Inc., in the amount of **\$4,323,079** for the period covering September 1, 2020 through August 31, 2021 (**Attachment A-II**), is hereby approved and shall be allocated as follows:

| | |
|--|---------------------|
| AMMERMAN CAMPUS | \$ 1,695,500 |
| MICHAEL J. GRANT CAMPUS | \$ 1,105,250 |
| EASTERN CAMPUS | \$ 423,600 |
| CAMPUS KIDS – AMMERMAN CAMPUS | \$ 362,159 |
| KIDS COTTAGE – MICHAEL J. GRANT CAMPUS | \$ 414,770 |
| PECONIC CAFÉ – EASTERN CAMPUS | \$ 321,800 |
| TOTAL | \$ 4,323,079 |

**Board of Director's Meeting
June 18, 2020
Attachment II**

**Suffolk Community College Association, Inc.
Proposed
2020 – 2021
Budget**

This document is 61 pages long and is a separate attachment.