

**BOARD OF TRUSTEES  
AUGUST 20, 2020**

- Item 1                    RESOLUTION NO. 2020.36 - Approving Monthly Sponsor Services for Suffolk County Community College**
  
- Item 2                    RESOLUTION NO. 2020.37 - Approving Budget Transfers**
  
- Item 3                    RESOLUTION NO. 2020.38 - Confirming the Authorization of a Waiver of Staffing Fees for the Use of Facilities by the County of Suffolk**
  
- Item 4                    RESOLUTION NO. 2020.39 - Fixing Time of 2021 Meetings of the Board of Trustees**
  
- Item 5                    RESOLUTION NO. 2020.40 - Authorizing an Amendment to Resolution 2020.25 which Approved the Budget for Suffolk County Community College for Fiscal Year 2020-2021**
  
- Item 6                    RESOLUTION NO. 2020.41 - Authorizing a Waiver of Application Fees for Military Veterans and Their Families**
  
- Item 7                    RESOLUTION NO. 2020.42 - Confirming an Amendment to the 2020-2021 Tuition and Fee Schedule**
  
- Item 8                    RESOLUTION NO. 2020.43 - Authorizing the Current Tuition Rate for the Beacon Program to Remain in Effect for the 2020 - 2021 Academic Year**
  
- Item 9                    RESOLUTION NO. 2020.44 - Authorizing the Current Tuition Rate for the Early College Program to Remain in Effect for the 2020 - 2021 Academic Year**

**ITEM 1**

**RESOLUTION NO. 2020.36 - 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 payment to the County of Suffolk in the amount of \$2,604,707.02 for the month of May 2020 and \$2,638,565.84 for the month of June (*Attachment I*) is hereby approved by the Board of Trustees.

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# INVOICE

## Suffolk County Employee Medical Health Plan

County of Suffolk  
 William J. Lindsay Complex  
 725 Veterans Memorial Highway, Bldg. 158  
 Hauppauge, NY 11788

**DATE:** May 7, 2020  
**INVOICE No.:** 20-005  
**FOR:** SCCC Premium Due for EMHP of  
 Suffolk County  
 Fund 818

**Bill To:**  
 Jamie Hahn  
 Suffolk County Community College - Business & Financial Affairs  
 FML Rm. 232, College Road  
 2 North Tamiami Trail, Suite 602  
 Selden, NY 11784

Health Insurance Coverage	Premium	# Employees	Total
EMHP Indiv.	819.04	563	461,119.52
EMHP Family	1,929.65	1224	2,361,891.60
<b>Leave Adjustments</b>			
EMHP Indiv.	819.04	3	2,457.12
EMHP Family	1,929.65	4	7,718.60
<b>Surviving Spouse CCR</b>			
	819.04	3	2,457.12
<b>HMO's</b>			
HIP Indiv.	1282.72	1	1,282.72
HIP Family	3,142.65	1	3,142.65
<b>JOB SHARE (PLAN RATES)</b>			
Individual	815.28		0.00
Family	1,920.80		0.00
<b>May 2020 Premium Due:</b>		1799	2,840,069.33
<b>EMPLOYEE HEALTH INSURANCE CONTRIBUTIONS</b>			
2020 Payroll 9 Contributions			73,253.99
<b>Employee Insurance Contributions Due:</b>			73,253.99
<b>Total Due:</b>			<b>\$2,913,323.32</b>

*March Medicine < 308,616.30 >*

Payments are to be remitted to Suffolk County via wire transfer within thirty (30) days of this invoice.

If you have any questions concerning this invoice, please call Brooke Deere @ 631-853-4777 or e-mail brooke.deere@suffolkcountyny.gov.

*\$2,604,707.02*

THANK YOU

# Suffolk County Employee Medical Health Plan

County of Suffolk  
 William J. Lindsay Complex  
 725 Veterans Memorial Highway, Bldg. 158  
 Hauppauge, NY 11788

**DATE:** July 21, 2020  
**INVOICE No.:** 20-006  
**FOR:** EMHP of Suffolk County  
 SCCC Insurance Premium Due  
 SCCC Employee Contributions Due  
 Fund 818

**Bill To:**  
 Jamie Hahn  
 Suffolk County Community College - Business & Financial Affairs  
 FML Rm. 232, College Road  
 2 North Tamiami Trail, Suite 602  
 Selden, NY 11784

Health Insurance Coverage	Premium	# Employees	Total
EMHP Indiv.	819.04	560	458,662.40
EMHP Family	1,929.65	1225	2,363,821.25
<b>Leave Adjustments</b>			
EMHP Indiv.	819.04	2	1,638.08
EMHP Family	1,929.65	5	9,648.25
<b>Surviving Spouse CCR</b>			
	819.04	3	2,457.12
<b>HMO's</b>			
HIP Indiv.	1282.72	1	1,282.72
HIP Family	3,142.65	1	3,142.65
<b>JOB SHARE (PLAN RATES)</b>			
Individual	815.28	---	0.00
Family	1,920.80	---	0.00
<b>June 2020 Premium Due:</b>			2,840,652.47
<b>EMPLOYEE HEALTH INSURANCE CONTRIBUTIONS</b>			
2020 Payroll 10, Time Period: 4/20/20-5/3/20	---	---	73,265.49
2020 Payroll 11, Time Period: 5/4/20-5/17/20	---	---	73,196.52
2020 Payroll 12, Time Period: 5/18/20-5/31/20	---	---	72,621.81
<b>Employee Insurance Contributions Due:</b>			219,083.82
<b>Total Due:</b>			<b>\$3,059,736.29</b>

Payments are to be remitted to Suffolk County via wire transfer within thirty (30) days of this invoice.

If you have any questions concerning this invoice, please call Brooke Deere @ 631-853-4777 or e-mail brooke.deere@suffolkcountyny.gov.

*Employee L.w/o pay without benefits* < 1929.65 >  
 THANK YOU on invoice  
 Medicare < 419,240.80 >  
 \$1 2,638,565.84

**ITEM 2**

**RESOLUTION NO. 2020.37 - 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.

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**Suffolk County Community College  
Budget Transfer List  
As of July 30, 2020**

<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>	
J0037509	181800	C59801	712455	Replacement Computers	100,807		For VDI Maintenance
	181800	C59801	713651	Maintenance Contracts		100,807	
J0037813	181800	A62001	714020	Light. Power. Water	100,000		To cover Cenergistics consulting costs out of the savings generated on the light power and water line
	181800	C63501	714560	Fees For Services: Nonemployee		100,000	

**ITEM 3**

**RESOLUTION NO. 2020.38 – Confirming the Authorization of a Waiver of Staffing Fees for the Use of Facilities by the County of Suffolk**

**WHEREAS**, the County of Suffolk is authorized to utilize College facilities for County functions provided the County use does not conflict with the College's use of the facilities for College purposes, and

**WHEREAS**, the County is permitted such use of College facilities without the charge of a facilities use fee, and

**WHEREAS**, the College may charge, however, for its actual costs accrued for providing College staffing for security and other services for any such County function held at the College's facilities, and

**WHEREAS**, the County has proposed utilizing a parking field at the Michael J. Grant Campus for a Drive-In Movie Series to be held during the months of July and August, 2020, and

**WHEREAS**, the County has requested the College to waive staffing fees otherwise chargeable for the use of College facilities for the Drive-In Movie Series, and

**WHEREAS**, pursuant to Article V (F) of the College Bylaws, on June 26, 2020, the Executive Committee of the Board of Trustees approved a waiver of staffing fees for the County of Suffolk's Drive-In Movie Series, to be held at the Michael J. Grant Campus in July and August of 2020, be it therefore

**RESOLVED**, that the conditional approval by the Executive Committee of the Board of Trustees for a waiver of staffing fees for the County of Suffolk's use of College facilities for the Drive-In Movie Series is hereby confirmed in all respects.

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## ITEM 4

### **RESOLUTION NO. 2020.39 - Fixing Time of 2021 Meetings of the Board of Trustees**

**RESOLVED**, that during the year 2021, meetings of the Board of Trustees shall be held on the following dates:

<u>DATE</u>	<u>LOCATION</u>	<u>TIME</u>
January 21, 2021	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	9:00 am
February 18, 2021	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
March 18, 2021	Lecture Hall, Montaukett Learning Resource Center Eastern Campus, Riverhead, New York	4:00 pm
April 15, 2021	Mildred Green Room, Babylon Student Center Ammerman Campus, Selden, New York	9:00 am
May 13, 2021	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
June 17, 2021	Media Room, Culinary Arts Center Riverhead, New York	10:00 am
August 19, 2021*	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	9:00 am
September 16, 2021	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	9:00 am
October 21, 2021	Lecture Hall, Montaukett Learning Resource Center Eastern Campus, Riverhead, New York	4:00 pm
December 2, 2021	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm

1. There is no July or November meeting scheduled.
  2. A Board retreat may be held in July and/or November. Location and time TBD.
- \* Subject to change on County Legislative action on the College Budget.

Dated: 8/20/2020

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**ITEM 5**

**RESOLUTION NO. 2020.40 - Authorizing an Amendment to Resolution 2020.25 which Approved the Budget for Suffolk County Community College for Fiscal Year 2020-2021**

**WHEREAS**, by College Resolution No. 2020.25 adopted on May 14, 2020, the Board of Trustees approved an Operating Budget for Suffolk County Community College for fiscal year 2020-2021 in the amount of \$213,301,826 for operations and \$3,551,321 for grants, which included an increase in County support of 2 percent or \$895,589 to the College and a transfer from the Community College Fund Balance Reserve in the amount of \$6,869,772, and

**WHEREAS**, by a resolution adopted on June 23, 2020, the Suffolk County Legislature did not approve an increase in County support of 2 percent or \$895,589 for fiscal year 2020-2021, but approved a County contribution of \$44,779,430, and

**WHEREAS**, in order to present a balanced budget, the Trustees have directed that the transfer from the Community College Fund Balance Reserve be increased from \$6,869,772 to \$7,765,361, be it therefore

**RESOLVED**, that the 2020-2021 College operating budget total of \$216,853,147 be adopted to include a County contribution of \$44,779,430 and a transfer from the Community College Fund Balance Reserve in the amount of \$7,765,361.

Total Appropriations:	\$ 216,853,147
Operation Appropriations:	\$ 213,301,826
Grant Appropriations:	\$ 3,551,321

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**ITEM 6**

**RESOLUTION NO. 2020.41 - Authorizing a Waiver of Application Fees for Military Veterans and Their Families**

**WHEREAS**, Suffolk County Community College proudly serves members of the military and recognizes the valuable diversity of knowledge and experience they bring to our campus community, and

**WHEREAS**, by a resolution adopted on June 29, 2020, the SUNY Board of Trustees authorized amending the regulations of the State of New York to permit a waiver of admission application fees for the dependents of military veterans, and

**WHEREAS**, Suffolk County Community Colleges wishes to similarly support its veteran students and their families, be it therefore

**RESOLVED**, that Suffolk County Community College is authorized to waive admission application fees for military veterans, active-duty military, reserve and national guard members, and the spouses and dependents of such eligible individuals.

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## ITEM 7

### **RESOLUTION NO. 2020.42 - Confirming an Amendment to the 2020-2021 Tuition and Fee Schedule**

**WHEREAS**, by Resolution 2020.26 adopted on May 14, 2020, the Board of Trustees approved the 2020-2021 Tuition and Fee Schedule which included a Distance Education Fee of \$75 to be charged for each course delivered in the Distance Education modality to cover costs of special supplies, equipment and services associated with such remote courses, and

**WHEREAS**, the delivery of course instruction in the Distance Education modality has been greatly expanded as a result of the COVID-19 pandemic, and

**WHEREAS**, the Board of Trustees wishes to minimize costs charged to students for such Distance Education courses, and recommends charging a single flat fee of \$75 per semester for all such courses taken instead of charging a Distance Education Fee per course, and

**WHEREAS**, pursuant to Article V (F) of the College Bylaws, on August 3, 2020, the Executive Committee of the Board of Trustees approved an amendment to the 2020 – 2021 Tuition and Fee Schedule authorizing a single Distance Education Fee of \$75 per semester to be charged to students enrolled in one or more Distance Education courses, be it therefore

**RESOLVED**, that the conditional approval by the Executive Committee of the Board of Trustees authorizing an amendment to the 2020 – 2021 Tuition and Fee Schedule authorizing a single Distance Education Fee of \$75 per semester to be charged to students enrolled in one or more Distance Education courses is hereby confirmed in all respects.

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**ITEM 8**

**RESOLUTION NO. 2020.43 - Authorizing the Current Tuition Rate for the Beacon Program to Remain in Effect for the 2020 - 2021 Academic Year**

**WHEREAS**, the College's Beacon Program is a concurrent enrollment program that allows high school students to enroll in College courses while still working toward high school graduation, and

**WHEREAS**, college credits earned in the Beacon Program can be applied toward high school and college graduation and can be transferred to other colleges and universities, and

**WHEREAS**, Beacon Program courses are taught at partnering high schools by secondary school teachers, and the training expenses incurred by the College for the program are fixed costs that do not vary based on the number of sections taught, and

**WHEREAS**, by College Resolution No. 2018.23 adopted on April 19, 2018, the Board of Trustees set the Beacon Program tuition rate at \$57 per credit and authorized that said tuition rate be increased by approximately seven percent (7%) beginning in the Fall semester of 2020 and every other Fall semester thereafter, and

**WHEREAS**, the Board of Trustees recommends that there be no such increase to the Beacon Program tuition rate for the 2020 – 2021 academic year, and

**WHEREAS**, pursuant to Article V (F) of the College Bylaws, on August 3, 2020, the Executive Committee of the Board of Trustees authorized the Beacon Program tuition rate of \$57 per credit to remain in effect for the 2020 – 2021 academic year, and further authorized said tuition rate to be increased by approximately seven percent (7%) beginning in the Fall semester of 2022 and biennially thereafter, be it therefore

**RESOLVED**, that the conditional approval by the Executive Committee of the Board of Trustees authorizing the Beacon Program tuition rate of \$57 per credit to remain in effect for the 2020 – 2021 academic year, and further authorizing said tuition rate to be increased by approximately seven percent (7%) beginning in the Fall semester of 2022 and biennially thereafter, is hereby confirmed in all respects.

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**ITEM 9**

**RESOLUTION NO. 2020.44 - Authorizing the Current Tuition Rate for the Early College Program to Remain in Effect for the 2020 - 2021 Academic Year**

**WHEREAS**, the Early College Program is a dual enrollment program that allows high school students to enroll in College courses while still working toward high school graduation, and

**WHEREAS**, training expenses incurred by the College for the Early College Program are fixed costs that do not vary based on the number of sections taught, and

**WHEREAS**, by College Resolution No. 2018.24 adopted on April 19, 2018, the Board of Trustees set the Early College Program tuition rate at \$57 per credit and authorized that said tuition rate be increased by approximately seven percent (7%) beginning in the Fall semester of 2020 and every other Fall semester thereafter, and

**WHEREAS**, the Board of Trustees recommends that there be no such increase to the Early College Program tuition rate for the 2020 – 2021 academic year, and

**WHEREAS**, pursuant to Article V (F) of the College Bylaws, on August 3, 2020, the Executive Committee of the Board of Trustees authorized the Early College Program tuition rate of \$57 per credit to remain in effect for the 2020 – 2021 academic year, and further authorized said tuition rate to be increased by approximately seven percent (7%) beginning in the Fall semester of 2022 and biennially thereafter, be it therefore

**RESOLVED**, that the conditional approval by the Executive Committee of the Board of Trustees authorizing the Early College Program tuition rate of \$57 per credit to remain in effect for the 2020 – 2021 academic year, and further authorizing said tuition rate to be increased by approximately seven percent (7%) beginning in the Fall semester of 2022 and biennially thereafter, is hereby confirmed in all respects.

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