



**BOARD OF TRUSTEES**

**June 20, 2024**

- ITEM 1      RESOLUTION NO. 2024.41 – Accepting a Grant Award from the New York State Urban Development Corporation d/b/a Empire State Development on Behalf of the New York State Office of Strategic Workforce Development for a Pay for Performance Operating Grant – P4P Advanced Manufacturing Training on Long Island**
  
- ITEM 2      RESOLUTION NO. 2024.42 – Accepting a Grant from the State University of New York (SUNY), through the New York State Office of Strategic Workforce Development, for a Veteran’s Internship Program**
  
- ITEM 3      RESOLUTION NO. 2024.43 – Amending the College Budget for an Increase from the State University of New York (SUNY) Workforce Development Training Grant Program for the Project Entitled “Foundations for Workplace Success in Allied Health and Psychology Courses as a Pathway to Credit Bearing Degree Programs in Healthcare for Summer 2024”**
  
- ITEM 4      RESOLUTION NO. 2024.44 – Accepting a Grant Award from the State University of New York (SUNY) for Enhancing Supports and Services for Students with Disabilities for Postsecondary Success (SWDPS)**
  
- ITEM 5      RESOLUTION NO. 2024.45 - Accepting a Grant Subaward from the Research Foundation for the State University of New York, made available through an Award from the Lumina Foundation (Sponsor) to Carry out a Project Entitled “Strategic Enrollment Management”**
  
- ITEM 6      RESOLUTION NO. 2024.46 – Authorizing the Adoption of a New Part-Time Title of Call Center Representative**
  
- ITEM 7      RESOLUTION NO. 2024.47 – Excused Absence by a Member of the Board of Trustees**
  
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- ITEM 10     RESOLUTION NO. 2024.50 – Accepting a Federal Grant for the 2024–2025 Federal Work Study Program (FWSP)**
  
- ITEM 11     RESOLUTION NO. 2024.51 – Approving the Allocation of the 2024–2025 Federal Work Study Program (FWSP)**

- ITEM 12      RESOLUTION NO. 2024.52 – Accepting a Federal Supplemental Educational Opportunity Grant (FSEOG) for 2024–2025**
  
- ITEM 13      RESOLUTION NO. 2024.53 – Approving the Allocation of the 2024–2025 Federal Supplemental Educational Opportunity Grant Program (FSEOG)**

**ITEM 1**

**RESOLUTION NO. 2024.41 – Accepting a Grant Award from the New York State Urban Development Corporation d/b/a Empire State Development on behalf of the New York State Office of Strategic Workforce Development for a Pay for Performance Operating Grant – P4P Advanced Manufacturing Training on Long Island**

**WHEREAS**, Suffolk County Community College has received a grant award in the amount of \$399,434, from the New York State Urban Development Corporation d/b/a Empire State Development on behalf of the New York State Office of Strategic Workforce Development for a Pay for Performance Operating Grant – P4P Advanced Manufacturing Training on Long Island, for the period of March 21, 2024 through February 27, 2026, and

**WHEREAS**, this project will provide Suffolk County Community College funding to create a new computer numeric controller (CNC) machining training program and supplemental CNC Swiss machining program to help meet the needs of Long Island's small manufacturers, and

**WHEREAS**, matching funds in the amount of \$48,000 are required, be it therefore

**RESOLVED**, that said grant award in the amount of \$399,434, from the New York State Urban Development Corporation d/b/a Empire State Development on behalf of the New York State Office of Strategic Workforce Development for a Pay for Performance Operating Grant – P4P Advanced Manufacturing Training on Long Island, for the period of March 21, 2024 through February 27, 2026, is hereby accepted, and the College President, or his designee, is authorized and empowered to execute any necessary documentation, including a contract with the administering agency, in such form as shall be approved by the College General Counsel, and be it further

**RESOLVED**, that the 2023–2024 College operating budget be amended to reflect the applicable portion of the grant award.

Project Director: Laura Galletta, Specialist II

Note: 1 Full-Time Professional Assistant position

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## ITEM 2

### **RESOLUTION NO. 2024.42 – Accepting a Grant from the State University of New York (SUNY), through the New York State Office of Strategic Workforce Development, for a Veteran’s Internship Program**

**WHEREAS**, Suffolk County Community College has received a grant in the amount of \$5,538.31, from the State University of New York (SUNY), through the New York State Office of Strategic Workforce Development, for a Veteran’s Internship Program, for the period of September 1, 2023 through May 31, 2025, and

**WHEREAS**, under this program a student veteran will complete an internship in the admissions or enrollment office on the College campus to increase veteran’s enrollment, and engagement, and to help determine barriers on campus, and

**WHEREAS**, matching funds are not required, and

**RESOLVED**, that a grant, in the amount of \$5,538.31 from SUNY through the New York State Office of Strategic Workshop Development, for a Veteran’s Internship Program, for the period of September 1, 2023 through May 31, 2025, is hereby accepted, and the College President, or his designee, is authorized to execute and empowered to execute any necessary documentation, including a contract, with the administering agency, in such form as shall be approved by the College General Counsel, and be it further

**RESOLVED**, that the 2023–2024 College operating budget be amended to reflect the applicable portion of the grant award.

Project Director: Shannon O’Neill, Director of Veteran Services

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### ITEM 3

**RESOLUTION NO. 2024.43 – Amending the College Budget for an Increase from the State University of New York (SUNY) Workforce Development Training Grant Program for the Project Entitled “Foundations for Workplace Success in Allied Health and Psychology Courses as a Pathway to Credit Bearing Degree Programs in Healthcare for Summer 2024”**

**WHEREAS**, the 2023-2024 College operating budget provided \$17,504, including indirect costs, from the State University of New York (SUNY) Workforce Development Training Grant Program, for a project entitled “Foundations for Workplace Success in Allied Health and Psychology Courses as a Pathway to Credit Bearing Degree Programs in Healthcare for Summer 2024,” for the period of June 04, 2024 through August 31, 2024, and

**WHEREAS**, the grant award includes an additional amount of \$10,713 including indirect costs, bringing the total amount of the grant award to \$28,217, and

**WHEREAS**, the additional employer cash share in the amount of \$1,072 will increase the total employer cash share of the project cost to \$2,822, and

**WHEREAS**, it is necessary to amend the 2023-2024 College operating budget in the amount of \$10,713 to provide for the total increase in the grant award, be it therefore

**RESOLVED**, that the 2023-2024 College operating budget be amended to reflect an award increase in the amount of \$10,713 including indirect costs of \$1,786, from the SUNY Workforce Development Training Grant Program for a project entitled “Foundations for Workplace Success in Allied Health and Psychology Courses as a Pathway to Credit Bearing Degree Programs in Healthcare for Summer 2024”, and the College President, or his designee, is authorized and empowered to execute any necessary documentation, including an agreement with administering agency, in such form shall be approved by the College General Counsel, and be it further

**RESOLVED**, that the 2023–2024 College operating budget be amended to reflect the increase in the grant award.

Project Director: Arlene Jackson, College Assistant Dean, Continuing Education

Note: No full-time personnel  
Matching funds from employer partner, Consortium

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**ITEM 4**

**RESOLUTION NO. 2024.44 – Accepting a Grant Award from the State University of New York (SUNY) for Enhancing Supports and Services for Students with Disabilities for Postsecondary Success (SWDPS)**

**WHEREAS**, Suffolk County Community College has received a grant award in the amount of \$85,000 from the State University of New York (SUNY) for Enhancing Supports and Services for Students with Disabilities for Postsecondary Success (SWDPS), for the period of September 1, 2023 through August 31, 2024, and

**WHEREAS**, the SUNY Campus allocation of the SWDPS program, issued by the New York State Education Department, will provide funds to enhance supports and services for students with disabilities (SWDs) enrolled in the College will provide funding to include supplementing existing supports and accommodations for students, support a summer transition programs, provide disability staff training and improving the identification process of SWDs and enhance data collection, and purchase assistive technology including screen readers, and

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

**RESOLVED**, that a grant in the amount of \$85,000, from SUNY for Enhancing Supports and Services for Students with Disabilities for Postsecondary Success, for the period of September 1, 2023 through August 31, 2024, is hereby accepted, and the College President, or his designee, is authorized and empowered to execute any necessary documentation, including a contract with the administering agency, in such form as shall be approved by the College General Counsel, and be it further

**RESOLVED**, that the 2023–2024 College operating budget be amended to reflect the grant award.

Project Director: Jennifer Forni, Director of Disability Services

Note: No full-time personnel

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**ITEM 5**

**RESOLUTION NO. 2024.45 – Accepting a Grant Subaward from the Research Foundation for the State University of New York, made available through an Award from the Lumina Foundation (Sponsor), to Carry out a Project Entitled “Strategic Enrollment Management”**

**WHEREAS**, Suffolk County Community College has received a grant subaward in the amount of \$10,000, from the Research Foundation for the State University of New York, made available through an award from the Lumina Foundation (Sponsor), to carry out a project entitled “Strategic Enrollment Management,” for the period of April 1, 2024 through June 30, 2025, and

**WHEREAS**, the grant subaward will be used to support the development of a Strategic Enrollment Management plan, with a focus on adult learners at the College, and share the plan with SUNY, and

**WHEREAS**, matching funds are not required, and

**RESOLVED**, that a grant subaward, in the amount of \$10,000 from the Research Foundation for the State University of New York, made available through an award from the Lumina Foundation (Sponsor), to carry out a project entitled, “Strategic Enrollment Management,” for the period of April 1, 2024 through June 30, 2025, is hereby accepted, and the College President, or his designee, is authorized and empowered to execute any necessary documentation, including a contract with the administering agency, in such form as shall be approved by the College General Counsel, and be it further

**RESOLVED**, that the 2023–2024 College operating budget be amended to reflect the applicable portion of this grant award.

Project Director: Joanne E. Braxton, College Dean of Enrollment Management

Note: No full-time personnel

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**ITEM 6**

**RESOLUTION NO. 2024.46 – Authorizing the Adoption of a New Part-Time Title of Call Center Representative**

**WHEREAS**, the College wishes to establish a part-time Call Center Representative position to staff a collegewide centralized call center that will respond to questions related to admissions, advisement, financial aid, registration, cashier and general inquiries from the general public, be it therefore

**RESOLVED**, that the College hereby creates a new part-time employee title of “Call Center Representative” effective June 21, 2024, and be it further

**RESOLVED**, that the hourly wage rate for the part-time employee title of Call Center Representative is set at \$18 per hour.

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**ITEM 7**

**RESOLUTION NO. 2024.47 – Excused Absence by a Member of the Board of Trustees**

**WHEREAS**, Trustee Priscilla Zarate is unable to attend the June 20, 2024 meeting of Suffolk County Community College's Board of Trustees due to a conflicting employment-related commitment; and

**WHEREAS**, Trustee Zarate has requested that such absence be designated by the Board of Trustees as an excused absence, be it therefore

**RESOLVED**, that Trustee Zarate's absence at the June 20, 2024 Board of Trustees meeting is an excused absence.

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**ITEM 8**

**RESOLUTION NO. 2024.48 – Approving Annual Sponsor Services for Suffolk County Community College for FY2023–2024**

**WHEREAS**, the State University of New York Regulation No. 602.7 requires the Suffolk County Community College Board of Trustees to review and approve services provided by its Sponsor, the County of Suffolk, and

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

**WHEREAS**, Workers Compensation, Liability Insurance and Fleet Services are considered Sponsor Services, and

**WHEREAS**, the College is also responsible for costs related to the administration of the Sponsor Services, be it therefore

**RESOLVED**, that the following charges for Sponsor Services totaling \$ 1,884,713.94 for the College's 2023–2024 fiscal year are hereby approved by the Board of Trustees:

<b>Workman's Compensation</b>	<b>\$ 975,243.09</b>
<b>Liability Insurance</b>	<b>509,578.39</b>
<b>Administrative Charges</b>	<b>380,549.00</b>
<b>Fleet services</b>	<b><u>19,343.46</u></b>
<b>TOTAL</b>	<b>\$1,884,713.94</b>

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**ITEM 9**

**RESOLUTION NO. 2024.49 – Approving Monthly Sponsor Services for Suffolk County Community College**

**WHEREAS**, the State University of New York Regulation No. 602.7 requires 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 \$2,762,693.06 for the month of April 2024 (*Attachment I*) is hereby approved by the Board of Trustees.

# INVOICE

## Suffolk County Employee Medical Health Plan

County of Suffolk  
 725 Veterans Memorial Highway, Bldg 158  
 PO Box 6100  
 Hauppauge, NY 11788

**DATE:** May 24, 2024  
**INVOICE No.:** 24-004  
**FOR:** EMHP of Suffolk County  
 SCCC Insurance Premiums  
 and Employee Contributions Due  
 Fund 818

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

Health Insurance Coverage	Premium	# Employees	Total
EMHP Individual Coverage	\$971.67	583 580	\$566,483.61
EMHP Family Coverage	\$2,289.25	1091 1094	\$2,497,571.75
Emblem/HIP HMO Individual Coverage	\$1,763.65	1	\$1,763.65
Emblem/Hip Family Coverage	\$4,320.93	1	\$4,320.93
Surviving Spouse Coverage	\$971.67	5	\$4,858.35
<b>April 2024 Premium Due:</b>			<b>\$3,074,998.29</b>
<b>EMPLOYEE HEALTH INSURANCE</b>			
2024 Payroll 6, Time Period: 3/4/24 - 3/17/24			\$77,238.34
2024 Payroll 7, Time Period: 3/18/24 - 3/31/24			\$77,164.46
2024 Payroll 8, Time Period: 4/1/24 - 4/14/24			<i>pending</i>
2024 Payroll 9, Time Period: 4/15/24 - 4/28/24			\$77,002.23
<b>Employee Insurance Contributions Due:</b>			<b>\$231,405.03</b>
<b>Total Due:</b>			<b>\$3,306,403.32</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 @ 631-759-5788 or e-mail brooke.deere@suffolkcountyny.gov.

\*( \$2,915.01)  
 \*\*\$6,867.75  
 \*\*\*(\$547,663)  
 \$2,762,693.06

THANK YOU

\*decreased individual accounts by 3  
 \*\*increased family accounts by 3  
 \*\*\*took off for the IRMAA supplemental run

**ITEM 10**

**RESOLUTION NO. 2024.50 – Accepting a Federal Grant for the 2024–2025 Federal Work Study Program (FWSP)**

**WHEREAS**, Suffolk County Community College has applied to participate in the Federal Work Study Program (FWSP) authorized under Part C of Title IV of the Higher Education Act of 1965 as amended by the Education Amendments, and

**WHEREAS**, the application has been approved in the amount of \$464,730, and

**WHEREAS**, the federal regulations allow the sum of \$75,000 or 10 percent of the allocation, whichever is less, to be set aside for the Job Locator & Development Program, and

**WHEREAS**, this federal grant must be matched by a 25 percent contribution, and

**WHEREAS**, amendments to the law became effective in October 1986 allowing five percent administrative expense allowance based on total student expenditures for FWSP, be it therefore

**RESOLVED**, that the Board of Trustees hereby accepts the total federal allotment of 2024–2025 Federal Work Study Program in the amount of \$464,730 and be it further

**RESOLVED**, that \$46,473 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 the Federal Work Study Program's five percent administrative allowance be charged against FWSP and deposited in the appropriate account, and be it further

**RESOLVED**, that the On-Campus Work Study Program shall continue to be matched by a 25 percent contribution by the College and that the Off-Campus Work Study Program be matched by a 25 percent contribution from the respective participating off-campus agencies, except for the Community Service Employment, and be it further

**RESOLVED**, that the off-campus agencies shall contribute their respective shares of Employer's FICA and Workmen's Compensation except for the Community Service Employment.

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ITEM 11

**RESOLUTION NO. 2024.51 – Approving the Allocation of the 2024–2025 Federal Work Study Program (FWSP)**

**WHEREAS**, Suffolk County Community College is composed of three campuses, and

**WHEREAS**, the Financial Aid Office on each campus offers financial assistance via the Federal Work Study Program, be it therefore

**RESOLVED**, that the following distribution of the 2024–2025 Federal Work Study funds by campus is hereby approved.

Original FWSP Federal Allocation	\$464,730
Less: Transfer to Job Locator Program	<u>-46,473</u>
Remaining CWSP Federal Allocation	\$418,257
Plus: 25% of Institutional Share of Student Wages	<u>+ 104,564</u>
Total FWSP Funds Available	\$522,821
Less: 5% Admin Expense Allowance of Campus Wages	<u>- 23,237</u>
Total Student Wages Available	\$499,585

Campus Wage Distribution of Federal College Work Study Allocation

Ammerman Campus	(44%)	\$219,817
Grant Campus	(42%)	\$209,826
Eastern Campus	(14%)	<u>\$ 69,972</u>
Total Campus Wage Distributions		\$499,585

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**ITEM 12**

**RESOLUTION NO. 2024.52 – Accepting a Federal Supplemental Educational Opportunity Grant (FSEOG) for 2024–2025**

**WHEREAS**, Suffolk County Community College has applied to participate in the Federal Supplemental Educational Opportunity Grant Program as authorized under Subpart 2, Part A of Title IV of the Higher Education Act of 1965, and as amended by the Education Amendments,

**WHEREAS**, the application has been approved in the amount of \$771,758, and

**WHEREAS**, amendments to the law became effective in October 1986 allowing a five percent administrative expense allowance based on total expenditures for FSEOG, be it therefore

**RESOLVED**, that the 2024–2025 Federal Supplemental Educational Opportunity Grant in the amount of \$771,758 be accepted, and be it further

**RESOLVED**, that the Federal Supplemental Educational Opportunity Grant allotment be deposited in the appropriate accounts, after reducing that allotment with five percent of FSEOG expenditures as administrative expense being charged to the FSEOG account.

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**ITEM 13**

**RESOLUTION NO. 2024.53 – Approving the Allocation of the 2024–2025 Federal Supplemental Educational Opportunity Grant Program (FSEOG)**

**WHEREAS**, Suffolk County Community College is composed of three campuses, and

**WHEREAS**, the Financial Aid Office on each campus offers financial assistance via the FSEOG program, be it therefore

**RESOLVED**, that the following distribution of the 2024–2025 FSEOG funds by campus is hereby approved.

Federal Supplemental Educational Opportunity Grants (FSEOG)

Federal SEOG Allocation		\$771,758
Less 5% Administrative Expense for Grants		\$-38,588
Remaining SEOG Allocation for Student Grant Disbursement		\$733,170

Campus Distribution of SEOG Grants

Ammerman Campus	(44%)	\$322,595
Grant Campus	(42%)	\$307,931
Eastern Campus	(14%)	\$102,644
Total of College Grants		\$733,170

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