

SUFFOLK COUNTY COMMUNITY COLLEGE  
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING  
AMMERMAN CAMPUS, SELDEN, NY  
ALUMNI ROOM, BROOKHAVEN GYMNASIUM  
AUGUST 15, 2024

The meeting was held on Thursday, August 15, 2024 at 9:00 a.m. in the Alumni Room of the Brookhaven Gymnasium, in Selden, NY.

PRESENT:

Shirley Coverdale	Chair
Gordon Canary	Vice Chair
Gemma deLeon-Lopresti	Vice Chair
Kevin O'Connor	Secretary
E. Christopher Murray	Trustee
Belinda Pagdanganan	Trustee
John Dolan	Trustee
Priscilla Zarate	Trustee ( <i>via Zoom</i> )
Dominic Hardy	Student Trustee
Dr. Edward Bonahue	President
Ashley Pope	General Counsel
Sara Gorton	Interim V.P. of Business and Financial Affairs
Mary Lou Araneo	V.P. for Institutional Advancement
Shady Azzam-Gomez	V.P. for Information Technology Services
Dr. Patty Munsch	V.P. for Student Affairs
Dr. Irene Rios	Interim V.P. for Academic Affairs
Kaliah Greene	V.P., Office of Planning and Institutional Effectiveness
Angelica Rivera	V.P. for Human Resources

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The meeting of the Board of Trustees was convened at 9:00 a.m.

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Chair Coverdale asked Carol Wickliffe-Campbell for the recognition of guests. Ms. Wickliffe-Campbell introduced Tom Lupo, representing the Comptroller's Office, Nick DeBello, representing AME, Legislator Mazzarella, Tim Freeman, representing Legislator Stephanie Bontempi's office, and Aaron Helfer, from the County Clerk's Office.

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Chair Coverdale moved to the swearing in of Dominic Hardy as Student Trustee. Aaron Helfer representing Suffolk County Clerk swore in Student Trustee Hardy. After the signing of the oath of office, photos were taken.

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Public comments on agenda items: none.

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Chair Coverdale requested a motion to approve the minutes of the June 20, 2024 Board of Trustees meeting. Trustee Pagdanganan so moved, Trustee O'Connor seconded. The motion to approve the minutes was approved unanimously.

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Chair Coverdale then introduced Interim VP of Financial Affairs Sara Gorton to present the College's financial reports. For the FY' 24 budget update Ms. Gorton reported summer tuition came in 3% over the budgeted tuition, about \$150K over. Tuition revenue in credit bearing categories for the regular year came in slightly less than 1% under budget about \$760K. This was mitigated by non-credit categories which continue to exceed budget by similar amounts. Other revenues have been performing very well. Student fees are projecting over budget by about \$870K or 1% over budget, and the College continues to see increases in other revenues from facilities usage and interest on investments, which are still trending over budget by almost \$2M. Total projected revenue is about \$2.9M above budget, or about 1.5%. In regards to expenditures, Ms. Gorton reported total salaries are still tracking close to budget. The College is seeing savings on permanent salary lines and benefits. They were able to work with IT and purchase replacement computers and security equipment that they weren't originally able to include in the FY'25 budget. Total expenditures are tracking under budget by about \$3M. The College continues to find strategic and responsible ways to reduce the use of the fund balance. Working collectively with the Campus Deans and President Bonahue they were able to implement different strategic initiatives to bring the College towards a balanced budget. The current projected fund balance usage is \$6.7M, which is \$6.1M under budgeted fund balance usage. The projected fund balance for August 31, 2024 is \$24.8M, almost 12% of total operating budget, which is safe place to be as suggested by SUNY and Middle States.

For FY'25 Ms. Gorton reported the College sent the budget to SUNY and it was approved. The budget is loaded and the system and ready for September. The College will continue to work on its goal of \$4.5M fund balance usage for FY'25.

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President Bonahue provided an overview of College resolutions 2024.54 to 2024.64. Chair Coverdale called for a motion to approve College resolutions 2024.54 to 2024.64. Trustee Canary so moved, Trustee deLeon-Lopresti seconded. College resolutions 2024.54 to 2024.64 were approved unanimously.

**RESOLUTION NO. 2024.54 – 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 \$3,215,990.34 for the month of May 2024; \$2,457,333.09 for the month of June 2024; and \$3,143,472.10 for the month of July 2024 (*Attachment I*) is hereby approved by the Board of Trustees.

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**RESOLUTION NO. 2024.55 – Authorizing an Agreement with Volz & Vigliotta, PLLC**

**WHEREAS**, the Board of Trustees has determined that legal counsel should be retained to provide services to the Board in the event a matter arises requiring special expertise or in the event of a conflict of interest, and the College General Counsel concurs with this determination, and

**WHEREAS**, the College has issued a Request for Qualifications (RFQ) for legal services, and

**WHEREAS**, three (3) firms responded to the RFQ, and the Evaluation Committee, comprised of members of the Governance Committee, reviewed the responses and determined that the response submitted by Volz & Vigliotta, PLLC, best meets the needs of the College, be it therefore

**RESOLVED**, that the College President or his designee is hereby authorized to enter into a contract with Volz & Vigliotta, PLLC, to provide legal services to the Board of Trustees, on an as-needed basis, and such contract shall be on such terms and conditions as shall be approved by the College General Counsel.

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**RESOLUTION NO. 2024.56 – Accepting a Grant from the State University of New York (SUNY) for a Multi-Campus Transfer Partnerships Fund**

**WHEREAS**, Suffolk County Community College has received a grant in the amount of \$80,000, from the State University of New York for a Multi-Campus Transfer Partnerships Fund, for the period of September 1, 2024 through June 30, 2025, and

**WHEREAS**, the grant will provide funding to the College for student engagement events and activities, professional development for existing faculty and staff, transportation for students between partner campuses, marketing directly for transfer partnerships, and merchandise specifically for the transfer opportunities with Farmingdale State College and SUNY Cortland, and

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

**RESOLVED**, that a grant, in the amount of \$80,000 from the State University of New York for a Multi-Campus Transfer Partnerships program, for the period of September 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 2024-2025 College operating budget be amended to the extent necessary to reflect the grant award.

Project Director: Mary Reese, Interim Executive Dean, Eastern Campus; Campus Associate Dean of Student Affairs

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**RESOLUTION NO. 2024.57 – Amending the College Operating Budget for a Grant Award Increase from the State University of New York for an Educational Opportunity Program (EOP)**

**WHEREAS**, the 2023–2024 College operating budget provides \$367,241 from the State University of New York for an Educational Opportunity Program (EOP) grant to provide counseling and tutoring services on all three of its campus locations, for the period of September 1, 2023 through August 31, 2024, and

**WHEREAS**, the College has been awarded an additional amount of \$68,798 for the Summer Program 2024, bringing the total amount of the grant award to \$436,039, and

**WHEREAS**, it is necessary to amend the 2023–2024 College operating budget in the amount of \$68,798 to provide for the total increase in the grant award, and

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

**RESOLVED**, that the 2023–2024 College operating budget be amended to reflect an award increase in the amount of \$68,798, from the State University of New York, for an Educational Opportunity Program (EOP), and that the College President, or his designee, is authorized and empowered to execute any necessary documentation, including an agreement with an administrating agency, in such form as shall be approved by the College General Counsel.

Project Director: David Johnson

Note: Institutional Support required

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**RESOLUTION NO. 2024.58 – Awarding a Contract for the Design of the Smithtown Science Building Roof Replacement on the Ammerman Campus (CP 2149)**

**WHEREAS**, the design phase of capital project No. 2149 has been approved by Suffolk County and the State of New York for funding, and funds have been appropriated by the Suffolk County Legislature, and

**WHEREAS**, the College issued a Request for Proposals (RFP) from qualified firms to provide design services in connection with the replacement of the roof of the Smithtown Science Building on the College’s Ammerman Campus in accordance with the College’s Procurement Policy, and

**WHEREAS**, the College’s designated evaluation committee reviewed the proposals received in response to the RFP and determined that the proposal submitted by William F. Collins, AIA Architects, LLP best meets the needs of the College, be it therefore

**RESOLVED**, that the College President or his designee is authorized to enter into a contract with William F. Collins, AIA Architects, LLP in an amount not to exceed \$69,200.00 for the design of the Smithtown Science Roof Replacement Project, as more fully detailed in the RFP, upon such terms and conditions as shall be approved by the College General Counsel.

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**RESOLUTION NO. 2024.59 – Setting Dates, Times and Locations of Meetings of the Board of Trustees for the 2024–2025 Academic Year**

**RESOLVED**, that during the academic year 2024–2025, meetings of the Board of Trustees shall be held on the following dates:

<u>DATE</u>	<u>LOCATION</u>	<u>TIME</u>
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September 19, 2024*	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	9:00 am
October 17, 2024*	Media Room, Culinary Arts Center Riverhead, New York	4:00 pm
November 14, 2024 Retreat	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	10:00 am
December 5, 2024*	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
January 16, 2025	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	9:00 am
February 20, 2025	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
March 20, 2025	Lecture Hall, Montaukett Learning Resource Center Eastern Campus, Riverhead, New York	4:00 pm
April 17, 2025	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	9:00 am
May 8, 2025	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
June 12, 2025	Lecture Hall, Montaukett Learning Resource Center Eastern Campus, Riverhead, New York	10:00 am
August 21, 2025 **	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	9:00 am

1. There is no meeting scheduled for July.

\*Meetings already approved by Resolution 2023.51

\*\* Subject to change on County Legislative action on the College Budget.

Dated: 8/15/2024

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**RESOLUTION NO. 2024.60 – Confirming the Annual Review and Approval of the College’s Procurement Policy through the 2024–2025 Fiscal Year**

**WHEREAS**, community colleges must procure goods and services in accordance with Article 5-A of the New York State General Municipal Law in order to ensure the prudent and economical use of public monies, and to guard against favoritism, improvidence, extravagance, fraud and corruption, and

**WHEREAS**, pursuant to General Municipal Law §104-b, the College’s [Procurement Policy](#) must be annually reviewed and approved by the Board of Trustees, and

**WHEREAS**, the Office of Business and Financial Affairs and the Office of Legal Affairs have reviewed the *Procurement Policy*, and recommend that no substantive revisions be made to the current policy, which remains compliant, while the College is conducting a search for a Director of Procurement and Business Operations, be it therefore

**RESOLVED**, that the annual review and approval of the College’s *Procurement Policy* is hereby confirmed through the 2024–2025 fiscal year, and be it further

**RESOLVED**, that the College’s *Procurement Policy* is hereby renumbered as Policy 5003 for consistency with the classifications established by Policy 1001, *Policy Development, Adoption, Implementation & Review*.

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**RESOLUTION NO. 2024.61 – Amending the College’s Policy on Credit Card Usage**

**WHEREAS**, the Board of Trustees previously adopted a [Policy for Credit Card Usage](#) to govern the issuance, permissible uses, and control procedures for College-issued credit cards, and

**WHEREAS**, the Office of Business and Financial Affairs and the Office of Legal Affairs have reviewed the *Policy for Credit Card Usage* and recommend the policy be revised as reflected on *Attachment II* to support efficient College operations and internal controls in accordance with current best practices recognized by the New York State Comptroller’s office, be it therefore

**RESOLVED**, that the College’s *Policy for Credit Card Usage* is hereby amended as reflected on *Attachment II*, annexed hereto.

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**RESOLUTION NO. 2024.62 – Adopting a College Contracts Signature Policy**

**WHEREAS**, the College desires to establish a written policy that identifies the College officials authorized to execute contracts and agreements on behalf of the College after the required review and approvals appropriate to the nature of the agreement and commitments therein, and

**WHEREAS**, the attached College Contracts Signature Policy (see *Attachment III*) has been developed to accomplish these objectives in consultation with appropriate College stakeholders and is recommended by the Office of Business and Financial Affairs, the Office of Legal Affairs, and the College President, be it therefore

**RESOLVED**, that the Board of Trustees hereby adopts a *College Contracts Signature Policy* (see *Attachment III*).

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**RESOLUTION NO. 2024.63 – Rescinding Policies No Longer Needed**

**WHEREAS**, the following policies previously approved by the Board of Trustees have been reviewed and are recommended for rescission for the reasons outlined below, in consultation with the Governance Committee of the Board of Trustees:

Title	Reason for Rescission
Multi-Campus Athletic Eligibility Policy	Reflects an athletics structure which no longer exists at the College whereby intercollegiate sports teams existed at the campus level, rather than college-wide. Policy is no longer needed.
Adoption of Policy Decisions Made by the Board of Trustees	Superseded by the new Policy on Policy Development, Adoption, Implementation & Review approved by the Board in April 2024.
Verbatim Minutes	Superseded by April 2024 revisions to the Board’s Bylaws, which provide for summary minutes to be taken in accordance with the Open Meetings Law, and for use of videoconferencing technology and the resulting audio/video recordings to be made available after Board meetings.
Associate Staff Program	Reflects a post-employment program that no longer exists at the College.
Placement on Faculty Scale of Exempts	Policy reflects a 1971 resolution of the Board that is not recommended for continuation as a policy due to current employment policies and collective bargaining agreement structure.

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**RESOLVED**, that the following policies previously adopted by the Board of Trustees are hereby rescinded, effective immediately:

Title	Adoption Date
Multi-Campus Athletic Eligibility Policy	August 10, 2006
Adoption of Policy Decisions Made by the Board of Trustees	February 13, 2003
Verbatim Minutes	February 13, 2003
Associate Staff Program	April 27, 1990
Placement on Faculty Scale of Exempts	1971



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**RESOLUTION NO. 2024.64 – Amending Resolution No. 2024.34, Adopting a Tuition and Fee Schedule for 2024–2025**

**WHEREAS**, by Resolution No. 2024.34 the Board approved and adopted a Tuition and Fee Schedule for fiscal year 2024–2025, and

**WHEREAS**, based on student and alumni feedback and in furtherance of the College’s desire to equitably support students in attaining their baccalaureate transfer, graduate education, and career/employment goals that require copies of their official transcript, the College has reviewed its Tuition and Fee schedules and recommends that the transcript fee be reduced as follows for the 2024–2025 fiscal year:

Fee	As Adopted by Resolution No. 2024.34	As Amended by this Resolution
Transcript Fee	\$20 per transcript	\$10 per transcript for electronic transcript handling \$15 per transcript for hard copy transcript handling

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**RESOLVED**, that the Tuition and Fee Schedule previously approved and adopted for the 2024–2025 fiscal year is hereby revised to reflect the amended and reduced transcript fee set forth above.

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Chair Coverdale called for the Committee reports.

Trustee Pagdanganan reported for the Student Success Committee. The committee met on August 6, 2024. The committee discussed the support and outreach being provided to students to complete their FAFSA application. The financial aid offices across the College have increased their virtual workshops that review how to complete the new FAFSA. In collaboration with Institutional Advancement, the financial aid offices have developed a comprehensive outreach campaign to currently registered, accepted and previously enrolled students to encourage them to complete their FAFSA application with the support of our virtual workshops. The campaign included email, text, microsite, and an IP campaign. Finally, with support from SUNY the College is offering an incentive for the completion of the FAFSA application. The first 482 continuing students who complete the FAFSA will receive a \$25 e-gift card to the College bookstore.

Trustee Canary reported for the Governance Committee. The committee met on August 12th, where General Counsel Pope reviewed items that were on the August

15th Board agenda. As recommended by the Governance Committee at its last meeting, a resolution has been prepared to award a contract to Volz & Vigliotta to provide legal services to the Board of Trustees on an as-needed basis. As reviewed with the committee, a resolution to rescind the following policies that are no longer needed: multi-Campus Athletic Eligibility Policy, Adoption of Policy Decisions Made by the Board of Trustees, Verbatim Minutes, Associate Staff Program, Placement of Faculty Scale of Exempts. A resolution to confirm annual review and approval of the College's Procurement Policy: to remain compliant with General Municipal Law §104-b the policy must be reviewed annually. There are no revisions required for legal compliance at this time. Amendment of the College's Policy on Credit Card Usage: updates were made to who may be issued a College credit card, the reasons for usage, and the limits for transactions. Updates to formalize expectations for safekeeping of cards were made as well. Adoption of a new College Contracts Signature Policy: this is a new policy to formalize who is authorized to execute contracts and agreements on behalf of the College and to establish a written process for prior reviews and approvals by the appropriate officials. GC Pope also advised the Committee that Steve Clark from IT has arranged to attend the board meeting on Thursday, 8/15 to help any Trustees set up their new College email accounts, if they have not already done so. The next Governance Committee meeting will be Monday, September 16th, agenda items will include: Topics for the November 14th BOT Retreat and the Board of Trustees Self-Evaluation.

Trustee Canary reported for the Facilities Committee. The committee met on August 12th. The funding status of several pending capital projects were discussed. Infrastructure funding of \$5.15M has already been received this year and appropriating resolutions for the Grant Campus South Cottage renovation and design of the Caumsett Hall renovation will now be submitted to the County. State support for \$10.3M in additional infrastructure funding for 2025 has also been requested by the College. Ten proposals were received to design the Smithtown Science roof replacement. The College RFP committee recommended an award to WFC for \$69,200. The goal is to construct the roof replacement during the summer of 2025. Shop drawings are currently being reviewed for the Eastern Campus Warehouse construction which could be completed by the end of this year if lead times on materials remain as expected. This project will clear space in the current Automotive shop, making room for an Advanced Manufacturing and Training Center to include welding and CNC Machines. This Center is funded by a Federal HUD Grant totaling \$530,925. A Request was submitted for a State match of these funds, and it was determined that the College is eligible. The application for this match has begun and if successful would double the funding available. The Eastern Campus Central Energy Plant upgrade continues on schedule for new boiler start-up prior to the start of the heating season. Life safety and building management systems are operational at the new Plant Operations Building at Grant and a Fire Marshal inspection is being scheduled. The exterior wall demolition phase for the Caumsett Hall air handling unit replacements is set to begin in mid-September and should take about 4 weeks to complete. The new units should arrive early next year. Design for the new Grant Campus Automotive Technology Center is proceeding well. Survey and underground utility investigations are completed and draft site and floor

plans have been prepared. Formal presentations will be made once construction costs estimates are completed by the design team. Options to maximize the building site to accommodate as many lifts as possible were also discussed. Current tree safety and maintenance procedures at the College were reviewed. In addition to on-going inspections conducted by College staff, retaining a professional arborist for annual inspections was discussed. It is possible that the Cornell Cooperative Extension or Suffolk County Parks could provide these services without charge. If not, it is recommended that an arborist be retained using the appropriate College procurement process. There were additional discussions on other projects and building issues including the SFCU cooling towers, energy efficiency rebates and future renewable energy projects. Trustee Canary and Chair Coverdale thanked Jon DeMaio for his efforts.

Trustee Pagdanganan reported for the Foundation. For the next three years, the Foundation will be actively conducting the Education Without Limits Campaign. One element of this campaign, is an annual appeal to Faculty and Staff. Outreach and promotion of the annual appeal will commence on August 23rd during the Instructional Faculty Planning Day program scheduled to be held on each campus as part of launching the new academic year. On that day, faculty and staff will be asked to increase their current employee annual donation or sign up to begin contributing to the annual fund as part of the Education Without Limits Campaign. Through payroll deduction or an outright gift, the Foundation will be seeking support for making an Education Without Limits a reality for all students enrolled at Suffolk County Community College. The Foundation is pleased to announce that it has received \$340,000 for costs and expenses for the second cohort of Knapp Swezey Scholars. Seventeen students who recently graduated from either Bellport or Patchogue-Medford High School will be awarded up to \$20,000 for their two years at Suffolk County Community College. The award covers tuition and fees, books, technology, food, and transportation, as well as access to a variety of wrap-around support services including counseling, mentoring, and mental health services. The Foundation also received a \$15,000 gift from the David Sperling DREAM Foundation for new and continuing Latino students who are the first in their family to attend college. Fifteen students will each receive a \$1,000 scholarship for the 2024-2025 academic year. On Thursday, September 19th, immediately following the Board of Trustees meeting, there will be an invitation-only luncheon at the Grant Campus to both mark the 50th anniversary of the campus and to celebrate the expansion of the Sister Mary Ann Borrello Helping Hands Fund.

Trustee Pagdanganan reported for the Association. The Board of Directors met on June 26, 2024 and reviewed the proposed 2024-2025 budget for the Student Association. The budget is based on the assumption that student fee dollars will remain the same. The budget includes use of reserve funds for some campuses and functional areas. The Board continues to monitor the required subsidy to support the Peconic Café. The goal is to expand payment methods with a new Point of Sales software. This shift is based on the student feedback from the Eastern campus. The budget passed unanimously. The Board continues to review and revise the by-laws and is engaging in

conversations with stakeholders to determine the best approach to the College and Campuses Association Advisory Boards.

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Chair Coverdale moved to the Chair's report. She gave kudos to Dr. Bonahue and the Administration for moving the College in the right direction with the impressive projected use of reserve funds being cut nearly in half. She also commended the College with its trends on Enrollment and FTE's and hopes it keeps moving in that direction. In looking at the cost sharing of the various components of revenue, it is her opinion that everyone understands that in a student centric institution which is part of the College's mission everyone is a fierce advocate, to ensure that the College's students are not overly burdened financially. While things are moving in the right direction, the students are bearing about 40% of the cost when it should be 1/3 State funding, 1/3 County funding and 1/3 student tuition. She hopes our friends in the County keep moving forward to make things easy for the students and ensure there is an educated electorate and residency, and when thinking of the cost of education to consider the cost of ignorance. She encouraged all to continue to advocate for the students.

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Chair Coverdale moved to the President's report. President Bonahue shared that the College's operating budget for the year was approved by the County Legislature. He publicly expressed his gratitude on behalf of the College to Presiding Officer, Kevin McCaffrey, Education and Diversity Chair, Stephanie Bontempi, Vice Chair, Jim Mazzarella, and to the entire Legislature for their continued support of the College and its students. Noting that even while the State of New York has held base funding unchanged for community colleges for many years, the County has continued to recognize the value that the College adds to the region and has regularly increased its investment in the College's students and employees.

For an enrollment update he reported summer enrollment was up about 4% over last summer, surpassing the 2% goal for growth both in headcount and FTE. He thanked and attributed this success to the work of everyone at the College who serves students and makes Suffolk the smart choice for the community and the best community college in the State of New York. The College is about ten days away from the first day of classes and the beginning of the academic year and most days is running neck and neck with the enrollment trend from last year. Currently the College is at 90% of what it expected to see in terms of full-time student enrollment and only 76% in terms of part-time enrollment. Much of the headcount comes into the College after the first day of classes. It comes in from Beacon students who are taking college classes in the high schools, the College anticipates to see a bump in September from the students who continue to take classes through the Beacon program.

President Bonahue noted this has been a challenging year because of the FAFSA rollout from the Federal Government, and he thanked all of financial aid teams on all

three campuses and in Central Student Affairs for leaning in this summer and doing everything possible to help students amid some very trying circumstances. SUNY has provided support for gift cards that the College can continue to use to help incentivize students to complete the FASFA. They have also provided a third-party support vendor who is helping the College do outreach to students who are in the system, but who have not yet completed the FAFSA. Financial aid counselors have conducted workshops over the summer and although in June financial aid applications were down about 10%, today they are 2% over the number of financial aid applications from last year. A testament to all of the work that the financial aid departments have done.

In Academic Affairs, as was mentioned at the June meeting, the College was being awarded from the State just under \$250,000 on a recurring basis that could be used for two purposes: (1) we were required to set aside \$100,000 of those funds to supplement mental health counseling for students; (2) the other \$149,000 is going to be applied to the health sciences area. The College is planning to add staffing in nursing, which remains the highest priority of local area hospitals. With the support of expanded staffing, the College has two related goals for the nursing program. First, in less than a year from now, it plans to add an accelerated nursing degree cohort that will allow students to bridge from the PN program to the RN Program and complete the RN degree in one year. At the same time, the College also wants to increase the RN cohort sizes on each campus. However, to do this and meet standards for accreditation and clinical supervision, the College will have to have more staff, so we will use these funds to add nursing faculty. In addition, last week the State announced that every college would receive more funds for nursing simulation, so that it would reduce the reliance on hospitals for clinical spots. The College received the highest amount of all community colleges, \$80,000, which it will devote toward nursing clinical simulation equipment in the labs.

President Bonahue said the College has always had some students who come to us after college or they already hold a degree elsewhere, and they are mid-career or shifting directions mid-career into health science careers. They come to Suffolk to take courses such as anatomy, physiology and microbiology, and other prerequisites for health careers in medical school, pharmacy school, dental or vet school. The College has never really marketed to that group because these students aren't really pursuing a degree, they just visit the College for a few courses. Last year, Dr. Hector Sepulveda, Associate Dean of Academic Affairs and Dean Ciampa from the Grant Campus were approached by both SUNY Binghamton and by St. George's University Medical School to create articulation pathways for certain students straight into post-baccalaureate healthcare programs. The agreements were just finalized and the College hopes to add this pre-professional pathway into its marketing plans for the year ahead, which may attract additional career changers to the College. Also, this semester the College launches its second full size cohort of new surgical technology degree, as well as a second cohort of students pursuing their certified nursing assistant certification.

President Bonahue reported he met with Roger Clayman from the National Offshore Wind Training Center, which has continued operations on the Grant campus. Mr. Clayman reports that the center was working continuously over the summer to train about 150 in-service workers, mostly union members who are considering getting involved with offshore wind construction. President Bonahue is pleased the College can continue to provide this temporary home for offshore wind training while the County continues working on the plan for the Brentwood Center on Crooked Hill Road.

Two weeks ago, President Bonahue and the Cabinet met for a full-day retreat to discuss big picture goals for the year ahead on institutional performance and student success. They discussed long range opportunities and threats ranging from needed professional development that will shape the College culture to the potentially disrupting impact of artificial intelligence. From the day's conversations two themes emerged that they will pursue in the year ahead. First, they need to engage the whole college in a conversation about how to create more on-ramps for nontraditional students into the College, whether it's in health sciences or other areas where students earn industry certifications where students can earn credit for micro-credentials or other kinds of prior learning. Secondly, they plan to continue to working to improve student onboarding, counseling and advising and all the services that help to keep students on a specific pathway not only to graduation but to an outcome beyond graduation that adds value for them, whether it's employment or a transfer to a baccalaureate program.

Next month, after the Board meeting the College will have a lunch to celebrate the 50th anniversary of the Michael J. Grant campus. He met with Michael Grant, Jr., who is excited for the event. The event is being promoted by Sister Mary Ann Borello. Sister Mary Ann is a longtime faculty member, and she was a founder of the Grant campus Food pantry. Sister Mary Ann is allowing the College to expand the purpose of the fund that she originally started to a fund that will help supply hardship funds that support basic student needs across the College wherever they are, whether it's food, transportation or emergency assistance.

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Chair Coverdale called for Roundtable. Trustee Canary mentioned he had the opportunity to work with Michael J. Grant, senior, for five years in the Suffolk County Legislature. He said he was a great guy and was a very effective legislator who really served his constituents in the Brentwood community, and it was so deserving to name the campus after him.

Trustee deLeon-Lopresti congratulated Dr. Bonahue on bucking the trend in terms of how well the College is doing with student recruitment. She noted that after COVID there was a shift to a lot of more online courses. She asked if there is still a tendency to be online versus in person. President Bonahue replied the demand remains strong from students, especially students who need the flexibility for distance education. However, the overall trend in the last 18 months has been a return to traditional classes

on campus. As of the Fall of 2023, the College was at about 70% instruction on campus and 30%, online. There is also increasingly an interest for hybrid options.

Trustee Canary asked VP Azzam-Gomez about the College's laptop loans to students during COVID. He asked what the overall experience was, how many laptops were returned and in what shape. VP Azzam-Gomez said the College continues to offer that program and lends laptops to students in need of a computer for the semester. Last semester they received about 160 applications. Out of those 160 applications, about 30 were denied and about another 30 were never picked up. About less than 100 laptops are issued every semester. About 10% of those we never retrieved back. Some of them come back damaged or missing the power supply. The students are aware that there are fines for that they have to pay. Overall, it is a positive experience and students are happy to have the opportunity to use them.

Trustee Dolan commented one of the things he noticed from the Board members and President Bonahue and his team is that the group seems to be looking forward. Sometimes in education people get stuck in the past and do things because that's the way they have been done. He has yet to hear that at the College and is a little humbled by the approach. Education is so important. The College is changing to meet a changing world. He thanked Dr. Bonahue, his team, and the Board for being so inspiring.

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Public comments on matters pertaining to the College: none.

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Chair Coverdale requested a motion to enter into Executive Session, to discuss proposed pending or current litigation, and to seek/receive legal advice, which is made confidential by law. Trustee Dolan so moved, Trustee Murray seconded. The motion to enter into Executive Session was approved unanimously.

With no further business to be conducted after Executive Session, Chair Coverdale requested a motion to adjourn the meeting. Trustee O'Connor so moved, Trustee Murray seconded. The motion to adjourn the meeting was approved unanimously, and the meeting adjourned at 10:02 a.m.

The Board of Trustees next meeting is September 19, 2024 at 9:00 a.m. in the Board room of the Learning Resource Center on the Michael J. Grant Campus, Brentwood, New York.

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Respectfully submitted,  
Kevin O'Connor  
Secretary