



**BOARD OF TRUSTEES**

**May 8, 2025**

**SUMMARY OF ACTION**

<b>ITEM</b>	<b>RESOLUTION</b>	<b>ACTION</b>
1	RESOLUTION NO. 2025.22 – Setting Dates, Times and Locations of 2025–2026 Meetings of the Board of Trustees	Adopted
2	RESOLUTION NO. 2025.23 – Adopting Class Size Proposals for CUL120 and CUL132	Adopted
3	RESOLUTION NO. 2025.24 – Accepting a Grant Award from the County of Suffolk for a Marsh Restoration Field Monitoring, Data Collection, and Analysis Service Contract	Adopted
4	RESOLUTION NO. 2025.25 – Accepting a Grant from the State University of New York (SUNY) for the SUNY Nursing Simulation Fellowship	Adopted
5	RESOLUTION NO. 2025.26 – Accepting a Federal Grant for the 2025–2026 Federal Work Study Program (FWSP)	Adopted
6	RESOLUTION NO. 2025.27 – Approving the Allocation of the 2025–2026 Federal Work Study Program (FWSP)	Adopted
7	RESOLUTION NO. 2025.28 – Accepting a Federal Supplemental Educational Opportunity Grant (FSEOG) for 2025–2026	Adopted
8	RESOLUTION NO. 2025.29 – Approving the Allocation of the 2025–2026 Federal Supplemental Educational Opportunity Grant Program (FSEOG)	Adopted
9	RESOLUTION NO. 2025.30 – Awarding a Contract for the Roof Replacement of the Smithtown Science Building on the Ammerman Campus (CP 2149)	Adopted
10	RESOLUTION NO. 2025.31 – Accepting the Independent Auditor's Report for the Fiscal Year Ending August 31, 2024	Adopted
11	RESOLUTION NO. 2025.32 – Authorizing a Change in the Student Charge for Participation in the Aramark Semester Meal Plan	Adopted



**Office of the President**

**BOARD OF TRUSTEES**

**May 8, 2025**

**RESOLUTION NO. 2025.22 – Setting Dates, Times and Locations of 2025–2026 Meetings of the Board of Trustees**

**RESOLVED**, that during the academic year 2025–2026, meetings of the Board of Trustees shall be held on the following dates:

<u>DATE</u>	<u>LOCATION</u>	<u>TIME</u>
September 18, 2025	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
October 16, 2025	Media Room, Culinary Arts Center Riverhead, New York	4:00 pm
November 13, 2025 <i>Retreat</i>	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
December 11, 2025	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
January 15, 2026	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	4:00 pm
February 19, 2026	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
March 19, 2026	Lecture Hall, Montaukett Learning Resource Center Eastern Campus, Riverhead, New York	4:00 pm
April 16, 2026	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	4:00 pm
May 14, 2026	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
June 18, 2026	Lecture Hall, Montaukett Learning Resource Center Eastern Campus, Riverhead, New York	4:00 pm
August 20, 2026 *	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	4:00 pm

1. There is no meeting scheduled for July.

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

Dated: 5/8/2025

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**Office of the President**

**BOARD OF TRUSTEES**

**May 8, 2025**

**RESOLUTION NO. 2025.23 – Adopting Class Size Proposals for CUL120 and CUL132**

**WHEREAS**, there are specific class size provisions as set forth in Appendix H of the collective bargaining agreement between the County of Suffolk, Suffolk County Community College and the Faculty Association that charges the Class Size Committee to review and propose class sizes, and

**WHEREAS**, the Class Size Committee convened, reviewed, and has recommended an increase in the seat limits for the following courses, as outlined below:

<b>Course</b>	<b>Current Seat Limit</b>	<b>Revised Seat Limit</b>
CUL120: Hospitality Marketing	27	35
CUL132: Hospitality Supervision	23	35

, and

**WHEREAS**, the recommendations of the Class Size Committee were submitted to the Vice President for Academic Affairs, who accepted the recommendations, and

**WHEREAS**, in accordance with the class size provisions of Appendix H of the Faculty Association collective bargaining agreement, the recommendations of the Class Size Committee must thereafter be submitted to the College's Board of Trustees for approval, be it therefore

**RESOLVED**, that the Board of Trustees hereby adopts the Class Size proposals to take effect in Fall 2025.

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**Office of the President**

**BOARD OF TRUSTEES**

**May 8, 2025**

**RESOLUTION NO. 2025.24 – Accepting a Grant Award from the County of Suffolk for a Marsh Restoration Field Monitoring, Data Collection, and Analysis Service Contract**

**WHEREAS**, Suffolk County Community College has received a grant award in the amount of \$145,605 from the County of Suffolk, a municipal corporation of the State of New York, acting through its duly constituted Department of Economic Development and Planning, for a Marsh Restoration, Field Monitoring, Data Collection, and Analysis Service Contract, for the period of April 1, 2025 through December 31, 2027, and

**WHEREAS**, Suffolk County Community College has been designated as the Contractor to receive funds from the County to conduct marsh restoration field monitoring, data collection, and analysis services, for the Phase I Enhancing Coastal Resiliency through Integrated Marsh Management Project, and

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

**RESOLVED**, that said grant award, in the amount of \$145,605, from the County of Suffolk, a municipal corporation of the State of New York, acting through its duly constituted Department of Economic Development and Planning, for a Marsh Restoration, Field Monitoring, Data Collection, and Analysis Service Contract, for the period of April 1, 2025 through December 31, 2027, 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 2024–25 College operating budget be amended to reflect the applicable portion of this grant award.

Project Directors: Dr. Kellie McCartin, Assistant Professor, Marine Biology  
Amy Dries, Co-Principal Investigator, Professional Assistant 1, Biology

Note: No Full-Time position

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**Office of the President**

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**May 8, 2025**

**RESOLUTION NO.2025.25 – Accepting a Grant from the State University of New York (SUNY) for the SUNY Nursing Simulation Fellowship**

**WHEREAS**, Suffolk County Community College has received a grant in the amount of \$20,000, from the State University of New York for the SUNY Nursing Simulation Fellowship for the period of September 9, 2024 through July 31, 2025, and

**WHEREAS**, the fellowship will offer one full-time SUNY faculty instructor the opportunity to gain advanced experience and foster expertise in simulation education, and

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

**RESOLVED**, that a grant, in the amount of \$20,000, from the State University of New York (SUNY), for the SUNY Nursing Simulation Fellowship, for the period of September 9, 2024 through July 31, 2025, is hereby accepted, and that 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 2024–25 College operating budget be amended to reflect the grant award.

Project Director: Dr. Cheryl Shaffer, College Associate Dean of Nursing

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**Office of the President**

**BOARD OF TRUSTEES**

**May 8, 2025**

**RESOLUTION 2025.26 – Accepting a Federal Grant for the 2025–2026 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 \$478,706 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 2025–2026 Federal Work Study Program in the amount of \$478,706 and be it further

**RESOLVED**, that \$47,871 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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**May 8, 2025**

**RESOLUTION NO. 2025.27 – Approving the Allocation of the 2025–2026 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 2025–2026 Federal Work Study funds by campus is hereby approved.

Original FWSP Federal Allocation	\$478,706
Less: Transfer to Job Locator Program	<u>-47,871</u>
Remaining CWSP Federal Allocation	\$430,835
Plus: 25% of Institutional Share of Student Wages	<u>+ 107,709</u>
Total FWSP Funds Available	\$538,544
Less: 5% Admin Expense Allowance of Campus Wages	<u>- 23,935</u>
 Total Student Wages Available	 \$514,609

Campus Wage Distribution of Federal College Work Study Allocation

Ammerman Campus	(44%)	\$226,428
Grant Campus	(42%)	\$216,136
Eastern Campus	(14%)	<u>\$ 72,045</u>
Total Campus Wage Distributions		\$514,609

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**Office of the President**

**BOARD OF TRUSTEES**

**May 8, 2025**

**RESOLUTION NO. 2025.28 – Accepting a Federal Supplemental Educational Opportunity Grant (FSEOG) for 2025–2026**

**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 2025–2026 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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**Office of the President**

**BOARD OF TRUSTEES  
May 8, 2025**

**RESOLUTION NO. 2025.29 – Approving the Allocation of the 2025–2026 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 2025–2026 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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**Office of the President**

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**May 8, 2025**

**RESOLUTION NO. 2025.30 - Awarding a Contract for the Roof Replacement of the  
Smithtown Science Building on the Ammerman Campus (CP 2149)**

**WHEREAS**, the construction 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**, public bids for the roof replacement at the Smithtown Science building on the Ammerman Campus were solicited and opened on April 24, 2025 and

**WHEREAS**, these bids were reviewed and the qualifications of the lowest responsible bidder were evaluated by the College and the design consultant of record, be it therefore

**RESOLVED**, that the College President or his designee is authorized to enter into a contract with Interboro Contracting, Inc. in an amount not to exceed \$1,971,250.00 for the Roof Replacement contract of the Smithtown Science Building at the Ammerman Campus, upon such terms and conditions as shall be approved by the College General Counsel.

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**RESOLUTION NO. 2025.31 – Accepting the Independent Auditor’s Report for the  
Fiscal Year Ending August 31, 2024**

**WHEREAS**, Suffolk County Community College contracted with the independent CPA firm, CliftonLarsonAllen LLP, to perform an annual audit of the financial operations, and

**WHEREAS**, CliftonLarsonAllen LLP has submitted an independent audit report to the College, and

**WHEREAS**, the Interim Vice President for Business and Financial Affairs has reviewed the report and recommends that it be accepted, be it therefore

**RESOLVED**, that the Suffolk County Community College Board of Trustees accepts the independent audit report prepared by CliftonLarsonAllen LLP, for the fiscal year ending August 31, 2024.

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**May 8, 2025**

**RESOLUTION NO. 2025.32 – Authorizing a Change in the Student Charge for Participation in the Aramark Semester Meal Plan**

**WHEREAS**, by Resolution No. 2015.3 duly adopted on April 9, 2015, the Board of Trustees authorized the College to impose a nonrefundable charge of \$100.00 upon students on the Michael J. Grant and Ammerman Campuses enrolled for nine (9) or more credits in a semester for participation in the Aramark Semester Meal Plan, under which participating students receive a nonrefundable meal card/balance to be used for food and vending transactions on said campuses, and

**WHEREAS**, following consideration of student feedback, the food service committee and Student Affairs leadership recommended changing the meal plan charge to a sliding scale corresponding to the number of on-campus credits for which a student is registered, beginning with the Fall 2025 semester, and

**WHEREAS**, the Vice President for Student Affairs and the Vice President for Business and Financial Affairs concur and recommend this change, be it therefore

**RESOLVED**, effective beginning the Fall 2025 semester, the College is hereby authorized to impose a nonrefundable charge corresponding to number of registered on-campus credits in a semester, as reflected below, upon students enrolled in classes on the Michael J. Grant and Ammerman Campuses that begin before 4:00 p.m. in a semester for participation in the Aramark Semester Meal Plan:

<b>Number of On-Campus Credits</b>	<b>Semester Meal Plan Charge</b>
Students registered for 3–5.5 credits	\$25
Students registered for 6–8.5 credits	\$50
Students registered for 9–11.5 credits	\$100
Students registered for 12 or more credits	\$150

, and be it further

**RESOLVED**, the Vice President for Business and Financial Affairs is authorized to promulgate procedures for the implementation and management of such charge, and be it further

**RESOLVED**, that such charge shall not be considered a fee and shall not be reimbursable under any employee tuition reimbursement plan.

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