### SUFFOLK COUNTY COMMUNITY COLLEGE SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING LECTURE HALL, MONTAUKETT LEARNING RESOURCE CENTER EASTERN CAMPUS, RIVERHEAD, NY JUNE 12, 2025

The meeting was held on Thursday, June 12, 2025 at 10:00 a.m. in the Lecture Hall of the Montaukett Learning Resource Center, in Riverhead, NY.

#### PRESENT:

Shirley Coverdale Chair
Gordon Canary Vice Chair
Gemma deLeon-Lopresti Vice Chair
Kevin O'Connor Secretary

E. Christopher Murray Trustee (via Zoom)

Jerome Bost Trustee
John Dolan Trustee
Dr. Edward Bonahue President

Ashley Pope General Counsel

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 (via Zoom)

Angelica Rivera V.P. for Human Resources

Sara Gorton Interim V.P. of Business and Financial Affairs

Dr. Donna Ciampa Interim Executive Dean, Grant Campus
Dr. Mary Reese Interim Executive Dean, Eastern Campus

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The meeting of the Board of Trustees was convened at 10:00 a.m.

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Chair Coverdale asked Carol Wickliffe-Campbell, Chief of Staff and Interim Associate Vice President for Workforce Development, for the recognition of guests. Ms. Wickliffe-Campbell recognized and thanked Ricky Wenthen, Senior Program Manager from Northwell Health for joining the meeting.

VP Araneo also welcomed Mr. Wenthen, and discussed the College's partnership with Northwell Health and presented Mr. Wenthen with the national award from American Association of Community Colleges for Outstanding College/Corporate Partnership 2025 finalist. Mr. Wenthen thanked VP Araneo and the College, and then gave an overview presentation on the College's partnership with Northwell Health and the Northwell Community Scholars program. (*Please see attached*)

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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 May 8, 2025 Board of Trustees meeting. Trustee Bost so moved, Trustee Dolan seconded. The motion to approve the minutes was approved unanimously (7-0).

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Chair Coverdale then introduced Interim V.P. of Business and Financial Affairs, Sara Gorton, to present the College's financial report. Ms. Gorton reported for FY'25 budget, as of May 31, 2025. Summer enrollment is trending about 15% over budgeted revenues, equating to about \$780K. Final de-scheduling for second summer term will happen at the end of the month, and another in the beginning of July. Spring enrollment is trending very healthy for revenue for both tuition and fees. The College is projecting for tuition and fees exceeding budget by about \$2.6M. As always, at the end of the year the College has to do an adjustment for the auditors, where it looks at the aging of accounts receivable and makes an adjustment for any accounts that the College believes will be uncollectible for the year. This is generally about \$1M; the \$2.6M is net of the \$1M of an estimated uncollectible. Other income from investments and special events is trending about \$2.5M over budget. Total revenue is projecting more than 2.5% over budget, about \$5.3M. With the increase in Spring and Summer enrollment, the College is also looking at some overages in expenditures in personnel costs and employee benefits. The cost for EMHP is about \$3M over budget. The total expenditures are exceeding the budget by \$4.7M. The College is looking at a reduction in its use of fund balance reserves by about \$650K. The College will continue to work to reduce expenditures to further preserve reserves.

For FY'26, Ms. Gorton reported the College's budget was presented to the County Legislature's Education and Diversity Committee on May 28th. They were all very supportive, and the vote will go to the full Legislature on June 24th. The State budget includes continued funding of \$329K for healthcare and mental health initiatives. They are also providing additional funding to expand and support high demand programs of about \$939K. The SUNY Reconnect program has been allocated funds to advertise the program which allows students between the ages of 25 and 55 to have free community college tuition.

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President Bonahue provided an overview of College Resolutions 2025.33 to 2025.40.

Chair Coverdale called for approval of College Resolutions No. 2025.33 through 2025.40. Trustee Canary so moved, Trustee Bost seconded. The motion to approve College Resolutions No. 2025.33 through 2025.40 was approved unanimously (7-0).

## RESOLUTION NO. 2025.33 – 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 \$3,626,989.24 for the month of April 2025, and \$2,996,804.32 for the month of May 2025 (Attachment I) is hereby approved by the Board of Trustees.

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RESOLUTION NO. 2025.34 – Accepting a Grant Subaward from Mechanismic Inc. for the Project Entitled, "Suffolk County Community College/Mechanismic Supplement Request"

**WHEREAS,** Suffolk County Community College has received a grant subaward in the amount of \$30,000 from Mechanismic, Inc., the Awardee receiving a grant from the National Science Foundation under the Small Business Innovation Program, for the project entitled "Suffolk County Community College/Mechanismic Supplement Request," for the period May 26, 2025 through August 1, 2026, and

**WHEREAS**, the project will collaboratively create a state-of-the-art curriculum on robotics, mechatronics, and machine learning for adoption in community colleges across the country and a teacher certification program for interested college faculty to teach this curriculum, and

WHEREAS, matching funds are not required, be it therefore

**RESOLVED,** that a grant subaward in the amount of \$30,000, from Mechanismic, Inc., the Awardee receiving a grant from the National Science Foundation under the Small Business Innovation Program, for the project entitled "Suffolk County Community College/Mechanismic Supplement Request," for the period May 26, 2025 through August 1, 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 awarding and/or administrating entity, in such form as shall be approved by the College General Counsel, and be it further

**RESOLVED**, that the 2024–25 and 2025–26 College operating budget(s) be amended to reflect the applicable portion(s) of the grant award.

Project Director: Dr. Stephanie Taboada, Assistant Professor, Engineering

Note: No full-time personnel

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### RESOLUTION NO. 2025.35 – Amending and Equitably Transitioning the Exempt Salary and Benefit Plan

**WHEREAS**, the Board of Trustees of Suffolk County Community College has the authority to establish personnel policies, set terms and conditions of employment, and make compensation and benefits determinations for College employees who are not covered by a collective bargaining agreement ("Exempt employees"), and

**WHEREAS**, the Board of Trustees previously established the Exempt Salary and Benefit Plan for the College's Exempt employees (the "Plan"), and

**WHEREAS**, the College engaged a consultant to conduct a classification and compensation study to analyze the Plan's compensation and classification system and make recommendations to improve the College's competitive position in the labor market for Exempt employees, and

**WHEREAS**, the consultant has recommended a new grade classification structure with corresponding salary ranges to provide the flexibility necessary to offer competitive pay based on market data and job responsibilities and to respond to market changes and the College's financial situation, ensuring fair and competitive compensation over time, and

**WHEREAS**, the Board of Trustees, upon the recommendation of the College President and the Vice President for Human Resources, wishes to update the Plan based on such recommendations, while also providing an equitable transition for current Exempt employees on September 1, 2025 and a phased-in reduction in maximum vacation carryover to respond to the College's financial situation, be it therefore

**RESOLVED,** that the Board of Trustees hereby adopts the revised Exempt Salary and Benefit Plan in accordance with *Attachment II* hereto, to take effect on September 2, 2025, and be it further

**RESOLVED**, that transition from the Plan currently in effect until September 1, 2025 to the revised Plan in accordance with *Attachment II* hereto shall be as follows:

- Current Exempt employees otherwise eligible and recommended for a partial to full step based on performance will receive such partial or full step in accordance with the salary schedule contained within the Plan currently in effect on September 1, 2025; and
- Current Exempt employees who are at top step on the salary schedule contained within the Plan currently in effect will receive a salary increase equal to 2.0% of their current base salary on September 1, 2025.

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#### **REOLUTION NO.2025.36 – Creating an Employee Title**

**WHEREAS,** the College is committed to open access, meeting the needs of all students, regardless of background, creating a welcoming culture in which every community member understands that they belong, to eliminating disparities in student access and achievement, and to civil rights compliance, and

**WHEREAS**, the College President has sought to restructure the assignment of administrative duties among Cabinet officials so as to increase efficiency and reduce the number of exempt positions; and

**WHEREAS**, certain exempt Cabinet positions will result in significantly increased scope of work and responsibilities; and

**WHEREAS**, this change is necessary to advance the overall College organizational structure and improve internal workload equity among exempt positions, be it therefore

**RESOLVED,** that the College hereby creates a new exempt employee title, "Associate Vice President for Opportunity and Belonging," and includes such title as and within the classification and salary grade for an Associate Vice President in the Exempt Salary and Benefit Plan effective September 2, 2025.

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### RESOLUTION 2025.37 – Approving an Extension of the Waiver of Fees for the Use of Specified Facilities by Long Island Head Start through June 30, 2026

**WHEREAS,** Long Island Head Start is a not-for-profit corporation established for the purpose of providing programs for infants, toddlers, and preschool age children to support children's growth and development through a variety of services, including early learning, health and development services, and family well-being services in licensed Head Start centers throughout Suffolk County; and

**WHEREAS**, in or about July 2024, Long Island Head Start's Riverside facility leased from the Town of Southampton was unexpectedly determined to be structurally unsound for occupancy and the operation of the Long Island Head Start's programs and services for children and families located in and around the Town of Southampton and the Town of Riverhead, including children with disabilities and children from families with incomes below the poverty level, and

**WHEREAS,** by Resolution 2024.69, the College previously approved Long Island Head Start's request to utilize kitchen space at the College's Peconic Café on the Eastern Campus for its child meal preparation operations until June 30, 2025, for the purpose of operating the meal services that would have been operated from the Riverside facility during this period, and

**WHEREAS,** Long Island Head Start has requested to extend its use of this kitchen space through June 30, 2026 while it continues its efforts to find an alternative facility for its meal services previously operated from the Riverside facility, and

**WHEREAS**, the College has determined that its current utilization of the kitchen space is such that the space can continue to be made available for Long Island Head Start's use in exchange for a fair and reasonable consideration, as described herein, provided such use does not cause the College to be in violation of any of its existing contractual obligations, certificates of occupancy, licenses or permits, or otherwise unreasonably disrupt College operations, and

**WHEREAS**, the College has further determined that continuing to provide use of these facilities to Long Island Head Start is compatible with the College's educational mission as a student-centered college community serving Suffolk County and beyond by providing open access to

exceptional educational opportunities and vision to be the education partner of choice for all Suffolk County students, families, communities, and businesses, and

WHEREAS, in support of its mission, the College has an existing partnership with Long Island Head Start to provide clinical training, internships, and practical learning opportunities to the College's students enrolled in relevant programs, including Early Childhood Education and Nursing, at Long Island Head Start's sites throughout Suffolk County, and the Parties desire to maximize opportunities for students of the College and access to families served by Long Island Head Start to learning opportunities offered by the College, be it therefore

**RESOLVED**, that the Board of Trustees hereby approves an extended waiver of the facilities use fees that would otherwise be charged pursuant to the College's Facilities Use Policy for Long Island Head Start's use of kitchen space at the Peconic Café on the Eastern Campus through June 30, 2026, provided all costs reasonably anticipated to be incurred by the College in providing such use are reimbursed by Long Island Head Start, and be it further

**RESOLVED**, that the College President is hereby authorized and empowered to execute a license agreement with Long Island Head Start, upon such terms and conditions as shall be approved by the College General Counsel, for the use of kitchen space on the Eastern Campus, or such other comparable space if deemed necessary and in the best interests of the College.

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### RESOLUTION NO. 2025.38 - Amending the Policy on Board of Trustees Self-Assessment

**WHEREAS**, the Board of Trustees previously adopted a Policy on Board of Trustees Self-Assessment, and

WHEREAS, the Governance Committee of the Board of Trustees has reviewed and recommended the attached revisions to the Policy on Board of Trustees Self-Assessment to support efficient, periodic and comprehensive self-assessment to support the effectiveness of the governance and leadership of the College in fulfilling its mission and achieving its institutional goals, in accordance with best practice and recommendations of the College's accrediting body, the Middle States Commission on Higher Education, be it therefore

**RESOLVED**, that the Policy on Board of Trustees Self-Assessment is hereby amended as reflected on *Attachment III*, annexed hereto.

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## RESOLUTION NO. 2025.39 – Rescinding the Medical Suspension Policy and Adopting an Involuntary Leave of Absence for Students Policy

**WHEREAS**, the Board of Trustees previously adopted a Medical Suspension Policy to allow for an involuntary medical suspension of students in accordance with associated procedures outlined in the policy where the standard for imposing such a suspension was met, and

WHEREAS, the College has reviewed such policy against current best practices, State University of New York (SUNY) recommendations, and available College resources and procedures for supporting the mental and physical health and wellbeing of students that have been enhanced since the Medical Suspension Policy was originally adopted, and, as a result, has recommended the Medical Suspension Policy be replaced with an Involuntary Leave of Absence for Students Policy, be it therefore

**RESOLVED**, that the Medical Suspension Policy is hereby rescinded and the Involuntary Leave of Absence for Students Policy annexed hereto as *Attachment IV* is hereby adopted effective beginning for the Fall 2025 semester.

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RESOLUTION NO. 2025.40 – Approving the Stipulation of Agreement Among the College, the County of Suffolk, and the Guild of Administrative Officers of Suffolk County Community College

**WHEREAS,** Suffolk County Community College, the County of Suffolk, and the Guild of Administrative Officers of Suffolk County Community College ("Guild") have reached an agreement covering the terms and conditions of employment for College employees represented in the Guild for the period extending from September 1, 2023 to August 31, 2026, and

WHEREAS, said agreement has been set down in a Stipulation of Agreement; and

WHEREAS, said Stipulation of Agreement has been ratified by the Guild membership; and

**WHEREAS**, the College President recommends the approval of this Stipulation of Agreement, be it therefore

**RESOLVED,** that the Stipulation of Agreement among Suffolk County Community College, the County of Suffolk, and the Guild of Administrative Officers, annexed hereto as *Attachment V*, be and the same is hereby approved.

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Chair Coverdale called for the Committee reports.

Trustee deLeon-Lopresti reported for the Personnel Committee. The committee met on May 18th and reviewed the status of proposed changes to the exempt salary schedule based on recommendation following the study conducted by Gallagher Consulting. This change is expected to be announced at the June Board Meeting. The committee also discussed that they would review the results of Dr. Bonahue's evaluation with a full Board of Trustees during the executive session of the June Board meeting. The committee then discussed the agreement with Scantron, which conducts both the Presidential annual evaluation, as well as, the annual Board self-evaluation. The agreement is set to expire on June 30, 2025. An RFQ will be done in order to have a successor agreement.

VP Araneo reported for the Foundation and gave an update on the progress of the Education Without Limits Campaign. The Hampton Coffee Company, where one of the co-owners is a Suffolk alumni, has donated \$1K towards scholarship support. The Foundation established a Housing Insecurities Hardship Fund last year, and has just received \$1K to support this effort. The Lifetime Learning Council at Peconic Landing in Greenport has renewed their annual scholarship commitment to support eligible students enrolled on the Eastern campus in response to the Foundation's appeal seeking increased financial support for scholarships. The Council increased their

scholarship donation amount by 25%. A \$10K donation was received to create the Empower Education endowed fund to support Longwood High School students attending the Liberty Partnership program. This contribution is a family commitment, and the Foundation anticipates additional gifts will be received. North Bay Cadillac in Great Neck is now a \$25K service bay sponsor for the new Automotive Technology building to be built on the Grant Campus. The Foundation team is continuing to pursue sponsorship discussions with numerous Long Island dealerships. In addition, they are negotiating a naming rights sponsorship agreement for the new Automotive Technology building.

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Chair Coverdale moved to the Chair's report. Chair Coverdale took a brief moment to recognize and thank Trustee Murray for his years of service on the board. He was first appointed to the Board by the County Legislature on October 5, 2016, and served as Board Chair beginning in 2019 through 2024. She noted he led through the COVID-19 pandemic and through many hard decisions about tuition and college budget enrollment pressures. She described his leadership as even-handed, steady, admirable and very effective. Chair Coverdale saluted him and wished him well on his endeavors after years of service on the Board.

Trustee Murray thanked Chair Coverdale and said that if he had any credit, it was to play a role in moving from the prior full-time administration to Dr. Bonahue and the strong leadership that he's shown. He thinks enrollment looks great and finances are under control, and it's a good time to leave. He thanked everyone, as well as previous Board members, Trustee Morgo and Trustee Sanders, who helped guide him.

Chair Coverdale called on Trustee Murray to present the slate of officers for the Board's review and approval. Trustee Murray announced the slate of nominated officers for the 2025–2026 academic year were: Shirley Coverdale, Chairperson, Gordon Canary, 1<sup>st</sup> Vice Chair, Gemma deLeon-Lopresti, 2<sup>nd</sup> Vice Chair and Kevin O'Connor, Secretary.

Chair Coverdale called for a motion to approve the slate of officers for the 2025–2026 academic year as presented. Trustee Bost so moved, Trustee Dolan seconded. The motion to approve the slate of officers for the 2025–2026 academic year was approved unanimously (7-0).

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Chair Coverdale moved to the President's report. President Bonahue reported on the following:

#### Enrollment Update:

President Bonahue reported that as of yesterday, the College has exceeded its enrollment goals for Summer by 11% in terms of headcount, and by 15% overall. There is still a way to go before end of summer; however, enrollment is trending well. Revenue is following enrollment trends and is up as well. Fall enrollment is running in line with the goal of 2% enrollment growth; however, with two months to go and the

SUNY Reconnect program of free community college tuition for adult students, there is a long way to go. The College will know a lot more by the August meeting. In regards to SUNY Reconnect, the College is now receiving and reviewing many inquiries from adult students interested in exploring the free tuition for high-need workforce programs, such as automotive, education, engineering, HVAC, IT and Cybersecurity programs, as well as, all of the College's health science degree programs. Tracking students through the admissions and eligibility process is complicated, and earlier this week VP Munsch held a college-wide meeting for all Student Affairs personnel who will have a role in the process.

### Budget & Advocacy:

The College looks forward to approval of its operational budget at the end of the month by the County Legislature. The College learned two weeks ago that it will receive the largest increase of any SUNY community college, in the amount of \$939K. This is out of the total \$8M awarded to community colleges. Suffolk received almost a million dollars of that, and the other \$7M is divided up between 29 other colleges. The conditions on this increased funding are that the funds must be used to expand academic programs in high need areas, and the money cannot be put to general use in in terms of base operations. SUNY insists that these funds should supplement existing programs, not supplant local funding. The College is being very judicious and using the funds for programs where the College had goals for expansion and can now make those goals a reality.

In budget, part of the improvement in revenues seen in the past few years has resulted from passive interest income. He and VP Gorton have been discussing how to be certain the College is receiving the best possible return on its cash reserves, looking at earned interest as a percentage of the average cash balance. The Office for Business & Financial Affairs has achieved a return of approximately 5.3% over the past year, which he feels is excellent, considering cash flow requirements. At the same time, they have learned that there are commercial services that can also manage cash for municipalities and educational institutions. They plan to spend some time this summer investigating whether commissioning a service might generate even better returns.

In other areas of advocacy, President Bonahue referred to a letter the Trustees received from County Executive Romaine supporting the College's mission of awarding college credit to high school students in the Beacon program. He expresses principally that the College needs to be competitive when it comes to partnering with local schools. Under the leadership of Interim VP Rios, the College continues to approve a strong majority of teachers recommended for teaching in Beacon, and the College has a new clarity about its goal of always being able to approve a strong majority of teachers recommended to teach in Beacon. He shared a final draft of a response letter, and asked the Trustees to review and share any feedback.

### Looking Ahead:

• The next Board meeting is on August 21, 2025, as there is no July meeting.

- President Bonahue will reach out to each Trustee to schedule a breakfast or lunch meeting over the summer to catch up.
- He will continue to work with the Foundation extensively on the Education Without Limits Campaign, especially in the area of corporate partnerships. He asked that Trustees provide any suggestions/recommendations for individuals or corporate partners who might want to support the College.
- The HIA-LI is planning a workforce summit on November 4<sup>th</sup>, with a target audience of not only business leaders, but also partners in secondary education. He and Trustee Dolan discussed sharing this with the Nassau and Suffolk Superintendents Association, as well as, with the Nassau-Suffolk School Boards Association. They envision educators as the target audience because they are trying to expand the conversation about the many different pathways, including short term certificates, certifications, apprenticeships and two-year technical degrees, that can provide outstanding return on investment and still lead to a bachelor's degree.

Lastly, Dr. Bonahue thanked Trustee Murray for his ten years of service and noted he made his transition as a newcomer to the College easy; and as Chair and Trustee, he always stressed the importance of local Board governance and was always a voice for students and the need for affordability.

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Chair Coverdale requested a motion to enter into Executive Session to discuss the proposed acquisition, sale, or lease of real property, and to seek or receive legal advice, which is made confidential by law. Trustee deLeon-Lopresti so moved, Trustee Dolan seconded. The motion to enter into Executive Session was approved unanimously (7-0).

Chair Coverdale requested a motion to adjourn the meeting. Trustee O'Connor so moved, Trustee Dolan seconded. The motion to adjourn the meeting was approved unanimously (7-0). The meeting was adjourned at 10:58 a.m.

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The next meeting of the Board of Trustees is August 21, 2025 at 9:00 a.m. in the Alumni Room of the Brookhaven Gymnasium on the Ammerman Campus, Selden, New York.

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Respectfully submitted, Kevin O'Connor Secretary

## NORTHWELL COMMUNITY SCHOLARS

## SUFFOLK COUNTY COMMUNITY COLLEGE PARTNERSHIP

JUNE 12, 2025



## NORTHWELL COMMUNITY SCHOLARS (NCS) WHO WE ARE

### Mission

- to promote health equity and improve economic vitality for youth in our communities by empowering future generations of professionals through:
  - opportunities for personal growth
  - academic advancement
  - college preparedness
  - occupational exploration
  - creation of career pathways

### **Description**

- NCS works in collaboration with school districts throughout our catchment area that are selected based on social determinants of health data, including economic disparities and educational vulnerability indicating the presence of systemic barriers disadvantaging the students therein.
- The program offers high school and college students socioemotional support as well as opportunities for academic advancement and career exploration leading to potential employment.
  - Services include:
    - 1:1 success coaching
    - 1:1 mentorship
    - Educational/preparatory workshops
    - internship/shadowing opportunities
    - financial support to pursue an associate degree, certificate, microcredential program, or an equivalent credit-hour course load

# Suffolk County Community College: A Foundational Partner

SCCC was a founding institutional partner with NCS in our inaugural year of 2022.

SCCC has demonstrated exemplary administrative collaboration as well as deeply-effective personal engagement with our scholars.

80 total NCS college scholars

40 from SCCC (50%)

21 currently active

19 alumni

25 NCS interns

8 participated twice

95% of alumni continued directly into 4-year schools/program

5% of alumni found immediate employment with intention to complete 4-year degrees in future

At least 5 have already been employed in system

### **SCCC FEATURED ALUMNI**

### Makayla

- Participated in the 2023 &
   2024 NCS summer internships
  - 2023: Health Home/Care Coordination
  - 2024: South Oaks –
     Behavioral Health
- Employed in system since 2024
  - SSUH Food Service Worker
- Now attends the Fashion Institute of Technology (FIT) completing her Bachelor's degree in fashion design
- Continues to work with Northwell part-time

### Hailey

- Participated in the 2023 NCS summer internship
  - South Shore University Hospital (SSUH)
- Employed in system since 2023
  - SSUH Food Service Worker
- Joined 1199
- Took a year off while working, and has now applied to Farmingdale State College to complete her Bachelor of Science
- Plans to attend Northwell School of Diagnostic Medical Sonography to become an ultrasound technician through her union

### Luis

- Participated in the 2024 NCS summer internship
  - Enterprise Safety & Regulatory
- Employed in system since 2024
  - North Shore University Hospital (NSUH) –
     Patient Transporter
- Now attends Farmingdale
   State College completing his
   Bachelor's degree in
   engineering
- Continues to work with Northwell part-time



## THANK YOU!

