



**BOARD OF TRUSTEES
September 18, 2025**

- ITEM 1 RESOLUTION NO. 2025.45 – Awarding a Contract for the Design of the Workforce Development and Technology Center Expansion on the Grant Campus (CP2178)**
- ITEM 2 RESOLUTION NO. 2025.46 – Accepting and Appropriating a Restricted Operating Aid Increase from the State University of New York (SUNY) for High-Demand Program Expansion and Support**
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ITEM 1

RESOLUTION NO. 2025.45 – Awarding a Contract for the Design of the Workforce Development and Technology Center Expansion on the Grant Campus (CP2178)

WHEREAS, the design phase of Capital Project No. 2178 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 construction of an expansion of the existing Workforce Development and Technology Center at the College's Michael J. Grant 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 BBS Architects, Landscape Architects & Engineers 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 BBS Architects, Landscape Architects & Engineers, in an amount not to exceed \$162,736 for design services in connection with the construction of an expansion of the existing Workforce Development and Technology Center at the College's Michael J. Grant Campus, as more fully detailed in the RFP, upon such terms and conditions as shall be approved by the College General Counsel.

ITEM 2

RESOLUTION NO. 2025.46 – Accepting and Appropriating a Restricted Operating Aid Increase from the State University of New York (SUNY) for High-Demand Program Expansion and Support

WHEREAS, the 2025 New York State budget included an \$8 million operating aid increase for SUNY community colleges, with funds directed toward expansion and support of high-demand programs, with release of these funds from the State University of New York (SUNY) subject to submission and approval of a campus plan, and

WHEREAS, Suffolk County Community College submitted a campus plan to utilize the College's portion of this the 2025–26 Operating Aid increase for SUNY community colleges, and

WHEREAS the College's proposed plan included eight (8) full-time instructional and support position in high-demand programs, and

WHEREAS SUNY has approved the College's plan and has made \$939,000 available in support of the said plan, be it therefore

RESOLVED, that restricted, increased operating funds in the amount of \$939,000 from SUNY are hereby accepted and appropriated, and the College's operating budget for 2025–26 is hereby amended, as follows:

<u>REVENUES:</u>	<u>AMOUNT</u>
Restricted Operating Funds	\$ 939,000

<u>APPROPRIATIONS:</u>	<u>AMOUNT</u>
Restricted Salaries and Benefits	\$ 939,000

ITEM 3

RESOLUTION NO. 2025.47 – Accepting and Appropriating a Restricted Operating Aid Increase from the State University of New York (SUNY) for the SUNY Reconnect Program

WHEREAS, the 2025 New York State budget funded the SUNY Reconnect initiative, in which New York State will provide free tuition, fees, books and supplies for adults ages 25–55 who do not already have a college degree and are pursuing an associate’s degree in a high-demand field, and

WHEREAS the 2025 New York State budget also included an appropriation of \$4M to assist community colleges in implementing the SUNY Reconnect program, with release of these funds from the State University of New York (SUNY) subject to submission and approval of a campus plan, and

WHEREAS, Suffolk County Community College submitted a campus plan to utilize the College’s portion of this the 2025–26 Operating Aid increase for SUNY community colleges, and

WHEREAS the College’s proposed plan included a full-time financial aid position and support for advertising and promotion of the SUNY Reconnect program, and

WHEREAS SUNY has approved the College’s plan and has made \$180,000 available in support of the said plan, be it therefore

RESOLVED, that restricted, increased operating funds in the amount of \$180,000 from SUNY are hereby accepted and appropriated, and the College’s operating budget for 2025–26 is hereby amended, as follows:

<u>REVENUES:</u>	<u>AMOUNT</u>
Restricted Operating Funds	\$ 180,000

<u>APPROPRIATIONS:</u>	<u>AMOUNT</u>
Restricted Salaries and Benefits	\$ 140,000
Restricted Advertising	\$ 40,000

ITEM 4

RESOLUTION NO. 2025.48 – Amending the College’s Traffic and Parking Regulations

WHEREAS, the Board of Trustees has previously adopted and, from time to time amended, Traffic and Parking Regulations governing the premises of Suffolk County Community College, and

WHEREAS, revisions to the Traffic and Parking Regulations are necessary to address electronic vehicle charging and parking and for consistency with format and contents of the College’s current policy structure, be it therefore

RESOLVED, that the revised Traffic and Parking Regulations (Attachment 1) are hereby established for immediate implementation.



Policy Title	Traffic and Parking Regulations
Policy Number	6xxx
Category	College Facilities
Applicability	College-wide
Responsible Office	Office of Public Safety
Effective Date	_____, 2025

I. Policy Statement

Suffolk County Community College is committed to ensuring the safety and accessibility of its campuses for all students, employees, and visitors. To support this commitment, the College has established Traffic and Parking Regulations that govern the operation, registration, and parking of motor vehicles on College property. These regulations are enforced by the College's Public Safety personnel and are designed to promote safe driving practices, access to parking, and the orderly flow of traffic throughout campus grounds. All individuals operating or parking a vehicle on College property are required to comply with these regulations.

II. Rationale

The purpose of this policy is to provide a clear and consistent framework for managing vehicular traffic and parking on Suffolk County Community College campuses. By establishing designated parking areas, speed limits, and enforcement procedures, the College aims to:

- Enhance the safety of pedestrians and drivers;
- Ensure compliance with applicable local and state laws;
- Maintain emergency access routes and fire lanes;
- Promote efficient use of campus parking resources;
- Support accessibility for individuals with disabilities.

These regulations are essential to maintaining a secure and functional campus environment.

III. Scope and Applicability

This Policy applies to all members of the College community as well as to visitors.

IV. Responsible Office/Executive

The Office of Public Safety has responsibility for the implementation and periodic review of this Policy. Individuals with questions about this Policy should contact the [Office of Public Safety](#) for more information.

V. Policy Elaboration

A. Vehicle Registration for Parking Permit

With the exception of visitors, all motor vehicles on the campus, including motorcycles, must be registered with the College. All students, faculty, staff and administrators must have a valid College-issued parking permit in order to park on College property. Permits can be obtained online through the student or faculty/staff portal. Click on the parking permit link and follow the instructions for registering your vehicle. More than one vehicle can be registered with the College. After completing the registration process, a parking permit will be mailed to the address you provide. Permits are transferable to other vehicles. For those persons who do not have access to a computer at home, computers are available at all campus libraries and computer laboratories. If there is an occasion when an employee or student has to drive an unregistered vehicle onto the campus, the individual must obtain a temporary parking pass from Public Safety.

B. Display of Permit

All permits are to be displayed in the front windshield on the lower right (passenger) side. Failure to properly display a permit may result in a summons being issued. The permit decal can be moved from one vehicle to another, so long as each vehicle has been properly registered with the College. Parking permits obtained through misrepresentation or other unauthorized means are void, and appropriate disciplinary action will be taken against offenders. Parking permits are issued to the person and not to the vehicle.

C. Speed Limit and Pedestrians

The speed limit is 25 miles per hour while on the College campus unless otherwise marked. Pedestrians have the right of way in all marked and striped pedestrian roadway crossings. Please be courteous and yield to pedestrians and oncoming vehicles.

D. Parking

Parking spaces are designated for use by members of the College community according to the following color coding:



WHITE for students



RED for faculty, staff and administrators



BLUE for handicapped



GREEN for electric vehicles only while charging

Motor vehicles must be parked between the lines. Parking along any roadway or in restricted areas is not permitted. The College, having marked approved spaces, is under no obligation

to mark all areas where parking is prohibited. Parking is permitted in designated spaces only. These spaces are marked by parallel lines.

Please remember to lock your vehicle and conceal all valuables. The College assumes no responsibility for your vehicle or its contents while on campus.

Parking is provided for daily use only; long-term parking or storage of motor vehicles is strictly prohibited.

Abandonment of vehicles on College property is strictly prohibited.

E. Restricted Areas

1. Fire Zones (yellow): Areas within 15 feet of a fire hydrant or fire standpipe are fire zones. Each loading zone is a fire zone. No parking is allowed in fire zones at any time
2. Fire Lanes (yellow): Fire lanes in parking fields and elsewhere are identified by yellow striping. No parking or "standing" is permitted in these lanes at any time.
3. Parking for the Physically Disabled (blue): Only those having a town or state permit may park in these areas.
4. Sidewalk and Grassed Area: Motor vehicles may not be parked on any sidewalk. Parking on the grass is prohibited unless permitted by Public Safety personnel.
5. Disabled Vehicles: If your vehicle becomes disabled, notify Public Safety immediately. A disabled vehicle must be removed from the campus within 24 hours or it will be considered abandoned. If a vehicle is abandoned, it may be removed at the expense of the owner.

F. Electric Vehicle Charging Stations & Parking Areas

1. EV charging is authorized only at designated EV charging stations (EVCS). No electric vehicle shall be charged by any other means (i.e., use of an extension cord is prohibited). Vehicles utilizing Suffolk County Community College EVCS must be registered on the ChargePoint network for fee recovery purposes.
2. ChargePoint access cards may be obtained as per the administrative procedures published in accordance with these traffic and parking regulations.
3. Use of all charging stations is regulated not only by the charging station rules but also by the regulations related to the parking area where the charger is located. Failure to adhere to the campus parking regulations and the EV charger rules may result in issuance of a citation, towing of the vehicle, and/or restriction/ban on future use of College EVCS.

4. Parking vehicles that cannot be properly coupled to the EV charger plug and charged is strictly prohibited (e.g., gas-powered vehicles or EVs that are not compatible with the plug type).
5. Initial charging rates will be set at \$0.25/kWh for staff and students and \$0.35 for all other parties. Access to the specially-discounted rate is obtained by following the instructions in the administrative procedures published in accordance with these traffic and parking regulations (see Appendix A). Each user will have their request manually reviewed for acceptance by the College authority in charge of the program. The Vice President for Business & Financial Affairs is authorized to designate and approve pooled College vehicles for no-cost charging in a manner similar to that by which College gas-powered vehicles are designated and approved for fueling at College expense.
6. Vehicles must be promptly moved once fully charged to allow the next EV owner access for vehicle charging. An idle-time fee of \$4.00/hr. will be applied to vehicles remaining at EVCS while not actively charging following a 60-minute grace period, with a daily maximum of \$24.00. The fee will be prorated for 15-minute intervals.
7. Suffolk County Community College will reevaluate its EVCS parking procedures periodically in order to determine if revisions to the fee structure or other rules are necessary. To that end, the College reserves the right, within its discretion, to increase these charges at any time, based on business need and market conditions. Users will be informed of any such increase through their ChargePoint account.
8. When parking in the designated EV station, all regular parking rules must be followed.
9. EV charging station stalls may be closed for maintenance, construction, and special event parking with or without notice.
10. Authorized campus personnel may disconnect vehicles from the EV charging station at any time. Public Safety personnel may disconnect a vehicle from an EV charging station as deemed necessary in an emergency.
11. Suffolk County Community College assumes no responsibility or liability for damage to vehicles using the EV stations or for any damage or fire incident that may arise from EV charging.

G. Enforcement of Rules and Regulations

College Public Safety Officers are authorized to enforce the rules and regulations set out in this Policy and to prevent violations thereof. Failure to obey the directions and instructions of Public Safety personnel will subject you to a penalty or disciplinary charges under the student code of conduct, or to discipline pursuant to applicable employee bargaining agreement. You must carry your College ID card at all times while on campus.

H. Penalties for Violations

The following violations are subject to a fine as indicated:

Parking in handicapped area	\$280
Excessive speed or endangering the lives or safety of others	\$100
Failure to stop, to obey signs, signals or Public Safety personnel; or to remove vehicle...	\$100
Failure to yield to pedestrians	\$100
Parking in a fire zone or fire lane or within 15 feet of a fire hydrant	\$150
Failure to register/renew vehicle with College	\$30
Driving or parking on restricted roads or areas	\$100
Obstruction of a trash container or crosswalk.....	\$75
Parking in electric vehicle charging area.....	\$100
Parking in other than designated area	\$50
Abandonment of vehicle on College property.....	as per law up to \$1,000, <i>plus recovery of costs of removal and storage of the abandoned vehicle from last registered owner</i>

Failure to pay a fine(s) may result in the encumbrance of student records and the blocking on future registration.

I. Appeals

1. Appeals for Students / Faculty / Staff

Individuals who have received a college summons are fully responsible for the summons. To appeal a summons, you must complete and submit a Summons Appeal Violation form online. The link for the form is located online at MySCCC (for students) and the Faculty/Staff Intranet (for employees).

All appeals must be submitted online. Appeals MUST be submitted within seven (7) days of the date on the summons and will not be accepted after seven (7) days. The results of the appeal will be forwarded to your Suffolk County Community College e-mail address. No other notification concerning the appeal will be made. Fines for appeals that are denied are billed by the College.

2. Appeals for All Others

Individuals who have received a College summons are fully responsible for the summons. If you are not a SCCC student, faculty or staff member you can appeal a summons by obtaining and submitting an appeal form at any Campus Business Office. Appeals must be submitted within seven (7) days of the date on the summons and will not be accepted after seven (7) days. You will be notified by mail of the result of your appeal. Should the appeal be denied any obligation must be paid within five (5) days of the appeal notification. Fines for appeals that are denied are billed by the College.

VI. Cross-References

- [Facilities Use Policy](#)
- [Campus Maps](#)
- [Office of Public Safety](#)

VII. References

- New York State Vehicle & Traffic Law
- [Suffolk County Code Chapter 383](#) (community college facilities)

VIII. History / Revision Dates

Adoption Date: January 17, 2008 (Board of Trustees Resolution No. 2008.06)
Revised: April 14, 2011 (Board of Trustees Resolution No. 2011.21)
_____, 2025 (Board of Trustees Resolution No. 2025.xx)



Appendix A:
Procedure for Obtaining ChargePoint Access & College-Discounted Pricing

Employees and students may obtain a ChargePoint access card as follows:

1. You may obtain a physical access card by visiting:
<https://na.chargepoint.com/signup/profile> or by visiting the ChargePoint mobile app.
2. You may also obtain a virtual access card by visiting:
<http://www.chargepoint.com/resources/setting-and-using-tap-charge>

Once employees and students have enrolled for an account with ChargePoint, please visit the following link or scan the QR code for access to specially-discounted pricing:
<https://chargepoint.app.link/bNagdAfyTb>.



EV charging stations are currently located in various lots at all three campuses, as reflected on [campus maps](#).

Published: _____, 2025

ITEM 5

RESOLUTION NO. 2025.49 – Authorizing a Lease Amendment and Extension with Culinary Arts Riverhead LLC for Lease of the Culinary Arts & Hospitality Center

WHEREAS, pursuant to a lease agreement, the College has leased the Culinary Arts & Hospitality Center from Culinary Arts Riverhead, LLC for a 20-year term expiring on November 30, 2027, and

WHEREAS, the College wishes to continue utilizing the Culinary Arts & Hospitality Center through July 31, 2028 for the benefit of its students and to provide program continuity through the 2027–2028 academic year, be it therefore

RESOLVED, that the College President is hereby authorized to execute an agreement, upon such terms as shall be approved by the College General Counsel, between the College and Culinary Arts Riverhead, LLC to extend the term of the lease for the Culinary Arts & Hospitality Center through July 31, 2028 at the monthly rent applicable in Year 20 of the original lease agreement.

ITEM 6

RESOLUTION NO. 2025.50 – Accepting a Grant Award from the American Association of Community Colleges (AACC) for the AI Skills for All Community of Practice, Supported by a Grant from Microsoft

WHEREAS, Suffolk County Community College has received a grant award in the amount of \$10,000, from the American Association of Community Colleges (AACC) for the AI Skills for All Community of Practice, supported by a grant from Microsoft, for the period of July 1, 2025 through December 31, 2026, and

WHEREAS, this initiative is intended to support a community of practice of 30 AACC member institutions for an 18-month engagement, including technical assistance and documentation of successful strategies and opportunities related to AI skilling, college and student AI policies, and other related topics, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that a grant in the amount of \$10,000, from AACC for the AI Skills for All Community of Practice, supported by a grant from Microsoft, for the period of July 1, 2025 through December 31, 2026, is hereby accepted, and that 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 2025–2026 College operating budget be amended as necessary to reflect the applicable portion of the grant award.

Project Director: Dr. Carol Hernandez, Assistant Dean, Center for Teaching and Learning

Note: No full-time personnel

ITEM 7

RESOLUTION NO. 2025.51 – Creating Employee Titles

WHEREAS, the College is committed to providing the level of administrative and supervisory support necessary to support effective operations, continuous improvement, and service to students, faculty, and staff, and

WHEREAS, the President has recommended the creation of new titles to support institutional assessment and institutional effectiveness, as well as administration of financial aid, be it therefore

RESOLVED, that the College hereby creates the following new employee titles:

Title	Bargaining Unit	Category
College Associate Director of Assessment and Institutional Effectiveness	Guild of Administrative Officers	III
College Associate Director of Financial Aid	Guild of Administrative Officers	III

ITEM 8

RESOLUTION NO. 2025.52 – Determination for Disposition/Sale of Real Property

WHEREAS, Suffolk County Community College owns certain real property located at Browns River Road #3, Bayport, Towns of Islip and Brookhaven, New York, consisting of an approximately 1.4-acre parcel of land (Tax Map Number 0500-432.00-02.00-004.001) and approximately 1.7 acres of adjacent underwater land (Tax Map Number 0200-990.82-03.00-007.000) (“Bayport Property”), and

WHEREAS, the Bayport property has not been utilized for academic or extracurricular purposes since approximately the 1980s, and following diligent consideration of past uses and potential future uses of the Bayport Property for College purposes in conjunction with the College’s short-term and long-term academic and strategic priorities, and financial and capital resources, the President has recommended the Board of Trustees consider disposal of the Bayport Property in accordance with applicable law and regulation, now, be it therefore

RESOLVED, that after due consideration, the Board of Trustees hereby determines that the Bayport Property is no longer useful or required for College purposes, and be it further

RESOLVED, that a copy of this resolution will be transmitted to the State University of New York (SUNY) for any necessary approvals, and be it further

RESOLVED, that the College President (or his designee) is authorized to pursue disposition and/or sale of the Bayport Property in accordance with applicable law and regulation and incur reasonable expenses associated therewith, including but not limited to an appraisal and/or engagement of the services of qualified real estate professionals as necessary to effectuate disposition and/or sale.