



BOARD OF TRUSTEES
October 16, 2025

- ITEM 1 RESOLUTION NO. 2025.53 – Approving a Major Change Order and Amendment to the Contract for the Construction of the Renewable Energy and STEM Center on the Michael J. Grant Campus**
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ITEM 1

RESOLUTION NO. 2025.53 – Approving a Major Change Order and Amendment to the Contract for the Construction of the Renewable Energy and STEM Center on the Michael J. Grant Campus

WHEREAS, V.R.D. Contracting, Inc. was awarded a contract (“Contract”) to construct the Renewable Energy and STEM Center (RESC) on the Michael J. Grant Campus, and

WHEREAS, work which was not anticipated under the terms of this contract or shown on the design drawings is required, consisting of additional exterior door weather stripping; interior door shades; roof access anchor posts; and

WHEREAS, at this stage of the construction the College estimates that sufficient contingency funding remains in the project budget for the unanticipated work, and

WHEREAS, including the additional work described herein increases the contract with V.R.D. by more than thirty-five thousand dollars (\$35,000.00), thus constituting a major change order as defined in the College’s *Procurement Policy*, and

WHEREAS, pursuant to such policy, all major change orders require the approval of the Board of Trustees, be it therefore

RESOLVED, that a change order in the amount of \$35,993.46 to the Contract with V.R.D. Contracting, Inc. for additional work to be performed for the construction of the Renewable Energy and STEM Center (RESC) on the Grant Campus, is hereby approved, and be it further

RESOLVED, that the College President is authorized and empowered to execute the necessary documentation, as approved by the College General Counsel, reflecting the change order and the nature of the additional work so authorized.

ITEM 2

RESOLUTION NO. 2025.54 – Accepting a Grant Award from the New York State Urban Development Corporation D/B/A Empire State Development for the New York State Small Business Credit Initiative Technical Assistance Grant Program – Entrepreneurship Assistance Centers

WHEREAS, Suffolk County Community College has received a grant award in the amount of \$500,000, from the New York State Urban Development Corporation d/b/a Empire State Development, for the New York State Small Business Credit Initiative Technical Assistance Grant Program – Entrepreneurship Assistance Centers, for the period of January 16, 2025 through January 31, 2028, and

WHEREAS, this program will allow the College's Entrepreneurial Assistance Center (EAC) and Corporate Training Center (CTC) to provide technical assistance, including legal, accounting and financial advisory services, to social and economically disadvantaged individual-owned businesses (SEDI) and very small businesses (VSB), and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that said grant award, in the amount of \$500,000, from the New York State Urban Development Corporation d/b/a Empire State Development, for the New York State Small Business Credit Initiative Technical Assistance Grant Program – Entrepreneurship Assistance Centers, for the period of January 16, 2025 through January 31, 2028, 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 administering agency, 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: Daphne M. Gordon, Ph.D., Specialist II, Entrepreneurial Assistance Program

ITEM 3

RESOLUTION NO. 2025.55 – Amending the College Operating Budget for a Grant Award Increase from the Suffolk Community College Foundation in Support of Suffolk County Community College’s Johnson Controls College Partnership Program

WHEREAS, the 2024-25 College operating budget provided \$9,690.00 from the Suffolk Community College Foundation (Foundation), which constitutes a portion of a grant award received by the Foundation from Johnson Controls, Inc. in support of Suffolk County Community College’s Johnson Controls Partnership Program, and

WHEREAS, the Foundation has received additional funding in the amount of \$100,000 from Johnson Controls for the 2024–2025 academic year based upon the progress of increasing the college’s rate of enrolling and graduating underrepresented students in the programs in focus, and

WHEREAS, the Foundation Resolution No. 2025 F.05 has authorized a portion of the additional funding in an amount up to \$17,210.00 to be transferred to Suffolk County Community College to support 25% of the cost of a full-time Professional Assistant in HVAC, including fringe benefits, and up to 833 hours for Student Aides to work in HVAC instructional laboratories, bringing the total amount of the grant award to \$110,364, and

WHEREAS, it is necessary to amend the 2024–2025 College operating budget in the amount of \$17,210.00 to provide for the increase in the grant award, be it therefore

RESOLVED, that a grant award increase in the amount of \$17,210.00 from the Suffolk Community College Foundation is hereby accepted, and the College President, or his designee, is hereby authorized and empowered to execute any necessary documentation, including contract with the awarding and/or administering entity, 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 as necessary to reflect the applicable portion of the grant.

Project Director: James Leopard, Instructor, HVAC

ITEM 4

RESOLUTION NO. 2025.56 – Accepting a Grant Subaward from the Research Foundation for the State University of New York (SUNY), for a Project Entitled “Power Systems Laboratory for Renewable Energy Transmission and Integration”

WHEREAS, Suffolk County Community College has received a grant subaward in the amount of \$5,000 from the Research Foundation for the State University of New York, for a project entitled “Power Systems Laboratory for Renewable Energy Transmission and Integration,” for the period of September 9, 2025 through June 30, 2026, and

WHEREAS, the additional funding will allow two College faculty to continue to participate in the development of content to train the entering public utilities workforce in the skills necessary to support the expanding sustainable energy grid, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that a grant subaward, in the amount of \$5,000, from the Research Foundation for the State University of New York for a project entitled, “Power Systems Laboratory for Renewable Energy Transmission and Integration,” for the period of September 9, 2025 through June 30, 2026, is hereby accepted, and the College President, or his designee, is authorized and empowered to execute any necessary documentation, including a contract with the administering agency, in such form as shall be approved by the College General Counsel, and be it further

RESOLVED, that the 2025–2026 College operating budget is amended to reflect this grant award.

Project Director: Dr. Wesley Francillon, Academic Chair Assistant Professor of Engineering

Note: No full-time personnel

ITEM 5

RESOLUTION NO. 2025.57 – Rescinding Three Policies and Adopting a Policy on Delegation of Authority to the College President

WHEREAS, in 2003, the Board of Trustees previously adopted the following policies: Delegating Authority for Personnel Action to the President; Delegating Additional Authority to the President; and Authorizing the President to Process Job Specification Numbers, and

WHEREAS, the Board of Trustees previously adopted resolution(s) providing additional or modified authority to the President regarding budget transfers, and

WHEREAS, as part of the College's effort to review and, as necessary, update existing policies to ensure policies remain current and transparent, the Governance Committee of the Board of Trustees has reviewed the existing policies and authority referenced above and, as a result, has reviewed and recommended these three policies be rescinded and replaced with the attached Policy on Delegation of Authority to the College President, which combines the three policies being rescinded and reflects current authority regarding budget transfers, be it therefore

RESOLVED, that the following policies are hereby rescinded: Delegating Authority for Personnel Action to the President; Delegating Additional Authority to the President; and Authorizing the President to Process Job Specification Numbers, effective immediately, and be it further

RESOLVED, that the Policy on Delegation of Authority to the College President annexed hereto as *Attachment I* is hereby adopted effective immediately.



Policy Title	Delegation of Authority to the College President
Policy Number	1010
Category	Board & Organizational Governance
Applicability	College-wide
Responsible Office	Office of the President
Effective Date	[Date of BOT approval]

I. Policy Statement

In accordance with the New York State Education Law, the regulations of the State University of New York (SUNY), and the [Bylaws of Suffolk County Community College](#), the Board of Trustees delegates authority and responsibility to the College President for the matters and actions outlined within this Policy and as otherwise specified through policies and resolutions adopted by the Board of Trustees. The President, as the chief executive officer of the college, is responsible for providing general educational leadership and for promoting the educational effectiveness of the institution in all its aspects.

II. Rationale

Under the time-honored practice of American colleges, trustees of colleges, as legal official bodies corporate, concentrate on establishing policies governing the college, and delegate responsibility for the administration and execution of those policies to their employed professional administrators.

III. Scope and Applicability

This Policy governs the delegation of responsibility for the executive leadership and administration of the college to the President and applies college-wide.

IV. Responsible Office/Executive

The President has responsibility for the implementation of this Policy. Individuals with questions about this Policy should contact the Office of the President or the Office of Legal Affairs for more information.

V. Definitions

None

VI. Policy Elaboration

A. Delegating Authority for Personnel Action to the President

The President acts upon the following personnel matters and is delegated the authority to commit the College:

- Appointment of professional staff in the bargaining units to approved positions
- Reappointment of professional staff in the bargaining units
- Appointments of Academic Chairs and Assistant Academic Chairs
- Award of continuing appointment
- Designations of professors emeriti and establishment/approval of the guidelines for such designation
- Approval of promotions in rank
- Acceptance of resignations, retirements, and declination of appointment
- Approval of leaves of absence, sabbaticals, and reductions in load
- Termination of administrative responsibilities
- Appointment of classified and unclassified staff to approved positions
- Certification of payroll and supplemental payroll reports
- Approval of the appointment, reappointment, termination, separation, transfer, promotion, salary modification, and leave for any managerial-confidential employee following notification to the Chairperson of the Board
- Approval of the creation, revision, reassignment, and/or abolishment of job specification numbers affiliated with approved College job titles in the professional services

At each meeting of the Board, the President shall submit an information report and/or list of personnel transactions taken, if any, in accordance with this delegation authority, and such list shall be accompanied by a statement of the credentials of each professional staff member hired, if any.

B. Delegation of Budget Transfer Authority to the President

The President is hereby authorized to act upon the following matters without further approval by the Board of Trustees:

- Approval of transfers of funds within and among capital accounts, not to exceed \$50,000, and between phases of capital projects, subject to County and State approvals;
- Approval of transfers of funds in an amount up to \$250,000 per month within and among college operating budget accounts.

At each meeting of the Board, the President or his designee shall submit a written information report to the Board on all such transfers made, if any, and the reasons for said transfers. The Board reserves the right, by resolution of the Board, to void and reverse any transfer of funds made hereunder.

C. Implementation and Management

The delegating of authority as provided in Sections A and B above confers specific accountabilities on the President. Such accountability notwithstanding, the President is authorized to establish management practices as needed to optimize operational efficiency and to further delegate standardized procedures to appropriate administrative leadership.

VII. Related Administrative Procedures

Not applicable

VIII. Cross-References

- [Policy 1000: Bylaws of Suffolk County Community College](#)
- [Policy 1001: Policy Development, Adoption, Implementation & Review](#)
- [Policy 2200: College Contracts Signature Policy](#) (governing authority to sign contracts on behalf of the College)
- [Procurement Policy](#) (authorizing the President to approve individual minor change orders and amendments, as well as approval of additional architectural/engineering services within specified financial ranges on existing contracts)

IX. References

- Middle States Commission on Higher Education (MSCHE) [Standard VII](#)
- NYS [Education Law § 6306\(2\)](#)
- 8 NYCRR §§ [604.2](#), [604.3](#)

X. History / Revision Dates

Adoption Date: _____, 2025 (Board of Trustees) (combined and replaced three separate policies previously adopted by the Board of Trustees in 2003 regarding the same subject matter)

ITEM 6

RESOLUTION NO. 2025.58 – Authorizing an Amendment to the College President’s Employment Agreement

WHEREAS, the College President’s Employment Agreement provides for yearly performance reviews and evaluations, and

WHEREAS, the Personnel Committee has completed a performance evaluation of the President for the 2024–2025 academic year, and

WHEREAS, the Personnel Committee recommends that the President receive, retroactive to July 1, 2025, an increase in his annual salary in the amount of 4.9%, from \$290,000 to \$304,210, be it therefore

RESOLVED, that the College President’s Employment Agreement shall be amended, retroactive to July 1, 2025, to provide an increase in his annual salary in the amount of 4.9%, from \$290,000 to \$304,210.

ITEM 7

RESOLUTION NO. 2025.59 – Authorizing a Naming Rights Agreement

WHEREAS, Empire Automotive Group has offered to donate a gift of \$1,500,000 to the Suffolk Community College Foundation, Inc. (Foundation) in support of the Foundation's Education Without Limits Campaign, and

WHEREAS, this donation will support the Foundation's mission to provide student access to quality education and workforce training, and will also support enhancements to the automotive technology training facilities at Suffolk County Community College (College), and

WHEREAS, in exchange for this generous gift and in accordance with the College's [Policy on Naming Opportunities](#), Empire Automotive Group seeks to acquire from the College certain naming rights, including naming of the new Automotive Technology Center to be constructed on the Michael J. Grant Campus and the right to have signage installed on certain College facilities and upon the campus grounds, and

WHEREAS, in order to facilitate the donation and the naming rights contemplated by the parties, a Naming Rights Agreement between and among Empire Automotive Group, the Foundation, and the College is recommended, be it therefore

RESOLVED, that the Board of Trustees hereby authorizes entering into a Naming Rights Agreement between and among Empire Automotive Group, the Suffolk Community College Foundation, Inc., and Suffolk County Community College, upon such terms and conditions as shall be approved by the College General Counsel, whereby Empire Automotive Group shall agree to donate \$1,500,000 to the Foundation, in exchange for certain naming rights, including naming of the new Automotive Technology Center to be constructed on the Michael J. Grant Campus and the right to have signage installed on certain College facilities and upon the campus grounds.

ITEM 8

RESOLUTION NO. 2025.60 – Awarding a Mechanical Construction Contract for the Replacement of Cooling Towers that Serve the Suffolk Credit Union Building on the Michael J. Grant Campus CP 2149

WHEREAS, 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 mechanical construction work associated with the replacement of cooling towers that serve the Suffolk Credit Union Building on the Michael J. Grant Campus were solicited and opened on October 9, 2025, and

WHEREAS, these bids were reviewed and the qualifications of the lowest responsible bidder was 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 Botto Mechanical Corporation in an amount not to exceed \$672,000 for replacement of cooling towers that serve the Suffolk Credit Union Building on the Michael J. Grant Campus, upon such terms and conditions as shall be approved by the College General Counsel.
