

MINUTES
MEETING OF THE SCCC BOARD OF TRUSTEES
Thursday, May 19, 2011

MEMBERS PRESENT: P. Coombe, Chair, S. Drobysh, L. Dyrszka, R. Ernst, J. Farrow, J. Finn, L. Holmes, N. Speranza, D. Brown

ALSO PRESENT: M. Howard Golladay, V. Boyd, R. Schultz, S. Mitchell, S. Horton, C. Kashan, J. Shapiro, R. Stevens

P. Coombe called the meeting to order at 4:20 p.m. with the *Pledge of Allegiance*.

Mrs. Coombe apologized for beginning the meeting late, but she, Dr. M. Howard-Golladay, J. Shapiro, the SUNY vice chancellor for community colleges, the assistant vice chancellor for community colleges, SUNY counsel for community colleges, and the financial analyst for community colleges were meeting with members of the Legislature regarding the College budget.

Consent Calendar

Motion by J. Farrow to approve the consent calendar including the expenditure report for April 2011, and the minutes of April 21, 2011, seconded by R. Ernst, and passed.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysh	absent	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	yes

Motion by R. Heyman to table action on Resolutions Nos. 294-11, 295-11, 296-11, and 297-11 until after Executive Session because the resolutions involve College personnel, seconded by J. Finn, and passed.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysh	absent	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	yes

**RESOLUTION #298-11 RE: INTENTION TO PLACE THE POSITION OF
ACADEMIC PROGRAM DEVELOPER IN THE
UNCLASSIFIED PROFESSIONAL SERVICE**

WHEREAS: the President of Sullivan County Community College has presented the Board of Trustees of Sullivan County Community College with a job description for the position of Academic Program Developer; and

WHEREAS: the President has recommended the placement of this position in the unclassified Professional Service as defined in Section 6306 of the Education Law in accordance with Section 35 of the Civil Service Law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Sullivan County Community College hereby states its intention to place this position in the unclassified Professional Service; and

BE IT FURTHER RESOLVED that a certified copy of this resolution and the job description for the position of Academic Program Developer be forwarded to the Chancellor of the State University of New York for the purpose of requesting approval of this new position.

Motion by R. Ernst to approve Resolution #298-11, seconded by J. Farrow, and passed.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	absent	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	yes

**RESOLUTION #299-11 RE: INTENTION TO PLACE THE POSITION OF
EXECUTIVE DIRECTOR OF THE SCCC
DORMITORY CORPORATION IN THE
UNCLASSIFIED PROFESSIONAL SERVICE**

WHEREAS: the President of Sullivan County Community College has presented the Board of Trustees of Sullivan County Community College with a job description for the position of Executive Director of the SCCC Dormitory Corporation; and

WHEREAS: the President has recommended the placement of this position in the unclassified Professional Service as defined in Section 6306 of the Education Law in accordance with Section 35 of the Civil Service Law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Sullivan County Community College hereby states its intention to place this position in the unclassified Professional Service; and

BE IT FURTHER RESOLVED that a certified copy of this resolution and the job description for the position of Executive Director of the SCCC Dormitory Corporation be forwarded to the Chancellor of the State University of New York for the purpose of requesting approval of this new position.

Motion by R. Ernst to approve Resolution #299-11, seconded by R. Heyman, and passed.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	absent	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	yes

Resolution Number #300-11

RE: Adoption of Tuition and Fee Schedule for Fiscal Year 2011-2012

WHEREAS: the Administration of the College has formulated a tuition and fee schedule for Fiscal Year 2011-2012 in conformance with the financial plan developed by the College; and

WHEREAS: the Board of Trustees must approve a tuition and fee schedule for Fiscal Year 2010-2011 and forward same to the State University of New York;

NOW, Therefore, Be It Resolved by the Board of Trustees of Sullivan County Community College that the tuition and fee schedule for Fiscal Year 2011-2012, a copy of which is attached hereto and made a part hereof, is hereby approved, and

Be It Further Resolved that a copy of this Resolution and schedule is forwarded to the State University of New York, Office of Finance and Business.

Motion by R. Ernst to approve Resolution #300-11 with a 7.5 percent increase in tuition, seconded by J. Farrow, and passed.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	absent	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	yes

Approval to Loan Five Paintings to the Time and the Valleys Museum

P. Coombe discussed a letter addressed to the Board from Donna Steffens, director of the Time and Valleys Museum asking for permission to borrow the five Wakefield paintings that hang in the Harold Gold Founder's Hall. The College asked that the museum provide liability insurance before allowing the paintings to leave the premises. **Motion by R. Ernst to loan the paintings provided that**

the museum meet the requirements of insurance coverage, seconded by D. Brown and passed.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	absent	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	yes

Motion by J. Farrow that our insurance policy is reviewed to ensure that it includes fine art floater insurance, seconded by R. Heyman, and passed.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	absent	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	yes

Community/Public Feedback

County resident Barbara Burton addressed the Board regarding public affairs. Student Jason Pagon addressed the Board stating that if students have a tuition increase there should be something to show for it in regard to internet service, computer labs, and food quality.

Incidental Information

- Dr. M. Howard-Golladay, members of her administration, and D. Brown, student trustee, updated the board on recent College activities, programs, and events.

S. Drobysch joined the meeting at 4:55 p.m.

Discussion of Date for July Meeting

P. Coombe asked the Board members if they would be available on either the second or fourth Thursday in July rather than the third. After discussion, **motion by J. Finn that the July Board meeting be held on Thursday, July 28, at 4 p.m., seconded by R. Heyman, and passed.**

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	yes	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	yes

Correspondence

P. Coombe read the following:

- A letter from Steve Parscale, Director of Accreditation at the Accreditation Council for Business Schools and Programs stating, "The Board of Commissioners have voted to grant reaffirmation of accreditation to Sullivan County Community College with no conditions and no notes . . .

- the board commends your excellent examples of faculty recognition for effective performance. It is apparent that there is a culture which supports professional development, leading to enhanced teaching and learning.”
- A letter to Tracy Hall from Senator Bonacic extending congratulations for being recognized by the 2011 *Sullivan County Democrat Men at Work* edition.
 - An email from Lori Rubinstein, Facilitator of Leadership Sullivan, thanking the College staff for providing the class with so much valuable information on programs as well as refreshments.
 - A letter to M. Howard-Golladay from Mark Adams from the Institute for Community College Development thanking V. Boyd and the College for the hospitality received at the Successful Teaching Conference. Mr. Adams stated, “From Iman Elginbehi’s gracious welcoming message to Vincent Boyd’s genial hosting of the GIFTS session that concluded our program, we and the 80 faculty in attendance from 18 colleges experienced one of the most delightful conferences in the 18-year history.”

Executive Session

Motion by R. Heyman to enter Executive Session at 5:10 p.m. to discuss personnel, union, and legal issues, seconded by L. Holmes and passed.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysh	yes	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	yes

Motion by J. Finn to resume regular session at 6:30 p.m., seconded by L. Dyrszka, and passed.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysh	yes	Russ Heyman	absent
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	absent

Motion by L. Dyrszka to continue to retain Michael Davidoff in all matters pertaining to Atlantic Energy Services, including representation of SCCC in the AES bankruptcy proceedings, seconded by J. Finn, and passed.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysh	yes	Russ Heyman	absent
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	absent

Motion by R. Ernst to approve Resolution Nos. 294-11 through 297-11, seconded by J. Farrow, and passed.

**RESOLUTION #294-11 RE: INTENTION TO PLACE THE POSITION OF
VICE PRESIDENT FOR INSTITUTIONAL
ADVANCEMENT & ENROLLMENT MANAGEMENT
IN THE UNCLASSIFIED PROFESSIONAL SERVICE**

WHEREAS: the President of Sullivan County Community College has presented the Board of Trustees of Sullivan County Community College with a job description for the position of Vice President for Institutional Advancement & Enrollment Management; and

WHEREAS: the President has recommended the placement of this position in the unclassified Professional Service as defined in Section 6306 of the Education Law in accordance with Section 35 of the Civil Service Law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Sullivan County Community College hereby states its intention to place this position in the unclassified Professional Service; and

BE IT FURTHER RESOLVED that a certified copy of this resolution and the job description for the position of Vice President for Institutional Advancement & Enrollment Management be forwarded to the Chancellor of the State University of New York for the purpose of requesting approval of this new position.

**RESOLUTION #295-11 RE: INTENTION TO PLACE THE POSITION OF
SENIOR ADMINISTRATIVE ASSOCIATE TO THE
VICE PRESIDENT FOR INSTITUTIONAL
ADVANCEMENT & ENROLLMENT MANAGEMENT
IN THE UNCLASSIFIED PROFESSIONAL SERVICE**

WHEREAS: the President of Sullivan County Community College has presented the Board of Trustees of Sullivan County Community College with a job description for the position of Administrative Associate to the Vice President for Institutional Advancement & Enrollment Management; and

WHEREAS: the President has recommended the placement of this position in the unclassified Professional Service as defined in Section 6306 of the Education Law in accordance with Section 35 of the Civil Service Law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Sullivan County Community College hereby states its intention to place this position in the unclassified Professional Service; and

BE IT FURTHER RESOLVED that a certified copy of this resolution and the job description for the position of Administrative Associate to the Vice President for Institutional Advancement & Enrollment Management be forwarded to the

Chancellor of the State University of New York for the purpose of requesting approval of this new position.

RESOLUTION #296-11

**RE: INTENTION TO CHANGE THE TITLE
OF A POSITION ALREADY PLACED IN THE
UNCLASSIFIED PROFESSIONAL SERVICE**

WHEREAS: the position of Dean of Enrollment Management & Student Development Services has already been placed in the unclassified professional service and approved by the Board of Trustees of Sullivan County Community College and the State University of New York; and

WHEREAS: the President of Sullivan County Community College has requested that the Board of Trustees of Sullivan County Community College approve the change of title for the attached job description for the position; and

WHEREAS: the President has recommended the change of title for this position in the Professional Service as defined in Section 6306 of the Education Law in accordance with Section 35 of the Civil Service Law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Sullivan County Community College hereby states its intention to change the title of the Dean of Enrollment Management & Student Development Services to Dean of Student Development Services.

BE IT FURTHER RESOLVED that a certified copy of this resolution and the job description for this position be forwarded to the Chancellor of the State University of New York for the purpose of requesting approval of the title change for this position.

RESOLUTION #297-11

**RE: INTENTION TO CHANGE THE TITLE
OF A POSITION ALREADY PLACED IN THE
UNCLASSIFIED PROFESSIONAL SERVICE**

WHEREAS: the position of Administrative Associate to the Dean of Enrollment Management & Student Development Services has already been placed in the unclassified professional service and approved by the Board of Trustees of Sullivan County Community College and the State University of New York; and

WHEREAS: the President of Sullivan County Community College has requested that the Board of Trustees of Sullivan County Community College approve the change of title for the attached job description for the position; and

WHEREAS: the President has recommended the change of title for this position in the Professional Service as defined in Section 6306 of the Education Law in accordance with Section 35 of the Civil Service Law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Sullivan County Community College hereby states its intention to change the title of the Administrative Associate to the Dean of Enrollment Management & Student Development Services to the Administrative Associate to the Dean of Student Development Services.

BE IT FURTHER RESOLVED that a certified copy of this resolution and the job description for this position be forwarded to the Chancellor of the State University of New York for the purpose of requesting approval of the title change for this position.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	yes	Russ Heyman	absent
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	absent

Motion by R. Ernst to abolish the following positions:

Career Center Job Placement and Transfer Coordinator

Central Services Worker

Childcare Center Head Teacher/Coordinator

Childcare Center Teacher

Director of Continuing Education and Lifelong Learning

Director of Institutional Research

Grant Writer

PT Childcare Center Aide

PT Childcare Center Aide

Secretary I

Secretary I-Health Svcs. 22 hrs; Child Care Center 13 hrs.

Assistant Vice President for Administrative Services

seconded by S. Drobysch, and passed with much regret.

Vote:	Phyllis Coombe	yes	Josephine Finn	opposed
	Steven Drobysch	yes	Russ Heyman	absent
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	absent

Motion by J. Finn to adjourn the meeting at 6:40 p.m. seconded by N. Speranza, and passed.

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	yes	Russ Heyman	absent
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	De'Lorien Brown	absent

Respectfully submitted,

M. Howard-Golladay
Secretary to the SCCC Board of Trustees

Recorded by K. Ambrosino