Suffolk
COUNTY COMMUNITY COLLEGE

Office of the President

BOARD OF TRUSTEES
April 18, 2013

RESOLUTION NO. 2013.23 APPROVING MONTHLY SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE

WHEREAS, the State University of New York Regulation No. 602.7 requires the 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 $1,729,834.44 for the month of March 2013 (Attachment I) is hereby approved by the Board of Trustees.

Bryan Lilly
Secretary

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BOARD OF TRUSTEES
April 18, 2013

RESOLUTION NO. 2013.24 APPROVING THE BUDGET FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FISCAL YEAR 2013-2014

WHEREAS, the provisions of the New York State Education Law and regulations adopted in accordance with such law direct the Boards of Trustees of New York Community Colleges, subject to the approval of the State University Trustees, to prepare, approve and implement budgets, and

WHEREAS, Suffolk County Community College has developed its Operating Budget setting forth the budget total for the 2013-2014 fiscal year, and

WHEREAS, the 2013-2014 budget includes necessary amounts for meeting the operational needs of the College, and includes sufficient amounts for collective bargaining agreements, and

WHEREAS, the State commitment for base aid per full-time equivalent (FTE) has been increased by $150 from $2,272 to $2,422 per FTE,

WHEREAS, the College is submitting its Operating Budget for the 2013-2014 fiscal year to the Suffolk County Legislature and the Suffolk County Executive's office as per the Memorandum of Understanding, and

WHEREAS, in recognition of the financial condition of the County of Suffolk, the College Board of Trustees is not requesting an increase in County support to the College for 2013-2014, and

WHEREAS, the Board of Trustees believes that it will be necessary to increase annual tuition by $150 annually to balance the budget, and

WHEREAS, the Board of Trustees believes that it will be necessary to access the Community College Fund Balance Reserve Fund to balance the budget, therefore, be it

RESOLVED, that the Board of Trustees hereby approves an Operating Budget for fiscal year 2013-2014 in the amount of $194,984,366 for operations and $3,107,947 for grants, and be it further,

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RESOLVED, that annual tuition charges will increase from $3,990 to $4,140 per year for full-time resident students and from $167 to $173 per credit for part-time resident students, and be it further

RESOLVED, that the 2013-2014 operating budget shall include a transfer from the Community College Fund Balance Reserve in the amount of $1,831,434, and be it further

RESOLVED, that annual tuition and fees as provided in Resolution No. 2013.25 are to be included in the College budget for the fiscal year 2013 - 2014.

Total Appropriations:	$198,092,313
Operation Appropriations:	$194,984,366
Grant Appropriations:	$ 3,107,947

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BOARD OF TRUSTEES
April 18, 2013

RESOLUTION NO.2013.25 AMENDING RESOLUTION NO. 2012.38, ADOPTING A TUITION AND FEE SCHEDULE FOR 2013-2014

WHEREAS, by Resolution No.2012.38 the Board adopted a Tuition and Fee Schedule for 2012-2013, and

WHEREAS, the College has reviewed its Tuition and Fees schedules and recommends that, with the following changes, the Tuition and Fee Schedule be approved for the 2013-2014 academic year, be it therefore

RESOLVED, the following changes in the Tuition and Fee schedule be approved:

Full-time Students	Fall 2013	Spring 2014
Tuition, Residents	$2,070	$2,070
Tuition, Non-Resident	$4,140	$4,140

Part-time Students	Fall 2013	Spring 2014
Tuition, Residents (per credit)	$173	$173
Tuition, Non-Resident	$346	$346

And be it further

RESOLVED, that English as a Second Language Fee charges will increase commensurate with the increases in full-time resident student tuition as shown on the attached Tuition and Fee Schedule (Attachment II), and be it further

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RESOLVED, that the student Tuition and Fee Schedule (Attachment II) is hereby approved and adopted for fiscal year 2013-2014.

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BOARD OF TRUSTEES
April 18, 2013

RESOLUTION NO. 2013.26 AMENDING THE COLLEGE BUDGET FOR AN ENTREPRENEURIAL ASSISTANCE PROGRAM CENTER

WHEREAS, the 2011-2012 College operating budget provided $73,500 in anticipation of an award from the New York State Urban Development Corporation, d/b/a Empire State Development (ESD), for an Entrepreneurial Assistance Program Center, for the period of July 1, 2012 through June 30, 2013, and

WHEREAS, the award includes an additional amount of $26,093, bringing the total amount of the grant award to $99,593, and

WHEREAS, it is necessary to amend the 2012-2013 College operating budget for the said increase in the grant award, and

WHEREAS, matching funds, in the amount of $36,750, are provided for in the 2012-2013 College operating budget; and in-kind contribution, in the amount of $36,750, will be met through space, administrative support and the associated benefits, and

WHEREAS, matching funds in an additional amount of $13,047 will be provided for in the 2012-2013 College operating budget; and an in-kind contribution in an additional amount of $13,046 will be met through space, administrative support and the associated benefits; be it therefore

RESOLVED, that the 2012-2013 College operating budget be amended to reflect an increase in the amount of $26,093, from the New York State Urban Development Corporation, d/b/a Empire State Development (ESD), for an Entrepreneurial Assistance Program Center, and be it further

RESOLVED, that the College President, or his designee, is authorized to execute any necessary documentation, including a contract amendment, as approved by the College General Counsel, with the New York State Urban Development Corporation, d/b/a Empire State Development (ESD), reflecting the increase in the grant award for an Entrepreneurial Assistance Program Center.

Project Director: Daphne Gordon

Bryan Lilly
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RESOLUTION NO. 2013.28 AMENDING THE COLLEGE BUDGET FOR AN EDUCATIONAL OPPORTUNITY PROGRAM GRANT

WHEREAS, the 2012-2013 College operating budget provides $160,675 from the State University of New York for an Educational Opportunity Program (EOP) grant to provide counseling and tutoring services on all three of its campus locations, and

WHEREAS, the grant award has been increased by $2,054, for the 2012-2013 Educational Opportunity Program (EOP), bringing the total amount of the grant award to $162,729, and

WHEREAS, it is necessary to amend the 2012-2013 College operating budget in the amount of $2,054 to provide for the increase in the grant award, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that the 2012-2013 College operating budget be amended to reflect the award increase in the amount of $2,054, from the State University of New York for an Educational Opportunity Program (EOP), and be it further

RESOLVED, that the College President, or his designee, is authorized to execute any necessary documentation, including a contract amendment, as approved by the College General Counsel, with the State University of New York, reflecting the increase in the grant award for the Educational Opportunity Program (EOP).

Project Director: Joanne E. Braxton, College Dean of Enrollment Management

Note: Institutional Support required

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RESOLUTION NO. 2013.29 ADOPTING A POLICY ON MANDATORY REPORTING AND PREVENTION OF CHILD SEXUAL ABUSE

WHEREAS, recent events have place renewed attention on the need for all colleges and universities to take steps to prevent child sexual abuse at events occurring on campus property and during college- or university-sponsored events, and

WHEREAS, legislation which would have addressed such concerns at the State level was proposed but not enacted during the 2011-2012 legislative session, and

WHEREAS, the State University of New York (SUNY) has recommended that community colleges operating under the program of SUNY adopt policies and procedures that will mandate reporting of incidents of child sexual abuse, and require certain other steps in order to prevent such incidents, and

WHEREAS, it is desirable for Suffolk County Community College to adopt a policy to protect potential victims of child sexual abuse during activities that occur on College property, during events sponsored by the College or in the conduct of College business, and

WHEREAS, this Board wishes to reaffirm the general moral responsibility of all members of the public to report wrongdoing to appropriate authorities without fear of retaliation, therefore be it

RESOLVED, that the Policy on Mandatory Reporting and Prevention of Child Sexual Abuse (Attachment III) be, and the same hereby is, approved.

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RESOLUTION NO.2013.30 APPROVING A MAJOR CHANGE ORDER FOR THE PARTIAL RENOVATION OF THE PECONIC BUILDING, EASTERN CAMPUS, CP 2127, CP2149, CP2181

WHEREAS, capital projects No. 2127, 2149 and 2181 have been approved by Suffolk County and the State of New York for funding, and appropriated by the Suffolk County Legislature, and

WHEREAS, during the final phase of construction additional work was required to complete the Peconic Building 'one stop shop' renovation, and

WHEREAS, the additional work included fire code requirements, patching of existing deteriorated masonry, replacements of existing deteriorated ceilings, elimination of conflicts between existing utilities and new work, and additional power needs for doors and fire curtains, and

WHEREAS, this additional work was completed in a expeditious manner in order to open the new 'one stop shop' facility on time, and

WHEREAS, the contractor provided cost estimates for these additional scopes of work, and

WHEREAS, these cost estimates were reviewed by both the architect of record and the College and determined to be reasonable, and

WHEREAS, this additional work exceeds $20,000, thus constituting a 'major' change order as defined by Board resolution, and

WHEREAS, all major change orders require Board approval, be it therefore

RESOLVED, that Change Order No. 3 for GII Construction Co. in the amount of $30,978.83 is approved, and be it further

RESOLVED, that the College President, or his designee, is authorized to execute the necessary documentation.

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RESOLUTION NO.2013.31 APPROVING A MAJOR CHANGE ORDER AND AMENDMENT TO THE CONTRACT FOR THE CONSTRUCTION OF THE NEW LIFE SCIENCE BUILDING ON THE AMMERMAN CAMPUS

WHEREAS, J. Petrocelli Contracting, Inc. was awarded a contract ("Contract") to construct the New Life Science Building on the Ammerman Campus, and

WHEREAS, the discovery of additional existing underground drainage structures requires the performance of additional work not anticipated under the Contract or shown on the design drawings, and

WHEREAS, 8 underground drainage structures were discovered on February 28, 2013, and

WHEREAS, 2 underground drainage structures were discovered on March 20, 2013, and

WHEREAS, these 10 underground drainage structures are in addition to the structures previously discovered on the site, and

WHEREAS, the change order provided by the contractor for this additional work was reviewed by the College, and is recommended for approval, and

WHEREAS, three prior minor change orders (totaling $13,571.50), one prior major change order in the amount of $103,538.91 (authorized by a resolution adopted by this Board on February 21, 2013), and a second major change order in the amount of $76,309.19 (authorized by a resolution adopted by this Board on March 21, 2013, funded through infrastructure monies) were within the allocated budget for this construction project, and

WHEREAS, this change order exceeds twenty thousand dollars ($20,000.00), 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 $32,319.02 to the Contract with J. Petrocelli Contracting, Inc. for additional work to be performed for the construction of the New Life Science Building on the Ammerman Campus, is hereby approved, and be it further

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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.

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