Suffolk
COUNTY COMMUNITY COLLEGE

**Office of the President**

**BOARD OF TRUSTEES**
**September 19, 2013**

**RESOLUTION NO. 2013.51 CONFIRMING THE ACCEPTANCE OF A BUDGET TRANSFER BY THE EXECUTIVE COMMITTEE ON JUNE 29, 2013**

**WHEREAS**, the Board of Trustees established a policy on the authorization of budget transfers, and

**WHEREAS**, according to that policy, the transfers on Attachment I must be authorized by Board resolution, and

**WHEREAS**, the President recommends the transfers on Attachment I as necessary for the operation of the College, and

**WHEREAS**, pursuant to Article V (F) of the Bylaws, the Executive Committee of the Board of Trustees approved the Budget Transfer on Attachment I on June 29, 2013, subject to confirmation at the next Board of Trustees meeting, with a quorum present, be it therefore

**RESOLVED,** that the conditional approval by the Executive Committee of the budget transfers as specified on Attachment I, is hereby confirmed in all respects.

Bryan Lilly

Bryan Lilly
Secretary

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**BOARD OF TRUSTEES**
**September 19, 2013**

**RESOLUTION NO. 2013.52 CONFIRMING THE APPROVAL OF MONTHLY SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE BY THE EXECUTIVE COMMITTEE ON AUGUST 15, 2013**

**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, and

**WHEREAS**, pursuant to Article V (F) of the Bylaws, the Executive Committee of the Board of Trustees approved the monthly sponsor services on Attachment II on August 15, 2013, subject to confirmation at the next Board of Trustees meeting, with a quorum present, be it therefore

**RESOLVED** that the conditional approval by the Executive Committee of the monthly sponsor services in the amount of $1,736,833.63 for the month of June and $1,959,940.52 for the month of July, as specified on Attachment II, are hereby confirmed in all respects.

Bryan Lilly
Secretary

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**BOARD OF TRUSTEES**
**September 19, 2013**

**RESOLUTION NO. 2013.53 CONFIRMING THE APPROVAL OF SUFFOLK COUNTY COMMUNITY COLLEGE'S MONITORING REPORT RESPONSE TO THE MIDDLE STATES COMMISSION ON HIGHER EDUCATION BY THE EXECUTIVE COMMITTEE ON AUGUST 15, 2013**

**WHEREAS,** on June 1, 2012, the College submitted its Periodic Review Report to its accrediting body, the Middle States Commission on Higher Education (Commission), and, thereafter, an external team of reviewers summarized its analysis in a report that was then forwarded to the full Commission for consideration at its November 2012 meeting, and

**WHEREAS,** upon conclusion of the November meeting, the Commission made the determination to place Suffolk County Community College on warning, based on items related to two areas: Standard 7 - Institutional Assessment, and Standard 14 - Assessment of Student Learning; and, additionally, requested that the College provide a greater level of detail regarding its compliance with Standard 2 – Planning, Resource Allocation and Institutional Renewal, and Standard 3 – Institutional Resources, and

**WHEREAS,** the College's President convened a Monitoring Report Task Force under the leadership of Vice President Dr. Carla Mazzarelli and Vice President Dr. Nathaniel Pugh to develop the institutional response, and

**WHEREAS,** working groups were formed and tasked with finding evidence to document that the College meets the fundamental elements of each standard cited, and

**WHEREAS,** during the course of the spring 2013 semester, members of the College community:

- Completed the 2013-2020 strategic plan
- Revised the Comprehensive Assessment Plan for Institutional Effectiveness (CAPIE)
- Modified its budget process to ensure linkages with planning and assessment, and
- Hosted a visit by the Commission's liaison, Dr. Deborah Klinman, to discuss the Commission's expectations for the areas cited in our report as deficient, and

**WHEREAS,** the College community and the Board of Trustees have been kept informed regarding progress in the drafting of this response document, and the monitoring response has captured and presents evidence to document Suffolk County Community College's efforts in regard to the Middle States request, and

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**WHEREAS**, pursuant to Article V (F) of the Bylaws, the Executive Committee of the Board of Trustees approved the College's Monitoring Report Response on August 15, 2013, subject to confirmation at the next Board of Trustees meeting, with a quorum present, and

**WHEREAS**, pursuant to such Executive Committee approval, the College President issued the monitoring report response to the Middle States Commission on Higher Education by the applicable deadline of September 1, 2013, be it therefore

**RESOLVED**, that the conditional approval by the Executive Committee of the College's monitoring report response to the Middle States Commission on Higher Education is hereby confirmed in all respects.

Bryan Lilly
Secretary

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**Office of the President**

**BOARD OF TRUSTEES**
**September 19, 2013**

**RESOLUTION NO. 2013.54 CONFIRMING THE ACCEPTANCE OF A SUBCONTRACT FROM THE RESEARCH FOUNDATION FOR THE STATE UNIVERSITY OF NEW YORK FOR THE PROJECT ENTITLED, "COLLEGE ACCESS CHALLENGE GRANT (CACG-EOP ENRICH)" BY THE EXECUTIVE COMMITTEE ON AUGUST 15, 2013**

**WHEREAS**, Suffolk County Community College has received a subcontract from The Research Foundation for the State University of New York for the project entitled, "College Access Challenge Grant (CACG-EOP Enrich)," in the amount of $43,310 including indirect costs, for the period of January 1, 2013 through August 13, 2013, and

**WHEREAS**, the project provides funding to enhance summer program activities designed to foster adjustment, higher levels of preparation and persistence for incoming students on all three of the College's campus locations, and

**WHEREAS,** the enhancements will supplement the basic services already provided by the Educational Opportunity Program, and

**WHEREAS**, matching funds are not required, and

**WHEREAS**, pursuant to Article V (F) of the Bylaws, the Executive Committee of the Board of Trustees approved the acceptance of the subcontract on August 15, 2013, subject to confirmation at the next Board of Trustees meeting, with a quorum present, be it therefore

**RESOLVED**, that the conditional approval by the Executive Committee of a subcontract award, in the amount of $43,310 including indirect costs, from The Research Foundation for The State University of New York, for the project entitled, "College Access Challenge Grant (CACG-EOP Enrich)," for the period of January 1, 2013 through August 13, 2013, is hereby confirmed in all respects, and the College President or his designee is authorized to execute a contract, in a form approved by the College General Counsel, with the administering agency.

Project Director: Joanne E. Braxton, College Dean of Enrollment Management
Note: No full-time personnel

Bryan Lilly
Secretary

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**September 19, 2013**

**RESOLUTION NO. 2013.55 CONFIRMING THE APPROVAL OF EXTENDING A TUITION PAYMENT PLAN TO CERTAIN NON-CREDIT WORKFORCE DEVELOPMENT CLASSES BY THE EXECUTIVE COMMITTEE ON AUGUST 15, 2013**

**WHEREAS,** it is the desire of the Board of Trustees to extend a Tuition Payment Plan to two (2) non-credit courses in Workforce Development, specifically, Welding (MEC211) and CNC Machining (MEC212), and

**WHEREAS,** a tuition payment plan is prudent for these non- credit courses as the non-credit tuition is currently $3895; and

**WHEREAS,** the tuition payment plan will mirror the payment plan for credit classes which includes three payments and the payment plan fee, and

**WHEREAS,** it is anticipated that the option of a payment plan will increase student enrollment, aid in the recruitment of veterans, assist students in completing the coursework and achieving gainful employment, and

**WHEREAS,** pursuant to Article V (F) of the Bylaws, the Executive Committee of the Board of Trustees approved extending the tuition payment plan to certain non-credit workforce development classes on August 15, 2013, subject to confirmation at the next Board of Trustees meeting, with a quorum present, be it therefore

**RESOLVED,** that the conditional approval by the Executive Committee of the Tuition Payment Plan is hereby confirmed in all respects and adopted for the Welding (MEC 211) and Machining (MEC 212) and be it further

**RESOLVED,** that the Tuition Payment Plan for these two noncredit courses will mirror the tuition payment plan for credit courses by including three equal payments and a payment plan fee.

Bryan Lilly
Secretary


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**RESOLUTION NO.2013.56 CONFIRMING THE APPROVAL OF A CONTRACT FOR COLLEGE EVENTS SCHEDULING SOFTWARE BY THE EXECUTIVE COMMITTEE ON AUGUST 15, 2013**

**WHEREAS,** Suffolk County Community College issued a Request for Proposal for College Event Scheduling Software, and

**WHEREAS,** the College received proposals from one firm, and

**WHEREAS,** an evaluation committee reviewed the proposal and determined that the proposal submitted by CollegeNet best meets the needs of the College, and

**WHEREAS,** pursuant to Article V (F) of the Bylaws, the Executive Committee of the Board of Trustees approved the the contract for college events scheduling on August 15, 2013, subject to confirmation at the next Board of Trustees meeting, with a quorum present, be it therefore

**RESOLVED,** that the conditional approval by the Executive Committee authorizing the President, or his designee, to enter into a contract with CollegeNet for college event scheduling software in the amount $84,900.00 together with disbursements as provided by the contract is hereby confirmed in all respects.

Bryan Lilly
Secretary

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**Office of the President**

**BOARD OF TRUSTEES**
**September 19, 2013**

**RESOLUTION NO. 2013.57 REAPPOINTING DIRECTORS TO THE BOARD OF THE SUFFOLK CENTER ON THE HOLOCAUST, DIVERSITY & HUMAN UNDERSTANDING, INC.**

**WHEREAS,** the by-laws of The Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc. provide for the Board of Trustees to appoint the members of its Board of Directors, and

**WHEREAS,** several appointments will be expiring and the Board of Directors recommends that these members be reappointed, be it therefore

**RESOLVED,** that the appointment of the following persons to the Board of Directors of The Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc. is hereby approved, for a term of three years, effective September 1, 2013:

Name
Eleanor Kra
Steven Schrier

Bryan Lilly
Secretary

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**RESOLUTION NO. 2013.58 AMENDING THE CONTRACT WITH EMTEC CONSULTING ENGINEERS FOR THE DESIGN OF AIR CONDITIONING SYSTEMS FOR EXISTING BUILDINGS ON THE AMMERMAN CAMPUS; CP 2138, 2149, 2302, 2127**

**WHEREAS**, funding for the design of projects CP2138, CP2149, CP2301 and CP2127 has been approved by Suffolk County and the State of New York, and funds have been appropriated by the Suffolk County Legislature, and

**WHEREAS**, the need for additional mechanical and electrical design services identified by the College exceed the original scope of services, as specified in the Consulting Services Agreement ("Agreement") with Emtec Consulting Engineers ("Emtec"), dated September 9, 2011; and

**WHEREAS**, these additional design services include the design of humidification systems, lighting systems, and plumbing and heating systems; and

**WHEREAS**; the College has determined that the construction phase of this project cannot be completed within the timeframe specified in the Agreement; and

**WHEREAS,** the College has reviewed the proposals submitted by Emtec for these additional design services; and

**WHEREAS**, the value of these additional design services fall within SUNY guidelines; and

**WHEREAS**, the value of these additional services exceed $50,000, thus requiring the Board's authorization for such additional services, as per College policy; be it therefore

**RESOLVED,** that additional design services, including the design of humidification systems, lighting systems, and plumbing and heating systems for existing buildings on the Ammerman Campus, valued at $106,559.00, are hereby authorized and approved, and be it further

Suffolk
COUNTY COMMUNITY COLLEGE

**RESOLVED**, that the College President is authorized and empowered to execute an amendment to the Consulting Services Agreement with Emtec Consulting Engineers, in a form approved by the College General Counsel, reflecting authorization for Emtec to perform such additional design services for the sum of $106,559.00.

Bryan Lilly
Secretary


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**September 19, 2013**

**RESOLUTION NO. 2013.59 ACCEPTING A GRANT AWARD FROM THE STATE UNIVERSITY OF NEW YORK, FOR AN INNOVATIVE INSTRUCTION TECHNOLOGY GRANT (IITG) ENTITLED, "E-PORTFOLIOS TO ENGAGE STUDENT VETERANS AT SUFFOLK COUNTY COMMUNITY COLLEGE"**

**WHEREAS**, Suffolk County Community College has received a grant award in the amount of $10,000, from The State University of New York, for an Innovative Instruction Technology Grant (IITG) entitled, "E-portfolios to Engage Student Veterans at Suffolk County Community College," for the period of September 1, 2013 through June 30, 2014, and

**WHEREAS,** the project will offer e-portfolio training to student veterans that integrates writing, video editing and information literacy, and

**WHEREAS,** matching funds are not required, and

**WHEREAS,** an in-kind contribution, in the amount of $15,796 will be met through space, equipment, administrative support, and the associated benefits of faculty and staff, be it therefore

**RESOLVED,** that a grant award, in the amount of $10,000, from The State University of New York, for an Innovative Instruction Technology Grant (IITG) entitled, "E-portfolios to Engage Student Veterans at Suffolk County Community College," for the period of September 1, 2013 through June 30, 2014, is hereby accepted, and the College President, or his designee, is authorized to execute a contract, in a form approved by the College General Counsel, with the administering agency.

Project Director: Susan P. Lieberthal

Note: No full-time personnel

Bryan Lilly
Secretary

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**September 19, 2013**

**RESOLUTION NO. 2013.60 ACCEPTING MODIFICATION NO. 2 OF SUBCONTRACT FROM THE RESEARCH FOUNDATION FOR THE STATE UNIVERSITY OF NEW YORK FOR THE PROJECT ENTITLED, "SUNY WORKS – ADULT DEGREE COMPLETION"**

**WHEREAS**, Suffolk County Community College has received modification no. 2 of a subcontract from The Research Foundation for the State University of New York for a project entitled "SUNY Works – Adult Degree Completion" in the amount of $7,000, for the period of April 1, 2012 through September 30, 2013, and

**WHEREAS**, modification no. 2 will increase the total project funding from $10,000 to $17,000, and will extend the end date by 11 months, and

**WHEREAS**, the project provides funding to support development and implementation of the SUNY Works Cooperative Education Initiative on all three of the College's campus locations, and

**WHEREAS**, matching funds are not required, be it therefore

**RESOLVED**, that modification no. 2 of a subcontract award, in the amount of $7,000, from The Research Foundation for The State University of New York, for the project entitled "SUNY Works – Adult Degree Completion", for the period of April 1, 2012 through September 30, 2013, is hereby accepted, and the College President or his designee is authorized to execute a contract, in a form approved by the College General Counsel, with the administering agency.

Project Director: Dr. Dorothy J. Laffin

Note: Full-time personnel: none for amendment

Bryan Lilly
Secretary

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**September 19, 2013**

**RESOLUTION NO.2013.61 AWARDING A CONTRACT FOR BANKING SERVICES**

**WHEREAS,** the College's contractual agreements for banking services have expired, and

**WHEREAS,** the College issued a request for proposals for banking services, and

**WHEREAS,** the College Evaluation Committee received and reviewed five responses to the request for proposals, and

**WHEREAS,** the College Evaluation Committee has determined that the proposal of Capital One Bank best meets the needs of the College, and

**WHEREAS,** the Vice President for Business and Financial Affairs concurs with this recommendation, be it therefore

**RESOLVED,** that the College President or his designee is authorized to enter into a contact with Capital One Bank for a term of two (2) years, with an option to be exercised at the College's sole and absolute discretion to renew for two (2) additional one (1) year periods. Said contract to be in such form as shall be approved by the College General Counsel.

Bryan Lilly
Secretary

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**RESOLUTION NO. 2013.62 AMENDING THE COLLEGE OPERATING 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**, Resolution No. 2013.28 approved an increase of $2,054, for the 2012-2013 Educational Opportunity Program (EOP), bringing the total amount of the grant award to $162,729, and

**WHEREAS**, the grant award has been increased by an additional $2,946 for the 2012-2013 Educational Opportunity Program (EOP), bringing the total amount of the grant award to $165,675, and

**WHEREAS**, it is necessary to amend the 2012-2013 College operating budget in the amount of $5,000 to reflect the two increases ($2,054 plus $2,946) to provide for the total increase in the grant award, and

**WHEREAS**, matching funds are not required, be it therefore

**RESOLVED**, that the 2012-2013 College operating budget is hereby authorized to be amended to reflect the award increase in the amount of $5,000 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, and empowered to execute a contract, in a form approved by the College General Counsel, with the administering agency.

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

Note: Institutional Support required

Bryan Lilly
Secretary

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**RESOLUTION NO. 2013.63 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. ("Petrocelli") was awarded a contract to construct the New Life Science Building on the Ammerman 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 asphalt overlay and striping in the Annex parking lot; loading stockpiled soil for reclamation; incorporating existing road drainage into the project site drainage system; discovery of additional buried debris during excavation; preparing underground conduit for a future photovoltaic system; and performing additional clearing for the fence line, and

**WHEREAS**, the change order for this additional work totals $33,887.13, and

**WHEREAS**, three prior minor change orders (totaling $13,571.50), a major change order in the amount of $103,538.91 (authorized by this Board on February 21, 2013), a major change order in the amount of $76,309.19 (authorized by this Board on March 21, 2013, funded through infrastructure monies), a major change order in the amount of $32,319.02 (authorized by this Board on April 18, 2013), and a major change order in the amount of $58,000 (authorized by this Board on June 20, 2013) were within the allocated budget for this construction project, and

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

**WHEREAS**, this change order increases the contract with Petrocelli by more than $20,000, 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

Suffolk
COUNTY COMMUNITY COLLEGE

**RESOLVED**, that a change order in the amount of $33,887.13 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

**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.

Bryan Lilly
Secretary

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**RESOLUTION NO. 2013.64 ACCEPTING A FEDERAL GRANT FOR THE 2013-2014 FEDERAL WORK STUDY PROGRAM (FWSP).**

**WHEREAS**, Suffolk County Community College has applied to participate in the Federal Work Study Program (FWSP) authorized under Part C of Title IV of the Higher Education Act of 1965 as amended by the Education Amendments, and

**WHEREAS**, the application has been approved in the amount of $362,686, and

**WHEREAS**, the federal regulations allow the sum of $75,000 or 10 percent of the allocation, whichever is less, to be set aside for the Job Locator & Development Program, and

**WHEREAS**, this federal grant must be matched by a 25 percent contribution, and

**WHEREAS**, amendments to the law became effective in October 1986 allowing five percent administrative expense allowance based on total student expenditures for FWSP, be it therefore

**RESOLVED**, that the Board of Trustees hereby accepts the total federal allotment of 2013-2014 Federal Work Study Program in the amount of $362,686, and be it further

**RESOLVED**, that $36,268 be set aside for Job Locator Program, with the College matching contribution of 20 percent to be provided by in-kind contributions, and be it further

**RESOLVED**, that the Federal Work Study Program's five percent administrative allowance be charged against FWSP and deposited in the appropriate account, and be it further

**RESOLVED**, that the On-Campus Work Study Program shall continue to be matched by a 25 percent contribution by the College and that the Off-Campus Work Study Program be matched by a 25 percent contribution from the respective participating off-campus agencies, except for the Community Service Employment, and be it further

**RESOLVED**, that the off-campus agencies shall contribute their respective shares of Employer's FICA and Workmen's Compensation except for the Community Service Employment.

Bryan Lilly
Secretary

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**BOARD OF TRUSTEES**
**September 19, 2013**

**RESOLUTION NO. 2013.65 APPROVING THE ALLOCATION OF THE 2013-2014 FEDERAL WORK STUDY PROGRAM (FWSP)**

**WHEREAS,** Suffolk County Community College is composed of three campuses, and

**WHEREAS,** the Financial Aid Office on each campus offers financial assistance via the Federal Work Study Program, be it therefore

**RESOLVED,** that the following distribution of the 2013-2014 Federal Work Study funds by campus is hereby approved.

| | |
|---|---|
| Original FWSP Federal Allocation | $362,686 |
| Less: Transfer to Job Locator Program | -36,268 |
| Remaining CWSP Federal Allocation | $326,418 |
| Less: 5% Admin Expense Allowance of Campus Wages | -20,401 |
| Remaining FWS Allocation | $306,017 |
| Plus: 25% of Institutional Share of Student Wages | +102,005 |
| Total Student Wages Available | $408,022 |

Campus Wage Distribution of Federal College Work Study Allocation

| | | |
|---|---|---|
| Ammerman Campus | (46%) | $187,690 |
| Grant Campus | (39%) | $159,129 |
| Eastern Campus | (15%) | $ 61,203 |
| Total Campus Wage Distributions | | $408,022 |

Bryan Lilly
Secretary

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**BOARD OF TRUSTEES**
**September 19, 2013**

**RESOLUTION NO. 2013.66 ACCEPTING A FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG) FOR 2013-2014**

**WHEREAS**, Suffolk County Community College has applied to participate in the Federal Supplemental Educational Opportunity Grant Program as authorized under Subpart 2, Part A of Title IV of the Higher Education Act of 1965, and as amended by the Education Amendments,

**WHEREAS**, the application has been approved in the amount of $771,758, and

**WHEREAS**, amendments to the law became effective in October 1986 allowing a five percent administrative expense allowance based on total expenditures for FSEOG, be it therefore

**RESOLVED**, that the 2013-2014 Federal Supplemental Educational Opportunity Grant in the amount of $771,758 be accepted, and be it further

**RESOLVED**, that the Federal Supplemental Educational Opportunity Grant allotment be deposited in the appropriate accounts, after reducing that allotment with five percent of FSEOG expenditures as administrative expense being charged to the FSEOG account.

Bryan Lilly
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**RESOLUTION NO. 2013.67 ALLOCATING THE 2013-2014 FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT PROGRAM (FSEOG)**

**WHEREAS,** Suffolk County Community College is composed of three campuses, and

**WHEREAS,** the Financial Aid Office on each campus offers financial assistance via the Federal Supplemental Educational Opportunity Grants Program, be it therefore

**RESOLVED,** that the following distribution of 2013-2014 FSEOG funds is hereby approved:

Federal Supplemental Educational Opportunity Grants (FSEOG)

| | |
|---|---|
| Original FSEOG Federal Allocation | $771,758 |
| Less: 5% Administrative Expense for Grants | -$ 38,588 |
| Remaining FSEOG Allocation for Student Grant Disbursement | $733,170 |

Campus Distribution of FSEOG Student Grants

| | | |
|---|---|---|
| Ammerman Campus | (46 %) | $337,258 |
| Grant Campus | (39 %) | $285,936 |
| Eastern Campus | (15 %) | $109,976 |
| Total of College Grants | | $733,170 |

Bryan Lilly
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**RESOLUTION NO.2013.68 AWARDING A CONSTRUCTION CONTRACT FOR THE PARKING FIELD UPGRADE, GRANT CAMPUS, CP 2127 AND CP 2134**

**WHEREAS**, capital projects No. 2127 and 2134 have 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 Parking Field Upgrade involves ADA compliance work and site improvements, and

**WHEREAS**, public bids for the Parking Field Upgrade were solicited and opened on September 16, 2013, and

**WHEREAS**, these bids were reviewed and the qualifications of the lowest responsible bidder, The LandTek Group, were checked by the College and its Consultants of Record, be it therefore

**RESOLVED,** that the College President or his designee is authorized to enter into a construction contract upon such terms and conditions as shall approved by the College General Counsel with The LandTek Group, for $122,600.00.

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**RESOLUTION NO. 2013.69 AMENDING THE COLLEGE BUDGET FOR A PERKINS IV CAREER AND TECHNICAL EDUCATION ACT PROGRAM GRANT**

**WHEREAS**, the 2013-2014 College operating budget provides $514,868, including indirect costs, from The State Education Department, Perkins IV funds, for the Carl D. Perkins Career and Technical Education Act (CTEA) Program for the period of July 1, 2013 through June 30, 2014, and

**WHEREAS**, the award has been increased by an additional amount of $5,534 bringing the total amount of the grant award to $520,402, including indirect costs, and

**WHEREAS**, matching funds are not required, be it therefore

**RESOLVED,** that the 2013-2014 College operating budget be amended to reflect an increase in the amount of $5,534, from The State Education Department, Perkins IV for the Carl D. Perkins Career and Technical Education Act (CTEA) Program, and the College Interim President or his designee is authorized to execute a contract with the administering agency.

Project Director: Dr. Margery L. Oldfield

Bryan Lilly
Secretary

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**September 19, 2013**

**RESOLUTION NO. 2013.70 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 $1,955,154.15 for the month of August 2013 (Attachment III) is hereby approved by the Board of Trustees.

Bryan Lilly
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**September 19, 2013**

**RESOLUTION NO.2013.71 AUTHORIZING AN AGREEMENT BETWEEN SUFFOLK COUNTY COMMUNITY COLLEGE AND SUNY DELHI FOR AN INTER-INSTITUTIONAL INSTRUCTIONAL PROGRAM**

**WHEREAS**, Suffolk County Community College ("College") and SUNY Delhi mutually desire to enter into an agreement to establish an inter-institutional program whereby College students may enroll in courses offered by SUNY Delhi at the College's Eastern Campus, and

**WHEREAS**, in order to facilitate this program, the College wishes to provide the necessary classroom space at its Eastern Campus to permit course instruction, and SUNY Delhi wishes to compensate the College for the usage of such classroom space in the amount of $3,000 per semester for the 2013-2014 academic year; and

**WHEREAS**, the College has available classroom space to accommodate SUNY Delhi, and the usage of such space will not displace any students of Suffolk County Community College, be it therefore

**RESOLVED**, that the College President is hereby authorized and empowered to execute an agreement, for a term of one academic year (2013-2014), between the College and SUNY Delhi, establishing an inter-institutional instructional program at the Eastern Campus, for a license fee of $3,000 per semester.

Bryan Lilly
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**RESOLUTION NO. 2013.72 APPROVING BUDGET TRANSFERS**

**WHEREAS**, the Board of Trustees established a policy on the authorization of budget transfers, and

**WHEREAS**, according to that policy, the transfers on Attachment IV must be authorized by Board resolution, and

**WHEREAS**, the President recommends the transfers on Attachment IV as necessary for the operation of the College, be it therefore

**RESOLVED**, that the budget transfers shown as Attachment IV are hereby approved.

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**RESOLUTION NO.2013.73 ABOLISHING AND CREATING EMPLOYEE TITLES**

**WHEREAS**, the President and the Assistant Vice President for Human Resources recommend abolishing certain employee titles and creating new titles, and

**WHEREAS,** these changes are necessary in order to align to the College's organizational structure, be it therefore

**RESOLVED,** that the following employee titles be abolished and created, as indicated:

| Titles to be Abolished | Spec # | B/U | Category | Effective Date |
|---|---|---|---|---|
| College Associate Dean for Institutional Effectiveness | 9083 | 4/Guild | I | June 10, 2013 |
| College Success Program Director | 9174 | 4/Guild | I | June 24, 2013 |
| College Associate Dean for Student Success | 9184 | 4/Guild | I | Sept. 19, 2013 |

| Titles to be Created | Spec # | B/U | Category on *Exempt Salary & Benefit Plan* | Effective Date |
|---|---|---|---|---|
| Executive Director for Institutional Effectiveness | 9083 | Exempt | H | June 10, 2013 |
| Executive Director of Sustainability Programs | 9174 | Exempt | H | June 24, 2013 |
| Communications Director | 9184 | Exempt | K | Sept. 19, 2013 |

and be it further

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**RESOLVED**, that the titles herein shall be abolished and created, as indicated, effective as of the dates specified above, and be it further

**RESOLVED**, that the newly created titles and position descriptions be submitted to the Chancellor of the State University of New York for approval in the professional service.

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