BOARD OF DIRECTORS
June 16, 2016

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ITEM 2	RESOLUTION NO. 2016.A3 - 2016-2017 Association Full-Time Title COLA Increase
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ITEM 5	RESOLUTION NO. 2016.A6 - Reappointing Association Employees for 2016-2017

ITEM 1

RESOLUTION NO. 2016.A2 - Authorizing Monthly Review and Approval of Association Accounting Journal Entries

WHEREAS, by a resolution duly adopted on May 19, 2016, this Board accepted the audit report prepared by Bonadio and Co., LLP for the Suffolk Community College Association, Inc. for the fiscal year ending August 31, 2015, and

WHEREAS, said audit report recommended that certain Association accounting journal entries be reviewed and approved; and

WHEREAS, journal entries over $250,000, such as the student activity fee, will be reviewed and approved on a regular basis, and

WHEREAS, the College's Vice President for Student Affairs will perform such accounting journal entry review, be it, therefore

RESOLVED, that the Vice President for Student Affairs is authorized and empowered to review and approve Association accounting journal entries over $250,000 on a monthly basis.

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ITEM 2

RESOLUTION NO. 2016.A3 - 2016-2017 Association Full-Time Title COLA Increase

WHEREAS, it is the recommendation of the Executive Deans that the attached Association full-time titles without a step be granted a three percent (3%) COLA increase for the 2016-2017 academic year, and

WHEREAS, the College Association Advisory Committee has recommended that all Association full-time titles without a step be granted a three percent (3%) COLA increase for 2016-2017, and

WHEREAS, the Vice President for Student Affairs supports these recommendations, and the President concurs, be it therefore

RESOLVED, that all Association full-time titles without a step increase are hereby granted a three percent (3%) COLA increase for the 2016-2017 academic year.

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Board of Directors
June 16, 2016
Attachment I

Name	Title	Step/Work Year
Association Business Office		
Theresa DuQuesnay	Accounting Assistant I	Step 16/52 weeks
Loretta Hope	Accounting Assistant II	Step 16/52 weeks
Barbara Hurst	Director of Business Affairs	Step 20/52 weeks
Campus Kids		
Linda Szklarski	Teacher/Assistant Director	Step 20/42 weeks
Suffolk Kids Cottage		
Vickie Calderon	Director	Step 20/49 weeks

ITEM 3

RESOLUTION NO. 2016.A4 - 2016-2017 Association Part-Time Title COLA Increase

WHEREAS, it is the recommendation of the Executive Deans that the attached Association part-time titles with hourly rates below $15 be granted a three percent (3%) COLA increase (Attachment A-II) for the 2016-2017 academic year, and

WHEREAS, the College Association Advisory Committee has recommended that Association part-time titles with hourly rates below $15 be granted a three percent (3%) COLA increase for 2016-2017, and

WHEREAS, the Vice President for Student Affairs supports these recommendations, and the President concurs, be it therefore

RESOLVED, that all Association part-time titles with hourly rates below $15 are hereby granted a three percent (3%) COLA increase for the 2016-2017 academic year.

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Board of Directors Meeting

Attachment A-II

June 16, 2016

HOURLY RATES FOR PART-TIME ASSOCIATION TITLES BELOW $15

PROPOSED FOR 2016-2017

HOURLY RATE TITLES	CURRENT RATES	NEW RATES PROPOSED 2016-2017
ASSOCIATION STUDENT WORKER/ PEER MENTOR/ USHERS*	9.00	9.27
STAGE TECHNICIAN/STAGE HAND	10.20	10.51
ASSISTANT TEACHER I	10.67	10.99
CASHIERS/FOOD SERVICES WORKER (BUS PERSON / COUNTER SERVER)	11.00	11.33
ASSISTANT TEACHER II	11.27	11.61
CLERICAL SUPPORT/ PRODUCTION ASST/WEIGHT ROOM COORDINATOR*	12.44	12.82
COOKS	12.56	12.93
BOOKKEEPER	13.66	14.07
ASSISTANT TEACHER III	13.78	14.19
ASSISTANT FOOD SERVICE MANAGER/CATERING SERVICE WORKER	14.71	15.15

** Position description remain the same, title change to distinguish between Association and College employees.*

** FORMERLY COLLEGE AIDE*

***FORMERLY PROFESSIONAL ASSISTANT I*

ITEM 4

RESOLUTION NO. 2016.A5 - Approving the 2016-2017 Budget of the Suffolk Community College Association, Inc.

WHEREAS, the 2016-2017 budget of the Suffolk Community College Association, Inc. has been recommended by the Association Advisory Committee on each campus, and

WHEREAS, said budgets have been recommended for adoption by the Executive/Campus Deans and the Vice President for Student Affairs, and the President concurs, be it therefore

RESOLVED, that the 2016-2017 budget for the operation of the campus programs by the Suffolk Community College Association, Inc., in the amount of **$3,794,600** for the period covering September 1, 2016 through August 31, 2017 (Attachment A-III), is hereby approved and shall be allocated as follows:

Ammerman Campus	$1,990,800
Michael J. Grant Campus	$1,336,450
Eastern Campus	$467,350
Total	$3,794,600

And be it further

RESOLVED, that the 2016-2017 budget for the operation of campus programs by the Suffolk Community College Association, Inc., for the period covering September 1, 2016, through August 31, 2017 (Attachment A-2), is hereby approved and shall be allocated as follows:

Campus Kids – Ammerman Campus	$377,400
Kids Cottage – Michael J. Grant Campus	$386,650
Peconic Café – Eastern Campus	$366,500

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Board of Directors
June 16, 2016
Attachment A-3

RESOLUTION NO. 2016.A5 - Approving the 2016-2017 Budget of the Suffolk Community College Association, Inc.

PENDING

ITEM 5

RESOLUTION NO. 2016.A6 - Reappointing Association Employees for 2016-2017

WHEREAS, the following Association employees are presently serving on appointment for the 2016-2017 academic year, and

WHEREAS, it is the recommendation of the Executive Deans and the Associate Deans of Student Services that these individuals be reappointed for the 2016-2017 academic year, and

WHEREAS, the Vice President for Student Affairs supports these recommendations, and the President concurs, be it therefore

RESOLVED, that the following individuals are hereby appointed for the 2016-2017 academic year, as indicated below.

Name	Title	Step To Move up/Work Year
Athletics		
Kerry Swanson	Intercollegiate/Intramurals Coordinator	Move from Step 9 to 10/52 weeks
Association Business Office		
Theresa DuQuesnay	Accounting Assistant I	Step 16/52 weeks – **at top step**
Loretta Hope	Accounting Assistant II	Step 16/52 weeks – **at top step**
Barbara Hurst	Director of Business Affairs	Step 20/52 weeks – **at top step**
Campus Activities		
Josephine Fleming	Event Coordinator	Move from Step 8 to 9/52 weeks
Campus Kids Day Care Center		
Linda Crispi	Director	Move from Step 19 to 20/49 weeks
Leigh Ann Garofalo	Teacher	Move from Step 12 to 13/42 weeks
Linda Locovare	Teacher	Move from Step 12 to 13/42 weeks
Linda Szklarski	Teacher/Assistant Director*	Step 20/42 weeks - **at top step**
Kids Cottage Day Care Center		
Vickie Calderon	Director	Step 20/49 weeks – **at top step**
Rose Boufis	Teacher	Move from Step 15 to 16/42 weeks
Claudia Feliciano	Teacher/Assistant Director*	Move from Step 15 to 16/42 weeks
Jeannie O'Connor	Teacher	Move from Step 15 to 16/42 weeks

Name	Title	Step To Move up/Work Year
Wellness/Recreation/Orientation		
Christopher Tempera	Wellness/Recreation/Orientation Assistant	Move from Step 8 to 9/52 weeks
Dining Services		
Barbara Kelly	Day Manager	Move from Step 12 to 13/40 weeks

*Assistant Directors also receive a stipend