BOARD OF TRUSTEES
April 21, 2022

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ITEM 1

RESOLUTION NO. 2022.14 - Approving Budget Transfers

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

WHEREAS, according to said policy, budget transfers must be authorized by a resolution adopted by the Board of Trustees, and

WHEREAS, the Vice President for Business and Financial Affairs recommends the budget transfers on *Attachment I* as necessary for the operation of the College, be it therefore

RESOLVED, that the budget transfers shown on *Attachment I* are hereby authorized and approved.

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Suffolk County Community College
Budget Transfer List
As of April 6, 2022

DOCUMENT #	FUND	ORG	ACCOUNT	DESCRIPTION	TRANSFER FROM	TRANSFER TO	REASON
J0040300	181800	W12201	714560	Fees For Services	12,000		To replace gym equipment on the Grant Campus
	181800	W12201	712445	Instructional Equipment(non-capital)		12,000	
J0040301	181800	W11501	712440	Instructional Equipment	25,000		To replace gym equipment on the Grant Campus
	181800	W12201	712445	Instructional Equipment(non-capital)		25,000	
J0040302	181800	W62001	712015	Furniture(non-capital)	15,000		To replace gym equipment on the Grant Campus
	181800	W12201	712445	Instructional Equipment(non-capital)		15,000	

ITEM 2

RESOLUTION NO. 2022.15 - Authorizing the Waiver of Facilities Use Fees for the Use of College Facilities by Sub-Zero Group East, LLC

WHEREAS, by College Resolution No. 2017.52, the Board of Trustees accepted culinary equipment donated by Sub-Zero Group East, LLC ("Sub-Zero") to the Suffolk Community College Foundation, Inc., valued at nearly $28,000.00, for use in the College's Culinary Arts program, and

WHEREAS, Sub-Zero has requested to utilize the Demonstration Theatre located within the Culinary Arts and Hospitality Center and the donated culinary equipment for an educational and promotional event it wishes to host for members of the public, and

WHEREAS, in recognition of Sub-Zero's generous in-kind contribution to the College, it is recommended that facilities use fees which would otherwise be chargeable pursuant to the *Facilities Use Policy* be waived for this event and for all similarly limited in scope future events hosted by Sub-Zero at the Culinary Arts and Hospitality Center, and

WHEREAS, actual costs accrued for providing College staffing for security and other services for any such Sub-Zero event held at the College's facility will be charged, be it therefore,

RESOLVED, that a waiver of facilities use fees for the use of the Culinary Arts and Hospitality Center by Sub-Zero Wolf Group East, LLC is hereby authorized and approved.

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ITEM 3

RESOLUTION NO. 2022.16 - Authorizing the Current Tuition Rate for the Beacon Program to Remain in Effect for the 2022 - 2023 Academic Year

WHEREAS, the College's Beacon Program is a concurrent enrollment program that allows high school students to enroll in College courses while still working towards high school graduation, and

WHEREAS, college credits earned in the Beacon Program can be applied toward high school and college graduation and can be transferred to other colleges and universities, and

WHEREAS, Beacon Program courses are taught at partnering high schools by secondary school teachers, and the training expenses incurred by the College for the program are fixed costs that do not vary based on the number of sections taught, and

WHEREAS, by College Resolution No. 2018.23 adopted on April 19, 2018, the Board of Trustees set the Beacon Program tuition rate at $57 per credit and authorized that said tuition rate be increased by approximately seven percent (7%) beginning in the Fall semester of 2020 and biennially, thereafter, and

WHEREAS, by College Resolution No. 2020.43 adopted on August 20, 2020, the Board of Trustees authorized the Beacon Program tuition rate of $57 per credit to remain in effect for the 2020 -2021 academic year, and further authorized said tuition rate to be increased by approximately seven percent (7%) beginning in the Fall semester of 2022, and biennially, thereafter,

WHEREAS, the Board of Trustees recommends that there be no such increase to the Beacon Program tuition rate for the 2022 – 2023 academic year, be it therefore,

RESOLVED, that the Beacon Program tuition rate of $57 per credit remain in effect for the 2022 – 2023 academic year, and be it further

RESOLVED, said tuition rate be increased by approximately seven percent (7%) beginning in the Fall semester of 2023 and biennially, thereafter.

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ITEM 4

RESOLUTION NO. 2022.17 - Authorizing the Current Tuition Rate for the Early College Program to Remain in Effect for the 2022 - 2023 Academic Year

WHEREAS, the Early College Program is a dual enrollment program that allows high school students to enroll in College courses while still working towards high school graduation, and

WHEREAS, training expenses incurred by the College for the Early College Program are fixed costs that do not vary based on the number of sections taught, and

WHEREAS, by College Resolution No. 2018.24 adopted on April 19, 2018, the Board of Trustees set the Early College Program tuition rate at $57 per credit and authorized that said tuition rate be increased by approximately seven percent (7%) beginning in the Fall semester of 2020 and biennially, thereafter, and

WHEREAS, by College Resolution No. 2020.44 adopted on August 20, 2020, the Board of Trustees authorized the Early Program tuition rate of $57 per credit to remain in effect for the 2020 -2021 academic year, and further authorized said tuition rate to be increased by approximately seven percent (7%) beginning in the Fall semester of 2022, and biennially, thereafter,

WHEREAS, the Board of Trustees recommends that there be no such increase to the Early Program tuition rate for the 2022 – 2023 academic year, be it therefore,

RESOLVED, that the Early College Program tuition rate of $57 per credit remain in effect for the 2022 – 2023 academic year, and be it further

RESOLVED, said tuition rate be increased by approximately seven percent (7%) beginning in the Fall semester of 2023 and biennially, thereafter.

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ITEM 5

RESOLUTION NO. 2022.18 – Amending the Policy for Credit Card Usage

WHEREAS, by a Resolution No. 2012.73, the Board of Trustees adopted the *Policy for Credit Card Usage* in order to identify certain College employees and officials who are authorized to use College-issued credit cards, provide dollar limits for purchases, describe the purchases permitted, establish control procedures, and monitor College credit card usage, and

WHEREAS, the *Policy* has been reviewed by the Office of Business and Financial Affairs and the Office of Legal Affairs, and revisions are recommended to enhance College operations and increase workplace accountability, be it therefore,

RESOLVED, that the College hereby adopts the amended *Policy for Credit Card Usage*, as reflected on Attachment II, effective April 21, 2022.

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Suffolk
COUNTY COMMUNITY COLLEGE

POLICY FOR CREDIT CARD USAGE

A. Introduction

Suffolk County Community College ("College") issues and permits the use of credit cards for College business purposes, including procuring goods or services, and facilitating the official activities of certain College personnel. This policy is designed to identify the individuals who are authorized to use College-issued credit cards, provide dollar limits for purchases; describe the types of purchases permitted and the documentation required to support the purchases; establish control procedures over the custody of College-issued credit cards and the monitoring of their use; and the methods employed to recover moneys from any improper use of College-issued credit cards.

B. Use of Credit Cards By College Employees for Procurement

1. The Vice President for Business and Financial Affairs and the Administrative Director of Business Operations, only, are authorized to have a credit card issued in their own names on behalf of the College in order to facilitate the procurement of goods and/or services, in accordance with the College's Procurement Policy.

2. The credit line for such credit card shall not exceed $50,000.

3. The dollar limit for any single purchase made utilizing such credit card shall not exceed $5,000, unless approved by the Executive Vice President or College General Counsel.

4. Such credit card may only be used under circumstances where standard procurement practices cannot practically or reasonably be followed, such as when a vendor/service provider indicates that it will **only** accept payment for goods and/or services by credit card, or when payment by credit card provides a financial advantage or benefit to the College. In such case, the requesting office or department shall submit the following to the Administrative Director of Business Operations for final approval:

   a. A letter on vendor/service provider letterhead, a statement on a vendor's/service provider's website, or an email from such vendor/service provider, attesting that payment may only be made by credit card or identifying the financial advantage or benefit provided to the College by making payment by credit card;

b. The *Credit Card Budget Allocation Form*, signed by the Campus Business Officer, which provides necessary information for the proposed purchase.

5. Any purchases made with such credit card shall be supported by documentation which demonstrates the nature and validity of such purchases, including, but not limited to, order forms, itemized receipts and packing slips. Such documentation must be retained as records by the Office of Business and Financial Affairs.

6. The credit card user shall immediately notify the Office of Business and Financial Affairs upon receipt of the goods and/or services purchased.

7. Late payment fees resulting from the failure of the requesting individual to so notify the Office of Business and Financial Affairs of receipt of the goods and/or services will be charged to such department or office.

8. The credit card shall be kept in a secure location. Access to such location shall be limited to the Vice President for Business and Financial Affairs and the Administrative Director of Business Operations and his/her designee.

C. Use of Credit Cards by College Officials for College Business

1. In addition to the above, the use of credit cards shall be restricted to the College President and the Chairperson of the Board of Trustees. Such credit cards shall be issued to such College officials in their own names on behalf of the College, and shall be held in their personal custody.

2. The credit line for the credit card issued to the College President shall not exceed $10,000.

3. The credit line for the credit card issued to the Chairperson of the Board of Trustees shall not exceed $10,000.

4. The dollar limit for any single purchase made utilizing such credit card shall not exceed $2,500.

5. The types of purchases which may be made by such College official shall be limited to his / her own reasonable and necessary expenses incurred for official College business, including, but not limited to, transportation, meals and lodging.

6. Any purchases made with such credit card shall be supported by documentation submitted to the Office for Business and Financial Affairs within ten (10) business days of such use which demonstrates the nature and validity of such purchases, including, but not limited to, order forms, itemized receipts, and bills.

D. Store Credit Cards

1. Credit cards issued by ***The Home Depot*** and ***Lowes*** may be utilized by the employees serving in the titles listed below. Designees of these employees may be also authorized to utilize store credit cards upon said employees' prior written authorization.

a. Director of Plant Operations

b. Director of Fire and Public Safety

c. Executive Director of Facilities / Technical Support

d. College Associate Dean of Athletics & Special Events

e. Academic Chair, Department of Biology

f. Administrative Director of Business Operations

2. Store credit cards may only be used to purchase goods which are not readily available through SharkMart. Any such goods may only be purchased when necessary to ensure continuity of College operations. A single transaction using a store credit card may not exceed $200.

3. Equipment. as that term is defined by the Office of Business and Financial Affairs, may not be purchased by store credit card.

4. Prior to making a purchase utilizing a store credit card, the *Store Credit Card Approval Form* must be submitted to, and approved by, the Administrative Director of Business Operations or his/her designee.

E. Monitoring Credit Card Use

The Office of Business and Financial Affairs shall be responsible to monitor the use of credit cards and to ensure full compliance with this policy.

F. Improper Use of Credit Cards

1. Individuals authorized to use a College or store credit card shall be deemed to consent to accept financial responsibility for any inappropriate use of the credit card by that individual.

2. Any improper or unauthorized use of College or store credit cards by any College employee or official may subject such employee or official to appropriate disciplinary measures, including, but not limited to, restitution to the College.

ITEM 6

RESOLUTION NO. 2022.19 - Amending the College Operating Budget to Reflect an Increase in the Grant Award from the University of the State of New York, the State Education Department, for the Liberty Partnerships Program (LLP)

WHEREAS, the 2021-2022 College operating budget provides $450,000.00, including indirect costs, in anticipation of a grant award from The University of the State of New York, The State Education Department, for the Liberty Partnership Program, and

WHEREAS, the award is to be increased in the amount of $90,003.00, bringing the total amount of the grant award to $540,003.00, including indirect costs, and

WHEREAS, the Liberty Partnerships Program at Suffolk County Community College represents a cooperative effort among the College, the Longwood Central School District and community-based organizations to provide a unique, comprehensive and supportive environment for at-risk students in grades 7-12, and

WHEREAS, no matching funds are required, be it therefore

RESOLVED, that the 2021-2022 College operating budget be amended to reflect an increase in the amount of $90,003.00, including indirect costs in the amount of $3,937, from The University of the State of New York, The State Education Department, for the Liberty Partnerships Program, and the College President or his designee is authorized to execute any necessary documentation, including a contract amendment, in such form as shall be approved by the College General Counsel.

Project Director: Arlene Jackson, Assistant Dean, Continuing Education

Note: No full-time personnel for amendment

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ITEM 7

RESOLUTION NO. 2022.20 - Accepting a Grant Subaward from the Research Foundation for the State University of New York, through Funds made Available from the U.S. Department of Education to the New York State Department of Labor (NYSOL), for a Project Entitled "SUNY Stay Near, Go Far Reimagine Workforce Preparation Training"

WHEREAS, Suffolk County Community College has received a grant subaward in the amount of $136,040 from The Research Foundation for the State University of New York, through funds made available from the U.S. Department of Education to the New York State Department of Labor (NYSDOL), for a project entitled "SUNY Stay Near, Go Far Reimagine Workforce Preparation Training," for the period of January 3, 2022 through June 30, 2022, and

WHEREAS, the project will offer short-term workforce education and training opportunities and/or career pathways that result in a credentials for individuals impacted by the COVID-19 pandemic, and

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

RESOLVED, that a grant subaward in the amount of $136,040 from The Research Foundation for the State University of New York, through funds made available from the U.S. Department of Education to the New York State Department of Labor (NYSDOL), for a project entitled "SUNY Stay Near, Go Far Reimagine Workforce Preparation Training," for the period of January 3, 2022 through June 30, 2022, is hereby accepted, and the College President or his designee is authorized to execute a contract with the administering agency, in such form as shall be approved by the College General Counsel.

Project Director: Arlene Jackson, Assistant Dean, Continuing Education

Note: No full-time personnel

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ITEM 8

RESOLUTION NO. 2022.21 - Approving the Budget for Suffolk County Community College for Fiscal Year 2022-2023

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 2022-2023 fiscal year, and

WHEREAS, the 2022-2023 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 remained the same at $2997 per FTE, and

WHEREAS, the College is submitting its Operating Budget for the 2022-2023 fiscal year to the Suffolk County Legislature and the Suffolk County Executive's office as per the Memorandum of Understanding, and

WHEREAS, the Budget and Finance Committee of the Board of Trustees has carefully reviewed all the facts and circumstances attendant to the College's proposed 2022-2023 Operating Budget, and after due deliberation, is in support of the determinations made herein, and

WHEREAS, the College Board of Trustees is requesting an increase in County support of 2% or $922,456 to the College for 2022-2023, and

WHEREAS, the Board of Trustees seeks a sustainable level of sponsor support to meet the mutual goals of keeping higher education attainable to the residents of Suffolk County and tuition affordable at Suffolk County Community College, and

WHEREAS, the Board of Trustees has determined that it will not raise tuition rates for the 2022-23 Academic Year, and

WHEREAS, the Board of Trustees has determined to access the Community College Fund Balance Reserve Fund to balance the budget, be it therefore

RESOLVED, that the Board of Trustees hereby approves an Operating Budget for fiscal year 2022-2023 in the amount of $208,287,187 for operations and $3,956,006 for grants, and be it further

RESOLVED, that the annual tuition charges will remain the same at $5,470 per year for full-time resident students and $228 per credit for part-time resident students, and be it further

RESOLVED, that the 2022-2023 operating budget shall include a transfer from the Community College Fund Balance Reserve in the amount of $13,609,455, and be it further

RESOLVED, that annual tuition and fees as provided in Resolution No. 2022.22 are to be included in the College budget for the fiscal year 2022 - 2023.

Total Appropriations:	$212,243,193
Operation Appropriations:	$208,287,187
Grant Appropriations:	$3,956,006

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ITEM 9

RESOLUTION NO. 2022.22 - Adopting a Tuition and Fee Schedule for 2022-2023

WHEREAS, the College recommends that there be no increase to tuition for the 2022-23 academic year, and

WHEREAS, it is recommended that the Tuition and Fee Schedule be approved for the 2022-2023 academic year, be it therefore

RESOLVED, that the following Tuition and Fee schedule be approved:

Full-time Students	Fall 2022	Spring 2023
Tuition, Residents	$2,735	$2,735
Tuition, Non-Resident	$5,470	$5,470

Part-time Students	Fall 2022	Spring 2023
Tuition, Residents (per credit)	$228	$228
Tuition, Non-Resident	$456	$456

And be it further

RESOLVED, that the student Tuition and Fee Schedule (*Attachment III*) is hereby approved and adopted for fiscal year 2022-2023.

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Board of Trustees Meeting
April 21, 2022

TUITION AND FEES FULL-TIME STUDENTS

	2021/2022		2022/2023	
Tuition, Residents	$2,735	per semester	$2,735	per semester
Tuition, Non-Residents	$5,470	per semester	$5,470	per semester
Tuition Deposit (Applied to tuition but non-refundable)	$100		$100	
Tuition Payment Plan	$50	per semester	$50	per semester
Administrative Collection Fee	$100		$100	
Application Fee (non-refundable)	$40		$40	
Applied Music Fee	$450	per semester	$450	per semester
Challenge Examination Fee	$100	per course	$100	per course
College-Level Examination Program (CLEP) Fee	$40		$40	
College-Level Examination Program (CLEP) Late Fee	$20		$20	
Culinary Arts Program Fee (Applicable courses will be indicated in the current catalog)	$65	per credit	$65	per credit
Distance Education Fee (Applicable courses will be indicated in the current catalog)	$75	per semester for all students	$75	per semester for all students
Equestrian Fee	$250	per semester	$250	per semester
Failure to obtain College ID card	$25		$25	
Laboratory/Equipment/Special Program (Applicable courses will be indicated in the current catalog)	$75	per course	$75	per course
Late Payment Fee	$30		$30	
Late Registration Fee (begins 1 week prior to 1st day of session)	$30	per semester	$30	per semester
Liability Insurance Fee	$50	per course	$50	per course
Littering College Campus	$50		$50	
Music Performance Lab Fee	$35	per course	$35	per course
Physical Education Fee (Applicable courses will be indicated in the current catalog)	$75	per course	$75	per course for face to face courses
Prior Learning Assessment				
Basic Fee for Portfolio Evaluation	$100		$100	
Supplementary Fee		1/3 tuition of credits requested		1/3 tuition of credits requested
Records Maintenance Fee	$3	/credit - max. $36/semester	$3	/credit - max. $36/semester
Replacement of Lost ID Card	$12		$12	

Returned Check Fee	$30 each	$30 each
Smoking Policy Violation	$20	$20
Student Activity Fee	$10 /credit - max. $90/semester	$10 /credit - max. $90/semester
Technology Fee	$150 per semester	$150 per semester
Transcript Fee	$15	$15
Web Access Fee (applied to charges $50 & over)	$20	$20
Vehicle Fees		
Vehicle Registration Fee	$15 /sem.- Fall, Spring, Summer	$15 /sem.- Fall, Spring, Summer
Driving or Parking on Restricted Roads or Areas	$100	$100
Excessive Speed	$100	$100
Failure to Register/Renew Vehicle with College	$30	$30
Failure to stop, to obey signs or security personnel	$100	$100
Failure to yield to pedestrians	$100	$100
Obstruction of a trash container/ crosswalk	$75	$75
Parking in a Fire Zone/Lane or 15 ft of fire hydrant	$150	$150
Parking in Handicapped Area	$280	$280
Parking in other than Designated Area	$50	$50
Replacement of Lost Parking Sticker	$12	$12
English as a Second Language (ESL) Non-credit Tuition		
Cat. #s IEP074, IEP084	$2,055 per semester	$2,055 per semester
Cat. #s IEP094 & either IEP092 or IEP093	$2,055 per semester	$2,055 per semester
Cat. #s IEP092, IEP093	$240 per semester	$240 per semester

TUITION AND FEES PART-TIME STUDENTS

	2021/2022	**2022/2023**
Tuition, Residents	$228 per credit	$228 per credit
Tuition, Non-Residents	$456 per credit	$456 per credit
Tuition Payment Plan	$50 per semester	$50 per semester
Administrative Collection Fee	$100	$100
Application Fee (non-refundable)	$40	$40
Applied Music Fee	$450 per semester	$450 per semester
Challenge Examination Fee	$100 per course	$100 per course

College-Level Examination Program (CLEP) Fee	$40		$40	
College-Level Examination Program (CLEP) Late Fee	$20		$20	
Culinary Arts Program Fee	$65	per credit	$65	per credit
Distance Education Fee (Applicable courses will be indicated in the current catalog)	$75	per semester for all students	$75	per semester for all students
Equestrian Fee	$250	per semester	$250	per semester
Failure to obtain College ID card	$25		$25	
Laboratory/Equipment/Special Program (Applicable courses will be indicated in the current catalog)	$75	per course	$75	per course
Late Payment Fee	$30		$30	
Late Registration Fee (begins 1 week prior to 1st day of session)	$20	per semester	$20	per semester
Liability Insurance Fee	$50	per course	$50	per course
Littering College Campus	$50		$50	
Music Performance Lab Fee	$35	per course	$35	per course
Physical Education Fee (Applicable courses will be indicated in the current catalog)	$75	per course	$75	per course for face to face courses
Prior Learning Assessment				
Basic Fee for Portfolio Evaluation	$100		$100	
Supplementary Fee		1/3 tuition of credits requested		1/3 tuition of credits requested
Records Maintenance Fee	$3	/credit - max. $36/semester	$3	/credit - max. $36/semester
Replacement of Lost ID Card	$12		$12	
Returned Check Fee	$30	each	$30	each
Smoking Policy Violation	$20		$20	
Student Activity Fee	$10	/credit-max $90/semester	$10	/credit-max $90/semester
Technology Fee (Fall, Spring, Summer)	$75	per semester	$75	per semester
Per Winter Session	$20		$20	
Transcript Fee	$15		$15	
Web Access Fee (applied to charges $50 & over)	$20		$20	
Vehicle Fees				
Vehicle Registration Fee	$15	/sem.- Fall, Spring, Summer	$15	/sem.- Fall, Spring, Summer
Driving or Parking on Restricted Roads or Areas	$100		$100	
Excessive Speed	$100		$100	
Failure to Register/Renew Vehicle with College	$30		$30	
Failure to stop, to obey signs or security personnel	$100		$100	
Failure to yield to pedestrians	$100		$100	
Obstruction of a trash container/ crosswalk	$75		$75	
Parking in a Fire Zone/Lane or 15 ft of fire hydrant	$150		$150	

Parking in Handicapped Area	$280	$280
Parking in other than Designated Area	$50	$50
Replacement of Lost Parking Sticker	$12	$12
English as a Second Language (ESL) Non-credit Tuition		
Cat. #s ELL001, ELL010	$410 per semester	$410 per semester
Cat. #s ELL003, ELL005, ELL007, ELL008	$205 per semester	$205 per semester
Cat. #s ELL002, ELL004, ELL006, ELL009	$205 per semester	$205 per semester
Cat. #s ELW001, ELW002, ELW003, ELW004, ELW005, ELW006, ELW007, ELW008, ELW009, ELW016	$175 per semester	$175 per semester

ITEM 10

RESOLUTION NO. 2022.23 - Awarding a Contract for the Construction of the Supporting Structure for an LED Sign at the Nicolls Road Entrance of the Ammerman Campus

WHEREAS, Suffolk County Community College has determined that there is a need for a new, updated LED sign to be installed at the Nicolls Road entrance of the Ammerman Campus, and

WHEREAS, the new LED sign will provide critical and timely information to students, community residents and travelers on Nicolls Road, and

WHEREAS, the LED sign must be mounted on a foundational structure with necessary electrical infrastructure, and

WHEREAS, this construction project will be funded by a donation made by the Suffolk Federal Credit Union (SFCU) in accordance with the Naming Rights Agreement among the College, SFCU and the Suffolk Community College Foundation, Inc., and

WHEREAS, pursuant to Suffolk County Resolution No.1056-2022, the Suffolk County Legislature has authorized the College to seek matching funds of eligible project costs from the State of New York, and

WHEREAS, public bids for the construction of the supporting structure for an LED sign were solicited and opened on September 23, 2021, and

WHEREAS, these bids were reviewed, and the qualifications of the lowest responsible bidder were evaluated by the College, be it therefore

RESOLVED, that the College President or his designee is authorized to enter into a contract with Grafton Data Systems, Inc. in the amount of $118,900 for the construction of the supporting structure for an LED sign at the Nicolls Road entrance of the Ammerman Campus, upon such terms and conditions as shall be approved by the College General Counsel.

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ITEM 11

RESOLUTION NO. 2022.24 - Delegating Authority to the College President to Approve Budget Transfers of Funds in an Amount up to $250,000 per Month

WHEREAS, pursuant to New York State Education Law, the College Board of Trustees is responsible, *inter alia*, for the creation and approval of the College Operating Budget, and

WHEREAS, pursuant to College policy, the College President's authority to transfer funds between College Operating Budget accounts in amounts in excess of $10,000.00 must be authorized by a resolution adopted by the Board of Trustees, and

WHEREAS, the Vice President for Business and Financial Affairs recommends increasing the College President's authority for the transfer of funds between College Operating Budget accounts in an amount up to $250,000 per month in order to enhance the operational efficiency of the College, be it therefore

RESOLVED, that the College President or a designee is hereby authorized to act upon the following matter without further approval by the Board of Trustees, and all persons and entities may rely upon and accept such action as if such action is made by the College Board of Trustees:

Approve transfers of funds in an amount up to $250,000 per month within and among College Operating Budget accounts

and be it further,

RESOLVED, that at each meeting of the Board of Trustees the College President or a designee shall submit a written information report to each Trustee on all transfers made and the reasons for said transfers, if any, in accordance herewith,

and be it further,

RESOLVED, that the College Board of Trustees reserves the right, by resolution of the Board, to void and reverse any transfer of funds made hereunder.

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