Suffolk
COUNTY COMMUNITY COLLEGE

Office of the President

BOARD OF TRUSTEES
January 19, 2023

RESOLUTION NO. 2023.01 - 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 $2,521,455.61 for the month of October 2022; $2,543,019.14 for the month of November 2022; and $2,291,980.57 for the month of December 2022 *(Attachment I)* is hereby approved by the Board of Trustees.

Gordon D. Canary
Secretary

Central Administration
533 College Road
Selden, NY 11784-2899
(631) 451-4112

Ammerman Campus
533 College Road
Selden, NY 11784-2899
(631) 451-4110

Western Campus
Crooked Hill Road
Brentwood, NY 11717-1092
(631) 851-6700

Eastern Campus
121 Speonk-Riverhead Road
Riverhead, NY 11901-3499
(631) 548-2500

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Office of the President

BOARD OF TRUSTEES
January 19, 2023

RESOLUTION NO. 2023.02 - Confirming the Annual Review and Approval of the College's Procurement Policy

WHEREAS, community colleges must procure goods and services in accordance with Article 5-A of the New York State General Municipal Law in order to ensure the prudent and economical use of public monies, and to guard against favoritism, improvidence, extravagance, fraud and corruption, and

WHEREAS, pursuant to General Municipal Law §104-b, the College's *Procurement Policy* must be annually reviewed and approved by the Board of Trustees, and

WHEREAS, the Office of Business and Financial Affairs and the Office of Legal Affairs have reviewed the *Procurement Policy*, and recommends that no revisions be made to the current policy, be it therefore

RESOLVED, that the College's *Procurement Policy,* is hereby adopted and approved for the calendar year 2023.

Gordon D. Canary
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BOARD OF TRUSTEES
January 19, 2023

RESOLUTION NO. 2023.03 - Amending the College Budget for a Grant Award Increase from the U.S. Department of Education for a Child Care Access Means Parents in School (CCAMPIS) Program

WHEREAS, the 2022-2023 College operating budget provided $110,900 from the U.S. Department of Education (USDOE) for a Child Care Access Means Parents in School (CCAMPIS) Program, and

WHEREAS, the grant award has been increased by an additional $33,269, bringing the total amount of the grant award to $144,169, and

WHEREAS, it is necessary to amend the 2022-2023 College operating budget in the amount of $33,269 to provide for the increase in the grant award, and

WHEREAS, this increase will provide additional funds for child care subsidies on a sliding scale, and extend hours to meet the critical need for campus-based child care for forty (40) low income, Pell-eligible student-parents, annually, for four years, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that the 2022-2023 College operating budget be amended to reflect an increase in the amount of $33,269 from the U.S. Department of Education (USDOE) for a Child Care Access Means Parents in School (CCAMPIS) Program, bringing the total amount of the grant award to $144,169, and be it further

RESOLVED, that the College President or his designee is authorized and empowered to execute any required documentation in connection said grant award.

Project Director: Vickie Calderon, Director of Suffolk Kids' Cottage, Michael J. Grant Campus

Note: No full-time positions

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BOARD OF TRUSTEES
January 19, 2023

RESOLUTION NO. 2023.04 - Amending the College Operating Budget to Reflect an Increase in the Grant Award from the NYS Education Department for the Science and Technology Entry Program (STEP)

WHEREAS, the 2022-2023 College operating budget provides $450,000, including indirect costs, reflecting a grant award from the NYS Education Department for the Science and Technology Entry Program (STEP), and

WHEREAS, the grant award has been increased by an additional amount of $45,482, bringing the total amount of the grant award to $495,482 including indirect costs, and

WHEREAS, it is necessary to amend the 2022-2023 College operating budget in the amount of $45,482 to provide for the increase in the grant award, and

WHEREAS, the Science and Technology Entry Program prepares secondary school students, who are either economically disadvantaged or minorities historically underrepresented in scientific, technical, health, and licensed professions for entry into postsecondary degree programs in these fields, and

WHEREAS, no matching funds are required, be it therefore

RESOLVED, that the 2022-2023 College operating budget be amended to reflect an increase in the amount of $45,482, from the NYS Education Department for the Science and Technology Entry Program (STEP), and be it further

R**ESOLVED**, that the College President or his designee is authorized and empowered to execute any necessary documentation in connection with said grant award.

Project Director: Arlene Jackson, Assistant Dean, Continuing Education

Note: No full-time positions
No in-kind contribution required

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Office of the President

BOARD OF TRUSTEES
January 19, 2023

RESOLUTION NO. 2023.05 - Amending the College Operating Budget for a Perkins V. Career and Technical Education Act Program Grant

WHEREAS, the 2022-2023 College operating budget provides $1,150,000.00, including indirect costs, from the NYS Education Department, Perkins V funds, for the Carl D. Perkins Strengthening Career and Technical Education for the 21st Century Act (Perkins V) Program for the period of July 1, 2022 through June 30, 2023, and

WHEREAS, the award has been increased by an additional amount of $91,834.00, bringing the total amount of the grant award to $1,241,834.00, including indirect costs, and

WHEREAS, the additional funds for the Perkins V grant will increase support for instructors and professional assistants and support acquisition of non-capital instructional equipment in the automotive, electrical technology, and construction/architectural technology programs, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that the 2022-2023 College operating budget be amended to reflect an increase in the amount of $91,834.00 from the NYS Education Department, Perkins V funds, for the Carl D. Perkins Strengthening Career and Technical Education for the 21st Century Act, and be it further

RESOLVED, that the College President or his designee is authorized and empowered to execute any necessary documentation in connection with said grant award.

Project Director: Dr. W. Troy Tucker, College Associate Dean of Sponsored Programs

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Office of the President

BOARD OF TRUSTEES
January 19, 2023

RESOLUTION NO. 2023.06 - Accepting a Grant Subaward from the National Institutes of Health (NIH), Passed Through the Research Foundation for the State University of New York (SUNY), for Participation in a Project Entitled "BioPREP: Biology Partnership in Research and Educational Program"

WHEREAS, the 2022-2023 College operating budget provided $27,061, including indirect costs, reflecting a grant subaward from the National Institutes of Health (NIH), passed through the Research Foundation for the State University of New York (SUNY), for participation in a project entitled "BioPREP: Biology Partnership in Research and Educational Program," and

WHEREAS, the grant sub-award includes an additional amount of $10,430.00, which includes indirect costs, increasing the grant award to $37,491, and

WHEREAS, the additional funds will be allocated to release time for the project director whose primary responsibility is to recruit students of the College for the BioPREP summer program, and the remainder of the funds will be used to purchase laboratory supplies, and for printing, distribution of recruitment material, and travel costs to attend meetings, and

WHEREAS, it is necessary to amend the 2022-2023 College operating budget to reflect the increase in this grant subaward, be it therefore

RESOLVED, that the 2022-2023 College operating budget be amended to reflect an increase in the amount of $10,430.00, including indirect costs, for a grant subaward from the National Institutes of Health (NIH), passed through the Research Foundation for the State University of New York (SUNY), for participation in a program entitled "BioPREP: Biology Partnership in Research and Educational Programs," and be it further

RESOLVED, that the College President or his designee is authorized and empowered to execute any necessary documentation, including a contract amendment, in such form as shall be approved by the Office of Legal Affairs, reflecting the increase in said grant subaward.

Project Director: Rosa Gambier
Note: No full-time positions

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BOARD OF TRUSTEES
January 19, 2023

RESOLUTION NO. 2023.07 - Accepting a Grant Subaward Amendment from the Research Foundation for the State University of New York (SUNY) for a Project Entitled "SUNY Stay Near, Go Far Reimagine Workforce Preparation Training"

WHEREAS, the 2022-23 College operating budget provided $268,888, including indirect costs, from the Research Foundation for the State University of New York (SUNY), through funds made available from the U.S. Department of Education (USDOE) 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 December 31, 2022, and

WHEREAS, the subaward has been increased by an additional amount of $136,077, including indirect costs, bringing the total amount of the subaward to $408,157, and the budget period will be extended through July 31, 2023, and

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

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that the 2022-23 College operating budget be amended to reflect an increase of $136,077, including indirect costs in the amount of $3,337, from the Research Foundation for the State University of New York (SUNY), through funds made available from the U.S. Department of Education (USDOE) 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 December 31, 2022 through July 31, 2023, and be it further

RESOLVED, that the College President or his designee is authorized and empowered to execute any necessary documentation, including a subaward amendment, in such form as shall be approved by the Office of Legal Affairs.

Project Director: Arlene Jackson. Assistant Dean, Continuing Education
Note: No full-time personnel

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Office of the President

BOARD OF TRUSTEES
January 19, 2023

RESOLUTION NO. 2023.08 - Approving a Major Change Order to the Contract for the Construction of the Renewable Energy and STEM Center on the Michael J. Grant Campus

WHEREAS, V.R.D. Contracting, Inc. was awarded a contract to construct the Renewable Energy and STEM Center on the Michael J. Grant Campus, and

WHEREAS, work which was not anticipated under the terms of the contract or shown on the design drawings is required, consisting of door hardware changes; a projector screen access door; power for hot water heaters; glass guardrail replacement at the green roof; sink carrier modifications; modify a drywall soffit to enclose plumbing vent; temporary anchoring to complete the main roof coping; and biology staff millwork, and

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

WHEREAS, the additional work described herein increases the contract with V.R.D. by more than thirty-five thousand dollars ($35,000.00), 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 $72,179.09 to the contract with V.R.D. Contracting, Inc. for additional work to be performed for the construction of the Renewable Energy and STEM Center on the Michael J. Grant Campus, is hereby approved, and be it further

RESOLVED, that the College President or his designee is authorized and empowered to execute any necessary documentation, as approved by the Office of Legal Affairs, reflecting the change order and the nature of the additional work so authorized.

Gordon D. Canary
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Office of the President

BOARD OF TRUSTEES
January 19, 2023

RESOLUTION NO. 2023.09 - Authorizing an Amendment to the Investment Policy

WHEREAS, the Investment Policy (the "Policy") was approved by the Board of Trustees on June 25, 2009, and

WHEREAS, the Policy vested authority for implementation and administration of the College's Deposit and Investment Program in the College Vice President for Business and Financial Affairs as well as the Suffolk County Treasurer, and

WHEREAS, Suffolk County Treasurer no longer has the responsibility for administering the College's Deposit and Investment Program, and

WHEREAS, the College wishes to amend the Policy to more accurately reflect current practices, as well as to expand list of eligible securities included in Appendix A ("the Schedule of Eligible Collateral"), be it therefore

RESOLVED, that the Board of Trustees hereby approves and authorizes an amendment to the Investment Policy, as reflected on Attachment II, annexed hereto.

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Office of the President

BOARD OF TRUSTEES
January 19, 2023

RESOLUTION NO. 2023.10 - Establishing a Procedure for Retaining the Services of Outside Legal Counsel for the Board of Trustees Under Appropriate Circumstances

WHEREAS, pursuant to NYS Education Law, Article 126, the rules and regulations adopted by the State University of New York Trustees in furtherance thereof, and the *Bylaws of Suffolk County Community College*, the College President is empowered to appoint the professional staff of Suffolk County Community College, including attorneys to provide legal counsel to the Board of Trustees, the President and the College administration, and the College's affiliated entities, and

WHEREAS, under NYS law, the Board of Trustees is authorized to retain independent legal counsel in the event the College attorneys in the Office of Legal Affairs cannot provide legal counsel to the Board in a particular matter by reason of a conflict of interest or by circumstances presenting the need for special legal expertise, and

WHEREAS, through a competitive Request for Qualifications (RFQ) process conducted in accordance with the College's *Procurement Policy*, the College has contracted with outside legal counsel to provide legal services in the event the College attorneys cannot provide legal counsel to the Board in a particular matter by reason of a conflict of interest or by circumstances presenting the need for special legal expertise, and

WHEREAS, the Board now wishes to establish a procedure by which the services of outside legal counsel with whom the College has contracted may be retained under appropriate circumstances, be it therefore

RESOLVED, that in the event a matter arises in which the Office of Legal Affairs may not be able to provide legal counsel to the Board of Trustees by reason of a conflict of interest or by circumstances presenting the need for special legal expertise, the Executive Committee of the Board of Trustees, together with the College President, the College General Counsel, and such other professional staff of the College as may be deemed necessary, shall convene a meeting to review the particular matter and identify the conflict of interest and / or the need for special legal expertise which warrants retaining the services of outside legal counsel for said matter, and be it further

RESOLVED, that following a determination of the Executive Committee at said meeting that a particular matter presents a conflict of interest and / or the need for special legal expertise, the Executive Committee of the Board of Trustees shall request that an appropriate resolution be considered at a regular or special meeting of the Board which discloses that a conflict of interest and / or the need for special legal expertise exists, thus warranting retaining the services of outside legal counsel for a particular matter, and be it further

Suffolk
COUNTY COMMUNITY COLLEGE

RESOLUTION NO. 2023.10 - Continued

RESOLVED, that said resolution shall also specify the scope of services to be performed by outside legal counsel and that a College contract with outside legal counsel was, or will be, established in accordance with the *Procurement Policy*, and be it further

RESOLVED, that the implementation of the procedure set forth herein shall, in all respects, comply with all applicable laws, rules, regulations and College policies, including, but not limited to, NYS Public Officers Law, Article 7 (the Open Meetings Law) and the *Bylaws of Suffolk County Community College*.

Gordon D. Canary
Secretary