BOARD OF TRUSTEES
February 19, 2026

SUMMARY OF ACTION

ITEM	RESOLUTION	ACTION
1	RESOLUTION NO. 2026.01 – Confirming the Approval of Monthly Sponsor Services for Suffolk County Community College	Adopted
2	RESOLUTION NO. 2026.02 – Approving Monthly Sponsor Services for Suffolk County Community College	Adopted
3	RESOLUTION NO. 2026.03 - Accepting a Grant from the State University of New York (SUNY) for the SUNY Nursing Simulation Fellowship	Adopted
4	RESOLUTION NO. 2026.04 – Accepting a Grant Award from the National Science Foundation (NSF) for a Project Entitled "Collaborative Research: Virtual Workshops to Support Two-Year College Geoscience Faculty to Engage in Funded STEM Education Research and Improvement Initiatives"	Adopted
5	RESOLUTION NO. 2026.05 – Accepting a Grant from the State University of New York (SUNY) in Support of Title II Accessibility	Adopted
6	RESOLUTION NO. 2026.06 – Approving the Settlement of a Claim	Adopted
7	RESOLUTION NO. 2026.07 – Creating an Employee Title: College Director of Advanced Manufacturing Education	Adopted
8	RESOLUTION NO. 2026.08 – Amending the Student Code of Conduct	Adopted
9	RESOLUTION NO. 2026.11 – Approving the Requested 2027–2029 Capital Program and 2027 Capital Budget	Adopted

ITEM 1

RESOLUTION NO. 2026.01 – Confirming the Approval of Monthly Sponsor Services for Suffolk County Community College

WHEREAS, the State University of New York Regulation No. 602.7 requires 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 College Bylaws, on January 12, 2026, the Executive Committee of the Board of Trustees approved the health insurance payment to the County of Suffolk in the amount of $3,599,373.14 for the month of November 2025, as reflected on *Attachment I*, annexed hereto, and

WHEREAS, pursuant to Article V (F) of the College Bylaws, on January 12, 2026, the Executive Committee of the Board of Trustees approved the health insurance payment to the County of Suffolk for surviving spouses and dependents in the amount of $159,256.31 for the month of September 2025 and $154,867.15 for the month of October 2025, as reflected on *Attachment II*, annexed hereto, be it therefore

RESOLVED, that effective as of January 12, 2026, the conditional approval by the Executive Committee of the Board of Trustees of the above-referenced health insurance payments to the County of Suffolk, as reflected on *Attachments I and II*, is hereby confirmed in all respects.

****

Suffolk County Employee Medical Health Plan

INVOICE

County of Suffolk
725 Veterans Memorial Highway, Bldg 158
PO Box 6100
Hauppauge, NY 11788

DATE: November 13, 2025
INVOICE No.: 25-011
FOR: EMHP of Suffolk County
SCCC Insurance Premiums
& Employee Contributions
Fund 818

Bill To:
Jamie Hahn
Suffolk County Community College - Business & Financial Affairs
FML Rm. 232, College Road
Selden, NY 11784

Health Insurance Coverage	Premium	# Employees	Total
EMHP Individual Coverage	$1,097.29	587	$644,109.23
EMHP Family Coverage	$2,585.22	1072	$2,771,355.84
Emblem/HIP HMO Individual Coverage	$1,921.70	1	$1,921.70
Emblem/Hip Family Coverage	$4,708.15	1	$4,708.15
Surviving Spouse/Dependent Individual Coverage	$1,097.29	138	$151,426.02
Surviving Spouse/Dependent Family Coverage	$2,585.22	10	$25,852.20
November 2025 Premium Due:		1,809	**$3,599,373.14**
Total Due:			**$3,599,373.14**

Payments are to be remitted to Suffolk County via wire transfer within thirty (30) days of this invoice.

If you have any questions concerning this invoice, please call Robin Vitalino @ 631-853-5757 or email Robin.Vitalino@suffolkcountyny.gov.

THANK YOU

Suffolk County Employee Medical Health Plan

INVOICE

County of Suffolk
725 Veterans Memorial Highway, Bldg 158
PO Box 6100
Hauppauge, NY 11788

DATE: **October 27, 2025**
INVOICE No.: **25-009**
FOR: EMHP of Suffolk County
SCCC Insurance Premiums
& Employee Contributions
Fund 818

Bill To:
Jamie Hahn
Suffolk County Community College - Business & Financial Affairs
FML Rm. 232, College Road
Selden, NY 11784

Health Insurance Coverage	Premium	# Employees	Total
EMHP Individual Coverage	$1,097.29	584	$640,817.36
EMHP Family Coverage	$2,585.22	1070	$2,766,185.40
Emblem/HIP HMO Individual Coverage	$1,921.70	1	$1,921.70
Emblem/Hip Family Coverage	$4,708.15	1	$4,708.15
Surviving Spouse/Dependent Individual Coverage	$1,097.29	131	$143,744.99
Surviving Spouse/Dependent Family Coverage	$2,585.22	6	$15,511.32
September 2025 Premium Due:		1,793	**$3,572,888.92**
EMPLOYEE HEALTH INSURANCE			
Payroll 17, 8/4/2025 - 8/17/2025			$72,154.15
Payroll 18, 8/18/2025 - 8/31/2025			$71,936.11
Payroll 19, 9/1/2025-9/14/2025			$80,860.97
Employee Insurance Contributions Due:			**$224,951.23**
Total Due:			**$3,797,840.15**

Payments are to be remitted to Suffolk County via wire transfer within thirty (30) days of this invoice.

If you have any questions concerning this invoice, please call Robin Vitalino @ 631-853-5757 or email Robin.Vitalino@suffolkcountyny.gov.

THANK YOU

Note: At the December 11, 2025 meeting, the Board of Trustees previously approved payment of $2,798,964.79, which did not include the two highlighted lines above for surviving spouses/dependents totaling $159,256.31. The Board is now asked to approve the lines for surviving spouses/dependents after the College had the opportunity to review this charge with EMHP.

Suffolk County Employee Medical Health Plan

INVOICE

County of Suffolk
725 Veterans Memorial Highway, Bldg 158
PO Box 6100
Hauppauge, NY 11788

DATE: October 27, 2025
INVOICE No.: 25-010
FOR: EMHP of Suffolk County
SCCC Insurance Premiums
& Employee Contributions
Fund 818

Bill To:
Jamie Hahn
Suffolk County Community College - Business & Financial Affairs
FML Rm. 232, College Road
Selden, NY 11784

Health Insurance Coverage	Premium	# Employees	Total
EMHP Individual Coverage	$1,097.29	586	$643,011.94
EMHP Family Coverage	$2,585.22	1069	$2,763,600.18
Emblem/HIP HMO Individual Coverage	$1,921.70	1	$1,921.70
Emblem/Hip Family Coverage	$4,708.15	1	$4,708.15
Surviving Spouse/Dependent Individual Coverage	$1,097.29	127	$139,355.83
Surviving Spouse/Dependent Family Coverage	$2,585.22	6	$15,511.32
October 2025 Premium Due:		1,790	**$3,568,109.12**
EMPLOYEE HEALTH INSURANCE			
Payroll 20, 9/15/2025 - 9/28/2025			$80,147.43
Payroll 21, 9/29/2025-10/12/2025			$79,813.93
Employee Insurance Contributions Due:			**$159,961.36**
Total Due:			**$3,728,070.48**

Payments are to be remitted to Suffolk County via wire transfer within thirty (30) days of this invoice.

If you have any questions concerning this invoice, please call Robin Vitalino @ 631-853-5757 or email Robin.Vitalino@suffolkcountyny.gov.

THANK YOU

Note: At the December 11, 2025 meeting, the Board of Trustees previously approved payment of $3,573,203.33, which did not include the two highlighted lines above for surviving spouses/dependents totaling $154,867.15. The Board is now asked to approve the lines for surviving spouses/dependents after the College had the opportunity to review this charge with EMHP.

ITEM 2

RESOLUTION NO. 2026.02 – Approving Monthly Sponsor Services for Suffolk County Community College

WHEREAS, the State University of New York Regulation No. 602.7 requires 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 $3,527,851.04 for the month of December 2025 and $3,664,397.57 for the month of January 2026 *(Attachment III)* is hereby approved by the Board of Trustees.

****

INVOICE

Suffolk County Employee Medical Health Plan

County of Suffolk
725 Veterans Memorial Highway, Bldg 158
PO Box 6100
Hauppauge, NY 11788

DATE: December 12, 2025
INVOICE No.: 25-012
FOR: EMHP of Suffolk County
SCCC Insurance Premiums
& Employee Contributions
Fund 818

Bill To:
Jamie Hahn
Suffolk County Community College - Business & Financial Affairs
FML Rm. 232, College Road
Selden, NY 11784

Health Insurance Coverage	Premium	# Employees	Total
EMHP Individual Coverage	$1,097.29	580	$636,428.20
EMHP Family Coverage	$2,585.22	1069	$2,763,600.18
Emblem/HIP HMO Individual Coverage	$1,921.70	1	$1,921.70
Emblem/Hip Family Coverage	$4,708.15	1	$4,708.15
Surviving Spouse/Dependent Individual Coverage	$1,097.29	134	$147,036.86
Surviving Spouse/Dependent Family Coverage	$2,585.22	9	$23,266.98
December 2025 Premium Due:		1,794	**$3,576,962.07**
EMPLOYEE HEALTH INSURANCE			
Payroll 22, 10/13/25-10/26/25			$79,438.76
Payroll 23, 10/27/25-11/9/25			$78,218.98
Payroll 24, 11/10/25-11/23/25			$75,322.76
Payroll 25, 11/24/25-12/7/25			$72,206.22
Employee Insurance Contributions Due:			**$305,186.72**
Total Due:			**$3,882,148.79**

***($354,297.75)**
$3,527,851.04

*** December Medicare**

Payments are to be remitted to Suffolk County via wire transfer within thirty (30) days of this invoice.

If you have any questions concerning this invoice, please call Robin Vitalino @ 631-853-5757 or email Robin.Vitalino@suffolkcountyny.gov.

THANK YOU

580 Individual Plans are made up of 214 Active members and 366 Retired members
1,069 Family Plans are made up of 587 Actuve members and 482 Retired members

Suffolk County Employee Medical Health Plan

INVOICE

County of Suffolk
725 Veterans Memorial Highway, Bldg 158
PO Box 6100
Hauppauge, NY 11788

DATE: **January 29, 2026**
INVOICE No.: **26-001**
FOR: EMHP of Suffolk County
SCCC Insurance Premiums
& Employee Contributions
Fund 818

Bill To:
Jamie Hahn
Suffolk County Community College - Business & Financial Affairs
FML Rm. 232, College Road
Selden, NY 11784

Health Insurance Coverage	Premium	# Employees	Total
EMHP Individual Coverage	$1,052.83	584	$614,852.72
EMHP Family Coverage	$2,480.47	1070	$2,654,102.90
Emblem/HIP HMO Individual Coverage	$2,021.04	0	$0.00
Emblem/Hip Family Coverage	$4,951.53	1	$4,951.53
Surviving Spouse/Dependent Individual Coverage	$1,052.83	133	$140,026.39
Surviving Spouse/Dependent Family Coverage	$2,480.47	8	$19,843.76
January 2026 Premium Due:		1,796	**$3,433,777.30**
EMPLOYEE HEALTH INSURANCE			
Payroll 26, 12/8/25-12/21/25			$69,653.72
Payroll 1, 12/22/25-1/4/26			$81,841.09
Payroll 2, 1/5/26-1/18/26			$81,605.93
Employee Insurance Contributions Due:			**$233,100.74**
Total Due:			**$3,666,878.04**

Payments are to be remitted to Suffolk County via wire transfer within thirty (30) days of this invoice.

***($2,480.47)**
$3,664,397.57

If you have any questions concerning this invoice, please call Diane Bo @ 631-853-4623 or email Diane.Bo2@suffolkcountyny.gov.

THANK YOU

***Took off family account due to number I got on my reconciliation.**

ITEM 3

RESOLUTION NO. 2026.03 – Accepting a Grant from the State University of New York (SUNY) for the SUNY Nursing Simulation Fellowship

WHEREAS, Suffolk County Community College has received a grant in the amount of $20,000, from the State University of New York for the SUNY Nursing Simulation Fellowship for the period of September 1, 2025 through August 31, 2026, and

WHEREAS, the fellowship will offer one full-time instructor the opportunity to gain advanced experience and foster expertise in simulation education, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that a grant, in the amount of $20,000, from the State University of New York, for the SUNY Nursing Simulation Fellowship, for the period of September 1, 2025 through August 31, 2026, is hereby accepted, and that the College President, or his designee, is authorized to execute and empowered to execute any necessary documentation, including a contract, with the administering agency, in such form as shall be approved by the College General Counsel, and be it further

RESOLVED, that the 2025–2026 College operating budget be amended to reflect the grant award.

Project Director: Dr. Cheryl Shaffer, College Associate Dean of Nursing

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ITEM 4

RESOLUTION NO. 2026.04 – Accepting a Grant Award from the National Science Foundation (NSF) for a Project Entitled "Collaborative Research: Virtual Workshops to Support Two-Year College Geoscience Faculty to Engage in Funded STEM Education Research and Improvement Initiatives"

WHEREAS, Suffolk County Community College has received a grant award in the amount of $222,468 from the National Science Foundation (NSF) for a project entitled "Collaborative Research: Virtual Workshops to Support Two-Year College Geoscience Faculty to Engage in Funded Stem Education Research and Improvement Initiatives," for the period of January 1, 2026 through December 31, 2028, and

WHEREAS, the grant will support a two-year program of virtual workshops and associated activities for two-year college geoscience and other STEM faculty to develop NSF grant proposals, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that a grant, in the amount of $222,468 from the National Science Foundation for a project entitled "Collaborative Research: Virtual Workshops to Support Two-Year College Geoscience Faculty to Engage in Funded Stem Education Research and Improvement Initiatives," for the period of January 1, 2026 through December 31, 2028, is hereby accepted, and the College President, or his designee, is authorized to execute and empowered to execute any necessary documentation, including a contract, with the administering agency, in such form as shall be approved by the College General Counsel, and be it further

RESOLVED, that the 2025–2026 College operating budget be amended to reflect the applicable portion of this grant award.

Project Director: Sean Tvelia, Academic Chair/Professor, Physical Sciences

Note: No full-time personnel

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ITEM 5

RESOLUTION NO. 2026.05 – Accepting a Grant from the State University of New York (SUNY) in Support of Title II Accessibility

WHEREAS, Suffolk County Community College has received a grant in the amount of $10,000 from the State University of New York (SUNY) to support Title II Accessibility efforts, for the period of January 19, 2026 through June 30, 2026, and

WHEREAS, the grant will be used to fund additional hours of staff time to provide temporary support to faculty, web services staff, and other areas that produce content in need of remediation, and to purchase additional licenses for MathType and Foxit software so that additional faculty and staff can access these resources to produce accessible content, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that a grant, in the amount of $10,000 from SUNY to support Title II Accessibility efforts, for the period of January 19, 2026 through June 30, 2026, is hereby accepted, and the College President, or his designee, is authorized and empowered to execute any necessary documentation, including a contract with the administering agency, in such form as shall be approved by the College General Counsel, and be if further

RESOLVED, that the 2025–2026 College operating budget be amended to reflect this grant award.

Project Director: Shady Azzam-Gomez, Vice President of Information Technology Services

****

ITEM 6

RESOLUTION NO. 2026.06 – Approving the Settlement of a Claim

WHEREAS, an individual commenced an action against Suffolk County Community College seeking damages for alleged constitutional violations, and

WHEREAS, the parties have entered into discussions to resolve the matter in its entirety, and

WHEREAS, the parties, wishing to avoid the burden, uncertainty, delay, expense and distraction of litigation, have reached an agreement for the settlement of the individual's claim, be it therefore

RESOLVED, that the individual's claim against the College be settled in its entirety for an amount mutually agreed upon by the parties, and be it further

RESOLVED, that the College President, or his designee, shall be authorized to execute any and all documents necessary to implement the terms and conditions of this settlement.

****

ITEM 7

RESOLUTION NO. 2026.07 – Creating an Employee Title, College Director of Advanced Manufacturing Education

WHEREAS, the College is committed to ensuring workforce training programs meet industry standards, address industry needs and support the organization's goals for talent development and productivity, and

WHEREAS, the College has a need for strategic leadership, operational oversight and program development for the center dedicated to workforce training, skills development, and technical education in Advanced Manufacturing, and

WHEREAS, the Office of Human Resources has conducted a thorough review of current job duties and benchmarked those duties to comparable administrative positions within the College, and

WHEREAS, the creation of a Director-level position will provide expertise in Advanced Manufacturing Education, identify emerging manufacturing trends and technologies to guide curriculum and program development, and build partnership with industry leaders, educational institutions, workforce agencies and community organizations, and

WHEREAS, creation of this role is integral to the College's efforts to expand manufacturing workforce education opportunities, consistent with national, state, and local needs and priorities, be it therefore

RESOLVED, that the College hereby creates the following new employee title:

Title	Bargaining Unit	Category
College Director of Advanced Manufacturing Education	Guild of Administrative Officers	II

****

ITEM 8

RESOLUTION NO. 2026.08 – Amending the Student Code of Conduct

WHEREAS, the College maintains a student conduct program within the Division of Student Affairs to support an educational and developmental process that balances the interests of individual students with the interests of the College community, and

WHEREAS, in order to ensure consistency with other College policies and implement changes in applicable law and best practices, the College seeks to amend the Student Code of Conduct and its implementing procedures, including with respect to the following:

- Formatting and organizational changes to improve usability;
- Clarifying that the definition of "student" for purposes of conduct expectations includes students enrolled in noncredit programs;
- Clarifying how conduct concerns are addressed with respect to variations in student registration status;
- Updating provisions regarding dating violence, domestic violence, stalking, sexual assault, and non-consensual use of intimate images to align with updated federal and state requirements;
- Updating procedures relating to arrests and pending criminal proceedings;
- Expanding language around "no contact orders" and other methods of informal resolution;
- Strengthening hearing-related communications and processes to provide additional information and time to students to respond to and prepare for conduct hearings;
- Clarifying expectations relating to conduct board hearings and hearing outcomes; and
- Updating titles of College personnel to align with current titles and roles,

be it therefore,

RESOLVED, that the College hereby adopts the Student Code of Conduct, as amended and renumbered 4003, with accompanying detailed student conduct regulations to be published and updated from time to time as needed, by the Vice President for Student Affairs, in consultation with the Campus Associate Deans of Student Affairs, Title IX Coordinator, and College General Counsel (see *Attachment IV*).

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Policy Title	**Student Code of Conduct**
Policy Number	4003
Category	Student
Applicability	College-wide
Responsible Office	Vice President for Student Affairs
Effective Date	February 19, 2026

I. Policy Statement

Suffolk County Community College is committed to fostering a campus environment that supports academic inquiry, personal growth, and community engagement. The Student Code of Conduct establishes standards of integrity, respect, responsibility, social justice, and community that all students are expected to uphold. These standards ensure a safe, inclusive, and productive learning environment where every member of the College community can thrive.

II. Rationale

The Student Code of Conduct exists to uphold the College's mission of fostering honesty, civility, inclusion, and responsible civic engagement. By establishing clear behavioral standards rooted in integrity, respect, responsibility, social justice, and community, the Policy promotes a safe and supportive learning environment. It ensures that students understand their obligations as members of the College community and provides a framework for addressing conduct that violates established behavioral expectations, ensuring accountability and fairness in the student conduct process.

III. Scope and Applicability

This Policy applies to all enrolled students.

IV. Responsible Office/Executive

The College's Vice President for Student Affairs and the Campus Associate Deans of Student Affairs have responsibility for the implementation and review of this Policy. Individuals with questions about this Policy should contact the Associate Dean of Student Affairs on their campus for more information.

V. Related Student Conduct Regulations

The Vice President for Student Affairs, in consultation with the Campus Associate Deans of Student Affairs, Title IX Coordinator and College Counsel will approve and publish detailed student conduct regulations consistent with this Policy, entitled "Suffolk County Community College Student Code of Conduct", which regulations will be published on the College website and made available to all

students. These conduct regulations, as they may be updated from time to time, are linked here [URL to be added once published].

VI. Cross-References

- Policy 4001: Student Records Policy
- Title IX Grievance Policy for Addressing Formal Complaints of Sexual Harassment
- Sexual Violence Response Policy
- Policy 8040: Acceptable Use of Artificial Intelligence Technologies Policy

VII. References

- SUNY Procedure 3650: Campus Conduct & Other College Property Used for Educational Purposes
- Article 129-A and Article 129-B of the New York State Education Law
- SUNY Sexual Harassment Response and Prevention Policy Statement

VIII. History / Revision Dates

Adoption Date: August 19, 2021 (Board of Trustees)
Revised: February 19, 2026 (Board of Trustees)

Suffolk County Community College Student Code of Conduct (Regulations)

The Suffolk County Community College Student Code of Conduct is adapted, in part, from The NCHERM Group Model Developmental Code of Student Conduct, and is used here with permission.

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Introduction

Suffolk County Community College's mission includes honesty, civility, diversity, inclusion, and responsible civic engagement. The College is committed to preserving a climate conducive to our dedication to academic endeavors, and protecting its property and that of its community members. It is important to treat all community members with equal care, concern, honor, fairness and dignity. The College has established core values of student conduct which meet our mission.

Core Values of Student Conduct

- ***Integrity***: College students exemplify honesty, honor and a respect for the truth in all of their dealings.
- ***Community***: College students build and enhance their community.
- ***Social Justice:*** College students are just and equitable in their treatment of all members of the community, and act to discourage and/or intervene to prevent unjust and inequitable behaviors.
- ***Respect***: College students show positive regard for each other, for property and for the community.
- ***Responsibility***: College students are given and accept a high level of responsibility to self, to others and to the community.

Suffolk County Community College students are responsible for knowing the information, policies and procedures outlined in this document. The College reserves the right to make changes to this code as necessary, and once those changes are posted online, they are in effect. Students are encouraged to check the College website for all updated policies and procedures.

SECTION 1: PHILOSOPHY

The College community is committed to fostering a campus environment that is conducive to academic inquiry, a productive campus life and thoughtful study and discourse. The student conduct program within the Division for Student Affairs is committed to an educational and developmental process that balances the interests of individual students with the interests of the College community.

A community exists on the basis of shared values and principles. At the College, student members of the community are expected to uphold and abide by certain standards of conduct that form the basis of the *Code of Conduct*. These community standards are embodied within a set of core values that include integrity, social justice, respect, community, and responsibility.

All members of the College community bear responsibility for their conduct and to assume reasonable responsibility for the behavior of others. When members of the community fail to exemplify these values by violating the rules below, campus conduct proceedings are used to enforce the *Code of Conduct*.

The student conduct process at the College is not intended to punish students; rather, it exists to protect the interests of the community and to educate those whose behavior is not in accordance with our policies, community standards, and core values. Sanctions are intended to develop students'

moral and ethical decision-making, and to help them bring their behavior into accord with our community expectations. When a student is unable to conform their behavior to community expectations, the student conduct process may determine that the student should no longer share in the privilege of participating in this community.

Students should be aware that the student conduct process is quite different from criminal and civil court proceedings.

SECTION 2: DEFINITIONS

1. "College" means Suffolk County Community College, which includes its three campuses (Ammerman, Eastern, and Michael J. Grant); the Culinary Arts Center; the Suffolk Community College Association, Inc. (Association); and any other premises, including overseas program sites utilized by the College or the Association.
2. "College-program or activity" means any activity on or off campus which is initiated, aided, authorized or supervised by the College or Association.
3. "Student" means a person either enrolled in or auditing credit or non- credit courses at the College, including workforce, developmental, and continuing education, on either a full-time or part-time basis. Persons who have either applied for, or been notified of, their acceptance for admission shall also fall under the definition of "student."
4. "College Title IX Coordinator" shall refer to College employee who serves in the capacity of the Associate Vice President for Opportunity and Belonging.
5. "College Deputy Title IX Coordinator" shall refer to the College employees who serve in the capacity of Affirmative Action Officer and the Campus Associate Deans for Student Affairs, and any other employee so designated by the College Title IX Coordinator.
6. "FERPA" shall refer to the Family Educational Rights and Privacy Act of 1974, a federal law which assures the protection and confidentiality of student records.

SECTION 3: JURISDICTION

Students at the College are provided a copy of the *Student Code of Conduct* annually in the form of a link on the College website. Hard copies are available upon request from the Offices of the Campus Associate Dean for Student Affairs. Students are responsible for reading and abiding by the provisions of the *Code of Conduct*.

The College President has designated the Vice President for Student Affairs and the Campus Associate Deans for Student Affairs as the persons responsible for the implementation of the *Code of Conduct* and the student conduct process at the College. The Campus Associate Dean for Student Affairs, or designee, will coordinate the student conduct process to include the composition of the Student Conduct Boards and the imposition of sanctions upon any student(s) found to have violated the *Code of Conduct*.

The Code of Conduct and the student conduct process apply to the conduct of individual students, and all College-affiliated student organizations. For the purposes of student conduct, the College considers an individual to be a student upon registration for any course offered at the college and for as long as the student has a continuing educational affiliation with the College.

The College retains conduct jurisdiction over students for any misconduct that occurred prior to a student's leave of absence, withdrawal or graduation. If sanctioned, a hold may be placed on the student's ability to re-enroll. Furthermore, should this Code be violated by a former student at such time when they are no longer enrolled at the College, the College retains the right to place a hold on such former student's ability to re-enroll, and may impose conditions on such individual's re-enrollment. All sanctions and conditions must be satisfied prior to re-enrollment eligibility. In the event of serious misconduct committed while still enrolled, but reported after the accused student has graduated, the College may invoke these procedures, and should the former student be found responsible, the College reserves the right to revoke that student's degree.

The Student Code of Conduct applies to behaviors that take place on the campus, at College programs or activities, and may also apply off-campus when the Campus Associate Dean for Student Affairs, or designee, determines that the off-campus conduct implicates a substantial College interest. A substantial College interest may be implicated in:

- Any situation where the student's conduct may present a danger or threat to the health or safety of themselves or others; and/or
- Any situation that significantly impinges upon the rights, property or achievements of others, or significantly breaches the peace and/or causes social disorder; and/or
- Any situation that is detrimental to the educational mission of the College.

The Student Code of Conduct may be applied to behavior conducted online, via e-mail, social media or by another electronic medium. Students should also be aware that online postings, such as blogs, web postings, chats and social networking sites, are in the public sphere and are not private. These postings can subject a student to allegations of conduct violations if evidence of such violations is posted online. The College may take action when information concerning a student's online behavior which may include, but is not limited to the following criteria is brought to the attention of College officials:

- A true threat, defined as "a threat a reasonable person would interpret as a serious expression of intent to inflict bodily harm upon specific individuals";
- Speech posted online about the College or its community members that causes a significant disruption to College operations.

The Code of Conduct applies to guests of students, and hosts may be held accountable for the misconduct of their guests. Visitors to, and guests of, the College may seek resolution of violations of the *Student Code of Conduct* committed against them by students.

College e-mail is the College's official means of communication with students. The College expects that students shall receive and read their electronic communications on a frequent and timely basis. Failure to do so shall not absolve the student from knowing of and complying with the contents of all electronic communications, some of which will be time-critical. Students are responsible for all communications delivered to their College e-mail addresses.

The Campus Associate Dean for Student Affairs, or designee, will assume responsibility for the investigation of an allegation of misconduct to determine if charges should be pursued. Where appropriate, Campus Associate Dean for Student Affairs may, in consultation with the Title IX Coordinator, direct the complaint to a special hearing for sexual misconduct under Section 8 of this

Code, or to the College's Title IX Grievance Procedure for Addressing Formal Complaints of Sexual Harassment.

SECTION 4: VIOLATIONS OF THE LAW

It is the obligation of every student to notify the Vice President for Student Affairs or their designee for his/her campus of any felony or misdemeanor arrests occurring at any time after the student is admitted to the College through graduation or separation from the College, regardless of geographic location of the arrest or specific crime alleged. Failure to do so may result in conduct charges by the College. The College may review the facts underlying the arrest to determine if there is a concomitant policy violation.

Alleged violations of federal, state and local laws may be investigated and addressed under the *Code of Conduct*. When an offense occurs over which the College has jurisdiction, the College will initiate its conduct process.

The College reserves the right to exercise its authority of interim suspension upon notification that a student is facing criminal investigation. Interim suspensions are imposed until a hearing can be held. The interim suspension may be continued if a danger to the community is posed. The College may be delayed from conducting its own investigation and resolving the allegation by the pendency of the criminal process. In such cases, the College may delay its hearing only until such time as it can conduct an internal investigation or obtain sufficient information independently from law enforcement upon which to proceed. Any such delay should be no longer than fifteen (15) business days.

SECTION 5: COLLEGE REGULATIONS

Core Values and Behavioral Expectations

The College considers the behavior described in the following sub-sections as inappropriate for the College community and in opposition to its core values of student conduct. These expectations and rules apply to all students. The College encourages community members to report to College officials all incidents that involve the following actions. Any student found to have committed or to have attempted to commit the following misconduct is subject to the sanctions outlined in Section 7: Formal Conduct Procedures.

Integrity: College students exemplify honesty, honor and a respect for the truth in all of their dealings. Behavior that violates this value includes, but is not limited to:

1) **Falsification**. Knowingly furnishing or possessing false, falsified or forged materials, documents, accounts, records, identification (including College identification cards) or financial instruments; making false statements or false reports to College officials; or withholding information which a student knew, or reasonably should have known, must be disclosed to the College; or withholding information that has been requested by a member of the College community who is authorized to request such information.

2) **Academic Dishonesty**. Acts of academic dishonesty, which include, but are not limited to, cheating on an assignment or exam; plagiarizing (i.e., taking and passing off as one's own work the ideas, writings, or work of another, without citing sources, including the use of AI (Artificial Intelligence) in

violation of current College Policy; submitting work from another course, unless receiving advance approval to do so by the instructor; stealing or possessing stolen exams or course materials; posing as another person, or allowing another person to pose as oneself; falsifying academic records; receiving help from others in work to be submitted, if contrary to stated course rules. Students are responsible for knowing and abiding by College and course policies, requirements, and expectations regarding academic integrity. Violations of such policies, requirements, and expectations, including acts of academic dishonesty, may be addressed through the academic process or, where deemed appropriate by the Campus Associate Dean for Student Affairs, through the *Code of Conduct*.;

3) **Collusion**. Action or inaction with another or others to violate the *Code of Conduct*;

4) **Election Tampering**. Tampering with an election conducted by the College or by a College-recognized student organization;

5) **Taking of Property**. Intentional and unauthorized taking of College property or the personal property of another, including goods, services and other valuables;

6) **Stolen Property**. Knowingly taking or maintaining possession of stolen property.

Community: College students build and enhance their community. Behavior that violates this value includes, but is not limited to:

7) **Disruptive Behavior**. Substantial disruption of College operations, including obstruction of teaching, administration, other College activities, and/or other authorized non-College activities which occur on campus;

8) **Rioting**. Causing, inciting or participating in any disturbance that presents a danger to self or others, or causes physical harm to others, or damage and/or destruction of property;

9) **Unauthorized Entry**. Unauthorized access to any College building or the unauthorized possession, duplication or use of means to access any College facility, including trespassing; or the propping or unauthorized use of alarmed doors for entry into or exit from a College facility;

10) **Trademark Infringement**. Unauthorized use (including misuse) of College or organizational names, logos and images;

11) **Damage and Destruction**. Intentional, reckless and/or unauthorized damage to or destruction of College property or the personal property of another;

12) **IT and Acceptable Use**. Misuse, or use without authority or in violation of law, of the College's information technology or telecommunications systems, including, but not limited to, the unauthorized or illegal use or misuse of College phone, computer, and/or network systems; the violation of the College's Information technology policies and guidelines; the unauthorized entry or dissemination of electronic information; cyberbullying; prank calls or e-mail messages; the hacking, duplication or unauthorized use of copyrighted software; unauthorized recordings of lectures or other educational content without permission, including with the use of wearable technologies; destruction, unauthorized transfer or alteration of electronic files; and unauthorized use of student data, including but not limited to: individual's electronic identification number, such as password, user name, student ID number, social security number, PIN, etc.;

13) **Gambling**. Gambling is prohibited on College property and at any College program or activity or supervised function;

14) **Weapons**. Possession, use, or distribution of explosives (including fireworks and ammunition), guns (including air, BB, paintball, facsimile weapons and pellet guns), or other weapons (i.e. blades, knives), except by certified law enforcement officers either on duty or otherwise acting in accordance with the requirements of their position. Note that the term "weapon" shall include any object or substance that is designed to, or used to, or reasonably can be used to, inflict physical harm, cause injury, or incapacitate;

15) **Tobacco and Vaping**. Failure to comply with the College's tobacco-free policy;

16) **Fire Safety.** Violation of local, state, federal or campus fire policies including, but not limited to:

a) Intentionally or recklessly causing a fire which damages College or personal property, or which causes injury;
b) Failure to evacuate a College-controlled building during a fire alarm;
c) Improper use of College fire safety equipment; or
d) Tampering with or improperly engaging a fire alarm or fire detection/control equipment while on College property;

17) **Security Cameras.** Tampering with and/or causing damage to College security cameras;

18) **Animals**. Animals, with the exception of service animals, are not permitted on campus;

19) **Wheeled Devices**. Skateboards, roller blades, roller skates, bicycles and similar wheeled devices are not permitted to be used inside College buildings or on athletic courts. Additionally, skateboards and other wheeled items may not be ridden on railings, curbs, benches, stairs, or any such fixtures that may be damaged by these activities. Individuals may be liable for damage to College property. The use of motorized wheeled devices on College property is strictly prohibited.

20) **Unmanned Aircraft Systems and Drones.** The use of unmanned aircraft systems or drones for hobby or recreational purposes on or over College property is currently not permitted. In the event the use of a drone on or over College property is necessary to fulfill an academic or research purpose, prior written permission must be requested from the Director of Fire and Public Safety. No unmanned aircraft systems or drones are allowed over any and all property owned, rented, leased, or controlled by the College unless prior written permission has been obtained from the Director of Fire and Public Safety.

Social Justice: Students recognize that respecting the dignity of every person is essential for creating and sustaining a flourishing college community. They understand and appreciate how their decisions and actions impact others and are just and equitable in their treatment of all members of the community. They act to discourage and challenge those whose actions may be harmful to and/or diminish the worth of others. Conduct that violates this value includes, but is not limited to:

21) **Harassment (non-discriminatory)**. Any unwelcome conduct which is likely to cause a reasonable person to fear for their safety or the safety of others or cause that person to suffer substantial

emotional distress. Such conduct can be written, physical, verbal or non-verbal, and/or communicated through electronic means (i.e., text, email, social media or other technologies).

22) Discrimination and/or Discriminatory Harassment. Discrimination or harassment on the basis of actual or perceived protected class, in violation of the College's Equal Opportunity and Anti-Discrimination Policy, including race, color, religion, creed, sex (including sexual harassment as defined below), age, marital status, gender identity or expression, sexual orientation, familial status, pregnancy (and pregnancy-related conditions), predisposing genetic characteristics, equal pay compensation-sex, national origin (including shared ancestry or ethnic characteristics), military or veteran status, domestic violence victim status, criminal conviction or disability.

"**Sexual Harassment**" is defined as: unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when

a) submission to such conduct implicitly or explicitly is made a condition of an individual's receipt of educational or employment benefits ("**quid pro quo sexual harassment**"); or

b) such conduct has the purpose or effect of unreasonably interfering with an individual's school or work performance or creating an intimidating, hostile or offensive working or educational environment ("**hostile environment sexual harassment**").

23) Retaliation. Any intentional, adverse action taken by a student-respondent who has been accused of violating this Code of Conduct, or by a third party allied with such student-respondent, against a complainant, witness or participant in any part of the student conduct process.

24) Bullying. aggressive and hostile acts of an individual or group of individuals which are intended to humiliate, mentally or physically injure or intimidate, and/or control another individual or group of individuals. "Cyberbullying", which is defined as bullying an individual using any electronic medium, including but not limited to the Internet, interactive and digital technologies, or mobile phones, is also strictly prohibited. (See the College's Anti-Bullying Policy, for further information.)

25) Intimate Partner/Relationship Violence. Pattern of behavior used by one partner in an intimate relationship toward another, including, but not limited to sexual assault, physical abuse, threats, or intimidation (also called domestic and/or dating violence); (*See special hearing provisions for sexual misconduct in Section 8 of this Code.)*

a) **Dating violence**: any act of violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the victim's statement and with consideration of the nature and length of the relationship and the frequency of interaction between the persons involved in the relationship. Two people may be in a romantic or intimate relationship, regardless of whether the relationship is sexual in nature; however, neither a casual acquaintance nor ordinary socializing between two individuals in a business or social context shall constitute a romantic or intimate relationship.

b) **Domestic violence**: any felony or misdemeanor crime of violence committed by a current and/or former spouse and/or intimate partner of the victim. An intimate partner includes persons legally married to one another; persons formerly married to one another; persons who have a child in common, regardless of whether such persons are married or have lived together at any time, couples who are in an intimate relationship, including but not limited to, couples who live together or have lived together.

26) Stalking. Engaging in a course of conduct, directed at a specific person, which is likely to cause a reasonable person to fear for their safety or the safety of others or cause that person to suffer substantial emotional distress. Stalking does not require direct contact between parties and can be accomplished in many ways, including through the use of electronic media such as the internet, cell phones, or other similar devices. Examples include, but are not limited to, repeatedly following such person(s), repeatedly committing acts that alarm, cause fear, or seriously annoy such other person(s) and that serve no legitimate purpose. (*See special hearing provisions for sexual misconduct in Section 8 of this Code.)*

27) Sexual Assault. Includes any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. This includes the forcible sex offenses of rape and criminal sexual contact and the non-forcible sex offenses of incest and statutory rape, defined below. (*See special hearing provisions for sexual misconduct in Section 8 of this Code.)*

a) **Rape**: the penetration, no matter how slight, of the vagina or anus with any body part of object, or oral penetration by a sex organ of another person without the consent of the victim
b) **Criminal Sexual Contact**: the intentional touching of the clothed or unclothed body parts without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation, or the forced touching by the victim of the actor's clothed or unclothed body parts, without the consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation
c) **Incest and Statutory Rape**: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law; or sexual intercourse with a person who is under the age of consent in New York State.

28) Abuse of Conduct Process. Abuse or interference with, or failure to cooperate in College processes, including student conduct hearings, by behavior including, but not limited to:

a) Falsification, distortion, or misrepresentation of information;
b) Failure to provide, destroying or concealing information during an investigation of an alleged policy violation;
c) Attempting to discourage an individual's proper participation in, or use of, the campus student conduct system;
d) Harassment (verbal or physical) and/or intimidation of a member of a campus conduct body prior to, during, and/or following a campus conduct proceeding;

e) Failure to comply with the sanction(s) imposed by the campus conduct system;
f) Influencing, or attempting to influence, another person to commit an abuse of the campus conduct system.

Respect: College students show positive regard for each other and for the community. Behavior that violates this value includes, but is not limited to:

29) Harm to Persons. Intentionally or recklessly engaging in or threatening to engage in behavior that endangers the health or safety of any person or causes harm to another person by intimidation, nuisance, or alarm.

30) Recording, dissemination, or publication of an intimate image without consent.

31) Threatening Behaviors:
a) **Threat**. Conduct that causes a reasonable expectation of injury; or fear of injury to any person or damage to property.
b) **Intimidation**. Intimidation defined as implied threats or acts that cause a reasonable fear of harm in another;

32) Hazing. An act that endangers the mental or physical health or safety of a student, that involves the forced consumption of liquor or drugs, violence or sexual behaviors, or that destroys or removes public or private property for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization. Participation or cooperation by the person(s) being subjected to hazing does not absolve the responsible parties of the violation. Failing to intervene to prevent and/or discourage hazing, and failing to report those acts may also violate this policy.

33) Public Exposure. Includes deliberately and publicly exposing one's intimate body parts, public urination, defecation, and public sex acts.

Responsibility: College students are given and accept a high level of responsibility to self, to others and to the community. Behavior that violates this value includes, but is not limited to:

34) Alcohol. Use, possession, or distribution of alcoholic beverages or paraphernalia except as expressly permitted by law and the College's Guidelines for the Consumption of Alcoholic Beverages.

35) Drugs, Cannabis, Tobacco, and Vaping. Use, possession, cultivation, sale or distribution of any drugs and other controlled substances or drug paraphernalia. The use, possession, cultivation, sale or distribution of recreational marijuana or cannabis, in any form, shall be strictly prohibited in accordance with the federal Drug-Free Schools and Communities Act and the Drug-Free Workplace Act.

36) Failure to Comply. Failure to comply with the reasonable directives of College officials, faculty, administrators, Public Safety officers or law enforcement officers during the performance of their duties, and/or failure to identify oneself when requested to do so;

37) **Student Identification Card**. Failure to obtain a student identification card, to carry the card whenever on College premises or at an approved College event, or to present it when requested by any College official;

38) **Traffic Safety and Parking Regulations.** Failure to comply with College traffic safety and parking regulations;

39) **Other Policies**. Violating other published College policies or rules;

40) **Health and Safety**. Creation of health and/or safety hazards including but not limited to: climbing from/on/in or out of windows, roofs, etc., or engaging in other dangerous pranks.

41) **Violations of Law**. Evidence of violation of local, state or federal laws, when substantiated through the College's conduct process. It is the obligation of every student to notify his/her Campus Associate Dean for Student Affairs of any felony or misdemeanor arrests occurring at any time after the student is admitted to the College through graduation or separation from the College, regardless of geographic location of the arrest or specific crime alleged. Failure to do so may result in conduct charges by the College.

SECTION 6: STUDENT CONDUCT AUTHORITY

A. Reports and Referrals

Any member of the College community (student, staff or faculty) may make a complaint and/or referral or offer information concerning such complaint and/or referral to the appropriate office or person (i.e. Associate Dean for Student Affairs, Title IX Coordinator, Public Safety.) A complaint or referral made against a student or students, alleging violation(s) of the Code, shall be reviewed by the Associate Dean for Student Affairs. The Associate Dean for Student Affairs will investigate the complaint and determine if the alleged conduct, if proven to have been committed, would violate the Student Code of Conduct. In order to facilitate a timely investigation and processing of complaints, it is recommended that referrals are made within thirty (30) calendar days following the date of the incident giving rise to the complaint.

B. Authority to Investigate and Determine Appropriate Course of Action Under the Student Code of Conduct

1. Investigation: The College's conduct process preserves a community climate that is conducive to the College's dedication to academic endeavors, while protecting its property and that of its community members. Both student Complainants and Respondents are invited to participate in all stages of the conduct process. The Campus Associate Dean for Student Affairs, or another designated College official shall investigate and determine the appropriate course of action under this Code of Conduct. An investigation may include interviews and requests for written statements from parties (i.e. Complainants, Respondents, witnesses). If the Respondent fails to respond, the College official will proceed with a review of evidence and information. In circumstances involving investigation of complaints when the Complainant chooses not to participate in the conduct process, the College official reserves the right to continue the investigation. The College will make every effort to keep all investigations confidential to the extent possible/practical.

2. Informal Resolution: Campus Associate Dean for Student Affairs or designee may determine that an informal resolution is the appropriate course of action following the receipt of a complaint. An informal resolution is not a sanction.

    a. Informal resolution may be utilized in order to (1) protect the health or safety of others; (2) protect College property; and/or (3) maintain the orderly operations of the College.

    b. An informal resolution may be applied to resolve a complaint entirely, or, alternatively may be put in place on a temporary basis until there is a final resolution of a College investigation or conduct meeting.

    c. Informal resolution(s) may include, but are not limited to:

        i. **No Contact Order(s):** An official notification to the Accused/Respondent that they must no longer contact another person, referred to as the Complainant. Continuing to contact the Complainant is a violation of College policy, which is subject to conduct charges. If the Accused/Respondent and the Complainant observe each other in a public place, it is the responsibility of both parties not to interact with each other and/or leave the area.

        ii. **Access Schedule(s)**: The College may establish an appropriate schedule for the Accused/Respondent to access certain College buildings and property at a time when such buildings and property are not being accessed by Complainant.

C. Interpretation and Revision of the Student Code of Conduct

The Code of Conduct sets out procedural rules for the administration of disciplinary hearings. Material deviation from these rules will, generally, only be made as necessary and will include reasonable advance written notice to the parties involved. The Campus Associate Dean for Student Affairs may vary procedures with prior notice, upon determining that changes to law or regulation require policy or procedural alterations not reflected in this *Code*. The Campus Associate Dean for Student Affairs or designee may make minor modifications to student conduct procedure that do not materially impact the rights or protections afforded to any party. Any question of interpretation of the *Student Code of Conduct* will be referred to the Campus Associate Dean for Student Affairs, whose interpretation shall be final.

SECTION 7: FORMAL CONDUCT PROCEDURES

A. College Roles within Hearings

The College is the convener of every action under this *Code*. Within that action, there are several roles. The responding student is the person who is alleged to have violated the *Code*. The party bringing the complaint, who may be a student, employee, visitor, or guest, may choose to be present and participate in the process as fully as the responding student. There are witnesses, who may offer information regarding the allegation.

B. Adjudication of Group Violations

A student group or organization, and its officers and membership, may be held collectively and individually responsible for violations of this *Code* by the organization or its member(s) when:

- Conduct which violates this Code takes place at organization-sponsored or co-sponsored events on or off-campus, whether sponsorship is formal or implied;
- The prohibited conduct received the consent or encouragement of the organization or of the organization's leaders or officers; or
- The fact that the prohibited conduct was taking place was known or should have been known to the membership or its officers.

Hearings for student groups or organizations follow the same general student conduct procedures as for individual students. In any such action, individual determinations as to responsibility will be made, and sanctions may be assigned collectively and individually.

C. Notice of Alleged Violation

Any member of the College community, visitor or guest may allege a *Student Code of Conduct* violation(s) by any student or student group or organization. Such allegations should be brought to the attention of the Campus Associate Dean for Student Affairs (or designee) and/or to the Title IX Coordinator or Deputy Title IX Coordinator, when appropriate.

Additionally, College officials may act upon receiving a notice of a potential Code of Conduct violation, whether a formal allegation is made or not. All allegations can be submitted by a Complainant or a third party, and should be submitted as soon as possible after the offending event occurs. The College has the right to pursue an allegation or notice of misconduct on its own behalf and to serve as convener of the subsequent campus conduct process.

D. Notice of Hearing

Once a determination is made that reasonable cause exists for the Campus Associate Dean for Student Affairs or designee to refer a complaint for a hearing, notice will be given to the responding student. Notice will be in writing, delivered via e-mail to the student's College-issued e-mail account, and will:

1. Include the alleged violation and a link to the *Student Code of Conduct*;
2. Direct the responding student to contact the Campus Associate Dean for Student Affairs or designee within a specified period of time to respond to the complaint. This time period will generally be no less than five (5) business days from the date the email was sent.
3. Explain that a student's failure to respond to the notice of Code of Conduct violations will result in the continuation of the conduct process, but without the benefit of the responding student's participation.

A meeting with the Campus Associate Dean for Student Affairs or designee may be arranged to explain the nature of the complaint and the student conduct process.

E. Waiver

Following receipt of a notice of charges, a student may elect not to contest the charges and to accept responsibility for them. If this election is made, the student must sign a waiver which acknowledges that the student knowingly (a) waives their right to a hearing on the charges; (b) accepts a finding of responsibility and the sanction imposed by the College; and (c) waives their right to appeal the finding and/or the sanction.

F. Interim Actions

1. Interim Suspension: When a student represents a threat of serious harm to others, is facing allegations of serious criminal activity, or when it is believed that the continued presence of the student would substantially impede the lawful functions of the College, the Campus Associate Dean for Student Affairs or designee may impose restrictions and/or separate a student from the community, pending the scheduling of a campus hearing on alleged violation(s) of the Student Code of Conduct. Interim actions can include an Interim Suspension from the College or restrictions on participation in the campus community, which may last for no more than ten (10) calendar days pending the scheduling of a campus hearing. A student who receives an interim suspension may request a meeting with the Campus Associate Dean for Student Affairs. Regardless of the outcome of this meeting, the College may still proceed with the scheduling of a campus hearing.

2. Classroom Restrictions: Faculty members/College officials may direct that a student whom they believe to be engaging in disruptive behavior in their class to leave for the remainder of the class. Such an incident must be reported to the Campus Associate Dean for Student Affairs on the day of the action. Such removal is for a period of one class session. If the matter cannot be resolved informally, the faculty member/College official may file a request for formal conduct charges against the student to be brought by the Campus Associate Dean for Student Affairs. The Campus Associate Dean shall respond to the faculty member's referral as soon as practicable. The Campus Associate Dean will determine if the imposition of an interim suspension beyond the one class session is warranted, whether conduct charges will be pursued, or whether other appropriate action shall be taken.

3. Alternative Coursework Options: During a period of the interim suspension, as determined appropriate by the Campus Associate Dean for Student Affairs, a student may be denied access to the College campus and facilities, and may be restricted from attending classes and/or participating in College activities or receiving privileges for which the student might otherwise be eligible. At the discretion of the Campus Associate Dean for Student Affairs and with the approval of, and in collaboration with, the appropriate Dean(s), alternative coursework options may be pursued to ensure as minimal an impact as possible on the responding student. Should a student placed on interim suspension be found not to be in violation of the *Student Code of Conduct*, or found in violation, but allowed to return to the classroom, the student must be given the opportunity to make up any academic work missed, and cannot suffer any form of academic penalty for work missed during the period of the interim suspension.

4. No Contact Orders: The College may also impose interim measures and restrictions that may include a No-Contact order between the parties. A violation of such directive by continuing to contact the protected individual is subject to conduct charges.

G. Hearing Options & Preparation

The following sub-sections describe the College's conduct hearing processes. Conduct hearings will proceed as scheduled and the information in support of the complaint will be presented to, and

considered by, the Campus Associate Dean for Student Affairs (or his/her designee) or the Student Conduct Board. The student conduct process will proceed even if the responding student elects not to participate in the process, and will include any scheduled hearing for which a responding student was sent appropriate notice, determination of violation, and imposition of appropriate sanction(s).

The Student Conduct Board is the College body designated by the Vice President for Student Affairs or Campus Associate Dean of Student Affairs to hear student conduct cases, when appropriate. The Conduct Board shall consist of four (4) individuals, including: Campus Associate Dean of Student Affairs or designee as the non-voting Chair of the Conduct Board, plus three (3) other individuals selected by the Campus Associate Dean. These three (3) individuals will be comprised of employees and/or students. The Campus Associate Dean shall make reasonable efforts to ensure that the members of the Conduct Board are unbiased. Any Conduct Board members who feel they cannot make an objective determination shall be required to recuse themselves from the proceedings.

1. Administrative Hearing: Where the responding student selects an administrative hearing, complaints will be heard and determinations on appropriate sanctions will be made by the Campus Associate Dean for Student Affairs or designee. Administrative Hearings will be utilized only in a case when, in the determination of the Campus Associate Dean, the appropriate sanction for the conduct violation would be no more severe than probation with loss of privilege.
2. Student Conduct Board Hearing: Should the student select to proceed to the Student Conduct Board Hearing, or the Campus Associate Dean for Student Affairs or designee determine that the violation could result in a sanction greater than probation with loss of privileges, the case will be referred to the Student Conduct Board for a hearing. The following guidelines shall be observed prior to formal hearings:

    (a) Written notice of the time, date and location of the hearing will be delivered to the student either in person by a College official, or will be e-mailed to the student's College-issued email account.

    (b) If a responding student fails to respond to the hearing notice, the Campus Associate Dean for Student Affairs or designee may initiate charges against the student for failure to comply with the directives of a College official, and will give notice of this additional Code of Conduct violation to the Respondent. Unless the student responds to this notice within five (5) business days by answering the original notice, a hearing may be scheduled and held notwithstanding the student's failure to cooperate.

H. Student Conduct Hearing Procedures

1. Chair: The Campus Associate Dean for Student Affairs or their designee (referred to as "Associate Dean" herein) will serve as Chair for the hearing. The parties have the right to be present at the hearing; however, they do not have the right to be present during the Conduct Board's deliberations. Students have the right to receive advance notice of at least five (5) business days of the date, time and location of any hearing they are required to or are eligible to attend. This notification will also include a written statement of the Student Code of Conduct violations that the Respondent is being charged with.

2. Postponement: A student requesting a postponement of his/her conduct hearing must have a valid reason for doing so. Any such request must be in writing to the Associate Dean, and be accompanied by documentation on appropriate letterhead validating the circumstances that necessitate the postponement. The decision whether or not to postpone the hearing shall be at the sole discretion of the Associate Dean, and is not subject to appeal. A student may be granted only one postponement of his/her conduct hearing.

3. Guidelines: The Associate Dean will conduct Student Conduct Board hearings according to the following guidelines:

   (a) Hearings will be closed to the public.

   (b) Admission to the hearing of persons other than the parties involved will be at the discretion of the Associate Dean.

   (c) In hearings involving more than one responding student, the standard procedure will be to hear the complaints jointly; however, the Associate Dean may permit the hearing pertinent to each responding student to be conducted separately. In joint hearings, separate determinations of responsibility will be made for each responding student.

   (d) **Advisors**: The parties have the right to an advisor/advocate of their own choosing. Legal counsel may be permitted to serve as an advisor. Should a student elect to have legal counsel serve as their advisor, the Associate Dean must be advised of such a minimum of two (2) business days prior to the hearing. Advisors, whether legal counsel or otherwise, are not permitted to speak, advocate, make a presentation, appear or act on behalf of the student during the hearing process. These actions are the student's responsibility. Advisors may confer with their advisees, exchange notes, clarify procedural questions with the Chair and suggest questions to their advisee.

   (e) **Questioning and Witnesses**: The party bringing the complaint, the responding student, the Conduct Board, and the Associate Dean may question all witnesses and parties. Witnesses are limited to those who can testify to issues of fact which pertain to the alleged conduct violation. Witnesses whose testimony is deemed redundant can be limited, at the discretion of the Associate Dean for Student Affairs or designee. Character witnesses are not permitted.

   (f) **Evidence:** Pertinent records, exhibits, and written statements may be accepted as evidence for consideration by the Conduct Board and the Campus Associate Dean for Student Affairs or designee. Formal rules of evidence shall not be observed. Students are responsible for bringing to the hearing copies of any records, exhibits, or written statements they want to introduce for consideration.

   (g) **Questions:** All procedural questions shall be determined by the Associate , whose decision shall be final.

   (h) **Deliberations**: After the Conduct Board hearing is concluded, and out of the presence of all parties, witnesses and advisors, the Board will deliberate and determine, by majority vote, whether, by a preponderance of the evidence, it is more likely than not that the responding student has violated the *Student Code of Conduct*. The Associate Dean will be present and available as a resource during all deliberations.

(i) **Findings and sanctions**: If there is a finding that the responding student violated the *Student Code of Conduct*, the Conduct Board will determine an appropriate sanction(s). Prior to making such a determination, the Associate Dean is responsible for informing the Conduct Board of any previous violations of the *Student Code of Conduct* by the responding student.

(j) **Notification:** The Associate Dean will inform the responding student of the final determination within three (3) business days of the hearing. Notification will be made in writing and will be e-mailed to the student's College-issued email account.

(k) **Hearing record:** There will be a single verbatim record, such as an audio recording, for all Code of Conduct hearings. Deliberations will not be recorded. The record will be the property of the College and maintained according to the College's record retention policy. Parties may submit a written request to the Associate Dean for a copy of this record.

I. Conduct Sanctions

One or more of following sanctions may be imposed upon any student for any single violation of the *Code of Conduct*:

1. *Warning*: An official written notice that the student has violated College policies and/or rules, and that more severe action will result should the student be involved in additional violations while the student is enrolled at the College.
2. *Restitution*: Compensation for damage caused to the College or any person's property, or the replacement value of such property. Such compensation constitutes a repayment for labor costs and/or the value of property.
3. *Community/College Service Requirements*: For a student or organization to complete a specific supervised community service.
4. *Behavioral Requirement*: Students may be required to complete certain actions, including, but not limited to, seeking academic counseling or substance abuse screening, writing a letter of apology, or refraining from contact with specific individuals, etc.
5. *Probation with Loss of Privileges*: The student is reprimanded in writing and warned that a more severe disciplinary sanction may result in the event of further violations of any College regulation within a specific period of time. In addition, the student shall not serve on any College committees, nor represent the College in athletics or any co-curricular activity, or function or hold office in any student group or organization. Additional restrictions or conditions may also be imposed. Notification may be sent to appropriate College officials with an educational right to know.
6. *Educational Program or training*: Requirement to participate in a program or training related to the violation.
7. *College Suspension*: Separation from the College for a specified period of time, after which the student is eligible to return. Eligibility may be contingent upon satisfaction of specific conditions noted at the time of suspension. During the suspension period, the student is banned from College property, functions, events and activities without prior written approval from the

Campus Associate Dean for Student Affairs. This sanction will be noted on the student's official academic transcript and shall read "*Student was suspended after a finding of responsibility for a code of conduct violation."* This notation shall remain on the transcript for at least one (1) year after conclusion of the suspension. After such a time, the student may appeal to the Campus Associate Dean to have the notation removed. It is the student's responsibility to provide compelling evidence that supports the request as well as to provide any documentation of their activities (work, education, community/College service, etc.) since the suspension they wish to be considered by the Campus Associate Dean. For the student who withdraws from the institution while conduct charges are pending, and declines to complete the disciplinary process, the College shall make a notation on the transcript that they *"withdrew with conduct charges pending".*

8. *College Expulsion*: Permanent separation from the College. The student is banned from College property and the student's presence at any College program or activity or event is prohibited, and the student must surrender their SCCC ID card to the Associate Dean for Student Affairs. This sanction will be noted on the student's official academic transcript. and shall read *"Student was expelled after a finding of responsibility for a code of conduct violation."* This notation shall remain on the academic transcript permanently. For the student who withdraws from the institution while conduct charges are pending, and declines to complete the disciplinary process, the institution shall make a notation on the transcript that they "*withdrew with conduct charges pending".*
9. *Other Sanctions*: Additional or alternate sanctions may be utilized and imposed as deemed appropriate to the offense, with the approval of the Associate Dean or designee.

The following sanctions may be imposed upon student groups or organizations found to have violated the *Code of Conduct*:

1. One or more of the sanctions listed above, and/or
2. Deactivation, de-recognition, loss of all privileges (including status as a College registered group/organization), for a specified period of time.

J. Notification of Outcomes

The outcome of a campus conduct hearing is part of the responding student's education record, and is protected from release to third parties pursuant to FERPA, except under certain conditions. As permitted by FERPA, when a student is accused of a policy violation that would constitute a "crime of violence" or non-forcible sex offense (i.e., statutory rape, incest), the College will inform the Complainant, in writing, of the final results of the disciplinary proceedings. The College may also release such information publicly and/or to any third party. Information which may be disclosed shall be limited to: the name of the student, the violation committed and the sanction imposed against such student by the College. Names of any other students involved (i.e., victim or witness) may only be disclosed upon the written consent of such other students. "Crimes of violence" include:

1) Arson
2) Assault offenses (includes stalking)
3) Burglary

4) Criminal Homicide—manslaughter by negligence
5) Criminal Homicide—murder and non-negligent manslaughter
6) Destruction/damage/vandalism of property
7) Kidnapping/abduction
8) Robbery
9) Forcible sex offenses

K. Transcript Notations for Crimes of Violence

For crimes of violence, including, but not limited to sexual violence, defined as crimes that meet the reporting requirements pursuant to the federal Clery Act, established in 20 U.S.C. 1092(f)(1)(F)(i)(I)-(VIII), the College shall make a notation on the transcript of students found responsible after a conduct process that they were *"suspended after a finding of responsibility for a code of conduct violation,"* and said notation shall remain on the transcript for at least one (1) year after conclusion of the suspension and may only be removed upon the student's petition to have the notation removed as provided in section I(7) of the Code; or *"expelled after a finding of responsibility for a code of conduct violation,"* and said notation shall remain on the academic transcript permanently. For the respondent who withdraws from the College while such conduct charges are pending, and declines to complete the disciplinary process, the College shall make a notation on the transcript of such students that they *"withdrew with conduct charges pending,"* and said notation shall remain on the academic transcript until adjudicated. If a finding of responsibility is vacated for any reason, any such transcript notation shall be removed.

Violations equivalent to crimes of violence, as defined in the Clery Act (as updated by the Violence Against Women Act's Final Regulations) Part I crimes that require a transcript notation are: murder; manslaughter, rape (including sodomy and sexual assault with an object), criminal sexual contact, incest and statutory rape (non-forcible); robbery; aggravated assault; burglary; motor vehicle theft; and arson.

L. Failure to Complete Conduct Sanctions

All students, as members of the College community, are expected to comply with conduct sanctions within the timeframe specified by the Campus Associate Dean for Student Affairs. Failure to follow through on conduct sanctions by the date specified, whether by refusal, neglect or any other reason, may result in additional sanctions and/or suspension from the College. A suspension will only be lifted when compliance with conduct sanctions is satisfactorily achieved. This determination will be made by the Associate Dean.

M. Appeal Review Procedures

A student found in violation of the *Student Code of Conduct* may request an appeal of the decision by filing a written request to the Campus Executive Dean, subject to the procedures outlined below. All sanctions imposed by the original hearing body remain in effect, and all parties should be timely informed of the status of requests for appeal, the status of the appeal consideration, and the results of the appeal decision.

GROUNDS FOR APPEAL REQUESTS

Appeal requests are limited to the following grounds:

1) A procedural error occurred that significantly impacted the outcome of the hearing.
2) New evidence, unavailable during the original hearing or investigation that could substantially impact the original finding or sanction, is available for the first time. A summary of this new evidence and its potential impact must be included;
3) The sanctions imposed are substantially disproportionate to the severity of the violation**.**

The written notice of the outcome of the hearing will include a date by which an appeal must be submitted, which shall be ten (10) business days from the date of the written notice of the outcome of the hearing. Appeals must be filed in writing with the Campus Executive Dean by the date specified in the written notice of the outcome of the hearing. Any exceptions are made at the discretion of the Campus Executive Dean and, when appropriate, the Title IX Coordinator (*See special hearing provisions for sexual misconduct in Section 8 of this Code.)* For cases that fall under the jurisdiction of Section 8 of this Code only, the Campus Associate Dean for Student Affairs will provide a copy of the written request to appeal to the non-appealing party or parties.

The Campus Executive Dean will conduct an initial review to determine if the appeal request meets the limited grounds, and is timely.

If the appeal is not submitted in a timely manner or does not meet the eligible appeal grounds listed above, the original finding and sanction will be affirmed and the decision rendered shall be final. If the appeal is permissible, the Campus Executive Dean may choose to meet with the student to obtain any additional information that s/he determines may be necessary to make a decision. The appeal may result in one of the following actions: affirmation of the original decision and sanction(s); reversal of the original decision and sanction(s); alteration of the sanction(s) which either increase or decrease the level of the sanction(s); or a directive that the case be remanded to the hearing body should it be determined that the process, as outlined in the published procedures, was not adhered to, or should the Campus Executive Dean determine that there is new substantial evidence that was not available to the conduct body during the original hearing. Students will be notified of the appeal decision, or if additional time, information and/or documents are required before a decision can be rendered, within ten (10) business days of receipt of the written appeal.

Should the Campus Executive Dean determine that a finding of responsibility should be vacated for any reason, any transcript notation indicating suspension or expulsion shall be removed.

N. Disciplinary Records

All conduct records are retained by the College for six (6) years from the end of the academic year during which they were created, except for conduct records which result in a student's suspension or expulsion from the College, and those that fall under Section 8 of this Code, which are retained permanently.

O. Special Procedures for Academic Dishonesty.

If a faculty member concludes that a student has committed an act of academic dishonesty, the faculty member may initiate student conduct action through the Campus Associate Dean for Student Affairs. The faculty member may impose any of the following penalties: require that the student

repeat the assignment or the exam; give the student a failing grade for the assignment or exam; or give the student a failing grade for the course. Should the student believe that s/he has been wrongly or unfairly accused of academic dishonesty, the student shall have the right to pursue the matter though the Course Grade Grievance Procedure.

The Office of the Campus Associate Dean for Student Affairs shall maintain all records of documented acts of academic dishonesty. Faculty members are encouraged to report all incidents of academic dishonesty to the Campus Associate Dean for Student Affairs. The Campus Associate Dean for Student Affairs will determine whether the student has a previous record of academic dishonesty. If so, the student can be referred to the *Student Code of Conduct* process.

In the event that the determination of the case results in a change in the student's final grade for the course, and the student has graduated, an academic review of the student's academic progress record will be conducted to determine if a student's degree should be subject to revocation.

SECTION 8: ADDITIONAL PROCEDURES FOR ALLEGATIONS OF SEXUAL VIOLENCE, DATING AND DOMESTIC VIOLENCE, AND STALKING.

These procedures apply to the College's handling of complaints of sexual assault, dating violence, domestic violence and stalking, in compliance with New York State Education Law Article 129-B (referred to as "Sexual Misconduct" proceedings herein). In addition to these procedures, the College has in place a Title IX Grievance Policy and Procedure that will be followed to address complaints of covered sexual harassment as it is defined under Title IX of the Educational Amendments of 1972, a federal law ("Title IX"). Categories of behavior prohibited by this *Code of Conduct* that may be adjudicated under these student conduct procedures include, but are not limited to:

- Intimate Partner/Relationship Violence, including domestic violence and dating violence
- Stalking
- Sexual Assault

The College Title IX Coordinator is responsible for coordinating the responses to all complaints involving possible sex discrimination, sexual misconduct and sexual harassment. The College Deputy Title IX Coordinators/Associate Deans of Student Affairs have been designated by the Title IX Coordinator to ensure that student rights under Title IX and New York State Education Law 129-B are upheld. Additional information and resources are available on the College's Title IX webpage.

These procedures will provide a fair, prompt and impartial process from investigation to final result. The investigation and any hearing will be conducted by individuals who receive annual training on State Education Law 129-B and sexual violence. Further explanation of the rights of Complainants and Respondents are outlined in the College's Sexual Violence Response Policy and are also incorporated into this Code of Conduct.

A. Definition of Affirmative Consent

Affirmative Consent is defined by New York State Education Law 129-B and SUNY Policy as: "a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to

engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender expression."

Affirmative consent includes the following principles:

- Consent to any sexual act or prior consensual activity between or with any party does not necessarily constitute consent to any other sexual act.
- Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol.
- Consent may initially be given but withdrawn at any time.
- Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent.
- Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm.
- When consent is withdrawn or can no longer be given, sexual activity must stop.

For more information, see the College's Definition of Affirmative Consent.

B. Policy for Alcohol and/or Drug use Amnesty in Sexual and Interpersonal Violence Cases

The health and safety of every student at the College is of utmost importance. The College recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that violence, including, but not limited to, domestic violence, dating violence, stalking or sexual assault, occurs may be hesitant to report such incidents due to fear of potential consequences for their own conduct.

The College strongly encourages students to report domestic violence, dating violence, stalking, or sexual assault to College officials. A bystander acting in good faith or a reporting individual acting in good faith that discloses any incident of domestic violence, stalking or sexual assault to College officials or law enforcement will not be subject to College code of conduct action for violations of alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, stalking or sexual assault. For more information, see the College's Policy for Alcohol and/or Drug Use Amnesty in Sexual and Interpersonal Violence Cases.

C. Student's Bill of Rights

Suffolk County Community College is committed to providing options, support and assistance to victims/survivors of sexual assault, domestic violence, dating violence, and/or stalking to ensure that they can continue to participate in College-wide and campus programs, activities, and employment. All victims/survivors of these crimes and violations, regardless of race, color, national origin, religion, creed, age, disability, sex, gender identity or expression, sexual orientation, familial status, pregnancy,

predisposing genetic characteristics, military status, domestic violence victim status, or criminal conviction, have the rights, regardless of whether the crime or violation occurs on campus, off campus, or while studying abroad. These rights are listed in Appendix A, and in the College's Student's Bill of Rights.

D. Reporting

1. **College as convener**: The College is the convener of every action under this *Code*. Additionally, responsible employees must act on notice of a potential violation whether a formal allegation is made or not. The College has the right to pursue an allegation or notice of misconduct on its own behalf and to serve as convener of the subsequent campus conduct process. In accordance with state law, the Student's Bill of Rights, the Options for Confidentially Disclosing Sexual Violence Policy, and the Sexual Violence Response Policy, reporting individuals shall have the right to pursue different reporting options, and the College will seek consent from reporting individuals prior to conducting an investigation. This includes the right to request that conduct charges not be pursued. Honoring such a request may limit the institution's ability to meaningfully investigate and pursue conduct action against an individual. As necessary, the College reserves the right to initiate a report and to initiate resolution proceedings without a formal report or participation by the victim of misconduct.

2. **Complainant declining to pursue and how college elects to continue**: Should the reporting individual decline consent to pursue charges under the Code, the College must weigh the reporting individual's request against the College's obligation to provide a safe, non-discriminatory environment for all members of its community.

   Declining consent to an investigation or a request that conduct charges not be pursued will be honored unless the College determines in good faith that failure to investigate / pursue charges does not adequately mitigate a potential risk of harm to the reporting individual or other members of the community. For example, the College may elect to move forward if the complaint involves a pattern of behavior or systemic issue. The factors used by the College to determine whether or not to honor such a request from the reporting individual include, but are not limited to:

   - Whether the accused has a history of violent behavior or is a repeat offender;
   - Whether the incident represents escalation in unlawful conduct on behalf of the accused from previously noted behavior;
   - The increased risk that the accused will commit additional acts of violence;
   - Whether the accused used a weapon or force;
   - Whether the reporting individual is a minor; and
   - Whether the institution possesses other means to obtain evidence such as security footage, and whether available information reveals a pattern of perpetration at a given location or by a particular group.

   A team of individuals which may include the Title IX Coordinator, Deputy Title IX Coordinator, Director of Public Safety, General Counsel or Deputy General Counsel, Vice President for Student Affairs and Executive Dean, will weigh the risks to the reporting individuals and other members of the institution's community. The team will make a good faith determination

whether or not the process should continue despite the wishes of the reporting individual not to proceed with charges. The team will notify the reporting individual of the outcome of this review and take immediate action as necessary to protect and assist the reporting individual.

E. External Criminal Investigations

The conduct process must run concurrently with a criminal justice investigation and proceeding, except for temporary delays as requested by external municipal entities while law enforcement gathers evidence. Temporary delays should not last more than ten (10) calendar days except when law enforcement specifically requests and justifies a longer delay.

A criminal justice investigation has different standards of proof and evidence than the evaluation of violations under the *Code.* The standard used under this *Code* is preponderance of the evidence, meaning that it is more likely than not that the responding student has violated the *Student Code of Conduct*. For additional information explaining the distinctions between these processes, see SUNY's College and Criminal Process Resource.

F. Interim Measures During the Sexual Misconduct Conduct Process

1. **Interim measures.** The reporting party may obtain reasonable and available interim measures and accommodations, including a change of campus academic, employment, transportation, no contact orders, interim suspension or other applicable arrangements in order to ensure safety, prevent retaliation, and avoid an ongoing hostile environment.

   Appeals: Both parties (the accused and the reporting individual) may appeal any such interim actions and accommodation that directly affects them. The parties can submit evidence to support their request. These appeals should be submitted in writing within three (3) business days of the date of notification of the interim measures to the Campus Executive Dean, who shall consult with the Vice President for Student Affairs. A decision will be provided in five (5) business days.

2. **No contact orders:** In accordance with the *Student Code of Conduct*, the College may impose restrictions that may include no contact orders between the parties. According to state law and the College's Sexual Violence Response Policy, when a "no contact order" has been issued by the College, if the accused and a protected person observe each other in a public place, it is the responsibility of the accused to leave the area immediately and without directly contacting the protected person. A violation of the order by continuing to contact the protected individual is subject to additional conduct charges.

G. Additional Hearing Procedures for Sexual Misconduct Conduct Process

1. **Notification** - At least three (3) business days before any scheduled formal hearing, the following will occur:

   - Both the Complainant and the Responding Student may deliver to the Campus Associate Dean for Student Affairs, or designee, a written statement of support or response to the complaint;
   - Both the Complainant and the Responding Student will deliver to the Associate Dean or designee a written list of all witnesses they wish the College to call at the

hearing. If the College has any additional witnesses it intends to call, such list of witnesses shall be simultaneously provided to both parties in advance of the hearing, with sufficient time permitted for either party to raise any objections to such witnesses;

- Both the Complainant and the Responding Student will notify the Associate Dean or designee, of the names of any advisors/advocates who may be accompanying the parties at the hearing.

The Campus Associate Dean for Student Affairs/Deputy Title IX Coordinator, or designee, will ensure that the hearing information and any other available written documentation is shared with the parties at least (3) three business days prior to any scheduled hearing.

2. **Advisors**: The parties are entitled to be accompanied by their advisor in all meetings and interviews at which the party is entitled to be present, including intake, interviews, hearings and appeals. If requested, the maximum delay in proceedings due to scheduling conflicts of parties' advisors shall be limited to no more than five (5) business days. Advisors, whether legal counsel or otherwise, are not permitted to speak, advocate, make a presentation, appear or act on behalf of the student during the hearing process. These actions are the student's responsibility. Advisors may confer with their advisees, exchange notes, clarify procedural questions with the Chair and suggest questions to their advisee.

3. **Alternative Testimony*:*** Whether the complainant is serving as the party bringing the complaint or as a witness, alternative testimony options may be provided, such as placing a privacy screen in the hearing room or allowing the alleged victim to testify outside of the physical presence of the responding party, such as from another room via audio or audio/video technology. While these options are intended to help make the complainant more comfortable, they are not intended to work to the disadvantage of the responding party.

4. **Sexual History*:*** Generally, the prior sexual history of the complainant or responding student, or questioning about the complainant's sexual history with anyone other than the responding student, will not be permitted. In a case where the responding student raises consent as a defense, any current or prior consensual relationship between the parties may be deemed relevant, but not necessarily determinative. Any information relating to sexual history sought to be admitted by a party will be presumed irrelevant until a showing of relevance is made, in advance of the hearing, to the Chair. The parties will be notified in advance if any such information is deemed relevant, and upon such a determination, will be introduced at the hearing.

5. **Impact Statement**: The College's Sexual Violence Response Policy provides students the right to make an impact statement during the point of the proceeding where the hearing panel is deliberating on appropriate sanctions. This statement may be provided verbally or in writing.

H. Conduct Sanctions for Sexual Violence Conduct Process

1. **Available Sanctions*:*** When there is a finding of responsibility of sexual violence, the two available sanctions are:

   - *College Suspension with additional requirements:* Separation from the College for a specified minimum period of time, after which the student is eligible to return. Eligibility may be contingent upon satisfaction of specific conditions noted at the time of suspension. During the suspension period, the student is banned from College property, functions, events and activities without prior written approval from the Campus Associate Dean for Student Affairs. Additional requirements may include sanctions outlined in the *Code*.

   - *College Expulsion*: Permanent separation from the College. The student is banned from College property and the student's presence at any College program or activity or event is prohibited.

2. **Notification of outcomes*:*** The Complainant bringing any complaint alleging sexual assault, or other behavior falling within the coverage of State Education Law 129-B, will be notified of the outcome of a hearing and any sanctions imposed, as well as of the rationale for the outcome, simultaneously with the Respondent. Notification will be provided in writing and communicated through students' official College email, in accordance with this *Code* and as permitted by FERPA.

3. **Release of information**: In accordance with the *Student Code of Conduct* and FERPA, in cases where the College determines through the student conduct process that a student violated a policy that would constitute a "crime of violence" or non-forcible sex offense, the College may also release the above information publicly and/or to any third party.

I. Appeal Review Procedures

1. **Process and timeframe**: The Complainant and/or the Respondent may file an appeal with the Campus Executive Dean. The appeal must be submitted within ten (10) business days from the date of the written notice of the outcome of the hearing, and this information will be included in the written notice of the outcome.

   Any such appeal must be in writing and filed with the Campus Executive Dean by the date specified in the written notice of the outcome of the hearing. Any exceptions are made at the discretion of the Campus Executive Dean and, when appropriate, the Title IX Coordinator. The Campus Associate Dean for Student Affairs/Deputy Title IX Coordinator will provide a copy of the written request to appeal to the non-appealing party or parties.

2. **Panel**: The Campus Executive Dean, in consultation with the Vice President for Student Affairs, will convene a panel comprised of members of the faculty and staff to conduct this review.

3. **Determination**: The determination on the Appeal will be made, and the findings will be communicated in accordance with Section 7(M) of this *Student Code of Conduct*,

("Formal Conduct Procedures - Appeal Review Procedures"). Written notice of the final determination will be provided simultaneously to both parties.

J. Disciplinary Records

All conduct records that fall under charges of sexual misconduct are preserved and maintained permanently.

Date of Publication: February 20, 2026

STUDENT BILL OF RIGHTS

The State University of New York and Suffolk County Community College are committed to providing options, support and assistance to victims/survivors of sexual assault, domestic violence, dating violence, and/or stalking to ensure that they can continue to participate in college-wide and campus, programs, activities, or employment.

All victims/survivors of these crimes and violations, regardless of actual or perceived race, color, religion, creed, sex, age, marital status, gender identity or expression, sexual orientation, familial status, pregnancy (and pregnancy-related conditions), predisposing genetic characteristics, equal pay compensation-sex, national origin (including shared ancestry or ethnic characteristics), military or veteran status, domestic violence victim status, criminal conviction or disability, have the following rights, regardless of whether the crime or violation occurs on campus, off campus, or while studying abroad.

All students have the right to:

- Make a report to local law enforcement and/or state police.
- Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously.
- Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and/or criminal justice process free from pressure from the institution.
- Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard.
- Be treated with dignity and to receive from the institution courteous, fair, and respectful health care and counseling services where available.
- Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations.
- Describe the incident to as few institutional representatives as practicable and not to be required to unnecessarily repeat a description of the incident.
- Be free from retaliation by the institution, the accused, and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution.
- Access to at least one level of appeal of a determination.
- Be accompanied by an advisor of choice who may assist and advise a reporting individual, accused or respondent throughout the judicial or conduct process including during all meetings and hearings related to such process.
- Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the college.

Options

Victims/survivors have many options that can be pursued simultaneously, including one or more of the following:

- Receive resources, such as counseling and medical attention or emergency care (Counseling and Advising; Health Services Office; ECLI-VIBES/631-360-3606; Response Crisis Center/631-751-7500; L.I. Against Domestic Violence/631-666-8833; The Crime Victim's Center/631-332-9234; SEPA Mujer/833-762-9832)
- Confidentially (Mental Health and Wellness Services, Health Services Office) or anonymously (Silent Witness – Public Safety) disclose a crime or violation.
- Make a report to:
  - An employee with the authority to address complaints, including the Title IX Coordinator (631-451-4950), the Associate Dean for Student Services/Deputy Title IX Coordinator for your campus.
  - Public Safety call 631-451-4242 (24 hours a day/7 days a week).
  - Suffolk County Police Department, (for emergencies call 911).
  - State Police 24–hour hotline to report sexual assault on a New York college campus: 1-844-845-7269.
  - Suffolk County Family Court or Civil Court.

ITEM 9

RESOLUTION NO. 2026.09 – Approving the Requested 2027–2029 Capital Program and 2027 Capital Budget

WHEREAS, the College has been requested by the office of the Suffolk County Executive to submit capital budget and program requests in accordance with Article IV, Section A4-1, of the laws of Suffolk County, and

WHEREAS, the capital program requests (Attachment V) have been solicited from the President, Vice Presidents, Associate Vice President, Campus Executive Deans and Physical Plant Directors, and recommended by the Executive Council and the President, be it therefore

RESOLVED, that the Board of Trustees approves the submission of all capital projects in Attachment V, and authorizes the President or his designee to submit the projects for the 2027–2029 capital program and 2027 capital budget.

****

Suffolk
COUNTY COMMUNITY COLLEGE

Board of Trustees
February 19, 2026
Attachment V



Caumsett Hall Air Handling Unit Replacements



Eastern Campus Warehouse

February 2026

OFFICE OF FACILITIES AND PROJECT MANAGEMENT

CENTRAL ADMINISTRATION
533 COLLEGE ROAD
SELDEN, NY 11784

PROPOSED CAPITAL PROJECTS 2027 – 2029

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1.0 Program Summary

New and Existing Project Requests

The College is not currently requesting any additional capital project changes relative to the current Capital Program and only seeks to maintain those projects currently included and funded as scheduled.

The table below summarizes the College's existing capital projects with continuing authorizations.

Project Title	Project CP #	Future Appropriations		
		2026	2027	2028
Infrastructure	2149	$5,150,000	$5,150,000	
Caumsett Partial Reno	2205	$8,800,000		
Vehicles/Equipment	2209	$1,500,000		

All other capital projects are fully appropriated.

2.0 Existing Capital Projects with Continuing Authorizations

Infrastructure – College Wide

Project No.
2149

Status
Phase VIII funding is scheduled in 2026 and 2027 at $5,150,000 in each year. No changes requested.

Location
College Wide

Description
Many College building systems and supporting infrastructure are at the end of their useful life and in poor condition. Failure of these systems would disrupt College operations and create safety hazards. Some areas are already safety concerns. This project would begin to repair these critical physical assets before they fail. The LEED process will begin at the early stages of design. This project will support other planned building and campus renovation work including work covered under CP2114, CP2118, CP2127, CP2129, CP2131, CP2134, CP2137, CP2138, CP2140, CP2152, CP2165, CP2167, CP2168, CP2177, CP2179, CP2180, CP2181, CP2182, CP2187, CP2192, CP2206, CP2207, CP2301 and CP2302.

The College participated in the SUNY Community Colleges Capital Facilities Assessment and Reinvestment Study. The proposed investment strategy of $10,300,000 per year for 10 years represents the minimum funding required to keep the backlog of critical deferred maintenance from growing. These figures are based on 2009 costs and therefore do not include inflation.

Cost Summary – Appropriated Funds	
Design =	$ 2,800,000
Construction =	$69,300,000
Site Improvements =	$ 300,000
Total =	**$72,400,000**

Cost Summary – Future Funding	
Construction =	$10,300,000
	$10,300,000

Program Status
The College participated in the SUNY Community Colleges Capital Facilities Assessment and Reinvestment Study and final reports have been received. The reports provide all community colleges in the SUNY system with an assessment of those activities essential to maintaining existing facilities and their supporting infrastructure in a state of good repair. All community colleges participated in the study which included (1) A complete review of all college facilities including buildings and infrastructure (2) Completion of a survey rating all physical facilities as either poor, fair, good or excellent (3) Inspection of all physical facilities by the State University Construction Fund (SUCF) Inspection Team followed by finalization of the survey rating all physical facilities (4) Population of a Life Cycle Computer Model with physical asset data including ratings, age, size, complexity, etc. (5) Cost assignment to repairs/replacements of physical assets based on 2009 prices adjusted for region and other variables, but not adjusted for inflation.

The reports produced several key measures of deferred maintenance funding needs including (1) Building and Infrastructure Backlog – the costs to fix existing physical assets in need of immediate attention (2) Building and Infrastructure Renewal Needs – a schedule of costs in future years to repair/replace existing physical assets based on their condition and life cycle (3) Investment Strategies – a series of recommended investment schedules for each campus and SUNY community colleges as a whole.

The site improvements portion of Phase I are complete resulting in replacement fixtures and poles for pedestrian walkway lighting at the Grant and Ammerman Campuses. The construction portion of Phase I, II, III and IV is complete. Through December 2024, funding was assigned as follows:

Site lighting – $461,340
Hardscapes – $8,326,484
Doors & Store Fronts – $272,111
Southampton Bldg. renovation – $3,108,431
General bldg. repairs – $10,566,077
Mechanical, Electrical, Plumbing – $22,432,936
Roofs – $6,802,844
Peconic Bldg. 2nd floor renovation – $622,768
Riverhead Bldg. renovation – $7,166,293

Phase VI and VII design and construction is on-going. New contract awards through December 2025 are as follows:

Mechanical, Electrical, Plumbing

Phase	Contractor	Amount	Scope of Work
Construction	Miller Proctor	$31,531	SFCU boiler repairs
Construction	Trane	$5,000	Riverhead Bldg. VAV repairs
Construction	National Energy	$14,153	Ammerman bldg. boiler repairs
Construction	JCI	$15,159	Brookhaven Gym NAE controller
Design	Tristate Planning	$2,640	Smithtown subsurface investigation
Construction	Traditional Air	$41,481	Riverhead VRCU #1
Construction	Wesco	$24,410	Eastern site lighting LED upgrades
Construction	Grainger	$5,305	Eastern pool heater repairs
Construction	Schneider Elevator	$2,910	Southampton clutch replacement
Construction	Wesco	$2,585	Sally Anne Slacke LED lighting
Construction	Wesco	$8,164	Grants Lots 1 & 4 LED lighting
Construction	Wesco	$5,031	Sagtikos lobby LED lighting
Construction	Wesco	$3,106	WDTC classroom LED lighting
Construction	Trane	$101,362	Eastern CEP chiller repairs
Construction	Best Climate	$827,977	Caumsett AHU replacements
Construction	Daikin	$2,981	Riverhead Bldg. VFD replacement
Construction	Turtle and Hugh	$11,702	Eastern CEP VFD replacement
Construction	JCI	$11,582	Kreiling HVAC controls repairs
Construction	Maccarone	$31,850	Babylon heating water valves
Construction	Schneider Elevator	$9,897	Shinnecock/Orient repairs
Construction	Traditional	$21,265	Riverhead VRCU #7
Construction	Schneider Elevator	$6,218	Caumsett power system repairs
Construction	Schneider Elevator	$6,734	SFCU power system repairs
Construction	Traditional Air	$30,928	Riverhead VRCU #3
Construction	Wesco	$4,640	Sagtikos exterior LED lighting
Construction	Traditional Air	$22,869	Riverhead VRCU #8
Construction	Central Energy	$8,586	SFCU pool VFD replacement
Construction	All Systems	$27,835	Brookhaven Gym water valves
Construction	Grainger	$5,192	SFCU cooling tower motor
Construction	Carrier	$11,900	LRC HVAC software upgrade
Construction	ABS Pump	$5,750	SFCU cooling tower motor
Construction	Eldor	$9,735	Smithtown PV array
Construction	Best Climate	$82,108	Captree refrigeration box repairs
Construction	Nationwide	$19,998	LRC HVAC coil replacements
Construction	Traditional	$44,004	Riverhead VRCU #9
Construction	County Energy	$7,475	Sagtikos cooling tower VFD
Construction	Best Climate	$19,386	Huntington Library compressor
Construction	ABS Pump	$6,280	SFCU cooling tower motor

Construction	Grainger	$5,192	SFCU cooling tower motor
Construction	Grainger	$5,180	Ammerman STP blower motor
Construction	Wesco	$21,091	Ammerman warehouse LED lights
Construction	Wesco	$61,848	Southampton LED lighting
Construction	Wesco	$26,998	Babylon LED lighting
Construction	Wesco	$42,211	Smithtown LED lighting
Construction	Wesco	$18,864	NFL LED lighting
Construction	Wesco	$26,212	Ammerman parking lot LED lighting
Construction	Carrier	$13,692	Smithtown fan sled assembly
Construction	Island Pump	$6,644	Eastern CEP fuel line repairs
Construction	ADK	$14,204	Eastern CEP water softener repairs
Construction	Turtle and Hugh	$6,888	Babylon AHU-4 drive replacement
Construction	Wesco	$2,988	Grant exterior LED lighting
Construction	Emech	$8,721	LRC HVAC coil replacements
Construction	Trane	$15,524	SFCU refrigerant monitoring eqpt.
Construction	Wesco	$1,750	Flagpole brackets for exterior LEDs
Construction	Steward's Mobile	$2,495	Captree freezer rental
Construction	Best Climate	$42,290	Islip Arts RTU replacement
Construction	Trio Sheetmetal	$9,950	Islip Arts RTU replacement
Construction	Best Climate	$8,534	Smithtown pipe insulation
Construction	Elemco	$7,200	Grant medium voltage switchgear
Construction	GLS	$3,200	Captree walk-in box power
Construction	GLS	$220,000	Babylon, Smithtown, SH LEDs
Construction	Best Climate	$20,302	Peconic Bldg. freezer evaporator
Construction	Traditional	$5,535	Southampton VRCU 2 repairs
Construction	Best Climate	$31,147	Autotech Bldg. RTU replacement
Design	Liro	$13,700	Smithtown lecture hall lighting
Construction	E-Green	$3,999	Recycling light fixtures
Construction	Sound Production	$115,705	Islip Arts theater lighting
Construction	CSI	$13,650	Riverhead Bldg. chiller leak
Construction	Genserve	$9,222	Smithtown ATS replacement
Construction	Genserve	$46,669	Eastern ATS replacements
Construction	Genserve	$7,829	Ammerman STP ATS replacement
Construction	GLS	$16,000	Ammerman Lot #6 lighting feed
Construction	Moreland	$6,022	Chemical tank fill couplings
Construction	Index	$9,425	Eastern CEP boiler start-up
Construction	GLS	$13,380	Ammerman Warehouse LED lights
Construction	GLS	$59.972	NFL LED lighting
Construction	National Energy	$8,423	Riverhead Bldg. boiler repair
Construction	Grainger	$4,005	Orient Bldg. heating pump
Construction	Trio Sheetmetal	$14,740	Sagtikos AHU-7 repair
Construction	NECC	$4,329	Babylon gas valve
Construction	Branch	$29,261	Caumsett AHU asbestos abate
Construction	Liro	$6,498	Caumsett AHU air monitoring
Construction	GLS	$48,228	Caumsett AHU electrical work
Construction	Traditional	$6,770	Southampton VRCU #2 repairs
Construction	Grainger	$2,943	Sagtikos AHU-7 repair
Construction	Hartcorn Plumbing	$3,750	Caumsett AHU plumbing work
Construction	JCI	$8,969	Caumsett AHU life safety work
Construction	Eldor	$13,477	Smithtown PV array
Construction	Grainger	$4,584	Peconic Bldg. circulating pump
Construction	Island Pump	$12,100	Eastern CEP fuel pump vibration
Construction	Botto Mechanical	$672.000	SFCU cooling tower replacements

Construction	ADK	$960	SFCU boiler repairs
Design	MGE	$3,342	Eastern CEP upgrade
Construction	Liro	$1,024	SFCU cooling tower replacements
Construction	United Rental	$1,519	Eastern exterior LED lighting
Construction	Grainger	$842	Ammerman STP fuses
Construction	Schneider Elevator	$1,003	Ammerman Bldg. motor replace
Construction	Grainger	$750	Ammerman STP air conditioning
Construction	Maccarone	$1,134	Captree Commons gas pipe repair
Construction	Stewart's	$1,300	Ca[tree Commons rental freezer
Construction	Grainger	$2,142	Ammerman Bldg. hot water heater
Construction	Schneider Elevator	$2,354	Brookhaven Gym communications
Construction	ASC	$1,900	Eastern CEP fuel pump vibration
Construction	Bloodhound	$1,010	Underground locating PSEG feed
Subtotal		**$2,572,079**	

Hardscapes and Exteriors

Phase	Contractor	Amount	Scope of Work
Construction	Rosemar	$45,246	North Bldg. parking lot paving
Construction	Laser	$14,910	Captree plaza repairs
Construction	Laser	$5,210	SFCU catch basin repair
Construction	Laser	$19,321	Brookhaven Gym plaza
Construction	MT Group	$395	Paumanok concrete testing
Subtotal		**$85,082**	

Roofing

Phase	Contractor	Amount	Scope of Work
Construction	Statewide	$186,169	Replace Grant salt shed roof
Design	Liro	$3,650	Smithtown roof asbestos plan
Construction	Statewide	$4,520	Smithtown roof cores
Construction	Interboro	$1,971,250	Smithtown roof replacement
Construction	Statewide	$23,095	NFL Bldg. roof fascia repairs
Construction	Liro	$10,633	Smithtown asbestos monitoring
Construction	Branch Services	$6,248	Smithtown asbestos removal
Construction	MT Group	$24,027	Smithtown roof inspections
Construction	Nationwide	$826	Kreiling Hall roof repair
Construction	Long Island Eng.	$1,910	Smithtown roof load inspection
Subtotal		**$2,232,328**	

Doors and Storefronts

Phase	Contractor	Amount	Scope of Work
Construction	Advanced Door	$5,594	Babylon storage doors
Construction	Advanced Door	$5,607	Babylon loading door doors
Subtotal		**$11,201**	

General Building Repairs and Replacements

Phase	Contractor	Amount	Scope of Work
Construction	Branch Services	$3,158	Mold abatement
Construction	Austin	$8,931	NFL/Islip fire code ceiling repairs
Construction	Branch Services	$33,661	South Cottage lead paint abate
Design	Long Island Eng.	$680	Islip Arts stair design

Subtotal		**$46,430**	

Total		**$4,947,120**	

Additional work College wide continues. Design and construction work proceeds simultaneous. Building envelopes, mechanical/electrical systems and hardscapes are of paramount concern. Current projects identified include the following:

Design Phase

Location	Scope	Scheduled	Est. Cost
College Wide	Electrical panel and selector switch upgrades	Summer 2026	$70,000
College Wide	Wastewater Collection Systems upgrades	Summer 2026	$70,000
Grant Campus	SFCU roof replacement	Summer 2026	$500,000
Eastern Campus	Parking field pavement and drainage	Summer 2026	$100,000
Ammerman Campus	Huntington Library renovation	Fall 2026	$200,000
College Wide	Underground utility mapping	Summer 2026	$200,000
College Wide	Next phase of major roof rehabilitations including Ammerman, Islip, Sagtikos, and Caumsett.	Fall 2026 Fall 2027	$400,000
Total			**$1,540,000**

Construction Phase

Location	Scope	Scheduled	Est. Cost
Eastern Campus	Central Energy Plant chiller repairs	Spring 2026	$200,000
Ammerman Campus	Air conditioning repairs	Spring 2026	$50,000
Ammerman Campus	Smithtown Science masonry repairs	Summer 2026	$300,000
Grant Campus	Plant Operations Bldg. emergency generator replacement	Summer 2026	$200,000
Ammerman Campus	Underground gasoline tank repairs	Summer 2026	$100,000
Ammerman Campus	Ammerman Building elevator penthouse re-build	Fall 2026	$200,000
Ammerman	Repairs to concrete stairs, ramps, sidewalks, railings and paving.	Fall 2026	$600,000
Eastern	Repairs to sidewalks and railing repairs.	Fall 2026	$700,000
College Wide	Mechanical and interior lighting repairs	Fall 2026	$500,000
College Wide	Underground storage tank removals	Fall 2026	$250,000
College Wide	Building entrance door replacements	Fall 2026	$350,000
College Wide	Exterior lighting upgrades	Fall 2026	$100,000
Eastern Campus	Emergency Generator replacement	Fall 2026	$1,500,000
College Wide	Wastewater Collection Systems upgrades	Fall 2026	$700,000
College Wide	Circuit breaker panel repairs	Summer 2026	$500,000

Grant	SFCU roof replacement	Summer 2027	$6,000,000
Eastern Campus	Woodlands renovation	Summer 2027	$100,000
Eastern Campus	Parking field pavement and drainage	Summer 2027	$2,000,000
Ammerman Campus	Huntington Library renovation	Summer 2027	$2,000,000
College Wide	Next phase of major roof rehabilitations including Ammerman, Islip, Sagtikos, and Caumsett.	Summer 2027	$5,000,000
Total			**$21,350,000**

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding.

Justification and Benefits
Various physical assets throughout the three campuses are in need of significant repairs and/or replacement including building exteriors, interiors, heating and cooling systems, and electrical systems as well as site utilities and hardscapes. These assets are critical to the operation of the College as they include heating systems, security lighting, building access and so forth. To delay addressing these needs would create an unsafe environment at the College. In 2009, the College spent over $360,000 of operating funds for emergency repairs to critical building systems that failed mid-semester including the Kreiling Hall fire alarm system, the Kreiling Hall boiler, the Health, Sports and Education Center hot water heaters and storage tank and the Riverhead Building Chiller. In 2010, the College spent over $2,250,000 to address critical infrastructure repairs including boiler and chiller replacements, burner and hot water heater replacements, patio and walkway repairs, retaining wall replacements, exterior stair repairs, roof repairs, window replacements and exterior door replacements. Of these 2010 expenses, $1,300,000 was funded from the College operating budget, $920,000 from NYPA energy service agreements and $32,000 from grant funding.

According to the SUNY report, the total backlog of deferred capital maintenance at Suffolk Community College as of 2009 was $33.3 million. This figure includes $18.4 million for buildings and $14.9 million for infrastructure. The largest building backlog relates to exteriors (walls/door/windows) at $11 million. The largest infrastructure backlogs include landscape/hardscape at $6.7 million; roads at $2.3 million; and site lighting at $2.1 million. Over the next 10 years an estimated $64.3 million in capital investment for buildings will be required to avoid any further accumulation of backlog. An investment of approximately $10.3 million/year over ten years would prevent the total backlog from growing. An investment of approximately $12 million/year would reduce the total backlog by 50% over the next ten years. Therefore, the investment strategy proposed by the College with this project represents the minimum funding required to keep the backlog of critical deferred maintenance from growing.

Should critical building systems fail, repairs and or replacements will need to be made on an emergency basis. This project meets the criteria established in the County Executive's memorandum governing capital budget requests. The specific criteria this project addresses includes (1) projects which are funded mostly with State aid; (2) promotion of infrastructure improvements which increase efficiencies, streamline government operations and extend the useful life of existing infrastructure; and (3) submission of projects which address critical health, safety and security needs.

Operating Expenses and Revenue Estimates
The replacement of aging mechanical and electrical units with more efficient systems will result in an operating budget savings, as will improvements to building envelopes.

Caumsett Hall Partial Renovation – Grant Campus

Project No.
2205

Status
Construction and furniture funding is scheduled in 2026. No changes requested.

Location
Grant Campus

Description
This project will reconfigure and relocate existing spaces within Caumsett Hall to centralize critical student services. Approximately 21,600 net square feet within the building will be reconfigured to create a one stop model for enrollment including admissions, academic counseling, testing and transactional space. In addition, a Welcome Information Center will be created to better direct new students. The result will be a much-improved enrollment flow and process and a more welcoming image for prospective students. This will further streamline enrollment and retention initiatives to better serve students. As this is a major renovation program, supporting capital projects may be used in conjunction with this project. These include CP2140 and CP2149. The LEED standards will be incorporated into the design.

Programming	**Costs**	
Basement academic counseling and financial aid areas relocated to the second floor. Vacated spaces to become computer classrooms.	21,600 nsf feet @ $300/nsf. for construction	$6,480,000
First floor reconfigured to include a Welcome Information Center and an Academic Advising and Mentoring Center.	16,600 nsf @ $30/nsf. for FF&E	$498,000
Second floor reconfiguration to include centralized transactional services and academic counseling.	Subtotal 1	$6,978,000
	Owner Contingencies (8%)	$558,240
	Subtotal 2	$7,536,240
	Inflation @ 5% per year	$1,187,900
	Total Constr. Cost (2025 dollars)	$8,724,140
	Design Fee SUNY Guidelines	$700,000
	Total Est. Cost (2025 dollars)	$9,424,140

Historical construction costs as well as past annual inflation estimates are currently not good indicators of present and future building trade / material costs. Current market conditions including supply chain issues, high demand for construction related labor and materials, labor shortages due to the global pandemic and overall inflation rates are significantly impacting costs. To calculate a realistic unit cost for construction, several sources of current interior renovation costs for public buildings were used including general construction contractors who regularly bid on County work, results from recent renovations at the Sagtikos Building (2019) and Kreiling Hall (2018), input from other municipalities including SUNY, and current FF&E rates utilizing State contracts for similar fit-outs. The resulting unit costs were based on the following scope of work associated with this renovation:

- Demolition of existing walls, ceilings, flooring and associated mechanical and electrical runs
- Construction of new interior walls
- New electric and telecommunications cabling and terminations including fire alarms
- New branch duct work, registers and HVAC controls.
- New finishes including flooring and paint
- New ceilings and lighting
- New telecommunications student interfaces

Cost Summary (year 2024/25)

Design =	$ 700,000
Construction =	$8,300,000
F & E =	$ 500,000
Total =	**$9,500,000**

Program Status

An RFP to retain design services is being drafted.

.

Aid and Approval Requirements

This project receives 50 percent State aid and 50 percent County funding. SEQRA approval is also required.

Justification and Benefits

While the primary focus of this renovation is new student enrollment, the streamlining of processes will benefit continuing students as well. All enrollment services will be relocated to the second floor. Currently offices are disjointed and spread across seven different locations on three different floors within the building. This move would improve the student experience, eliminate duplication of services, enable cross-training among staff, and allow students to have access to all services in a single location, which would reduce wait time, frustration, and confusion. This will improve the enrollment flow and process. Additionally, upgrading the space and environment will enhance services and the student experience with the hopes of increased enrollment and retention as a result of the streamlined process. The facilities need to be reflective of the importance and value we place on the student experience.

Cross-training of academic counseling staff will help students better understand from beginning to end what their experience will entail as they move from being admitted and choosing a major, to selecting classes, to understanding payment options, scholarship availability, and financial aid options, all while they have an eye on career or transfer opportunities upon degree completion.

Additionally, by joining all transactional processes into one space, and cross-training the personnel (registrar, student accounts, financial aid clerks) students will be able to manage the process in one location as opposed to having to going to three separate spaces across two floors—sometimes multiple times—to finalize their registration and payment.

The first floor will house a new Welcome and Information Center which will include kiosks, staff and a call center to respond to student needs, prioritize those needs and direct students to the appropriate area within the new one stop model. An Academic Advising and Mentoring Center will also be co-located on this floor and include presentation rooms, an open computer lab, and designated office space for advisors who may need to meet with students remotely. The vacated space in the lower level of Caumsett Hall will be reconfigured into computer classrooms with up-to-date technology that will enhance the student experience.

Student Affairs has had the same basic structure for most of the Campus's 48-year history, with minor adjustments where needed. Changes in technology have been implemented minimally, and

while some areas have grown and expanded somewhat, there has not been a complete review of systems and spaces to best meet modern student needs as they align with our Institutional Goals. Immediate needs center around supporting an increasing number of students with varying disabilities as well as students who are underprepared academically and socially while improving retention and graduation rates as indicators of student success. In order to examine our current processes and evaluate an improved flow of enrolling, retaining, and graduating students, a committee was formed consisting of members from each enrollment services office along with the members from student accounts. Through a multi-faceted lens that looks toward more collaborative and less-siloed functionality, we hope to accomplish the following with this renovation:

- Increase interaction, collaboration, and cooperation by providing one transactional office to meet registration, financial aid, and student accounts needs.
- Empower counselors to work with students through all the necessary nuances from their admission into programs, through a career or transfer plan, inclusive of semester by semester support for their college goals and needs.
- Strengthen support and advisement for at-risk students.
- Increase the connection and interaction with teaching faculty to support struggling students and foster partnerships for improved retention and student success.
- Link Career and Transfer opportunities to student planning and advisement from the beginning point of admission and registration.

This project meets the criteria established in the County Executive's memorandum governing capital budget requests. The specific criteria this project addresses includes (1) promotion of infrastructure improvements which increase efficiencies, streamline government operations and extend the useful life of existing infrastructure; and (2) submission of projects which are funded with State aid.

Operating Expenses and Revenue Estimates

In the first year of operation the College projects adding one additional office assistant. Utility costs will not be impacted by the project. There is a strong possibility that because of the cross-training of personnel, there will be decreased costs associated with part-time hires and overtime. Based on these projections, annual operating expenses will total approximately $83,164. A summary of these calculations follows.

Operating Expenses – Staffing

Projected expenses for new full-time staffing are as follows:

Title	Current Salary	FICA	Retirement	Healthcare	Benefit Fund	Total
Principal Office Assistant	$41,316	$3,161	$3,842	$30,185	$2,238	$80,742

Notes:
1. FICA is calculated at 7.65% of annual salary.
2. Retirement contributions are a percentage of annual salary and vary based on specific employee plan and tier.
3. Healthcare costs are based on the current family coverage rate.
4. The Benefit Fund contribution (i.e. dental and vision) is estimated at $2,238 per employee

If the building opens in 2027 assuming 3 percent annual increase:

= $80,742 * (1.03) = **$83,164 (year 2027 dollars)**

Vehicles and Equipment – College Wide

Project No.
2209

Status
Funding is scheduled in 2026. No changes requested.

Location
College Wide

Description
This project will purchase equipment for all three campuses; Ammerman, Grant and Eastern. Purchases will include but not be limited to vehicles, safety/security equipment and educational equipment.

Cost Summary (year 2026)

F & E =	$1,500,000
Total =	**$1,500,000**

Program Status
This project has been submitted for State aid approval.

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval is also required.

Justification and Benefits
Investing in new vehicles, IT infrastructure, Public Safety resources, and Educational equipment is essential to maintaining a modern, safe, and student centered learning environment. Up to date equipment enhances operational efficiency, supports compliance with safety standards, and advances the College's mission to deliver high quality education.

Operating Expenses and Revenue Estimates
This project will result in an operating budget savings as new equipment is often covered under warranty.

3.0 Existing Capital Projects with Completed Authorizations

Renovation of Kreiling Hall – Ammerman Campus

Project No.
2114

Status
Construction

Location
Ammerman Campus

Description
Kreiling Hall was constructed in 1934 and needs significant renovation work. All labs and prep rooms have been relocated to the new Science, Technology and General Classroom Building. Kreiling Hall will be converted into academic and student service spaces. As this is a major renovation program, supporting capital projects may be used in conjunction with this project. These include CP2127, CP2138, CP2140, CP2149, CP2152 and CP2177.

Cost Summary

Design =	$ 300,000
Construction =	$3,080,000
F & E =	$ 100,000
Total =	**$3,480,000**

Program Status
Construction is substantial complete. The building opened for occupancy in October 2021. Punch list remains including HVAC commissioning. Programming includes Public Safety, Career Services, International Students, Central Records, Central Admissions, Health Services, Veteran's Affairs, IT space, two seminar classrooms, four general classrooms and a computer lab. Major contract awards are as follows:

William F. Collins – $253,500
Mt. Olympus - $433,000
WB Mason - $56,315
Grainger - $235.21
Enviroscience - $19,145
Stalco - $2,687,200
Universal Testing - $1,300
Vortech - $415
Cashin - $10,000
Suffolk Lock - $11,218
Best Climate - $438.08

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Board of Trustees Resolution #94145.

Justification and Benefits
Several major building systems have failed including the fire alarm system and both of the building boilers. Replacements of these systems cost over $145,000, which was paid from the College's operating budget and executed on an emergency basis. The building is in need of significant renovation work in order to maintain its use and the safety of its users. This project will modernize the facility, and enable the College to better utilize existing space and will increase the instructional capacity of the campus.

Operating Expenses and Revenue Estimates
Increased revenues would be a function of student enrollment. It is anticipated that energy savings will result as building systems are modernized.

Renovations to Sagtikos Building – Grant Campus

Project No.
2118

Status
Design and Construction

Location
Grant Campus

Description
This project renovates the space that will be made vacant when the existing library moves into the new Learning Resources Center. As this is a major renovation program, supporting capital projects may be used in conjunction with this project. These include CP2127, CP2131, CP2140, CP2149 and CP2177.

Program Status
Replacement of acid waste piping has been completed. Additional telecommunication, cooling and academic program equipment needs continue to be addressed. Major contract awards are as follows:

BLD – $390,000
CDW - $61,656
Ward - $868
Adwar - $6,096
Uline - $1,260
Barnesville - $13,788
Amazon - $2,002
Store More - $2,992
Austin - $152,627
Best Climate - $13,192
Ferguson - $8,760
Cashin - $9,866
Best Climate - $2,500
Fisher - $4,927
B&H - $61,898
Home Depot - $1,264
Sheffield - $1,798
Today's Class - $6,353
Z&Z - $511
All Service - $69,728
Wesco - $3,354
A Plus - $28,526
V.R.D– $4,929,482
CDW - $85,953
VWR - $3,171
Lowes - $1,795
Versare - $3,651
Adorama - $557
Staples - $4,441
Maccarone - $4,871
Statewide – $26,198
WB Mason - $22,781
Maccarone - $7,451
WB Mason - $116,488
Caroline - $2,935
Grainger - $5,062
Optima - $770
James Howard - $6,730
Blick Art - $16,711
JCI - $79,592
Global - $3,709
Eastern Door - $4,399
Parsons - $6,106

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per County resolution 1059-2017.

Justification and Benefits
This renovated area will address existing academic needs, including arts and science.

Operating and Revenue Expenses
It is anticipated that energy savings will result as building systems are modernized.

Removal of Architectural Barriers/ADA Compliance

Project No.
2127

Status
Design and Construction

Location
All Campuses

Description
The College commissioned a survey in 1996 of its existing facilities to conform to the requirements of students with special needs and to comply with the Americans with Disabilities Act. This project allows for the implementation of the work proposed in the survey, which will be updated based on current conditions and regulations. To take advantage of logistical efficiencies and economies of scale, this project will support other planned building renovation work including work covered under CP2114, CP2118, CP2138, CP2143, CP2149, CP2152, CP2165, CP2181, CP2187 and CP2192.

Cost Summary (year 2004)

Design =	$ 150,000
Construction =	$3,000,000
Total =	**$3,150,000**

Program Budget =	$3,150,000
Current Appropriations =	$3,150,000
Remaining Appropriations =	$0

The design phase includes a complete survey of all College facilities, inside and out, to identify all areas in need of upgrades to comply with the ADA legislation. The study will be supplemented by input from the ADA community as well as any findings of the current New York State Civil Rights Compliance Review. The construction phase will be used to implement the physical corrections identified.

Program Status
Improvements to the Islip Arts Theater AV wing are on-going. Major contract awards are as follows:

FPM Engineering - $78,500
GII Construction - $154,875
All Service Electric - $55,973
Norman Kurrass- $158,916
Jadeco - $9,182
Patalan - $34,316
Roadwork Ahead - $115,155
Bloodhound – $13,765
GDS Signs – $183,868
Fenceman - $721
VWR - $26,052
Global - $282
LiRo - $15,542
SJ Hoerning - $290,542
Maccarone Plumbing - $25,000
E&A Restoration - $1,158,300
Deal Concrete - $659,680
Fastenal - $6,126
Stalco - $122,450
Louis McLean – $29,500
Grainger - $904
Retrofit - $1,965
B&H - $6,632
Metro - $1.323

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Board of Trustees Resolution #94145.

Justification and Benefits

All three campuses are in need of interior and exterior improvements to facilitate mobility and use by students and faculty with special needs. This project will implement these physical improvements and be used to comply with the New York State Civil Rights Compliance Review.

Operating Expenses and Revenue Estimates

Significant impacts on operating expenses and revenues are not anticipated for this project.

Environmental Health and Safety

Project No.
2131

Status
Planning and Construction

Location
All Campuses

Description
This project addresses numerous health, safety and environmental concerns on all campuses. The EPA has embarked on a strict enforcement policy on the nation's universities. Audits of universities are currently being conducted and fines issued. In order to address known concerns this project is critical. This project may be used in conjunction with building renovation and infrastructure projects including CP2109, CP2114, CP2118, CP2138, CP2149, CP2165, CP2180, CP2182 and CP2206.

Program Budget =	$600,000
Current Appropriations =	$600,000
Remaining Appropriations =	$0

The design phase includes the preparation of required compliance reports and designs for upgrades to our chemical bulk storage (CBS) facilities. These items were identified in a self-audit of EPA and NYSDEC regulations. The construction phase will be used to build the CBS improvements and correct other deficiencies identified in the self-audit.

Program Status
All County funds have been appropriated. All State funds have been allocated. The EPA self-audit report findings and corrective actions have been completed. Additional environmental improvements beyond the scope of the audit will also be addressed by this project including wastewater collection improvements. Major contract awards are as follows:

Fenley and Nicol – $112,000	AMMA Construction – $337,000	Holzmacher – $14,373
Power Pro – $7,000	Cameron Engineering – $37,900	Bensin– $5,774
Grainger – $2,690	USA Bluebook – $6,906	Pure Process – $3,580
Aarco - $9,146	Henrich - $5,239	

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Legislative resolution.

Justification and Benefits
This project is necessary to provide a safe environment for students, staff and visitors and to ensure complete compliance with all EPA, OSHA, NYSDEC, SCDHS and other regulations. The EPA has been auditing Colleges and imposing substantial fines for regulatory non-compliance.

Operating Expenses and Revenue Estimates
This project will result in a cost avoidance of potential fines.

Improvements/Replacements to Roofs at Various Buildings

Project No.
2137

Status
Construction

Location
All Campuses

Description
This project addresses the critical need for roof replacement in order to preserve the College's infrastructure. This project may be used in conjunction with CP2114, CP2149, CP2165, CP2177, CP2180 and CP2182.

Program Budget =	$1,500,000
Current Appropriations =	$1,500,000
Remaining Appropriations =	$0

Program Status
All remaining design funding was used for the Smithtown Science Roof replacement. This project can now be closed. Major contract awards are as follows:

Marfi Contracting – $194,880	Statewide Roofing - $318,541	BBS - $120,300
State Wide Roofing - $835,282	WFC - $20,702	

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Legislative Resolution.

Justification and Benefits
College buildings are aging, and significant leaks require more than patch work.

Operating Expenses and Revenue Estimates
This project will not affect operating expenses or revenue.

Installation of Cooling Systems – College Wide

Project No.
2138

Status
Construction

Location
College Wide

Description
This project provides funding for the installation of cooling systems in College buildings which are currently not air conditioned. It also replaces some portions of existing HVAC systems that are over 40 years old and in poor condition. This will include, but is not limited to, the Riverhead Building and the Southampton Building. The LEED certification process will begin at the early stages of design. As this program involves major renovation work, it may be used in conjunction with CP2114, CP2118, CP2127, CP2129, CP2131, CP2149, CP2165, CP2206 and CP2302.

Cost Summary (year 2010)

Design =	$ 550,000
Construction =	$7,000,000
Total =	**$7,550,000**

Program Status
The College is investigating transferring remaining design funds into the construction phase to support on-going cooling issues in multiple buildings. Major contract awards are as follows:

All Service Electric - $32,212
Maccarone Plumbing - $11,000
E&A Restoration - $5,087,000
Stalco - $77,400
Ultimate Power - $1,555,000
National Insulation - $22,713
Emtec - $399,750
Traditional Air - $2,592
Comm. Instr. - $26,400
CDW-G - $31,494
Blackman - $21,168

Aid and Approval Requirements
This project receives 50 percent State Aid and 50 percent County funding. SEQRA approval exists as per Legislative Resolution.

Justification and Benefits
This project provides air conditioning for classrooms, laboratories and technology spaces that are used year round, including summer. The project will correct existing indoor air quality issues.

Operating Expenses
Operating expenses will be impacted by increased energy usage.

Security Notification – College Wide

Project No.
2140

Status
Equipment

Location
College Wide

Description
The federal government, SUNY and countless other academic institutions have reviewed campus practices and issued recommendations to improve emergency notification and response to enhance the safety and security of college communities. This project seeks to implement the redundant notification recommendations taken from the SUNY report. To take advantage of logistical efficiencies and economies of scale, this project may be used in conjunction with CP2114, CP2118, CP2120, CP2127, CP2129, CP2138, CP2149, CP2159, CP2165, CP2174, CP2180, CP2181, CP2182, CP2189, CP2206 and CP2207.

Program Budget =	$1,250,000
Current Appropriations =	$1,250,000
Remaining Appropriations =	$ 0

Program Status
All State funds have been bonded. All County funds have been appropriated. Building notification systems are approximately 90% complete. This includes the following buildings:

Ammerman Campus	Grant Campus	Eastern Campus
Brookhaven Gym	Caumsett Hall	Woodlands Building
Babylon Student Center	Nesconset Building	Corchaug Building
Huntington Library	Paumanok Building	Culinary Center
Southampton Building	Sagtikos Building	LIU East
The Annex	Sally Ann Slacke	Orient Building
Auto Tech Building	Plant Operations	Peconic Building
Islip Arts Building	Ashroken Building	Shinnecock Building
Riverhead Building	Captree	Health & Wellness Ctr.
Smithtown Science Building	Workforce Building	
Ammerman Building	Center Cottage	
Kreiling Hall	North Cottage	
North Building	South Cottage	
NFL Building	Kid's Cottage	
Guard Booth	Grant LRC	
Childcare Center		
William J. Lindsay Life Sciences Bldg.		

Installation of the remaining active notification systems will proceed around College operations. Exterior speakers were installed at the Ammerman Campus on the Ross Road guard booth as a test model for coverage of neighboring parking lots. Additional wiring has been completed at the Ammerman Campus Veterans Plaza as well as parts of the Eastern and Grant Campuses so that building mounted speakers can be installed. Procurement of remaining exterior public address speakers is in progress. Building electronic signage systems are approximately 80% complete. This includes the following buildings:

Ammerman Campus	Grant Campus	Eastern Campus
Brookhaven Gym	Sagtikos Building	Peconic Building
Babylon Student Center	Captree Commons	Shinnecock Building
Huntington Library	Caumsett Hall	Orient Building
Southampton Building	Ashroken Building	Corchaug Building
Ammerman Building	Nesconset Building	Culinary Center
Auto Tech Building	Health, Sports & Edu. Ctr	Central Energy Plant
NFL Building	Grant LRC	Montaukett LRC
William J. Lindsay Life Sciences Bldg.		Health & Wellness Ctr.
Riverhead Building		

Installation of the remaining passive notification systems will proceed through 2026.

Major contract awards are as follows:

Converged Technology Group - $328,941
Data Path - $34,005
Simplex Grinnell - $20,820
Core Bits - $36,964
Blackhawk Data - $275,309
Verdin - $4,729
WT Communications - $22,944
E-Plus - $91,596
Adware Video – $24,740
Stalco - $20,000
CDW - $28,006

After completion of the remaining notification systems, remain funds will be used to augment video monitoring equipment to enhance evaluation, early response and communication of threats.

Aid and Approval Requirements

The 2010 and 2011 appropriations receive 50 percent State aid and 50 percent County funding. SEQRA approval exists as per legislative resolution.

Justification and Benefits

The SUNY Chancellor's Task Force on Critical Incident Management issued a report on May 11, 2007 regarding the effectiveness of campus responses to emergencies. The report recommendations regarding communication technology focuses on redundancy of mass notification systems which can rapidly disseminate alerts via both audible and visual means. At least one means of communication is recommended for each of the following categories: (1) Active Broadcast (i.e. siren, public address system), (2) Passive Broadcast (i.e. close circuit television, e-mail, website), (3) Individual (i.e. cell phone, instant messaging, text messaging). Interior public address systems, exterior public address systems and an electronic signage system would satisfy both active and passive broadcasts, allowing the College to communicate to thousands of people during a crisis situation.

Operating Expenses and Revenue Estimates

There are no significant impacts on the operating budget.

Renewable Energy and STEM Center – Grant Campus

Project No.
2141

Status
Planning

Location
Grant Campus

Description
This building will act as a showcase for the merits of renewable energy, provide a facility where the installation, repair and maintenance of renewable energy systems can be taught and create an opportunity to combine research from other colleges and universities with SCCC's expertise in training. The building will house laboratories and classrooms where renewable energy and energy conservation technologies can be taught and evaluated. These spaces will be used for renewable energy training and for other STEM (science, technology, engineering and mathematics) related courses. Incubator space will be provided for institutions and organizations that are developing new marketable technologies, including energy and digital. Cybersecurity educational opportunities will be an essential component for workforce programs, degree and continuing education students. In addition, potential partnerships with universities in research and development initiatives in this field will serve as venues for SCCC STEM student interns. Cybersecurity training is a priority at both a State and Federal level.

The building is also intended to serve as the operational hub of the College's growing energy management efforts, connecting digitally to buildings on all three campuses, and optimizing efficient use of all college resources. Utilizing the existing built environment as a "living laboratory" for instruction, provides an excellent real-world learning opportunity for students and has the added benefit of long term financial savings and enhanced institutional sustainability.

The building will be designed as a "Net Zero Energy Building". The energy required to illuminate, heat, cool and ventilate the building will be equal to or less than the energy produced from renewable sources.

Programming		Costs	
Category	SF	33,792 sf @ $400/sf includes construction and basic FF&E	$13,516,800
Project, exhibit and operational space	3,840	100KW wind system	$550,000
Laboratory space	4,000	150KW solar PV system	$900,000
Office suite	780	Geothermal system	$500,000
Mechanical room	600	Sub Total	$15,466,800
Incubator space	6,000	Specialized equipment (5%)	$773,340
Cyber security lab	1,500		
Storage	1,000	Owner Contingencies (8%)	$1,237,344
Computer classroom	850	Construction Total	$17,477,484
Double classroom	1700	Design	$900,000
Single classroom	850	Total Cost (2013 dollars)	$18,377,484
Net Total	21,120		
Grossing factor	1.6		
Gross Area	**33,792**		

Assuming an annual inflation of 3 percent:

Cost Summary (2015 dollars)

Design =	$ 900,000
Construction =	$17,900,000
F & E =	$ 700,000
Total =	**$19,500,000**

Program Status

The Center officially opened on June 1, 2023. Remaining work includes the energy dashboard, communication connection of the donated photovoltaic ground array, a roof access harness system and punch list.

Major contract awards to date are as follows:

AECOM - $1,086,226
Universal Testing - $8,503
CDW - $49,906
Global - $16,240
Sargent Welch - $26,973
B&H Foto - $277
Krackeler - $644
ABC - $6,968
Horizon - $125,458
MT Group - $10,568
VWR - $10,484
Grainger - $5,856
Uline - $809
Carolina - $635
Tri-State - $1,350
VRD Contracting - $18,800,270
Dell - $107,737
WB Mason - $407,695
Residential Fence - $8,398
CDW - $1,979
All Service - $23,928
Uline - $3,477

Aid and Approval Requirements

This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Board of Trustees Resolution #2015.41.

Justification and Benefits

This project continues the College's efforts to support and assist domestic manufacturing with a focus on green technologies by providing an educational environment for the design, installation, repair, maintenance and evaluation of sustainable energy management systems. The Center will (1) create a workforce educated in the design, testing and implementation of sustainable technologies, (2) act as an incubator for companies to design and build green products, (3) allow for research, development and manufacturing of emerging products to come together in one location by pairing research from other universities with SCCC's STEM and workforce programs.

Classroom and laboratory space in the Center will accommodate courses in energy efficiency, renewables and STEM curriculum for both credit and non-credit programs. SCCC students will be exposed to experiential, active-learning opportunities while working with resident researchers, an experience that dramatically increases college persistence, transfer and completion rates. These students will be uniquely positioned to enter Long Island's STEM workforce and contribute to the local economy.

Letters of support for this new center have been received from the Long Island Regional Economic Development Council, Stony Brook University, Brookhaven National Laboratory, Senator Kenneth LaValle, County Executive Steve Bellone, Presiding Officer of the County Legislature DuWayne Gregory, Former Presiding Officer of the County Legislature William Lindsay, Deputy Presiding Officer of the County Legislature Jay Schneiderman, Former Deputy Presiding Officer of the County Legislature Wayne Horsley and Chairperson of the County Legislature's Committee on Education and Information Technology Sarah Anker.

Operating Expenses and Revenue Estimates

The net differential between expenses and revenues fluctuations with enrollment.

Plant Operations Building – Grant Campus

Project No.
2144

Status
Design

Location
Grant Campus

Description
The Plant Operations Department currently occupies two buildings originally constructed in the 1930s. Both buildings suffer from significant deterioration and are inadequate to effectively house campus facility services and storage needs. A new building will be constructed to consolidate and relocate campus Plant Operations. The LEED certification process will begin at the early stages of design. The two existing buildings house storage areas for operations equipment and materials including grounds equipment; the grounds shop; the painters shop; the carpenters shop; approximately 10 offices; locker rooms, showers and break rooms. These spaces will be relocated and centralized.

Cost Summary

Design =	$ 250,000
Construction =	$3,000,000
F&E =	$ 400,000
Total =	**$3,650,000**

Program Status
Plant Operations staff have begun occupying the facility. The front parking area has been paved. All outstanding change orders are finalized. Punchlist and close-out remains. Major contract awards are as follows:

Tetra Tech - $227,000
Global - $33,435
Grainger - $4,082
Home Depot - $1,735
Rosemar - $82,085
Cashin - $10,000
Maccarone - $2,992
WB Mason - $271
JCI - $22,288
Stalco - $3,529,200
American Utilities - $13,800
National grid - $2,311
Laser - $1,475

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Board of Trustees Resolution #2016.79.

Justification and Benefits
The two Plant Operations buildings were occupied when the campus was first established in 1974. Since that time the Grant Campus has grown significantly without any corresponding expansion, development or renovations to these two structures. Both buildings lack fire alarms, appropriate access and restroom facilities. A new building will centralize the Plant Operations Department with a properly apportioned facility.

Operating Expenses and Revenue Estimates
As this is a relocation of existing services in aging facilities into a new facility of roughly equal size, there will be an energy savings from the use of modern equipment and technologies.

Warehouse Building – Eastern Campus

Project No.
2145

Status
Design

Location
Eastern Campus

Description
The Eastern Campus has no true warehouse and receiving space. Receiving for the campus is conducted at the Cafeteria loading dock and transported directly to end users. This project would construct a warehouse and receiving area for the Eastern Campus.

This structure will include a loading dock with paved access. Cost estimates are as follows:

Programming		**Costs**	
Category	Unit		
Proposed size of new bldg.	4,000 gsf	4,000 gross square feet @ $100/gsf. for construction	$400,000
		Admin costs and fees (20%)	$80,000
		FF&E (15%)	$60,000
		Subtotal	$540,000
		Owner Contingencies (10%)	$54,000
		Total Cost (2012 dollars)	$594,000
		Inflation @ 3% per year	$36,000
		Total Cost (2014 dollars)	**$630,000**

Cost Summary

Design =	$ 50,000
Construction =	$570,000
F&E =	$ 60,000
Total =	**$680,000**

Program Status
The warehouse building itself is substantially complete. All site work is complete. All doors are installed. All electrical and life safety runs are installed. Interior lighting and fire alarm devices remain.

Major contract awards are as follows:

Campbell Cassetta - $49,650
All Service - $111,166
Grainger - $57
MT Group - $3,310
Austin - $279,039
JCI - $25,756
White Cap - $929
Laser - $157,085
Best Climate - $5,802
Holbrook Pipe - $3,763

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Board of Trustees Resolution #2016.80.

Justification and Benefits

The Eastern Campus was first established in 1977 and has grown significantly since its inception. Due to budgetary limitations present during original development of the campus, several ancillary structures such as receiving and warehouse space were never constructed. Dedicated receiving and warehouse space is needed for effective operations and proper safeguarding of valuable campus resources. Improper storage of campus materials within existing buildings has been cited by the Fire Marshal's Office on numerous occasions. Alternative storage options such as rental of modular units has proven impractical and costly.

Operating Expenses and Revenue Estimates

Anticipated expenses in the first year of operation total $7,257 as follows:

Electricity

East Campus 2025 annual electric costs totaled $704,136.

Cost per square foot = $\frac{\$704,136}{232,875}$ = $3.02/sf/year for Eastern Campus

Cost for new building = ($3.02)(2,400) = $7,257

Learning Resource Center (LRC) – Grant Campus

Project No.
2159

Status
Construction

Location
Grant Campus

Description
The proposed Learning Resources Center (LRC) will include traditional library functions integrated with state-of-the-art information technology, as well as additional quality classroom space, faculty offices and workspace, and student study space. As this is a new building, supporting capital projects may be used in conjunction with this project. These include CP2140, and CP2149.

The LEED certification process will begin at the early stages of design.

Programming		**Costs**	
Category	SF	95,700 sf. @ $210/sqft	$20,097,000
Library	46,000	Admin costs and fees (15%)	$3,014,550
Instructional & Departmental	8,000	FF&E (20%)	$4,019,400
Student Activity	2,000	Subtotal	$27,130,950
Assembly & Exhibition	500	Owner contingencies (~8%)	$2,170,476
Building Services	500	**Total Cost**	**$29,301,426**
Central Services	1,000		
Net Total	58,000		
Grossing factor	1.65		
Gross Area	**95,700**		

Year	Inflation Rate
2005	3.00%
2006	2.40%
2007	2.40%
2008	2.40%

Inflation rates were approximated based on recommendations by the State University Construction Fund, and local Long Island Trends.

Cost Summary (year 2008)

Design =	$ 1,600,000
Construction =	$25,000,000
F & E =	$ 5,800,000
Total =	**$32,400,000**

Program Status
A design contract was awarded in June 2012. A construction contract was awarded in October 2014. A building permit was issued by SCDPW in April 2015. The building officially opened on September 5, 2017. Construction work is complete and final payment has been released. Remaining funding will be used for landscaping and other building needs. Major contract awards are as follows:

Wiedersum Associates – $1,424,276 Universal Testing – $28,790 Loring - $34,825

Capobianco Inc. - $28,281,496
Municipal Testing - $3,115
Adwar Video - $22,084
Converged Tech. - $25,299
Safco - $7,732
Exemplis - $104,324
Optima - $5,860
USGBC - $4,111
All Service - $17,964
National Grid – $33,637.50
CDW-G - $118,170
Wise Comp. - $6,818
Liat - $484,148
McHugh - $7,276
Telcar - $45,579
Adwar - $2,880
LVC - $5,515
More - $869
Liro - $19,323
Borroughs - $21,941
National - $184,034
Krueger - $155,139
Enwork - $3,452
Signarama - $11,001
ASI - $4,279
Retrofit - $3,960
East End Blinds - $1,041

Aid and Approval Requirements

This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Board of Trustees Resolution #2017.06.

Justification and Benefits

The library on the Grant Campus is located in the Sagtikos Building, which also houses the theatre and science laboratories. The library was not originally intended to be a part of the Sagtikos complex, however, in 1993 it was placed there as a temporary measure until an independent building could be built. The existing 15,520 square foot library is approximately half the size required by SUNY standards.

Operating Expenses

The net differential between expenses and revenues fluctuations with enrollment.

Life Safety – College Wide

Project No.
2163

Status
Design

Location
College Wide

Description
This project will expand existing building fire alarm systems to add carbon monoxide detection where required by State code as well as addressing additional emergency power needs. Emergency lighting improvements to existing assembly spaces and adding building heating systems to existing or new emergency power supplies would be included.

A survey of all buildings College wide was conducted to evaluate existing fire alarm systems that require carbon monoxide detection. Several building systems are out dated and would need new fire alarm panels. However, most building fire alarms are expandable and can incorporate carbon monoxide detection heads. Several quotations for new fire alarm systems and expansion of existing systems have been received to estimate the total investment required to bring all College buildings into compliance with the code.

Based on these quotations, the average cost to add one carbon monoxide detection head to an existing system is approximately $2,750.

Estimated Construction Costs for Carbon Monoxide Detection

Campus	Location	No. of Heads Required	Quotation	Unit Cost Estimate
Ammerman	Ammerman Bldg.	Upgraded panel required	$210,000	
Ammerman	Huntington Library	Upgraded panel required	$380,000	
Ammerman	Remaining Bldgs.	35		$96,250
Grant	Sagtikos Bldg.	9		$24,750
Grant	Paumanok Bldg.	12		$33,000
Grant	Warehouse	2		$5,500
Grant	HS&E Bldg.	4		$11,000
Grant	Captree Commons	2		$5,500
Grant	Caumsett Hall	2		$5,500
Subtotal			**$590,000**	**$181,500**

Total Estimated Construction Costs = $771,500

A study of each building's emergency power needs relative to existing generator capacity would establish both the approach and costs associated with each location. Based on the most recent emergency generator tests, the following construction costs have been estimated:

Estimated Construction Costs for Additional Emergency Power Needs

Campus	Location	Existing Genset	Needs	Cost Estimate
Ammerman	Ammerman Bldg.	Yes	Emergency lighting and heat	$15,000

Ammerman	Brookhaven Gym	Yes	Emergency lighting	$11,000
Ammerman	President's Cottage	No	Emergency lighting and heat	$15,000
Ammerman	Southampton Bldg.	Yes	Emergency lighting and heat	$15,000
Ammerman	Islip Arts Bldg.	Yes	Emergency lighting and heat	$15,000
Ammerman	Campus Kids	No	Emergency lighting and heat	$25,000
Ammerman	Huntington Library	Yes	Emergency lighting and heat	$40,000
Ammerman	Riverhead Bldg.	Yes	Emergency lighting and heat	$15,000
Ammerman	Sewer Plant Bldg.	Yes	Emergency lighting and heat	$5,000
Ammerman	Smithtown Science	Yes	Emergency lighting and heat	$30,000
Ammerman	Plant Operations	Yes	Emergency lighting	$25,000
Grant	Center Cottage	No	Emergency lighting and heat	$20,000
Grant	Caumsett Hall	Yes	Emergency lighting and heat	$15,000
Grant	Captree Commons	Yes	Emergency lighting	$15,000
Grant	HS&E Bldg.	Yes	Emergency lighting	$50,000
Grant	Kids Cottage	No	Emergency lighting and heat	$60,000
Grant	North Cottage	No	Emergency lighting and heat	$20,000
Grant	Nesconset Hall	No	Emergency lighting and heat	$60,000
Grant	Paumanok Hall	Yes	Emergency lighting and heat	$15,000
Grant	South Cottage	No	Emergency lighting and heat	$20,000
Grant	Sagtikos Bldg.	Yes	Emergency lighting	$15,000
Grant	WDTC	No	Emergency lighting and heat	$60,000
Subtotal				**$561,000**

Total Estimated Construction Costs = $561,000

Total Estimate Project Costs	
Construction Estimate	$1,332,500
Admin Costs and Fees (15%)	$199,875
Subtotal 1	$1,532,375
Owner Contingencies (8%)	$122,590
Subtotal 2	$1,654,965
Inflation @ 7.5% per year	$400,992
Total Constr. Cost (2020 dollars)	$2,055,958
Design Fee SUNY Guidelines	$200,000
Total Est. Cost (2020 dollars)	$2,255,958

Cost Summary (year 2020)
Design = $ 200,000
Construction = $2,050,000
Total = $2,250,000

Program Status

The design phase of the project will study existing generator (genset) capacity by building to evaluate the best solutions be it utilizing the existing generators, adding new generators or obtaining mobile generators. In addition, all fire alarm system expansions are being reviewed to ensure code compliance and will be approved by the Fire Marshal's Office. An initial condition survey of existing College electrical panels will be conducted. Additional design services will be retained in 2026. Major contract awards are as follows:

JCI – $14,544

Aid and Approval Requirements

This project receives 50 percent State aid and 50 percent County funding. SEQRA approval is also required.

Justification and Benefits

On November 20, 2015, New York State amended Part 1228 of Title 19 NYCRR (the Building Code) by adding a new section 1228.4 *Carbon Monoxide Detection in Commercial Buildings.* Section 1228.4 requires new and existing buildings that have a carbon monoxide source to have carbon monoxide detection systems installed. Only one-family dwellings, two-family dwellings and townhouses are exempted from this requirement. All commercial buildings must comply with this section. Suffolk County Resolution No. 295-2014 *Requiring Installation of Carbon Monoxide Detectors at County Facilities ("The Steve Nelson Safety Act")*recommended that the College install and maintain carbon monoxide detection systems in all College buildings.

In general, existing gensets College wide are designed to provide emergency power for egress lighting. In several cases, this lighting appears to be insufficient for egressing large assembly spaces. The first floor of the Brookhaven Gym and the corridors associated with the field house in the Health, Sports and Education Center are two prime examples. Also, many College building heating systems are not on emergency power circuits. If power is lost for an extended period of time during below freezing temperatures, extensive water damage can result from freezing and bursting pipes. One possible solution would be to add specific building panels to existing gensets with excess capacity to accommodate more lighting and critical heating systems and controls. In addition, other buildings and spaces that are critical to returning the College to normal operations after an emergency should be considered for connection to existing or new gensets or connection to a portable genset. This would include Plant Operations, Security and certain technology spaces in addition to any College buildings designated as County shelters.

Operating and Revenue Expenses

There are no significant impacts on the operating budget.

Science, Technology and General Classroom Building – Ammerman Campus

Project No.
2174

Status
Design

Location
Ammerman Campus

Description
This building will house life sciences, chemistry, general classrooms, and faculty offices. These additions to the instructional space on the Ammerman Campus are essential for program enhancements and future enrollment growth. The LEED certification process will begin at the early stages of design. As this is a new building, supporting capital projects may be used in conjunction with this project. These include CP2140, CP2149, CP2152, CP2182 and CP2301.

Program Budget =	$29,850,000
Current Appropriations =	$29,850,000
Remaining Appropriations =	$ 0

Program Status
The building opened for spring 2015 classes. Final payment to the contractor is complete. Remaining funding will be used for a building dashboard, additional HVAC controls to increase energy efficiency and miscellaneous academic needs. Major contract awards are as follows:

BBS - $1,438,441
J. Petrocelli - $26,706,057
Soil Safe - $22,200
CDW-G - $30,028
Dell - $42,784
Krackler - $22,763
VWR - $78,779
Off. Furn. Warehouse - $5,837
Trane - $45,657
GLS - $5,647
Cashin - $25,000
Municipal Testing - $11,736
Converged Tech. - $193,384
Adv. Moisture Test - $3,250
Fischer Scientific - $115,310
Carolina - $21,813
Grainger - $20,193
Mech. Tech. - $4,353
Deal - $23,162
PMC - $17,378
Universal Testing - $92,522
A+ Technology - $32,170
Neutec - $20,013
Eppendorf - $6,430
Olympus - $346,561
Anatonage - $72,575
Maccarone - $8,389
Sage Meter - $5,620

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Legislative resolution.

Justification and Benefits
The campus cannot meet the demand for Chemistry and the Life Sciences. The new building will address this demand.

Operating Expenses and Revenue Estimates
The net differential between expenses and revenues fluctuations with enrollment.

Waterproofing Building Exteriors

Project No.
2177

Status
Planning and Construction

Location
All Campuses

Description
This project will address the critical need for repair work on several College building exteriors to prevent water migration. Exterior repairs will include the re-caulking of windows and doors where the frames meet the masonry, repair of limestone panels, cornice and fascia work, and exterior brickwork re-pointing and sealing. To take advantage of logistical efficiencies and economies of scale, this project may support other planned renovation work including work covered under CP2114, CP2118, CP2137, CP2149, CP 2165, CP2168, CP2180, CP2182 and CP2207.

Program Budget =	$1,530,000
Current Appropriations =	$1,530,000
Remaining Appropriations =	$0

This design phase includes recommendations to correct compromised exteriors on the four College buildings currently experiencing the most water migration which includes Kreiling Hall, Ammerman Building, Southampton Building and Sagtikos Building. The construction phase will be used to physically improve these College building exteriors.

Program Status
The Riverhead Building computer center, Southampton Building terrace, Ammerman Building and Kreiling Hall are complete. Sagtikos was completed in 2022. Design has been substantially completed to address leaks at the Smithtown Science Building with construction scheduled for the summer 2026. Major contract awards are as follows:

Statewide Roofing - $308,295
Hoffman Architects - $68,600
Mount Olympus - $718,000
WFC - $48,498
Hughes Urethane - $5,500
National Insulation - $23,779
Stalco - $236,500

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Legislative Resolution.

Justification and Benefits
This project is needed to preserve College structures. Continued water damage would reduce the life expectancy of College assets.

Operating Expenses and Revenue Estimates
The project will decrease the need for certain maintenance issues resulting in operational savings.

Workforce Development and Technology Center Expansion – Grant Campus

Project No.
2178

Status
Planning

Location
Grant Campus

Description
This project expands the existing Workforce Development and Technology Center (WDTC) to accommodate growth in several Advanced Manufacturing Training Center (AMTC) programs including Welding, CNC machining, Industry Robotics, and Industry Quality and Inspection. Approximately 6,000 gsf. of additional laboratory and storage space will be added to the existing structure as well as a connecting courtyard.

The existing WDTC is a pre-engineered building which lends itself to expansion. The addition will be attached by extending existing building corridors. Three new laboratories, one general classroom and storage rooms are included in the new programming.

Programming	Costs	
Machining laboratory including CNC machines, milling, lathes, tooling, grinding	6,000 gsf feet @ $200/gsf. for construction	$1,200,000
Electronics assembly laboratory including soldering and testing	Admin costs and fees (15%)	$180,000
Assembly laboratory	Specialty fume hoods	$35,000
General Classroom	6,000 gsf slab on grade for patio @ $12/gsf., 6 inch thick	$72,000
Storage	Laboratory FF&E	$440,000
	Subtotal 1	$1,927,000
	Owner Contingencies (8%)	$154,160
	Subtotal 2	$2,081,160
	Inflation @ 3% per year	$192,980
	Total Constr. Cost (2020 dollars)	$2,274,140
	Design Fee SUNY Guidelines	$169,418
	Total Est. Cost (2020 dollars)	$2,443,558

Cost Summary (year 2020)

Design =	$ 170,000
Construction =	$1,820,000
F & E =	$ 460,000
Total =	**$2,450,000**

Program Status
A design contract was executed in September 2025. The designer has completed the Programming/sketch study phase including floor plans and code review. Expansion will be dedicated to manufacturing which will allow additional welding in the future in the existing lab. A survey has been completed and soil borings are pending. Based on current progress, construction could begin in fall 2026. Major contract awards are as follows:

BBS - $162,736

Aid and Approval Requirements

This project receives 50 percent State aid and 50 percent County funding. SEQRA approval is also required.

Justification and Benefits

New certifications are being required in several manufacturing segments including high temperature aluminum welding, pipe welding, higher level CNC machining, machining robotics, and additive manufacturing (i.e. rapid prototyping and 3D printing and design). Additional laboratory space for welding and machining will help meet regional workforce demand for these qualifications. Local organizations, national organizations (including the U.S. military), have begun investing in the program with monetary and equipment donations for student development. Our industry partners support our efforts by providing release time to their staff (Operation Managers, HR Managers, and Vice Presidents) to give presentations and serve as guest speakers at College visits and tours geared to raising the visibility and recruiting new students to AMTC programs. The current 4,500 sf. of laboratory facilities are at capacity for equipment and students. This makes it challenging to support current programs, respond to growth and keep up with industry technology.

The Submarine Industrial Base (SIB) will fund scholarships up to $2,000,000 for CNC and welding to increase enrollment and the industry employment pipeline through year 2028. Additional lab space is necessary to support this initiative above current enrollment. “The SIB, which is made up of more than 16,000 national suppliers across the country, is facing a 5x increase in workload and numerous headwinds to successfully meet that demand signal. Over the next 10 years, an estimated 100,000 workforce members across critical manufacturing trades are needed to successfully build the U.S. Navy’s next-gen submarine fleet.” (Submarines.com, May 18, 2023). Successful implementation during the first 5 years will likely bring additional SIB funding to the College. In addition, proposals are being prepared for support to expand the CNC machining lab with initial funding availability of approximately $300,000 - $500,000 for the purchase and installation of machines. Enrollment projections will increase further with offerings to high school seniors, funds through grants provided by the Office of Strategic Workforce Development - Empire State Development and matching funds totaling $542,000. Additional equipment funding through a Perkins grant is also anticipated and totals approximately $200,000.

This project meets the criteria established in the County Executive’s memorandum governing capital budget requests. The specific criteria this project addresses includes (1) submission of projects which are funded with State aid; and (2) new projects that provide efficiencies and long term revenue generation.

Operating Expenses and Revenue Estimates

In the first year of operation the College projects adding 24 sections of welding, machining, Industry Robotics, and Industry Quality Control courses. This increased enrollment would require one industry instructor and one reader per section. Based on these projections, annual operating expenses due to increased staffing, supplies and materials, and utility costs will total approximately $460,013. Projected revenues are estimated to total $901,320, resulting in overall profit of **$441,307**. A summary of these calculations follows.

Operating Expenses – Staffing

Industry instructors earn $99.93/hr and teach 120 hours per section. Readers earn $50/hr and teach 100 hours per section.

Cost per section = ($99.93/hr * 120 hrs) + ($50/hr * 100 hrs) = $16,992

Total Estimated Staffing = $16,992/section * 24 sections = **$407,798**

Operating Expenses - Utilities

Heating
Based on gas meter readings at the WDTC for 2025, heating costs averaged $0.61 per square foot per year.

Annual cost = (6,000 sf)($0.61/sf/yr) = $3,660

Electricity
Based on individual building electric meter readings and costs per kWh, the electrical costs per square foot at the Grant Campus for 2025 averaged $2.88/sf.

Annual cost = (6,000 sf)($2.88/sf/yr) = $17,280

Total Heating and Cooling Cost = $3,660 + $17,280**= $20,940 (year 2025 dollars)**

Assuming 3.0 percent annual increase:

= $20,940 * $(1.03)^2$ = **$22,215 (year 2027 dollars)**

Operating Expenses – Supplies and Materials

Consumable expenses for the new laboratory sections including fuel and raw materials are estimated at $30,000 for the first year.

Projected Revenues

Students seeking welding and machining certifications pay approximately $3,900 including fees. Industrial robotics and quality control certifications cost approximately $2,500 per student and $2,000 per student, respectively.

Welding per year	= 12 students/section * 8 sections * $4,045/student = $388,320
Additional Welding Topics	= 12 students/section * 4 sections * $750/student = $36,000
Machining per year	= 15 students/section * 6 sections * $3,900/student = $351,000
Additional CNC Topics	= 12 students/section * 2 sections * $750/student = $18,000
Industrial Robotics per year	= 12 students/section * 2 sections * $2,500/student = $60,000
Quality Control per year	= 12 students/section * 2 sections * $2,000/student = $48,000

Total Projected Revenue = $901,320

Master Plan Update – College Wide

Project No.
2186

Status
Planning

Location
College Wide

Description
This project will update the existing College Master Plan, which was last amended in 2000. As a comprehensive, long range plan intended to guide and empower College development, periodic updates are critical. This re-evaluation will ensure that capital projects are aligned with the College Strategic Plan and respond to real needs as academic programs, demographics and economics continue to evolve and existing physical assets continue to age. This update will also include an energy master plan and housing feasibility study.

Adjusting the cost of the last master plan update for inflation at 3 percent per year for 15 years results in an estimate of approximately $400,000. Given the increased physical size of the College and increased number of program offerings, additional funding is suggested above the inflationary figure. Furthermore, the digital communications capacity and redundancy of the College, the evolution of public/private partnerships and green technologies add additional layers of study and review. Therefore, a figure of $500,000 is recommended and consistent with consultant estimates for a master plan update at a facility with over 1.5 million square feet of building space.

Program Status
All funds have been appropriated at this time. The College plans to retain a design consultant through the typical RFP process.

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per legislative resolution.

Justification and Benefits
Over 60 percent of the capital initiatives identified in the current Master Plan have either been completed or are in progress. These projects have focused on existing building renovations, new facilities to support growing enrollment and new program offerings, and infrastructure needs both interior and exterior. Completed and in progress projects have been advanced on a priority basis.

The remaining projects that have yet to be advanced for funding focus on major renovations and expansions to existing academic buildings, new buildings for both academic and student service needs, as well as several campus landscaping and access projects. These remaining projects should be reevaluated given the evolving role of the College, its program offerings and the age of existing physical assets to ensure that major capital initiatives are aligned with the College's mission and the needs of its stakeholders over the next ten-year cycle.

Operating Expenses and Revenue Estimates
There are no impacts on the operating budget.

Reconstruction of the Central Plaza at Ammerman Campus

Project No.
2187

Status
Planning and Construction

Location
Ammerman Campus

Description
The central plaza is an area of two acres that is paved with a combination of brick and concrete. The project will make it possible to study, design and implement a solution to reconstruct the plaza and terraces to eliminate the safety hazards and install more effective drainage. The central plaza serves as the center of the Ammerman Campus. As this is a major renovation program, other capital projects may be used in conjunction with this project. These include CP2127, CP2140, CP2149, CP2179, CP2182, CP2207 and CP2301.

Program Budget =	$3,750,000
Current Appropriations =	$3,750,000
Remaining Appropriations =	$0

Program Status
All County funds have been appropriated. State funding for this project is completed. The design and construction for Phase I are complete. The design for Phase II is substantially complete. The south entrance renovation including new stairs, handrails, lighting, seating walls, sidewalks and rough grading were completed in 2019. Additional lighting and landscaping were completed in 2020. Remaining funding will be used for an amphitheater. Major contract awards are as follows:

Burrwood Engineering – $248,000
Municipal Testing - $24,930
Retro-Fit - $53,585
NY Trenchless - $47,485
Sullivan & Nickel - $2,707,000
Holzmacher - $16,900
Deal - $244,574
Wade - $22,970

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Board of Trustees Resolution #94145.

Justification and Benefits
There are numerous tripping hazards caused by the unevenness in the pavement. During and after a rain, students walk through water while the drains are "high and dry". Between each building and the plaza, the extensive arrangement of steps and terraces have cracked. The project will address these hazards and aesthetically poor conditions.

Operating Expenses and Revenue Estimates
This project will not affect operating expenses or revenue.

Learning Resource Center – Eastern Campus

Project No.
2189

Status
Construction

Location
Eastern Campus

Description
This building will include traditional Library functions, technologically advanced computer spaces and consolidated faculty and student independent learning spaces. The building will complete the existing loosely defined campus quadrangle. The LEED process will begin at the early stages of design.

Program Budget =	$14,500,000
Current Appropriations =	$14,500,000
Remaining Appropriations =	$0

Program Status
The building was occupied in January 2011. Additional green technologies are being evaluated to further reduce operating expenses. Major contract awards are as follows:

JCJ Architects - $1,022,593; LiRo - $105,996; EW Howell - $11,196,519; Dell - $91,737; Adwar - $32,482; Universal Testing - $14,477; CDW-G - $11,704; JS McHugh - $3,602; Huston - $108,046; Custom Computer - $9,440; Nova - $18,424; Interscape - $238,582; VanerumStelter - $31,311; Mid Island - $4,689; Versteel - $6,101; A+ Solutions - $28,125; Verizon - $12,596; Waldners - $70,238; Telcar - $83,753; Creative Furniture - $27,293; Adams Ahern - $7,639; Lucid Design - $23,840; Municipal Testing - $71,118; Pride Eqpt. - $14,943; Grainger - $4,500; Kimball - $31,489; JS McHugh - $3,602; Robert H. Lord - $3,124; VanerumStelter - $2,974; Thomas Raftery - $3,435; Best Climate Control - $16,625; National Insulation - $5,001; Northstar - $31,272; Collidescape - $16,846; JNS Heating Service - $313,800

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval exists as per Legislative resolution.

Justification and Benefits
The present library, which is housed in converted classroom space in the Peconic Building, is 50% smaller than SUNY standards and is inadequate to meet the needs of students and faculty. The Middle States Evaluation Team cited this inadequacy in its May 1997 report.

Operating Expenses and Revenue Estimates
The net differential between expenses and revenues fluctuations with enrollment.

Automotive Technology Center – Grant Campus

Project No.
2203

Status
Design

Location
Grant Campus

Description
The new Automotive Technology Center will be a hub for advanced automotive and transportation training for the Long Island and greater New York region. This Center will provide educational experiences to prepare and train new and incumbent workers for careers in this area of high-need. The Center will be a national model for automotive and alternative fuels training featuring public / private partnership with the goal of providing a highly-skilled workforce for the local transportation sector. The location on the Grant Campus will allow for a centralized regional presence and will leverage and collaborate with existing and future workforce and STEM resources on the campus. The LEED certification process will begin at the early stages of design.

Programming	Costs	
Open shop floor plan including multiple bays with alignment, above ground and in-ground lifts.	55,000 gsf. feet @ $350/gsf. for pre-engineered steel design and construction plus FF&E	$19,250,000
A corporate training suite with additional bays and lifts.	Specialty equipment (5%)	$962,500
Smart classrooms	160 parking spaces @ $6,000 per space	$960,000
Automotive showroom	Subtotal 1	$21,172,500
	Owner Contingencies (8%)	$1,693,800
	Subtotal 2	$22,866,300

Cost Summary (year 2020)

Design =	$ 1,380,000
Construction =	$20,000,000
F & E =	$ 1,620,000
Total =	**$23,000,000**

Program Status
Site clearing has been completed. Design development drawings have been reviewed and returned including initial code review. Construction documents are advancing. Submissions to the Suffolk County Department of Health Services are pending. Given the current project budget, a 37,900 sf. pre-engineered facility is anticipated with a 24 lift capacity. The design will include the ability to expand the facility in the future. A bid for the building construction is anticipated by Spring 2026 with an 18 month construction window. Major contract awards are as follows:

Savik and Murray – $1,163,553 Darr Construction - $87,414

Aid and Approval Requirements
This project receives 50 percent State aid and 50 percent County funding. SEQRA approval is also required.

Justification and Benefits

The Automotive Technology program at Suffolk continues to garner tremendous interest from local employers and students. The program had 448 applications for Fall of 2025 for an available 168 seats. The program enrolled a record 168 students, a number that is greatly overwhelming the current facility. It is anticipated that this year's enrollment will continue this trend. In addition to strong enrollment in traditional degree programs the College is exploring new opportunities for workforce development through electric vehicle training for new and incumbent workers. The College has also been in communication with local labor groups to explore the addition of formal apprenticeship training. The overall health of this program warrants the expansion to the Michael J. Grant Campus allowing for substantial enrollment growth in both credit and non-credit programming that will support students and local employers

The current automotive facility at the Ammerman Campus has exceeded its functional capacity and additional space is required to meet the needs of current and future programming. The industry model of training and Suffolk's program accreditations with the National Institute for Automotive Service Excellence (ASE)Education Foundation, require a change in the method of instruction from a lecture-based model to a hands-on, competency-based curriculum to address the skills-gap that exists due to both the removal of technical programs at the secondary level and the rapidly changing technology found on today's vehicles. Suffolk's current automotive programs are competing for the space of a single hands-on laboratory with a total of 14 available service bays and lifts throughout the current automotive building. In comparison, programs across the country with similar enrollment have approximately 10 vehicle lifts per program and at least three times the square footage of the current space. For current programming alone 40 plus service bays are required.

In addition to existing facility concerns, the need for automotive and transportation sector technicians and personnel in the greater New York region is profound, further demonstrating the need for additional space. In 2019 the College was asked to serve on the Governor's Excelsior Automotive Task force which was formed to address the shortage of automotive technician's in the State of New York. As a part of Suffolk's participation, the NYS Department of Motor Vehicles Commissioner Mark Schroeder visited the College in August along with leadership from the Greater New York Automobile Dealers Association (GNYADA). During this visit they communicated the results of a 2019 survey of the 400 new car dealerships in the New York metropolitan region that indicated a current need for 4,000 new automotive technicians. A large number of these dealers are located in Suffolk and Nassau Counties, further supporting Suffolk's position in helping to fill this need.

Suffolk County Community College currently has direct industry partnerships with Fiat Chrysler, Ford, General Motors, Honda, Mercedes, Nissan, Subaru and Toyota. There is no other College in the SUNY system and potentially the nation with this level of support and Suffolk is the sole provider of training for these partners on Long Island. The new facility requested will lead to further development of these public /private partnerships as there is a vested interest locally and nationally to grow the workforce. This has resulted in the vision that Suffolk could be one of the Nation's most successful transportation technology programs. The College's geographic territory with each manufacturer partner varies but includes Suffolk County, Nassau County, Queens, Brooklyn and Manhattan as well as New Jersey and Connecticut in some instances. Currently SCCC is the only A.A.S. degree-granting, automotive technician training program on Long Island. While Farmingdale offers an automotive program, their model is significantly different. Two for-profit automotive schools exist in Queens which minimally affect our program.

Industry's interest in partnering with Suffolk is both a result of industry demand as well as a College department that has established a track record of success in Workforce Development. These partnerships allow Suffolk to grant manufacturer training certification to students enrolled in the program. The investment on the part of the manufacturers include professional development training for Suffolk Instructors, donation of vehicles, tooling and equipment and support in placing

students into local new car dealerships. Currently Suffolk's training fleet is nearly 100 vehicles, all of which have been loaned or donated.

In addition to the existing partnerships, the College has also been approached by Audi, Volkswagen of America, Land Rover, Jaguar and BMW in regards to collaborating to train technicians to work in their dealerships.

The success Suffolk has demonstrated in the automotive sector continues to attract the interest of other transportation sectors including marine and diesel technology. The College has also been engaged by Industrial Equipment, Collision and Business sectors resulting in the exploration of an Automotive Collision Program, an Automotive Business Degree and Advanced Business Certificate Programs. Brands such as Crown Fork Lifts, Toro Equipment and others have expressed an interest in partnering with Suffolk to create programming closely related to current automotive programming. In addition, two Marine Technology courses supported by a pending partnership with Yamaha Outboards are under development which also responds to the recommendations of the Marine Industries Revitalization Advisory Council (MIRAC).

In 2018 SUNY approved Suffolk's new Automotive Business Associate in applied science (AAS) and Automotive Business Certificate programs. Preliminary student interest in these programs has been strong. This program will seek to expand assistance to local automotive dealerships, service facilities and municipalities by providing training in areas of business management, sales, marketing and supervision to prepare students for jobs in middle and upper management, further expanding Suffolk's role in automotive and transportation workforce readiness.

Suffolk County Community College has continued to build upon local industry relationships and in October of 2018 hosted members of local industry at the College Foundation Salute to Excellence Gala in celebration of thirty years of Suffolk's Automotive Technology program. This event was a demonstration of the work Suffolk has done over the last 30 years in the local community as over 150 industry partners gathered in celebration and raised tens of thousands of Dollars for student scholarships and support.

The Automotive program at Suffolk has also worked extensively to provide training to local high school teachers by hosting professional development events in partnership with the Greater New York Automobile Dealers Association providing opportunities for professional growth while strengthening Suffolk's relationship with local school districts.

The timing of this project aligns with State and National initiatives to implement electric vehicles and infrastructure and will position Suffolk to be a State leader for electric vehicle training and education. As a member institution of the Governor's Excelsior Automotive Task Force and Electric Vehicle Training Subcommittee, SCCC's program has been involved in ongoing discussions to respond to EV training needs and has begun training for electric vehicle technology through its corporate partnerships. In June of 2022 Suffolk partnered with the National Science Foundation's Center for Advanced Automotive Technology, Macomb Community College, and Wayne State University to provide two days of electric vehicle professional development training for local College and high school Instructors, municipalities, and industry professionals. The proposed facility will allow SCCC to further expand solutions for both short-term and long-term training needs in the electric vehicle space.

With this capital campaign Suffolk will further establish itself as a leader within the transportation sector and will provide the capacity to expand the development of tomorrow's industry workforce.

This project meets the criteria established in the County Executive's memorandum governing capital budget requests. The specific criteria this project addresses includes (1) submission of projects which are funded with State aid; and (2) new projects that provide efficiencies and long term revenue generation.

Operating Expenses and Revenue Estimates

Based on enrollment projections, revenues are estimated to total $1,314,168 in the first year of operation. Annual operating expenses due to increased staffing, supplies and materials, and utility costs will total approximately $1,098,739. This results in an overall profit of **$215,429**. A summary of these calculations follows.

Operating Expenses – Staffing

Projected expenses for new full-time staffing are as follows:

Title	Current Salary	FICA	Retirement	Healthcare	Benefit Fund	No.	Total
Assistant Professor	$82,563	$6,316	$13,210	$30,185	$2,238	1	$134,512
Instructor	$74,822	$5,724	$11,972	$30,185	$2,238	2	$249,881
Professional Assistant	$52,818	$4,041	$8,451	$30,185	$2,238	1	$97,732
Professional Assistant	$63,382	$4,849	$10,141	$30,185	$2,238	1	$110,794
Principal Office Assistant	$41,316	$3,161	$3,842	$30,185	$2,238	1	$80,742
Custodian I	$34,713	$2,656	$3,228	$30,185	$2,238	1	$73,020
Total							$746,682

Notes:
1. FICA is calculated at 7.65% of annual salary.
2. Retirement contributions are a percentage of annual salary and vary based on specific employee plan and tier.
3. Healthcare costs are based on the current family coverage rate.
4. The Benefit Fund contribution (i.e. dental and vision) is estimated at $2,238 per employee

Projected expenses for new full-time staffing are as follows:

Title	Contact Hours	Rate/hr.	FICA	Retirement	No.	Total
Adjunct Instructor	16	$1,499	$115	$139	2	$56,099

If the building opens in 2027:

Assuming 3 percent annual increase:

$$= \$802{,}780 * (1.03)^2 = \textbf{\$851,670 (year 2027 dollars)}$$

Operating Expenses - Utilities

Heating

Based on gas meter readings at the WDTC for 2025, heating costs averaged $0.61 per square foot per year.

Annual cost = (37,900 sqft)($0.61/sf/yr) = $23,119

Electricity

Based on individual building electric meter readings and costs per kWh, the electrical costs per square foot at the Grant Campus for 2025 averaged $2.88/sf.

Cost for new building = ($2.88)(37,900) = $109,152

Total Heating and Cooling Cost = $23,119 + $109,152 **=** $132,271 (year 2025 dollars)

Assuming 3.0 percent annual increase:

= $132,271 * $(1.03)^2$ = **$140,326 (year 2027 dollars)**

Operating Expenses – Supplies, Materials and Maintenance

The projected academic material and supply expenses for the 2025/26 budget year for the current Automotive Technology Building at the Ammerman Campus totals $19,850. On a per square foot basis:

Current Automotive Technology Building = ($19,850) / (20,000 sf.) = $0.99/sf.

Proposed Automotive Technology Building = ($0.99/sf)(37,900 sf.) = $37,521

Plant Operations related recurring expenses for all buildings at the Grant Campus with the exception of the Suffolk Federal Credit Bldg. averaged $0.85/sf for 2025. This includes building supplies and materials, building repairs, maintenance contracts, cleaning supplies, waste and garbage removal, snow and ice removal, small tools, clothing and meal allowances, software, safety supplies, and communication equipment repairs.

Subtotal = ($0.85/sf.)(37,900 sf.) = $32,215

Annual costs for inspection, testing and maintenance of building life safety systems are estimated at $13,533.

Annual costs for maintaining technology throughout the building are estimated based on the projected number of devices as follows:

Computing Devices -	$ 2,366
Phone Devices -	$12,212
Networking Devices -	$ 2,769
Subtotal =	$17,347

Assuming 3.0 percent annual increase:

= ($37,521 + $32,215 + $13,533 + $17,347) * $(1.03)^2$ = **$106,744 (year 2027 dollars)**

Projected Revenues

New A.A.S. program cohorts as well as new programming are projected to increase full time enrollment by 96 students per year. An additional 2 cohorts (24 students each) for existing automotive programs is also anticipated. Estimated annual revenue for these full-time programs are as follows:

Academic Year	Students	Total Credits	FTE	Tuition	Fees	State Aid	Total
2027/28	144	4608	154	1,142,725	171,443		$1,314,168

In addition, continuing education courses could be available over winter and summer sessions.

Notes:

1. College tuition and fees were increased 3.8% per year.
2. It is assumed that enrollment will comprise of 70 percent residents and 30 percent non-residents.
3. An increase of 144 students is projected.
4. All revenues listed in these notes are based on spring 2026 tuition and fees and State aid.
5. Full time tuition is $6,050 per student for residents.
6. Full time tuition for non-residents assumes $6,050 per student plus $4,110 per FTE.
7. Full time fees are as follows: Laboratory - $85 per course, Technology - $240 per semester, Vehicular -$20 per semester, Records - $5 per credit ($75 max)
8. Assume $1,105 in student fees per year.
9. Assumes no additional State aid per FTE.

South Cottage Renovation – Grant Campus

Project No.
2204

Status
Design

Location
Grant Campus

Description
This project will transform the vacant South Cottage building into the Campus Health and Wellness Center, which will focus on mental health counseling as well as other health services. The renovation will include mental health counselor offices; a zoom room so students can connect with mental health support external to the campus; two treatment rooms for health services; a nurses' station; and check-in space. As this is a major renovation program, supporting capital projects may be used in conjunction with this project. These include CP2140 and CP2149. The LEED standards will be incorporated into the design.

Programming	**Costs**	
Two exam rooms; three offices for counselors and nurse; break room; reception area; Zoom room; file storage.	2,544 gsf @ $205/gsf. for construction	$521,520
Handicap accessible restroom; half restroom; new elevator.	770 nsf @ $30/nsf. for FF&E	$23,100
	Subtotal 1	$544,620
	Owner Contingencies (8%)	$43,570
	Subtotal 2	$588,190
	Inflation @ 5% per year	$60,290
	Total Est Cost (2024 dollars)	$648,480

Historical construction costs as well as past annual inflation estimates are currently not good indicators of present and future building trade / material costs. Current market conditions including supply chain issues, high demand for construction related labor and materials, labor shortages due to the global pandemic and overall inflation rates are significantly impacting costs. To calculate a realistic unit cost for construction, several sources of current interior renovation costs for public buildings were used including estimates from current County contract holders, general construction contractors who regularly bid on County work, and current FF&E rates utilizing State contracts for similar fit-outs. The resulting unit costs were based on the following scope of work associated with this renovation:

- New windows and exterior doors
- Lead and asbestos abatement
- ADA compliance including a new entrance; handrails and guardrails
- A new elevator
- Demolition of existing and construction of new interior walls
- New plumbing and plumbing fixtures
- New electric and telecommunications cabling and terminations including fire alarms
- Baseboard heat and air conditioning modifications
- New finishes including flooring and paint
- New ceilings and lighting

- Minor structural work.

Cost Summary (year 2024)

Construction =	$620,000
F & E =	$ 30,000
Total =	**$650,000**

Program Status

Design plans and building code analysis are substantially complete and include an expanded footprint. Construction work will be performed by contractors with existing County and State annual needs contracts wherever possible. Lead paint abatement and major demolition is complete. Asbestos abatement is pending to be followed by window replacements and roofing work. Current project timeline is one year for completion.

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Aid and Approval Requirements

This project receives 50 percent State aid and 50 percent County funding. SEQRA approval is also required.

Justification and Benefits

Mental health and health service needs have and continue to increase due to numerous impacts from the pandemic. We anticipate a greater need for these services as students adjust to being back on campus. This will take the form of both in person and remote support. Currently, when on-site campus support is not available we must rely on other campus personnel to assist. This project will provide a centralized location with more privacy for students seeking mental health and health services. Currently, Health Services is housed in a high traffic area in Captee Commons, adjacent to Campus Activities. This does not allow for privacy of individuals seeking assistance and/or support. Similarly, the Mental Health Counselor is housed in a separate the high traffic area that serves all students for advising. Again, this does not allow for adequate privacy. Currently there is great potential for confidentiality to be compromised

In the area of Health Services, the following data from the 2022-2023 academic year was collected regarding individuals:

- Emergency/First Aid Care: 131
- Medical clearance for program clinical sites
    - School of Nursing: 160
    - Occupational Therapy Assistants: 32
    - Veterinary Technician: 92
    - Emergency Medical Technician: 35
- Immunization records reviewed and recorded: 9,157
- Walk-in Services: 2,733

During the 2022–2023 academic year, Mental Health Counseling served a total of 1,158 students as follows:

- Scheduled appointments: 781
- Walk-in appointment: 377

This project meets the criteria established in the County Executive’s memorandum governing capital budget requests. The specific criteria this project addresses includes (1) promotion of infrastructure improvements which increase efficiencies, streamline government operations and extend the useful life of existing infrastructure; (2) submission of projects which address critical health and safety needs; and (3) submission of projects which are funded with State aid.

Operating Expenses and Revenue Estimates

In the first year of operation the College projects adding one additional office assistant. The new elevator will require monthly inspections. Based on these projections, annual operating expenses will total approximately $91,834. A summary of these calculations follows.

Operating Expenses – Staffing

Projected expenses for new full-time staffing are as follows:

Title	Current Salary	FICA	Retirement	Healthcare	Benefit Fund	Total
Principal Office Assistant	$41,316	$3,161	$3,842	$30,185	$2,238	$80,742

Notes:
1. FICA is calculated at 7.65% of annual salary.
2. Retirement contributions are a percentage of annual salary and vary based on specific employee plan and tier.
3. Healthcare costs are based on the current family coverage rate.
4. The Benefit Fund contribution (i.e. dental and vision) is estimated at $2,238 per employee

Operating Expenses – Utilities

Heating

Based on individual building gas meter readings and costs per therm, the heating costs per square foot at the Grant Campus for 2025 averaged $0.63/sf.

Annual cost = (2,544 sf)($0.63/sf/yr) = $1,603

Electricity

Based on individual building electric meter readings and costs per kWh, the electrical costs per square foot at the Grant Campus for 2025 averaged $2.88/sf.

Annual cost = (2,544 sf)($2.88/sf/yr) = $7,327

Total Heating and Cooling Cost = $1,603 + $7,327 **= $8,930**

Operating Expenses – Supplies, Materials and Maintenance

Plant Operations related recurring expenses for all buildings at the Grant Campus with the exception of the Suffolk Federal Credit Bldg. average $0.85/sf for the 2025/26 budget year. This includes building supplies and materials, building repairs, maintenance contracts, cleaning supplies, waste and garbage removal, snow and ice removal, small tools, clothing and meal allowances, software, safety supplies, and communication equipment repairs.

Subtotal = ($0.85/sf.)(2,544 sf.) = $2,162

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