

**MINUTES**  
**SCCC BOARD OF TRUSTEES MEETING**  
**Tuesday, October 15, 2009**

**MEMBERS PRESENT:** P. Coombe, Chair, S. Drobysh, L. Dyrszka, R. Ernst, J. Finn, J. Farrow, R. Heyman, L. Holmes, G. Sandoval, N. Speranza

**ALSO PRESENT:** M. Howard Golladay, E. Galligan, E. Kubenik, C. Kashan, J. Isadore, S. Mitchell

P. Coombe called the meeting to order at 4 p.m. with the *Pledge of Allegiance*.

**Consent Calendar**

**Motion by R. Ernst to approve the consent calendar including the minutes of September 17, and the disbursement reports for September 2009, seconded by J. Farrow, and passed.**

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysh	absent	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	Greg Sandoval	absent

**RESOLUTION #257-09      RE: INTENTION TO PLACE THE POSITION OF PART-TIME ASSISTANT TO THE DIRECTOR OF ATHLETICS IN THE UNCLASSIFIED PROFESSIONAL SERVICE**

WHEREAS: the President of Sullivan County Community College has presented the Board of Trustees of Sullivan County Community College with a job description for the position of Part-Time Assistant to the Director of Athletics; and

WHEREAS: the President has recommended the placement of this position in the unclassified Professional Service as defined in Section 6306 of the Education Law in accordance with Section 35 of the Civil Service Law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Sullivan County Community College hereby states its intention to place this position in the unclassified Professional Service; and

BE IT FURTHER RESOLVED that a certified copy of this resolution and the job description for the position of Part-time Assistant to the Director of Athletics be forwarded to the Chancellor of the State University of New York for the purpose of requesting approval of this new position.

**Motion by J. Farrow to approve Resolution #257-09, seconded by R. Ernst, and passed.**

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysh	absent	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	Greg Sandoval	absent

### **Approval of 2009-2011 Strategic Direction Statements**

Strategic Direction Statements  
Annual guides for Funding Decisions  
2009-2011

#### **Program Improvement and Development**

- **Support developing programs:** Medical Assisting; Construction Technology/Residential Carpentry; Pastry Arts; Physical Education; Liberal Arts/Adolescent Education; Computer Programming; and Hospitality and Tourism Management.
- **Support new program initiatives:** Respiratory Therapy; Ultrasonography; Health Information Systems (Medical Records); and Wind Energy Technology.
- **Highlight growth of existing/redesigned programs:** Liberal Arts/Humanities; Criminal Justice; Human Services; Business Administration (AS and AAS); Accounting; Computer Graphics/Graphic Design; Computer Information Systems; and Environmental Sciences.
- **Evaluate and emphasize opportunities for alternative schedules and delivery of programs:** Evening/Weekend format for Nursing and other programs; 7 ½ week format; hybrid courses both on-line and via ITV; and HVEC programs.
- **Professional development:** Improve retention in gateway and first-year courses, and increase use of technology in the delivery of instruction, incorporating Title III goals and objectives.
  - **Accountability Guidelines**
    - ✓ Include measurable recruitment and retention goals in each of the developing, new and existing/redesigned programs.

#### **Strengthened Student Development Services**

- Publicize use of prescriptive tutoring in-house in terms of the rate of use, FTEs generated, and outcomes tied to retention.

- Identify and implement student placement services and links to specific degree programs.
- Streamline transcript evaluations and graduation audits.
- Increase emphasis on the writers Lounge as a tool for retention.
  - **Accountability Guidelines**
    - ✓ Increased use of prescriptive tutoring
    - ✓ Reduced amount of time in transcript evaluation and audits and fewer errors
    - ✓ Increased use of prescriptive writing assignments in the Writers Lounge.

### **Institutional Technology Upgrade**

- Complete the transition of all general classrooms to “smart” classrooms.
- Begin the initial stages of migrating to a new institutional computer system when funds are available.
- Continue to upgrade technology in all learning labs when funds are available.

After an in-depth discussion on the development and usefulness of the Strategic Direction Statements, **motion by J. Farrow to approve the statements, seconded by R. Ernst, and passed.**

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	absent	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	Greg Sandoval	absent

### **Community/Public Feedback**

None

S. Drobysch joined the meeting.

### **Incidental Information**

#### **President’s Report**

- Dr. M. Howard-Golladay and members of her administration updated the board on recent College activities, programs, and events.
- Dr. R. Schultz updated the Board on the status of the proposed Respiratory Care program, and distributed a list of individuals recommended to serve on an advisory board for the program. **Motion by R. Ernst to approve the Respiratory Care Advisory Board, seconded by S. Drobysch, and passed.**

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	yes	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	Greg Sandoval	absent

### **Board Policy Discussion**

P. Coombe asked that members of the Board send any comments related to the Policy discussion which took place at Tuesday night's workshop to her by email or regular mail. She would like to have another discussion in the near future, perhaps immediately following the November Board Meeting.

### **Correspondence**

P. Coombe read the following:

- A letter of response that she wrote to Mr. Howard Magner, President, Loch Sheldrake Seniors, assuring him that all areas of the college meet ADA regulations and stating that when an individual with a special need reserves a ticket for a performance in the theater, the ticket office should be informed of the need so that an access plan can be put into place.
- A memorandum from D. Belgard to Dr. M. Howard-Golladay praising the work of S. Rosenheck in promoting the College and engaging members of the community at the SCCC table at the County-wide picnic at Bethel Woods.

### **Executive Session**

**Motion by R. Heyman to enter Executive Session at 5:35 p.m. to discuss personnel and legal issues, seconded by L. Holmes, and passed.**

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	yes	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	Greg Sandoval	absent

**Motion by L. Holmes to resume regular session at 6:15 p.m., seconded by N. Speranza, and passed.**

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	yes	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	Greg Sandoval	absent

**Motion by S. Drobysch to adjourn the meeting at 6:15 p.m., seconded by J. Finn, and passed.**

Vote:	Phyllis Coombe	yes	Josephine Finn	yes
	Steven Drobysch	yes	Russ Heyman	yes
	Larysa Dyrszka	yes	Lyman Holmes	yes
	Robert Ernst	yes	Nick Speranza	yes
	Joan Farrow	yes	Greg Sandoval	absent

Respectfully submitted,

M. Howard-Golladay

Secretary to the SCCC Board of Trustees

Recorded by K. Ambrosino

Draft – October 20, 2009