

**MINUTES**  
**MEETING OF THE SCCC BOARD OF TRUSTEES**  
**Tuesday, April 15, 2010**

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

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

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 March 18, 2010, and the disbursement reports for March 2010, seconded by J. Farrow, and passed.**

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

**RESOLUTION #264-10**

**VICE PRESIDENT EMERITUS STATUS FOR  
DR. ELLEN B. GALLIGAN**

WHEREAS: Dr. Ellen Bennett Galligan served Sullivan County Community College with dedication and distinction for twenty years and chose to retire on December 31, 2009; and

WHEREAS: she performed with distinction, the duties and responsibilities of the following positions at the College, assuming progressively ever more complex administrative roles with each: Technical Assistant I, Developmental Studies, 1989-1990; Coordinator, Developmental Studies, 1990-1991; Director and Associate Professor, Center for Learning Assistance, 1991-1996; Associate Dean of Students for Student Development and Retention, 1996-1998; Assistant to the Vice President for Academic and Student Affairs, 1998-2000, Dean of Workforce Development, Continuing Education and Lifelong Learning, 2000-2003; and Acting Vice President for Academic and Student Affairs, 2003; and

WHEREAS: she provided distinguished service to the College as Vice President for Academic and Student Affairs since being appointed December 22, 2003, having implemented comprehensive policies and procedures for the practical measurement and

assessment of student learning outcomes in all programs and courses, including SUNY General Education, and further having led the College through successful Middle States Accreditation, Periodic Reviews, and National League for Nursing Accrediting Commission re-accreditation; and

WHEREAS: during her tenure as the Vice President she managed the addition of multiple programs to the College curriculum, including Direct Support Practice, Emergency Management, Green Buildings Maintenance and Management, Legal Office Assistant, Medical Assistant, Pastry Arts, and Physical Education Studies and was instrumental in the founding of the Hudson Valley Educational Consortium; and during her tenure as Dean of Workforce Development, Continuing Education and Lifelong Learning she personally developed proposals leading to vocational programs in Construction Technology and Geographic Information Systems and further authored the Bridge Program grant that enabled her department to implement soft skill training for unemployed and underemployed citizens of Sullivan County; and

WHEREAS: she indefatigably served the developmental and educational needs of students of the College, through teaching courses in Freshmen Seminar and Elementary Education, mentoring individual students as well as RAs in the Lazarus I Levine Residence Hall, and advising potential graduates on program and degree requirements; and

WHEREAS: Dr. Galligan was and is recognized by her colleagues on the Faculty, the Academic Council, and the Cabinet for her years of service, and is appreciated for her wisdom, guidance, and leadership; and

WHEREAS: the President of the College, the Vice President for Administrative Services, the Assistant Vice President for Academic and Student Affairs, and the Division Chairpersons recommend this public recognition of Dr. Galligan for her significant contributions to the College, and extend to her their best wishes for many fulfilling and productive years of retirement to come;

THEREFORE BE IT RESOLVED that Dr. Galligan is awarded the recognition of her distinguished service, and as an expression of gratitude for her exceptional dedication and professional commitment to further the goals of the College, that Dr. Galligan be granted the status of Vice President Emeritus and that she be accorded such recognition and honors as may be appropriate to persons holding this rank; and

BE IT FURTHER RESOLVED that this resolution become part of this Board of Trustees meeting, and a copy of this resolution be presented to Dr. Galligan.

**Motion by R. Ernst to approve Resolution #264-10, seconded by R. Heyman, and passed.**

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

**RESOLUTION #265-10 RE: INTENTION TO PLACE THE POSITION OF ASSISTANT TO THE PRESIDENT FOR SPECIAL PROJECTS 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 Assistant to the President for Special Projects; 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 Assistant to the President for Special Projects 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 #265-10, seconded by R. Ernst, and passed.**

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

**RESOLUTION #266-10 RE: INTENTION TO PLACE THE POSITION OF ASSISTANT VICE PRESIDENT FOR ADMINISTRATIVE SERVICES 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 Assistant Vice President for Administrative Services; 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 Assistant Vice President for Administrative Services be forwarded to the Chancellor of the State University of New York for the purpose of requesting approval of this new position.

**Motion by R. Ernst, to approve Resolution #266-10, seconded by J. Farrow, and passed.**

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

**RESOLUTION #267-10 RE: PROPOSAL FOR CYBER SECURITY, AAS**

WHEREAS: The Board of Trustees has the authority and responsibilities for adopting policies and approving curriculum for Sullivan County Community College; and

WHEREAS: The College is a member of the Hudson Valley Educational Consortium, and

WHEREAS: The Consortium has adopted the Cyber Security, AAS curriculum as a cooperatively sponsored degree program in which general education, liberal arts, and technology courses required for this degree will be offered on the SCCC campus and Cyber Security courses will be offered by Orange County Community College via Interactive Video and online through the SUNY Learning Network, and

WHEREAS: the Curriculum Committee and the Faculty Council endorsed the Cyber Security, AAS curriculum;

THEREFORE BE IT RESOLVED that this Board approve the recommendation of the Administration that a new curriculum in Cyber Security be offered as soon as feasible; and

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded for approval by the State University of New York Board of Trustees.

**Motion by R. Heyman, to approve Resolution #267-10, seconded by J. Farrow, and passed.**

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

**Resolution Number #268-10****RE: Adoption of Tuition and Fee Schedule for Fiscal Year 2010-2011**

WHEREAS: the Administration of the College has formulated a tuition and fee schedule for Fiscal Year 2009- 2010 in conformance with the financial plan developed by the College; and

WHEREAS: the Board of Trustees must approve a tuition and fee schedule for Fiscal Year 2010-2011 and forward same to the State University of New York;

NOW, Therefore, Be It Resolved by the Board of Trustees of Sullivan County Community College that the tuition and fee schedule for Fiscal Year 2010-2011, a copy of which is attached hereto and made a part hereof, is hereby approved, and

Be It Further Resolved that a copy of this Resolution and schedule is forwarded to the State University of New York, Office of Finance and Business.

**Motion by J. Farrow, to approve Resolution #268-10, seconded by R. Ernst, and passed.**

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

**Approval of Policy for Admission Requirements of Ex-Offenders**

**Motion by R. Ernst, to approve the Policy for Admission Requirements for Ex-Offenders, seconded by G. Sandoval, and passed.**

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

**Approval of Changes to the Inventory Policy**

**Motion by J. Finn to approve changes to the Inventory Policy, seconded by R. Ernst, and passed.**

|       |                |     |                |     |
|-------|----------------|-----|----------------|-----|
| Vote: | Phyllis Coombe | yes | Josephine Finn | yes |
|-------|----------------|-----|----------------|-----|

|                |        |               |     |
|----------------|--------|---------------|-----|
| Steven Drobysh | absent | Russ Heyman   | yes |
| Larysa Dyrszka | absent | Lyman Holmes  | yes |
| Robert Ernst   | yes    | Nick Speranza | yes |
| Joan Farrow    | yes    | Greg Sandoval | yes |

### **Discussion of Changes to Procurement Process**

Action on this item is tabled until the May 20, 2010 SCCC Board of Trustees' Meeting. Board members will email their comments and concerns to Dr. M. Howard-Golladay at least one week prior to the meeting.

### **Community/Public Feedback**

None

### **Incidental Information**

#### **President's Report**

- Dr. M. Howard-Golladay and members of her administration updated the board on recent College activities, programs, and events.

### **Executive Session**

**Motion by R. Heyman to enter Executive Session at 5:15 p.m. to discuss personnel and legal issues, seconded by R. Ernst, and passed.**

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

**Motion by J. Farrow to resume regular session at 6:10 p.m., seconded by R. Heyman, and passed.**

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

**Motion by L. Holmes to adjourn the meeting at 6:10 p.m., seconded by N. Speranza, and passed.**

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

Respectfully submitted,

M. Howard-Golladay  
Secretary to the SCCC Board of Trustees

Recorded by K. Ambrosino  
Draft – May 5, 2010