

MINUTES
SCCC BOARD OF TRUSTEES MEETING
Tuesday, July 16, 2009

MEMBERS PRESENT: P. Coombe, Chair, R. Ernst, J. Farrow, R. Heyman, L. Holmes, S. Jankiewicz, N. Speranza

ALSO PRESENT: M. Howard Golladay, J. Donohue, 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 J. Farrow to approve the consent calendar including the minutes of June 18, 2009, and the disbursement reports for June 2009, seconded by R. Ernst, and passed.

Vote:	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysch	absent	Lyman Holmes	yes
	Robert Ernst	yes	Sharon Jankiewicz	yes
	Joan Farrow	yes	Nick Speranza	yes
	Josephine Finn	absent		

Resolution #254-09 – Intention to Place the Position of Administrative Associate to the Executive Assistant to the President 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 Administrative Associate to the Executive Assistant to the President; 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 Administrative Associate to the Executive Assistant to the President 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 #254-09, seconded by R. Ernst, and passed.

Vote:	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysch	absent	Lyman Holmes	yes
	Robert Ernst	yes	Sharon Jankiewicz	yes
	Joan Farrow	yes	Nick Speranza	yes
	Josephine Finn	absent		

Reorganization of the Board

M. Howard Golladay assumed the role of chair of the meeting and opened the floor for nominations.

Motion by R. Heyman to nominate P. Coombe as chair, seconded by S. Jankiewicz, P. Coombe thanked the Board for their confidence in her and stated that she will continue to do her best. A second motion was made by S. Jankiewicz to nominate R. Ernst as vice chair, and be voted on at the same time, seconded by R. Heyman, and passed.

Vote:	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysch	absent	Lyman Holmes	yes
	Robert Ernst	yes	Sharon Jankiewicz	yes
	Joan Farrow	yes	Nick Speranza	yes
	Josephine Finn	absent		

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.
- J. Donohue presented an update on the tracking and measuring pilot program for the College website.

Review Board Performance in Relation to Board Policy

It is the consensus of the Board that they are functioning in an appropriate manner in relation to policy. N. Speranza suggested that the Board form a committee to review policies that are used to evaluate Board performance. M. Howard-Golladay agreed and added that members of the administration should also be involved. The bylaws were updated last year. P. Coombe appointed herself and the following individuals to serve on a committee to review the Policy Governance Plan: N. Speranza, J. Farrow, and R. Heyman.

Feedback to the President

None

Correspondence

- A note from Dr. M. Howard-Golladay thanking the Board for the floral arrangement, and the Board's kindness and condolences following the passing of her father.
- Two letters from K. Spechler, Coordinator of the College for Educational Enrichment; the first thanking the staff of Constable Custodial for the outstanding service they provided at the CEE Annual Recognition Ceremony, and the second thanking buildings and grounds staff members Mark Werkmeister and James Shampine for they excellent work they did in setting up the event and ensuring that all of the individuals participating in the ceremony had a safe and enjoyable environment.

Executive Session

Motion by J. Farrow to enter Executive Session at 5:10 p.m. to discuss personnel and legal issues, seconded by R. Ernst, and passed.

Vote:	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysch	absent	Lyman Holmes	yes
	Robert Ernst	yes	Sharon Jankiewicz	yes
	Joan Farrow	yes	Nick Speranza	yes
	Josephine Finn	absent		

Motion by J. Farrow to resume regular session at 5:25 p.m., seconded by S. Jankiewicz, and passed.

Vote:	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysch	absent	Lyman Holmes	yes
	Robert Ernst	yes	Sharon Jankiewicz	yes
	Joan Farrow	yes	Nick Speranza	yes
	Josephine Finn	absent		

Motion by S. Jankiewicz that P. Coombe appoint three board members to serve on a Layoff Committee, seconded by R. Ernst and passed. P. Coombe appointed R. Ernst, J. Farrow, and N. Speranza.

Vote:	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysch	absent	Lyman Holmes	yes
	Robert Ernst	yes	Sharon Jankiewicz	yes
	Joan Farrow	yes	Nick Speranza	yes
	Josephine Finn	absent		

Motion by R. Ernst to adjourn the meeting at 5:27 p.m., seconded by S. Jankiewicz, and passed.

Vote:	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysch	absent	Lyman Holmes	yes
	Robert Ernst	yes	Sharon Jankiewicz	yes

Joan Farrow
Josephine Finn

yes
absent

Nick Speranza

yes

Respectfully submitted,

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

Recorded by K. Ambrosino
Draft – July 28, 2009