

Meeting, Board of Trustees
Dutchess Community College
September 28, 2021

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Election of Officers
- V. Public Comment
- VI. Consideration of Minutes of Meeting Held on August 10, 2021
- VII. COMMITTEE REPORTS
 - A. Finance and Facilities (S. Appel, Chair)
 1. Approval of Capital Projects:
 - a. FF&E and Technology Replacements and Upgrades (Res. #2022-01)
 - b. Campus Site Repairs and Upgrades – Phase 2 (Res. #2022-02)
 - c. Plumbing and Utility Repairs (Res. #2022-03)
 - B. Personnel and Community Relations (A. Flesland, Chair)
 1. Approval of Professional Staff Titles (Res. #2022-04)
 2. Professional Staff Appointment (Res. #2022-05)
- VIII. Report of the Student Trustee
- IX. Report of the Chairperson
- X. Report of the President
- XI. Other Business
- XII. Date of Next Meeting – **October 26, 2021**
- XIII. Adjournment

VIII. COMMITTEE REPORTS**A. Finance and Facilities (S. Appel, Chair)****1. Approval of Capital Projects:****a. FF&E and Technology Replacements and Upgrades (Res. #2022-01)**

This capital project is needed to ensure that the campus stays up-to-date with technology and laboratory facilities, as well as to maintain and replace classroom and office furniture and plant operations equipment.

The total estimated cost of the project is \$200,000. The sponsor's share of the project (\$100,000) will be funded through Capital Chargeback Funds.

b. Campus Site Repairs and Upgrades – Phase 2 (Res. #2022-02)

Various stairs, sidewalks and walkways around campus are in need of repair or replacement. This capital project includes the necessary repairs and upgrades to eliminate potentially dangerous situations.

The total estimated cost of the project is \$1,500,000. The sponsor's share (\$750,000) will be bonded in accordance with SUNY funding policy and procedures for capital projects.

c. Plumbing and Utility Repairs (Res. #2022-03)

This capital project will replace the underground heating and cooling water piping running between Hudson Hall and the Washington Center. Additional necessary plumbing and utility repairs as identified in the Facilities Master Plan will also be included as part of this project

The estimated cost of this project is \$1,000,000. The sponsor's share (\$500,000) will be bonded in accordance with SUNY funding policy and procedures for capital projects.

B. Personnel and Community Relations (A. Flesland, Chair)**1. Approval of Professional Staff Titles (Res. #2022-04)**

Section 35 of the New York State Civil Service law requires that the initial determination of titles in the Professional Service be made by the

College Board of Trustees. Titles are then submitted to the Office of the Chancellor of the State University of New York. Based upon the changes in the College's counseling and health care areas, it has been determined that two new titles need to be created to accurately reflect the responsibilities of these offices. It is recommended that the Board of Trustees classify and create the following titles according to current conditions: **Director of Mental and Physical Health Services** and **Coordinator of Health Services**. Once approved, these titles will be forwarded to SUNY.

2. Professional Staff Appointment (Res. #2022-05)

Debra Brooks-Leyden is recommended for a temporary, full-time appointment as Instructor of Nursing for the 2021-2022 academic year at an annual salary of \$69,965. Ms. Brooks-Leyden received two Associate degrees from Daytona State College and a B.S. and M.S. in Nursing from the University of Central Florida. In addition to her experience as an educator, she has extensive experience as a Perioperative and Staff Nurse.

_____ offers the following resolution and moves its adoption:

WHEREAS, Dutchess Community College has submitted a new funding request for a capital project for FF&E and Technology Replacements and Upgrades with a total estimated cost of \$200,000 to the SUNY Office for Capital Facilities, and

WHEREAS, upon approval by the SUNY Board of Trustees, the project will be submitted for inclusion in the State Budget as a new capital appropriation in the 2022-2023 budget cycle, and

WHEREAS, the State funds would cover the state share of 50% of this project, and

WHEREAS, the sponsor share of this capital project (\$100,000) would be funded through Capital Chargeback Funds, now, therefore, be it

RESOLVED, that the following capital project is hereby authorized and approved in the amount indicated below:

Project Name	Estimated Total Cost	State's Share (Appropriation)	Sponsor's Share
FF&E and Technology Replacements and Upgrades	\$200,000.00	\$100,000.00	\$100,000.00

and, be it

FURTHER RESOLVED, that this resolution be forwarded to the Dutchess County Legislature for its consideration.

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Seconded by _____

_____ offers the following resolution and moves its adoption:

WHEREAS, Dutchess Community College has submitted a new funding request for a capital project for Campus Site Repairs and Upgrades – Phase 2 with a total estimated cost of \$1,500,000 to the SUNY Office for Capital Facilities, and

WHEREAS, upon approval by the SUNY Board of Trustees, the project will be submitted for inclusion in the State Budget as a new capital appropriation in the 2022-2023 budget cycle, and

WHEREAS, the State funds would cover the state share of 50% of this project, and

WHEREAS, the sponsor share of this capital project (\$750,000) would be bonded in accordance with SUNY funding policy and procedures for capital projects, and

WHEREAS, the project involves either (1) maintenance or repair involving no substantial changes in an existing structure or facility or (2) the replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, now, therefore, be it

RESOLVED, it is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 NYECL Section 0101 et seq., and its implementing regulations, Part 617 of 6 NYCRR, that this project is a “Type II” Action within the meaning of Section 617.5(c)(1) & (2) of 6 NYCRR, and, accordingly, is of a class of actions which do not have a significant impact on the environment and no further review is required, and be it further

RESOLVED, that the following capital projects is hereby authorized and approved in the amount indicated below:

<u>Project Name</u>	<u>Estimated Total Cost</u>	<u>State’s Share (Appropriation)</u>	<u>Sponsor’s Share</u>
Campus Site Repairs and Upgrades – Phase 2	\$1,500,000.00	\$750,000.00	\$750,000.00

and, be it

FURTHER RESOLVED, that this resolution be forwarded to the Dutchess County Legislature for its consideration.

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Seconded by _____

_____ offers the following resolution and moves its adoption:

WHEREAS, Dutchess Community College has submitted a new funding request for a capital project for Plumbing and Utility Repairs with a total estimated cost of \$1,000,000 to the SUNY Office for Capital Facilities, and

WHEREAS, upon approval by the SUNY Board of Trustees, the project will be submitted for inclusion in the State Budget as a new capital appropriation in the 2022-2023 budget cycle, and

WHEREAS, the State funds would cover the state share of 50% of this project, and

WHEREAS, the sponsor share of this capital project (\$500,000) would be bonded in accordance with SUNY funding policy and procedures for capital projects, and

WHEREAS, the project involves either (1) maintenance or repair involving no substantial changes in an existing structure or facility or (2) the replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, now, therefore, be it

RESOLVED, it is hereby determined, pursuant to the provisions of the State Environmental Quality Review Act, 8 NYECL Section 0101 et seq., and its implementing regulations, Part 617 of 6 NYCRR, that this project is a "Type II" Action within the meaning of Section 617.5(c)(1) & (2) of 6 NYCRR, and, accordingly, is of a class of actions which do not have a significant impact on the environment and no further review is required, and be it further

RESOLVED, that the following capital projects is hereby authorized and approved in the amount indicated below:

<u>Project Name</u>	<u>Estimated Total Cost</u>	<u>State's Share (Appropriation)</u>	<u>Sponsor's Share</u>
Plumbing and Utility Repairs	\$1,000,000.00	\$500,000.00	\$500,000.00

and, be it

FURTHER RESOLVED, that this resolution be forwarded to the Dutchess County Legislature for its consideration.

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Seconded by _____

_____ offers the following resolution and moves its adoption:

WHEREAS, a review of certain administrative professional titles was conducted, and

WHEREAS, based upon this review, it has been determined that new titles need to be created to reflect the current responsibilities of these positions, and

WHEREAS, Section 35 of the Civil Service Law requires that title determination of positions in the professional service be made by the Board of Trustees, now, therefore, be it

RESOLVED, that, based upon the recommendation of the President of the College, approval is hereby given to create the following titles in the professional service:

Director of Mental and Physical Health Services
Coordinator of Health Services

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Seconded by _____

RESOLUTION NO. 2022-05

Board of Trustees, Dutchess Community College
September 28, 2021

_____ offers the following resolution and moves its adoption:

BE IT RESOLVED, that, based upon the recommendation of the President of the College, the following appointment to the professional staff of Dutchess Community College is hereby approved:

Debra Brooks-Leyden, temporary, full-time Instructor of Nursing, Department of Nursing, for the 2021-2022 academic year, at an annual salary of \$69,965

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Seconded by _____