

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of Agenda
- V. Public Comment
- VI. Consideration of Minutes for Meeting held on April 30, 2024
- VII. COMMITTEE REPORTS
 - A. Academic & Student Affairs (L. Gharthey, Chair)
 1. Approval of the policy on Board Policy Development (Res #. 2024-42)
 2. Approval of the Charge for the Exploration and Integration of Artificial Intelligence (AI) at Dutchess Community College (Res #. 2024-43)
 - B. Board Policy (I. Guzman, Chair)
 1. Approval of the policy on Board Policy Development (Res #. 2024-42)
 2. Approval of the Charge for the Exploration and Integration of Artificial Intelligence (AI) at Dutchess Community College (Res #. 2024-43)
 - C. Finance & Facilities (S. Caswell, Chair)
 1. Approval of the Operating Budget for Fiscal Year 2024-2025 (Res #. 2024-44)
 2. Approval of the 2024-2025 Tuition Fee Schedule and Refund Policy (Res # 2024-45)
 3. Approval of the Bid for Tree Removal, Pruning, and Stump Grinding (Res # 2024-46)
 4. Approval of the Bid for the Hudson Hall Feasibility Study (Res # 2024-47)
 5. Approval of the Bid for the Hudson Hall Mechanical Upgrade Design (Res # 2024-48)
 6. Approval of the Bid for the Hudson Walkway Reconstruction (Res# 2024-49)
 7. Approval of the Bid for the Physical Plant Roof (Res # 2024-50)
 - D. Personnel and Community Relations (A. Flesland)
 1. Approval of Regular Retirement for Nancy Moskowitz (Res. #2024-51)
 2. Approval of Regular Retirement for Colleen Trogisch (Res # 2024-52)
 3. Approval of the Settlement Agreement with Employee # A00001915 (Res # 2024-53)
- VIII. Report of the Student Trustee
- IX. Report of the Chairperson
- X. Report of the President
- XI. Other Business
- XII. Date of Next Meeting – **July 23, 2024**
- XIII. Adjournment

DUTCHESS COMMUNITY COLLEGE
Minutes
Board of Trustees Meeting
April 30, 2024

Trustees Present: Mr. Michael Francis Dupree, Chair; Mr. Frank Castella, Mr. Stephen Caswell, Ms. Darrah Cloud, Ms. Angela Flesland, Ms. Lisa Gharthey, Ms. Evelyn Panichi, Ms. Linda Pratt, Ms. Maya Chinkan and Dr. Peter Grant Jordan President

Absent: Ms. Lisa Gharthey

I. The meeting was called to order at 7:14 p.m. by Chairperson Dupree.

II. Ms. Cloud led the Pledge of Allegiance.

III. Roll Call by Ms. Ponticello, quorum present.

IV. Approval of Agenda:

Upon motion made by Mr. Castella, seconded by Ms. Flesland, voted on and duly carried the agenda was approved as distributed.

V. Public Comment

There were no requests to address the Board.

At this time, Chairperson Dupree announced that a letter of support from Wappingers Central School District and Poughkeepsie City School District was received by the President of the College and the Board of Trustees in support of a proposed new policy on the Admissions Age Requirement as outlined in the College Catalog.

VI. Consideration of Minutes for Meeting held on March 26, 2024:

Upon motion made by Mr. Castella seconded by Ms. Cloud, voted on and duly carried, the minutes were approved as distributed.

VII. COMMITTEE REPORTS

Chairperson Dupree noted for the minutes that all of the resolutions that are presented to the Board for approval are reviewed and discussed at committee meetings prior to the Board meeting.

A. Academic and Student Affairs Committee (D. Cloud)

Ms. Cloud provided the Board with a summary of items discussed at the last Academic and Student Affairs Committee held on April 10, 2024.

B. Board Policy (I. Guzman, Chair)

Mr. Guzman provided the Board with a summary of items discussed at the last Board Policy Committee meeting held on April 10, 2024:

1. Approval to Open the Public Hearing to Discuss a Proposed Policy to Modify the College’s Admission Age Requirement as Outlined in the College Catalog (Res #: 2024-36)

I. Guzman offers the following resolution and moves its adoption:

BE IT RESOLVED that, as recommended by the President of the College, the Board of Trustees opens a public hearing to review a proposed Admissions Age Requirement a policy.

* * * * *

Seconded by **M. Dupree**

Motion Carried Unanimously

The following members of the public addressed the Board at the Public Hearing:

Brian Sondey, Associate Vice President, Enrollment & Student Success

- Stated that the lack of access at DCC pushes families into other counties in the state of New York to take college courses
- Provided the Board with proven research and statistics to back dual enrollment
- Reported that families have the responsibility to access student readiness and it is the colleges responsibility to provide the pathway

Dr. Laura Murphy, President of Dutchess United Educators (DUE), History Professor at DCC

- Stated that the proposed policy needs significant changes
- Would like more clarification on what would entail providing parents with advanced access to text materials
- Stated that the timing of the proposed policy and lack of communications to faculty on the proposed policy and Public Hearing sends a message that faculty are not important.

Melanie Klein, Professor of Humanities

- Concerned that homeschooled children have been sheltered and fears they will not be comfortable with certain subjects and materials
- Commented on the policy guidelines and is concerned that many of the texts and materials used in her class are selected near the start of classes

Michael Adams, Assistant Professor, Speech and Communications & Media Arts

- Provided the below historical context on discussions around the proposed policy with shared governance:
- After Scott Schnackenberg raised the possibility of lowering the age for registration to 14 at the March 2023 meeting, members brought this idea back to departments for discussion and a vote.
- At the April 2023 meeting, a vote was held with these results: 6 votes against, 1 for, 4 abstentions. Therefore, the idea was voted down in committee.
- At the September 2023 meeting, Scott brought the change in policy up in Open Forum, noting that NYS had recently agreed to fund the P-Tech program again, and if DCC were to participate, it would need to allow high school freshmen to enroll.
- At the October 2023 meeting, Scott argued that he felt DCC was losing out on potential enrollment opportunities, noting in particular that Genesee Community College had between 300-400 14- and 15-year old students currently enrolled. Members agreed to bring the idea back to departments.
- At the November 2023 meeting, Scott answered a few questions and there was some discussion on the topic, but no vote is recorded.
- At the January 2024 meeting, the topic is in the minutes, but there was no update reported.

2. Approval to Close the Public Hearing Discussion on a Proposed Policy to Modify the College’s Admission Age Requirement as Outlined in the College Catalog (Res #: 2024-37)

I. Guzman offers the following resolution and moves its adoption:

BE IT RESOLVED the Board of Trustees closes the public hearing on the proposed Admissions Age Requirement policy.

* * * * *

Seconded by **A. Flesland**

Motion Carried Unanimously

3. Approval of the Board Action Plan (Res #: 2024-38)

I. Guzman offer the following resolution and moves its adoption:

WHEREAS, the President has developed a Board Action Plan with significant input from various Board Committees, and

WHEREAS, all members of the Board of Trustees have reviewed the aforementioned plan, and

WHEREAS, the Board of Trustees endorses the concepts outlined in the plan, now, therefore, be it

RESOLVED, that the Board of Trustees hereby adopts the following Board Action Plan which shall be made part of the official minutes of this meeting, and is hereby approved.

* * * * *

Seconded by **L. Pratt**

Motion Carried Unanimously

C. Finance & Facilities (S. Caswell, Chair)

Mr. Caswell provided the Board with a summary of items discussed at the last Finance & Facilities Committee meeting on April 8, 2024.

1. Approval of the Audit for Fiscal Year 2022-2023 (Res #: 2024-39)

S. Caswell offers the following resolution and moves its adoption:

WHEREAS, the Dutchess Community College Board of Trustees has a responsibility to conduct business according to prudent, professional, and accepted practices, and

WHEREAS, the Financial Statements of Dutchess Community College for the fiscal year ending August 31, 2023 were reviewed by the outside auditing firm of Bonadio & Co. LLP, and

WHEREAS, in the opinion of the independent auditors, the financial statements of the College conform with generally accepted accounting practices in all respects, and

WHEREAS, the Board Finance and Facilities Committee has reviewed the audit and recommends that the Board of Trustees accept the audit for fiscal year 2022-2023, and

WHEREAS, the members of the Board of Trustees have received copies of the audit for review, now, therefore, be it

RESOLVED, that, based upon the recommendation of the Finance and Facilities Committee, the Board of Trustees hereby accepts the independent auditor's report for the fiscal year 2022-2023.

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Seconded by **A. Flesland**

Motion Carried Unanimously

D. Personnel & Community Relations (A. Flesland, Chair)

Ms. Flesland provided the Board with a summary of items discussed at the last Personnel & Community Relations Committee meeting held on April 11, 2024.

1. Approval of Correction to Professional Staff Title: Chief Information Security Officer

A. Flesland offers the following resolution and moves its adoption:

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

WHEREAS, it has been determined that the Computer Information Security Officer (CISO) title which was approved on September 19, 2023 as per Resolution # 2024-13 needs to be amended to meet the needs of the College, and

WHEREAS, the correct title for this position is Chief Information Security Officer, now, therefore

BE IT RESOLVED that approval is hereby given to amend the title of Computer Information Security Officer to Chief Information Security Officer

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Seconded by **F. Castella**

Motion Carried Unanimously

VIII. Report of the Student Trustee

Ms. Chinkan reported on DCC @ Nite taking place on Friday, May 3 and a Fun Night hosted by SGA held on Saturday, May 18.

Ms. Chinkan reported on communications between SGA and Chartwells.

IX. Report of the Chairperson

Chairman Dupree highlighted college-wide activities for the month of April 2024.

X. Report of the President.

President Jordan reported on his invitation and acceptance to join the Board of

Directors at the Anderson Center for Autism.

President Jordan concluded his report by inviting Scott Schnackenberg to the podium to provide an updated report on Summer and Fall Enrollment numbers.

XI. Other Business

Chairperson Dupree announced that the Dutchess County Regional Chamber of Commerce held its annual Gala event on March 16 which was a big hit!

Chairperson Dupree reported that members of DCC enjoy attending the Chambers monthly contact Breakfast and will continue to try and increase attendance at these events each month.

XII. Date of Next Meeting

The next meeting of the Board of Trustees will be held on May 28, 2024 at 6:30 p.m.

XIII. Adjournment

There being no further business to discuss, a motion was made by Ms. Cloud, seconded by Mr. Guzman, voted on, and duly carried, to adjourn the meeting. The meeting adjourned at 8:44 p.m.

Respectfully submitted,

Joia Ponticello
Executive Assistant

VII.

Board Policy1. Approval of the policy on Board Policy Development (Res # 2024-42)

Board policy development is a crucial process that shapes the governance and decision-making framework of the college. It involves creating and implementing policies that guide the actions, behaviors, and operations of the Board of Trustees. The process through which the Board establishes policy articulates how the need for a policy is determined, who is involved, how proposals are vetted, and the standards for executing the process. By following standards for policy development, the College can develop comprehensive and effective board policies that support good governance, accountability, and strategic decision-making.

2. Approval of the Charge for the Exploration and Integration of Artificial Intelligence (AI) at Dutchess Community College (Res # 2024-43)

Dutchess Community College recognizes the importance of embracing and fostering a positive environment for the exploration and integration of technological advancements, including Artificial Intelligence (AI), to enhance academic and administrative practices. The development of an AI policy aims to encourage innovation, collaboration, and ethical use of AI to enhance efficiency and the educational experiences and delivery of support resources provided by the College. It will establish guidelines for the exploration and inclusion of AI in the operations of the College, fostering innovation, efficiency, growth, and excellence in teaching, learning, and the delivery of resources that support these key functions of the college.

Finance and Facilities1. Approval of the Operating Budget for Fiscal Year 2024-2025 (Res # 2024-44)

The College's Operating Budget requires approval by the Board of Trustees before it is submitted to the Dutchess County Legislature and SUNY.

2. Approval of 2023-2024 Tuition Fee Schedule and Refund Policy (Res. #2024-45)

The Tuition and Fee Schedule and the Refund Policy, which are determined annually, require Board approval.

3. Approval of the Bid for Tree Removal, Pruning, and Stump Grinding (Res. #2024-46)

The bid covers all labor, equipment, materials and supervision required to perform all operations necessary in connection with the removal and pruning of trees as well as stump grinding. It is the recommendation of the College to award this bid to Alpine Tree Services Inc. Hopewell Junction, NY

4. Approval of the Bid for the Hudson Hall Feasibility Study (Res. #2024-47)

The feasibility study shall evaluate the College's space and program needs with a focus on options for Hudson Hall. The feasibility study is the first step in evaluating the viability of necessary renovations to accommodate the college's proposed centers for excellence, department and program needs, improve accessibility, and adapt the programming of Hudson Hall to better fit current and projected needs. It is the recommendation of the College to award this bid to KG&D Architects, PC.

5. Approval of the Bid for the Hudson Hall Mechanical Upgrade Design (Res. #2024-48)

This project will include design services for new boilers and hot water heaters with all controls and required ancillary systems. It will also include the replacement of the existing piping between Hudson Hall and the adjacent buildings – Dutchess, Drumlin and Washington Halls. It is the recommendation of the College to award this bid to Barton & Loguidice.

6. Approval of the Bid for the Hudson Walkway Reconstruction (Res #.2024-49)

Bids were solicited for the construction of the Hudson Hall Walkway, a component of the Campus Site Repairs and Upgrades capital project. This component of the project will construct the Hudson Hall Walkway, a critical walkway between Hudson and Drumlin Halls. It is the recommendation of the College to award the bid to Con-Tech Construction Technologies.

7. Approval of the Bid for the Physical Plant Roof (Res #. 2024-50)

The roof on the physical plant building, originally installed in 1984, is an asphalt shingle roof with flashings, drip edges and other related accessories. The project will include the removal of the existing asphalt shingle roof system down to existing deck and replacement with a new asphalt shingle roofing system. The work will also include alternate #1 for new gutters and downspouts. The project will be funded through the Roof Replacement Phase II Capital Project. It is the recommendation of the College to award the bud to Nuvista Designs General Contractors LLC.

Personnel and Community Relations

1. Approval of Regular Retirement for Nancy Moskowitz (Res. #2024-51)

Nancy Moskowitz, an Assistant Professor in the Department of Nursing, has informed the College of her intent to retire, effective August 21, 2024. Ms. Moskowitz will complete twenty-two years of service as of August 21, 2024. It is recommended that her retirement be accepted and that she be granted emeritus status upon her retirement.

2. Approval of Regular Retirement for Colleen Trogisch (Res. #2024-52)

Colleen Trogisch, an Associate Dean in the Department of Instruction and Learning, has informed the College of her intent to retire, effective August 31, 2024. Ms. Trogisch will complete eleven years of full-time service as of August 21, 2024. It is recommended that her retirement be accepted and that she be granted emeritus status upon her retirement

3. Approval to enter into a Settlement Agreement with Employee # A00001915 (Res #. 2024-53)

Dutchess Community College vs. Employee # A00001915 have come to a settlement agreement in the amount of \$50,000.00 conditioned upon Board approval.

RESOLUTION NO. 2024-42

Board of Trustees, Dutchess Community College
May 28, 2024

_____ offers the following resolution and moves its adoption:

WHEREAS, in keeping with good governance practices, the Board of Trustees Policy Committee reviews the College's policies on a regular basis, and

WHEREAS, to comply with regulations, a policy on Board Policy Development has been written, and

WHEREAS, the Policy Committee finds said policy to be appropriate to the needs of the College, now, therefore, be it

RESOLVED, that, based upon the recommendations the Policy Committee, and review by the Board of Trustees, the attached policy on Board Policy Development which shall be made part of the official minutes of this meeting, is hereby approved, and be it

FURTHER RESOLVED, that this policy shall be effective immediately, and be it

FURTHER RESOLVED, that the Board reconsider this policy again within five years or earlier should it be determined revisions are needed prior to the scheduled review date.

* * * * *

Seconded by _____

Policy Title: Board Policy Development

Policy Statement

Board policy development is a crucial process that shapes the governance and decision-making framework of the college. It involves creating and implementing policies that guide the actions, behaviors, and operations of the board of directors. The process through which the Board establishes policy articulates how the need for a policy is determined, who is involved, how proposals are vetted, and the standards for executing the process. By following these standards, the College can develop comprehensive and effective board policies that support good governance, accountability, and strategic decision-making.

Standards for Policy Development

- A. Conduct a thorough needs assessment to identify the areas where board policies are needed.
- B. Research and benchmark best practices in board governance and policies.
- C. Collaboration and Input should involve board members, employees, and relevant stakeholders in the policy development process.
- D. Draft and review policies based on the needs assessment and input received, including review for compliance with SUNY, NYS, and federal regulations.
- E. Present draft policies to the board for review, consideration, and approval.
- F. Communication and training are paramount when policies are approved, including any changes or additions to the policies as necessary.
- G. Establish a process for monitoring and evaluating the effectiveness of the policies.
- H. Regular review and updates to policies should happen to ensure they remain relevant and effective.
- I. Establish processes for monitoring and enforcing compliance with the policies.

Implementation and Monitoring

The President is responsible for implementing and monitoring this policy, in collaboration with the Office of the President and the Standing Committee on Board Policy. The President will provide regular updates and reports to the Board on the effectiveness of this policy.

Review and Evaluation

This policy will be reviewed by the Board of Trustees to assess its effectiveness, relevance, and alignment with the college's strategic direction. Any necessary revisions or updates will be made based on feedback and input from appropriate stakeholders.

RESOLUTION NO. 2024-43

Board of Trustees, Dutchess Community College
May 28, 2024

_____ offers the following resolution and moves its adoption:

WHEREAS, in keeping with good governance practices, the Board of Trustees Policy Committee reviews the College's policies on a regular basis, and

WHEREAS, to comply with regulations, a Charge for the Exploration and Integration of Artificial Intelligence (AI) at Dutchess Community College has been written, and

WHEREAS, the Policy Committee finds said charge to be appropriate to the needs of the College, now, therefore, be it

RESOLVED, that, based upon the recommendations the Policy Committee, and review by the Board of Trustees, the attached Charge for the Exploration and Integration of Artificial Intelligence (AI) at Dutchess Community College which shall be made part of the official minutes of this meeting, is hereby approved, and be it

FURTHER RESOLVED, that this charge shall be effective immediately, and be it

FURTHER RESOLVED, that the Board reconsider this charge again within five years or earlier should it be determined revisions are needed prior to the scheduled review date.

* * * * *

Seconded by _____

Charge for the Exploration and Integration of Artificial Intelligence (AI) at Dutchess Community College

Charge Statement

Dutchess Community College recognizes the importance of embracing and fostering a positive environment for the exploration and integration of technological advancements, including Artificial Intelligence (AI), to enhance academic and administrative practices. The development of an AI policy aims to encourage innovation, collaboration, and ethical use of AI to enhance efficiency and the educational experiences and delivery of support resources provided by the College. It will establish guidelines for the exploration and inclusion of AI in the operations of the College, fostering innovation, efficiency, growth, and excellence in teaching, learning, and the delivery of resources that support these key functions of the college.

Provisions

I AI Exploration and Integration Task Force

- A A dedicated Ad Hoc AI Exploration and Integration Taskforce shall be established, comprising faculty, staff, and students with expertise or interest in AI technology.
- B The Taskforce shall be responsible for researching, evaluating, and recommending AI applications that align with the strategic goals, mission, and values of the College.
- C The Taskforce shall collaborate with relevant departments and stakeholders to identify opportunities for implementing AI solutions in academic programs, student services, and administrative functions.
- D The Taskforce may include subject matter experts who are external to the college.

II AI Exploration and Integration Guidelines

- A Faculty and staff are encouraged to explore and experiment with AI tools and technologies in their respective areas of expertise.
- B Training and professional development opportunities on AI applications shall be provided to members of the Taskforce to enhance their skills and knowledge in utilizing AI for teaching, learning, and administrative tasks.
- C Departments and programs interested in incorporating AI into their practices should be invited to provide proposals outlining the objectives, benefits, and resources required for implementation in order to assist the task force in developing policy recommendations.

i) Inclusion and Equity in AI

- (a) The College shall promote the exploration and development of AI technologies that are inclusive, diverse, and equitable, reflecting the diverse student population and community served by the college.
- (b) Efforts shall be made to address bias and promote fairness in AI algorithms and decision-making processes.

ii) Transparency, Accountability, and Ethical Considerations

- (a) All AI initiatives at the College shall adhere to ethical guidelines and principles, ensuring transparency, accountability, and privacy in the collection and use of data.
- (b) Regular audits and assessments of AI systems and practices shall be conducted to ensure compliance with legal and ethical standards.

- (c) The AI Exploration and Integration Taskforce shall oversee the ethical implications of AI projects and provide recommendations to mitigate risks and uphold ethical standards.
- (d) The Taskforce must establish initial protocols and standardization guidelines for implementation and assessment.

iii) Communication and Feedback

- (a) The College shall establish channels for open communication and feedback on AI initiatives, inviting input from students, faculty, staff, industry subject matter experts, and other stakeholders.
- (b) Feedback mechanisms shall be used to assess the impact of AI technologies on teaching, learning, student success, and administrative efficiency.

iv) Collaboration and Partnerships

- (a) The College shall seek collaborations with industry partners, research institutions, and AI experts to stay informed about the latest advancements in AI technology.
- (b) Opportunities for joint projects, research initiatives, and internships related to AI shall be explored to enrich the academic experience and foster innovation.

v) Professional Development

- (a) Faculty and staff are encouraged to participate in professional development opportunities related to AI technology to enhance their skills and knowledge.
- (b) The College shall provide resources and support for training sessions, workshops, and seminars on AI applications in education and administration.

III Policy Adoption

- A The President shall present a policy created through the work of this task force for consideration and approval by the Board of Trustees of Dutchess Community College.

RESOLUTION NO. 2024-44

Board of Trustees, Dutchess Community College
May 28, 2024

_____ offers the following resolution and moves its adoption:

WHEREAS, the Annual Operating Budget Request of Dutchess Community College for the period September 1, 2024 through August 31, 2025 has been developed in accordance with guidelines furnished by the State University of New York, and

WHEREAS, the requirement for operating expenditures has been determined to be \$66,701,755 now, therefore, be it

RESOLVED, that the Operating Budget for Dutchess Community College for the fiscal year September 1, 2024 through August 31, 2025, in the amount of \$66,701,755 with anticipated funding from the County of Dutchess by appropriation from fiscal year 2025 of \$17,466,129, is hereby approved.

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RESOLUTION NO. 2024-45

Board of Trustees, Dutchess Community College
May 28, 2024

_____ offers the following resolution and moves its adoption:

WHEREAS, a Tuition and Fee Schedule and Refund Policy are prepared each year following the guidelines of the State University of New York, and

WHEREAS, the Board of Trustees reviews the Tuition and Fee Schedule and the Refund Policy as part of the annual budget process, and

WHEREAS, it is necessary for the Board of Trustees to approve these fees each year, now, therefore, be it

RESOLVED, that the Tuition and Fee Schedule and the Refund Policy for fiscal year 2024-2025, which are attached and shall be made part of the official minutes of this meeting, are hereby approved.

* * * * *

Seconded by _____

Tuition and College Fee Refund Policy

Refunds for tuition and fees will be granted upon submission of an add/drop form to the ACT Center or via your DCC email (send to ACT@sunydutchess.edu); the date of your request determines your tuition responsibility.

Refunds will be made according to the following schedule:

| | Full Semester | 8-wk term or less |
|-----------------------------|---------------|-------------------|
| Prior to first day | 100% | 100% |
| During 1 st week | 75% | 25% |
| During 2 nd week | 50% | 0% |
| During 3 rd week | 25% | 0% |
| After 3 rd week | 0% | 0% |

Withdrawal Policy for Recipients of Federal Title IV Grants and Loans

This policy is per the U.S. Department of Higher Education and applies to students who receive assistance under Title IV funding and/or to parents who receive the Federal Parent PLUS Loans for their children. Title IV funding for the purpose of this policy includes Federal Pell Grants, Stafford Loans, PLUS Loans, Federal Supplemental Educational Opportunity Grants (FSEOGs), and Federal Perkins Loans.

If a student withdraws or stops attending Dutchess Community College, either officially or unofficially, during the first 60% (approximately first 10 weeks) of the semester, a calculation is completed to determine how much Title IV funding has been earned. The earned amount is based on the percentage of the semester the student has completed. If the student has received (been disbursed) more Title IV funds than has been earned, the excess unearned funds must be returned to the Federal Department of Higher Education by the school and/or the student.

Delinquent Accounts

Students with delinquent accounts with the College will be charged a \$50 late payment fee. Any students who have an unpaid balance may be assigned to a collection agency. The College will assign the outstanding balance plus any collection agency costs charged by the agency for collection. Depending on the type of account placed, such as first or second referral to the collection agency, these fees may be between 25% and 50% of the unpaid account balance.

Credit-Free or Workforce Development and Continuing Education Programs

No refunds will be given to those students enrolled in Credit-Free or Workforce Development and Continuing Education programs after the first class meeting or first session of an event. All requests for refunds must be made in writing to Dutchess Community College.

DUTCHESS COMMUNITY COLLEGE
Tuition and Fee Schedule
2024-2025

Tuition New York State residents who are residents of the sponsorship area or non-residents of the sponsorship area who present a Certificate(s) of Residence:

| | | |
|--------------|-------------------|---------|
| Full – Time: | | \$2,500 |
| | (per semester) | |
| Part – Time: | | \$208 |
| | (per credit hour) | |

Tuition New York State residents who are not residents of the sponsorship area and do not present a Certificate(s) of Residence:

| | | |
|--------------|-------------------|---------|
| Full – Time: | | \$5,000 |
| | (per semester) | |
| Part – Time: | | \$416 |
| | (per credit hour) | |

Tuition Non-New York State Residents:

| | | |
|--------------|-------------------|---------|
| Full – Time: | | \$5,000 |
| | (per semester) | |
| Part – Time: | | \$416 |
| | (per credit hour) | |

Discounted tuition for off-peak, off-site, early admit and high school courses as determined by College officials in compliance with NYS Education Law:

| | | |
|----------------------------|--|------|
| Per Credit Hour Equivalent | | \$69 |
|----------------------------|--|------|

MANDATORY FEES

| Description | Charge | Per | Service Rendered |
|----------------------------------|--------|-----------|---|
| College Fee | 10.00 | Full-time | Participation in Student Activities and Athletics (Fall and Spring Semester Only) |
| | 10.00 | Part-time | |
| Technology Fee | 13.00 | Full-time | Per Credit |
| | 13.00 | Part-time | |
| Open Educational Resources (OER) | 5.00 | Full-time | Course Materials |
| | 5.00 | Part-time | |

OTHER FEES

| Description | Charge | Per | Service Rendered |
|--|------------|-------------|------------------------|
| Aviation Science: Pilot Private Pilot Course | 16,975** | Semester | Flight School |
| Instrumental Rating | 13,585** | | |
| Commercial Pilot-Inter. | 9,765** | | |
| Commercial Pilot-Adv | 15,805** | | |
| Aviation Maintenance Technician Lab Fees | 864/11,232 | Course/Year | Supplies and Equipment |

DUTCHESS COMMUNITY COLLEGE
Tuition and Fee Schedule
2024-2025

| Description | Charge | Per | Service Rendered |
|--|------------------|---------------------------------|--|
| Tool Kit | 2,365** | 1 st Semester | |
| Written Exam Fees | 1,200** | | |
| Uniforms | 100** | | |
| Helicopter Fees | 8,500 – 35,500** | Semester | Lab Fees |
| Background Check Fee*** | 176.75 | One-time Fee | Nursing and Paramedic Students |
| Ceramic Materials Fee | 40.00 | Applicable Course | Materials & Equipment |
| CLEP Exam*** | 95.00 35.00 | Exam Service Fee | Standardized Exams |
| Compliance Tracker Fee*** | 49.99 | One-time Fee | Nursing Students |
| Conduct Fines | 50.00 – 150.00 | Per offense and conduct charges | Violations of the Campus Code of Conduct |
| Course/Lab Fees | 17.00 – 40.00 | Applicable Course | Supplies and Equipment |
| Dantes Exam Fee*** | 35.00 | Exam Service Fee | Standardized Exams |
| Drug Testing*** | 35.00 | Annually | Nursing and Paramedic Students |
| Equipment Breakage Fee | 10.00 – 50.00 | Applicable Item | Chemistry Equipment Damaged or Lost |
| Exercise Science | 199.00 | Exam | ESW 203/204/205 – Personal, Strength and Nutritional Training Certifications |
| ID Card Replacement | 7.00 | Replacement | Issue Duplicate Card |
| Late Payment Fee | 50.00 | Once per semester | Late Payment of Account Balance. |
| Late Registration | 10.00* | Semester | Registration After Regular Registration Periods |
| Library Fees Lost or Damaged Library Materials | 10.00 – 150.00 | Per Item | Replacement and Processing Cost |

DUTCHESS COMMUNITY COLLEGE
Tuition and Fee Schedule
2024-2025

| Description | Charge | Per | Service Rendered |
|----------------------------------|---------------------|--------------------|---|
| Lost Article Fee | 10.00 – 250.00 | Applicable Item | Physical Education Equipment Damaged or Lost |
| Matriculation Fee | 30.00 | Upon | One-time Fee |
| Music Lab Fee | | | |
| Individual Lesson Lab Fee | 1,125.00 | Course | MUS 210/211 |
| Individual Lesson Lab Fee | 375.00 | Course | MUS 141, 142, 161, 162, 241, 242, 261, 262 |
| Non-Student Testing Fee | 35.00 | Exam | Tests to Other College and University Students |
| Nursery School | 2,300.00 | Year | Laboratory Nursery School |
| Paramedic Lab Fee | 75.00 | Semester | Supplies and Equipment PAR 106 |
| Pearson Vue*** | 0.00 – 475.00 | Exam | Standardized Exams |
| Physical Education Completion | 275.00 | Course | Rock Climbing & Certificate of Completion PED 118 |
| Professional Liability Insurance | 35.00* | Year | Insurance Coverage for Health Technology Students |
| Proficiency Exam Fee | 69.00* | Per Credit Exam | Administer and Grade Test Amount dependent on number of credits for course |
| Red Cross Certification | 5.00*/10.00*/30.00* | Applicable Courses | Red Cross Certification and Proficiency |
| Replacement Diploma Fee | 40.00 | Replacement | |
| Returned Check Fee | 25.00* | Check | Handling Charge |
| Second Degree Fee | 15.00 | Upon | |

DUTCHESS COMMUNITY COLLEGE
Tuition and Fee Schedule
2024-2025

| Description | Charge | Per | Service Rendered |
|--|----------------------|----------------|---|
| SUNY International Student Health Insurance Plan | SUNY State-wide Rate | Year | |
| SUNY Learning Network Fee | 25.00 | Per Course | Access SUNY Learning Network |
| TEAS Exam*** | 87.00 | Per Exam | Test of Essential Academic Skills for Nursing |
| Traffic Fines | 15.00, 25.00, 50.00 | Per Infraction | Traffic Violation |
| Transcript Fee | 10.00* | Per Copy | Copy of Transcript |
| Trip Fee | 90.00 375.00 | Per Trip | Study Abroad Fees THE 280/281 |
| Tuition Payment Plan Deferment Fee | 25.00 - 45.00 | Semester | Administrative Fee for Tuition Plan |

***Not Refundable**

****Aviation fees are negotiated with flight school and may vary. Additional charges may apply.**

*****Payment made directly to vendor by student. Fees may be subject to change as costs are set by the vendor.**

Additional costs related to housing and meals for Conklin Hall are established by the Dutchess Community College Association Board of Directors.

_____ offers the following resolution and moves its adoption:

WHEREAS, Tree Trimming and Pruning has been determined to be advantageous to maintain a safe environment, and

WHEREAS, bids for Tree Removal, Pruning, and Stump Grinding were duly advertised and requested for the Tree Removal, Pruning, and Stump Grinding , and

WHEREAS, bids were received as a result of the solicitation and were publicly opened and read aloud at 2:00 pm, on March 14, 2024, and

WHEREAS, vendors provided bid prices as shown on the tabulation sheet attached to this resolution, and

WHEREAS, the low bid received meets the required specifications, now, therefore, be it

RESOLVED, that the bid received for the Tree Removal, Pruning, and Stump Grinding, in accordance with the specifications, be awarded to Alpine Tree Services Inc. Hopewell Junction NY, and be it

FURTHER RESOLVED that the annual expenditure shall not exceed Sixteen thousand seven hundred and sixty dollars (\$16,760) for labor, equipment with an operator, and materials as needed, and be it

FURTHER RESOLVED that this contract is for three (3) years with the provision for two (2) one-year extensions.

* * * * *

Seconded by _____

DUTCHESS COMMUNITY COLLEGE

POUGHKEEPSIE, NY

RFB-DCC-05-2024 TREE REMOVAL, PRUNING, AND STUMP GRINDING SERVICES

| MARCH 14, 2024 2:00PM | BIDDER | | BIDDER | | BIDDER | | BIDDER | | BIDDER | | BIDDER | |
|---|---|--------------------|--|--------------------|---|--------------------|------------------------------------|--------------------|--|--------------------|---|--------------------|
| | Alpine Tree Service Inc 1343 Route 82 Hopewell Jct NY 12533 | | Almstead Tree, Shrub & Lawn care Hawthorne, NY | | Griffins Landscaping 1234 Lincoln Terr Peekskill NY | | Jasper Landscaping New Paltz NY | | D&D Tree & Landscaping Pearl River NY | | New England Property Maintenance Inc Mahopac NY | |
| TREE PRUNING SERVICES | Hourly | Historical* | Hourly | Historical* | Hourly | Historical* | Hourly | Historical* | Hourly | Historical* | Hourly | Historical* |
| 1. TREE PRUNING CREW CONSISTING OF: | \$275.00 | \$11,000.00 | \$388.73 | \$15,549.20 | \$562.50 | \$22,500.00 | \$850.00 | \$34,000.00 | \$525.00 | \$21,000.00 | \$340.00 | \$13,600.00 |
| Certified Arborist | | | | | | | | | | | | |
| One (2) Grounds person | | | | | | | | | | | | |
| One (1) Chipper | | | | | | | | | | | | |
| One (1) Chip Truck | | | | | | | | | | | | |
| One (1) Bucket Truck (min 65') with operator | | | | | | | | | | | | |
| 2. ADDITIONAL PERSONNEL: | | | | | | | | | | | | |
| Tree Climber | \$100.00 | \$800.00 | \$120.00 | \$960.00 | \$145.00 | \$1,160.00 | \$100.00 | \$800.00 | \$145.00 | \$1,160.00 | \$80.00 | \$640.00 |
| Groundsperson | \$80.00 | \$640.00 | \$95.00 | \$760.00 | \$135.00 | \$1,080.00 | \$100.00 | \$800.00 | \$105.00 | \$840.00 | \$75.00 | \$600.00 |
| Certified Arborist | \$90.00 | \$720.00 | \$120.00 | \$960.00 | \$150.00 | \$1,200.00 | \$100.00 | \$800.00 | \$175.00 | \$1,400.00 | \$95.00 | \$760.00 |
| 3. ADDITIONAL EQUIPMENT: | | | | | | | | | | | | |
| Log Truck | \$125.00 | \$1,000.00 | \$37.00 | \$296.00 | \$125.00 | \$1,000.00 | \$200.00 | \$1,600.00 | \$250.00 | \$2,000.00 | \$85.00 | \$680.00 |
| Crane Minimum 80 ft | \$200.00 | \$1,600.00 | \$312.50 | \$2,500.00 | \$750.00 | \$6,000.00 | \$200.00 | \$1,600.00 | \$400.00 | \$3,200.00 | \$250.00 | \$2,000.00 |
| Ground Protection Mats | | | | | | | | | | | | |
| 4. STUMP GRINDING | | | | | | | | | | | | |
| Stump Grinder and Operator | \$125.00 | \$1,000.00 | \$135.00 | \$1,080.00 | \$275.00 | \$2,200.00 | \$150.00 | \$1,200.00 | \$300.00 | \$2,400.00 | \$100.00 | \$800.00 |
| HISTORICAL TOTAL *See comments on pg 2 | | \$16,760.00 | | \$22,105.20 | | \$35,140.00 | | \$40,800.00 | | \$32,000.00 | | \$19,080.00 |

| MARCH 14, 2024 2:00PM | BIDDER | BIDDER | BIDDER | BIDDER | BIDDER | BIDDER | BIDDER |
|--|---|---|---|------------------------------------|--|---|---------------|
| | Alpine Tree Service Inc 1343 Route 82 Hopewell Jct NY 12533 | Almstead Tree, Shrub & Lawncare Hawthorne, NY | Griffins Landscaping 1234 Lincoln Terr Peekskill NY | Jasper Landscaping New Paltz NY | D&D Tree & Landscaping Pearl River NY | New England Property Maintenance Inc Mahopac NY | |
| 5. Separate Clean-up Crew | \$175.00 | \$265.27 | \$375.00 | \$600.00 | \$325.00 | \$200.00 | |
| 2 Grounds persons | | | | | | | |
| Chipper with Truck | | | | | | | |
| 6. EMERGENCY WORK | \$275.00 | \$472.00 | \$875.00 | \$600.00 | \$675.00 | \$285.00 | |
| TREE PRUNING CREW CONSISTING OF | | | | | | | |
| Certified Arborist | | | | | | | |
| (2) Grounds persons | | | | | | | |
| | | | | | | | |
| ADDITIONAL PERSONNEL | | | | | | | |
| Tree Climber | \$100.00 | \$140.00 | \$250.00 | \$100.00 | \$175.00 | \$85.00 | |
| Grounds person | \$80.00 | \$102.00 | \$200.00 | \$100.00 | \$150.00 | \$80.00 | |
| | | | | | | | |
| ADDITIONAL EQUIPMENT | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| MARKUP % | 0% | 22% | 30% | 0% | 20% | 10% | |
| | | | | | | | |
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| BID OPENED BY: _____ | | | | BID TABULATION RECORDED BY: _____ | | | |
| COMMENTS: *Historical Total reflects 40 hours of Tree Pruning (Item 1) and 8 hours each of Additional Personnel, Additional Equipment, and Stump Grinding (Items 2, 3, & 4). | | | | | | | |
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_____ offers the following resolution and moves its adoption:

WHEREAS, the Hudson Hall Feasibility Study Capital Project was approved by the Board of Trustees of the State University of New York, the Board of Trustees of Dutchess Community College and the Dutchess County Legislature, and

WHEREAS, Request for Proposals for Professional Services for Hudson Hall Feasibility Study were requested on RFP-DCC-06-2024, and

WHEREAS, there were seven (7) proposals received as shown on the tabulation sheet attached to this resolution, and

WHEREAS, the College has reviewed each proposal, and interviewed the top three firms that met the project specifications, and

WHEREAS, the proposal received from KG&D Architects, PC best meets the required specifications, and

WHEREAS, the funds are available in the Capital Projects for the Hudson Hall Feasibility Study, now, therefore, be it

RESOLVED, that the contract for Professional Services for the Hudson Hall Feasibility Study, be awarded to KG&D Architects, PC, Mount Kisco, NY in an amount not to exceed \$158,000.

* * * * *

Seconded by _____

**DUTCHESS COMMUNITY COLLEGE
POUGHKEEPSIE, NY**

**RFP-DCC-06-2024 Professional Services for Hudson Hall Feasibility Study
 BID OPENING April 22, 2024 @ 2:00PM**

| | Plan A Associates NY, NY | Synthesis Schenectady NY, NY | C&S Engineers Syracuse NY | KG&D Architects Mt. Kisco, NY | Peter Gisolfi Associates Hastings-on-Hastings NY | Holt Architects Ithaca NY | MDSzerby Associates Architecture NY, NY | | |
|--|-------------------------------------|---|--|--|---|--------------------------------------|--|--|--|
| Contract Documents for the total lump sum not to exceed | \$ 192,740.00 | \$ 119,500.00 | \$ 188,650.00 | \$ 158,000.00 | \$ 150,000.00 | \$ 213,200.00 | \$ 178,223.90 | | |
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PROPOSALS OPENED BY: _____

BID TABULATION RECORDED BY : _____

_____ offers the following resolution and moves its adoption:

WHEREAS, the Water Heater Replacement, the Plumbing and Utility Repairs and Hudson Hall Renovations Capital Projects were approved by the Board of Trustees of the State University of New York, the Board of Trustees of Dutchess Community College and the Dutchess County Legislature, and

WHEREAS, Request for Proposals for Engineering Services for Hudson Hall Mechanical Upgrades were requested on RFP-DCC-10-2024, and

WHEREAS, there were ten (10) proposals received as shown on the tabulation sheet attached to this resolution, and

WHEREAS, the College has reviewed each proposal, and interviewed the top three firms that met the project specifications, and

WHEREAS, the proposal received from Barton & Loguidice best meets the required specifications, and

WHEREAS, the funds are available in these Capital Projects for the Hudson Hall Mechanicals Upgrades, now, therefore, be it

RESOLVED, that the contract for Engineering Services for the Design of Hudson Hall Mechanical Upgrades, be awarded to Barton & Loguidice, Albany, NY in an amount not to exceed \$214,800.

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Seconded by _____

**DUTCHESS COMMUNITY COLLEGE
RFP TABULATION**

| | | | | |
|---|---|--|--|--|
| RFP-DCC-10-2024 | | | | |
| ENGINEERING SERVICES FOE DESIGN OF HUDSON HALL MECHANICAL UPGRADES | | Proposal Opening Date: April 25, 2024 | | Time: 2:00 pm |
| | BIDDERS NAME | BIDDERS NAME | BIDDERS NAME | BIDDERS NAME |
| | Collado Engineering White Plains, NY | C&S Engineers, Inc Albany, NY | LaBella Associates Poughkeepsie, NY | H2M Architects & Engineers Suffern, NY |
| PROPOSED LUMP SUM | \$ 213,000.00 | \$ 230,508.00 | \$ 113,500.00 | \$ 280,000.00 |
| | | | | |
| ITEMIZED BREAKDOWN: | | | | |
| Schematic Design Phase | \$ 48,875.00 | \$ 102,942.00 | \$ 15,000.00 | \$ 56,000.00 |
| Design Development Phase | \$ 75,625.00 | \$ 48,968.00 | \$ 25,000.00 | \$ 56,000.00 |
| Construction Document Phase | \$ 34,275.00 | \$ 38,248.00 | \$ 45,000.00 | \$ 84,000.00 |
| Bidding Phase | \$ 14,875.00 | \$ 4,960.00 | \$ 1,500.00 | \$ 11,200.00 |
| Construction support | \$ 42,250.00 | \$ 35,390.00 | \$ 12,000.00 | \$ 72,800.00 |
| | | | | |

BID OPENED BY: _____ BID TABULATION RECORDED BY: _____
 COMMENTS: _____

**DUTCHESS COMMUNITY COLLEGE
RFP TABULATION**

| | | | | |
|---|--|--|----------------------------------|---|
| RFP-DCC-10-2024 | | | | |
| ENGINEERING SERVICES FOE DESIGN OF HUDSON HALL MECHANICAL UPGRADES | | | | |
| | | | | |
| | BIDDERS NAME | BIDDERS NAME | BIDDERS NAME | BIDDERS NAME |
| | Pitingaro & Doetsch Consuslting Engineers Middletown, NY | C.T. Male Associates Poughkeepsie, NY | Barton & Loguidice Albany, NY | Fellenzer Engineering, LLP Middletown, NY |
| PROPOSED LUMP SUM | \$ 640,000.00 | \$ 578,711.00 | \$ 214,800.00 | \$ 277,500.00 |
| | | | | |
| ITEMIZED BREAKDOWN: | | | | |
| Schematic Design Phase | \$ 80,000.00 | \$ 106,692.00 | \$ 50,200.00 | \$ 65,000.00 |
| Design Development Phase | \$ 140,000.00 | \$ 132,511.00 | \$ 59,400.00 | \$ 85,000.00 |
| Construction Document Phase | \$ 80,000.00 | \$ 83,191.00 | \$ 54,200.00 | \$ 80,000.00 |
| Bidding Phase | \$ 20,000.00 | \$ 18,689.00 | \$ 6,000.00 | \$ 3,500.00 |
| Construction support | \$ 320,000.00 | \$ 237,628.00 | \$ 45,000.00 | \$ 44,000.00 |
| | | | | |

BID OPENED BY: _____ BID TABULATION RECORDED BY: _____

COMMENTS: _____

**DUTCHESS COMMUNITY COLLEGE
RFP TABULATION**

| | | |
|---|---|--|
| RFP-DCC-10-2024 | | |
| ENGINEERING SERVICES FOE DESIGN OF HUDSON HALL MECHANICAL UPGRADES | | |
| | | |
| | BIDDERS NAME | BIDDERS NAME |
| | Lizardos Engineering Assoc New York, NY | Loring Consulting Engineers New York, NY |
| PROPOSED LUMP SUM | \$ 265,000.00 | \$ 512,320.00 |
| | | |
| ITEMIZED BREAKDOWN: | | |
| Schematic Design Phase | \$ 70,000.00 | \$ 111,000.00 |
| Design Development Phase | \$ 60,000.00 | \$ 244,100.00 |
| Construction Document Phase | \$ 60,000.00 | \$ 84,000.00 |
| Bidding Phase | \$ 10,000.00 | \$ 20,200.00 |
| Construction support | \$ 65,000.00 | \$ 53,000.00 |
| | | |

BID OPENED BY: _____ BID TABULATION RECORDED BY: _____
 COMMENTS: _____

_____ offers the following resolution and moves its adoption:

WHEREAS, the Campus Site Repairs and Upgrades Capital Projects were approved as capital projects by the Board of Trustees of the State University of New York, the Board of Trustees of Dutchess Community College and the Dutchess County Legislature, and

WHEREAS, bid RFB-DCC-09-2024, was duly advertised and requested for the Hudson Hall Walkway, part of the Campus Site Repairs and Upgrades project, and

WHEREAS, bids were received as a result of the solicitation and were publicly opened and read aloud at 3:00 pm, on April 30, 2024, and

WHEREAS, vendors provided bid prices as shown on the tabulation sheet attached to this resolution, and

WHEREAS, the low bid received was disqualified as they did not meet the required project specifications, and

WHEREAS, the funds are available in Campus Site Repairs and Upgrades Capital Projects, now, therefore, be it

RESOLVED, that the bid received for the Hudson Hall Walkway, Base Bid in accordance with the specifications, be awarded to Con-Tech Construction Technology, Carmel, NY in the amount of \$728,870.00.

* * * * *

Seconded by _____

DUTCHESS COMMUNITY COLLEGE
POUGHKEEPSIE, NY

**RFP-DCC-09-2024 Hudson Hall Walkway
BID OPENING April 30, 2024 @ 3:00PM**

| | Vendor | Vendor | Vendor | Vendor |
|---|---|--|--------|--------|
| | Nature Works Enterprises, LLC Hopewell Jct. NY | Con-Tech Construction Technology Carmel, NY | | |
| Base Bid Including Allowance | \$ 294,343.00 | \$ 728,870.00 | | |
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PROPOSALS OPENED BY: _____

BID TABULATION RECORDED BY : _____

_____ offers the following resolution and moves its adoption:

WHEREAS, the Roof Renovations/Replacement for the Physical Plant building was approved as a capital project by the Board of Trustees of the State University of New York, the Board of Trustees of Dutchess Community College and the Dutchess County Legislature, and

WHEREAS, bid RFB-DCC-07-2024, was duly advertised and requested for the Roof Renovations at Physical Plant, and

WHEREAS, bids were received as a result of the solicitation and were publicly opened and read aloud at 3:00 pm, on May 2, 2024, and

WHEREAS, vendors provided bid prices as shown on the tabulation sheet attached to this resolution, and

WHEREAS, the low bid received was disqualified as there were discrepancies on their bid form, and

WHEREAS, the funds are available in the Roof Renovations/Replacements Capital Project, now, therefore, be it

RESOLVED, that the bid received for the Roof Renovations at Physical Plant, Base Bid and Alternate #1 in accordance with the specifications, be awarded to Nuvista Designs General Contractors LLC, Blauvelt, NY in the amount of \$65,000.

* * * * *

Seconded by _____

**DUTCHESS COMMUNITY COLLEGE
POUGHKEEPSIE, NY**

**RFB-DCC-07-2024 Roof Renovations at Physical Plant
BID OPENING May 2, 2024 @ 3:00PM**

| | Vendor | Vendor | Vendor | Vendor |
|---|--|--------------------------------------|---|--|
| | Mega Painting & Contracting Astoria, NY | Macfi Solutions Bronx, NY | Armor-Tite Construction Corp Greenwich, CT | Precision Roofing Southfields, NY |
| Base Bid Including Allowance | \$ 90,000.00 | \$ 51,700.00 | \$ 122,000.00 | \$ 134,000.00 |
| Alternate #1 | \$ 5,500.00 | \$ 5,500.00 | \$ 16,000.00 | \$ 7,500.00 |
| Unit Prices, Replacement of Deteriorated Roof Deck | \$15 per sq ft | \$278 sq ft | \$12 per sq ft | \$6 per sq ft. |
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PROPOSALS OPENED BY: _____

BID TABULATION RECORDED BY : _____

**DUTCHESS COMMUNITY COLLEGE
POUGHKEEPSIE, NY**

**RFB-DCC-07-2024 Roof Renovations at Physical Plant
BID OPENING May 2, 2024 @ 3:00PM**

| | Vendor | Vendor | Vendor | Vendor |
|---|--|--|---------------------------------------|---|
| | VAD Contractors Staten Island, NY | S&L Roofing Voorheesville, NY | Barret Roofing Danbury, CT | NuVista Designs Blauvelt, NY |
| Base Bid Including Allowance | \$ 115,800.00 | \$ 142,900.00 | \$ 118,000.00 | \$ 58,000.00 |
| Alternate #1 | \$ 10,000.00 | \$ 25,900.00 | \$ 11,200.00 | \$ 7,000.00 |
| Unit Prices, Replacement of Deteriorated Roof Deck | \$ 12.00 | \$ 5.00 | \$ 16.00 | \$ 35.00 |
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PROPOSALS OPENED BY: _____

BID TABULATION RECORDED BY : _____

**DUTCHESS COMMUNITY COLLEGE
POUGHKEEPSIE, NY**

**RFB-DCC-07-2024 Roof Renovations at Physical Plant
BID OPENING May 2, 2024 @ 3:00PM**

| | Vendor | Vendor | Vendor | Vendor |
|--|--|---|---------------------------------------|--------|
| | Titan Roofing Springfield, MA | NIKO K Construction Corp Plainview, NY | Vinco Builders Mahopac, NY | |
| Base Bid Including Allowance | \$ 166,000.00 | \$ 450,000.00 | \$ 73,000.00 | |
| Alternate #1 | \$ 17,000.00 | \$ 30,000.00 | \$ 6,300.00 | |
| Unit Prices, Replacement of Deteriorated Roof Deck Per Sq. Ft | \$ 35.00 | \$ 60.00 | \$ 20.00 | |
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PROPOSALS OPENED BY: _____

BID TABULATION RECORDED BY : _____

_____ offers the following resolution and moves its adoption:

BE IT RESOLVED, that, based upon the recommendation of the President of the College, the retirement of Nancy Moskowitz, Assistant Professor of Nursing, in the Department of Nursing, is hereby granted, effective August 21, 2024, and be it

FURTHER RESOLVED, that approval is granted to pay the appropriate benefits earned, and be it

FURTHER RESOLVED, that, in recognition of her dedicated service to Dutchess Community College, Professor Moskowitz be granted emeritus status upon her retirement, and be it

FURTHER RESOLVED, that the Board of Trustees extends its sincere appreciation to Professor Moskowitz for her valuable contributions to the College's educational program during her tenure and wishes her the very best in her retirement and future endeavors.

* * * * *

Seconded by _____

_____ offers the following resolution and moves its adoption:

BE IT RESOLVED, that, based upon the recommendation of the President of the College, the retirement of Colleen Trogisch, Associate Dean, Instruction and Learning in the Department of Instruction and Learning, is hereby granted, effective August 31, 2024, and be it

FURTHER RESOLVED, that approval is granted to pay the appropriate benefits earned, and be it

FURTHER RESOLVED, that, in recognition of her dedicated service to Dutchess Community College, Ms. Trogisch be granted emeritus status upon her retirement, and be it

FURTHER RESOLVED, that the Board of Trustees extends its sincere appreciation to Ms. Trogisch for her valuable contributions to the College's educational program during her tenure and wishes her the very best in her retirement and future endeavors.

* * * * *

Seconded by _____

RESOLUTION NO. 2024-53

Board of Trustees, Dutchess Community College
May 28, 2024

_____ offers the following resolution and moves its adoption:

BE IT RESOLVED, that, based upon the recommendation of the President of the College and the College's legal counsel, the Board of Trustees hereby approves entering into a Settlement Agreement with Employee #A00001915 in the amount of \$50,000.00.

* * * * *

Seconded by _____