

**SUNY BROOME COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
JANUARY 18, 2018  
OFFICIAL  
MINUTES**

**TRUSTEES PRESENT:** Marc Newman, Anthony Paniccia, Nicholas Serafini, Sharon Ball, James Orband, George Akel, Margaret Coffey, Kathy Connerton

**TRUSTEES ABSENT:** Orion Barber

**ALSO PRESENT:** Dr. Kevin E. Drumm, Francis Battisti, Michael Sullivan, Carol Ross, Jesse Wells, Patricia O'Day, Cheryl Sullivan, Esq.

**Chairperson Newman called the meeting to order at 5:03 p.m.**

Chairperson Newman welcomed Kathy Connerton as the newest member of the SUNY Broome Community College Board of Trustees.

**1.0 APPROVAL OF MINUTES**

**Vice Chair Paniccia made a motion to approve the minutes of the December 14, 2017 meeting of the Board of Trustees. The motion was seconded by Trustee Ball and the motion was unanimously approved.**

**2.0 PREFERRED AGENDA ACTION ITEMS**

**2.1 Recommend Approval of the Participating Institution Agreement (PIA) from SUNY for Licensing Blackboard Learn Bundle and Blackboard Ally**

In accordance with Policy 1.7 Purchasing, upon recommendation of the Finance and Facilities Committee, the Board of Trustees shall approve any purchases or shall award any contracts greater than or equal to \$50,000. Approval was requested for SUNY Broome Community College to be part of the Participating Institutional Agreement (PIA) from the State University of New York (SUNY) for licensing of Blackboard Learn Bundle and Blackboard Ally that is the College's online learning platform. The term of the PIA is for three (3) years for the period of December 22, 2017 to December 21, 2020 at a cost of \$126,808. It was recommended that the Board of Trustees approves the Participating Institutional Agreement (PIA) from the State University of New York (SUNY) for licensing of Blackboard Learn Bundle and Blackboard Ally for the period of December 22, 2017 to December 21, 2020 at a cost of \$126,808.

## **2.0 PREFERRED AGENDA ACTION ITEMS CONTINUED**

### **2.2 Recommend Approval of Purchase Aruba Hardware, Software and Implementation Services from Vandis Inc. to Upgrade the College's Wireless Infrastructure and to Support Culinary Extensions**

In accordance with Policy 1.7 Purchasing, upon recommendation of the Finance and Facilities Committee, the Board of Trustees shall approve any purchases or shall award any contracts greater than or equal to \$50,000. The College's current core wireless support hardware and licensing is at capacity. There is no ability to add more wireless access for Carnegie or expand in wireless access in Calice. The current capability is fixed at 128 devices. Our need is to replace with controllers that allow up to 256 devices and add many additional wireless access devices in each new building. This purchase would be funded through the Downtown Campus capital project. It was recommended that the Board of Trustees approves purchasing Aruba hardware, software and implementation services from Vandis Inc. to upgrade the College's wireless infrastructure and to support Culinary Extensions at a cost of \$83,850.70.

### **2.3 Recommend Approval of Purchase Hardware, Software and Implementation Services from Systems Management Planning Inc. (SMP) to Upgrade the College's Server Hardware and Software and to Support Culinary Extensions**

In accordance with Policy 1.7 Purchasing, upon recommendation of the Finance and Facilities Committee, the Board of Trustees shall approve any purchases or shall award any contracts greater than or equal to \$50,000. This purchase will allow us to upgrade the College's Virtualization Infrastructure. The core "computer center" system hosts on campus systems (80+) for administrative and academic needs. It is a 10-year old system, and it is at MAXIMUM capacity. With the addition of the Carnegie and Calice Manufacturing buildings, expansion is required. This replacement would include our SAN (data storage area) expansion of disk space for personal, instructional, and curriculum data storage needs. This purchase would be funded through the Downtown Campus capital project. It was recommended that the Board of Trustees approves purchasing hardware, software and implementation services from Systems Management Planning Inc. (SMP) to upgrade the College's server hardware and software and to support Culinary Extensions at a cost of \$292,127.27.

## **2.0 PREFERRED AGENDA ACTION ITEMS CONTINUED**

### **2.4 Recommend Approval of Purchase Aruba Hardware, Software and Implementation Services from Vandis Inc. to Upgrade the College's Network Infrastructure and to Support Culinary Extensions**

In accordance with Policy 1.7 Purchasing, upon recommendation of the Finance and Facilities Committee, the Board of Trustees shall approve any purchases or shall award any contracts greater than or equal to \$50,000. This purchase will allow us to replace the College's existing core networking technology. Our current hardware is older with limited capability to expand. This new hardware will include many new networking features and security functions not available with our current hardware. This will allow for network segmentation, better monitoring, and controls. These are essential functions to support the Carnegie remote location. This purchase would be funded through the Downtown Campus capital project. It was recommended that the Board of Trustees approves purchasing Aruba hardware and software from Vandis Inc. to upgrade the College's network infrastructure and to support Culinary Extensions at a cost of \$62,099.15.

**Trustee Coffey made a motion to approve Preferred Agenda Action Items 2.1, 2.2, 2.3 and 2.4. Trustee Akel seconded the motion and it was unanimously approved.**

## **3.0 ACTION ITEMS**

There were no Action Items presented for consideration at this meeting.

## **4.0 INFORMATION ITEMS**

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

Dr. Drumm presented his January President's Report to the Board.

Dr. Drumm welcomed Kathy Connerton to the Board of Trustees.

We still have not received word from the Governor's office concerning an appointment to our open seat on the Board.

We are in our final push for spring enrollment; this is what we call our "open registration". This is a push for the last minute people to get them registered for the spring term. Enrollment has been holding up and that puts us about where we were with the fall enrollment at this time and we have another week to go. Classes begin on January 29th.

The Executive budget is out. There was no attention to the new three stage SUNY Funding Formula in the Governor's budget. We had a conference call with SUNY today and they are going to be working on trying to fix this.

We are in the process of searching for a Dean of STEM. The deadline for applications is January 25<sup>th</sup>.

#### **4.0 INFORMATION ITEMS CONTINUED**

##### **4.1 President's Report Continued**

We continue to work on a succession plan for Dr. Battisti who will be leaving his position most likely sometime this summer.

We had an extensive interview with FOX 40 TV concerning the Casino Program and laying out all the facts surrounding it. Dr. Drumm had a great meeting yesterday with Tioga Downs' general manager, vice president of marketing and their director of marketing to talk about what we can do going forward. Dr. Drumm was reminded at the meeting why they did what they did for the training in the first place; which was quick, massive and free. He had forgotten and was reminded that they did not want to charge anyone to come, they just wanted people to show up and weed them out; the College can't offer anything for free. They also needed licensed table experts that had experience to train people and we didn't have any in this area; they had to bring them in from elsewhere. Now that Tioga Downs is mature and they're dealing with turnover we're in a place where we can help them on a smaller more steady basis. Right now they have two positions posted with us in our career office and have posted positions on and off with us all along. We are putting together a meeting with their marketing people, our marketing people and our hospitality people. We do have the reworked curriculum which will be hotel, resort and casino management. It will be a combined degree instead of a separate casino management degree. We will have a separate concentration in hotel, resort and casino management and one in restaurant management.

We have put out all the stats on 170 registrations in the Casino Classroom and lab last semester and as of the first part of this week we have 140 registrations in that room for this coming semester with another week to go. About 12 different classes are offered in this classroom. A couple of them were gaming specific and the rest are in the hospitality industry.

The Casino was built with a Perkins grant. The Perkins Committee recommended that the Casino lab be built at the time when the Governor announced we would have a casino in this area. This is a busy lab it's never sat idle.

##### **4.2 Council for Academic Issues Update – Denise Abrams**

Ms. Abrams submitted the Council for Academic Issues Update to the Board. A copy of this report was included in the Board packet.

#### **4.0 INFORMATION ITEMS CONTINUED**

##### **4.3 Civic Engagement Update – Lisa Strahley**

Ms. Strahley presented the Civic Engagement Update to the Board. A copy of this report was included in the Board packet.

There is a Public Voice this evening at 6:30 pm in D201 with the topic of Priorities of this County. Senator Akshar, Assemblywoman Lupardo, Assemblyman Crouch and County Executive Garnar will be in attendance.

Literacy Legacy Project; words babies hear before age three. Research shows that babies born into poverty hear 30 million fewer words by age three than working class or middle class families. These children are more likely to be in trouble in school, become high school dropouts or become incarcerated. We are pulling the community together to do a read on this book on that 30 million words. To support this through Senator Akshar and County Executive Garnar we have \$55,000 for this project. Ms. Strahley will reach out to the Board at some point to see if they would like a copy of this book and to see if there is interest to become part of that read and discussions.

The Kettering Foundation and the National Issues Forum Institute that we partner with every year selects an issue in our nation that we bring citizens together to talk about and in May we meet with elected officials in Washington, D.C. and report what has been said on the issue. This year's issue is immigration. We will be holding a series of deliberations throughout the community on this issue. The Kettering Foundation will be sending someone here to observe our deliberations and we will be written up with the select groups that have held these deliberations nationally.

##### **4.4 Academic Affairs Update – Dr. Francis Battisti**

Dr. Battisti presented the Academic Affairs Update to the Board. A copy of this report was included in the Board packet.

The theme for our Faculty Staff Assembly is collaboration. We have many examples of collaboration at SUNY Broome. We have over 120 articulation agreements that are pathways our students can follow to go on to other schools. Our Innovation Celebration at the Incubator was our whole campus coming together and looking at creative things we are doing and how we can develop the entrepreneurial spirit with students.

We held a professional development program on campus today. Topics were; Will Somebody Please Tell the Truth About Black Men in College, Both Myths and More, Eradicating Sexual Harassment in the Academic Workplace and The Understanding of LGBTQUIAP Students.

Dr. Battisti distributed stuffed cupcakes from Jared's to the Board Members. The owners of Jared's are two graduates from SUNY Broome.

Dr. Battisti spoke with another college today that has a casino program and they are decommissioning their program. They are looking at and discussing possibly putting a concentration in as compared to a degree.

#### **4.0 INFORMATION ITEMS CONTINUED**

##### **4.5 Student Assembly Update – Trustee Orion Barber**

A copy of the January 2018 Student Assembly Update was included in the Board packet.

##### **4.6 Broome Community College Foundation Report – Ms. Cathy Williams**

The Foundation Report was included in the Board packet.

##### **4.7 SUNY Broome Facilities Update – Mr. Michael Sullivan**

This report is routine and for information purposes. A copy of this report was included in the Board packet.

Mr. David Ligeikis was asked to give the update to the Board.

He stated that the bid legal notice for the Carnegie Project is in today's paper. Bids are due and will be opened on February 13<sup>th</sup>.

Chairman Newman: As part of the bid package, we have incorporated liquidated damage language.

Mr. Ligeikis: Yes.

Chairman Newman: So the contractors are aware that's in there.

Mr. Ligeikis: Yes.

Trustee Ball: Specifically what kind of changes in the campus services building are being made for the music program.

Mr. Ligeikis: We will be moving some walls and move some HVAC and create a much bigger rehearsal room for the chorus and orchestra and also we will upgrade classrooms and practice rooms.

Mr. Sullivan: Recognized the BCC Foundation who was critical and supporting. The capital project we got approval from SUNY for 50% of about a half a million dollar capital project and the Foundation was very supportive of the project and provided the match to proceed with the project.

##### **4.8 Budget Transfers**

Budget Transfers for December 2017 were included in the Board packet.

##### **4.9 Grant Approvals**

Grant Approvals for January were included in the Board packet. This report is routine and for informational purposes.

#### **4.0 INFORMATION ITEMS CONTINUED**

##### **4.10 Investment Report**

This report is routine and for informational purposes and was included in the Board packet.

##### **4.11 Human Resource Update**

These reports are routine (with planned activity) and for informational purposes. A copy of this report was included in the Board packet.

##### **4.12 Budget and Finance Update**

This report is routine and for informational purposes. A copy of this report was included in the Board packet.

Mr. Sullivan: The monthly budget forecast hasn't changed from last month. We are still forecasting a balanced budget with no use of fund balance.

##### **4.13 Media Report**

This report is routine and for informational purposes. A copy of the media report was included in the Board packet.

#### **5.0 COMMITTEE REPORT**

##### **5.1 Finance and Facilities Committee Meeting Minutes**

The Minutes of the Finance and Facilities Committee were submitted for the Wednesday, January 17, 2018 meeting. Chairperson Anthony Paniccia called the meeting to order at 9:00 a.m. and adjourned at 9:31 a.m.

#### **EXECUTIVE SESSION**

**Chairperson Newman called for a motion to adjourn to Executive Session to discuss personnel matters. Trustee Ball made a motion to adjourn to Executive Session and Trustee Orband seconded the motion. The Trustees went into Executive Session at 5:46 p.m.**

**Dr. Drumm, Michael Sullivan and Cheryl Sullivan were asked to join the Executive Session.**

**Chairperson Newman asked for a motion to come out of Executive Session. Trustee Orband made a motion to come out of Executive Session and Trustee Akel seconded the motion.**

January 18, 2018

**At 6:09 p.m. the Trustees came out of Executive Session.**

**Chairperson Newman called for a motion to adjourn the meeting.**

**Trustee Akel made a motion to adjourn and Trustee Coffey Seconded the motion and it was unanimously approved. The meeting adjourned at 6:10 p.m.**

**THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR  
5:00 P.M. ON THURSDAY, FEBRUARY 22, 2018  
TO BE HELD IN THE LIBOUS ROOM, D117 OF THE DECKER HEALTH  
SCIENCES CENTER BUILDING**