

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES
May 17, 2018
Official**

TRUSTEES PRESENT Marc Newman, Margaret Coffey, Nicholas Serafini, Orion Barber, James Orband, George Akel, Sharon Ball

TRUSTEES ABSENT: Anthony Paniccia, Kathy Connerton

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

Chairperson Newman called the meeting to order at 5:00 p.m.

1.0 APPROVAL OF MINUTES

Trustee Akel made a motion to approve the minutes of the April 26, 2018 meeting of the Board of Trustees. The motion was seconded by Trustee Serafini and the motion was unanimously approved.

2.0 PREFERRED AGENDA ACTION ITEMS

2.1 Recommend Approval of Resolution of Candidates for Promotion

According to Policy 1.15 the Board of Trustees shall approve the granting of promotions to members of the professional staff in accordance with any applicable negotiated contract. Article 36 of the Faculty Association contract – Promotions sets forth the process under which employees covered by this contract can be promoted. It was recommended that the Board of Trustees approves the resolution for candidates for promotion.

Trustee Barber: Asked to amend the Preferred Agenda Action Items stating that at the last meeting the Course Overload Fee Resolution would be listed as an Action Item for tonight's meeting.

Dr. Drumm: Yes. We are abbreviating this meeting and will put it on the next agenda.

Trustee Ball made a motion to approve Preferred Agenda Action Item 2.1. Trustee Akel seconded the motion and it was unanimously approved.

3.0 ACTION ITEMS

3.1 Recommend Approval of Resolution for Systems Engineering A.S. Program

The AS Degree in Systems Engineering builds off the strengths of SUNY Broome's Engineering Science program but focuses on the Industrial Engineering and Science Engineering transfer pathways. Combined with sufficient discipline-focused theory and practical experience (embedded in the program), students can graduate prepared for field-related internships on Systems Engineering. In accordance with the most recent SUNY Guidelines for the Submission of Undergraduate Academic Program Proposals, this program will be announced to the SUNY Provost and the Presidents of campuses in our coordinating areas for their reaction. In accordance with the SUNY Guidelines this proposed program must receive institutional approval in the form of approval by the local Board of Trustees. It was recommended that the Board of Trustees approves the resolution for the College program proposal for an A.S. in Systems Engineering program.

Trustee Ball made a motion to approve Preferred Agenda Action Item 3.1. Trustee Coffey seconded the motion and it was unanimously approved.

4.0 INFORMATION ITEMS

4.1 President's Report

Dr. Drumm will present his report to the Board at the June Board meeting.

4.2 College Assembly Update – Mr. Giovanni Scaringi

A copy of the College Assembly report was included in the Board packet.

4.3 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.

4.3.1 Research Project Presentation

Dr. Battisti introduced Dr. Tracy Curtis who is heading up our research program. Dr. Curtis is a researcher as well as a professor and works with Binghamton University. Binghamton University was just identified as a National Lyme Disease Research Center. Dr. Curtis explained that two years ago SUNY Broome became one of 43 community colleges in the Nation to be part of the Community College Undergraduate Research Initiative (CCURI) which is a national science foundation grant.

Dr. Curtis introduced the faculty that are involved in research projects with their groups.

4.0 INFORMATION ITEMS CONTINUED

4.3.1 Research Project Presentation Continued

Dr. Kim McLain, Assistant Professor Medical Assisting. Dr. McLain introduced her team who spoke about their research project on CPR and Automated external defibrillator (AED) use.

Denisa M. Talovic, Associate Professor in Nursing introduced her team who discussed their research on medication errors.

Christen M. Baumbach, Learning Disabilities Specialist, Accessibility Resources Office/Learning Assistance Department (LAD). Ms. Baumbach introduced her research team who presented on plagiarism.

Dr. Tracy Curtis, Professor in Biology introduced her team who presented their research on Lyme disease.

4.4 Student Assembly Update – Trustee Orion Barber

The May 2018 Student Assembly update to the Board was included in the Board packet.

4.5 Broome Community College Foundation Report – Ms. Cathy Williams

Ms. Cathy Williams will present the College Foundation Report at the June Board meeting.

4.6 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.

4.7 Budget Transfers

Budget Transfers for April 2018 were included in the Board packet.

4.8 Grant Approvals

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

4.9 Investment Report

This report is routine and for informational purposes.

4.0 INFORMATION ITEMS CONTINUED

4.10 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.

4.11 Budget and Finance Update

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

4.12 Media Report

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

4.13 Faculty Eligible for Initial II Appointment – Fall 2018

A copy of the candidates for Initial II Appointment was included in the Board packet for information.

5.0 COMMITTEE REPORT

5.1 Finance and Facilities Committee Meeting Minutes

Trustee Coffey reviewed the Finance and Facilities Committee minutes from the Monday, May 15, 2018 meeting. The meeting was called to order at 9:00 a.m. and adjourned at 9:05 a.m.

Chairperson Newman asked for a motion to adjourn to Executive Session to discuss personnel. Trustee Serafini made a motion to adjourn to Executive Session and Trustee Akel seconded the motion. Dr. Battisti was asked to attend Executive Session. The Trustees went into Executive Session at 5:20 p.m.

Trustee Coffey asked for a motion to come out of Executive Session. Trustee Serafini made a motion to come out of Executive Session and Trustee Paniccia seconded the motion.

At 5:50 p.m. the Trustees came out of Executive Session.

Chairperson Newman asked for a motion to adjourn. Trustee Orband made a motion to adjourn and Trustee Akel seconded the motion. The meeting adjourned at 5:51 p.m.

**THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR
5:00 P.M. ON THURSDAY, JUNE 21, 2018
TO BE HELD IN THE LIBOUS ROOM, D117 OF THE DECKER HEALTH
SCIENCES CENTER BUILDING**