

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
January 24, 2019
MINUTES**

TRUSTEES PRESENT: Marc Newman, Anthony Paniccia, James Orband, George Akel, Margaret Coffey, Kathy Connerton, Barbara Fiala. Sharon Ball attended via ZOOM conferencing.

TRUSTEES ABSENT: Nicolas Serafini, Orion Barber

ALSO PRESENT: Dr. Kevin E. Drumm, Francis Battisti, Michael Sullivan, Carol Ross-Scott, Jesse Wells, Lynn Fedorchak, Diana Lenzo, and Cheryl Sullivan, Esq.

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

1.0 APPROVAL OF MINUTES

Trustee Akel made a motion to approve the minutes of the December 13, 2018 meeting of the Board of Trustees. The motion was seconded by Trustee Orband and the motion was unanimously approved.

2.0 PREFERRED AGENDA ACTION ITEMS

2.1 Recommend Approval of Resolution for Candidate 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 the candidate for promotion submitted herewith.

2.2 Recommend Approval of Resolution for Release of Retainage to Passero Associates.

The Finance and Facilities Committee recommends that the Board of Trustees approves a release-of-retainage payment Passero Associates for their work on the Master Plan Capital Project 1920037/Feasibility Study Capital Project 1920017 in the amount of \$17,629.13.

Vice Chair Paniccia made a motion to approve Preferred Agenda Action Items 2.1, and 2.2. Trustee Coffey seconded the motion and it was unanimously approved.

3.0 ACTION ITEMS

3.1 Appointment of Board of Trustee Member to the Regional Community College Council.

Trustee Orband made a motion to approve Trustee Barbara Fiala to the Regional Community College Council. Trustee Akel seconded the motion and it was unanimously approved.

4.0 INFORMATION ITEMS

4.1 President's Report

Dr. Drumm presented his January President's Report to the Board and expressed his gratitude to the board for their leadership. Welcome Diana Lenzo as this is her first official role as the recording secretary for the Board of Trustees. She is quickly getting acclimated to the office and responsibilities.

We had been struggling with significant enrollment decline but a tremendous effort on outreach has brought our numbers back up to where we were in the Fall.

Faculty Staff assembly was this morning. A wonderful video of the Health for Haiti trip was shown. There were 40 people who went on the trip and did amazing things in poorest country in western hemisphere. We will get this on the BoT agenda for a presentation. A performance was given by the new acapella group, the Stinging Singers. It is rare to have one at the Community College level. Dr. Drumm would also like to have them perform for the BoT as these things are a big part of our co-curricular activities.

There will be some announcements soon regarding the restructuring and downsizing of the Administrative suite since two secretaries have retired. Nothing will be too dramatic with new VPAA coming soon and we will see how they operate.

The VPAA search committee is close to announcing the finalists. Final decision on their title will depend on their level of experience and credentials.

The college had a visit by Deb Moeckel, Assistant Provost at SUNY. She spent the day with workshops for our Middle States teams. Ms. Moeckel is a wonderful advocate for Community Colleges. Middle States Liaison Dr. Sean McKittrick will be coming in March to meet with Academics. He will be in attendance at the April F&F Committee meeting. Dr. Drumm invites all Trustees to attend if possible to learn more about the assessment process.

Dr. Drumm recently had a meeting to discuss concurrent enrollment with High Schools with Binghamton University. It is encouraging when they are reaching out to us to learn more about our programs. More about that in the future.

Note: Chair Newman had to leave the meeting. Vice Chair Paniccia assumed the Chair position and continued with the meeting.

4.0 INFORMATION ITEMS CONTINUED

4.2 Council for Academic Issues Update – Timmy Bremer

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

4.3 Civic Engagement Update – Lisa Strahley

Ms. Strahley presented the Civic Engagement Update to the Board and the current national topic for deliberation handout. A copy of this report was included in the Board packet. SUNY Broome/Ms. Strahley have been chosen for the 2nd year in a row to attend the National Conference in May and bring the results of the campus deliberations.

4.4 Middle States Update – Trustee Sharon Ball

Trustee Ball presented the Middle States Update to the Board. A copy of this report was included in the Board packet. Trustee Ball reported that after meeting with Ms. Moeckel's visit, it was humbling to learn the importance and the real depth of assessment needed for a Middle State's Assessment. February 15 will be the next Steering Committee meeting.

4.5 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. Co-Chairs Erin O'Hara Leslie and Kerri Weber presented a brief video from the Mock Disaster. This is a cross campus event with 18 programs that participate. It is a practical hands-on experience. They have presented this at statewide Conferences, resulting in six community colleges who are interested in the event. The Mock Disaster will be held May 3, 2019.

4.6 Student Assembly Update – Trustee Orion Barber

Trustee Barber was absent for presentation. A copy of the January 2019 Student Assembly Update was included in the Board packet.

4.0 INFORMATION ITEMS CONTINUED

4.7 Broome Community College Foundation Report – Ms. Cathy Williams

The Foundation Report was included in the Board packet. The quarterly meeting of the BCC Foundation was held this morning. The Foundation has

been working with a consultant to discuss a Comprehensive Gift campaign for SUNY Broome. The Foundation will be reaching out to Trustees for confidential interviews with the consultant. A report should be forthcoming within 6 months. Ms. Williams wanted to thank Ms. Strahley and Ms. Hagerman for the impact that they have had securing donations from community groups to help support the initiatives that the Foundation provides for the campus community. Trustees were invited to attend the Alumni Hockey game February 15, 2019, and the Alumni Reunion April 27, 2019.

4.8 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. The Culinary program is 40% complete based upon payouts from December. Major internal work is going on at the building. The Kitchen bids will be opened January 31, 2019. M&T has been very good neighbors with the minor impacts on their facilities and parking.

First shift to custodial has been a successful and at today's Assembly, the custodial staff received a round of applause. The Multicultural room will be completed soon and celebrating their grand opening.

The DOT will be correcting some drainage problems at North Drive. There have been some added campus signage for traffic control at South Drive.

4.9 Budget Transfers

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

4.10 Grant Approvals

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

4.11 Investment Report

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

4.0 INFORMATION ITEMS CONTINUED

4.12 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.

4.13 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 reported that the figures at a week

prior to the spring semester reaffirm the projection of a balanced budget for 2018-2019. Significant Capital projects will be started and completed during the spring term in the Music department to the tune of \$500K with monies from the BCC Foundation and SUNY Capital. There will also be a \$200K capital project that should also be completed on buildings and facility doors to bring them into compliance and handicap accessible. Because of the generosity of the County's capital improvement plan, the college will be able to complete the estimated \$1 million dollar repairs for the Student Center and Business building roofs. The college will be starting discussions with the architectural side players for a "One Stop" area with the Old science Building and the Student Services building. That will commence in the spring term. Mr. Sullivan's team is working on the 2019/2020 budget and will present this to the Board at March or April BoT meetings. Last year's audited financial statements has been finalized and will be presented in March.

4.14 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 22, 2019 meeting. Chairperson Anthony Paniccia called the meeting to order at 9:00 a.m. and adjourned at 9:31 a.m.

Vice Chairperson Paniccia called for a motion to adjourn the meeting.

Trustee Orband made a motion to adjourn and Trustee Connerton Seconded the motion and it was unanimously approved. The meeting adjourned at 5:55 p.m.

Approved: February 21, 2019

**THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR
5:00 P.M. ON THURSDAY, FEBRUARY 21, 2019
TO BE HELD IN THE LIBOUS ROOM, D117 OF THE DECKER HEALTH
SCIENCES CENTER BUILDING**