

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
February 21, 2019
MINUTES**

TRUSTEES PRESENT: Marc Newman, George Akel, Margaret Coffey, Kathy Connerton, Barbara Fiala, Sharon Ball, Orion Barber

TRUSTEES ABSENT: Nicolas Serafini, Anthony Paniccia, James Orband

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

Chairperson Newman called the meeting to order at 5:02 p.m.

1.0 APPROVAL OF MINUTES

Trustee Connerton made a motion to approve the minutes of the January 24, 2019 meeting of the Board of Trustees. The motion was seconded by Trustee Sharon Ball and the motion was unanimously approved.

2.0 PREFERRED AGENDA ACTION ITEMS

2.1 Recommend Approval of Resolution for Candidates for Continuing Appointment

According to BCC Policy 1.14, the Board of Trustees shall approve changes in the appointment status (term and continuing) of members of the professional staff and in accordance with any applicable negotiated contract. The President reviewed the candidates for continuing appointment and based on the recommendations of the Executive Vice President and Chief Academic Officer, Division Dean or Director, Department Chairperson, and the Promotion and Appointment Committees, It was recommended that the Board of Trustees approves the resolution for continuing appointment for the following candidates effective September 1, 2019: Dr. Jesse Boring, Elizabeth Congdon, Erin Yetsko Frye, Erin Heard, Thomas Jahn, Rachel White, Richard Martin, Dr. Kimberly McLain, Maria Montemagno, Stephen Oh, Noah Roth, Dr. Susan Seibold-Simpson, Kristen Yetter, Carly Tokos and Roseanne West.

2.2 Recommend Approval of Resolution Recommending Candidates for Term Appointment

According to BCC Policy 1.14, the Board of Trustees shall approve changes in the appointment status (term and continuing) of members of the professional staff and in accordance with any applicable negotiated contract. The President reviewed the candidates for term appointment and based on the recommendations of the Executive Vice President and Chief Academic Officer, Division Dean or Director, Department Chairperson, and the Promotion and Appointment Committees, it was recommended that the Board of Trustees approves the resolution for term appointment for the following candidates effective September 1, 2019: Paul Bond, Matthew Brannen, Dr. Diana Heron, Rebecca Lawson, Stephanie Malmberg, Karyn Moyer, Jessica Pionteck, Timothy Shea, Julie Stocum.

2.3 Recommend Approval of Bid 2019-03 for the Culinary and Event Center Kitchen Equipment.

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 Board of Trustees approves awarding Bid 2019-03 (Base Bid and Alternate 2) for the Culinary and Event Center kitchen equipment in the amount of \$2,073,000.

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

3.0 ACTION ITEMS

There were no action items for February meeting.

4.0 INFORMATION ITEMS

4.1 President's Report

Dr. Drumm shared with the board 2 examples of Faculty submissions for Term or Continuing appointment promotion. Congratulations to our Faculty who made the next step in rank. Thank you for your leadership as trustees.

We are nearing the end of the CAO search. He hopes to be making an offer within the week. There were 2 outstanding candidates who were very highly rated and very close in feedback ratings.

The SUNY Budget is into the legislature and we will have to wait and see if there will be any lags with changing our formula to a baseline budget. As Broome is an on-line leader, Dr. Drumm and other community colleges are concerned about the new SUNY brand on-line initiative that the Chancellor is proposing to compete with other on-line schools, SNH, Arizona State and others, and whether the colleges would be competing with ourselves. This is a big part of the National and International market and growing. This new plan is led by Tod Laursen seems to be leaning towards all 64 campus colleges participating. There is concern on how to provide a seamless delivery throughout the world with different cultures, rules, faculty, and structures within the 64 campuses. Trustee Ball wanted to know if there was also conversation about revenue. Dr. Drumm stated that yes, but there is some spinning of the wheels but he has highly recommended some form of revenue sharing.

Dr. Drumm attended SUNY President's meeting. Shrinking enrollment is across the board and closing of colleges throughout the SUNY system. Some college boards have been recommended not to fill open president positions and to look at different approaches, merges or partnerships to stay open. He wanted to thank the faculty and staff for working together to keep layoffs and retrenchment at hand.

Dr. Drumm did a presentation at the invitation of trustee Barbara Fiala at Endicott Rotary today. He is always heartened by the reception when he is

4.0 INFORMATION ITEMS CONTINUED

invited to speak on behalf of the college. The reception and level of community support is outstanding and overwhelming. He primarily discussed the Calice Building and updated attendees on the Culinary Event Center. It was a great experience. Thank you Barbara.

Dr. Drumm announced that Professor Diana LaBelle was chosen by the Association of Career and Technical Education for their post-secondary Leadership Program. This is an all-inclusive paid professional leadership program. She has been providing the leadership for our Aviation Tech program. Congratulations to Professor LaBelle.

4.2 College Assembly Update – Angie Berkholtz

Ms. Berkholtz submitted the College Assembly Update to the Board. A copy of this report was included in the Board packet.

4.3 Middle States – Dr. Sesime Adanu, Andrew Haggerty, Amy Brandt

Dr. Haggerty presented highlights from the Middle States Conference that they attended in 2018. The presentation was to ensure that the BoT has a complete understanding of the Accreditation Standards for the Middle States site visit. Dr. Haggerty offered to send this whole presentation by Dr. Sean McKittrick to any of the Board of Trustees for further review. Middle States will be looking for the notions that the institute and BoT recognizes a commitment to the principal that education is at the center of its purpose, the board acts as an advocate for the institution and higher education in general. Standard # 7 – 2 things to demonstrate – clarity to the mission - desire to see evidence of meaningful assessment. Avoidance of conflict of interest, and regain public trust. Signs of concern from a Middle States position would be a lack of articulation in terms of board policy and procedures, clarity in board minutes, lack of civility. Effective recruitment and training of new board members. Do you have a knowledge of educational effectiveness and institutional assessment results? Trustee Akel wanted know how does Dr. Drumm assess the quality of this board with regard to the Standards. Dr. Drumm stated that it is through the board's evaluations of Dr. Drumm and the board, and also through board retreats. The board will reflect on the current procedure and decide if they want to make changes going forward. The key thing is the student learning outcomes.

4.4 Student Development & CDO – Dr. Carol Ross - Scott

Dr. Ross-Scott presented the Student Development and CDO update. She wanted to highlight a couple of items in her report. This year's focus is on persistence and retention. She is concerned about the EOP program due to a proposed 16-17% cut in funding which could correlate to a significant drop in in students. EOP helps offset almost \$3500 in student needs. The Fall 2018 class was 3000 students. If this cut in funding occurs, the number of Fall 2019 students is estimated to only be 900 students. It is very important that the funding stays in the State budget. The Multi-cultural resources center is opening next week. As part of Black history month and collaboration from Dr. Amy Brandt, she is hosting a distinguished lunch and learn lecture with over 75 community leaders attending, about disparities in Healthcare among the Black

Community. To provide for equity in our student programming, the student life department will work on restructuring how we allocate the student activities funds. Student organizations will receive base funding and will then propose programs to the SA board for additional funding. This will allow students to enhance leadership skills and learn to govern themselves. Dr. Ross-Scott introduced Greg Thurston, the new Student Assembly President. Mr. Thurston is working on new initiatives to bring new awareness of and involve more students with Student Assembly.

4.5 Student Assembly Update – Trustee Orion Barber

Trustee Barber handed out information that he brought back from the ACCT Legislative Summit in Washington DC February 8-11, 2019. A copy of the February 2019 Student Assembly Update was included in the Board Packet. Mr. Barber stressed the need to continue to be a strong advocate for the college.

4.6 Broome Community College Foundation Report – Ms. Cathy Williams

The Foundation Report was included in the Board packet. Ms. Williams reported that at the end of the scholarship period, there have been close to 300 applications so far. The feasible study consultant will be starting to collect interviews from the trustees. This study will help the Foundation decide if they are positioned to have a successful comprehensive gift campaign. Saturday was a successful Alumni event at the Binghamton Devils. There were quite a few young alumni attending. May 2 is the Annual Scholarship and Awards event.

4.7 Carnegie Culinary Update

The Carnegie Culinary Update was included in the Board packet. This report is routine and for information purposes. Temporary occupancy is scheduled for October, with the final occupancy in December.

4.8 SUNY Broome Facilities Update – Mr. David Ligeikis

This report is routine and for information purposes. A copy of this report was included in the Board packet. Included was a summary listing of projects that have been completed, currently in process or future projects that was approved by Executive Council. The college now has representation on the Broome County Traffic Safety Advisory board. Mr. Ligeikis is working on adding Vanwinkle and Campus Drive to the Federal Aid system which will expand the opportunity for Federal Funds for highway work. He is very excited to be involved with the initial research work for a One Stop Shop on campus.

4.9 Budget Transfers

There were no budget transfers for the month of January 2019.

4.10 Grants Approval

Grant Approvals for February 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.

4.12 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

Mr. Sullivan was absent from the meeting. Dr. Drumm presented the information. This report is routine and for informational purposes and was included in the Board packet. The college is still forecasting a balanced budget.

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 Tuesday, February 19, 2019 meeting. Chairperson Anthony Paniccia called the meeting to order at 9:00 a.m. and adjourned at 9:19 a.m.

Chairperson Newman called for a motion to adjourn the meeting.

Trustee Ball made a motion to adjourn and Trustee Barber Seconded the motion and it was unanimously approved. The meeting adjourned at 6:02 p.m.

Approved: March 28, 2019

**THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR
5:00 P.M. ON THURSDAY, March 28, 2019
TO BE HELD IN THE LIBOUS ROOM, D117 OF THE DECKER HEALTH
SCIENCES CENTER BUILDING**