

**BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
December 3, 2009
Official**

MINUTES

TRUSTEES PRESENT Angelo Mastrangelo, Timothy Grippen, Robert Moppert, Zachariah Riley, James Orband, Margaret Coffey, Joyce Majewski, George Akel, Nicholas Serafini

TRUSTEES ABSENT: Marc Newman

ALSO PRESENT: Dr. John W. Deans, Julie Peacock, Martin Guzzi, Rich David, Elizabeth A. Wood, Robert Behnke, Patricia O'Day

Chairperson Mastrangelo called the meeting to order at 6:03 p.m.

1.0 APPROVAL OF MINUTES

- 1.1 Trustee Akel made a motion to approve the minutes of the October 22, 2009 Board of Trustees meeting. The motion was seconded by Trustee Orband and the minutes were unanimously approved as written.**
- 1.2 Trustee Akel made a motion to approve the minutes of the November 20, 2009 Special Meeting of the Board of Trustees. The motion was seconded by Trustee Orband and the minutes were unanimously approved as written.**
- 1.3 Trustee Orband made a motion to approve the minutes of the December 1, 2009 Special Meeting of the Board of Trustees. The motion was seconded by Trustee Majewski and the minutes were unanimously approved as written.**

PREFERRED AGENDA ITEMS 2.1, 2.2, AND 2.3

2.0 ACTION ITEMS

- 2.1 Recommend Approval of Resolution for Unpaid Leave of Absence for Martin J. Guzzi**

The Board of Trustees acts in accordance with the terms of the BCC Guild labor contract to approve a request for unpaid leave for an employee in that bargaining unit. It was recommended that the Board of Trustees approve an unpaid leave of absence from January 2, 2010 to July 31, 2010 to Martin J. Guzzi, Registrar, Office of the Registrar to serve in a promotional capacity as Acting Vice President for Student Affairs.

2.2 Recommend Approval of Resolution for Unpaid Leave of Absence for Cynthia Mowry

The Board of Trustees acts in accordance with the terms of the BCC Guild labor contract to approve a request for unpaid leave for an employee in that bargaining unit. It was recommended that the Board of Trustees approve an unpaid leave of absence from January 2, 2010 to July 31, 2010 to Cynthia Mowry, Assistant Registrar, Office of the Registrar to serve in a promotional capacity Registrar.

2.3 Recommend Approval of Resolution Extension of Interim President Appointment

By means of Resolution #1082 of June 5, 2009 the Board of Trustees authorized appointment of Dr. John W. Deans as Interim President for the period July 1, 2009 through December 31, 2009. It was recommended by the Finance & Facilities Committee that the Board of Trustees extend the appointment of Dr. Deans as Interim President through January 31, 2010 as specified.

PREFERRED AGENDA ITEMS

Trustee Moppert made a motion to approve Action Items 2.1, 2.2 and 2.3 on the Preferred Agenda. The motion was unanimously approved.

2.4 Recommend Approval of Resolution for the Histological Technician Certificate Program

The Certificate in Histological Technician is aimed at providing Clinical Laboratory Technology students with a specialized certificate in Histological Technician. The Histological Technician Certificate will allow students a broad exposure to entry-level positions as Histological Technicians in clinical histology and pathology labs, helping to fill drastic shortages in this field. Qualified graduates from this program will meet the New York State (NYS) requirements that applicants graduate from NYS licensure-approving programs. 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. It was recommended that the Board of Trustees approves program proposal for a Certificate in Histological Technician.

Trustee Majewski made a motion to approve Action Item 2.4, The motion was seconded by Trustee Orband and the motion was unanimously approved.

2.5 Recommend Approval of Change of Date of the January Board of Trustees Meeting

Pursuant to Article 2, "Meetings," Section 2.9 "Notice of Meetings" paragraph two, of the Bylaws of the Broome Community College Board of Trustees, the Board may change the dates, times and places of any future regular meetings upon majority vote of the Board of Trustees provided at least one week notice is given to all trustees, the President of Broome Community College, the County Executive and the Clerk of the County Legislature. It was recommended that the Board of Trustees approves the change in date of the January Board of Trustees meeting from January 21, 2010 to January 28, 2010.

Trustee Orband made a motion to approve Action Item 2.5, The motion was seconded by Trustee Akel and the motion was unanimously approved.

3.0 INFORMATION ITEMS

3.1 President's Report

Dr. Deans highlighted items in the President's Report.

The Registrar's office provided information indicating that compared to a year ago at this time registration for the Spring 2010 semester are showing some growth, a little over 8% FTE and 4.7% in terms of actual student headcount. One thing to note is that in the trend of fewer part-time and more full-time students seems to be continuing due to more part-time students moving to a full-time status.

Dr. Deans discussed a couple of issues that College Council is looking at. They have been hosting deliberative forums on campus to tackle the issue of smoking on campus which may result in a modification of the policy.

Trustee Riley informed the Trustees that the Student Assembly also has a subcommittee that is working in conjunction with the College Council concerning smoking on campus. He is a member of the committee and would be happy to answer any questions they may have.

Dr. Deans reminded the Board of Trustees that the BCC Holiday Reception is being held on Friday, December 04, 2009 from 6:00 to 8:00 p.m. in the Student Dining Hall.

3.2 BCC Foundation Report

Dr. Judy Siggins presented the December 2009 Foundation report to the Board and a copy of this report was included in the Board package.

Dr. Siggins and the Foundation Board of Directors are thrilled with the appointment of Dr. Kevin Drumm as BCC's new President.

Dr. Siggins also acknowledged Dr. Mastrangelo for his support of the Second Chance Scholarship Program. Through his efforts donors were found that were willing to provide resources specifically for Broome County.

Dr. Mastrangelo asked the Trustees how they should thank the Presidential Search Committee for all their hard work and all the constituents who attended the forums and rated the candidates.

Mr. David recommended that this could be done in a guest viewpoint in the Press & Sun Bulletin.

3.3 BCC Campus Operations Activity

Updates were given on various capital projects for October 2009 by Dr. Deans and a summary of these updates was included in the Board package.

Discussion was held concerning the Alms House Building demolition cost. Chairperson Mastrangelo pointed out that the College will be saving approximately \$100, 033,000. on this particular project.

Trustee Coffey asked what is being done concerning salvaging on the Alms House. Dr. Deans responded that there is a list of items to be salvaged and he will contact Mr. Newton when he returns to the office tomorrow and get back to her with the information.

3.4 Budget Transfers

Budget Transfers for October and November 2009 were included in the Board package.

3.5 Grant Approvals

Grant approvals for October and November 2009 were reviewed by Ms. Peacock.

3.6 Investment Report

This report is routine and for informational purposes.

3.7 Personnel Activity Reports

These reports are routine (with planned activity) and for informational purposes.

3.8 Budget Update

This report is routine and for informational purposes.

Ms. Jeanette Tillotson, Controller informed the Board that Governor Paterson's approved cuts were about half of what the College expected them to be. The impact on the College will be between \$300,000 and \$500,000.

3.9 Press Clippings

This report is routine and for informational purposes.

3.10 Annual Report for Fiscal Year Ending 2008-2009

A copy of the BCC Annual Report for Fiscal Year Ending 2008-2009 was included in the Board of Trustees package for information.

4.0 COMMITTEE REPORTS

4.1 Minutes from Finance and Facilities Meeting of December 1, 2009

Vice Chair Grippen submitted his Minutes for the December 1, 2009 meeting. The meeting was called to order at 7:45 a.m. and the meeting adjourned at 8:08 a.m.

5.0 COMMUNICATIONS

5.1 2008 Annual Campus Safety Report & Crime Statistics

A copy of the 2008 Annual Campus Safety Report & Crime Statistics was included in the Trustees packets for their review.

EXECUTIVE SESSION

Chairperson Mastrangelo called for Executive Session to discuss contract negotiations. At 6:33 p.m. A motion was made by Trustee Coffey to adjourn to Executive Session and seconded by Trustee Akel. The motion passed unanimously.

Dr. Deans, and Elizabeth Wood were asked to attend Executive Session.

Trustee Grippen made a motion to end Executive Session at 6:50 p.m. The motion was seconded by Trustee Moppert.

Trustees went into Executive Session at 6:33 p.m. The Executive Session ended at 6:50 p.m.

Trustee Akel made a motion to adjourn. The motion was seconded by Trustee Grippen and the motion passed unanimously. The meeting adjourned at 6:51 p.m.

THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR THURSDAY, JANUARY 28, 2010 IN THE DECKER HEALTH SCIENCES CENTER BUILDING.

DINNER WILL BE SERVED AT 5:30 P.M. IN THE KLEE DINING HALL AND THE MEETING WILL BEGIN AT 6:00 P.M. IN THE LIBOUS ROOM.