

**BROOME COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
June 16, 2011  
Official**

**MINUTES**

**TRUSTEES PRESENT** Angelo Mastrangelo, Timothy Grippen, Willie Murray, James Orband, Robert Moppert, Nicholas Serafini

**TRUSTEES ABSENT:** Margaret Coffey, George Akel, Joyce Majewski, Marc Newman

**ALSO PRESENT:** Dr. Kevin E. Drumm, Regina Losinger, Elizabeth A. Wood, Robert Behnke, Patricia O'Day

**Chairperson Mastrangelo called the meeting to order at 6:00 p.m.**

**1.0 APPROVAL OF MINUTES**

**Trustee Serafini made a motion to approve the minutes of the May 26, 2011 Board of Trustees meeting. The motion was seconded by Trustee Orband and the minutes were unanimously approved as written.**

**2.0 PREFERRED AGENDA ACTION ITEMS**

**2.1 Recommend Approval of Resolution for Faculty Hiring Ranges for 2011-2012**

In the absence of contractually defined minimum salaries, the Board has established parameters for the hiring of new faculty at appropriate salary levels. The faculty hiring range resolution proposed by administration for academic year 2011-2012 was presented. It was recommended that the Board of Trustees approve the resolution-establishing faculty hiring ranges for academic year 2011 as recommended by administration and the Finance and Facilities Committee.

**2.2 Recommend Approval of Resolution for Unpaid Leave of Absence for Irina Kolesnik**

The Board of Trustees acts in accordance with the terms of the BCC Educational Support Personnel Association (ESPA) labor contract and Civil Service rules to approve a request for unpaid leave for an employee in that bargaining unit. It was recommended that the Board of Trustees approves the resolution granting an unpaid leave of absence to Irina Kolesnik, Account Clerk, Maintenance, from June 9, 2011 to January 31, 2012.

**Trustee Moppert made a motion to approve Action Item 2.1 and 2.2 on the Preferred Agenda. The motion was seconded by Trustee Orband. The motion was unanimously approved.**

### **3.0 ACTION ITEMS**

#### **3.1 Recommend Approval to Purchase a Heating/Cooling System for the Day Care Center and Approval to do a Budget Transfer**

BCC policy 1.7 requires purchases and contracts \$50,000 to \$99,999 to be approved by the Finance and Facilities Committee of the Board of Trustees and policy 1.9 requires the Finance and Facilities Committee of the BCC Board of Trustees to approve individual supply, travel, and equipment transfers totaling \$50,000 or more. It was recommended that the Board of Trustees approves the purchase of an \$83,047 Heating, Ventilating, and Air Conditioning System for the Day Care Center, and a budget transfer of up to \$83,047 to fund the purchase.

**Trustee Serafini made a motion to approve Action Item 3.1. The motion was seconded by Trustee Grippen. The motion was unanimously approved.**

#### **3.2 Recommend Approval of a Restricted Smoking Policy First Reading Only (with intent to pass on the third reading)**

The Broome Community College Board of Trustees set policy for the College and the College Council and Student Assembly recommended to the President of the College and the President has recommended to the Board for their review and approval a Restricted Smoking Policy. The purpose of the policy is to clearly provide to all students, faculty and staff regulations to implement a restricted smoking campus. It was recommended that the Board of Trustees approves the first reading of the Restricted Smoking Policy.

Discussion was held concerning the policy. Dr. Drumm explained that the draft policy, based on recommendations from the College Council and Student Assembly, will be brought to the members of the Board to review for a first and second reading and vote to accept or reject the policy at the third reading. This will give the Board members as well as the campus community an opportunity to air concerns that they may have concerning the policy. Dr. Drumm stated this also gives the Board an opportunity to amend the policy before casting a final vote. Dr. Drumm suggested that a possible implementation date be during the Great American Smoke Out which is held in November.

**Trustee Grippen made a motion to approve Action Item 3.2. The motion was seconded by Trustee Serafini. The motion was unanimously approved.**

#### **4.0 INFORMATION ITEMS**

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

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

Dr. Drumm reported that the Broome County Legislature unanimously passed the BCC budget this afternoon.

Julie Peacock, Vice President for Academic Affairs is attending the Chief Academic Officers meeting in Geneseo, NY and Debbie Morello, Acting Vice President for Student and Community Engagement and Rich David, Public Affairs Officer are both attending the new downtown development group that the Mayor of the City of Binghamton has established to specifically focus on college town issues.

Dr. Drumm attended the NYCCAP Annual meeting in New Paltz, NY. Where it was announced that Denise Bukovan will be retiring from SUNY and Monica Rimai, Chief Operating Officer and Chief Financial Officer is leaving for Portland State.

The NYCCAP meeting also discussed that there are tough contract negotiations taking place. One Board has passed a contract that they expect will not be passed by the county and one Board's faculty is threatening a vote of no confidence because they don't have any money.

The College did get an inside tip that we can expect good news from Middle States next week. We will receive official word next week.

##### **4.2 College Council Dissolution**

A copy of the College Council resolution to dissolve was included in the Board package.

Dr. Drumm explained that the College Council voted to dissolve itself. The new College Assembly will now take on the role along with input from the Council for Academic Issues, Council for Operational Issues and the Student Assembly. Dr. Drumm commended the College Council, Margherita Rossi and Doug Garnar for their leadership and guidance with the Shared Governance process.

##### **4.3 BCC Foundation Report**

A copy of June 2011 Foundation report was included in the Board package.

#### **4.4 BCC Facilities Update**

This report is routine and for informational purposes.

Ms. Losinger distributed copies of the latest floor plan for the Science Building to the Board members. Over the last few weeks they have been working with the users group of the building, primarily the professors that will be using the building, and they have brought the building in line with what the budget can afford at this point. They have removed over 4000 square feet from the building. Ms. Losinger reviewed the changes that were made to the building.

Ms. Losinger discussed the items on the roof top. She has met with the architects and they will look into making it more attractive.

Now that the exterior staircase has been removed from the one side the interior has changed. The entire wing has been reoriented.

Ms. Losinger discussed the Boards preference to go out to bid with reductions with the architects. The architects will survey their group for their opinion. She informed them that there needs to be a strong argument for something other than what our Board prefers. At this point she has told them that the preference is to bid with reductions.

Trustee Serafini would like to publicize the fact that we've made cuts to the building to keep it within our budgeted cost.

Ms. Losinger stated that we are at a critical point and we need to make our final decision as to whether we are content with this form of the building. She asked for a gentle nod to proceed so we can go forward and spec it out. The Board members unanimously agreed.

#### **4.5 Budget Transfers**

Budget Transfers for May 2011 were included in the Board package.

#### **4.6 Grants Approvals**

This report is routine and for informational purposes.

#### **4.7 Investment Report**

This report is routine and for informational purposes.

#### **4.8 Personnel Activity Report**

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

Trustee Serafini asked if everything is going well with our Campus Police. Dr. Drumm stated that we haven't had any major issues this year.

#### **4.9 Budget and Financial Developments**

This report is routine and for informational purposes.

Trustee Serafini asked if we are still up 2% in FTE's. Ms. Losinger responded, yes we are.

Ms. Losinger reported that for the first time in the history of this campus we have an approved Federal Indirect Grant Cost Rate. This positions us well when we compete for Federal grants. Ms. Losinger commended Jeanette Tillotson for all the hard work she did to secure this rate.

#### **4.10 Press Clippings**

This report is routine and for informational purposes.

### **5.0 COMMITTEE REPORT**

#### **5.1 Minutes from Finance and Facilities Meeting of June 14, 2011**

Chairperson Grippen of the Finance and Facilities Committee submitted the Minutes for the June 14, 2011 meeting. Chairperson Grippen reviewed the action items that were voted on at the meeting. The meeting was called to order at 7:30 a.m. The meeting adjourned at 8:23 a.m.

### **6.0 COMMUNICATIONS**

None

**Trustee Serafini made a motion to adjourn. The motion was seconded by Trustee Orband and the motion passed unanimously. The meeting adjourned at 6:32 p.m.**

**THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR THURSDAY, July 28, 2011 AT 5:00 P.M. IN THE LIBOUS ROOM OF THE DECKER HEALTH SCIENCES CENTER BUILDING.**