

**BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
May 26, 2011
Official**

MINUTES

TRUSTEES PRESENT Angelo Mastrangelo, Timothy Grippen, Joyce Majewski, Sandra Harper, Willie Murray, James Orband, Margaret Coffey, Robert Moppert, George Akel, Nicholas Serafini, Marc Newman

TRUSTEES ABSENT: None

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

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

1.0 APPROVAL OF MINUTES

Trustee Moppert made a motion to approve the minutes of the April 21, 2011 Board of Trustees meeting. The motion was seconded by Trustee Serafini and the minutes were unanimously approved as written.

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 candidates for promotion.

2.2 Recommend Approval of Resolution for Modifying Unpaid Leave of Absence for Katie McGowan Bucci

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. Based on the recommendation of the administration and the review and recommendation of the Finance & Facilities Committee, it was recommended that the Board of Trustees approves the resolution to modify the unpaid leave of absence granted via Resolution No. 1148 to Katie McGowan Bucci, Staff Assistant, Fast Forward, from February 12, 2011 to December 1, 2011 to allow her to work on a limited part-time basis from June 6 through June 29 and August 15 through August 31, 2011 according to the terms of the applicable bargaining agreement.

2.3 Recommend Approval of Resolution for Unpaid Leave of Absence for Kari M. Beams

The Board of Trustees acts to approve a request for unpaid leave for an employee in the Educational Support Personnel Association (ESPA) to serve in a promotional capacity. Based on the recommendation of the administration and the review and recommendation of the Finance & Facilities Committee, it was recommended that the Board of Trustees grant an unpaid leave of absence to Kari M. Beams, Student Records Specialist, Financial Aid, from May 31, 2011 to May 30, 2012 to serve in a promotional capacity as a Staff Assistant in Financial Aid.

2.4 Recommend Approval of Resolution for Unpaid Leave of Absence for Cheryl L. Heath

The Board of Trustees acts in accordance with the terms of the BCC Educational Support Personnel Association labor contract and Civil Service rules to approve a request for unpaid leave for an employee in that bargaining unit. Based on the recommendation of the administration and the review and recommendation of the Finance & Facilities Committee, it was recommended that the Board of Trustees grant a mandatory unpaid leave of absence under Civil Service rules to Cheryl L. Heath, Recorder, Office of the Registrar, from June 1, 2011 to November 30, 2011 to serve a 26-week provisional period in her promotional appointment as Senior Recorder, Office of the Registrar.

2.5 Recommend Approval of Resolution to Grant New York State Electric and Gas an Easement to Install Natural Gas Service to the Town of Dickinson's Sewage Pump Station

It was recommended that the Board of Trustees approve the granting of an easement to New York State Electric and Gas allowing for the installation of a natural gas service to the Town of Dickinson's proposed generator at the sewage pump station, guarantee perpetual care and maintenance of the gas line, contingent upon NYSEG meeting County, College, and any regulatory agency and required State University of New York approval.

Trustee Moppert made a motion to approve Action Items 2.1, 2.2, 2.3, 2.4 and 2.5 on the Preferred Agenda. The motion was seconded by Trustee Newman. The motion was unanimously approved.

3.0 ACTION ITEMS

3.1 Recommend Approval of Resolution for a Visual Communication Arts A.S. Program

The AS Degree in Visual Communication Arts is aimed at preparing students for successful Visual Communication careers such as advertising, crime-mapping, fashion design, filmmaking, interior design, sustainable architecture, and more. The highly innovative curriculum of the program will meet the diverse needs, both immediate and life-long, of individuals and entities within the local community and beyond it. An ancillary purpose of this degree program is to foster students' transfer to four-year institutions or students' employment after graduation. It was recommended that the Board of Trustees approves the Resolution for the College program proposal for a A.S. Degree in Visual Communication Arts.

Trustee Coffey made a motion to approve Action Item 3.1. The motion was seconded by Trustee Newman and it was unanimously approved.

3.2 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.

Discussion was held concerning the cost of the heating/cooling system. Trustee Orband asked if Item 3.2 can be held over in order to obtain additional prices. If it is agreed to move forward with action item 3.2, the resolution can be walked around to obtain at a minimum six Trustees signatures and ratify it at the next meeting of the Board.

Trustee Orband made a motion to table Action Item 3.2. until the next Board of Trustees meeting. The motion was seconded by Trustee Coffey and it was unanimously approved.

4.0 INFORMATION ITEMS

4.1 President's Report

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

Dr. Drumm welcomed Willie Murray as our new Student Trustee.

The College hosted the New York in the World Summit Presentation by the SUNY Levine Institute on New York's economic place in the world with specific reference to our region.

Commencement was an electric evening with a surprise speaker, Senator Chuck Schumer. It was another successful graduation.

The Education Pipeline Summit was held which brought together a number of school districts, the College, Binghamton University, workforce people and corporate representatives to discuss how we can better create the path from kindergarten through some level of college. The National average of 70% of jobs are moderate to high skill and statistics in New York show that 73% of new jobs are moderate to high skill. The new jobs require a very specific high set of skill which puts us in a good position as a community college with a lot of health and technical offerings. The Chancellor spoke at the Summit and presented several models from around the country where they're creating the Education Pipeline network. He thanked Dr. Ligeikis and Theresa Affify for coordinating the event.

The Science Building is continued to be worked on. The committee has met to work on a number of modifications to the current plan to lessen the \$2.5 million dollar over budget gap. We are close to where we need to be to put it out to bid when Holt is ready with all the specs.

The Budget presentation to the County Finance Committee went well. There were some programmatic types of questions but no overall questions on the budget itself.

There will be a fundraising campaign to close the \$2.5 million dollar budget gap for the Science Building. Dr. Drumm, Dr. Siggins and Dr. Ligeikis will be making a presentation to a local foundation in June and they hope to secure a significant donation. A capital campaign will be coming from the foundation fairly soon. The Drumm's are donating a bench as part of the fundraising campaign and he encouraged the Trustees to donate as well.

4.2 The Chronicle of Higher Education Article: "Protests Dissipate as Campuswide Smoking Bans Take Hold"

Dr. Drumm asked that the Trustees read the article which was included in their packets. The College Council has recommended that we become a non-smoking campus and he expects to present a draft of a BCC smoke free campus policy for discussion at the next Board of Trustees meeting.

4.3 BCC Foundation Report

Dr. Judy Siggins presented the May 2011 Foundation report to the Board. A copy of this report was included in the Board package.

4.4 BCC Facilities Update

This report is routine and for informational purposes.

Ms. Losinger answered a question posed at the Finance and Facilities meeting concerning the sound levels of the wind turbines stating that the sound levels at wind speeds less than 7 meters is 39 decibels and wind speeds greater than 10 meters is 50 decibels.

Ms. Losinger stated that Chairperson Mastrangelo asked her to look into the RS Means square foot costs for something that might be comparable to our Science Building. Ms. Losinger handed out information concerning the cost.

Trustee Newman asked how we got to the \$333 a foot or is there still room to go? Ms. Losinger answered that there is still room to go. Ms. Losinger stated that the committee met and removed 4000 square feet from the building. They have brought in a revised construction budget of \$17 million dollars. Discussion continued regarding the handout and design.

Mr. Akel suggested putting it out to bid now and ask for some value engineering. This will give you the opportunity to go back and ask for removal of an item and ask how much of a savings it will be. Ms. Losinger will discuss this with the architects.

4.5 Budget Transfers

Budget Transfers for April 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.

4.9 Budget and Financial Developments

This report is routine and for informational purposes.

Ms. Losinger is continuing to focus on getting support for our capital projects critical needs.

4.10 Press Clippings

This report is routine and for informational purposes.

Mr. David stated that the Commencement television commercial will air soon.

4.11 Initial II Appointments

A copy of the candidates for Initial II Appointments was attached to the Board package for information.

Ms. Peacock reviewed the Initial II Appointments with the Trustees.

5.0 COMMITTEE REPORT

5.1 Minutes from Finance and Facilities Meeting of May 24, 2011

Chairperson Mastrangelo reviewed the minutes of the May 24, 2011 meeting of the Finance and Facilities Committee. The meeting was called to order at 7:30 a.m. The meeting adjourned at 8:16 a.m.

6.0 COMMUNICATIONS

6.1 Sabbatical Report – Associate Professor Steven C. Call

Ms. Peacock asked if the Trustees would like to have sabbatical reports included in the Board packets on a regular basis. The Trustees asked that the reports be included in Board packets in the future.

6.2 Breaking Ground – BCC Literary Magazine 2011

A copy of this publication was included in the Board Package.

Chairperson Mastrangelo presented outgoing Student Trustee Sandra Harper with a parting gift and thanked her for her dedication to the Board and her position as Student Trustee. Chairperson Mastrangelo commended Trustee Harper for her perfect attendance at the Board meetings.

Trustee Harper encouraged incoming Student Trustee Willie Murray to attend every meeting and stated that she's enjoyed her tenure on the Board.

EXECUTIVE SESSION

Chairperson Mastrangelo called for a motion for Executive Session to discuss personnel matters. Trustee Majewski made a motion to adjourn to Executive Session and Trustee Orband seconded the motion. The Trustees went into Executive Session at 5:47 p.m.

Trustee Newman made a motion to come out of Executive Session at 6:10 p.m. Trustee Akel seconded the motion.

Trustee Akel made a motion to adjourn. The motion was seconded by Trustee Grippen and the motion passed unanimously. The meeting adjourned at 6:11 p.m.

THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR THURSDAY, June 16, 2011 AT 5:00 P.M. IN THE LIBOUS ROOM OF THE DECKER HEALTH SCIENCES CENTER BUILDING.