

**BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
October 22, 2009
Official**

MINUTES

TRUSTEES PRESENT Angelo Mastrangelo, Timothy Grippen, Robert Moppert, Zachariah Riley, James Orband, Marc Newman, Margaret Coffey, Joyce Majewski

TRUSTEES ABSENT: George Akel, Nicholas Serafini

ALSO PRESENT: Dr. John W. Deans, Grant F. Newton, Julie Peacock, Martin Guzzi, Rich David, 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 Newman made a motion to approve the minutes of the September 17, 2009 Board of Trustees meeting. The motion was seconded by Trustee Riley and the minutes were unanimously approved as written.

PREFERRED AGENDA ITEMS 2.1, 2.2, 2.3 AND 2.4

2.0 ACTION ITEMS

Vice Chair Grippen made a motion to remove Action Item 2.2 from the Preferred Agenda for further discussion. The motion was seconded by Trustee Moppert and the motion was unanimously approved.

2.1 Recommend Approval of Resolution Granting Emeritus Status to Donald Wager

Under BCC Policy 1.17, the Board of Trustees grants emeritus status to members of the college professional staff according to specified procedures. It was recommended that the Board of Trustees approves the resolution granting emeritus status to Donald Wager

2.2 Recommend Approval of Resolution for Unpaid Leave of Absence for Kelli Ligeikis

The Board of Trustees acts in accordance with the terms of the Faculty Association 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 February 1, 2010 to July 31, 2010 to Kelli Ligeikis, Professor in Civil Engineering Technology, to serve in a promotional capacity as Acting Dean.

Trustee Moppert made a motion to amend the resolution for Unpaid Leave of Absence for Kelli Ligeikis to reflect the correct title of Professor. Trustee Majewski seconded the motion and it was unanimously approved.

Trustee Moppert made a motion to approve Action Item 2.2, The motion was seconded by Trustee Newman and the motion was unanimously approved.

2.3 Recommend Approval of Resolution for Unpaid Leave of Absence for Andrea Wade

The Board of Trustees acts in accordance with the terms of the Faculty Association 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 February 1, 2010 to July 31, 2010 to Andrea Wade, Professor in Medical Laboratory Technology, to serve in a promotional capacity as Acting Dean.

2.4 Recommend Approval of Bid #10-1 for Educational Services to the College of Staten Island

The College of Staten Island is the sole source of service to provide study abroad programs that meet BCC's programmatic needs in Italy; Quito, Ecuador and Guayaquil, Ecuador for the academic year 2009-10. The number of students enrolled in the program will determine the total contractual cost of services. The total recommended bid for study abroad programs with the College of Staten Island is not to exceed \$1,000,000. It was recommended that the Board of Trustees approves the bid for educational services from the College of Staten Island.

PREFERRED AGENDA ITEMS

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

2.5 Recommend Approval of Resolution for On-line Computed Tomography Certificate Program

The Certificate in On-line Computed Tomography is aimed at providing Radiologic Technology students with a specialized certificate in Computed Tomography (CT). The Computed Tomography Certificate will allow students a broad exposure to possible job advancements within the CT modality, while maintaining their work schedule. In accordance with SUNY Guidelines this proposed program must receive institutional approval in the form of approval by the local Board or Trustees. It was recommended that the Board of Trustees approves the Resolution for the College Program proposal for a Certificate in On-line Computed Tomography.

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

2.6 Recommend Approval of Resolution to Establish a Contract with Gorick Construction Co., Inc. for the Alms Building Demolition Project

Capital project funds of \$350,000 have been approved by Broome County and New York State for a project to demolish the Alms Building and restore the site. The college requested bids and opened them on October 16, 2009. The design team of Shumaker Consulting Engineering & Land Surveying, P.C. has reviewed the Low Bid and the contractor and recommend award. The value of the bids is well within the available budget and allows us to proceed with the project. The low Bid was received from Gorick Construction Co. Inc. It was recommended that the Board of Trustees approve the establishment of a contract with Gorick Construction Co. Inc. in the amount of \$167,200 contingent on their providing the necessary Insurance and Bonding as required in the Bid Document.

Trustee Majewski made a motion to approve Action Item 2.6, The motion was seconded by Trustee Moppert and the motion was unanimously approved.

Trustee Majewski asked for clarification concerning the salvaging of specific items from the Alms House. Mr. Newton responded by stating that the College will salvage the façade over the front and/or back door porch, four of the tin panels, and a couple of hundred bricks and the items will remain on campus. The abatement and extraction of items can be done well within the budget for demolition.

Trustee Newman asked for if an estimate was provided stating the number of yards for soil removal. Mr. Newton responded by stating that the College does not have an estimate and the bid includes a certain amount of soil removal for what the College specified. Trustee Newman asked if Gorick calculated an estimate on the soils. Mr. Newman responded that there is not way to calculate until they begin removal.

3.0 INFORMATION ITEMS

3.1 President's Report

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

Dr. Deans discussed the College-wide Shared Governance Dialogue that will be held on campus November 9, 2009. Dr. Deans introduced Margherita Rossi, College Council President and asked that she address the Board regarding the Shared Governance Dialogue.

Ms. Rossi stated that Dr. Tina Good and Dr. Kimberly Reiser, leaders of the Faculty Council of Community Colleges, have been invited to the College to help begin a conversation concerning shared governance on campus with the hope that it will begin a regular process of conversations about shared governance that will lead to the development of a model that is real, meaningful and works for the College. Ms. Rossi invited the members of the Board to participate in the Shared Governance Dialogue.

Dr. Deans asked the members of the Board to mark their calendars for Monday, November 9th, Margherita Rossi and Doug Garnar will be sending further information concerning the meeting.

Dr. Deans reported that Margherita Rossi and Zachariah Riley were chosen to serve on the Chancellor's Strategic Planning Steering Committee. They will provide a full report at the December Board meeting.

Mr. Riley encouraged the Board members to visit the website which has posted on it the discussions from the October 21, 2009 meeting.

3.1.1 CCSSE Report Presentation by Dr. Tim Millard

Dr. Tim Millard gave a presentation to the Board on the Community College Survey of Student Engagement (CCSSE) Report which allows the College to measure student's practices and behaviors.

3.1.2 Middle States Commission on Higher Education Accreditation Presentation by Ms. Julia Peacock

Ms. Peacock gave a presentation to the Board on the Middle States Accreditation Process.

3.1.3 Student Health Insurance Presentation by Mr. Martin Guzzi

Mr. Guzzi introduced himself to the Board and gave a presentation on the request from the Attorney General for information pertaining to BCC's Student Health Insurance Plans. The Attorney General's Office can expect our full cooperation.

Dr. Deans noted that all the units of SUNY have received the same request from the Attorney General's Office.

3.1.4 NYS Society of Radiologic Sciences Conference

Mr. Guzzi congratulated our Radiologic Technology students for coming in first place, second place and third place in the Poster Contest, second place in the Student Bowl.

3.2 BCC Foundation Report

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

3.3 BCC Campus Operations Activity

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

Included in the packet is the NYS Capital Requests for Years 2010 to 2014 which is based on what has been submitted to Broome County.

3.4 Budget Transfers

Budget Transfers for September 2009 were reviewed by Mr. Newton.

3.5 Grant Approvals

No grant activity reported for the month of September.

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.

Mr. Newton reported that we have hit our target for enrollment increase this year.

Dr. Deans reported that the Governor has recommended cuts to the Community Colleges which will be approximately \$700,000. Due to the fact that we have an increase in enrollments, therefore increasing revenues particularly through student tuition, it will help the College offset some of the loss of State aid. The Legislature still has to vote on this.

Mr. Newton stated that the estimated cuts to payments to the second and third quarter would be approximately \$670,000. The latest news is that because nobody has received their first quarter payment yet, they are going to withhold that same percentage amount from the first quarter payments which could raise our figure up to \$1,000,000.

Dr. Deans stated that we will have to wait and see what the Governor and Legislature agree on what the actual reductions will be.

3.9 Press Clippings

This report is routine and for informational purposes.

4.0 COMMITTEE REPORTS

4.1 Minutes from Finance and Facilities Meeting of October 13, 2009

Vice Chair Grippen submitted his Minutes for the October 13, 2009 meeting. The meeting was called to order at 7:30 a.m. Executive Session was called at 8:06 a.m. to discuss personnel matters. Executive Session ended at 8:40 a.m. and the meeting adjourned at 8:41 a.m.

5.0 COMMUNICATIONS

None

EXECUTIVE SESSION

Chairperson Mastrangelo called for Executive Session to discuss collective bargaining. At 6:55 p.m. A motion was made by Trustee Coffey to adjourn to Executive Session and seconded by Trustee Riley. The motion passed unanimously.

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

Trustee Orband made a motion to end Executive Session at 7:34 p.m. The motion was seconded by Trustee Moppert.

Trustees went into Executive Session at 6:55 p.m. The Executive Session ended at 7:34 p.m.

Trustee Newman made a motion to adjourn. The motion was seconded by Trustee Majewski and the motion passed unanimously. The meeting adjourned at 7:35 p.m.

THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR THURSDAY, DECEMBER 3, 2009 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.