

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES
February 23, 2017
Official**

TRUSTEES PRESENT Margaret Coffey, Marc Newman, James Orband, Anthony Paniccia, Angelo Mastrangelo, Orion Barber

TRUSTEES ABSENT: Naima Kradjian Nicholas Serafini, George Akel

ALSO PRESENT: Dr. Kevin E. Drumm, Dr. Francis Battisti, Debbie Morello, Michael Sullivan, Jesse Wells, Lynn Fedorchak, Robert Behnke, Esq., Patricia O'Day

Chairperson Coffey called the meeting to order at 5:07 p.m.

1.0 APPROVAL OF MINUTES

Trustee Paniccia made a motion to approve the minutes of the January 19, 2017 meeting of the Board of Trustees. The motion was seconded by Trustee Orband and the motion was unanimously approved.

2.0 PREFERRED AGENDA ACTION ITEMS

2.1 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, 2017: Jesse Boring, Elisabeth Congdon, Erin Yetsko Frye, Stephen Goozovat, Erin Heard, Thomas Jahn, Richard Martin, Keri Jo May, Kimberly McLain, Maria Montemagno, Julie Richards, Noah Roth, Carly Tokos, Rosanne West, Rachel White, Kristen Yetter .

2.0 PREFERRED AGENDA ACTION ITEMS CONTINUED

2.2 Recommend Approval of a Resolution Recommending 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, 2017: Julie Cooley, Frederick Johnson, Scott Kavulich, Diane Kelly, Melissa Martin, Phyllis O'Donnell, Thomas Quain, Kerry Weber, Denise Wells.

2.3 Recommend Approval of a Resolution Granting Southern Tier Network, Inc. a General Utility Easement to the Broome County Public Safety Facility

Southern Tier Network, Inc. is asking for a general utility easement for the purpose of placing, maintaining, using, operating, repairing and reconstructing fiber optic cable lines, and other utilities generally located, or to be located, on SUNY Broome's premises to the Broome County Public Safety Facility in consideration of the sum of One Dollar (\$1.00). The easement is in proper form to sign once the Board of Trustees has approved the easements as per Robert Behnke, County Attorney. It was recommended that the Board of Trustees approves the resolution granting Southern Tier Network, Inc. a General Utility Easement for the purpose of placing fiber optic cable lines to the Broome County Public Safety Facility. Southern Tier Network, Inc. will also guarantee perpetual care and maintenance for this easement contingent upon Southern Tier Network, Inc. meeting County, College, and any regulatory agency and required State University of New York approval.

2.4 Recommend Approval of Bid# 17-4 for the Carnegie Library Environmental Remediation & Incidental Demo for the Downtown Campus Phase I Project

On January 15, 2017 a legal notice was placed requesting bids for the Carnegie Library Environmental Remediation & Incidental Demo for the Downtown Campus Phase I Project. Three (3) bids were received, and were opened on February 7, 2017. A copy of the official bid results was included for information. It was recommended that the Board of Trustees approves contracting with Jupiter Environmental for the Carnegie Library Environmental Remediation & Incidental Demo for the Downtown Campus Phase I Project in the amount of \$333,000.

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

3.0 ACTION ITEMS

3.1 No Action Items were presented to the Board of Trustees for approval.

4.0 INFORMATION ITEMS

4.1 Audit Presentation by the Bonadio Group

Tim Doyle of The Bonadio Group gave a summary presentation of SUNY Broome Community College's audit for the year ending August 31, 2016. Three reports were issued; Financial Statement Auditors Opinion Report, Governmental Auditing Standards Report, and the Federal Compliance Report.

A copy of the audit report was provided to each of the Board members.

Chairperson Coffey called for a motion to accept the audit.

Trustee Mastrangelo made a motion to accept the audit and the motion was seconded by Trustee Orband. The motion was unanimously approved.

4.2 President's Report

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

We continue to have strong enrollment for spring term, we are up approximately 500 students from where we were last year at this time. We have a lot of part-time growth.

The senior staff was presented with the audit findings this afternoon and Dr. Drumm stated that Jeanette Tillotson and our finance staff did a great job, as is always the case.

Semifinalist interviews are in progress for the position of Vice President for Student Development and Chief Diversity Officer. The search committee expects to recommend finalists soon.

Excelsior Scholarship for free tuition – Dr. Drumm received a call on Thursday from the undersecretary of education who answered some questions that he had after the Wednesday Presidents conference call with the state budget director. They are not proposing any change to current TAP financial aid that the state provides. TAP students who are fully awarded would not fall under the Excelsior Scholarship and will not be subject to the tuition cap. This is about 60-65% of our students on average. So instead of 90% of our students being subject to tuition cap, 25-30% of our students will be subject to tuition cap. Also, they plan to push for increase community college funding and base aid. They didn't share a number that they might have in mind at the Governor's office, but it was encouraging that they said they would push for the increase in base aid. They continue to project enrollment increases for community colleges from this and it will happen over time.

4.0 INFORMATION ITEMS CONTINUED

4.2 President's Report Continued

SUNY could dramatically change the rules next year for concurrent enrollment which is our Fast Forward in the high schools. SUNY wants to standardize how concurrent enrollments are done. This may not be good for us but there will be more to come on this.

4.2.1 Proposed Time Change for the March and April Board Meetings

Dr. Drumm proposed that the March 30, 2017 Board Meeting begin at 5:15 p.m.

FCCC (Faculty Council of Community Colleges) will be holding their Spring Plenary on the SUNY Broome Campus. On March 30th from 4:30 to 5:30 p.m. there will be a reception on campus honoring Chancellor Zimpher with the FCCC Distinguished Service Award. Dr. Drumm proposed that the March 30th Board of Trustees meeting begin at 5:15 p.m. to allow SUNY Broome staff and Board members to attend the Chancellor's reception.

Chairperson Coffey called for a motion to change the time of the March 30, 2017 Board of Trustees meeting from 5:00 p.m. to 5:15 p.m.

Trustee Barber made a motion to accept the time change to 5:15 p.m. for the March 30th meeting. The motion was seconded by Trustee Orband. The motion was unanimously approved.

Dr. Drumm proposed that the April 27, 2017 Board Meeting time be changed to 3 p.m.

The Girl Scouts Annual Women of Distinction Dinner is scheduled to be held on April 27th from 5 to 8 p.m. at the Holiday Inn Arena in Binghamton. This year's honoree is Assemblywoman Donna Lupardo.

Dr. Drumm proposed that the April 27th Board of Trustees meeting time be changed to 3 p.m. to allow SUNY Broome staff and Board members to attend the Annual Women of Distinction Celebration. Dr. Drumm also suggested a breakfast meeting on this day as well as possibly changing the date of the meeting.

Chairperson Coffey asked that the Board members check their calendars for time availability on April 27th and to send their availability to Ms. O'Day.

4.0 INFORMATION ITEMS CONTINUED

4.3 College Assembly Update – Giovanni Scaringi

Giovanni Scaringi presented the College Assembly update to the Board. A copy of this report was included in the Board packets.

4.4 Student and Economic Development Update – Debbie Morello

Ms. Morello introduced Scott Schuhert, Dean of Students who presented on Student Conduct, Student of Concern, Title IX, and CARE Team Updates; A Comparative Analysis of Fall 2015 to Fall 2016.

4.5 Student Assembly Update – Orion Barber

Mr. Barber presented the February 2017 Student Assembly update to the Board. A copy of this report was included in the Board packets.

There are six qualified applicants for the Student Senators election.

There were 20 people that attended today's Your Voice Matters.

4.6 Broome Community College Foundation Report – Cathy Williams

Ms. Williams presented the February Foundation Report to the Board. A copy of this report was included in the Board packets.

The Foundation was recognized as one of the top 10% community college foundations in the nation this year by NACUBO (National Association of College and University Business Officers). This was due to the fact that we had one of the highest investment returns on endowments and bucked the trend of many other schools in the nation.

We also made national news where the Council on Aid to Education released a report covered by Market Watch, a publication sponsored by Dow, and we were one of the top schools in the nation; 86% of the gifts that we received last year were designated toward student support.

We have 385 applications for scholarship so far this year.

The Foundation Board met and made a decision to approve a gift to the College for \$175,000 to cover a portion of the cost associated with renovation of the music suite.

4.0 INFORMATION ITEMS CONTINUED

4.7 SUNY Broome Facilities Update – Michael Sullivan

This report is routine and for information purposes. A copy of this report was included in the Board package.

The RFP was issued for construction for the Carnegie Culinary earlier this week and bids are expected to be submitted by the middle of March. A recommendation to the Board is expected at the March 30th meeting.

We are continuing our efforts to obtain new market tax credits. Mr. Sullivan recognized Bob Behnke, County Attorney who has advocated for the College. It is a complex transaction between new market tax credit and historic tax credit and there is a lot of regulatory dynamics as well as setting up several subsidiary corporations. The county has considerable amount of responsibility that relates to the transactions.

We expect a determination by Empire State Development Corporation within the next week relative to our application.

4.8 Budget Transfers

Budget Transfers for January 2017 were included in the Board package.

4.9 Grant Approvals

This report is routine and for informational purposes. Grant approvals for February 2017 were included in the Board package.

4.10 Investment Report

This report is routine and for informational purposes.

4.11 Human Resource Update

This report is routine and for informational purposes. A copy of this report was included in the Board package.

4.0 INFORMATION ITEMS CONTINUED

4.12 Budget and Finance Update – Michael Sullivan

This report is routine and for informational purposes. A copy of this report was included in the Board package.

Included in the packets was the 2016-2017 Budget Forecast.

We are forecasting that we will have a balanced budget and will not need to use \$380,000 fund balance that was budgeted.

Dr. Drumm thanked Mr. Sullivan for all his hard work on the budget and getting us on a good foundation to build the budget for next year.

4.13 Press Clippings

This report is routine and for informational purposes. A copy of the press clipping was included in the Board package.

5.0 COMMITTEE REPORT

5.1 Finance and Facilities Committee Meeting Minutes

Marc Newman, Chairperson of the Finance and Facilities Committee submitted and reviewed the minutes for the February 21, 2017 meeting. The meeting was called to order at 7:57 a.m. and adjourned at 8:05 a.m.

Chairperson Coffey called for a motion to adjourn.

Vice Chair Newman made a motion to adjourn. The motion was seconded by Trustee Orband. The motion passed unanimously.

The meeting adjourned at 5:59 p.m.

**THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR
5:15 P.M. ON THURSDAY, MARCH 30, 2017
TO BE HELD IN THE LIBOUS ROOM, D117 OF THE DECKER HEALTH SCIENCE
CENTER BUILDING**