

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES
February 26, 2015
Official**

TRUSTEES PRESENT James Orband, Margaret Coffey, Angelo Mastrangelo, Anthony Paniccia, Nicholas Serafini, George Akel, Aishia Mortenson, Naima Kradjian, Marc Newman

(Nancy LaBare joined the meeting via phone)

TRUSTEES ABSENT: None

ALSO PRESENT: Dr. Kevin E. Drumm, Regina Losinger, Debbie Morello, Jesse Wells, Lynn Fedorchak, Cheryl Sullivan, Esq., Patricia O'Day

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

1.0 APPROVAL OF MINUTES

Trustee Newman made a motion to approve the minutes of the January 15, 2015 Meeting of the Board of Trustees. The motion was seconded by Vice Chair Coffey 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 has 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, 2015:

Julie Cooley, Ann Czernecki, Frederick Johnson, Scott Kavulich, Diane Kelly, Melissa Martin, Sheila Martin, Phyllis O'Donnell, Thomas Quain, Jacquelyn Rutherford, Susan Slivan, Kerry Weber, Denise Wells

2.0 PREFERRED AGENDA ACTION ITEMS CONTINUED

2.2 Recommend Approval of 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 has reviewed the candidates for continuing appointments and based on the recommendations of the Executive Vice President and Chief Academic Officer, Division Dean, 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, 2015:

Katie Bucci, Amy Cook, Joseph DeAngelo, Colleen Eggleston, Melissa Glenn, Jamie Heron-Starr, Amanda Hollister, Brian Loy, Joel Miller, Erin O'Hara-Leslie, Denisa Talovic

2.3 Recommend Approval of Release-of-Retainage to HOLT Architects, PC for their Work on the Natural Science Center Project

HOLT Architects, PC requested a release-of-retainage payment for their work on the Natural Science Center Project. This is also the final billing for this project. It was recommended that the Board of Trustees approves the release-of-retainage payment to HOLT Architects, PC for their work on the Natural Science Center Project in the amount of \$267.18.

2.4 Recommend Approval of Purchases up to \$99,999.00 for Computers, Monitors, and Peripherals from Seneca Data Distributors, Inc.

In accordance with Policy 1.7 Purchasing, upon recommendation of the Finance and Facilities Committee, the Board of Trustees shall approve any purchases or shall award any contracts greater than or equal to \$50,000. Approval was requested to purchase up to \$99,999 in computers, monitors, and peripherals from Seneca Data Distributors, Inc. under state contract for campus laboratories and other spaces based upon priorities set by the campus technologies plan and committee. \$43,633 has been spent to date under the state contract. The purchase of these items from one vendor allows for a uniform quality computer configuration across campus and optimal student experience, streamlined technical installation, updates, diagnostics, imaging, repair and over-all minimization of cost of ownership. It was recommended that the Board of Trustees approves allowing purchases up to \$99,999 from Seneca Data Distributors, Inc.

2.0 PREFERRED AGENDA ACTION ITEMS CONTINUED

2.5 Recommend Approval of Contract with Excellus Blue Cross Blue Shield for Dental Insurance

In accordance with Policy 1.7 Purchasing, upon recommendation of the Finance and Facilities Committee, the Board of Trustees shall approve any purchases or shall award any contracts greater than or equal to \$50,000. Pursuant to contracts, ESPA Article 38, Guild Article 46 and Administrative Management Confidential, the College will provide Dental Insurance (percentage negotiated) for the staff and their dependents of a plan selected by the College. The renewal of the Excellus Blue Cross Blue Shield contract for the time period March 1, 2015 to December 31, 2015 with an estimated cost of \$104,380.83 is being submitted for approval. It was recommended that the Board of Trustees approves the Contract with Excellus Blue Cross Blue Shield for Dental Insurance over a ten-month period at an estimate cost of \$104,380.83.

Vice Chair Coffey 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 Paniccia. The motion was unanimously approved

3.0 ACTION ITEMS

3.1 Recommend Approval of a Resolution Approving the Sport Studies A.S. Program

The A.S. Degree in Sport Studies will prepare students for seamless transfer to senior institutions to pursue the baccalaureate in Sport Studies in a number of areas. The program focuses on developing transfer pathways that lead to a degree in Sport Studies that prepares students to teach, train, coach or manage in areas such as: fitness facilities, youth camps, YMCA and YWCA organizations, youth sport groups and personal and corporate business physical fitness settings. The AS Degree program course of study is divided between General Education and Sport Studies, meeting seven of the ten SUNY General Education requirements for a baccalaureate degree and core credits of electives for Sport Studies. 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. In accordance with the SUNY Guidelines this proposed program must receive institutional approval in the form of approval by the local Board of Trustees. It was recommended that the Board of Trustees approves the Resolution for the College program proposal for an A.S. Degree in Sport Studies.

Trustee Serafini made a motion to approve Action Item 3.1. Trustee Mortenson seconded the motion. The motion was unanimously approved.

3.0 ACTION ITEMS CONTINUED

3.2 Recommendation that the Chair Appoint a Committee to Conduct the President's Annual Evaluation and Review

Pursuant to the By-Laws of the SUNY Broome Community College Board of Trustees, Article 4, section 4.2, the Chairperson of the Board may appoint other special committees to carry on the business of the Board of Trustees. It is recommended that the Chairperson appoint a committee to conduct the President's Annual Evaluation and Review. It was recommended that the Board of Trustees approves the recommendation to appoint a committee to conduct the President's Annual Evaluation and Review.

Trustee Mastrangelo commented that the past practice has been to appoint the Board Chairperson, Vice Chairperson and past Chairperson to the Committee.

Chair Orband stated that last year we also had one other member on the Committee. Normally the Vice Chairperson chairs this Committee. Past practice will be taken into consideration when the Committee appointments are made.

Chairperson Orband appointed Margaret Coffey to chair the Committee.

Vice Chair Coffey made a motion to approve Action Item 3.2. The motion was seconded by Trustee Newman. The motion was unanimously approved

3.3 Recommend Approval of of RFB #2015-10 to Award the HVAC Prime Contract for the HVAC Renovations for the Business Building Project

A legal notice was placed on February 10, 2015 for the HVAC Renovations for the Business Building Project, and they were opened on Wednesday, February 25, 2015. A copy of the official bid results is included for information. The references have been checked, qualification statements approved, and the consultants endorsement received for the low bidder. Keystone Associates has approved the low bid. The value of the low bid was within budget and allows us to proceed with the entire scope-of-work. It was recommended that the Board of Trustees approves the low bid for the HVAC Prime Contract for the HVAC Business Building Project in the amount of \$472,300 to Postler & Jaeckle.

Trustee Serafini asked if we are only approving the HVAC and not the prime building or the electrical prime, is that correct. Mr. Testa replied that this is correct; both of those were below \$50,000.

Trustee Serafini made a motion to approve Action Item 3.3. Trustee Paniccia seconded the motion. The motion was unanimously approved.

4.0 INFORMATION ITEMS

4.1 President's Report

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

Dr. Drumm joined the meeting via video conference from Dayton, Ohio where he was attending a Kettering Foundation Presidents meeting on civic engagement. Doug Garnar and Kathleen McKenna, two of our faculty members were there attending a workshop as well. Just a handful of Presidents were invited to the meeting from around the Country and he was honored that he was invited.

The NJCAA National Hockey Championship was hosted at SUNY Broome the past weekend. Unfortunately we did not win the championship, but a SUNY Community College, Erie Community College edged out a 2-1 victory over a community college from Oklahoma. We had nothing but rave reviews of our facilities and the way the conference was handled. Dr. Drumm recognized and thanked the following employees for putting a great effort forward to show the College in the best light it could be shown in to hockey teams all over the United States; John Smith, Assistant Athletic Director, Chris Novitsky, Ice Center Director, and Tytus Haller, Assistant Director Ice Center, unfortunately Brett Carter, Athletic Director could not be at the Board meeting. We will be hosting this for four more years; we have a five year contract.

Our Athletics Director is one area that reports to our Acting Dean of Students Scott Schuhert. We are going out to advertise for a permanent position of Dean of Students. Dean Schuhert has been doing a great job and is a valuable addition. One of the areas he is spending much time on is in Title IX training. He is doing a number of workshops around campus and have had dozens of people go through training with him. We are very appreciative to have his expertise on this front as well as overseeing Athletics, Student Activities and Student Housing. It has been a great relief for Ms. Morello to have a backup with housing and disciplinary issues so she can spend more time on the broader student life issues and continuing education. We look forward to hiring someone permanently in this position. Dr. Drumm thanked the Board for their support of the Dean of Students position.

Enrollment is strong; we are up around 7% for January, which is primarily retention. Our incoming numbers are flat for January which is not unusual for January; it's largely driven by transfers. We don't recruit transfers because we don't try to recruit other colleges' students, the student chooses to enroll or they don't. This is very encouraging with the emphasis on the Student Success Agenda across SUNY and across the United States. Nobody else is up in enrollments.

We have eight SEED students who have been chosen to attend the Clinton Global Initiative in Miami. Only forty-two students from across the country have been chosen for this initiative. Kudos to Ms. Morello, Mr. Alberto Miller and Ms. Claudia Beebe for their leadership in this area. Unfortunately this is the last year of the SEED Program, the Federal government will not be funding it anymore and it will be sad to see this program come to an end in May with graduation.

4.0 INFORMATION ITEMS CONTINUED

4.1 President's Report Continued

We are drafting the RFP for bringing on a historic architect for the Carnegie Library. We will be working very closely with the IDA in order to take full advantage of the tax credits. It's another level of government bureaucracy that we have to deal with to take advantage of the historic tax credits so we will have to create some unique partnerships in order to take advantage of the historic tax credits as much as we can. We have estimates anywhere from \$2-4 million dollars in historic tax credits and we can't afford to leave those on the table. A historic architect will be able to help us work through this process along with the IDA. Dr. Drumm will be meeting with Kevin McLaughlin of the IDA soon, he met with the County Executive and Chairman yesterday and everyone is excited about moving it forward. We are just about ready to go; the SUNY Capital money is in the Governor's budget.

We have had a number of retirements this year. You will see a few new faces around campus come this summer along with a few new positions. If enrollment holds and the state comes through with at least a little more help than what the Governor has recommended, as they often do; we will replace most everyone who is leaving although not everyone and hopefully bring on a couple more academic advisors and hopefully a counselor in the process.

Dr. Drumm presented at the Owego Rotary on Tuesday night. His presentation was on a retrospective history of the College. It was well received and somewhere between a third and half of the room had attended the College. It is heartwarming to speak to these groups and talk to people and learn the impact that the College has had on people's lives and over the generations.

March 4th the President and four SUNY Broome students will be in Albany for the NYCCT/NYCCAP Community College Advocacy Day. They will meet with Senator Libous, Assemblywoman Lupardo, Assemblyman Crouch, Senator LaValle, Chair of the Senate Higher Education Committee and Assemblywoman Glick, Assembly Higher Education Committee to advocate for SUNY's base aid ask of \$250.00 per FTE which would bring us back to where we were in 2009 if we did receive the \$250.00.

Dr. Drumm will be attending a press conference next Tuesday for the SUNY Budget Advocacy. The Chancellor requested that every region do a press conference for SUNY Budget Advocacy. Dr. Drumm and Dr. Harvey Stenger of Binghamton University will hold the press conference at B.U. at 10:30 a.m. on Tuesday. Dr. Drumm will speak about base aid and the SUNY Investment Fund and Dr. Stenger will speak about the continuation of the five year Rational Tuition Plan and the SUNY Investment Fund and probably capital as well.

4.0 INFORMATION ITEMS CONTINUED

4.2 Council for Academic Issues Update – Jamie Heron Starr

Jamie Heron Starr presented the Council for Academic Issues update to the Board. A copy of this report was included in the Board package.

The CAI is developing an Electronic Shared Governance Election Process which will replace the paper ballot for both the nominating procedure and the election ballot.

4.3 Student and Economic Development Update – Debbie Morello

Ms. Debbie Morello presented and update on Student and Economic Development to the Board which showcased the SEED students.

This is our final year of SEED students. Ms. Morello acknowledged Mr. Alberto Miller who began the SEED Program over twenty years ago bringing students from Central America and he will continue to do so and we will replace this cohort. We are putting proposals in to Colombia and Mexico and we will continue to do our very best to try to bring more and more students from Central America.

Ms. Morello also acknowledged Claudia Beebe the coordinator and leader of the SEED Program who is assisting the students in fundraising activities to raise money for their trip to Miami where they will be honored at the Clinton Global Initiative.

Ms. Morello introduced Juan Felipe Romero Quintanilla, Enoc Samuel Madril Reyes, John-Roosevelt Hyppolite, Juan Sebastian Martinez Jaramillo, Esther JN Louis and Rosimar Arely Marquez Ayala. These are the students who were selected for their community action plans they put together to help their country. John Roosevelt presented his community action plan with the Board members whose project consists of helping the orphans who lost their families after the 2010 earthquake in Haiti. This would encompass a place to live, food, schooling and teaching technical skills. He plans to begin with ten children and build the program to include more and more children.

4.0 INFORMATION ITEMS CONTINUED

4.4 Student Assembly Update – Aishia Mortenson

Trustee Aishia Mortenson presented the Student Assembly Update to the Board.

Trustee Mortenson introduced the Student Assembly Vice President for Financial Concerns, Melinda Pitman.

There is a new advisor in Student Assembly, our Dean of Students, Scott Schuhert.

Student Assembly co-sponsored the civic engagement deliberation.

Student Giving Campaign which raises scholarships for other students is going on and hopefully we will reach this year's goal.

The Assembly is working on a SUNY Broome float for the St. Patrick's Day Parade.

They will participate in the Advocacy Day on March 4th in Albany.

They will participate in a panel of trustees at SUNY Voices on March 20th. SUNY Voices brings awareness to shared governance.

4.5 Broome Community College Foundation Report – Cathy Williams

Ms. Williams submitted the February 2015 BCC Foundation Report to the Board. A copy of this report was included in the Board package.

Ms. Williams stated thanked Dr. Battisti and his staff for helping getting the message out and worked on the development of the eighty-eight new scholarships they have as a result of the Calise gift.

They have more than doubled the amount of scholarship applications that they had the same time last year.

The Truman Foundation will be supporting the Owego Outreach Center with a grant of \$25,000.00. They will be looking for a match to help create mobile computer labs for the classrooms in Owego.

An alumni couple, Paul and Lisa Stratford have made the largest individual gift to our campus and by the time all is done the gift will amount to \$300,000.00. Ms. Williams shared the story of how a now retired Professor Anthony LoTiempo made a difference in Mr. Stratford's life.

4.0 INFORMATION ITEMS CONTINUED

4.6 SUNY Broome Facilities Update

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

4.7 Budget Transfers

Budget Transfers for January 2015 were included in the Board packet.

4.8 Grant Approvals

This report is routine and for informational purposes. Grant approvals for February 2015 were included in the Board packet.

4.9 Investment Report

This report is routine and for informational purposes.

4.10 Human Resource Update – Lynn Fedorchak

These reports are routine (with planned activity) and for informational purposes. A copy of this report was included in the Board packet.

The second SUNY Wellness Challenge will be held March 9th through May 3rd. Teams of four employees compete against each other and also against other colleges.

The Health and Wellness Committee are sponsoring a Yoga Short and Sweet Class for employees from March 3rd through March 26th which is a stress reducing class.

Also, are sponsoring a Mindfulness Program from 6-9 p.m. for four Wednesdays in April.

On April 12th the American Heart Association Heart Walk will be held on campus. Ms. Fedorchak invited the Board members to join one of the SUNY Broome Teams.

The Color Run will be held on campus on April 26th.

4.0 INFORMATION ITEMS CONTINUED

4.11 Budget and Finance Update

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

Ms. Losinger distributed and discussed the information sheet of 14-15 Estimated Student Enrollment FTE Compared with Prior Year Actuals and Current Year Budget. Ms. Losinger stated that SUNY Broome is the one school that is anticipating an increase this year in the neighborhood of a 5% increase. There are four or five schools that are approximately flat and the rest of them are anticipating decline. The average New York State community college is looking at a 3.4% decline in enrollment.

We've had some outreach from the SUNY budget director asking what we are doing differently that we can share with other colleges. We have a combination of SUNY Broome's successful opening of student housing, growth in the Binghamton Advantage Program, and increasing student retention. With three quarters of our revenues being directly linked to enrollment, each percentage of enrollment growth is in the neighborhood of \$350,000.00 in revenues. Over the last four years we had a decline of over 10% in enrollments and in this one year we've turned it around and recouped about half of it.

Ms. Losinger distributed and discussed the 2015-2016 SUNY Broome Simulated Operating Budget sheet. We have plugged into our simulations and models flat enrollment compared to where we think we will land this year. When registration opens and we get a better sense of it and at some point in the next month and a half we will reach a conservative decision on this.

State aid we've got something in the middle, we do not have what is proposed built into the model at this time, we do not have the \$250.00 increase per student we have the \$150.00. When we hear more we will fine tune this.

The tuition holding place increase is 2.9%, the concept is an inflationary increase.

Broome County support based on discussions with the County Executive 2% increase annually that she felt she could support annually.

It is early for Broome County to know what to tell us to budget for health insurance for 2016. Typically they tell us to budget for 5-7% at this time they have advised us to budget for a 9% increase.

Trustee Akel asked, the \$468,000.00 is not 9%, are you predicting the \$468,000.00 or 9%. Ms. Losinger replied, it is \$468,000.00 but only for eight months.

4.0 INFORMATION ITEMS CONTINUED

4.11 Budget and Finance Update Continued

Ms. Losinger asked Trustee Paniccia if she could help answer something for him.

Trustee Paniccia answered yes, he and Trustee Newman have some concerns regarding the 14-15 Estimated Student Enrollment FTE Compared with Prior Year Actuals and Current Year Budget sheet. Trustee Paniccia stated that when you look at Broome going back five years there is a 200 person loss from 2010-2011, a 200 person loss from 2011-2012, a flat line to 2013, and then another 200 person loss from and the only reason you have the 5% increase is due to the dorms. If you subtract the 320 from the dorms Broome is still trending lower where a lot of the other colleges are flat line, even though the percentages show the estimated change favors Broome. It really is skewed when you look at it over a five year period. Some of them are still growing or some of them are staying flat lined. Although you're saying we are showing a 5.2% increase, we really have dropped because most of the students in housing are from outside the area. I think there's a bigger issue there that we need to look at from a retention standpoint.

Ms. Losinger replied that part of what is going on is there has been a very significant factor and there has been a significant decline in a number of high school graduates locally. In 2012-2013 they were projecting over the next seven years a 20% decline in the percentage of local high school graduates. Under the hood using this year as an example, while we've had growth from student housing, growth from the Binghamton Advantage Program, and improved retention, we also had 4% decline in our local enrolls. While we were in decline some of our peers were still increasing some of them significantly like Finger Lakes Community College. It's interesting this year that we are the only one that's turning it back around, I wanted you to have the whole thing.

Trustee Paniccia stated that he doesn't see it that way but if you see it that way that's fine. These numbers don't show me what you just said. Maybe others see it differently. I look at a trend and if I look at Fashion Institute 9,100, 9,124, 9,068, 9,089, they stayed flat lined they have a good base, they have good retention. We keep losing it. If you look at other ones, most of them are staying flat lined, your percentages are skewed because you're taking one year versus not looking at a trend line over five years. So the trend line is what you really have to look at not the one year spike.

Ms. Losinger stated, so what you're seeing differently, if you're wondering if our retention numbers are not what the others are?

Trustee Paniccia stated, I think there's a bigger concern here and the concern should be maybe we should be working closer, based on what you just said, maybe we should be working closer with the high schools to help their retention rate so we can get the trend line going back up and maybe set up some more programs with the high schools to make sure their students graduate so that they are then willing to go to a two year institution.

4.0 INFORMATION ITEMS CONTINUED

4.11 Budget and Finance Update Continued

Ms. Losinger stated, to capture more of them coming to Broome as part of it.

Trustee Paniccia stated, that's correct.

Ms. Losinger stated, you hit it right on the head. I actually think we're on the same page. It's very discouraging to see our Broome County enrollment declining, while it's encouraging that the other plans we put into place are bearing fruit. To see the continued decline in the local is just tough.

Dr. Drumm stated, that we are in the process of working with Binghamton University and others on the Promise Zone, which is working with the high schools to shore up that pipeline to get more of the students to high school graduation and our STEPUP Program are now talking about a merger to link both programs together to get more kids through to high school graduation. Actually we have a meeting coming up on that shortly and after that it would make sense to have Dr. Ligiekis explain what we've been doing through STEPUP and what it looks like the new organization will be by joining with Binghamton University Promise Zones. There will be even more emphasis than we've placed on that pipeline going forward. The other thing we look at is our penetration rate, those are the national benchmarks, what percentage of the graduating classes are we getting. We've historically been on top regarding the percentage of our service district high school student who come here. However, when the total number's going backwards, then that's an issue and we should take a look at those as well. Because that will really tell what kind of impact historically that we have been having and are we still as high as we always were.

Ms. Losinger stated, that we've asked our Admissions Director in conjunction with Dr. Adanu to work on this next month is five years of high school graduation SUNY Broome numbers. We want to see the hard numbers of how many actually graduated from this county and the percentage of them that attended Broome. We know the hard number is going down but if that numbers going down at the same time the percentage that are coming here is going up, then maybe not so bad. But when I see a 4% decline in the fall, I can see that something's still not coming together. Then once they're here are we retaining them, are they graduating. We call it the enrollment funnel, it's not just the front door.

Trustee Akel asked Ms. Losinger to provide at the next meeting a history of graduation and our percentages.

Ms. Losinger stated that they are working on it.

Ms. Losinger introduces Dr. Sesime Adanu, Dean of Institutional Effectiveness and Planning.

4.0 INFORMATION ITEMS CONTINUED

4.11 Budget and Finance Update Continued

Chairman Orband asked, if there is a way of determining how many students of the high school population and graduation in the last five years on an annual basis, how many came to Broome and also how many students attended two year schools outside the community as opposed to four year schools. People may just go directly to four year schools. It would be interesting to see how many students from the community we are losing to other two year institutions because that's really the competition, not sure always that the four year schools are the competition.

Ms. Losinger stated that we will see what we can find.

Dr. Drumm stated that through chargebacks she should be able to figure it out.

Trustee Newman asked if we are surveying the residence in the resident halls, where they're coming from.

Ms. Losinger stated that we know exactly where they're coming from.

Ms. Morello stated that they have zip code analysis and we even track their high schools and correlated to their GPA's so we can target.

Trustee Newman asked if they are mostly from out of town.

Ms. Losinger replied that a good 83% plus are from some other county in New York State, 38% are from down state, only 6% are from out of state.

Trustee Serafini asked how many Binghamton Advantage students are in housing.

Ms. Losinger and Ms. Morello answered that none are in housing. They are at Binghamton University housing.

Trustee Mastrangelo stated that what the President said about the charge backs is correct and we should look at that also, that will tell us how many students are leaving the area for two year colleges.

Vice Chairperson Coffey stated we are charged for people in other counties. Do we get it or do they get it downtown.

Ms. Losinger stated that Broome County has it and she will find that out.

Trustee Mastrangelo stated that Chairperson Orband's point is right and if we find out how many of our students are leaving the area to attend other two year colleges, that is a critical question.

Ms. Losinger replied that they will see what they can do to answer that question.

4.0 INFORMATION ITEMS CONTINUED

4.11 Budget and Finance Update Continued

Ms. Losinger continued with the simulated budget discussion.

In the expenditure area the personnel and fringe numbers are for continuing personnel. They are approximately 50 items being considered for hires and personnel changes with the vast majority being replacements or reallocations within the College. There are eight to ten teaching positions and several other positions that are currently under discussion. We have a budget that is not too far off from being balanced. We are still a month and a half out from finalizing the proposed budget and from her perspective this is not a bad position to be in at this point.

Ms. Losinger asked that the Board Members to review the simulated operating budget and if they have concerns or suggestions to please bring them forward. We will bring iteration to the Board next month.

Trustee Newman asked if we are trying to raise the fund balance 1% point a year.

Ms. Losinger stated that she thinks that we are going to manage to go a significant distance towards that middle of the range fund balance goal this year with that spring enrollment increase. We have a couple of priority areas that we will be shifting funds to take care of but beyond that we are trying to be conservative and take any of that additional revenue in to get us off the bottom end of the fund balance range. So instead of being at the 5% end we might land at 8-9%. There is not fund balance proposed to use in the budget, this is the first time that we've ever proposed this.

Ms. Losinger asked the Trustees what their comfort level is concerning the tuition increase.

Trustee Mortenson stated that she feels that the students have been told that a decrease in our enrollment we have to make that up and unfortunately have to raise tuition. We're looking at enrollment going up, she feels that to increase the tuition, from a student perspective is not fair to the students.

Ms. Losinger explained that for each percentage that tuition is increased, it puts another \$210,000.00 on the table. So there's a good \$600,000.00 here associated with increasing tuition.

Trustee Serafini stated that this is all determined by the state FTE, what we get. If we get more than the \$150.00 then the increase will be down, correct.

Ms. Losinger replied, right.

Trustee Serafini stated that if we get less than \$150.00, the tuition number might go up.

4.0 INFORMATION ITEMS CONTINUED

4.11 Budget and Finance Update Continued

Ms. Losinger replied, yes.

Trustee Paniccia stated that based on enrollments of all the other schools going down, every other community college has to have tuition increases.

Dr. Drumm stated that we are still in the bottom half for our tuition, we are right at the cusp of the bottom third of what we charge. We historically have not been near the top of what some of our sister institutions have raised in tuition. The primary reason for tuition increases has been the state subsidy situation and not so much the enrollment, the fact that we only got the \$75.00 for this year had a larger impact because we did not budget for an overall 5% budget increase.

4.12 Press Clippings

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

5.0 COMMITTEE REPORT

- 5.1** Margaret Coffey, Chairperson of the Finance and Facilities Committee submitted the Minutes for the February 24, 2015 meeting. The meeting was called to order at 9:30 a.m. and adjourned at 9:50 a.m.

6.0 COMMUNICATIONS

- 6.1** None

EXECUTIVE SESSION

Chairperson Orband asked for a motion to adjourn to Executive Session to discuss negotiations. Trustee Newman made a motion to adjourn to Executive Session and Trustee Akel seconded the motion. Regina Losinger and Lynn Fedorchak were asked to attend the session. The Trustees went into Executive Session at 6 p.m.

Trustee Akel made a motion to come out of Executive Session at 6:21 p.m. Trustee Mortenson seconded the motion and it was unanimously approved.

Chairperson Orband called for a motion to adjourn.

Trustee Serafini made a motion to adjourn. The motion was seconded by Trustee Newman and the motion passed unanimously.

The meeting adjourned at 6:22 p.m.

**THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR
5:00 P.M. ON THURSDAY, MARCH 19, 2015
TO BE HELD IN THE LIBOUS ROOM, D117 OF THE DECKER HEALTH SCIENCES
CENTER BUILDING**