

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES
June 23, 2016
Official**

TRUSTEES PRESENT Margaret Coffey, Marc Newman, James Orband, Angelo Mastrangelo, George Akel, Nicholas Serafini

TRUSTEES ABSENT: Anthony Paniccia, Nancy LaBare, Kayla Ocasio, Naima Kradjian

ALSO PRESENT: Dr. Kevin E. Drumm, Regina Losinger, Robert Behnke, Esq., Patricia O'Day

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

1.0 APPROVAL OF MINUTES

Trustee Akel made a motion to approve the minutes of the May 26, 2016 Meeting of the Board of Trustees. The motion was seconded by Trustee Orband and the motion was unanimously approved.

2.0 ACTION ITEMS

2.1 Recommend Approval of Resolutions Adopting 2016-2017 Tuition and Fees, Operating Budget, Sponsor Service and Full-Time Positions

On June 16th the Broome County Legislature passed SUNY Broome Community College's 2016-17 operating budget. The College proposed a 2% increase, and the County Executive recommended a 1% increase (\$71,184) in county support. A copy of the proposed and recommended budget was included for information. Resolutions adopting the tuition and fees, operating budget, sponsor services, and full-time positions were presented for consideration. It was recommended that the Board of Trustees approves the resolutions for the tuition and fees, operating budget, sponsor services, and full-time positions.

2.2 Recommend Approval of Resolution for Unpaid Leave of Absence for Brian R. Kelly

The Board of Trustees acts to approve a request for unpaid leave for an employee in the SUNY Broome Community College Educational Support Personnel Association 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 Brian R. Kelly, Maintenance Mechanic, Maintenance Department, from June 30, 2016 to June 29, 2017 to serve in a promotional appointment as Plumber.

2.0 ACTION ITEMS CONTINUED

2.3 Recommend Approval of Resolution for New Position Description for Chief Diversity Officer

Under BCC Policy 1.13, the Board of Trustees shall approve the creation or subsequent modification of position descriptions and/or titles in the unclassified professional service according to specified procedures. It was recommended that the Board of Trustees approves the following new position description: Chief Diversity Officer.

2.4 Recommend Approval of Resolution for the Faculty Association Labor Agreement

Since Plan C legislation of 1990 (Section 2305-A), the Board of Trustees has been responsible for the negotiation of all labor contracts on behalf of the College. Through its designated negotiators, the Board has negotiated successfully to conclusion a successor agreement with the Faculty Association for the period September 1, 2015 to August 31, 2018. The labor agreement will be executed upon notification of ratification by the Faculty Association. It was recommended that the Board of Trustees approves the terms of the tentative labor agreement with the Faculty Association per the attached resolution.

2.5 Recommend Pre-Approval of Low Bid for an Outdoor Basketball Court

Due to the desire to have an outdoor basketball court in place by the start of the fall semester, and our price estimate exceeding the \$50,000 Trustee approval threshold and because there is no July Board meeting to consider approval of bids to be let for this purpose, we are asking for pre-approval of the construction of an outdoor basketball court not to exceed \$60,000. It was recommended that the Board of Trustees pre-approve the low bid for construction of an outdoor basketball court not to exceed \$60,000.

2.6 Recommend Pre-Approval of Bid for Demolition of 901 Front Street for the Demolish Buildings Project

Due to the complexity of the deconstruction and unforeseen circumstances regarding asbestos in the joint compound of the sheet rock, we are extending our bid opening until June 23rd at 2:30 PM. Due to the desire to demolish 901 Front Street before resident students in the nearby student village return to campus, and because there is no Board of Trustees meeting in July, we are asking the Board of Trustees for pre-approval of the low bid for the demolition of 901 Front Street for the Demolish Buildings Project. It was recommended that the Board of Trustees pre-approves a low bid for the demolition of 901 Front Street for the Demolish Buildings Project.

Trustee Akel made a motion to approve Preferred Agenda Action Items; 2.1, 2.2, 2.3, 2.4, 2.5 and 2.6. Trustee Orband seconded the motion and it was unanimously approved.

3.0 ACTION ITEMS

Chairperson Coffey presented and requested consideration of a resolution for the President's evaluation and compensation and called for an executive session. The Trustees went into executive session after the information items were discussed.

Recommend Approval of Resolution for President's Evaluation and Compensation

Pursuant to Local Law Intro. No. 8 entitled, "A Local Law Amending the Broome County Charter and Administrative Code with Respect to Broome Community College," the Plan C Legislation, authorizes the Board of Trustees to approve minimum salaries as recommended and to fix compensation for unrepresented positions. The Board appointed committee met with and evaluated the performance of the President and has reviewed the compensation of the President. It was recommended that the Board of Trustees approves the 2.12% salary increase for the President establishing a salary of \$222,000 and a contribution of \$7,500 to the President's deferred compensation account and a one-time lump sum payment, not added to the base, of \$6,000. The Presidents contract shall be extended to June 30, 2021. All other benefits stipulated in the employment agreement to continue as previously established.

After the Trustees came out of executive session, Trustee Orband made a motion to approve the resolution for the President's evaluation and compensation. Trustee Mastrangelo seconded the motion and it was unanimously approved.

4.0 INFORMATION ITEMS

4.1 President's Report

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

Nancy LaBare has formally resigned from the Board of Trustees. She is moving to Florida and is no longer a resident in New York.

Dr. Drumm attended the Achieving the Dream (ATD) kick-off summit where approximately a dozen colleges were there from across the country. Our gross data looks good compared to National numbers. When you look at our demographic achievement the disparities are pretty stark which is not shocking,

this is pretty much all over the country except for those colleges that have made up a lot of ground in those areas of raising, for instance, Hispanic and African American male achievement. Our coaches for ATD are former presidents from Massachusetts and Pennsylvania and the IR (data coach) is from Miami Dade. This will be good to have this perspective from some very accomplished outsiders. This work is going to be hard in large part because our numbers are good to begin with.

4.0 INFORMATION ITEMS CONTINUED

4.1 President's Report Continued

SUNY continues to throw curveballs at us. Chargebacks are going to happen but will be delayed for two years. Now they're attacking our concurrent enrollment all over the state. SUNY met with the Presidents group last week and met with the business officers group this week and SUNY will be writing opinions on how we all should do it. This will change how a lot of the colleges do it. They're trying to systematize it and we will see how it goes. They've done nothing formal yet.

We have two semifinalist for the Vice President for Administrative and Financial Affairs. We will be interviewing them next week.

Community service changes for Dr. Drumm include; he has been asked to join the Board of Directors for the Baden Powell Boy Scout Council and will begin in July and he is now on the Executive Committee Board of the Greater Binghamton Chamber of Commerce.

The dates for the Carnegie ground breaking that we are considering are September 8th and September 29th. The Lieutenant Governor is touting TC3's culinary program all over the state, she loves what they're doing, theirs is a different model than ours.

Trustee Serafini: Are you getting closer to putting together the operating proforma.

Ms. Losinger: We will have it ready for the August meeting.

Chairperson Coffey: You were also going to have the original marketing study for us this time.

Dr. Drumm: Dr. Battisti will have that in the academic files and will get that to you.

4.2 Student Assembly Update – Kayla Ocasio

No update was provided.

4.3 Broome Community College Foundation Report – Cathy Williams

Ms. Cathy Williams submitted the June 2016 BCC Foundation Report to the Board. A copy of this report was included in the Board package.

4.0 INFORMATION ITEMS CONTINUED

4.4 SUNY Broome Facilities Update

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

Ms. Losinger: In the Finance and Facilities meeting the pre-approval of the low bid for the demolition the \$400,000 cap was removed. The bids came in today and they came in within the capital project budget within the \$300,000 budget. It's within the capital budget. There were three bidders, the low bid was \$265,000 for the base and depending on how much we pave it's either \$20,000 or \$30,000 more. LCP won the bid.

Trustee Akel: Is there going to be a spec for the paving.

Mr. Testa: It was already in the bids.

4.5 Budget Transfers

Budget Transfers for May 2016 were included in the Board package.

4.6 Grant Approvals

This report is routine and for informational purposes. Grant approvals for June 2016 were included in the Board package.

4.7 Investment Report

This report is routine and for informational purposes.

4.8 Human Resource Update

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

4.9 Budget and Finance Update

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

Ms. Losinger: Contexts on enrollments across the system; She was with the Community College Business Officers all week at a meeting and they're budgeting for next year to be down by 4 – 14%.

Chairperson Coffey: We're down 8%, correct?

Ms. Losinger: We are currently down 8%.

4.0 INFORMATION ITEMS CONTINUED

4.10 Budget and Finance Update

Dr. Drumm: We're 4% off the budget with a projected increase in concurrent enrollment which will make up some of that.

Ms. Losinger: When all is said and done a 4% gap is challenging but manageable.

4.11 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

The Minutes of the Finance and Facilities Committee minutes were submitted for the June 21, 2016 meeting. The meeting was called to order at 8:00 a.m. and adjourned at 8:10 a.m.

EXECUTIVE SESSION

Chairperson Coffey called for a motion to adjourn to Executive Session to discuss consideration of a resolution for the President's evaluation and compensation. Trustee Akel made a motion to adjourn to Executive Session and Trustee Mastrangelo seconded the motion. The Trustees went into Executive Session at 5:25 p.m.

Trustee Akel made a motion to come out of Executive Session at 5:39 p.m. Vice Chair Newman seconded the motion and it was unanimously approved.

Chairperson Coffey called for a motion to adjourn.

Trustee Orband made a motion to adjourn. The motion was seconded by Trustee Mastrangelo and the motion passed unanimously.

The meeting adjourned at 5:40 p.m.

**THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR
5:00 P.M. ON THURSDAY, August 18, 2016
TO BE HELD IN THE LIBOUS ROOM, D117 OF THE DECKER HEALTH SCIENCES
CENTER BUILDING**