

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES
May 14, 2015
Official**

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

TRUSTEES ABSENT: Marc Newman

ALSO PRESENT: Dr. Kevin E. Drumm, Dr. Francis Battisti, 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 Mastrangelo made a motion to approve the minutes of the April 9, 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 for 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. The President reviewed the candidates for promotion submitted by the Committee for Professional Evaluation and recommended the following candidates;

To Assistant Professor: Erin O'Hara-Leslie

To Associate Professor: Joseph DeAngelo, Melissa Glenn, Rachel Hinton, Kennie Leet, Brian Loy, Joel Miller, Leeland Whitted

To Associate Librarian: Amanda Hollister

To Professor: Andrew Glen, John Urrea

It was recommended that the Board of Trustees approves the resolution for candidates for promotion.

2.0 PREFERRED AGENDA ACTION ITEMS CONTINUED

2.2 Recommend Approval of a Resolution for Six-Year Capital Improvement Program Request for Years 2016-2021

As part of Broome County's annual budget process, the College submits a Six-Year Capital Improvement Program for consideration. The Six-Year BCC Facilities Improvement Plan reflects current College capital priorities and critical needs. It will be submitted to Broome County for consideration after approved. This plan will be revised in 2016 after our master facilities plan currently under development is finalized. A resolution of the Six-Year SUNY Broome's Capital Improvement Program was attached for trustee approval. It was recommended that the Board of Trustees approves the resolution for the Six-Year Capital Improvement Program for Years 2016-2021.

2.3 Recommend Approval of Bid #15-16 to Award a Contract for the General Contractor for the Sidewalks, Roadways and Parking Lots Project

A legal notice was placed on April 26, 2015 for a General Contractor for the Sidewalks, Roadways and Parking Lots Project. The bids were opened on Thursday, May 7, 2015. A copy of the official bid results was included for information. The references have been checked, qualification statements approved, and the consultants endorsement received for the low bidder. 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 approve DiRenzo Brothers be awarded the general prime contract for the Sidewalks, Roadways and Parking Lots Project in the amount of \$52,000.

2.4 Recommend Approval of Release-of-Retainage to Keystone Associates for Their Work on the Wales Renovation Project

Keystone Associates has requested a release-of-retainage payment for their work on the Wales Renovation Project. It was recommended that the Board of Trustees approves the release-of-retainage payment to Keystone Associates for their work on the Wales Renovation Project in the amount of \$19,809.87.

2.0 PREFERRED AGENDA ACTION ITEMS CONTINUED

2.5 Recommend Approval to Purchase a Dedicated Digital Radiography Unit

As per 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. A total of \$207,602 has been secured from Empire State Development (Regional Council Capital Funds, \$150,000) and the Clifford and Florence Decker Foundation (\$57,602) to purchase a dedicated digital radiography unit for the radiologic technology laboratory. This piece of equipment will replace an outdated film-based radiography unit that is no longer an industry standard. It was recommended that the Board of Trustees approves the purchase of a dedicated digital radiography unit for the radiologic technology laboratory for \$207,602.

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 Serafini. The motion was unanimously approved.

3.0 ACTION ITEMS

3.1 Recommend Approval of Draft Resolution to Name Room Number 104 in the Science Building the Douglas C. Garnar Center for Civic Engagement

According to Policy 1.27, Naming of Colleges Spaces for Recognition Purposes, in situations judged exception by the Board of Trustees and with the passage of six months from the time the exception is brought to the Board's attention, the Trustees may at their discretion elect to name SUNY Broome facilities and locations on the basis of contributions other than financial. The President reviewed the and recommended that the Board of Trustees approves the consideration and exception of the draft resolution to name room number 104 in the Science Building the Douglas C. Garnar Center for Civic Engagement after the passage of the required six month consideration period, with a vote on the final resolution at the December 2015 Board of Trustees meeting.

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

4.0 INFORMATION ITEMS

4.1 President's Report

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

In the new budget there is an idea from the governor to create, for community colleges, Regional Councils of Presidents to be named by the Chancellor. The intent of the councils is to streamline business access to our services. For example; many colleges have a Wegmans in their district and why should Wegmans have to negotiate with thirty different community colleges for essentially the same service if they're looking for training for all over the state. We are not going to get it statewide; we're not that kind a system like CUNY, but to regionalize it. SUNY does not know exactly what the Governor wants and so they haven't figured out what they are going to want from these councils. Dr. Drumm will update the Board members on the councils when more information becomes available.

The other issue that have faculty nervous is the requirement that all students have access to experiential learning. Faculty are concerned that this is an intrusion into their courses and academic freedom. Philosophically we are very much in favor of this, we already have a champion in experiential learning, Doug Garnar. We have a lot of it in our technical programs and health sciences where it's built in from day one. We will see where this goes as SUNY flushes this out for us.

We have continued good momentum in housing. We have about one-third of our students returning which is around 120 of our current students that have signed up for next year. We have a little more than that of new students signed up and when you subtract the staff we don't have a lot of spaces left. We are ahead of where we were at this time last year.

Commencement is next Thursday night. We might have Senator Schumer at commencement again this year. Unfortunately our commencement speaker we had lined up for this year broke his leg and is unable to attend.

4.2 Master Plan Presentation – by Passero Associates

Ms. Losinger introduced Mark Passero, Vice President of Passero Associates and Steve Trobe, Project Manager who presented a PowerPoint on the Master Plan.

Mr. Passero stated that the team would like to solicit feedback from the Board members as to; issues, concerns, or any items that they would like to see addressed as we get through both the Academic Master Plan and the Facilities Master Plan. We are at the tail end of the data gathering stage so it is the perfect time for your feedback as we begin to roll through some of the options and things like that.

4.0 INFORMATION ITEMS CONTINUED

4.2 Master Plan Presentation – by Passero Associates Continued

Trustee Mastrangelo; the Academic Plan should drive the Facilities Plan. I don't even know how you can even look at the Facility Plan until you've decided on the Academic Plan.

Mr. Passero; yes, you're correct; the part that we've done so far is just analyzing what you have. It does stall at that point until we get far enough through the Academic Plan to figure out how to drive the Facilities Plan further. Part of the Academic Plan is going to be analyzing some of your programs now. Also analyzing your students; are they leaning toward two year degrees, are they going right out to work, are they transferring to four year schools. We're going to look at some employers in the area and get their feedback on the readiness of students as they're graduating. So all of that will help shape as well as the vision that you have for your College and the programs you see and what you see the future to be; all that comes together to finalize the academic piece. There are still a lot of existing things that are already going on, which are your programs and curriculum, that are going to shape the facilities piece by itself. So it is definitely two fold but it's at this point that with your feedback and as we move through that academic plan further it does drive where you end up on the facilities side.

Trustee Akel; distance learning is changing all the time and it's going to grow, how do you take that into consideration.

Mr. Passero; that is really one of Scott Page's area of expertise.

Trustee Mortenson asked; out of the 300 charrette respondents, how many were students.

Mr. Stobe; At least three-quarters of them. The students took a lot of time out of their day and spent a half hour or longer with them. They went from questionnaire to questionnaire and were really engaged.

Vice Chair Coffey; was it an open call.

Mr. Strobe; they were there from 8 a.m. to 7 p.m. It was highly advertised through the College website, emails, twitter, Facebook and we had signs all over campus.

Trustee Kradjian; can the questions be emailed to the Trustees to answer.

Mr. Stobe; yes and if the Trustees have any other comments they can get in touch with them.

4.0 INFORMATION ITEMS CONTINUED

4.2 Master Plan Presentation – by Passero Associates Continued

Trustee LaBare; how does the economic climate and with SUNY in general, their focus, how does that impact the assessment that you're doing here with the Master Plan.

Mr. Passero; significantly.

Trustee LaBare; so that is being considered.

Mr. Passero; yes it definitely is.

Mr. Strobe; Articulations and BAP are one of many things. This is one of the many ways we keep it moving in the direction you want it to move.

4.3 Civic Engagement Update – Douglas Garnar

Professor Douglas Garnar presented the Civic Engagement Update to the Board. A copy of this report was included in the Board package.

Professor Garnar stated that he is both humbled and honored to have the Center for Civic Engagement room named after him.

Professor Garnar discussed the history of civic engagement at the College. Also discussed was the Kettering Foundation and the College's work with them as well as current events that have been held on campus and public deliberations and public work.

The civic mission of the College is something that the Trustees should pay as much attention as they can to.

Dr. Drumm presented Professor Garnar with the Sherpa Certificate.

Rich David, Mayor of the City of Binghamton presented the key to the City to Professor Garnar.

4.4 Council for Operational Issues Update – Howard Streby

Howard presented the Council for Operational Issues Update to the Board. A copy of this report was included in the Board package.

4.0 INFORMATION ITEMS CONTINUED

4.5 Dashboard Report/Update – Dr. Sesime Adanu

Dr. Adanu presented the Dashboard Report/Update and a PowerPoint Presentation to the Board. A copy of the Dashboard Report/Update was included in the Board packet.

Dr. Drumm stated that Dr. Adanu will present to the Board members to begin the process to determine what types of benchmarks the members of the Board would like to look at on an annual basis or semiannual basis.

Trustee LaBare; how does the age breakdown compare with TC3 or any of the other colleges in this area or region.

Dr. Drumm replied; we can provide that information if SUNY has it. If SUNY collects it then we can get it. We are 60% at 21 and under for enrollment and 40% over for adult students. Nationally the average for community colleges is the opposite with 40% traditional students and 60% non-traditional students. Historically SUNY Broome has been upside down like this.

Trustee Akel; has it been a big jump this fall because of the residence hall.

Dr. Drumm responded; yes

Trustee Mastrangelo; the estimated cost of selected degree programs in dollars, it's the cost of what.

Ms. Losinger replied; it is the cost per degree. This is something we do internally at the College. We have really detailed accurate cost accounting. We know what it costs to put out a credit of an English course, biology course, etc. per student. It's not too much of a jump to go from that to saying what does it take to get to the cost of a degree. The cost adds up very quickly to this once you layer some indirect costs on top of it. We do also have available the revenues associated with each degree. This is something that has been in place for some time and typically we use it for fundraising purposes.

Trustee Mastrangelo; nationally we look at degrees in community colleges, they look at three years rather than two. Also, a lot of our students don't get degrees because they transfer. How do you factor out why.

Ms. Losinger; in this version of it it's not factored in. Richard Romano took this data a step farther and addressed exactly what you're talking about two years ago. We know that our students float around a little bit, they change majors a couple of times, they linger, they take time to complete. We took this data and analyzed that extra factor into it and then priced it out in the study "Real Cost of a Community College Degree." We can bring it around for the Board members to review.

4.0 INFORMATION ITEMS CONTINUED

4.5 Dashboard Report/Update – Dr. Sesime Adanu Continued

Dr. Drumm; this is also the argument that he makes all the time for differential tuition. We get \$2600 and some odd dollars from the state for every one of those programs and that's it. The rest is made up through the magic of higher education. He has been making the case for some time that there should be some level of differential tuition but there has not been the political will to do it in Albany. We may be finally getting to the tipping point there.

Trustee Mastrangelo; he has never heard of a college or university charging different tuition. Wouldn't it be better to lobby the state to give us more aid based on programs.

Dr. Drumm stated; that he has talked about having a weighted funding formula for the high cost programs which is common also. Some combination of approach thereof we need but his peers are opposed to that.

Trustee Mastrangelo; you mentioned that TC3 is real heavy in business administration which is inexpensive, so if they want us to stop focusing on the good programs by not funding them...

Dr. Drumm; that is exactly the kind of public policy we have. The problem is there is enough of a critical mass of the TC3's and others that are out there that are very heavy on the low cost transfer programs that will lobby against any extra money for the high cost programs. That's part of the reason it hasn't gone anywhere.

Trustee LaBare; the cost for each program, those cost factors, the aggregate, for how long have you been capturing it; is it last year, the year before.

Ms. Losinger; we use a decade and a half.

Trustee LaBare; so you average it out or do you smooth it out.

Ms. Losinger; we update it every year. We tend not to spend a lot of time at the degree cost level. We tend to use departmental costs, more of a managerial day to day focus and look at changes over time. Cost per student per credit hour in English over time, what's it doing, what direction is it going.

Trustee LaBare; so if you do it at the end, you started the program and there's probably one cost but by the time graduation came how many of those did you retain or didn't retain.

Ms. Losinger; this would be an annual snapshot on the average. We can bring in for the group some samples that go behind the scenes with this. Every year we bring in a revenue component for each degree and then we look at revenues versus expenses and then we look at the number of graduates that we actually had in that program.

4.0 INFORMATION ITEMS CONTINUED

4.5 Dashboard Report/Update – Dr. Sesime Adanu Continued

Vice Chair Coffey; do you know what the graduates made after they graduated.

Ms. Losinger; that would be an interesting layer to bring into it.

Dr. Drumm; we can do averages for our region. We can compare to the averages that the department of labor puts out.

Chair Orband; enrollment by residency, a couple meetings ago we discussed obtaining a new piece of data which was the success in penetrating the local market for the high school graduates. It was more of the data between who was going to two year schools as opposed to who was going to four year schools. We want to see how well we're doing with local graduates and getting them to come here as opposed to going to OCC or somewhere else.

Ms. Losinger; so you would like to see that on the dashboard.

Chair Orband; Yes, I think it's an appropriate piece of data for this.

Trustee Mastrangelo; TC3 is getting a huge chunk of our students, 6-8%. Binghamton High School dropped dramatically in one year. Those are really critical. Would like to know why.

Dr. Drumm; Debbie has been organizing focus groups for us in Binghamton High School and they are very happy to do this for us.

4.6 Student Assembly Update – Aishia Mortenson

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

Student Giving Campaign was successful. The Spring Fling fundraiser was held and had a pie throwing contest. President Drumm and Scott Schuhert participated in this. We raised \$300.00. We are looking at a total of \$3000.00 for a total this year.

The Student Assembly won an award for Strongest Student Government at the Spring SUNY Conference. Trustee Mortenson received an award for Representative of the Year.

The Homeless Awareness fundraiser raised \$2000.00.

There was no Presidential candidate for the elections. There will be a special election in the fall.

Looking at recycling regalia for people who cannot afford to purchase, it in hopes of increasing attendance at graduation.

4.0 INFORMATION ITEMS CONTINUED

4.6 Student Assembly Update – Aishia Mortenson Continued

Tom Mastro our former President is now the President of SUNY Student Assembly as well as a SUNY Student Trustee.

Trustee LaBare; It seems that students don't seem to be engaged in the campus. How many students are participating in activities such as sports and clubs.

Ms. Morello; we have a different breed of student, one that she really likes. They're not into the hierarchal structure and she sees a service mentality. They serve on our Shared Governance committees; we see them in the digital lounge. We don't have a lot of spaces on campus but they are out and doing things. We had a large number of students participate in the Homeless Sleep out; we have never had a larger group. Having a 24/7 campus has changed the look of our campus. We have student out and about, if you walk across campus it's mobbed out there but it's a different kind of student, it's a volunteer student, it's a caring, giving, supportive student.

Trustee Mortenson; The two big reasons why we see a lack of student involvement is; we don't have any space to get together and congregate and work together. A lot of the spaces we once had are not there anymore. We have the digital lounge but it's not a large enough space for students to meet and come together. The other is the communication on campus. Access to our email is inconsistent. A lot of people don't know what their email is and some don't know that it's different from Angel. It would be working on a way to streamline that and streamline communication. MARCOM has done a phenomenal job in putting together one email that bullets out all the main points for the day, but it's making sure that students know how to get to that one email.

Ms. Losinger; this is one of the areas that has been identified in the Master Plan.

Trustee LaBare; the student café used to have coffee and the students used to be in there all the time and now I see it's a gaming room (digital lounge). In the Student Center, the cafeteria, there used to be a lot of students in and out and hanging out in the hallways it was a really active place.

Ms. Morello; it's still like that. The digital lounge, you can't even get in there, it's mobbed in there every day. That is just indicative of the space needs and it was noted on the charrette and it's a problem. But in terms of student involvement, I think they are involved in a different way. I think Ms. Williams can attest to it in terms of student giving and student involvement in applying for scholarships and helping each other with scholarships

Trustee Mastrangelo; it seems that there's a lack of a desire to be leaders. That's kind of unusual considering that we've increased Shared Governance and now have Shared Governance.

Dr. Drumm; we do have participation in Shared Governance. Not every college gives the opportunity for students to serve on shared governance groups. We did have someone run for Student Assembly President but was deemed ineligible.

4.0 INFORMATION ITEMS CONTINUED

4.6 Student Assembly Update – Aishia Mortenson Continued

Trustee Mortenson; we need to share the successes of Student Assembly and the students and what we have accomplished. Ultimately the students don't know that it is a fruitful avenue and it is successful that when we bring things forward they do get worked on and that change has happened from that. That is key in increasing student activity on campus because when I talk to students on campus about this they are not aware that the administration was that receptive.

4.7 Broome Community College Foundation Report – Cathy Williams

Ms. Cathy Williams presented the May 2015 BCC Foundation Report to the Board. A copy of this report was included in the Board package.

There was an estimated 670 attendees at the Presidential Honors Scholarship Program.

Wrapping up their campaigns and looking to have another banner year with our annual fund.

Ms. Williams thanked Trustee Mortenson. She is the person who single handedly championed the Student Giving Program. It is because of her that we have the Student Giving Scholarship Program. On behalf of the Foundation, thank you.

4.8 SUNY Broome Facilities Update

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

4.9 Budget Transfers

Budget Transfers for February and March 2015 were included in the Board package.

4.10 Grant Approvals

This report is routine and for informational purposes. Grant approvals for March and April 2015 were included in the Board package.

4.0 INFORMATION ITEMS CONTINUED

4.11 Investment Report

This report is routine and for informational purposes.

4.12 Human Resource Update

These reports are routine (with planned activity) and for informational purposes.

The SUNY Wellness Challenge closed today and Ms. Fedorchak will have the statistics for the Board members next month.

4.13 Budget and Finance Update

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

The Proposed Operating Budget is in. After tonight our six year capital plan will be with the county. Next week discussion starts with the County Executive and her team and someone from Economic Capital Planning Department on the capital proposal.

4.14 Faculty Eligible for Initial II Appointment – Fall 2015

A copy of the candidates for Professional Recognition Increment was attached to the Board package for information.

4.15 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** Margaret Coffey, Chairperson of the Finance and Facilities Committee submitted the Minutes for the May 12, 2015 meeting. The meeting was called to order at 9:30 a.m. and adjourned at 9:56 a.m.

EXECUTIVE SESSION

Chairperson Orband asked for a motion to adjourn to Executive Session to discuss collective bargaining negotiations and personnel. Vice Chair Coffey made a motion to adjourn to Executive Session and Trustee Serafini seconded the motion. Regina Losinger was asked to attend the session to discuss negotiations. The Trustees went into Executive Session at 6:35 p.m.

Trustee Akel made a motion to come out of Executive Session at 8:05 p.m. Vice Chair Coffey seconded the motion and it was unanimously approved.

Chairperson Orband called for a motion to adjourn.

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

The meeting adjourned at 8:06 p.m.

**THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR
5:00 P.M. ON THURSDAY, JUNE 18, 2015
TO BE HELD IN THE LIBOUS ROOM, D117 OF THE DECKER HEALTH SCIENCES
CENTER BUILDING**