

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
MINUTES
September 24, 2015
Official**

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

TRUSTEES ABSENT: None

ALSO PRESENT: Dr. Kevin E. Drumm, Regina Losinger, Jesse Wells, Lynn Fedorchak, Cheryl Sullivan, Esq., Patricia O'Day, Aishia Mortenson, Former Student Trustee, Thomas Flynn, Student Trustee (pending election results)

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

Chairperson Orband welcomed Thomas Flynn who will officially begin his duties as the new Student Trustee at the October 15th meeting.

Chairperson Orband also acknowledged Aishia Mortenson, Former Student Trustee was also in attendance for the meeting.

1.0 APPROVAL OF MINUTES

Trustee Newman made a motion to approve the minutes of the August 20, 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 Write-Offs of Student Account Receivables

The office of the college Controller has reviewed the status of the Student Accounts Receivables and has found \$949,779.34 to be uncollectable. This is a 19%, \$215,710 decrease of the amount written off last year and shows the 'positive' impact of steps that were taken two (2) years earlier to reduce it. This represents the write-offs of outstanding receivables, which are now two-years old. The Finance and Facilities Committee adopted a guideline to write off uncollectable accounts two years old or older at its October 1992 meeting. These receivables were accumulated as a result of tuition obligations incurred by students who registered and subsequently did not attend classes and deferrals based on financial aid awards to students who later became ineligible due to withdrawal from the college or changes in credit load and/or academic standing. It is understood that the students' obligation to the college remains and appropriate holds have been placed on their accounts. Collection efforts by college staff and various contracted collection agencies will continue. IT was recommended that the Board of Trustees approves the write-offs of uncollectable accounts for receivables in the amount of \$949,779.34.

2.0 PREFERRED AGENDA ACTION ITEMS CONTINUED

2.2 Recommend Approval of a Resolution for Unpaid Leave of Absence for Ciara Cable

The Board of Trustees acts in accordance with the terms of the BCC Faculty Association contract to approve a request for unpaid leave for an employee in that bargaining unit. 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 child rearing leave of absence to Ciara Cable, Staff Associate in the Marketing and Communications Department, from November 16, 2015 to December 18, 2015.

2.3 Recommend Approval of a Resolution for Unpaid Leave of Absence for Sally Tripp

The Board of Trustees acts in accordance with the terms of the Guild Association labor contract to approve a request for unpaid leave for an employee in that bargaining unit. 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 Sally Tripp, Staff Assistant from August 29, 2015 to January 31, 2016 to serve in a promotional appointment as Acting Assistant Director of Financial Aid/Operations.

2.4 Recommend Approval of Resolution for New Position Description for Resource/Compliance 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; Resource/Compliance Officer.

2.5 Recommend Approval of Bid #2015-21 to Award the Contract for the Decker Upgrade/Retrofit Temperature Control for the Digital Controls Project

A legal notice was placed on August 4, 2015 seeking contractors to provide the Decker Temperature Control for the Digital Controls Project. One bid was received and opened on August 28th. A copy of the official bid result was included for information. The references were checked and qualification statements approved. The cost is being covered by capital project funds and allows us to proceed with the entire Scope-of-Work. This is the last building on campus to receive the Tridium Temperature Control System. It was recommended that the Board of Trustees approves contracting with Postler & Jaeckle for the Decker Upgrade/Retrofit Temperature Control System for the Digital Controls Project in the amount of \$191,880.

2.0 PREFERRED AGENDA ACTION ITEMS CONTINUED

2.6 Recommend Approval of RFP #2015-17-R3 Award for the Dental Insurance Contract

A legal notice was placed in the NYS Contract Reporter on July 28, 2015 seeking contractors to provide Dental Insurance pursuant to contracts: ESPA Article 38, Guild Article 46 and Administrative Management Confidential for staff and their dependents. (Percentage negotiated). Five (5) proposals were received on August 28, 2015 and opened. The proposals were reviewed by the Committee on August 31, 2015. The committee's recommendation is included: The contract is for a period of two (2) years commencing January 1, 2016, with three (3), one (1) year optional renewals. Provisions of plan offer a three (3) tier option: Single; 2-person; or family coverage. Two-person is a new option benefiting 25% of enrolled members. It was recommended that the Board of Trustees approves contracting with NFP Corporate Services (NY)/LLC - (Excellus) for dental insurance in the amount of \$115,393 for a two (2) year contract with a 4% cap for the second year and with three (3), one (1) year optional renewals.

Trustee Paniccia made a motion to approve Action Items 2.1, 2.2, 2.3, 2.4, 2.5 and 2.6 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 Slate of Officers for 2015-2016

Pursuant to the By-Laws of the SUNY Broome Community College Board of Trustees, at the annual meeting held in September, the Board of Trustees shall elect a Chairperson and Vice Chairperson by majority vote of the Trustees. The SUNY Broome Board of Trustees Nominating Committee for 2015-2016 met on August 19, 2015 and recommended that Margaret Coffey be appointed Chairperson for 2015-2016 and Marc Newman be appointed Vice Chairperson for 2015-2016, both for a term of (1) one year as provided for in the By-Laws.

Chairperson Orband asked for a motion to modify the resolution to change the terms of office to 2 year terms.

Trustee Mastrangelo made a motion to modify the resolution to reflect the change of a one year term of office to a two year term for the Chairperson and Vice Chairperson. The motion was unanimously approved.

Chairperson Orband revisited Action Item 3.1 stating that the original resolution was in accordance with the terms of our by-laws for a one year term of office. Chairperson Orband rescinded the initial vote and called for a motion and revote on Action Item 3.1 as originally proposed.

Trustee Akel made a motion to approve Action Item 3.1 as originally proposed. Trustee Mastrangelo seconded the motion. The motion was unanimously approved.

3.0 ACTION ITEMS CONTINUED

3.2 Recommend Approval of Nominating Committee for 2016-2017

Pursuant to the By-Laws of the SUNY Broome Community College Board of Trustees, at the annual meeting held in September, the Board of Trustees shall elect a Nominating Committee consisting of three trustees. Such Nominating Committee members shall serve a term of (1) one year. The Nominating Committee of 2015-2016 met on August 19, 2015 and recommended the following members to serve on the Nominating Committee for 2016-2017; Marc Newman, Chairperson, Nicholas Serafini, and George Akel.

Trustee Paniccia made a motion to approve Action Item 3.2. Trustee Serafini seconded the motion. The motion was unanimously approved.

3.3 Recommend Approval Schedule of Finance and Facilities Meetings and Board of Trustee Meetings 2015-2016

A schedule of the Finance & Facilities Committee and Board of Trustees meetings for 2015-2016 was attached in the Board package. It was recommended that the Board of Trustees approves the schedule for the Finance and Facilities Committee meetings and Board of Trustees meetings for 2015-2016.

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

4.0 INFORMATION ITEMS

4.1 President's Report

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

Dr. Drumm thanked Chairperson Orband for Chairing for the last two years. He also thanked Vice Chair Coffey for accepting the Chair position.

The 4th Annual President's Foundation Lawn Party, our annual donor appreciation event was held on Friday evening. We invite our major donors who have contributed \$500.00 and up or are annual scholarship or endowed representatives. Approximately 120 people were in attendance. He thanked the Foundation and thanked everyone for their support of the College and everyone who was involved, especially his wife who worked for days to prepare for the event.

4.0 INFORMATION ITEMS CONTINUED

4.1 President's Report Continued

SUNY Broome and Dutchess Community College were recognized as the top 100 degree producers in various fields across the U.S. The Community College Week that publishes the top degree producers in various fields across the country usually chose institutions such as Miami Dade or City College of Los Angeles that have a large number of students attending their institution. It's a little unusual when a small College like ours makes the list, but we made it for Journalism and Communications for being one of the top producers in the U.S. for majors and graduates.

SUNY EXCELS is going to be a new part of our life. We will do a presentation on SUNY EXCELS soon which is somewhat related to what Dr. Adanu will be presenting to the Board this evening. This will be our new very highly sophisticated SUNY Report Card. There will be benchmarks that we will be measured against across the State and against some National benchmarks. They are asking for targets from us that we would hope to meet in the future. All this is to try to help SUNY grow the number of graduates by tens of thousands between now and 2020. The SUNY EXCELS is a double entendre it has the excel spreadsheets plus excellence. This will be a whole new accountability rubric from SUNY. All 64 campuses are in the give and take process with SUNY right now and we will have more on this soon. A presentation will be done at a future Board meeting.

The new formula for county chargebacks has been submitted to the Legislature right before the end of the last session. There has already been an editorial written about it with pros and cons of the existing formula versus the recommended formula. We should see more on this as we head toward the next legislative session. I don't know what the political odds are of them instituting the new formula, it's probably 70/30 that they'll probably buy the new formula. But it doesn't solve the FTE problem that they want it to solve. FIT is such an outlier in so many ways that it actually exacerbates that problem and it increases their ability to chargeback greatly.

Trustee LaBare: I didn't have the opportunity to go to the Trustees meeting but on Saturday there was a big discussion about community college Regional Councils that are coming forward in the state budget and that it will affect us.

Dr. Drumm: it will affect everybody.

Trustee LaBare: I'm just wondering when you're speaking about chargebacks as it's looking at various things. Competing; they don't like the competition between the colleges is one of them. I think Fulton-Montgomery was one that brought it forward and they want to have that discussion on Saturday. I'm just wondering with the Regional Council; if they're going to address this chargeback issue. You would think they would because it's looking at things as a region.

4.0 INFORMATION ITEMS CONTINUED

4.1 President's Report Continued

Dr. Drumm: It's not captured in any technical way in the budget footnote. It's not captured in any way in the budget language that created these new regional councils for community colleges. This is not REDC, this is Regional Councils for Community Colleges that were created in a footnote in the budget. But it happens all the time, not just to us and not just in this state. Our region is highly likely to be SUNY Broome and Corning Community College for our Regional Community College Council. TC3 is in two regional council districts with the other regional councils; they're in two REDC districts, one's in the Southern Tier and one's in the Central Region with Syracuse. Economically and for their purposes they tend to relate more to Cortland and Syracuse than they do to Binghamton up where they are in Dryden. Their president has already said that his preference is to be on the council moving north because they have more economic connection; shopping and corporate, much more so with Cortland and Syracuse than they do with Binghamton and that makes sense. For our region it is likely to be us and Corning, which is fine. What will happen is; the Chancellor ultimately gets to appoint these regional councils, the presidents serve on them and exactly how they are going to be configured, we still don't know. The legislation is fairly vague but I don't think there's anything in there regarding budgets. It's more focused on workforce and collaborative academic and training programs is kind of the emphasis of the language.

Trustee LaBare: It says; set program development, enrollment and transfer goals on a regional basis to coordinate education and training programs offered with each defined region and pre-established goals to improve student outcome. And it says later; Provide further that when coordinating education and training offerings community colleges shall ensure that the needs of the residents of the local community and host county are met by such local community's that needs of residents of each community and county remain the community college's primary concern. But it says it's going to affect how we...We feel it would be a productive...SUNY would meet with them to discuss the creation of community college regions because it's going to impact the Trustees.

Dr. Drumm: Exactly, that's been the pushback. If you listen to that language, it's a lot of the responsibility that one would expect Trustees, in deed are already taking. So, there has been a lot of push back on that.

Trustee LaBare: But if they're going to have to do a program development, I'm thinking those types of things; I'm just thinking the chargebacks have to play into it.

Dr. Drumm: I'm not sure how.

Trustee LaBare: Because now they're defining us, they want us to be more like a SUNY System. I just think they will from what I'm reading.

Dr. Drumm: They certainly could get it on the agenda, I suppose but it doesn't fall under any of that language.

4.0 INFORMATION ITEMS CONTINUED

4.1 President's Report Continued

Dr. Drumm: So they couldn't formally do it but the language on the other hand is pretty broad so they could take up a lot of things. There's nothing in there about budget and finance.

Trustee LaBare: I think I might see if somebody has a synopsis of what transpired at that meeting.

Dr. Drumm: Well, even SUNY doesn't even know. SUNY doesn't even know how they would prefer these regional councils to be configured and neither does the State.

Trustee LaBare: But they had a discussion, the Trustees on Saturday had a discussion.

Dr. Drumm: Yes, and at each discussion they move the ball a little further.

Trustee LaBare: I just want to know what the pros and cons are.

Dr. Drumm: We just met with SUNY last week and there was nothing definitive at all. They were waiting to hear more from the State to see what the Governor's office had in mind.

Trustee LaBare: It seems like Fulton-Montgomery is the primary because their letter was enclosed. So I think the North Country is afraid that they're going to be too much of an impact.

Dr. Drumm: There's a number of colleges in that reason and are all within an hour of Albany. The other debate right now, which is ultimately up to the Chancellor, is whether Trustees should or would serve on these regional councils. There's a faction that thinks no; why bring the governance piece even closer into these regional councils when it's your responsibility to govern the college. So you start to move governance into those regional councils if the Trustees are involved. But then others say that since the Trustees are ultimately responsible for all these things that are mentioned in the language, that the Trustees ought to be involved. It will ultimately be up to the Chancellor to decide how to split that baby; but that's been a big part of the debate so far as well, what level of Trustee involvement there might be on the regional councils. Their primary focus is on workforce, that's where the program comes in. They want to be sure that we have a broader look at the programs we're offering and how we're serving the needs of the community. Everything that comes out of the Governor's office now is about workforce and it's clear that that's what this is about.

4.0 INFORMATION ITEMS CONTINUED

4.1 President's Report Continued

Trustee LaBare: I think at the end they said that our focus should be on our community. I think that so many of us, and I'm not saying that we shouldn't have moved to SUNY Broome, but I think so many of them have moved to SUNY Broome, SUNY this and why were we initially developed. What is our sole purpose when we came forth? The dorms, I wanted the dorms too because we had to compete. But what are we doing to student financial debt, we're just driving it up. So we're sort of like, here we're doing this at a community college but on the other hand we're doing all these other things to cause these issues and problems. So try to figure it out. That's what I'm reading. So we'll see what happens, I don't know.

Dr. Drumm continued with his report:

All of our projects that were submitted for the next round of SUNY Incentive money in partnership with Binghamton University made it to the next level. It doesn't mean that they're going to be funded at this point but we made the first cut with our partnerships that we're trying to grow. It's focused around the Binghamton Advantage Program to take it to the next level. Dr. Battisti worked with Don Niemen and his people on some partnerships for SUNY Incentive funding. We did something around International and Language, and more joint advising between the two institutions.

Our Food Systems Hub aspect of the URI Submission was endorsed by our local REDC and sent on to the next level.

Enrollments continue to be a moving target. We started a week and a half earlier than the high schools. Right now it doesn't make sense to compare enrollments because our concurrent enrollments are off by a week and a half.

4.2 Middle States Periodic Review Report (PRR) Update – Dr. Sesime Adanu

Dr. Adanu presented a PowerPoint update to the Board for the Middle States Periodic Review Report. The PowerPoint Presentation was forwarded to the Trustees on September 25, 2015.

Thomas Flynn: Where is the location of the Middle States Town Hall Meeting?

Dr. Adanu: It will be held in the Decker Health Science Center, D201 from 11 a.m. to 1 p.m. on October 8th.

4.0 INFORMATION ITEMS CONTINUED

4.3 Data Options for Board Consideration for Periodic Reporting – Dr. Sesime Adanu

Dr. Adanu presented a PowerPoint Presentation on Data Options for Board Consideration. The PowerPoint Presentation was forwarded to the Trustees on September 25, 2015.

Trustee Akel: I noticed that the International students have fallen; is there any reason.

Dr. Adanu: One reason is that we lost the SEED Program.

Dr. Drumm: The Federal SEED Program; the second sophomores graduated last year and that was the end of the program.

Trustee LaBare: Do the trailer courses have much of an impact.

Dr. Adanu: Yes, I'm sure that will affect enrollments.

Vice Chair Coffey: Even though we have classes in Tioga, it's counted as out of county.

Dr. Drumm: Yes, Tioga has to pay chargebacks.

Trustee LaBare: There were so many students that never knew that they could transfer back 12 credits and they could have had a degree but never knew that they could do that. If a student wants to transfer and they need 12 more credits they can take them at their transfer school and send them back and get their degree from SUNY Broome and still attend the other college.

Dr. Drumm: We have an emphasis on that now. We try to reach out to students like that. We are starting to formalize that with the Binghamton Advantage students because most of them transfer before they graduate.

Ms. Mortenson: Do you have the data about the completion and retention trends in the different cohorts that were shown today; in county versus out-of-county, in-state, out-of-state. That would help identify what areas might need more services or support.

Dr. Adanu: We have it but I don't have it segregated.

Dr. Drumm: There will be other benchmarks we will show you as we crunch the numbers. We want to try to make a short list of things that you would like to take a look at once a semester, once a year, twice a year, or quarterly; some numbers that you think would be helpful for you as Trustees to look at a couple times of year as benchmarks for you.

Trustee Mastrangelo: It would have been helpful to have this information before the meeting so we had a chance to look it over. Now it's hard to react to it.

4.0 INFORMATION ITEMS CONTINUED

4.3 Data Options for Board Consideration for Periodic Reporting – Dr. Sesime Adanu

Dr. Adanu: One of the goals is to get this online for you to review once or twice a year or however often you want to view it.

Dr. Drumm: Patti O'Day will send this presentation to you.

Trustee Paniccia: Based on your presentation it's clear based on the trend line that the out of state, the international and the in county are decreasing but we're getting significant growth from in-state out-of-county. Is there something we're going to do as a college to promote that more? Do we have a plan in place because that seems like a significant growth area and if we don't can we put something in place to market that better?

Vice Chair Coffey: Isn't that counterintuitive to the regional sections.

Dr. Drumm: It is, but it's counterintuitive to public colleges and universities all over the country. It helps pay the bills. Public policy is upside down in that respect. But so much of it Anthony, comes down to housing. If students come from out-of-county you have to be able to live on campus and if we're maxed out, we have to help them find housing.

Trustee Paniccia: There are a lot of housing developments going up and maybe we should develop partnerships that we can place these individuals in those housing projects to increase the enrollment. It's very evident that that's where the growth is coming from.

Dr. Drumm: Absolutely. We have a good brand around the state, we have a really strong brand.

Trustee LaBare: We have the Excelsior Program.

Dr. Drumm: We do Excelsior in Business.

Trustee LaBare: Can we do more of that, especially in nursing. Form a partnership like Trustee Paniccia said with other 4 year schools.

Dr. Drumm: We are working on another partnership right now. We are talking to Delhi about doing nursing at SUNY Broome.

Trustee Mastrangelo: The amount of online students; is that one of the reasons why our part time students are increasing.

Dr. Drumm: That's a good question, we need to analyze what's going on with the demographics.

4.0 INFORMATION ITEMS CONTINUED

4.4 Student Assembly Update – Thomas Flynn/Aishia Mortenson

Mr. Flynn presented the September 2015 Student Assembly update to the Board.

The first concern that students have this year is the budget cuts to the clubs and organizations on campus. Many of the academic clubs are being cut entirely. As an example; Last year we were certified as the strongest campus for student government in SUNY of all 64 campuses. That's a pretty big honor to be a part of this campus. For us to go here to get certified and recognized and train our student leaders on campus we had to pay to attend this conference. The conference cost \$4000. Our budget this year is \$4000. Our ability to show students their voice and get students involved is very much hindered by having a lower budget.

Vice Chair Coffey: What was the budget last year?

Mr. Flynn: \$16,000 it has been cut 75%.

Trustee Mastrangelo: What caused that?

Dr. Drumm: There is going to be a presentation at College Assembly Monday afternoon because there is a kind of a across the board. There's a variety of things. Our student activities director retired and Student Activities had been overspending for years and then trying to control it once they got rolling. It had to cut back to actually start the balanced budget for the first time in a long time. Also, there was an emphasis on all campus programming and needing money to do larger events to invite everyone as opposed to all of the small events that the clubs put on. They wanted to have some money in a central pool to be able to do some larger events for everyone especially since we are now a residential campus. Having said that, it wasn't rolled out in the best way. This is the Student Activity budget which is through FSA and is not something that the Trustees get directly involved in. There is going to be an amendment to the budget within the next couple of weeks. We will work with everyone over the course of the year to be where we want to be next year. Jason Boring and Scott Schuhert will work on this. It also begs the question of how large we want our student activity fee to be.

Mr. Flynn: If we are going to have a centralized fund, he proposes writing a resolution that would allow clubs to reapply for funds from the central fund.

One of the big scenes on campus is music, either acoustic or vocal, whether the students want to record or perform; this is a big deal in the dorms. Mr. Flynn proposed holding a weekly open mic night. This would engage both commuter and residential students. We want to engage students on campus and it's tough to do that when you have a majority of commuter students on campus. It's two different worlds clashing together but it's positive and also negative. Last year there was tension between the locals and the dormers.

4.0 INFORMATION ITEMS CONTINUED

4.4 Student Assembly Update – Thomas Flynn/Aishia Mortenson

Trustee Paniccia: I have a question on the budget. You said that usually there wasn't a budget in place, usually you go to a two to three year phase to balance a budget you don't cut 75% off a budget from \$16,000 to \$4,000 in one day and say you're going to balance it in one year. So I think we need to look at that as a board or help assist in trying to balance this budget. You don't balance a budget in one year, you balance it over a two or three year period. So it should be a phase progression in working with them and their student activities to determine what their dollar value should be.

Trustee Mastrangelo: You almost put them out of business.

Trustee Paniccia: Yes, that's exactly what you did.

Ms. Mortenson: Part of the way that Student Assembly worked to bridge that divide is through the clubs that we have on campus. We are one of the community colleges that have the largest number of clubs across campus including academic clubs. Student Assembly created the Council of Clubs to bring more students together and increase the student voice on campus. However, if we eliminate clubs we eliminate that sense of community and culture that we worked so hard to bring together and increase the student perspective and voice on campus.

Mr. Flynn: You would be surprised how many students don't know about shared governance and their voice and what community college and colleges are for. You pay your tuition, the college should work for you. You should use all the resources; faculty, area; you paid for it. Many students think it's still high school, they don't know that they can go out and speak about it. Yes, we are hurt with our funds but if we go to the conferences and the leadership development programs students can go out in any field and be a leader in it. Besides that, with the \$4000 we can host campus events and public deliberations but it wouldn't equip the senate and the workforce with leaders. Tom Mastro is a BCC student, now he's a SUNY President, he came right from here. BCC turns out a lot of high ranking people and I didn't know this when I first got here and I'm proud to be a part of this.

Trustee LaBare: Kevin, this is exactly my concern about the FSA, which used to be totally separate and now we have a VP that is overseeing it with a stipend; because you have more of a checks and balances. You don't have comingling. But it's that voice that we're missing, that checks and balances. I told you this before and I still believe that FSA we let our person go that was the director of that, we have the board that Anthony Paniccia sits on and you do to. I just think that's why we're having these issues, I'm sorry and I felt this way since I got on this board. You're never going to change my mind Kevin, you can try and try, you're not going to change it.

Dr. Drumm: It wasn't driven by the FSA it was driven by Student Activities and Student Assembly in part and Dave. It wasn't really driven by FSA.

4.0 INFORMATION ITEMS CONTINUED

4.4 Student Assembly Update – Thomas Flynn/Aishia Mortenson

Trustee LaBare: It's FSA budget, which we have nothing to do with.

Dr. Drumm: The Student Activities budget is controlled is run through FSA, it's not how the Student Activity budget is controlled. It's run through FSA.

Trustee LaBare: I have my own perspective and you have yours.

Vice Chair Coffey: The Student Activity fee; does it all go to FSA.

Dr. Drumm: No. It's accounted for through FSA.

Vice Chair Coffey: It's just a conduit of funds.

Dr. Drumm: Yes, exactly.

Trustee Akel: They have a certain revenue amount.

Dr. Drumm: Yes, and it's all their revenue. Student Activities revenue is Student Activities revenue and it's only spent on Student Activities.

Trustee Akel: They've been overspending for the last several years, you said.

Dr. Drumm: They've been over budgeting. Last year was the first time in many years they hit their budget.

Trustee Akel: How much money do they collect in student fees.

Ms. Losinger: A good \$900,000 and \$209,000 was being budgeted for the clubs. Overall in the last two years the Student Activity budget was being built at 15%-18% greater than what the revenues were, \$140-155,000 more than what was materializing. It was a structural budget deficit.

Trustee Newman: Why did they budget that way.

Ms. Losinger: I don't know, it's out of my area.

Trustee LaBare: How much is the BC Center though.

Dr. Drumm: They're not getting any Student Activity money this year. They're still getting the money from FSA, they're just not getting it from Student Activity fee.

Trustee Mastrangelo: It has been running at a deficit for years.

Dr. Drumm: Unless you're a big university, they all run a deficit at community colleges. It's a question of what you're willing to bear.

4.0 INFORMATION ITEMS CONTINUED

4.4 Student Assembly Update – Thomas Flynn/Aishia Mortenson

Trustee LaBare: Even Binghamton University because we met with them. They were running at a deficit, they just have to figure it out.

Trustee Mastrangelo: Their child care was being subsidized by the union.

Ms. Mortenson: And Student Activities.

Dr. Drumm: The other piece of this, which we are working on is that a lot of the academic clubs were spending the money in a way that really was academic and not typically how student activity fees are used in the larger world of student services. For example; some of our clubs were using them to pay their student's testing fees. Because not every student has a test and not everybody has access to that money to pay for it. Or if one club is paying for student testing fees and another club is not, it's not really the way to go about it. If we are going to pay for student testing fees we need to find another way to do it and pay for everybody's testing fees. There's a real imbalance there depending on how the club was operating. It's the way things were done for a long, long time.

Ms. Mortenson: I think that these oversites here come down to accountability of club advisors. I think that there is a lack of accountability on a lot of club advisors. This is something that Student Assembly has struggled with over the last few year. So if we were to look at that and increase the accountability level we wouldn't have a lot of these problems.

Trustee Mastrangelo: Advisors should never let any of that happen.

Dr. Drumm: Jason Boring and Dean Schuhert will be working on this. Tom Flynn and I just had a conversation about this just yesterday.

Mr. Flynn: We need more student direction instead of coming to the advisor asking what we should do. The advisor should be there, have things passed forward and have it okay. Jason Boring can't be an advisor for all the clubs. How it stands is if the club doesn't have an advisor or an advisor is removed, Jason is the standing one. You can't have that kind of personal relationship with all the clubs. I not sure if there is an audit process where you can actually come, watch and sit in on clubs to see if they're properly advised.

Dr. Drumm: At the very least they should be auditing themselves and providing a financial report on how they spent their money.

Mr. Flynn: It comes down to student education and the advisor.

Chairperson Orband: Is it for the FSA Board to oversee the clubs.

Dr. Drumm: It's really for the Student Activities and Student Assembly to oversee the clubs.

4.0 INFORMATION ITEMS CONTINUED

4.5 Broome Community College Foundation Report – Cathy Williams

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

Ms. Williams reported that they recently met with young alumni where they were asked how we can engage them and bring them to campus. We heard from them that they want to come to concerts. They want to partner with Student Assembly to do some kind of concert.

The Foundation received a new endowed \$10,000 memorial scholarship last week for a Communication and Visual Art student.

The new scholarship management software package is in the testing phase right now and they will go live with it with the Second Chance Scholarship in the fall.

Ms. Williams is working on the Strategic Plan Update language on advancement and fundraising with Dr. Adanu.

4.6 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 reported that five years and \$70 million dollars later and additional serious focus on putting reasonable amounts of funding in our operating budget for smaller and medium size projects; we have made some significant progress on our campus. We still have three core original buildings that are in tough condition; Student Services Building, old Science Building and the Mechanical Building. We have the State half of the funding on the table to rehabilitate these spaces, yet we have critical services in some of them. So there is this balancing act as we go forward with the projects while we're getting the other half of the local funding in place to undertake these renovations. How much of the smaller operating budget do we put into these buildings that are truly in just awful shape. We are still looking at focusing in a limited way in some of the most public spaces, for instance; finishing carpeting and a drop ceiling in the Counseling Center. We are expending money in these spaces just to hold us for now.

We have 30 projects or so identified here, \$1.4 million patchwork quilt of funding that's not big enough. It's several hundred thousand dollars off the mark. Between operating small capital, small facilities improvements, equipment budget, a little bit of small capital in the mix; we've got to make a decision in the coming weeks whether we will begin to look for some additional funding sources, or look at shifting something within the operating budget or we are going to have to take some of these projects off the list. I wanted you to get a look at the list of projects in the report and know that in the coming weeks we will be coming to some sort of a decision on the rest of it.

4.0 INFORMATION ITEMS CONTINUED

4.6 SUNY Broome Facilities Update Continued

Trustee Mastrangelo: In the last five years we have gone from 30th to 24th which is a huge jump.

Ms. Losinger: Right. We used to be right at the bottom of the heap of New York State.

Trustee Mastrangelo: I personally believe that one of the reasons why our enrollment is suffering locally is if you take a ride around and you see those three bad buildings; everything else is beautiful. Look what happened when we put that science building up; the change it had to this campus. I think it's critical those three buildings have to be rehabilitated. We need to do to those three buildings what we did to the Wales building.

Ms. Losinger: So here's where we are. We're putting together a funding proposal for the local share to get started on our Mechanical Building. We anticipate making a presentation to our Foundation later this year. We have \$10 million on the table to restore these three buildings. It's the other half, the local have. Capital dollars from SUNY have to be matched by local funds. It doesn't have to be Broome County government, it can be fundraising organizations, it can be vendor money. I'm hoping we're going to be in the serious design phase and renovation on the Mechanical and things that connect it to the nearby buildings by next year. The vision is to undertake one of these every two years and in six years we'll be done.

Trustee Akel: There has been great improvement on the campus in the last five years.

Trustee LaBare: I notice that it said; Install private shower men's locker room to address privacy and gender concerns. Do we have one for females.

Ms. Losinger: There's actually separate showers in the women's locker room.

Trustee LaBare: In the Student Services Building first floor they made that one bathroom a shower. Is that for transgender issue.

Mr. Testa: We converted, in the Natural Science Building, a bathroom that was designated a men's room into a transgendered bathroom with a shower.

4.7 Budget Transfers

Budget Transfers for September 2015 were included in the Board package.

4.8 Grant Approvals

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

4.0 INFORMATION ITEMS CONTINUED

4.9 Investment Report

This report is routine and for informational purposes.

4.10 Human Resource Update

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

Ms. Fedorchak reported that three weeks ago they went live with the Interview Exchange which is an applicant tracking hiring system. This is a software where all our applicants apply online.

4.11 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 stated that we have two potential financial shoes associated with enrollments. The tuition shoe; even if enrollment drops a little this year they actually go up instead and the state aid shoe; we're not going to see what happens there until the coming years. We know that SUNY has reduced the number of degree credits to 64 or less and full time students are taking fewer credits; which historically would have meant we get less state aid the next year. But the reason the credits are being reduced is because SUNY believes based on National studies that when you reduce those degree requirements to the level they have them at more student will complete. So it's a great big question mark as to whether we'll even lose state aid on this. It's a wait and see. The more students are completing, it may actually go up.

We looked at what our student housing has done for us. We have 366 beds. We know that they're filled mostly with out-of-county and out-of-state students. When I looked last year it was 83-85% out-of-county. When we go to the in-county portion it was less than 10%, so we have a similar profile again. We know that those out-of-county and out-of-state have additional revenue streams associated with them. The 366 beds has translated to several hundred more enrollments beyond that this year. We have 13% enrollment growth in other New York State County students. We have 6-7% enrollment growth in out-of-state. We get double tuition for out-of-state and \$2,500 per student for in-state from other counties. We have 366 beds, 129 of them were filled with returning students from last year so we had 227 beds to fill. When all was said and done we had an increase beyond what we had last year. The student housing put us on the radar screen. We brought on a part timer to help us help those additional applicants that there's not room for in our student housing identify other housing around town.

Trustee Paniccia: Were you able to determine the exact number on the chargeback, we guessed that it was between \$500-750,000. Did we ever get that exact number.

4.0 INFORMATION ITEMS CONTINUED

4.11 Budget and Finance Update Continued

Ms. Losinger: I'll have to put the pen to it; \$2,500 per student times that extra 227.

Trustee Paniccia: So if I just 227 times \$2,500 that's the number.

Ms. Losinger: You're in the ballpark, yes.

Trustee LaBare: Regina, I was just wondering. A long time ago there was talk about International students that apply to B.U. and they don't get in and they come here. Is that part of the program that we already have with them.

Dr. Drumm: That's part of the program that we're talking about for a new program.

Trustee LaBare: That's been talked about for so long.

Dr. Drumm: Yes it has. Don and Brian Rose really want to do something and are hot to get something going but they are getting pushback. The big push is for ESL and that's for us to do the ESL. Some may be straight ESL some may be ESL and Gen Eds. That's what we're trying to work out. But the pushback has been from their ESL people. They haven't been able to convince them that what we would do would be value added; that we're not going to take students away from them. I think we're at a point now I think, where they're serious about getting something in place for next year and that is one of the things that made it to the next level with the SUNY Incentive Funding.

Trustee Serafini: As a Board we talked about getting to 10% for a fund balance. You originally said enrollment decline a little bit you were going to get around 9%. Now it's 7-8%. That's a pretty good jump and you've done a great job to do that, but maybe if we didn't jump all that high and took a little bit of that money... I didn't know about all of these problems of some of the things that need to be fixed. Instead of an 8% fund balance maybe just a 7% fund balance; some of that money could be used for some of these minor things. I look at it; a student wants to come here do they look at our fund balance or do they look at our facilities.

Dr. Drumm: Without doing that exactly, that's kind of what we're going to be doing going forward for this year but not doing that exactly. Because last year's leftovers are last year's leftovers, the books are essentially closed. But that is essentially what we're going to be doing from this year's budget.

Ms. Losinger: We are hitting it on the front end this time in a very conscious planned way. This is the first time we've seen a laundry list of possible small and medium projects and this is exactly what we have in mind.

Trustee Serafini: A 1% difference in the fund balance; there's a lot of money to be put toward a lot of these small projects.

4.0 INFORMATION ITEMS CONTINUED

4.11 Budget and Finance Update Continued

Ms. Losinger: Don't be surprised if we come to you for a request for budget transfer for exactly this purpose. One of the areas that we will have budget savings in is the health insurance rates. We've gotten preliminary news that the rates will not be increased in January.

4.12 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

Margaret Coffey, Chairperson of the Finance and Facilities Committee submitted and reviewed the Minutes for the September 21, 2015 meeting. The meeting was called to order at 9:30 a.m. and adjourned at 10:22 a.m.

Chairperson Orband called for a motion to adjourn.

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

The meeting adjourned at 6:39 p.m.

**THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR
5:00 P.M. ON THURSDAY, OCTOBER 15, 2015
TO BE HELD IN THE LIBOUS ROOM, D117 OF THE DECKER HEALTH SCIENCE
CENTER BUILDING**