

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
April 23, 2020 Minutes**

College Vision: **Learning today, transforming tomorrow.**

SUNY Broome Mission: **SUNY Broome Community College supports all members of the learning community by creating access to inclusive, diverse educational experiences. Success is achieved through the provision of innovative academics, transformative student support, and meaningful civic and community engagement.**

Institutional Values: **INQUIRY, RESPECT, INTEGRITY, TRUST, EQUITY**

TRUSTEES PRESENT: M. Newman, Chairperson, Anthony Paniccia, Nick Serafini, Margaret Coffey, Sharon Ball, Kathy Connerton, Barbara Fiala, Jim Orband, Jason Andrews, Peter Kennedy

ALSO PRESENT: Kevin Drumm, Michael Sullivan, Dr. Carol Ross-Scott, Dr. Penny Haynes, Jesse Wells, Diana Lenzo, Robert Behnke, Lynn Fedorchak, Dave Ligeikis

Chairman Newman called the Zoom conference meeting to order at 5:00 p.m.

1.0 Approval of Minutes from February 27, 2020 Board of Trustees Meeting

Trustee Coffey made a motion to approve the February 27, 2020 Board of Trustees meeting minutes. Seconded by Trustee Serafini. The motion was unanimously approved.

2.0 Preferred Agenda Action Items

2.1 Recommend Approval of Resolution for Authorized Carryover of Unused 2019-2020 Vacation Accrual as a Result of the COVID-19 Pandemic

Recommend the Board of Trustees authorize the carryover of unused 2019-2020 vacation time into the 2020-2021 fiscal year for ESPA, Faculty Association, Guild Association, and Administrative/Management Confidential non-represented employees of the College, which carryover time may exceed the maximum amount of accruals currently stipulated in the respective collective bargaining agreements or non-represented employee policies.

2.2 Recommend Approval of Resolution for Sabbatical Leaves

The Finance and Facilities Committee recommends that the Board of Trustees approves the resolution and applications for sabbatical leaves submitted.

2.3 Recommend Approval of Continuing Unpaid Leave of Absence Szostak

Grant an unpaid leave of absence to Maja Szostak, Sr. Staff Assistant in the Admissions Department from June 1, 2020 to January 1, 2021, while continuing to serve as the Interim Director of Admissions while position is reviewed and searched due to resignation of current director.

- 2.4 **Recommend Approval of Continuing Unpaid Leave of Absence Briga**
Grant an unpaid leave of absence to Silvia Briga, Staff Associate for Video and Photography in the MARCOM Department from May 30, 2020 to January 1, 2021, while continuing to serve as the Interim Director of Marketing and Communications while position is reviewed and searched due to resignation of current director.
- 2.5 **Recommend Approval of Resolution to submit SUNY Broome's Proposed 2020-21 Operating Budget to the County Executive and Broome County Legislature**
The Finance and Facilities Committee recommends that the Board of Trustees approves the resolution to submit SUNY Broome's proposed 2020-2021 operating budget to the County Executive and the Broome County Legislature.
- 2.6 **Recommend Approval of a Resolution for Capital Improvement Program Request to Broome County for 2021-2025**
The Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for SUNY Broome's Capital Improvement Program for 2021-2025 for a total amount of \$36,000,000.

Trustee Paniccia made a motion to approve Preferred Agenda Action Items 2.1, 2.2, 2.3, 2.4, 2.5, and 2.6. Seconded by Trustee Connerton. The motions were unanimously approved.

3.0 Action Items

- 3.1 **Recommend Approval of Resolution Granting Emeritus Status Beth Mollen**
Under SUNY Broome Policy 1.17, the Board of Trustees grants emeritus status to member of the college professional staff according to the specified procedures.
- 3.2 **Recommend Approval of Resolution Granting Emeritus Status Bruce Oldfield**
Under SUNY Broome Policy 1.17, the Board of Trustees grants emeritus status to member of the college professional staff according to the specified procedures.
- 3.3 **Recommend Approval of Resolution Granting Emeritus Status Dr. Fred G. Loveland**
Under SUNY Broome Policy 1.17, the Board of Trustees grants emeritus status to member of the college professional staff according to the specified procedures.
- 3.4 **Recommend Approval of Resolution Granting Emeritus Status Dr. Hakan Ugur**
Under SUNY Broome Policy 1.17, the Board of Trustees grants emeritus status to member of the college professional staff according to the specified procedures.
- 3.5 **Recommend Approval of Resolution Granting Emeritus Status James Gormley**
Under SUNY Broome Policy 1.17, the Board of Trustees grants emeritus status to member of the college professional staff according to the specified procedures.
- 3.6 **Recommend Approval of Resolution Granting Emeritus Status Dr. James Novak**
Under SUNY Broome Policy 1.17, the Board of Trustees grants emeritus status to member of the college professional staff according to the specified procedures.
- 3.7 **Recommend Approval of Resolution Granting Emeritus Status Paula Fitch**

Under SUNY Broome Policy 1.17, the Board of Trustees grants emeritus status to member of the college professional staff according to the specified procedures.

- 3.8 **Recommend Approval of Resolution Granting Emeritus Status Dr. Francis Battisti**
Under SUNY Broome Policy 1.17, the Board of Trustees grants emeritus status to member of the college professional staff according to the specified procedures.

Trustee Connerton made a motion to approve the Action Items 3.1, 3.2, 3.3., 3.4, 3.5, 3.6, 3.7, and 3.8. Seconded by Trustee Orband. The motion passed unanimously.

4.0 Information Items

4.1 President's Report

Dr. Drumm welcomed the Trustees. The Faculty and staff are settling into working online and remotely. The college has some great infrastructure in place. This is a steep learning curve for many and a whole new way of doing things. Dr. Drumm stated that the big challenge will be this summer. All classes will be online. The Academic departments are looking at different paths for teaching in the fall. Some classes may be able to be on campus, while others will be online, or a hybrid of some sort. They will have a few months to prepare for it versus the week notice in March. Dr. Drumm's main concern is students who are the most challenged to attend, will also be the most challenged for move forward and be successful. He is concerned with at-risk students. Dr. Drumm reported that as a co-chair of the Southern Tier Regional Economic Development group, there are several areas of major concern. Will there be enough childcare available if social distancing is still enforced, will there be enough broadband available for working remotely. How will hospitality and Tourism and K-16 in general, are all areas which will need to be addressed. Trustee Ball asked if Continuing Education programs will be part of the online programs for summer. Dr. Drumm reported that as restrictions lift, people can get together. There may be some last minute classes that would be available in the summer. Chair Newman inquired about REDC projects that are in a hold pattern. Dr. Drumm stated that some URI proposals are going through and they will be reopening proposals. A lot is dependent on where the NYS budget is going. Dr. Drumm reported that FEMA will be involved in determining financial losses. The college is itemizing all expenses in anticipation of reimbursement. On a positive note, the Culinary and Event Center passed the historic inspection.

4.2 CAI – Chase/Roma

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

4.3 Middle States Update – Trustee Sharon Ball

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

4.4 Academic Affairs – Dr. Penny Haynes

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

4.5 Student Assembly

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

4.6 BCC Foundation Report – Cathy Williams

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

4.7 SUNY Broome Facilities Update – Mr. David Ligeikis

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

4.8 Budget Transfers

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

4.9 Grants Approvals

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

4.10 Investment Report

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

4.11 Human Resource Update

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

4.12 Budget and Finance Update

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

4.13 Candidates for Term Appointment

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

4.14 Student Village Housing Report

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

4.15 Media Reports

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

5.0 Committee Reports

5.1 Finance and Facilities Committee Meeting Minutes

The Minutes of the Finance and Facilities Committee were submitted for the April 21, 2020 meeting. Chair Paniccia called the meeting to order at 9:00 am via Zoom conference meeting and adjourned at 9:36 a.m.

Trustee Connerton made a motion to adjourn the meeting. Trustee Ball seconded the motion, and it was unanimously approved. The meeting was adjourned at 5:19 p.m.

Approved: May 14, 2020

The next Board of Trustees meeting is scheduled for 5:00 p.m. Thursday, May 14, 2020 to be held in the Libous Room D117 of the Decker Health Science Center