

**SUNY BROOME COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
January 21, 2021 minutes**  
(Unofficial until approved by the Board of Trustees)

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:** Chair Anthony Paniccia, Vice-Chair Kathy Connerton, Barbara Fiala, Sharon Ball, James Orband, Aseel Mohamed (Student Trustee), Margaret Coffey, Jason Andrews, Marc Newman  
**Trustees Excused:** Nick Serafini  
**Administration Present:** Dr. Kevin Drumm, Michael Sullivan, Dr. Carol Ross-Scott, Dr. Penny Haynes, Jesse Wells, Lynn Fedorchak, Dave Ligeikis, Cathy Williams, AVP and Dean Snyder, AVP and Dean Kinney, CAI Chair Andrea Roma, Diana Lenzo, Cheryl Sullivan, Esq.

**Chair Paniccia called the meeting to order at 5:00 p.m.**

**1.0 Approval of Minutes**

Trustee Coffey made a motion to approve the December 17, 2020 Board of Trustees meeting minutes. Seconded by Trustee Newman. The motion was unanimously approved.

**2.0 Committee Reports**

**Minutes from the F&F meeting of January 19, 2021**

The Minutes of the Finance and Facilities Committee were submitted for the January 19, 2021 meeting. Chair Kathy Connerton called the meeting to order at 9:01 a.m. and adjourned at 9:29 a.m. All Action Items were discussed and approved to move forward to the Board of Trustees.

**Trustee Fiala moved to accept the report. Trustee Orband seconded. The report was approved unanimously.**

**3.0 Preferred Agenda Action Items**

No Preferred agenda action items

**4.0 Action Items**

**4.1 Recommend Approval of resolution of revised Resolution for President's Compensation and Evaluation.**

The Board of Trustees approves the amended resolution for the President's evaluation to extend the President's contract to June 30, 2025. All other benefits stipulated in the President's employment agreement to continue as previously established.

**Trustee Ball motioned to approve the Revised Resolution for President's Compensation and Evaluation. Trustee Fiala seconded. The motion was unanimously approved.**

#### **4.2 Recommend Approval of new Social Media Certificate**

Following the SUNY Guidelines, this proposed program must receive institutional approval in the form of approval by the local Board of Trustees. The Board of trustees approves the resolution for the college program proposal for a new Social Media Certificate.

**Trustee Connerton motioned to approve the new Social Media Certificate. Trustee Coffey seconded. The motion was unanimously approved.**

### **5.0 Information Items**

#### **5.1 Presidents Report**

Welcome to 2021. Hopefully, the county cases are at the peak. Thank you all for your perseverance over these last 10 months. There have been a few presentations on the state budget. The state is projecting that the cut to our budget may not be as bad even if the lower stimulus package is approved in Washington. Enrollment challenges continue with enrollment down overall by 20%, largely due to continuing students not returning. A majority of students do not like distance learning and no available student activities. SUNY has asked all campuses 100% of students every week, along with faculty/staff that are on campus to help control spikes in the communities. Several colleges will start later than Feb 1<sup>st</sup>. There will be no winter sports. We are hoping that there will be spring sports like baseball, tennis, golf, and softball. The County is using the Ice Rink as a vaccination site and did 400 vaccinations today. SHPO press release on the CEC being awarded the Historic Award. Professor Byrnes was awarded a 15-year pin for advising the campus PTK chapter. AACC 100 year yearbook featured several photos of the college. One from 1951 when schools around the country sent books to the college to get it back up and running. Student Trustee Orion Barber was also featured. Trustee Andrews commented that the NYS budget did better than expected and the budget cuts may not be as deep. Mr. Sullivan will address this in his budget report.

#### **5.2 Middles States Update**

Trustee Ball provided highlights of her report which was included in the Board Packet. The scheduled MS site visit is March 28-31<sup>st</sup>. The final report will be uploaded 6 weeks before their visit. A virtual tour of the campus is being prepared for the MS site team.

#### **5.3 Council on Academic Issues Update**

Ms. Roma reported on the highlights in her report which was included in the Board Packet. Ms. Roma remarked that the bi-weekly zoom meetings have been well attended by the CAI constituents.

#### **5.4 Student Affairs Update**

Dr. Ross-Scott reported on the highlights in her report which was included in the Board Packet. She is currently a lead coach for coaches in training for various institutions and today's focus was on students' civic engagement. The campus life department is taking the lead in providing a variety of opportunities for students to be involved and understand how important it was for students to vote. This semester will heighten the focus on student wellness to reduce the rigors in their lives and keep that in the classrooms. Trustee Ball inquired about the tools that students are provided to strengthen themselves. Dr. Ross-Scott stated that the intervention specialists and counselors are outreaching to the students, and other forms of stress relief offered are mediation and yoga.

#### **5.5 Student Assembly Update**

Trustee Mohamed reported there was no new information to report as students and the Student Assembly have been on break. When the semester starts, Student Assembly activities will resume.

**5.6 BCC Foundation Report**

Executive Director Williams reported on the highlights in her report which was included in the Board Packet. Net assets exceeded \$41 million for the first time. Lockheed Martin has granted \$75,000 to support COVID related expenses through the Student Emergency Funds and will partner with the campus to highlight this grant and how the Student Emergency Fund has helped the students. The Foundation is working with the Enrollment team to see what they can do to boost enrollment. Scholarship applications opened this week. A virtual Alumni reunion is planned for April 24<sup>th</sup>. The first virtual alumni event will be on February 4<sup>th</sup> with Dr. Firenze and Nick Venuti who created a video for the Biology faculty to use for faculty to “take” students on field trips. The Foundation office is open daily if anyone needs assistance.

**5.7 Facilities Update**

Mr. Ligeikis reported on the highlights in his report which was included in the Board Packet. Mr. Ligeikis reported on the SHPO award for the Culinary Project. He is hoping the pandemic ends soon so the facility can be used to its fullest potential. There was a 42” snowfall and several pipes broke over the break. Mr. Ligeikis thanked the maintenance and custodial staff for clearing the campus and getting it opened back up and assisting with the pipe break clean up. Parking lot #1 was utilized by the County and state for snow removal. The COO of the new music performance room has been received. There has been exceptional feedback on this project. There are several ongoing campus projects: the AT transformer now has the notice to proceed, the generator design has been finalized for the IT Datacenter, and SUNY IT staff is coordinating with CBORD at the CEC to tie all access doors into the emergency 911 system. Trustee Connerton and Dr. Drumm thanked Mr. Ligeikis for his oversight of the Culinary project.

**5.8 Budget Transfers**

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

**5.9 Grants Approvals**

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

**5.10 Investment Report**

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

**5.11 Human Resource Update**

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

**5.12 Budget and Finance Update**

Mr. Sullivan reported on the highlights of his report which was included in the Board Packet. A budget forecast through the end of December and a cash flow projection through the end of August is included in his report. Finance is still representing they are forecasting a balanced budget for this year’s budget. Spring enrollment numbers were forecasted at an 18.5% decline. Currently, as of last Friday, actual

enrollment numbers were a 20.5% decline. While the decline in the fall was more than forecasted, and this additional difference, there is approximately a \$900,000 shortfall in revenue. The offset on the expense side will be fringe benefits and payroll due to the anticipated decline in sections due to the decreased student FTEs. Finance is developing next year's budget. A preliminary budget should be presented at the April board meeting. If the federal stimulus money is received, then the state will refund some of the state aid cuts taken in August of 2020 and in September 2020. There are currently 3 major audits occurring on campus: Bonadio is concluding the 2019-2020 audit, the US Department of Education will be conducting their comprehensive Financial Aid audit on March 1, and NYS is doing a random sample of non-instructional staff transactions in the state retirement system.

**5.13 Student Village Housing Report**

This report is routine and for informational purposes. A copy of the report was included in the Board Packet. Dr. Ross-Scott reported there are 208 students assigned with 200 being the budget goal. Students are asked to return to campus with a negative COVID test. Testing on student village residents will be next Monday and Tuesday.

**5.14 Media Report**

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

Trustee Andrews made a motion to adjourn the meeting. Trustee Fiala seconded the motion, and it was unanimously approved.

The meeting was adjourned at 6:03 p.m.

The next Board of Trustees meeting is scheduled for 5:00 p.m. Thursday, February 18, 2021, to be held in the Libous Room D117 of the Decker Health Science Center

Approved: February 18, 2021