

BROOME COMMUNITY COLLEGE

Board of Trustees

Finance and Facilities Committee

November 30, 2010

MINUTES

TRUSTEES PRESENT: Chairperson Grippen, George Akel, Joyce Majewski, Marc Newman, Nick Serafini

ALSO PRESENT: Dr. Drumm, Martin J. Guzzi, Grant F. Newton, Julia E. Peacock, Rich David, Richard Armstrong, Regina Losinger, Jeanette Tillotson, Elizabeth A. Wood

Chairperson Mastrangelo called the meeting to order at 7:35 a.m.

1. ACTION ITEMS

1.1 RECOMMEND APPROVAL OF PAYROLL CERTIFICATION

G. Akel moved that the Finance and Facilities Committee approves the filing of the College payroll for the month of October 2010. N. Serafini seconded the motion, and it was unanimously approved.

1.2 RECOMMEND APPROVAL OF PETTY CASH EXPENDITURES

J. Majewski moved that the Finance and Facilities Committee approves expenditures from petty cash accounts for the month of October 2010 and reimburse the funds in the amounts designated. M. Newman seconded the motion, and it was unanimously approved.

1.3 RECOMMEND APPROVAL OF RESOLUTION AMENDING BCC TREASURER POLICY 1.6 FOR TITLE CHANGE

M. Newman moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution amending BCC Policy 1.6. G. Akel seconded the motion, and it was unanimously approved.

1.4 RECOMMEND APPROVAL OF COLLEGE TREASURER

J. Majewski moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the appointment of Regina A. Losinger as Treasurer, replacing Grant F. Newton when his appointment expires. G. Akel seconded the motion, and it was unanimously approved.

1.5 RECOMMEND APPROVAL OF RESOLUTION FOR CHANGE IN MANAGEMENT/ CONFIDENTIAL HEALTH INSURANCE COST SHARE

G. Akel moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution changing the cost of health insurance premiums for management/confidential employees of the College. M. Newman seconded the motion, and it was unanimously approved.

1.6 RECOMMEND APPROVAL OF RESOLUTION FOR NEW POSITION DESCRIPTION – ASSISTANT DIRECTOR OF FINANCIAL AID/OPERATIONS

G. Akel moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for the new position description of Assistant Director of Financial Aid/Operations. M. Newman seconded the motion, and it was unanimously approved.

1.7 RECOMMEND APPROVAL OF RESOLUTION FOR REVISED POSITION DESCRIPTION – ASSISTANT DIRECTOR OF FINANCIAL AID/VETERANS AFFAIRS

J. Majewski moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution for the revised position description of Assistant Director of Financial Aid/Veterans Affairs. G. Akel seconded the motion, and it was unanimously approved.

1.8 RECOMMEND APPROVAL OF RESOLUTIONS GRANTING EMERITUS STATUS

G. Akel moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolutions granting emeritus status to Anne Blakeslee, James Caverly, Anne Boyer Cotton, Thomas DeCelle, Robert Fitzgerald, Charles Hess, Wayne Lockwood, Raymond VanNess, Kenneth Sanford, and Adam Younker. M. Newman seconded the motion, and it was unanimously approved.

2. INFORMATION ITEMS

2.1 President's Report

Dr. Drumm reported that the college just received information from the Chancellor's office that the Governor is calling a special session of the legislature. He will be asking for two percent (2%) more from SUNY, including community colleges, which would be cut from the last two (2) payments of our state aid. Regina Losinger told the committee that would mean an additional \$140,000 from us which is one percent (1%) of our total state aid.

His colleagues are projecting that next year will be worse. Nine percent (9%) of our budget is currently made up of stimulus funds, and the stimulus money is gone. Considering the condition that the state is in, where is the state going to come up with that 9% next year. Many of his colleagues are bracing for the absolute worst, and we need to do the same with the worst case scenario next year.

We will have to see what the legislature will do. This issue is going to be brought up at the Board meeting on Thursday. Trustee Mastrangelo asked that this be put on the agenda in order that the Board may take a formal stand. If any committee members want to reach out to Senator Libous or Assemblywoman Lupardo, that would be appreciated.

Dr. Drumm's concern is that our tuition, according to the national benchmarks study which is 600 community colleges, is in the top 12 or 15% in the nation. The good news is we are still in the bottom half for SUNY. However, that tells you SUNY community colleges are expensive by the national standard. We are well in the top quartile. It is going to get much more expensive to attend SUNY's community colleges and that threatens access which is the bottom line – what people can afford to attend a community college.

He also updated the committee on the status of the search for the Vice President for Student and Community Affairs. There is an offer out to a candidate, and we should know by mid-day if he accepts.

2.2 BCC Budget and Financial Developments

Regina Losinger updated the committee on the budget. She pointed out how Banner is being used for personnel forecasting with payroll encumbrances.

The Board currently is provided an investment report per policy. Ms. Losinger asked the committee two questions: If this report is still important? If it is, would there be a different format or some additional information that would make the report more meaningful? After discussion, it was decided that the report would remain as an information item to be revised with prior year's data and the current year's budget. This report was submitted to the committee for their information.

2.3 Reports for Board Information

2.3.1 Update on BCC Campus Operations Activity/ Capital Project Change Orders

Richard Armstrong updated the committee on the Science and Technology Building. The committee from the campus that will be steering this project met with HOLT on November 17th. There are a few meetings scheduled in December where they will come in and speak with the departmental individuals, and also other representatives on campus to get a sense for what we hope to put into the building.

Trustee Majewski said that the entrance and the hallway look wonderful – thank you! What a nice improvement!

Trustee Serafini asked how much asbestos there was. Mr. Armstrong responded and there was a discussion.

2.3.2 Personnel Report

2.3.3 Budget Transfers

2.3.4 Grant Approvals

2.3.5 Investment Report

These reports were submitted to the committee for information.

2.4 Annual Report for Fiscal Year Ending 2009-2010

There was a discussion regarding the fund balance and dormitories on campus. This report was submitted to the committee for information.

N. Serafini made a motion to adjourn the meeting. M. Newman seconded the motion, which was unanimously approved. The meeting was adjourned at 8:23 a.m.

***The next Finance and Facilities Committee Meeting is scheduled for
January 25, 2011 at 7:30 a.m. in W107 Conference Room***