

BROOME COMMUNITY COLLEGE

Board of Trustees Finance and Facilities Committee

June 14, 2011

MINUTES

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

ALSO PRESENT: Dr. Drumm, Regina Losinger, Debra Morello,
Julia E. Peacock, Richard Armstrong, Jeanette Tillotson,
Elizabeth A. Wood

Chairperson Grippen called the meeting to order at 7:30 a.m.

1. ACTION ITEMS

1.1 RECOMMEND APPROVAL OF PAYROLL CERTIFICATION

J. Majewski moved that the Finance and Facilities Committee approves the filing of the College payroll for the month of May 2011. 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 May 2011 and reimburse the funds in the amounts designated. N. Serafini seconded the motion, and it was unanimously approved.

1.3 RECOMMEND APPROVAL OF FEDERAL COLLEGE WORK STUDY GRANT

G. Akel moved that the Finance and Facilities Committee on behalf of the Board of Trustees approves acceptance of this grant in an amount of \$124,242 for the period of July 1, 2011 to June 30, 2012 with a required match of 25%. The college has requested and received a waiver of the required match through meeting Title III waiver eligibility requirements. M. Newman seconded the motion, and it was unanimously approved.

1.4 RECOMMEND APPROVAL OF A BUDGET TRANSFER FOR ELECTRICAL TRANSFORMER

G. Akel moved that the Finance and Facilities Committee approves a budget transfer of up to \$92,000 to pay for the capital costs associated with the college's main transformer failure last October. J. Majewski seconded the motion, and it was unanimously approved.

1.5 RECOMMEND APPROVAL OF RESOLUTION FOR FACULTY HIRING RANGES FOR 2011-2012

J. Majewski moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution establishing faculty hiring ranges for academic year 2011-2012. N. Serafini seconded the motion, and it was unanimously approved.

1.6 RECOMMEND APPROVAL OF RESOLUTION FOR AN UNPAID LEAVE OF ABSENCE FOR IRINA KOLESNIK

G. Akel moved that the Finance and Facilities Committee recommends that the Board of Trustees approves the resolution granting an unpaid leave of absence under Civil Service rules to Irina Kolesnik. N. Serafini seconded the motion, and it was unanimously approved.

2. INFORMATION ITEMS

2.1 President's Report

Dr. Drumm will be attending the annual NYCCAP meeting this week. The annual hearing for BCC's budget will be Thursday, June 16th at 4 p.m. at the County Legislative chambers which will be voted on at the full legislative session following the hearing. The budget has already passed the Education and Finance Committees which were held the week of June 6th. He also discussed the tuition increase for 2011-12 which amounts to \$228 a year for full time students. He will give his full report to the Board of Trustees on Thursday.

There was discussion regarding the tuition bills in the state legislature for the SUNY colleges which does not include the community colleges.

2.2 BCC Budget and Financial Developments

Regina Losinger updated the committee on Fall 2011 enrollments as we are currently 2% greater than last year. Our applications are 4% greater than last year and acceptances up by 3%. She discussed the College's recent success at negotiating an approved indirect federal cost rate for grants, and thanked Jeanette Tillotson, Controller, for taking the lead on this and her staff for a job well done. She handed out to the committee the NYS Maintenance of Effort regulations. This report was submitted to the committee for information

2.3 Reports for Board Information

2.3.1 BCC Facilities Update

Regina updated the committee on the changes made concerning the Science Building. The Steering Committee and User Group have been working with HOLT bringing the building in line with our available resources. There was further discussion with the committee. They are anticipating going to bid by the end of the year.

Regina expressed her appreciation to the Board for their assistance with the HVAC system for the Child Care Center, and a discussion followed. The SUNY Greens Grant is also providing funds to provide solar panels on the AT building for instructional purposes in addition to the wind turbine.

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.

M. Newman motioned to go into Executive Session to discuss personnel matters and G. Akel seconded the motion which was unanimously approved. At 8:03 a.m. the Committee went into Executive Session.

M. Newman motioned to come out of Executive Session and G. Akel seconded the motion, which was unanimously approved. At 8:23 a.m. the committee came out of Executive Session.

M. Newman made a motion to adjourn the meeting. G. Akel 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
July 26, 2011 at 7:30 a.m. in W107 Conference Room***