

**SUNY BROOME COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**June 17, 2021 at 5:00 p.m.**

(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, Tina Fernandez, Margaret Coffey, Jason Andrews, Barbara Fiala, Nick Serafini, Jim Orband  
**Trustees Excused:** Marc Newman, Michael Woodward  
**College Administration Present:** Dr. Kevin Drumm, Michael Sullivan, Dr. Carol Ross-Scott, Dr. Penny Haynes, Jesse Wells, Dean Kim McLain, Diana Lenzo, Cathy Williams, Dave Ligeikis.  
**Others Present:** Cheryl Sullivan, Esq.

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

**1.0 Approval of Minutes**

Trustee Serafini made a motion to approve the May 13, 2021 Board of Trustees meeting minutes. Seconded by Trustee Connerton. The motion was unanimously approved.

**2.0 Committee Reports**

The minutes of the Finance and Facilities Committee were submitted for the June 15, 2021 meeting. Chair Connerton called the meeting to order at 9:00 a.m. and was adjourned at 9:38 a.m. Chair Connerton reported that all action items were recommended for approval by the Board of Trustees.

**3.0 Preferred Agenda Action Items**

**3.1 Recommend Approval of COVID-10 Pandemic Small Business Recovery Grant Sub-Award**

The Finance and Facilities Committee recommends the Board of Trustees approve acceptance of the COVID-19 Pandemic Small Business Recovery Grant Sub-Award.

**3.2 Recommend Approval of Federal Perkins V (CTEA) Grant Funds 2020-2021**

The Finance and Facilities Committee recommends the Board of Trustees approve acceptance of the Federal Perkins V Grant Funds for 2021-2022.

**3.3 Recommend Approval of On-Site Energy Manager Maximum Cost Share Reimbursement**

The Finance and Facilities Committee recommends the Board of Trustees approve acceptance of the On-Site Energy manager Maximum Cost Share Reimbursement funds for an on-site energy manager to address site-specific energy reduction targets.

**3.4 Recommend Approval of Adopting the College's 2021-22 Operating Budget, Sponsor Services, Full Time Positions, Student FTEs, and 2021-22 Tuition and Fees**

The Finance and Facilities Committee recommends the Board of Trustees approve the resolutions for the College's 2021-22 operating budget, sponsor services, full-time positions, student FTE's and 2021-22 student tuition and fees.

**3.5 Recommend Approval of Bid #2021-04 for Materials (Kits) to Construct (3) White Vinyl Clad Pavilions with Metal Peak Roofs and Savannah Posts.**

The Finance and Facilities Committee recommends the Board of Trustees approve awarding Bid #2021-04 for Materials (Kits) to construct (3) white vinyl clad pavilions with metal peak roofs and savannah posts in an amount not to exceed \$94,252.

**3.6 Recommend Approval of Purchase Qty. of 229 Optiplex 3080 computers and Qty. of 41 Monitors from the NYOGS PM208250 Dell Marketing LP Contract to replace student laboratory and classroom computers**

The Finance and Facilities Committee recommends the Board of Trustees approve the purchase of computers and monitors from the NY OGS PM208250 Dell Marketing LP Contract for student laboratory and classroom computers and monitors not to exceed \$130,485.58.

**3.7 Recommend Approval of Resolution for the Revised Position Description for the Senior Associate to the Vice President for Student Development and Chief Diversity Officer.**

The Finance and Facilities Committee recommends the Board of Trustees approve the resolution for the revised position description for Senior Associate to the Vice President for Student Development & Chief Diversity Officer.

**Trustee Connerton moved to approve Preferred Agenda Action Items 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, and 3.7. Trustee Serafini seconded. The motion passed unanimously.**

**4.0 ACTION ITEMS**

**4.1 Recommend Approval of SS8002 Trespass Policy**

The President and Executive Council of the College recommend to the Board of Trustees approve a new SS8002 Trespass Policy to establish controls to manage access (to restrict, withhold, or remove a person's access), consistent with applicable laws.

**Trustee Connerton moved to approve the new SS8002 Trespass Policy. Trustee Fernandez seconded the motion. The motion was unanimously approved.**

**5.0 INFORMATION ITEMS**

**5.1 President's Report – Dr. Kevin Drumm**

Dr. Drumm welcomed the trustees and thanked them for their time. Juneteenth Anniversary and new holiday being signed into effect this afternoon by President Biden. There will have to be a discussion on how to address this National Holiday in the Academic Calendar. The Graduation "drive-up" event on May 18<sup>th</sup> was a very nice event. The end of the High School academic year is coming to an end. Dr. Drumm reviewed accomplishments of the college during COVID. The college completed its Accreditation with the Middle States. The Racial Justice/Equity ILO was approved. The vaccine pod administered approximately 26000 vaccinations. Enrollment is slightly ahead of projections but still in a deficit. There was a press

conference highlighting Lockheed Martin's \$75,000 gift to the Foundation's Student Emergency Fund. The Chamber has put out a Leadership Alliance Strategy Economic Blueprint which the college will be taking a look at. Dr. Drumm expects the August BOT meeting to be face-to-face.

**5.2 Academic Affairs Update – Dr. Penny Haynes**

The new Dean of LA/Business starts July 1<sup>st</sup> – Jeffrey Anderson from SUNY Cobleskill. The college faculty and staff have been moving forward and stepping up to the plate during this pandemic. There have been many accomplishments that Dr. Haynes has noted in her report. This is an opportune time due to the current enrollment trends, to take a look at academic programming. The college will be using the EMSI platform to take a look at academic programming to find needs/ holes or gaps to retool programs.

**5.3 Student Assembly Update – Michael Woodward**

Trustee Woodward was excused from the meeting. No report was available.

**5.4 BCC Foundation Report – Cathy Williams**

This report is routine and for information purposes. A copy of the report was included in the Board Packet. Ms. Williams reported the foundation's financial update portrays a positive picture. Fundraising activities are going well. The weekly virtual alumni events concluded in May. The foundation will be hosting a Rumble Pony event on July 23<sup>rd</sup>. The Tioga Downs event will be on September 18<sup>th</sup>. The foundation has received a \$100K endowment to enhance faculty/staff development on special needs students. Chair Paniccia thanked Ms. Williams for a good job through the pandemic.

**5.5 Facilities Update – Dave Ligeikis**

This report is routine and for information purposes. A copy of the report was included in the Board Packet. Mr. Ligeikis reported on the highlights in his report. The Bipolar ionization units are expected to be placed in all buildings before the fall semester starts. Three pavilions will be erected, along with the LRC patio to encourage outdoor use of space. There are several ongoing infrastructure projects on campus.

**5.6 Budget Transfers – Michael Sullivan**

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

**5.7 Grants Approvals – Michael Sullivan**

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

**5.8 Investment Report – Michael Sullivan**

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

**5.9 Human Resource Update – Lynn Fedorchak**

This report is standard activity for May and for information purposes. A copy of the report was included in the Board Packet.

**5.10 Budget and Finance Update – Michael Sullivan**

Mr. Sullivan reported the Finance department is projecting a balanced budget for the FY 2020-2021 which ends August 31<sup>st</sup>. Due to revenue losses, the college can now use available federal stimulus funds to cover these losses..

**5.11 Student Village Housing Report – Dr. Carol Ross-Scott**

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

**5.12 Media Report – Jesse Wells**

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

**6.0 Executive Session**

**Trustee Orband motioned to go into Executive Session at 5:40 p.m. for the discussion of Collective Bargaining matters. Trustee Andrews seconded the motion. The motion was unanimously approved.**

**Trustee Fiala motioned to come out of Executive Session at 6:40 p.m. Trustee Serafini seconded the motion. The motion was unanimously approved.**

Trustee Serafini made a motion to adjourn the meeting. Trustee Connerton seconded the motion and it was unanimously approved.

The meeting was adjourned at 6:41 p.m.

The next Board of Trustees meeting is scheduled for **5:00 p.m.** Thursday, August 19, 2021. Location to be determined based on Governor's Executive Orders.

Approved: August 19, 2021