

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
September 16, 2021 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: Chair Anthony Paniccia, Vice-Chair Kathy Connerton, Tina Fernandez, Barbara Fiala, Margaret Coffey, Nick Serafini, Jason Andrews, Marc Newman, Michael Woodward

Trustees Excused: James Orband

College Administration Present: Dr. Kevin Drumm, Michael Sullivan, Dr. Carol Ross-Scott, Dr. Penny Haynes, Dave Ligeikis, Jesse Wells, Lynn Fedorchak, Diana Lenzo, Cathy Williams, Michele Snyder, Michele McKay, Kennie Leet, Michael Stamets, Dr. Kim McLain

Others Present: Cheryl Sullivan, Esq.

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

1.0 Approval of Minutes

1.1 August 21, 2021 Board of Trustees Meeting

Trustee Newman made a motion to approve the August 21, 2021 Board of Trustees meeting minutes. Seconded by trustee Fiala. The motion was unanimously approved.

2.0 Committee Reports

2.1 September 14, 2021 Finance & Facilities Meeting

The minutes of the Finance and Facilities Committee were submitted for the September 14, 2021 meeting. Acting Chair Paniccia called the meeting to order at 9:00 a.m. and the meeting was adjourned at 9:24 a.m. Acting Chair Paniccia 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 American Rescue Plan (ARP) Act of 2021 Supplemental Grant Funds for Institutions

The Finance and Facilities Committee recommends the Board of Trustees approve acceptance of the American Rescue Plan (ARP) Act of 2021 Supplemental Grant Funds for Institutions.

Trustee Connerton moved to approve Preferred Agenda Item 3.1. Trustee Woodward seconded and the motion was unanimously approved.

4.0 Action Items

4.1 Recommend Approval of Slate of Officers for 2021-2022

The SUNY Broome Board of Trustees Nominating Committee for 2021-22 met and recommend that Anthony Paniccia be appointed Chairperson for 2021-2022 and Kathy Connerton be appointed Vice Chairperson for 2021-2022, both for a term of (1) year as provided for in the by-laws.

Trustee Connerton moved to approve the slate of officers for 2021-2022. Trustee Newman seconded and the motion was unanimously approved.

4.2 Recommend Approval of Nominating Committee members for 2022-2023

The Board of Trustees elects Nicholas Serafini, Chair, James Orband, and Marc Newman as the 2022-2023 Nominating Committee.

Trustee Fiala moved to approve the Nominating Committee for 2022-2023. Trustee Andrews seconded the motion and the motion was unanimously approved.

4.3 Recommend Approval of 2021-2022 Board of Trustee and Finance and Facilities Committee meetings

The Board of Trustees approves the schedule for the 2021-2022 Finance and Facilities Committee meetings, and the Board of Trustees meetings.

Trustee Connerton moved to approve the schedule of 2021-2022 Finance and Facilities Committee and Board of Trustees meetings. Trustee Woodward seconded the motion and the motion was unanimously approved.

5.0 INFORMATION ITEMS

5.1 President's Report

Dr. Drumm thanked the trustees for attending. A new challenge is a change in guidelines from SUNY which changed when the Pfizer vaccine was approved. The biggest issue is students applying for religious exemptions. He reported there have been approximately 15 religious waivers received. Another challenge is students who need their 2nd vaccine and won't receive it before the deadline of September 27th. SUNY has asked us to be flexible for those students who have shown they are in the process of getting the vaccination. Enrollment continues to hover at the budgeted number. We will know our final enrollment numbers when Fast Forward enrollment is completed in September/October. We are over the target in housing students. Kudos to Student Affairs and Housing team to exceed the target. Dr. Drumm attended the BU Forum event at the CEC. It was a great turnout. Attendees were very impressed with the facility. The CEC renovation project has won another award and the announcement will be made in November.

5.2 Academic Affairs Update

Dr. Haynes reported on the highlights in her report which represented activity for July and August. A copy of the report was included in the Board Packet. Dr. Haynes introduced the new Associate Dean of Nursing Michele McKay. She also introduced Associate Dean for Hospitality and Culinary Events. Dr. Haynes presented Professor Kennie Leet.

5.2.1 Professor/Chairperson Kennie Leet

Professor Leet stated that after a recent program review of Environmental Science, the department looked at the program as a whole and reviewed courses that were offered. The program was restructured and leaned into a 7-1-7 model where students can add to what they have previously learned. Accessibility to travel courses was also reviewed. By moving the Senior Seminar to the fall semester, students will be able to present their work at spring conferences. Enrollment has increased and retention. Professor Leet presented a slide show of past travel and applied learning opportunities. The department is also developing short-term study abroad opportunities in Iceland and she presented their findings from

this past summer. Dr. Haynes thanked Professor Leet for her presentation.

Trustee Connerton thought it was a very good presentation and it is great how this department has moved forward with new ideas from their program review. She also wanted to point out that she has been working with Dr. McKay and found her to be very energetic and engaged. There will be a meeting with community leaders in October to discuss the Nursing Program and how to stimulate interest in the community and foster the profession.

5.3 Student Assembly Update

Trustee Woodward reported that Student Assembly election nominations are due September 17 with elections September 27 & 28. The hope is to have a full student assembly as there are many empty seats due to May's graduation.

5.4 BCC Foundation Report

Ms. Williams reported on the highlights in her report. A copy of the report was included in the Board Packet. The Foundation's fiscal year started July 1. The Foundation received generous public support this past fiscal year. Their next round of grant applications will be due in December. Fall appeal programs will be Phone-a-thon and Direct Mail campaigns. Giving Day is Tuesday, November 30th. The next alumni event will be at Tioga Downs on September 18th. The fall magazine is in production with targeted completion in mid-October 2021. The Foundation staff is participating with the campus for 75th-anniversary celebration events.

5.5 Facilities Update

Mr. Ligeikis reported on the highlights in his report. This report is routine and for information purposes. A copy of the report was included in the Board Packet. Mr. Ligeikis reported ice has been reinstalled in the Ice Center. Over 70 bipolar ionization units have been installed in campus buildings. Construction contracts are being developed/finalized for roof renovations, repaving of several parking lots and sidewalks, and tinting of some building windows. The permanent standby generator for the IT server is nearing completion. To enhance overall campus appearance, new landscaping elements are being added as well as evaluating the installation of fencing at various campus locations.

5.6 Budget Transfers

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

5.7 Grants Approvals

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

5.8 Investment Report

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

5.9 Human Resource Update

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

5.10 **Budget and Finance Update**

Mr. Sullivan reported on the highlights in his report which was included in the packet and for informational purposes. The monthly update is the same as last month's forecast as Finance is finalizing the budget to submit the SUNY Annual report that is due at the end of October. The forecast represents 98% of the dynamics of the prior FY. Fall enrollment is within 1% of the enrollment assumption for fall 2021.

5.11 **Student Village Housing Report**

This report is standard activity and for informational purposes. A copy of the report was included in the Board Packet. There have been 83 bond payments. Originally 251 students were in housing. That number has decreased to 245 at this time. There was tremendous outreach to increase housing numbers this semester. Trustee Newman asked if Housing was meeting their financial goals with the low numbers. Yes, and the housing board is looking at other alternative use of the space in the Student Village. Trustee Newman will be invited to participate in future discussions.

5.12 **Media Report**

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

Trustee Newman made a motion to adjourn the meeting. Trustee Connerton seconded the motion, and it was unanimously approved. The meeting was adjourned at 5:55 p.m.

The next Board of Trustees Meeting is scheduled for 5:00 p.m. Thursday, October 21, 2021, via Zoom.

Approved: October 21, 2021