

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
October 21, 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, Tina Fernandez, Barbara Fiala, Nick Serafini, Jason Andrews, Marc Newman, Michael Woodward, James Orband

Trustees Excused: Vice-Chair Kathy Connerton, Margaret Coffey

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, Michael Stamets, Dr. Kim McLain, Jeffrey Anderson, Nick Brey, Tad Kruse, Erin Marulli

Others Present: Cheryl Sullivan, Esq.

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

1.0 Approval of Minutes

1.1 September 16, 2021 Board of Trustees Meeting

Trustee Fiala made a motion to approve the September 16, 2021 Board of Trustees meeting minutes. Seconded by Trustee Newman. The motion was unanimously approved.

2.0 Committee Reports

2.1 October 19, 2021 Finance & Facilities Meeting

The minutes of the Finance and Facilities Committee were submitted for the October 19, 2021 meeting. Acting Chair Paniccia called the meeting to order at 9:00 a.m. and the meeting was adjourned at 9:17 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 Write-Offs of Student Account Receivables

The Controller's Office and Finance department have reviewed the status of the Student Accounts Receivables and identified and calculated \$986,132.50 to be uncollectable. This represents the write-offs of outstanding receivables which are now two years old, as per the Finance and Facilities Committee adopted guideline to write off uncollectable accounts two years old or older (October 1992). The Finance and Facilities Committee recommends that the

Board of Trustees approves the write-offs of uncollectable accounts for receivables in the amount of \$986,132.50

3.2 Recommend Approval of a Resolution to amend the SUNY Broome tuition schedule governing residency for tuition purposes to make Students from Puerto Rico and the US Virgin Islands displaced from Hurricanes Maria and Irma and for Students from Haiti displaced by the August 14, 2021 7.2 magnitude earthquake/ Hurricane Grace eligible for NYS Resident Tuition.

The proposed resolution authorizes resident tuition rates for the 2021-2022 academic year to SUNY Broome students displaced by Hurricanes Maria and Irma in Puerto Rico and the US. Virgin Islands and SUNY Broome students displaced by the August 2021 earthquake and Hurricane Grace in Haiti. The Finance and Facilities Committee recommends the Board of Trustees approve this resolution.

3.3 Recommend Approval of Bid #2022-01 for FANUC Robotics Er-4iA CERT Cart

A legal notice was placed on October 10, 2021, requesting bids for FANUC Robotics ER-4iA CERT Cart. This item will provide students hands-on experience programming and operating a modern industrial robot as well as providing instructional demonstrations of industrial robotic capabilities, modern machine safety devices, and programming interface options. An additional source of funding is Perkins's grant funding. The Finance and Facilities Committee recommends the Board of Trustees approves awarding Bid #2022-01 for FANUC Robotics ER-4iA CERT Cart to 1st Ohio, Inc. in an amount not to exceed \$50,550.00

3.4 Recommend Approval of Bid #2022-02 for Robotic Equipment with full integration with a HAAS ST-25YT System

A legal notice was placed on October 10, 2021, requesting bids for robotic equipment to function with full integration to a HAAS ST-25YT system. An additional source of funding is through Perkins grant funding. The Finance and Facilities Committee recommends the Board of Trustees approve awarding Bid #2022-02 for Robotic Equipment with full integration to a HAAS ST-25YT in an amount not to exceed \$56,726.00.

Trustee Serafini moved to approve Preferred Agenda Items 3.1, 3.2, 3.3, and 3.4. Trustee Newman seconded and the motion was unanimously approved.

4.0 ACTION ITEMS

4.1 Recommend Approval of AA4005 Library Accessibility Policy

The purpose of this policy is to establish an accessibility policy and standards for library collections, services, and facilities for all library users to ensure equal, effective, and inclusive access. The Board of Trustees approves the Library Accessibility Policy to be included in the SUNY Broome Policy Manual under reference number AA4005.

Trustee Fiala moved to approve AA4005 Library Accessibility Policy. Trustee Orband seconded and the motion was unanimously approved.

5.0 INFORMATION ITEMS

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

Dr. Drumm thanked the Trustees for their time. The Grand Opening of the CEC was October 7th. It was a great event, over 200 people were involved with this project. Dr. Drumm thanked all the departments who helped with this beautiful project. There are several events planned for the center along with some non-credit courses to be offered to the public. The External Program Reviewers for the Music Department were very impressed with the recent Music Suite renovation, and the very good program that the college offers. Kudos to our facilities department. The vaccine mandate deadline for all on-campus students was October 12th. There were 162 students de-registered with 40 immediately reinstated for submitting proof of vaccination or receiving their vaccine. The biggest challenge is students who are upset about not receiving religious exemptions. Dr. Drumm recently attended the ACCT Conference in San Diego, CA. The major focus was on DEI, shorter class terms, and workforce development. Dr. Drumm welcomed the new Interim Dean of Students Dr. Tad Kruse. The Foundation's Presidential Scholarship Awards is tonight which awards incoming area High School students for outstanding academics and Leadership. Dr. Drumm referenced a Gannett newspaper article about Enrollment over the last decade. SUNY Broome was #2 of the top 30 Community Colleges for enrollment. Dr. Drumm thanked Admissions down to Student Accounts and every department that has helped the college have such great numbers. Chair Paniccia asked that this article be shared with the Board.

5.2 **College Assembly Update – Erin Marulli**

Ms. Marulli reported on the highlights in her report. A copy of the report was included in the Board Packet. October 28 is the campus Your Voice Matters event. Committees are being formed to review Chancellor Awards. Feedback has been supplied on draft Policies on Animals on Campus and Remote work. The chair term was approved and changed from a one-year to a two-year term.

5.3 **Student Affairs Update – Dr. Carol Ross-Scott**

Dr. Ross-Scott introduced the new Interim Director of Athletics Colleen Cashman who is an alumna and graduate of BU. Current Interim DOS Cordisco has chosen to move back to Sponsored Program. A new Interim Dean of Students is Dr. Tad Kruse. He is an Adjunct faculty member and recently completed his Doctorate from the University of Southern Ca. He was on the Student Affairs team when Dr. Ross-Scott was in Kuwait. Lots of new faces but the still mission. Dr. Ross-Scott introduced Director of Public Safety Nick Brey.

5.3.1 Public Safety – Nick Brey

Mr. Brey reported that COVID is still a major issue this year. The college is conducting a lot of testing based on SUNY's recommendations. Everyone on campus is tested every 2 weeks, unvaccinated persons are tested every week. EMMO is working with all departments to get testing kits to employees to use at their convenience and walk-in testing in the CAM connector. The big change is the SUNY vaccine mandate. This involved many people. The college worked to stay ahead and be ready for the FDA approval and mandate with lots of communication to the campus and students. It was very successful. Last year Public Safety worked closely with the Ice Center Vaccination Pod. Mr. Brey was also able to work closely with the Health Department to get 2 Pop up vaccination events on campus this semester for unvaccinated students. The next big challenge is the spring semester. SUNY

would like to have everyone coming to be vaccinated. Meetings and communication are already being developed to make sure the information is out as soon as possible. Public Safety is still conducting its routine with security on the campus and the student village. Dr. Ross-Scott commended Mr. Brey for his leadership and patience during COVID. He has stepped up and led the initiative and taken a lot of pushback from parents and students about the SUNY Initiative. This Saturday is the Car Boot sale with proceeds going to the Student Emergency Funds. Chair Paniccia also thanked Mr. Brey and his team during this time.

5.4 Student Assembly Update – Michael Woodward

Mr. Woodward reported on the highlights in his report. A copy of the report was included in the Board Packet. New Senators have been picked for Student Assembly. There is a Senator interested in the trustee position. Club activities are starting back up.

5.5 BCC Foundation Report – Cathy Williams

Ms. Williams reported on the highlights in her report. A copy of the report was included in the Board Packet. The Foundation's total investment portfolio was approximately \$41.8 million. Fundraising efforts as of July 1, 2021, netted \$150,000. Fall appeal campaigns are up and running. Giving day is November 30. The alumni event on September 18th at Tioga Downs had 120 attendees. The in-person Alumni reunion is planned for April 2022 with a virtual component too. The Foundation received an initial distribution from a \$2.8 million estate gift for restricted special initiatives. The annual meeting of the Foundation is Thursday, October 28, 2021.

5.6 Facilities Update – Dave Ligeikis

Mr. Ligeikis reported on the highlights in his report. A copy of the report was included in the Board Packet. The IT backup generator installation was completed. There were also several emergency computer workstations installed for use during power outages, or emergencies. Signage on Front Street has been updated. The contract for campus paving projects has been finalized and approved. Reconditioning in classrooms, hallways, and common areas have begun in Titchener Hall. To enhance the overall campus appearance, installation of new landscaping elements, as well as the evaluation of installation of landscaping/fencing at various campus locations, continues.

5.7 Budget Transfers – Michael Sullivan

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

5.8 Grants Approvals – Michael Sullivan

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

5.9 Investment Report – Michael Sullivan

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

5.10 **Human Resource Update – Lynn Fedorchak**

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

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

Mr. Sullivan reported the budget forecast is the final forecast for the FY 2020-21. Total revenues were approximately \$5 million less than budgeted. Expenses were about \$1.5 million below budgeted expenses which left \$3.45 million that was allocated out of Federal Stimulus money to partially offset revenue losses. The annual report is due to SUNY on October 31st. Current year enrollment is slightly better than the 15% budgeted decline. Payroll is on budget. There will be a more detailed forecast at the December board meeting. The County Executive presented the proposed County operating budget and CIP. He is recommending 3 of the college submitted major capital projects be approved: \$2 million for Nursing, \$4 million towards the proposed renovation of the Old Science Building, and \$1 million for HVAC renovations throughout the campus.

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

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

5.13 **Media Report – Jesse Wells**

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

Trustee Fiala made a motion to adjourn the meeting. Trustee Fernandez seconded the motion, and it was unanimously approved. The meeting was adjourned at 5:40 p.m.

The next Board of Trustees Meeting is scheduled for 5:00 p.m. Thursday, December 16, 2021, via Zoom.

Approved: Approved December 16, 2021