

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
January 20, 2022 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**

Members Present: Chair Anthony Paniccia, Kathy Connerton, Jim Orband, Nick Serafini, Jason Andrews, Tina Fernandez, Elle Yatsuk
Trustees Excused: Barbara Fiala, Margaret Coffey, Marc Newman
Administration Present: Dr. Kevin Drumm, Dr. Penny Haynes, Michael Sullivan, Lynn Fedorchak, Jesse Wells, Dave Ligeikis, Andrea Roma, Dr. Kim McLain, Cathy Williams, Dr. Michele Snyder, Dr. Jeffrey Anderson, Michael Stamets, Colleen Cashman, Diana Lenzo
Administration Excused: Dr. Carol Ross-Scott
Other Present: Cheryl Sullivan, Esq., Stephen Pool, EMSI

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

There was no quorum at 5 p.m., Chair Paniccia proceeded to section 5.0 Information Items.

1.0 APPROVAL OF MINUTES

1.1 December 16, 2021 Board of Trustees Meeting

Trustee Serafini made a motion to approve the December 16, 2021 Board of Trustees meeting minutes. Seconded by Trustee Orband. The motion was unanimously approved.

2.0 COMMITTEE REPORTS

2.1 January 18, 2022 Finance & Facilities Meeting

Acting F&F Chair Paniccia reported that the Finance & Facilities Committee met on January 18, 2021, and reviewed all the Preferred Agenda Action Items. They were discussed and approved unanimously and recommend that all be approved by the Board of Trustees.

3.0 PREFERRED AGENDA ACTION ITEMS

3.1 Recommend Acceptance of 2021-2022 SUNY Child Care and Development Block Grant

On behalf of the Board of Trustees, the Finance and Facilities Committee approves acceptance of the 2021-22 SUNY Child care and Development Block Grant to support child care tuition subsidies and quality initiatives at the BC Center.

3.2 Recommend Acceptance of US DOL Young Adult Reentry partnership Subaward

The Finance and Facilities Committee on behalf of the Board of Trustees approves acceptance of the US DOL Young Adult Reentry Partnership Subaward to support the work of SUNY Broome as a partner organization of Pathstone Corporation to provide educational and training services to improve workforce outcomes for justice-involved young adults.

3.3 Recommend Approval of D2L/Brightspace Participating Institution Agreement

The Finance and Facilities Committee recommends the Board of Trustees approve the D2L/Brightspace SUNY Participating Institution Agreement contract total not to exceed an annual amount of \$135, 000, with a 5-year aggregate amount not to exceed \$675,000.

3.4 Recommend Approval of Bid 2022-05 for Counseling Services by ProtoCall+

The Finance and Facilities Committee recommends the Board of Trustees approve contracting with ProtoCall+ to provide after-hours support for the Counseling Department in the amount not to exceed \$60,000 per year and \$300,000 in total.

3.5 Recommend Approval of Renewal of EAB Contract for SUNY/Starfish Enterprise Success Platform

The Finance and Facilities Committee recommends the Board of Trustees approve the renewal of the Starfish Enterprise Success Platform contract, in the amount not to exceed \$70,998.00.

3.6 Recommend Approval of Unpaid Leave of Absence for Diane O’Heron

The Finance and Facilities Committee recommends the Board of Trustees approve the unpaid leave of absence to Diane O’Heron, Professor in the English Department from January 17, 2022, to August 22, 2022.

Trustee Connerton motioned to approve Preferred Agenda Items 3.1, 3.2, 3.3, 3.4, 3.5, and 3.6. Trustee Serafini seconded and the motion was unanimously approved.

4.0 ACTION ITEMS

There were no action items for approval.

The meeting continued with the EMSI presentation on SUNY Broome’s Economic Impact Study findings and then continued to Information Item 5.2.

EMSI Presentation, Stephen Pool. The Economic Value of SUNY Broome Community College. (Slides were made available to the board members while Mr. Pool shared his screen. The full report is located under Information Item 5.4 and is included in the board packet.)

5.0 INFORMATION ITEMS

5.1 President’s Report – Dr. Kevin Drumm

Dr. Drumm welcomed the Trustees to the meeting and introduced new Student Trustee Elle Yatsuk to the meeting. The Spring Assembly was today for faculty and staff. The big topic was Guided Pathways. Pathways make it relatively easy for students to complete their degrees in a straightforward manner. Enrollment decline is doing better for spring at 8% compared to the fall numbers at 13%. We are several points ahead of what is projected. Dr. Drumm reported the collaboration with Unmudl, an online workforce development website, to aggregate leading community colleges to offer their online workforce training to the whole United States. SUNY Broome is the lead college with the most enrollment. A major marketing campaign will be coming in the next few weeks so you may see SUNY Broome in the media. Thank you, Jesse Wells, for being the point person. Dr. Drumm has been asked to Co-Chair the Endicott DRI. The project should be done by July. The Governor’s budget came out and seemed favorable for community colleges. A few ideas included more funding for part-time students and a 100% floor

for next year's state aid. Dr. Drumm presented a very nice proclamation from the Broome County Legislature commemorating the college's 75th Anniversary.

A quorum was established at this point so Chair Paniccia returned to items 1.0, 2.0, 3.0, and 4.0.

5.2 Council on Academic Issues Update – Andrea Roma

Ms. Roma reported on the highlights in her report. A copy was included in the board packet and is for informational purposes. The spring meetings will continue to meet virtually. Feedback was provided on various policies and proposed updates to the academic grievance procedure. The Shared Governance group attended a presentation by members of the Faculty Council for Community Colleges in areas such as structure, assessment, effectiveness, and purpose. A workgroup has been established to review and evaluate the effectiveness of our shared governance structure. Chancellor Awards are being submitted to SUNY.

5.3 Student Affairs – Dr. Carol Ross-Scott/Colleen Cashman

Dr. Ross-Scott was excused from the meeting. Ms. Cashman reported on the highlights in the Student Affairs report found in the board packet and is for informational purposes. The monthly report focused on Personnel and Student engagement and sustainability. A Director of Student Activities Dr. Nick Wagner begins January 31, 2022. The AVP/Dean of Students search has been extended and review will begin after January 17th. Ms. Cashman is working with MARCOM to re-brand the Athletic Department. Track and Field will be starting up in the fall. Men's and women's basketball games will be live-streamed. This will help build a fan base and engage our alumni. Recruiting is a big focus for Ms. Cashman.

5.4 Institutional Effectiveness – EMSI – Dr. Kim McLain

The full copy of the "**The Economic Value of SUNY Broome Community College**" report was included in the board packet.

5.5 Student Assembly Update – Elle Yatsuk

Ms. Yatsuk reported on the highlights in her report. A copy was included in the board packet and is for informational purposes. Student Assembly met during the winter break to plan student activities for the spring semester and Welcome Week. Student Assembly will be featured in the 75th Anniversary Questions media project.

5.6 BCC Foundation – Cathy Williams

Ms. Williams reported on the highlights in her report. A copy was included in the board packet and is for informational purposes. The Foundation received a \$2.79 million Estate gift from Christus Galatis. A grant application has been submitted to the O'Connor Foundation for \$20,000, designated for the grants-in-aid program. The Foundation established a new endowed scholarship with an alumnus. The phonation and direct mail continue. The Alumni reunion is scheduled for April 29 and 30th in both virtual and in-person sessions. The Foundation is participating in the 75th Anniversary and Time Capsule committees. The student scholarship portal opened Monday.

5.7 Facilities Updates – Dave Ligeikis

Mr. Ligeikis reported on the highlights in her report. A copy was included in the board packet and is for informational purposes. There was a water line break in the vicinity of the BC Center and completed in 2 days. The floors in both gyms were recently refinished. Renovation work in the Finance Office is completed. Facilities

staff made several repairs to the Student Center roof. Assessment of the Nursing Program space requirement in Decker continues.

5.8 Budget Transfers – Michael Sullivan

This report is routine and for informational purposes. A copy of the report was included in the Board Packet. There were no budget transfers for January.

5.9 Grants Approvals – Michael Sullivan

This report is routine and for informational purposes. A copy of the report was included in the Board Packet. There were no budget transfers for January.

5.10 Investment Report – Michael Sullivan

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

5.11 Human Resource Update – Lynn Fedorchak

This report is routine and for informational purposes. A copy of the report was included in the Board Packet. This report reflects routine activity for December 2021.

5.12 Budget and Finance Update – Michael Sullivan

Mr. Sullivan reported on the highlights in his report. A copy was included in the board packet and is for informational purposes. Included in the governor's budget were three capital projects that were previously approved by Broome County that includes a \$2 million expansion for Nursing in the Decker Building, \$1 million for HVAC replacement for several campus buildings, and approximately \$400,000 for IT Security technology and investments. Items in her budget are pending State legislative approval. As the campus is one of the oldest campuses, it is important to continue with capital project investment. The college is a critical player in the refinancing of the Student Village's debt. The facility is 2/3 occupied and the Housing Board and college are earnestly looking at the potential use of the space and restructuring the debt. More details will be forthcoming. The audit for FY2020-21 is in the final stages and there have been no negative findings or recommendations. It is anticipated external auditors, Bonadio, will be presenting at the March BOT meeting. The monthly budget forecast shows a slight 1% increase in revenues, and on the expense side, course sections were 50 sections over budget or a negative 5% variance, this equates to additional costs of \$300,000. Several key contractual enrollment initiatives occurred in the summer that were not anticipated in the current budget but were instrumental in increasing the fall and spring enrollment numbers. The college will need to use \$3.5 in federal stimulus funds to balance this year's budget, which is similar to last year's budget when the college used \$3.6 in federal stimulus funds to balance the budget. Finance will have more information based on enrollment and spring section/instructional costs for the February BOT meeting. This will give baseline numbers to develop the FY 2022-23. The college will give an update on the Multiyear Sustainability Plan at the March BOT meeting. Mr. Sullivan anticipates presenting the FY 2022 23 budget to the Board of Trustees at the April meeting. The county will adopt the sponsor share and appropriations in June.

5.13 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. This report reflects monthly bond payments.

5.14 **Media Report – Jesse Wells**

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

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

The meeting was adjourned at 5:57 p.m.

Approved: February 10, 2022

The next Board of Trustees Meeting is scheduled for 5:00 p.m. Thursday, February 10, 2022, via Zoom