

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
Sept 15, 2022 @ 5:00 p.m.
Decker Libous Conference Room 117
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, Barbara Fiala, Jim Testani, Tina Fernandez(zoom), Elle Yatsuk, Jason Andrews, Marc Newman, Jim Orband (zoom), Margaret Coffey (zoom)

SUNY Broome Administration Present: Dr. Kevin Drumm, Dr. Carol Ross-Scott, Dr. Penny Kelly, Michael Sullivan, Jesse Wells, Dave Ligeikis, Cathy Williams, Laura Hodel, Michael Stamets, Kim McLain, Danielle Britton, Michele McKay, Diana Lenzo,

Others Present: Libin Babu, Robert Behnke, Esq.

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

Trustee Newman motioned to go into Executive Session at 5 p.m. Trustee Connerton seconded the motion to discuss collective bargaining and personal issues and the motion passed.

Trustee Connerton motioned to come out of Executive Session at 5:19 p.m. Trustee Fiala seconded the motion and the motion passed.

1.0 APPROVAL OF MINUTES

1.1 August 18, 2022 Board of Trustees Meeting

Trustee Fiala made a motion to approve the August 18, 2022 Board of Trustees meeting minutes. Seconded by Trustee Newman. The Motion was unanimously approved.

2.0 FINANCE & FACILITIES COMMITTEE MEETING MINUTES

3.1 September 13, 2022 Finance and Facilities Committee Meeting

Chair Paniccia presided over the September 13, 2022 Finance and Facilities Committee. Items were reviewed and recommended for approval by the Board of Trustees.

3.0 PREFERRED AGENDA ACTION ITEMS

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

3.2 Recommend Approval of Bid #2023-01 Nursing Simulation and Training Mannequins

3.3 Recommend Approval of Revised FI6007 and FI6007.1 Surplus Property Policy and Procedure

Trustee Testani moved to approved Preferred Action Items 3.1, 3.2, and 3.3. Trustee Orband seconded the motion and was unanimously approved.

4.0 ACTION ITEMS

4.1 Approve Slate of Officers for 2022-2023

Trustee Andrews moved to approve the Slate of Officers for 2022-2023. Trustee Orband seconded the motion and was unanimously approved.

4.2 Approve Nominating Committee Members for 2023-2024

Trustee Fiala moved to approve the Nominating Committee members for 2023-2024. Trustee Connerton second the motion and was unanimously approved.

4.3 Approve Schedule of Meeting dates for 2022-2023

Trustee Connerton moved to approve the Schedule of Meetings for 2022-2023. Trustee Newman seconded the motion and was unanimously approved.

4.4 Approve Revised By-Laws with the new Facilities Review Committee

Trustee Connerton moved to approve the revised by-law with the new Facilities Review Committee. Trustee Fiala seconded the motion and was unanimously approved.

4.5 Approve Resolution to Rename the SUNY Broome Community College Baseball Field the Edwin C. Daub Field.

Trustee Orband moved to approve renaming the SUNY Broome Community College Baseball Field the Edwin C. Daub field conditioned on the six-month required consideration period for an exception. Trustee Testani seconded the motion and was unanimously approved.

5.0 INFORMATION ITEMS

5.1 President's Report – Dr. Kevin Drumm

Dr. Drumm thanked the Trustees for their time and service to the college. The Dental Hygiene Department was awarded the Cerebral Palsy (CP) State 2022 Program Innovation Award with collaboration from HCA. Enrollment continues to improve. Binghamton University was awarded the Build Back Better Competition award, SUNY Broome was a coalition partner. The college held a 9-11 ceremony. The new ESD Commission toured the CEC, was very impressed with the local staff, and a luncheon was held with other REDC leaders. Admissions are working with Binghamton High School for a Broome Express event in the spring.

5.2 Academic Affairs – Dr. Penny Kelly

Dr. Kelly's report is in the packet. The college was awarded a SUNY High Needs grant for expanding and developing the Chemical Dependency program to a high flex course. She thanked S. Reals and D. Tierno in Sponsored Programs and her team. She introduced D. Britton, Director of Workforce Development. She presented Pathways and how grants are being utilized to further meet the needs of the community and workforce development and increase enrollment. The PowerPoint will be distributed to the trustees.

5.3 Student Assembly Update – Elle Yatsuk

Ms. Yatsuk reported the student clubs are starting up. The Assembly is looking into certain cafeteria policies that were changed without notification to students. Drafting resolutions on the Residency Certificate.

5.4 BCC Foundation Report – Cathy Williams

Ms. Williams reported on the highlights in her report which was included in the packet. Fundraising is on track. The Alumni magazine will be out in October. There were 130 attendees at the Alumni Event at Tioga Downs. The Foundation anticipates receiving a lump sum bequest of \$750,000. Ms. Williams thanked the board for approving the resolution to rename the Baseball field. If approved, the field will be dedicated during reunion weekend Saturday, April 29, 2023. There is an Honors Flight on Saturday, October 15, and she encourages all to welcome the veterans back on Sunday, October 16, 2022.

5.5 Facilities Update – Dave Ligeikis

Mr. Ligeikis introduced Libin Babu, onsite energy manager, primary intent to examine any and all facilities for cost-saving improvements. Both roof projects are nearing completion. Building permits for the pavilions have been received and construction work has begun. Landscape improvement work continues across the campus. Work is nearing completion on the 2021/2022 campus-wide paving and sidewalk contract. Preliminary design work has begun on developing an on-campus track and field facility.

5.6 Budget and Finance Update – Michael Sullivan

Mr. Sullivan reported that the Veterans Compliance Audit received superlative remarks. Thank you to Ms. Hodel and her staff. The County Executive was very supportive of the submitted capital projects and approximately \$650,000 was approved by the county with a match by SUNY. These projects include a Nursing capital project for furnishings and equipment for the expansion and roofing of the Business Building.

5.6.1 FY 2021-22 Budget Forecast

Finance continues to forecast a balanced budget for FY 2021-22 with the college needing \$350,000 in federal stimulus funds to balance the budget

5.6.2 FY 2022-23 Budget Forecast

The FY 2022-23 budget projected enrollment with a 5% decline. Enrollment is currently @4%. The biggest variance is in the number of budget sections versus actual which are 134 over budget. Each section costs approximately \$4700. The college will need to utilize more stimulus funds to balance the 2022-2023 budget.

5.6.3 Human Resource

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

5.6.4 Grants Approvals

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

5.6.5 Investment Report

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

5.6.6 Student Village Housing Report

This report is routine and for informational purposes. A copy of the report was included in the Board Packet. There are 276 students in the village.

5.7 Media Report – Jesse Wells

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

Trustee Andrews moved to adjourn the meeting. Trustee Connerton seconded the motion and was unanimously approved.

The meeting was adjourned at 6:02 p.m.

The Board of Trustees Annual Meeting is scheduled for 5:00 p.m. Thursday, October 13, 2022, in Libous Conference Room 117, Decker Health Sciences Building

Approved: October 13, 2022