

**SUNY BROOME COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
October 13, 2022 @ 5:00 p.m.  
Decker Libous Conference Room 117  
(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 Kathy Connerton, Vice-Chair Barbara Fiala, Jim Testani, Tina Fernandez, Elle Yatsuk, Jim Orband, Margaret Coffey, Anthony Paniccia

**Trustees Excused:** Marc Newman, Jason Andrews

**SUNY Broome Administration Present:** Dr. Kevin Drumm, Dr. Carol Ross-Scott, Dr. Penny Kelly, Michael Sullivan, Jesse Wells, Laura Hodel, Diana Lenzo

**Others Present:** Dave Ligeikis, Cathy Williams, Michael Stamets, Dr. Kim McLain, Danielle Britton, Michele McKay, Larry Allen, Christine Martey-Ochula, Erin Marulli, Nick Brey, Libin Babu, Harvey Stenger, Cheryl Sullivan, Esq., Student Assembly Senator Alejandro Chavarria Gonzalez.

**Chairperson Connerton called the meeting to order at 5:00.**

**THE PROPOSED EXECUTIVE SESSION, UPON APPROVAL BY THE BOARD OF TRUSTEES, will be after the action items.**

- 1.0 APPROVAL OF MINUTES**
  - 1.1 September 15, 2022 Board of Trustees Meeting  
**Trustee Orband made a motion to approve the September 15, 2022 Board of Trustees meeting minutes. Seconded by Trustee Fiala. The motion was unanimously approved.**
- 2.0 FINANCE & FACILITIES COMMITTEE MEETING MINUTES**
  - 2.1 October 11, 2022 Finance & Facilities Committee Meeting  
**Trustee Fiala made a motion to approve the October 11, 2022 Finance & Facilities Committee meeting minutes. Seconded by Trustee Paniccia. The motion was unanimously approved.**
- 3.0 PREFERRED AGENDA ACTION ITEMS**
  - 3.1 Recommend Approval of COVID-19 Pandemic Small Business Recovery Grant Sub-Award
  - 3.2 Recommend Approval of USDOL Strengthening Community Colleges – Health CARES Consortium Project
  - 3.3 Recommend Approval of Grant Subaward under New Energy New York’s Building a Battery Development Industry Cluster Initiative
  - 3.4 Recommend Award of Unpaid Leave of Absence for Compeau

- 3.5 Recommend Approval of Write-Offs of Student Account Receivables
- 3.6 Recommend Approval of Resolution for the New Position Description for Nursing Clinical and Simulation Coordinator
- 3.7 Recommend Approval of Resolution for the New Position Description for Payroll Administrative Specialist

**Trustee Coffey made a motion to approve Preferred Agenda Action Items 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, and 3.7. trustee Orband seconded. The motion was unanimously approved.**

#### **4.0 ACTION ITEMS**

- 4.1 Recommend Approval of Resolution Endorsing Proposed SUNY Broome Institutional Learning Outcomes to be in line with SUNY Gen ed Requirements and Standards Established by MSCHE.

**Trustee Coffey motioned to approve Resolution Endorsing Proposed SUNY Broome Institutional Learning Outcomes to align with SUNY Gen ed Requirements and Standards Established by MSCHE. Trustee Orband seconded. The motion was unanimously approved.**

- 4.2 Recommend Approval of Resolution for the Faculty Association Labor Agreement  
**Chair Connerton asked to move this to after the proposed Executive Session.**

- 4.3 Recommend RFP#2022-12 Construction Management Services for Building Improvements – Decker Health to LeChase Construction LLC.

**Trustee Testani motioned to approve RFP#2022-12 Construction Management Services for Building Improvements – Decker Health to LeChase Construction LLC. Trustee Paniccia seconded. The motion was unanimously approved.**

- 4.4 Recommend RFP#2022-13 Approval of Architectural Design Services for Building Improvements – Decker Health to LaBella Associates

**Trustee Fiala motioned to approve RFP#2022-13 Approval of Architectural Design Services for Building Improvements – Decker Health to LaBella Associates. Trustee Orband seconded. The motion was unanimously approved.**

**Trustee Orband motioned to go into Executive Session at 5:04 p.m. to discuss contract negotiations. Trustee Coffey seconded. Motion carried.**

**Trustee Orband motioned to come out of Executive Session at 5:49 p.m. Trustee Paniccia seconded. Motion carried.**

**Chair Connerton asked for a motion to approve Action Item 4.2.**

**Trustee Orband motioned to approve Action Item 4.2 Approval of Resolution for the Faculty Association Labor Agreement. Trustee Fernandez seconded and the motion was unanimously approved.**

#### **5.0 INFORMATION ITEMS**

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

Dr. Drumm thanked the immediate past Chair Anthony Paniccia for his service to the college. Trustees Testani, Fiala, and Coffey all attended the NYCCT Conference. Trustee Coffey was voted onto the NYCCT Board. Dr. Drumm attended the Presidential Honors Scholarship (PHS) event. This was the largest number, (19) of incoming freshmen. October 20 will be the dedication of the Battisti Pergola. Enrollment is incrementally improving and is at a 2.8% decline. The FA and the college have a tentative contract agreement. Dr. Drumm just returned from the NACCE meeting in Boston.

- 5.2 **College Assembly – Erin Marulli**

Ms. Marulli reported on the highlights in her report. A copy was included in the board packet. A Your Voice Matters is scheduled for November 10. The College Assembly

endorsed the role of the Civic Engagement Coordinator. There will be a vote on the proposed Shared Governance restructure from 4 units to 3 units on October 17<sup>th</sup>.

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

This month's Student Affairs report is focused on Health & Safety. Mr. Nick Brey – Director of Campus Safety & Security reported. Mr. Brey reported staff of Public Safety is encouraged to interact with the community to promote a positive report with students and staff. They attend Criminal Justice classes and also helped out on Move-In day. Students must have an initial COVID vaccine regimen and information is uploaded to the SUNY portal. Religious and medical exceptions must still be submitted and reviewed. Public Safety is working with Facilities to upgrade the locks on building room doors in cases of emergency, one can barricade themselves inside the room. The goal is to have all buildings on campus have this capability.

**5.4 Student Assembly Update – Elle Yatsuk**

Ms. Yatsuk reported on the highlights in her report. A copy was included in the board packet. The Student Assembly has 1 open position left. Many activities are being held on campus and increasing student engagement. The SA passed a resolution to require equal student representation on the Convocation Committee. The SA worked with American Dining on vending machine issues. Ms. Hodel from Financial Aid spoke to the group about Residency Certificates that are needed every semester.

**5.5 BCC Foundation Report – Cathy Williams**

Ms. Williams reported on the highlights in her report. A copy was included in the board packet. The magazine is at the printers and will be sent out. The 24 Hours of Giving is Tuesday, November 29, 2022. The Foundation is partnering with the Veterans & Military Affairs office to host the Twin Tier Honor Flight homecoming on Sunday, October 16, 2022, at 6 p.m. October 20 will be the dedication of the Battisti Pergola. This year marks a record number of incoming freshmen (19) who received the Presidential Honors Scholarships.

**5.6 Facilities Update – Dave Ligeikis**

Mr. Ligeikis reported on the highlights in his report. A copy was included in the board packet. Photos of the 2 of 3 pavilions and also of the Battisti Pergola were shared with the group. Work is nearing completion on the Library roof. New SUNY Broome banners will be installed on the light poles on the Campus Loop road and all parking lots. The 2021-2022 campus paving and sidewalk contract has been completed. Preliminary design work continues to develop an on-campus track and field facility. Construction documents have been completed for campus HVAC projects in multiple buildings.

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

**5.7.1 FY 2021-22 Budget Forecast**

The 2021-22 fiscal year ended August 31<sup>st</sup>. The Annual report to SUNY is due October 31 which will be in the December board packet. There are no changes as of now but final numbers are still being analyzed.

**5.7.2 FY 2022-23 Budget Forecast**

There have been no changes to the FY 2022-23 Budget Forecast since the September BOT meeting.

**5.7.3 Human Resource**

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

**5.7.4 Grants Approvals**

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

**5.7.5 Investment Report**

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

**5.7.6 Student Village Housing Report**

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

**5.8 Media Report – Jesse Wells**

This report is routine and for informational purposes. A copy of the report was included in the Board Packet. Open House is November 5.

Chair Connerton thanked Dr. Ross-Scott, Trustee Yatsuk, and Cathy Williams for helping the campus come alive after these 2 years of the pandemic. The chair also personally thanked the immediate past chair Anthony Paniccia for his time, contribution, and commitment to the college during his reign.

Trustee Paniccia moved to adjourn the meeting. Trustee Fernandez seconded the motion. The motion was unanimously approved.

The meeting adjourned at 6:17 p.m.

The next Board of Trustees Meeting is scheduled for 5:00 p.m. Thursday, December 15, 2022, in Libous Conference Room 117, Decker Health Sciences Building

Approved: December 21, 2022