

SUNY BROOME COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 20, 2023@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**

Board Members Present: Chair Kathy Connerton, Vice Chair Barbara Fiala, Anthony Paniccia, Margaret Coffey, Jason Andrews, Marc Newman, Tina Fernandez, Elle Yatsuk, Jim Testani, Jim Orband(Zoom)

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

Other Attendees: Jeanette Tillotson, David Ligeikis, Cathy Williams, Dr. Kim McLain, Larry Allen, Dr. Marquis Bennett, Dr. Jeff Anderson, Dr. Christine Martey-Ochola, Nick Brey, Michele McKay, Cheryl Sullivan, Esq.

Invited Guests: Professor Harold Koster, Professor Lorenz Firsching

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

1.0 APPROVAL OF MINUTES

- 1.1 March 16, 2023, Board of Trustees Meeting
Trustee Newman moved to approve March 16, 2023, Board of Trustee meeting minutes. Trustee Paniccia seconded the motion. It was unanimously approved.

2.0 FINANCE & FACILITIES COMMITTEE MEETING MINUTES

- 2.1 April 18, 2023, Finance & Facilities Committee Meeting
Trustee Testani moved to approve April 18, 2023, Finance & Facilities Committee meeting minutes. Trustee Andrews seconded the motion. It was unanimously approved.

3.0 PREFERRED AGENDA ACTION ITEMS

- 3.1 Recommend Acceptance of SUNY Grant Award: 2023 EOP Pre-Freshman Summer Program
- 3.2 Recommend Approval of Sabbatical Requests
- 3.3 Recommend Approval of Contract with MATCO to Complete Emergency Repairs to Equipment Resulting from an Unforeseen Power Outage on Campus
- 3.4 Recommend Approval of Contract with TK Elevator for Modernization of the Old Science Building Elevator under Sourcewell Contract #080420

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- 3.5 Recommend Approval of Bid 2023-06 SUNY Broome Student Services and Old Science Toilet Room Renovations – Plumbing Construction
- 3.6 Recommend Amendment to Extend the Term of the SUNY Systemwide Contract with the Ellucian Company L.P. for the Banner Enterprise Resource Planning (ERP) System, Information Technology Services, and Student Help Desk Services
- 3.7 Recommend Approval of Resolution to Submit SUNY Broome’s Proposed 2023-2024 Operating Budget to the County Executive and Broome County Legislature

Trustee Coffey moved to approve Preferred Agenda Items 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, and 3.8. Trustee Newman seconded. The motion was unanimously approved.

4.0 ACTION ITEMS

- 4.1 Recommend Approval of Resolutions Granting Emeritus Status
Resolutions were read in the minutes awarding Emeritus Status to Professor Harold Koster, Professor Lorenz Firsching, and Professor Leira Manso.
Trustee Paniccia moved to approve the resolutions granting Emeritus Status. Trustee Newman seconded. The motion was unanimously approved.
- 4.2 Recommend Approval of Resolution to Rename the SUNY Broome Community College Baseball Field the “Edwin C. Daub” Field
Trustee Fiala moved to approve the resolution to rename the SUNY Broome Community College Baseball Field the “Edwin C. Daub” Field. Trustee Newman seconded. The motion was unanimously approved.
- 4.3 Recommend Approval of New Policy AA4009 Library Collection Development Policy
Trustee Testani moved to approve the new Policy AA4009 Library Collection Development Policy. Trustee Fernandez seconded. The motion was unanimously approved.
- 4.4 Recommend Approval of Bid 2023-07 Mobile Enrollment Van
Trustee Andrews moved to approve the Bid 2023-07 Mobile Enrollment Van. Trustee Fernandez seconded. The motion was unanimously approved.

Bonadio Audit Presentation

Trustee Paniccia moved to approve the draft audit of the Fiscal Year 2021-2022 Audit. Trustee Testani seconded the motion. The motion was unanimously approved.

5.0 INFORMATION ITEMS

- 5.1 **President’s Report – Dr. Kevin Drumm**
Dr. Drumm thanked the Trustees for attending tonight’s meeting. Dr. Drumm attended the ACCT Annual Conference in Colorado. The REDC is ramping up, as co-chair, Dr. Drumm has learned quite a bit. The college’s Shared Governance will be submitting a recommendation to amend the Shared Governance structure for approval in May or June. Enrollment is up at this time for the Fall 2023 semester, it is a good trend. He attended the annual STIR Taste of the Tier event at the Culinary and Event Center.

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Convocation was Tuesday with a Neuro-Scientist as the speaker. Tonight is the Mothers & Babies Gala.

5.2 Council on Academic Issues – Andrew Haggerty

Mr. Haggerty was unable to attend the meeting. His report was included in the packet for informational purposes.

5.3 Academic Affairs – Dr. Penny Kelly

Dr. Kelly reported on Health Science highlights that have recently occurred. A copy of her report was included in the packet for informational purposes. Dr. Kelly also reported on the recent student travel, and the development of the Hornet Academy to bring in students on the weekend to learn more about campus programs. She introduced Dr. Martey-Ochola who reported with a presentation on updates in the STEM department.

5.4 Student Assembly Update – Elle Yatsuk

Ballots for next year's Student Assembly are opened. Student Assembly addressed the constitution of a club that denied participation in leadership roles by certain students, convocation is April 18 and the Student Engagement Recognition ceremony is April 26. A Student Your Voice Matters was scheduled for April 6th.

5.5 BCC Foundation Report – Cathy Williams

The Alumni Reunion mixer is April 28-29. The Ed Daub Field will be dedicated on Saturday afternoon. May 3rd will be the 75th Anniversary time capsule event. The Spring Edition of the Broome Magazine was sent out last week. The Foundation received 2 new grants for a total of \$24,000. The Foundation expects a \$250,000 bequest to support women pursuing a college degree. The Board of Trustees and Foundation will be hosting a retirement recognition event for Dr. Drumm on June 24, 2023, from 4:30 – 6:30 p.m. at the CEC.

5.6 Facilities Update – Dave Ligeikis

Mr. Ligeikis reported on the highlights in his report. A copy was included in the board packet and is for information purposes. The new outdoor Fitness Court should be completed tomorrow. The 3rd Pavilion is near completion, work was done by the campus facilities crew. Plumbing rebids for the Old Science, Student Services Building Restrooms were opened on April 12. An RFP to convert Old Science into a Student Union is being finalized. Design for the Decker Nursing Renovation continues with the project's oversight committee's bi-weekly meetings.

5.7 Budget and Finance Update – Michael Sullivan

5.7.1 FY 2022-23 Budget Forecast

Thank you to J. Tillotson for the heavy lifting of completing the Audit. Mr. Sullivan and Dr. Kelly presented an updated Sustainability Plan. A copy of the PowerPoint was distributed to the trustees. The monthly forecast is the same as the previous months. Finance expects a balanced budget but will need to use approximately \$3.7 million in HEERF funds.

5.7.2 Human Resource

This report reflects standard activity for March 2023. This report is for information purposes and was included in the packet.

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5.7.3 Grants Approvals

This report reflects standard activity for March 2023. This report is for information purposes and was included in the packet.

5.7.4 Investment Report

This report reflects standard activity for March 2023. This report is for information purposes and was included in the packet.

5.7.5 Student Village Housing Report

This report reflects standard activity for March 2023. This report is for information purposes and was included in the packet.

5.8 Faculty Eligible for Professional Development Recognition Increment

This report reflects standard activity. This report is for information purposes and was included in the packet.

5.9 Media Report – Jesse Wells

This report reflects standard activity for March 2023. This report is for information purposes and was included in the packet.

6.0 PROPOSED EXECUTIVE SESSION, UPON APPROVAL BY THE BOARD OF TRUSTEES

Trustee Coffey motioned to go into Executive Session at 6:47 p.m. to discuss the presidential search. Trustee Newman seconded the motion. The motion was unanimously approved.

Trustee Newman motioned to come out of the Executive session at 7:27 p.m. Trustee Fiala seconded the motion. The motion was unanimously approved.

Trustee Newman made a motion to adjourn the meeting. Trustee Fiala seconded the motion, and it was unanimously approved.

The meeting was adjourned at 7:28 p.m.

The next regular Board of Trustees Meeting is scheduled for 5:00 p.m. Thursday, May 25, 2023 in Libous Conference Room 117, Decker Health Sciences Building.

Approved: May 25, 2023