

**SUNY BROOME COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
May 25, 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:** Vice Chair Barbara Fiala, Anthony Paniccia, Margaret Coffey, Tina Fernandez, Student Trustee Alejandro Chavarria Gonzalez, Jim Testani(zoom), Jim Orband

**Board Members Absent:** Chair Kathy Connerton, Marc Newman, Jason Andrews

**SUNY Broome Admin Present:** Dr. Kevin Drumm, Dr. Carol Ross-Scott, Michael Sullivan, Jesse Wells

**Other Attendees:** Erin Marulli, Libin Babu, Cathy Williams, Dr. Kim McLain, Dr. Marquis Bennett, Dr. Jeff Anderson, Nick Brey, Michele McKay, Michael Stamets, Venessa Rodriguez, Colleen Cashman, Robert Behnke, Esq.

**Acting Chair Fiala called the meeting to order at 5:03 p.m.**

***There was no quorum at this time, the meeting started with 5.0 Information Items***

**1.0 APPROVAL OF MINUTES**

1.1 April 20, 2023, Board of Trustees Meeting

**Trustee Paniccia moved to approve the April 20, 2023, Board of Trustee meeting minutes. Trustee Fernandez seconded the motion. It was unanimously approved.**

May 12, 2023, Board of Trustees Special Meeting

**Trustee Coffey moved to approve the May 12, 2023, Board of Trustee meeting minutes. Trustee Orband seconded the motion. It was unanimously approved.**

**2.0 FINANCE & FACILITIES COMMITTEE MEETING UPDATE**

2.1 May 23, 2023, Finance & Facilities Committee Meeting

**F&F Chair Fiala reported that all items on the F&F agenda were vetted and recommended to move forward for board approval.**

**3.0 PREFERRED AGENDA ACTION ITEMS**

3.1 Recommend Acceptance of Federal Perkins V (CTEA) Funds for Academic Year 2023-2024

3.2 Recommend Approval of High Needs Localities Workforce Academic Programs in Food Science

3.3 Recommend Approval of Resolution for Candidates for Promotion

3.4 Recommend Approval of Resolution for the Revised Position Description for Director of Financial Aid

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- 3.5 Recommend Approval of Participating Institution Agreement (PIA) License for Slate
- 3.6 Recommend Approval of BID 2023-09 SUNY Broome Student Center HVAC Replacement – Electrical Construction
- 3.7 Recommend Approval of BID 2023-09 SUNY Broome Student Center HVAC Replacement – HVAC Construction
- 3.8 Recommend Renewal Nuventive Essential Cloud Services Subscription Renewal
- 3.9 Recommend Approval of Campus-Wide Security Cameras

**Trustee Chavarria Gonzalez moved to approve items 3.1,3.2, 3.3, 3.4, 3.5, 3.6, 3.8, and 3.9. Trustee Coffey seconded the motion. The motion was unanimously approved.**

**Trustee Fernandez moved to approve item 3.7. Trustee Coffey seconded the motion. Trustee Orband abstained from the vote. Trustees Fernandez, Coffey, Paniccia, Fiala, Testani, and Chavarria Gonzalez approved. The motion was approved.**

#### **4.0 ACTION ITEMS**

- 4.1 Recommend Approval of the Resolution to Request Approval of the Shared Governance Constitution  
**Trustee Paniccia moved to approve the resolution to request approval of the Shared Governance Constitution. Trustee Chavarria Gonzalez seconded the motion. The motion was unanimously approved.**
- 4.2 Recommend Approval of New AA4010 Grading Scale Policy  
**Trustee Coffey moved to approve the new AA4010 Grading Scale Policy. Trustee Testani seconded the motion. The motion was unanimously approved.**
- 4.3 Recommend Approval of New AA4011 Faculty-Led Travel Policy  
**Trustee Coffey moved to approve the new AA4011 Faculty-Led Travel Policy. Trustee Orband seconded the motion. The motion was unanimously approved.**
- 4.4 Recommend Approval of New SS8005 Surveillance Policy  
**Trustee Orband moved to approve the new SS8005 Surveillance Policy. Trustee Chavarria Gonzalez seconded the motion. The motion was unanimously approved.**

*The meeting continued with item 5.3 Student Affairs – Dr. Carol Ross-Scott*

#### **5.0 INFORMATION ITEMS**

##### **5.1 President’s Report – Dr. Kevin Drumm**

Dr. Drumm welcomed and introduced new student trustee Alejandro Chavarria Gonzalez. Thank you to all the trustees and especially this past year. Enrollment is strong with 8% up in FTE before the BAP numbers are included. Thanks to the Enrollment team. Thank you to the trustees for attending Commencement. Dr. Drumm attending the Frank G. Paul medal scholarship event which honors the top high school STEM students. Thank you to the facilities/maintenance team for making the campus look beautiful. Thank you to Justine Dadamio for coordinating all the end-of-the-year events. Congratulations to Chair Kathy Connerton for receiving the Distinguished Citizen Award on May 10<sup>th</sup>. Dr. Drumm distributed his formal retirement letter to the board.

**5.2 College Assembly – Erin Marulli**

Thank you in advance for the board to consider the approval of the new restructured Shared Governance Constitution. Shared Governance hosted the spring Your Voice Matters on April 6, 2023, reviewed and voted on FCCC resolutions, and the major focus was on the Shared Governance Restructure recommendations and constitution edits.

*As a quorum was established, the meeting returned to item 1.0 Meeting Minutes*

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

Dr. Ross's focus for this month is on the engagement and persistence of special cohorts such as students in EOP, student-athletes, student leaders, single parents, residents, and affinity group members. June 5-11 the college will host visiting students from Salia Mexico. The Childcare Task Force met and the center will operate with no changes for this year. The group will be looking at the infrastructure and other areas like accreditation. Dr. Carol will co-chair with Trustee Barbara Fiala. Dr. Ross-Scott introduced EOP Director Venessa Rodriguez who presented on the EOP program.

**5.4 Student Assembly Update – Alejandro Chavarria Gonzalez**

Student Trustee Chavarria Gonzalez reported the Student Assembly elected new executive board members and senators for the upcoming academic year. The student body also approved an amended constitution that better reflects the roles and responsibilities of assembly members. A pending issue was shared with Council on Academic Issues and Executive Council.

**5.5 BCC Foundation Report – Cathy Williams**

The Foundation has a net surplus of \$2.62 million. Contributing to this was a \$750K estate gift. The direct mail appeals have raised \$89,380 from over 600 donors in the fiscal year 2023. The Broome Magazine was distributed, and Dr. Drumm was a feature article. Alumni weekend was held on April 27 and 29<sup>th</sup> with 90 attendees at the Friday mixer. Saturday was the picnic and Baseball field dedication. Alumni night is July 14 at the Binghamton Rumble Ponies. The time capsule will be buried on June 22, 2023. The Frank Paul Medal ceremony was on May 23<sup>rd</sup>. The Foundation's merit scholarship event was held on May 9<sup>th</sup> with more than 600 people attending.

**5.6 Facilities Update – Dave Ligeikis**

Construction of the fitness court is completed. The third pavilion is completed and all three are furnished with new furniture and solar lighting for safety. Contracts for the Old Science/Student Services restroom project have been finalized. An RFP for the Old Science to Student Union conversion was advertised. Bids for HVAC replacement in the Student Center/West Gym were opened on May 1st. Electric facilities repair for the damage incurred during the power outage will take place on May 27<sup>th</sup>. Preliminary designs for the Decker renovation project are being reviewed. HR office work in the Student Services building is anticipated to start in mid-June.

**5.7 Budget and Finance Update – Michael Sullivan****5.7.1 FY 2022-23 Budget Forecast**

There are between \$15 and 20 million dollars of capital projects in progress around the campus. The monthly forecast is the same as the last several months. The college will need \$3.8 million in Federal Stimulus funds to balance the budget. HEERF Funds

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must be allocated by June 30<sup>th</sup>. College administration and trustees meet with the County Executive on May 1 to review the Proposed Budget and sustainability plan. The Student Housing is close to refinancing. Proposed tuition rates will be presented at the June board meeting.

**5.7.2 Human Resource**

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

**5.7.3 Grants Approvals**

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

**5.7.4 Investment Report**

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

**5.8 Faculty Eligible for Initial II Appointment**

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

**5.9 Media Report – Jesse Wells**

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 Fernandez motioned to go into Executive Session at 5:58 p.m. to discuss the presidential search. Trustee Paniccia seconded the motion. The motion was unanimously approved.**

**Trustee Coffey motioned to come out of the Executive session at 6:26 p.m. Trustee Orband seconded the motion. The motion was unanimously approved.**

**Trustee Paniccia made a motion to adjourn the meeting. Trustee Chavarria Gonzalez seconded the motion, and it was unanimously approved.**

The meeting was adjourned at 6:27 p.m.

The next regular Board of Trustees Meeting is scheduled for 5:00 p.m. Thursday, June 22, 2023 in Libous Conference Room 117, Decker Health Sciences Building.

Approved: June 22, 2023