

**SUNY BROOME COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
June 22, 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, Margaret Coffey, Jason Andrews, Tina Fernandez, Jim Testani, Alejandro Chavarria Gonzalez (Zoom)

**Board Members Excused:** Anthony Paniccia, Marc Newman, Jim Orband

**SUNY Broome Admin Present:** Dr. Kevin Drumm, Dr. Penny Kelly, Michael Sullivan, Jesse Wells, Laura Hodel

**Other Attendees:** Cathy Williams, Libin Babu, Dr. Kim McLain, Larry Allen, Dr. Christine Martey-Ochola, Nick Brey, Michele McKay, Cheryl Sullivan, Esq., Danielle Britton, Michael Stamets

**Chair Connerton called the meeting to order at 5:04 p.m.**

*A quorum was not established at this time. The meeting started with 5.0 Information Items.*

**1.0 APPROVAL OF MINUTES**

- 1.1 May 25, 2023 Board of Trustees Meeting  
**Trustee Coffey moved to approve the May 25, 2023 Board of Trustee meeting minutes. Trustee Fiala seconded the motion. It was unanimously approved.**

**2.0 FINANCE & FACILITIES COMMITTEE MEETING UPDATE**

- 2.1 June 22, 2023 Finance & Facilities Committee Meeting  
Trustee Fiala reported that all items brought before the Finance & Facilities Committee meeting were discussed and approved to move forward to the board.

**3.0 PREFERRED AGENDA ACTION ITEMS**

- 3.1 Recommend Approval of Unpaid Leave of Absence for Tubaugh  
3.2 Recommend Approval of Federal College Work Study Allocation Incentive Payment  
3.3 Recommend Renewal of Transact Campus Inc.  
3.4 Recommend Approval of Resolutions Adopting the College's 2023-24 Operating Budget, Sponsor Services, Full Time Positions, Student FTEs, and 2023-24 Tuition and Fees  
3.5 Recommend Approval of Resolution for the New Position Description for Director of Training, Education, and Workforce Development  
3.6 Recommend Approval of Job Description Associate Dean for Distance Learning, Professional Development, and Student Success  
3.7 Recommend Approval of Job Description for Budget and Institutional Effectiveness Officer  
3.8 Recommend Approval of Bid 2023-14 SUNY Broome Photo Lab Relocation – General Construction

- 3.9 Recommend Approval of Bid 2023-14 SUNY Broome Photo Lab Relocation – Electrical Construction
- 3.10 Recommend Approval of Bid 2023-14 SUNY Broome Photo Lab Relocation – HVAC Construction
- 3.11 Recommend Approval of Bid 2023-14 SUNY Broome Photo Lab Relocation – Plumbing Construction

**Trustee Jim Testani moved to approve items 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8, 3.9, 3.10 and 3.11. Trustee Fernandez seconded the motion. The motion was unanimously approved.**

#### **4.0 ACTION ITEMS**

##### **4.1 Recommend Approval of the Resolution Granting Emeritus Status**

Trustee Coffey moved to approve the resolution granting Emeritus Status to Dr. Kevin E. Drumm. Trustee Andrews seconded the motion. The motion was unanimously approved.

##### **4.2 Recommend Approval of the Resolution Appointing President of SUNY Broome Community College**

Trustee Testani moved to approve the resolution appointing Dr. Tony D. Hawkins President of SUNY Broome Community College. Trustee Fiala seconded the motion. The motion was unanimously approved.

#### **5.0 INFORMATION ITEMS**

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

Dr. Drumm thanked the Board of Trustees for their support over his 13 1/12 years as President.

Enrollment is up and BAP students will be registering next week. This concluded his last Presidential report.

A quorum was established and the meeting returned to 1.0 Approval of Minutes.

##### **5.2 Academic Affairs – Dr. Penny Kelly**

Dr. Kelly introduced Danielle Britton who presented on the Hornets for All Academy and other workforce and continuing education updates.

##### **5.3 Student Assembly Update – Alejandro Chavarria Gonzalez**

Trustee Gonzalez reported that Student Assembly has not met yet for the next Academic year. There are new student members of the Student Assembly.

##### **5.4 BCC Foundation Report – Cathy Williams**

Ms. Williams thanked the Board for having 100% of giving. The Alumni event on July 14 is at the Rumble Ponies. The Foundation has received payments for 2 estate gifts, one for need-based grants and one for nursing scholarships. The Time Capsule Ceremony will be held on Thursday, June 22. Alumni Night at Tioga Downs will be held on September 9. There are 17 Presidential Honors Scholars.

**5.5 Facilities Update – Dave Ligeikis**

Mr. Babu reported on behalf of D. Ligeikis. Construction contracts finalized for the Old Science/Student Services bathrooms. Architectural proposals have been received for Old Science to a Student Union conversion. Electrical facilities repair work was completed. Preliminary designs for Decker Nursing are nearing completion. A copy of the report was included in the board packet.

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

**5.6.1 FY 2022-23 Budget Forecast**

Mr. Sullivan thanked Dr. Drumm for his leadership these last 13 1/2 years. The budget forecast remains the same as the last several meetings. The college will need \$3.9 of Federal Stimulus monies to balance this year's budget.

**5.6.2 Human Resource**

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

**5.6.3 Grants Approvals**

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

**5.6.4 Investment Report**

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

**5.6.5 Student Village Housing Report**

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

**5.7 Media Report – Jesse Wells**

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

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

No Executive Session was proposed.

Jason Andrews made a motion to adjourn the meeting. Trustee Coffey seconded the motion, and it was unanimously approved.

The meeting was adjourned at 5:40 p.m.

**Approved: August 17, 2023**

The next Board of Trustees Meeting is scheduled for 5:00 p.m. Thursday, August 17, 2023 in Libous Conference Room 117, Decker Health Sciences Building.