

**SUNY BROOME COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
March 21, 2024@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:** Acting Chair Barbara Fiala, Anthony Paniccia, James Testani, Tina Fernandez, Jim Orband, Jason Andrews, Alejandro Chavarria Gonzalez

**Board Members Excused:** Marc Newman, Kathy Connerton, Margaret Coffey

**SUNY Broome Admin Present:** Dr. Tony Hawkins, Dr. Carol Ross-Scott, Dr. Penny Kelly, Michael Sullivan, Laura Hodel, Jesse Wells, Diana Lenzo

**Other Attendees:** Colleen Cashman, Hiba Khan, Cathy Williams, Nick Brey, Dr. Christine Martey-Ochola, Joshua Terrel, Esq., Nichole McMillen, Jeanette Tillotson, Bob Walker, Scott Kane

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

**A presentation of the external Fiscal Year 2023/2024 audit by Bonadio Associates was given by Joseph Hereoux.** Mr. Hereoux anticipates an unmodified opinion and no findings of the college audit.

## **1.0 INFORMATION ITEMS**

### **1.1 President's Report – Dr. Tony D. Hawkins**

Dr. Hawkins's report was in the packet. Today was the ribbon cutting ceremony of the new Food Pantry and Clothing Closet funded by the Avangrid Foundation. This month is Women's History Month. The college is highlighting woman who are focused on diversity, equity and inclusion. March 18 was Dr. Hawkins's second Supervisor's Meeting. The 24-27 Strategic Planning Process has start with an anticipated draft ready for the August Board of Trustee meeting. Trustee Chavarria Gonzalez and Ms. Brandi Banchs were named Chancellor Awards in Student Excellence. Dr. Hawkins will be attending the AACC conference April 4-9<sup>th</sup>. There will be campus wide activities for the Solar Eclipse on April 8<sup>th</sup>. He invited the trustees to attend the events.

### **1.2 College Senate – Erin Marulli**

Ms. Marulli was unable to attend the meeting. Her report was in the packet and for informational purposes.

March 21, 2024

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

Dr. Ross-Scott introduced Director of BC Daycare Center Nichole McMillen who did a presentation on the Daycare center about current programming and future ideas and goals. The Assistant Director will be starting April 1.

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

Trustee Chavarria Gonzalez report was included in the board packet. Mr. Gonzalez attended the SUNY Student Assembly Advocacy Day in Albany. He will also be attending the SUNY Student Assembly conference in April. The Student Assembly has some concerns about some dining hall issues and the math lab tutors and hours. Dr. Ross-Scott will reach out to the ADC to address the dining issues.

**1.5 BCC Foundation Report – Cathy Williams**

Ms. Williams's report was included in the board packet. Today was the ribbon cutting ceremony for the new Broome Food Pantry and Clothing closet. It was very well attended. The Broome magazine proof has been approved for printing. The Alumni reunion will be April 26 at the CEC with a mixer and Open House on Saturday. The Art Gallery will be hosting a gallery event featuring Robert Keller at this year's open house. Approximately 400 Scholarship applications for continuing students have been received. For incoming students, the application period will close the 3<sup>rd</sup> week in April. May 8 is the College Scholarship Event.

**1.6 Facilities Update – Dave Ligeikis**

Mr. Ligeikis was unable to attend the meeting. His report was in the packet and for informational purposes.

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

Included in the packet is the monthly forecast as of Feb 29, 2024. The forecast is the same as previous months. Mr. Sullivan anticipates an updated forecast after the spring enrollment numbers are final at the April Board meeting.

**1.7.1 FY 2023-24 Budget Forecast**

This report reflects standard activity for January 2024. This report is for information purposes and was included in the packet.

**1.7.2 Human Resources**

This report reflects standard activity for January 2024. This report is for information purposes and was included in the packet.

**1.7.3 Grants Approvals**

This report reflects standard activity for January 2024. This report is for information purposes and was included in the packet.

March 21, 2024

#### **1.7.4 Investment Report**

This report reflects standard activity for January 2024. This report is for information purposes and was included in the packet.

#### **1.7.5 Student Village Housing Report**

This report reflects standard activity for January 2024. This report is for information purposes and was included in the packet.

#### **1.8 Media Report – Jesse Wells**

This report reflects standard activity for January 2024. This report is for information purposes and was included in the packet.

### **2.0 APPROVAL OF MINUTES**

#### **2.1 February 15, 2024, Board of Trustees Meeting**

**Trustee Paniccia moved to approve the February 15, 2024 Board of Trustee meeting minutes. Trustee Orband seconded the motion and it was unanimously approved.**

### **3.0 FINANCE & FACILITIES COMMITTEE MEETING RECAP**

#### **2.1 March 19, 2024 F&F Committee**

**F&F Chair Fiala reported that all items on the Finance & Facilities March 19, 2024 agenda were vetted and approved.**

### **4.0 PREFERRED AGENDA ACTION ITEMS**

4.1 Recommend Approval of Amendment to Contract CA99-55570 Novel Studios Inc.

4.2 Recommend Approval of Unpaid Leave of Absence Steven Fetterman

4.3 Recommend Approval of Unpaid Leave of Absence Jessica Griffith

4.4 Recommend Approval of Resolution for hourly rates of Tutors A, B, and C, and Supplemental Instructors

4.5 Recommend Approval of a Resolution for the Capital Improvement Plan Request to Broome County for 2025-2030

**Trustee Testani motioned to approve items 4.1, 4.2, 4.3, 4.4, and 4.5. Trustee Orband second the motion and it was unanimously approved.**

### **5.0 ACTION ITEMS**

5.1 Recommend Approval of Revised Policy SS8003 Trespass Policy

**Trustee Orband motioned to approve revised Policy SS8003 Trespass Policy. Trustee Fernandez seconded the motion and it was unanimously approved.**

5.2 Recommend Approval of GA2011 College Closure and Cancellation Policy

**Trustee Orband motioned to approve GA2011 College Closure and Cancellation Policy. Trustee Andrews second the motion and it was unanimously approved.**

March 21, 2024

5.3 Recommend Approval of AA4014 Student Chosen Name, Pronoun, and Gender Policy  
**Trustee Fernandez motioned to approve AA4014 Student Chosen Name, Pronoun, and Gender Policy. Trustee Chavarria Gonzalez second the motion and it was unanimously approved.**

5.4 Recommend Approval of AA4015 Honoraria for Guest Speakers Policy  
**Trustee Orband motioned to approve AA4015 Honoraria for Guest Speakers Policy. Trustee Andrews second the motion and it was unanimously approved.**

5.5 Recommend Approval of AA4016 Repeating Courses Policy  
**Trustee Paniccia motioned to approve AA4016 Repeating Courses Policy. Trustee Fernandez second the motion and it was unanimously approved.**

5.6 Recommend Approval of AA4017 Credit for Prior Learning  
**Trustee Testani moved to approve AA4017 Credit for Prior Learning Policy. Trustee Andrews second the motion and it was unanimously approved.**

5.7 Recommend Approval of Revised Policy AA4002 Credit Hour Policy  
**Trustee Paniccia moved to approve revised policy AA4002 Credit Hour Policy. Trustee Orband second the motion and it was unanimously approved.**

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

**Trustee Fernandez moved to go into Executive Session at 6:05 p.m. to discuss the College Budget and Contractual Issues. Trustee Testani seconded the motion and it was unanimously approved.**

**Trustee Andrews moved to come out of the Executive Session at 7:02 p.m. Trustee Fernandez seconded the motion and it was unanimously approved.**

#### **ADJOURN**

**Trustee Andrews moved to adjourn the meeting. Trustee Fernandez seconded the motion and it was unanimously approved.**

**TIME 7:02 p.m.**

**Approved: April 18, 2024**

The next Board of Trustees Meeting is scheduled for 5:00 p.m. Thursday, April 18, 2024, in Libous Conference Room 117, Decker Health Sciences Building.

*If you need accommodations to participate in this event, please contact the Accessibility Resources Office at [aro@sunybroome.edu](mailto:aro@sunybroome.edu) or 607-778-5150 to discuss your needs ASAP.*