

**SUNY BROOME COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**April 18, 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:** Chair Kathy Connerton, Marc Newman, Anthony Paniccia, James Testani, Tina Fernandez, Jim Orband, Jason Andrews, Alejandro Chavarria Gonzalez, Margaret Coffey

**Board Members Excused:** Barbara Fiala

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

**Other Attendees:** Cathy Williams, Nick Brey, Larry Allen, Andrew Haggerty, Evan Bigham, Michele McKay, Scott Kane, Dave Ligeikis, Jeff Anderson, Dr. Kim McLain, Joshua Terrel, Esq.

**Chair Connerton called the meeting to order at 5:00 p.m.**

**1.0 ACTION ITEMS**

**1.1 Recommend Approval of Resolution Granting Emeritus Status**

Trustee Orband moved to approve the resolution granting Emeritus Status. Trustee Coffey seconded the motion. Chair Connerton read into the minute the Emeritus Resolutions for Suzanne Maier and Kenneth Mansfield Jr. Ms. Maier was not able to attend in person. The board congratulated Mr. Mansfield on his award.

**2.0 INFORMATION ITEMS**

**2.1 President's Report – Dr. Tony D. Hawkins**

Dr. Hawkins announced it is Community College Month. Dr. Hawkins attended the AACC Conference and was recognized as a new CEO. DEI was a popular topic. The NYS Legislature did not approve the budget. Advocacy for Community College funding has gained attention and will hopefully be a major topic during next year's budget talks. The proposal for a faculty member to be a member of the CC Board of Trustees was not forwarded for approval. SUNY Broome's proposed 2024-25 budget has been presented at Strategic Planning, College Senate, and the Supervisor's meeting. The Annual meeting date with the county is still pending. Dr. Hawkins announced he attending the PTK and Chancellor Award ceremony in Albany and was honored to be there for Trustee Gonzalez and Brandi Banchs.

**2.2 Faculty Senate – Andrew Haggerty**

Mr. Haggerty reported on the highlights in his report. The report was included in the packet. The Faculty Senate has one more meeting for the semester. Chancellor Award winners were announced by SUNY. The Senate voted on 7 policies/procedures that were brought forward for feedback. Your Voice Matters was held today with Convocation being the major topic of discussion. The Curriculum Committee is revising its by-laws. AI has been a major discussion at Senate meetings.

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- 2.3 **Academic Affairs – Dr. Penny Kelly**  
Dr. Kelly announced the Electric Vehicle came in 1<sup>st</sup> at Watkins Glen. A business administration transfer agreement with Baruch College with a 2.5 GPA. The Mobile Enrollment vehicle was at the Rumble Ponies game.  
Dr. Kelly introduced Michele McKay, Associate Dean of Nursing, who did a brief presentation on the Nursing department and current student trends. The NCLEX Spring scores were 88.9%. The ACEN Site visit will be September 24-25, 2024.
- 2.4 **Student Assembly Update – Alejandro Chavarria Gonzalez**  
Trustee Gonzalez thanked everyone. He has been very honored to represent the college. Student Assembly elections are underway. Trustee Gonzalez attended the SUNY Student Assembly Convention in Albany this past weekend.
- 2.5 **BCC Foundation Report – Cathy Williams**  
Ms. Williams reported on the highlights in her report which was included in the packet. The spring fundraising campaign is underway. The Alumni Reunion is next weekend, starting with a mixer on Friday at the CEC. The Magazine has been distributed. Social media views are up 60%. The deadline for incoming freshman scholarship applications is tomorrow. May 8 is the Continuing Students Scholarship event.
- 2.6 **Facilities Update – Dave Ligeikis**  
Mr. Ligeikis reported on the highlights in his report which was included in the packet. The Library and Business building HVAC project should be completed by June. The Photo lab renovation should be completed before the fall semester starts. The west gym project building permit has been approved. The executive mini-master plan group met and provided more recommendations. An Architect is looking to explore renovations at the BC Center for a NYS Dorm Authority Grant.
- 2.7 **Budget and Finance Update – Michael Sullivan**
- 2.7.1 **FY 2023-24 Budget Forecast**  
The forecast remains the same for this month. Finance is still forecasting a balanced budget event with the elimination of the BAP program which resulted in a loss of 250 Student FTEs. The Investment report below shows significant earnings.
  - 2.7.2 **Human Resources**  
This report reflects standard activity for March 2024. This report is for information purposes and was included in the packet.
  - 2.7.3 **Grants Approvals ‘**  
This report reflects standard activity for March 2024. This report is for information purposes and was included in the packet.
  - 2.7.4 **Investment Report**  
This report reflects standard activity for March 2024. This report is for information purposes and was included in the packet.
  - 2.7.5 **Student Village Housing Report**  
This report reflects standard activity for March 2024. This report is for information purposes and was included in the packet.

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**2.8 Faculty Eligible for Professional Development Recognition Increment**

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

**2.9 Media Report – Jesse Wells**

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

**3.0 APPROVAL OF MINUTES**

**3.1 March 21, 2024, Board of Trustees Meeting**

Trustee Paniccia moved to approve the March 21, 2024, Board of Trustees meeting minutes. Trustee Orband seconded the motion and it was unanimously approved.

**4.0 FINANCE & FACILITIES COMMITTEE MEETING RECAP**

**3.1 April 16, 2024 F&F Committee**

Committee member Coffey reported that all the agenda items were vetted and approved to move forward to the Board of Trustee's agenda for approval.

**5.0 PREFERRED AGENDA ACTION ITEMS**

**5.1 Recommend Approval of Approval of Unpaid Leave of Absence Megan Benning**

Trustee Coffey moved to approve the unpaid leave of absence for Megan Benning. Trustee Testani seconded the motion and it was unanimously approved.

**5.2 Recommend Approval of Resolution for Sabbatical Leaves**

Trustee Newman moved to approve the resolution for Sabbatical Leaves. Trustee Coffey seconded the motion and it was unanimously approved.

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

**Trustee Andrews moved to go into Executive Session at 5:50 p.m. to discuss Contractual Issues. Trustee Fernandez seconded the motion and it was unanimously approved.**

**Trustee Testani moved to come out of the Executive Session at 6:05 p.m. Trustee Andrews seconded the motion and it was unanimously approved.**

**7.0 ACTION ITEMS**

**7.1 Recommend Approval of GA2008 Policy on Policy and Procedures**

Trustee Newman moved to approve the GA2008 Policy on Policy and Procedures. Trustee Paniccia seconded the motion and it was unanimously approved.

**7.2 Approval of Resolution to Submit SUNY Broome's Proposed 2024-2025 Operating Budget to the County Executive and Broome County Legislature**

Trustee Orband moved to approve the submission of SUNY Broome's proposed 2024-2025 Operating Budget to the County Executive and Broome County Legislature.

**7.3 Recommend Approval of Resolution for a Voluntary Retirement Program**

Trustee Andrews moved to approve the resolution for a voluntary retirement program. Trustee Testani seconded the motion. The motion was approved with a majority vote of 8 trustees and 1 abstention from Trustee Paniccia.

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**The next Board of Trustees Meeting is scheduled for 5:00 p.m. Thursday, May 16, 2024, in Libous Conference Room 117, Decker Health Sciences Building.**

Trustee Andrews moved to adjourn the meeting at 6:11 p.m. Trustee Fernandez seconded the motion and was unanimously approved.

APPROVED: May 16, 2024

***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.***