

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
May 16, 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, Jason Andrews, Alejandro Chavarria Gonzalez, Margaret Coffey

Board Members Excused: Chair Kathy Connerton, Marc Newman, Tina Fernandez, Jim Orband

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

Other Attendees: Cathy Williams, Nick Brey, Evan Bigham, Michele McKay, Dave Ligeikis, Dr. Kim McLain, Venessa Rodriguez, Colleen Cashman, Joshua Terrel, Esq.

Acting Chair Barbara Fiala called the meeting to order at 5:02 p.m.

1.0 INFORMATION ITEMS

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

Dr. Hawkins reported that he and several administration and Trustees attended a meeting today with the County Executive to present the 2024-2025 proposed budget. Dr. Hawkins has met with almost every department across campus. These have been great meetings. On May 7, the Executive Team and several other key stakeholders held a tabletop exercise developed by SUNY which dealt with Title XI, 1st Amendment, and Freedom of Speech. The Strategic Planning group continues to meet and there should be a draft by the end of the summer and ready for the Board's approval. The Employee Satisfaction Survey is currently open. A Junior Hockey team will be renting the Ice Rink. Dr. Hawkins attended several events in April and May. They included the Alumni Reunion and Open House; the Retirement and Awards Dinner and Graduation will be on May 23rd.

1.2 Student Affairs – Dr. Carol Ross-Scott

Dr. Ross-Scott presented a PowerPoint on several students whose Broome has had a substantial impact on their lives. Slides were included in the board packet.

1.3 Student Assembly Update – Alejandro Chavarria Gonzalez

Tonight, was Trustee Gonzalez's last night as a student trustee. He thanked the rest of the board for all that he learned from them. The new Student Trustee will be Hiba Khan.

1.4 BCC Foundation Report – Cathy Williams

Ms. Williams's report was included in the packet and for informational purposes. The Foundation is in its last few weeks of fundraising. The Foundation held its Scholarship Event and the Frank G. Paul Medal awards ceremony. Ms. Williams thanked Trustee Gonzalez for all his work with students and the foundation while he was at SUNY Broome.

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- 1.5 **Facilities Update – Dave Ligeikis**

Mr. Ligeikis distributed a re-formatted report that separated each project by type, i.e. HVAC, electrical, safety/security, etc. He hoped the trustees would like the new format and it would be easier to see what and where campus projects are being developed or completed.
- 1.6 **Budget and Finance Update – Michael Sullivan**
 - 1.6.1 **FY 2023-24 Budget Forecast**

Mr. Sullivan reported that Finance is forecasting a balanced budget through August 31, 2024. The State Budget was approved at the April board meeting. The submitted capital projects were approved by the state: \$3.8 million for the Decker Nursing Renovation, \$900K for IT infrastructure upgrades, and approximately \$500K for renovations to the Business Building roof. Mr. Sullivan, Dr. Hawkins, Dr. Kelly, and Trustee Paniccia met with the County Executive today on the proposed 2024-2025 budget. The college and the Housing development staff are working on the Student Village refinancing and soliciting proposals for refinancing with a closing by November 1.
 - 1.6.2 **Human Resources**

This report reflects standard activity for April 2024. This report is for information purposes and was included in the packet.
 - 1.6.3 **Grants Approvals**

This report reflects standard activity for April 2024. This report is for information purposes and was included in the packet.
 - 1.6.4 **Investment Report**

This report reflects standard activity for April 2024. This report is for information purposes and was included in the packet.
 - 1.6.5 **Student Village Housing Report**

This report reflects standard activity for April 2024. This report is for information purposes and was included in the packet.
- 1.7 **Faculty Eligible for Initial II Appointment**

This report reflects standard activity. This report is for information purposes and was included in the packet.
- 1.8 **Media Report – Jesse Wells**

This report reflects standard activity for April 2024. This report is for information purposes and was included in the packet.
- 2.0 **APPROVAL OF MINUTES**
 - 2.1 **April 18, 2024, Board of Trustees Meeting**

Trustee Paniccia moved to approve the April 18, 2024, Board of Trustee meeting minutes. Trustee Coffey seconded the motion and it was unanimously approved.
- 3.0 **FINANCE & FACILITIES COMMITTEE MEETING RECAP**
 - 3.1 **May 14, 2024 Finance & Facilities Committee**

Finance and Facilities Chair Fiala reported that all items were vetted and approved to be moved forward to the Board of Trustees.

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4.0 PREFERRED AGENDA ACTION ITEMS

- 4.1 **Recommend Approval of 2024 EOP Pre-Freshman Summer Academy**
- 4.2 **Recommend Approval of Opioid Settlement Fund Addiction Professionals Scholarship Program Funding**
- 4.3 **Recommend Approval of Contract with CareerAmerica, LLC dba OCELOT**
- 4.4 **Recommend Approval of Federal Perkins V (CTEA) Funds for Academic Year 2024-2025**
- 4.5 **Recommend Approval of Federal College Work Study Allocation Incentive Payment**
- 4.6 **Recommend Approval Anticipated 2024-2025 Entrepreneurial Assistance Center Grant**
- 4.7 **Recommend Approval of Resolution for Candidates for Promotion**
- 4.8 **Recommend Approval of Amendment to Extend the Term of the SUNY Systemwide Contract with the Ellucian Company L.P. for the Student Help Desk Services**

Trustee Testani moved to approve items 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.8 and 4.9. Trustee Gonzalez seconded the motion and it was unanimously approved.

5.0 ACTION ITEMS

- 5.1 **Recommend Approval of AA4013 Dual or Second Degree Policy**
Trustee Andrews moved to approve AA4013 Dual or Second Degree Policy. Trustee Paniccia seconded the motion and it was unanimously approved.
- 5.2 **Recommend Approval of AA4018 Change of Program Policy**
Trustee Andrews moved to approve AA4018 Change of Program Policy. Trustee Coffey seconded the motion and it was unanimously approved.
- 5.3 **Recommend Approval of AA4019 Dropping a Class Policy**
Trustee Andrews moved to approve AA4019 Dropping a Class Policy. Trustee Paniccia seconded the motion and it was unanimously approved.
- 5.4 **Recommend Approval of SS8002 Drone Policy**
Trustee Testani moved to approve the SS8002 Drone Policy. Trustee Coffey seconded the motion and it was unanimously approved.

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

The board did not go into Executive Session.

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

The meeting was adjourned at 5:41 p.m.

Approved: **June 20, 2024**

The next Board of Trustees Meeting is scheduled for 5:00 p.m. Thursday, June 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 or 607-778-5150 to discuss your needs ASAP.