

**SUNY BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
Finance & Facilities Committee
June 18, 2024
Wales Conference Room 107, 9:00 a.m.**

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**

COMMITTEE MEMBERS PRESENT: Chairperson Barbara Fiala, James Testani, Tina Fernandez (Zoom), Student Trustee Hiba Khan (Zoom)

COMMITTEE MEMBERS EXCUSED: Margaret Coffey

ADMINISTRATION PRESENT: Dr. Tony Hawkins, Michael Sullivan, Dr. Carol Ross-Scott, Dr. Penny Kelly, Jesse Wells, Jeanette Tillotson, Larry Allen, Libin Babu

There was no on-site quorum for the meeting. The meeting started with informational items. All action items will be moved to the June 20, 2024 Board of Trustees meeting at 5 p.m.

1. APPROVAL OF MINUTES – to be approved at the June 20, 2024 Board of Trustee meeting

1.1. May 14, 2024

2. ACTION ITEMS – to be approved at the June 20, 2024 Board of Trustee meeting.

- 2.1. Recommend Approval of Payroll Certification
- 2.2. Recommend Approval of 2024-25 “Beyond the Classroom” Grant Award
- 2.3. Recommend Approval of Unpaid Leave of Absence for Brannen
- 2.4. Recommend Approval of Amendment to Contract to Extend the Term of S. Kane Interim Associate Vice President Dean of Students
- 2.5. Recommend Approval of Gym Floor Refinishing
- 2.6. Recommend Approval of Resolution for the New Position Description – Dean of Distance Learning, Professional Development and Student Success
- 2.7. Recommend Approval of Adoption of State of New York Deferred Compensation Plan
- 2.8. Recommend Approval of 2024-2025 SUNY Broome Community College

Tuition and Fees and Operating Budget, Sponsor Services and Full-Time Positions

- 2.9. Recommend Approval of Release of Retainage for Louis Picciano for Restroom Renovation Project
- 2.10. Recommend Approval of Release of Retainage for J&K Plumbing for the Restroom Renovation Project
- 2.11. Recommend Approval of Release of Retainage for Blanding Electric for the Restroom Renovation Project
- 2.12. Recommend Approval of Release of Retainage for AJG Associates for the Restroom Renovation Project

3. INFORMATION ITEMS

3.1. **President's Report**

Dr. Hawkins announced this is the last F&F meeting for Diana Lenzo as she is retiring in July. He thanked her for her support. The pace at the college has moved into the summer mode and slowed down a bit. May 23 was the College's commencement with 780 graduates. The state approved 100% of the floor for state aid funding. NYCCT will be working on their advocacy plan for the 2025-2026 budget. The budget did include \$8 million in additional support to Community Colleges. The SUNY Board of Trustees has approved an allocation plan to use these resources to advance the increase in the supply of health professionals and also provide additional mental health support for SUNY students.

3.2. **Budget and Finance Update – Michael Sullivan**

3.2.1 FY 2023-24 Budget Forecast

The monthly forecast represents as of May 2024, a balanced budget with Federal HEERF Funds for the Fiscal Year 2023-2024. The Summer enrollment numbers are better by 10%. Fall enrollment is at the budget assumption. The college's proposed budget was presented to the County Executive along with a review of the college's sustainability plan. The county committee unanimously supported the proposed budget which will be up for approval on Thursday, June 20th at the County Public Hearing.

The recent retirement incentive plan assumed that 15 faculty would take advantage of the plan. The final result was 21 faculty with an average salary of \$90K. which is a cost savings of approximately \$1.8 million.

The Housing Board approved a recommendation to look at terms with Hamlin Capital Investors group with a target to close on a 30-year long-term bond with a fixed rate in August or September.

3.2.2 Human Resources Update

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

3.2.3 Grant Approvals

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

3.2.4 Investment Report

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

3.2.5 Student Village Housing Report

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

3.3. Reports for Board Information

3.3.1. Facilities Update – Dave Ligeikis

The report reflects standard activity for May 2024. This report is for information purposes and is included in the packet. Mr. Babu reported for Mr. Ligeikis and touched on the highlights in the report. The old HVAC equipment has been removed from the Library and Business building roofs. The new Photo lab is awaiting delivery of equipment and doors and completion is scheduled for August, before the beginning of classes. Signing has been posted in the areas of the additional/new campus-wide security cameras. Bids for the Decker Nursing renovations are expected to be opened and ready for approval at the August Board of Trustees meeting. Brickwork at Titchener is nearing completion. Recommendations for a mini-master plan are being reviewed. A campus-wide sign replacement project is in the review stage. Ice work at the rink is being finalized for the Junior hockey team who will rent it for their practice and home games.

The meeting concluded at 9:20 a.m.

Approved: August 13, 2024