

BROOME COMMUNITY COLLEGE

BOARD OF TRUSTEES

April 23, 2009

Official

MINUTES

TRUSTEES PRESENT: Robert Moppert, Chair, Angelo Mastrangelo, Vice Chairperson, George Akel, Timothy Grippen, Zachariah Riley, James Orband, Joyce Majewski, Margaret Coffey, Nicholas Serafini and Marc Newman

TRUSTEES ABSENT: None

ALSO PRESENT: Dr. Daniel T. Hayes, Grant F. Newton, Nancy LaBare, Elizabeth A. Wood, Richard David, Robert Behnke, Patricia O'Day

Chairperson Moppert called the meeting to order at 6:05 p.m.

1.0 APPROVAL OF MINUTES

Trustee Riley made a motion to approve the minutes of the March 26, 2009 Board of Trustees meeting. The motion was seconded by Trustee Coffey and the minutes were unanimously approved as written.

2.0 Presentation of Emeritus Certificate to Karen Goodman

Chairperson Moppert presented Karen Goodman with a resolution and certificate granting her Emeritus status

3.0 ACTION ITEMS

PREFERRED AGENDA ITEMS 3.1 and 3.2

3.1 Recommend Approval of Resolution to Increase Authorized Carry-over for Vacation Eligible BANNER Implementation Team Members

The Board of Trustees acts in accordance with terms of collective bargaining agreements regarding carry-over of authorized vacation accruals for ESPA, Faculty Association, and the Guild as well as fixing compensation for non-represented employees of the college. Based upon recommendation of the administration and the review and recommendation of the Finance & Facilities Committee, it was requested that the Board of Trustees increase by ten (10) the number of accrued vacation days a vacation eligible member of the BANNER implementation team would otherwise be entitled to carry over beyond August 31, 2009 into budget year 2009-2010.

3.2 Recommend Approval of Resolution for Revised Position Description, Director of Web and Media Resources

Under BCC Policy 1.13, the Board of Trustees shall approve the creation or subsequent modification of position descriptions and/or titles in the unclassified professional service according to specified procedures. It was recommended that the Board of Trustees approve the following revised position description: Director of Web and Media Resources.

Trustee Newman made a motion to approve Action Items 3.1 and 3.2 on the Preferred Agenda. The motion was unanimously approved.

3.3 Recommend Approval of Resolution Adopting Academic Honesty Policy, 1.29

The President and Executive Council of the College has recommended to the Board of Trustees for their review and approval a new policy concerning Academic Honesty. The purpose of this policy is to clearly define to all students the College standards regarding cheating, plagiarism, and other dishonest conduct and to protect the academic integrity of the institution. The intent is to ensure that grades earned by a student reflect the skills, knowledge and abilities acquired by the student. It was proposed that the Academic Honesty Policy be adopted and included in the Broome Community College Policy Manual under reference number 1.29.

Trustee Majewski made a motion to approve Action Item 3.3, approval of a resolution Adopting Academic Honesty Policy, 1.29. The motion was seconded by Trustee Newman and the motion was unanimously approved.

4.0 INFORMATION ITEMS

4.1 President's Report

Dr. Hayes presented his April 2009 President's Report to the Board.

Dr. Hayes congratulated the Nursing and Radiologic Technology faculty for the reports that were issued involving their recent accreditation visits.

A routine letter involving various fire codes and citations was enclosed in Dr. Hayes's report. This is an annual responsibility of the College to make corrective actions relating to the citations.

Also there is a letter from Dr. Siggins confirming the granting of funding to support three projects in our Health Sciences Innovations efforts.

A letter from the United Development Group is also included in the report. This is the group that the College has worked with on student housing. The letter announces that Jeff Smetana who has been our principle contact person, is leaving the firm. We will continue to work with the firm and the person who was named as his replacement.

Lastly, Dr. Hayes invited the Trustees to attend the Merit Scholarship Awards on Thursday, May 7, 2009 to be held in the BCC Student Dining Hall at 5:30 p.m.

4.2 BCC Foundation Report

Dr. Judy Siggins presented the April 2009 Foundation report to the Board and a copy of this report was included in the Board package.

4.3 Capital Operations Activity/Capital Project Change Orders

Updates were given on various capital projects for April 2009 by Mr. Newton and a summary of these updates was included in the Board package.

4.4 Budget Transfers

Budget Transfers for March 2009 were reviewed by Mr. Newton.

4.5 Grant Approvals

Grants which were received in April 2009 were reviewed by Dr. Hayes. A summary of grants was included in the Board package.

4.6 Investment Report

This report is routine and for informational purposes.

4.7 Personnel Activity Reports

These reports are routine (with planned activity) and for informational purposes.

4.8 Budget Update

This report is routine and for informational purposes.

Dr. Hayes reviewed the Proposed Operating Budget that was distributed at the Board meeting and will be taken to the County for review and consideration.

4.9 Federal Minimum Wage

Mr. Newton notified the Board that on July 24, 2009 the Federal minimum wage will increase and Broome Community College will raise the minimum wage to \$7.25 per hour.

4.10 Press Clippings

This report is routine and for informational purposes.

5.0 COMMITTEE REPORTS

5.1 Minutes from Finance and Facilities Meeting of April 21, 2009

Vice Chair Mastrangelo submitted his Minutes for the April 21, 2009 Finance and Facilities meeting. The meeting was called to order at 7:31 a.m. Executive Session was called from 7:50 to 8:40a.m. The meeting adjourned at 8:41 a.m.

6.0 COMMUNICATIONS

None

EXECUTIVE SESSION

Chairperson Moppert called for Executive Session to discuss personnel issues. At 6:27 p.m. A motion was made by Trustee Grippen to adjourn to Executive Session and seconded by Trustee Riley. The motion passed unanimously.

Dr. Hayes, Grant Newton and Elizabeth Wood were asked to attend Executive Session.

Trustee Akel made a motion to end Executive Session at 7:07 p.m. The motion was seconded by Trustee Newman.

Trustees went into Executive Session at 6:27 p.m. The Executive Session ended at 7:07 p.m.

Trustee Mastrangelo made a motion to adjourn. The motion was seconded by Trustee Serafini and the motion passed unanimously. The meeting adjourned at 7:08 p.m.

THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR THURSDAY, MAY 28, 2009, IN THE DECKER HEALTH SCIENCES CENTER BUILDING.

DINNER WILL BE SERVED AT 5:30 P.M. IN THE KLEE DINING HALL AND THE MEETING WILL BEGIN AT 6:00 P.M. IN THE LIBOUS ROOM.