

**BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
June 25, 2009
Official**

MINUTES

- TRUSTEES PRESENT:** Robert Moppert, Chairperson, Angelo Mastrangelo, Vice Chairperson, George Akel, Timothy Grippen, Zachariah Riley, James Orband, Marc Newman, Joyce Majewski, Margaret Coffey
- TRUSTEES ABSENT:** Nicholas Serafini
- ALSO PRESENT:** Dr. Daniel T. Hayes, Grant F. Newton, Elizabeth A. Wood, Robert Behnke, Patricia O'Day, Denise Bukovan, SUNY Representative

Chairperson Moppert called the meeting to order at 6:00 p.m.

1.0 APPROVAL OF MINUTES

Trustee Riley made a motion to approve the minutes of the May 28, 2009 Board of Trustees meeting. The motion was seconded by Trustee Newman and the minutes were unanimously approved as written.

2.0 ACTION ITEMS

PREFERRED AGENDA ITEMS 2.1 and 2.2

2.1 Recommend Approval of Resolution for Hourly Rates for Tutors A, B and C and Supplemental Instructors

Under Plan C, the Board of Trustees is responsible to fix compensation for unrepresented positions at the College. The Administration of the College has established a three tiered rate structure for the hourly wage Tutors and a rate for Supplemental Instructors. Based upon the recommendation of the Administration of the College and the Finance & Facilities Committee a new hourly rate for Tutors and Supplemental Instructors is hereby established effective July 24, 2009. It was recommended that the Board of Trustees approve the hourly rates for tutors A,B, and C supplemental instructors

2.2 Recommend Approval of Resolution Revised Position Description, Controller

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 new position description: Controller.

Trustee Majewski made a motion to approve Action Items 2.1 and 2.2 on the Preferred Agenda. The motion was unanimously approved.

2.3 Recommend Approval of Resolution of Actual Salaries for Management/Confidential Personnel for 2008-2009

According to Local Law Intro. No. 8, 1990, entitled "A Local Law Amending the Broome County Charter and Administrative Code with Respect to Broome Community College," the Plan C legislation, authorizes the Board of Trustees to approve salaries as recommended and to fix compensation for unrepresented administrative positions excluding the President of the College. It was recommended that the Board of Trustees approve a 3% increase in actual salaries for management/confidential personnel effective September 1, 2008.

2.4 Recommend Approval of Resolution of Minimum Salaries for Management/Confidential Personnel for 2008-2009

According to Local Law Intro. No. 8, 1990, entitled "A Local Law Amending the Broome County Charter and Administrative Code with Respect to Broome Community College," the Plan C legislation, authorizes the Board of Trustees to approve minimum salaries as recommended and to fix compensation for unrepresented positions. It was recommended that the Board of Trustees approves the 3% increase of minimum salaries for the management/confidential personnel effective September 1, 2008.

2.5 Recommend Approval of Resolution Approving an Interim President of Broome Community College

Approval of the appointment of Dr. John Deans as interim president of Broome Community College with the terms as set out in the resolution.

Trustee Grippen made a motion to approve Action Item 2.5, approval of the Appointment of and Interim President of Broome Community College. The motion was seconded by Trustee Newman and the motion was unanimously approved.

EXECUTIVE SESSION

Chairperson Moppert called for Executive Session to discuss Action Items 2.3, 2.4 and 2.5, personnel issues and matters leading to the appointment and employment of a particular person and collective bargaining. At 6:02 p.m. A motion was made by Trustee Newman to adjourn to Executive Session and seconded by Trustee Coffey. The motion passed unanimously.

Dr. Hayes, Grant Newton, Elizabeth Wood, and Denise Bukovan, SUNY Representative was asked to attend Executive Session.

Trustee Akel made a motion to end Executive Session at 6:59 p.m. The motion was seconded by Trustee Newman.

Trustees went into Executive Session at 6:02 p.m. The Executive Session ended at 6:49 p.m.

Trustee Majewski made a motion to table Action Items 2.3 and 2.4. The motion was seconded by Trustee Akel and the motion passed unanimously.

Trustee Orband made a motion to amend the minimum qualifications for the position of President of Broome Community College. The motion was made to amend “the minimum qualifications requirement of 5 years teaching experience to a desired qualification and add that the individuals have experience in a related enterprise including but not limited to business or other fields”. The motion was seconded by Trustee Grippen and the motion passed unanimously.

3.0 INFORMATION ITEMS

3.1 President’s Report

Dr. Hayes presented his June 2009 President’s Report to the Board.

Dr. Hayes included in his report a copy of a communication from SUNY State Education Department regarding the title change for the Clinical Laboratory Technician Program.

Dr. Hayes congratulated Trustee Zach Riley for his reelection as a Student Trustee.

The Annual Campaign for the Foundation is underway again this year and encouraged the Trustees to consider making a contribution to the BCC Foundation.

Dr. Hayes thanked the Board for the opportunity to serve as Interim President of Broome Community College. He stated that it has been an extraordinary and very positive experience this year. BCC is a first rate community college and he has met some terrific people here at BCC. He wished the Board, the new Interim President and future permanent President the very best of luck.

3.2 BCC Foundation Report

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

Dr. Siggins thanked Dr. Hayes for his support this past year.

3.3 Capital Operations Activity/Capital Project Change Orders

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

3.4 Budget Transfers

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

3.5 Grant Approvals

Grants which were received in June 2009 were reviewed by Mr. Newton. A summary of grants was included in the Board package.

3.6 Investment Report

This report is routine and for informational purposes.

3.7 Personnel Activity Reports

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

3.8 Budget Update

This report is routine and for informational purposes. Mr. Newton reported that the budget hearing with the County is July 6, 2009.

3.9 Banner Overload Compensation

Mr. Newton reviewed the Banner Overload Compensation for the Spring 2009 semester.

3.10 Press Clippings

This report is routine and for informational purposes.

4.0 COMMITTEE REPORTS

4.1 Minutes from Finance and Facilities Meeting of June 23, 2009

Vice Chair Mastrangelo submitted his Minutes for the June 23, 2009 Finance and Facilities meeting. The meeting was called to order at 7:30 a.m. Executive Session was called to discuss personnel matters from 7:37 to 8:55 a.m. The meeting adjourned at 8:56 a.m.

5.0 COMMUNICATIONS

Your Choice. Your Future. Your College. Booklet was presented to the Board of Trustees members for their information.

Chairperson Moppert thanked Dr. Hayes and Alison Hayes for spending the year with BCC.

Trustee Newman made a motion to adjourn. The motion was seconded by Trustee Riley and the motion passed unanimously. The meeting adjourned at 7:02 p.m.

THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR THURSDAY, July 23, 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.