

**BROOME COMMUNITY COLLEGE
BOARD OF TRUSTEES
April 22, 2010
Official**

MINUTES

TRUSTEES PRESENT Angelo Mastrangelo, Timothy Grippen, Zachariah Riley, Margaret Coffey, George Akel, Marc Newman, Nicholas Serafini, James Orband

TRUSTEES ABSENT: Robert Moppert, Joyce Majewski

ALSO PRESENT: Dr. Kevin E. Drumm, Grant Newton, Julie Peacock, Martin Guzzi, Rich David, Elizabeth A. Wood, Robert Behnke, Patricia O'Day

Chairperson Mastrangelo called the meeting to order at 6:14 p.m.

1.0 APPROVAL OF MINUTES

Trustee Orband made a motion to approve the minutes of the March 25, 2010 Board of Trustees meeting. The motion was seconded by Trustee Newman and the minutes were unanimously approved as written.

PREFERRED AGENDA ITEMS 2.1, 2.2, 2.3, 2.4 and 2.5

2.0 ACTION ITEMS

2.1 Recommend Approval of Resolution for Candidates for Sabbatical Leave

Article 15 (Sabbatical Leave) of the Faculty Association contract calls for a joint committee consisting of one member from the Administration, the Faculty Association, and the Board of Trustees to make final recommendation to the BCC Board of Trustees on approval of sabbaticals. In accordance with this contractual language, the Sabbatical Committee consisted of Administrative representative, Julia E. Peacock, Vice President for Academic Affairs; Board of Trustees representative, Robert Moppert and Margaret Wingate, Faculty Association President. The Sabbatical Committee recommended to the Board of Trustees that the following be granted Sabbatical; Steven Call – Fall 2010, Bruce Oldfield – Fall 2010, Susan Williams – Fall 2010, Janice Pitera – Spring 2011 and Suzanne Shepard – Spring 2011. A listing of the Sabbatical Applicants was attached.

2.2 Recommend Approval of Resolutions Granting Emeritus Status

Under BCC Policy 1.17, the Board of Trustees grants emeritus status to members of the college professional staff according to the specified procedures. It was recommended that the Board of Trustees approve the resolutions granting emeritus status to Barbara Valentino, Marie Davenport, Peter Ruggieri and Gordon C. Thomasson.

2.3 Recommend Approval of Resolution for Revised Position Description – Vice President for Student & Community Engagement

Under BCC Policy 1.13, the Board of Trustees shall approve the creations 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 revised position description for Vice President for Student & Community Engagement.

2.4 Recommend Approval of Resolution of Actual Salaries for Management/Confidential Personnel for 2009-2010

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, 2009.

2.5 Recommend Approval of Resolution of Minimum Salaries for Management/Confidential Personnel for 2009-2010

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, 2009.

PREFERRED AGENDA ITEMS 2.1, 2.2, 2.3, 2.4 and 2.5

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

3.0 INFORMATION ITEMS

3.1 President's Report

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

Dr. Drumm gave his personal congratulations to BCC's Professors Emeritus.

He reminded the Board members of the April 28th Board of Trustees retreat which will be held from 8:30 a.m. to 3:30 p.m.

BCC's Middle States response to our accreditation team report is due April 27th. The response will consist of a couple of paragraphs accepting the teams report. The letter will include clarification on what shared governance structures we do have in place and will emphasize that we are aware that the structures in place are confusing and that BCC will create a new shared governance structure with the full support of the Board and President.

The SUNY Strategic Plan Regional Launch occurred at Binghamton University on April 15th. Broome Community College and Binghamton University were asked to be the first regional rollout location for the Strategic Plan. Dr. Drumm, President DeFleur, the President of Cortland and the President of TC3 were asked to speak at the event. Dr. Drumm thanked Angelo Mastrangelo, Tim Grippen and County Executive Barbara Fiala for attending. Zachariah Riley, Student Trustee, Sandra Harper, Student Assembly President and Dave DeSantis, Director of Corporate Training for BAE Systems also spoke representing BCC.

Dr. Drumm announced that the Sponsored Programs office is moving to Continuing Education and Workforce Development due to the opportunities available in these areas for grants.

He attended the AACC meeting in Seattle Washington from April 17-20. He was on a panel for two presentations, one for building residence halls on community college campus and the other on fundraising. He reported that George Boggs the President of AACC is retiring December 30th.

Discussion was held at the Finance and Facilities meeting concerning the State auditors visit. The audit was very clean and the only area they would look at in the future is some efficiencies where they believe we might be able to save money. The auditors did ask that we look at our energy efficiency. Dr. Drumm and Mr. Newton are investigating some firms to assess our facilities and energy use on campus. Dr. Drumm applauded the business office for the way they keep our books.

Dr. Drumm thanked the Board for their volunteer efforts and he appreciates their leadership.

3.2 BCC Foundation Report

Dr. Judy Siggins presented the April 2010 Foundation report to the Board and a copy of this report was included in the Board package.

Dr. Siggins announced that Broome Magazine won a SUNY Award for Excellence.

3.3 BCC Campus Operations Activity

Updates were given on various capital projects for April 2010 by Mr. Newton and a summary of these updates was included in the Board package.

3.4 Budget Transfers

Budget Transfers for March 2010 were included in the Board package.

3.5 Grant Approvals

Grant approvals for March 2010 were reviewed by Mr. Newton.

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.

Dr. Drumm stated that the State Legislators that he has talked with would not be surprised if the Governor vetoed the \$285.00 restored additional cuts to the budget.

Dr. Drumm pointed out that at the AACC Conference a memorandum of agreement was signed asking all of the community colleges to make success a parallel mission with access, and that we will all graduate more and better students and double our number of graduates by 2020. Broome Community College is at the top of the list when it comes to graduating successful students and our graduates perform exceedingly well when they transfer to a senior SUNY school, plus our retention rate is very high. We are not adding new faculty or staff members or new services and yet our enrollment continues to grow and we are being asked by Washington and all of our national associations to maintain the quality we have.

Regina Losinger, Budget Director presented the Board with two scenarios for the BCC budget. One with the \$285.00 per FTE of the State aid restored and the other without. With the State aid restored we have a balanced budget and will have a 5.7%, \$188.00 tuition increase. The other without the State aid restoration, there is a \$814,000.00 gap and a possible 9.1% tuition increase.

A four prong approach is being considered; looking at increasing the budget with growth in student enrollment, taking a closer look at the cost one more time, reviewing fund balance and looking at tuition.

Discussion was held concerning raising tuition.

Ms. Losinger asked if the Board is comfortable with a 9.1% tuition increase if needed. Chairman Mastrangelo stated that we never want to raise tuition but we need to maintain the quality of services for our students and we need to do what we must to maintain the quality.

3.9 Press Clippings

This report is routine and for informational purposes.

Mr. David reported that our marketing efforts for the summer include; television commercials, radio ads, newspaper ads, online ads and a heavy facebook campaign. We are aggressively working to enhance and expand our summer enrollments which will carry-over to a similar marketing campaign in the fall.

Mr. David also reported that the Public Affairs Office received three awards from SUNY Quad.

Also, included in the Board Packets is a copy of our Annual Report.

4.0 COMMITTEE REPORTS

4.1 Minutes from Finance and Facilities Meeting of April 20, 2010

Chairperson Mastangelo, Acting Chair of the Finance and Facilities Committee submitted the Minutes for the April 20, 2010 meeting. The meeting was called to order at 7:30 a.m. Executive Session was called to discuss personnel matters at 7:58 a.m., the committee came out of Executive Session at 8:19 a.m. The meeting adjourned at 8:20 a.m.

5.0 COMMUNICATIONS

None

Chairperson Mastrangelo announced that this is Zachariah Riley's last meeting. His term as Student Trustee is expired. He also congratulated Mr. Riley on his commitment to the Board and on the excellent job he did while serving two years as Student Trustee.

EXECUTIVE SESSION

Chairperson Mastrangelo called for Executive Session to discuss collective bargaining. Dr. Drumm and Mr. Newton were asked to attend Executive Session.

At 7:00 p.m. A motion was made by Trustee Newman to adjourn to Executive Session and seconded by Trustee Orband. The motion passed unanimously.

Trustee Akel made a motion to end Executive Session at 7:12 p.m. The motion was seconded by Trustee Riley.

Trustees went into Executive Session at 7:00 p.m. The Executive Session ended at 7:12 p.m.

Trustee Newman made a motion to adjourn. The motion was seconded by Trustee Akel and the motion passed unanimously. The meeting adjourned at 7:15 p.m.

THE NEXT FULL BOARD OF TRUSTEES MEETING IS SCHEDULED FOR THURSDAY, May 27, 2010 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.