

**GRANT PROFESSIONAL ASSOCIATION ADMINISTRATIVE APPOINTMENT:
JEFFREY BABCOCK, MANAGER, INSTRUCTIONAL TECHNOLOGY SYSTEMS**

WHEREAS, Jeffrey Babcock, a Professional Association administrative employee, has successfully completed the probationary period and has received a satisfactory annual evaluation from the immediate supervisor, and;

WHEREAS, the College President recommends Jeffrey Babcock receive an administrative appointment; and

WHEREAS, the FLCC Board of Trustees Education & Planning Committee has reviewed and recommends the Board of Trustees approve this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Finger Lakes Community College Board of Trustees does hereby grant an administrative appointment to Jeffrey Babcock, Manager, Instructional Technology Systems, effective October 26, 2025.

Approved by the FLCC Board of Trustees at the meeting on April 2, 2025.

April 2, 2025
Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College, sponsored by Ontario County, at their regular meeting held on April 2, 2025, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have here unto set my hand this 2nd day of April 2025.

Penny Hamilton, Assistant Secretary of the Board

APPROVE 2024-2025 FACULTY PROMOTIONS

WHEREAS, the FLCC Teaching Faculty collective bargaining agreement states that teaching faculty members may be promoted in their respective positions each year; and

WHEREAS, the Promotion Committee has met and determined that the following teaching faculty meet the minimum requirements for promotion in the 2025-2026 academic year:

From Assistant Professor to Associate Professor

David Ghidiu, Computing Sciences
Jessica Brinza, Health Science and Human Performance
Mary Delmastro, Visual and Performing Arts
Tomás Gonzalez, Business

From Associate Professor to Professor

Amy Flagler, Visual and Performing Arts
Eric Duchess, Social Science
Patricia Rockwell, Environmental Conservation and Horticultural
Paul Engin, Visual and Performing Arts
Shayna Turner-Johnson, Nursing

WHEREAS, the Provost and College President have reviewed the recommended list; and

WHEREAS, the College President recommends FLCC Board of Trustees approval of the aforementioned 2025-2026 faculty promotions;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve these faculty members for promotion in the 2025-2026 academic year.

Approved by the FLCC Board of Trustees at the meeting on April 2, 2025

April 2, 2025

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board

APPROVE 2025-2026 SABBATICAL LEAVES

WHEREAS, the Sabbatical Committee received, reviewed and ranked faculty sabbatical leave applications for the 2025-2026 academic year; and

WHEREAS, the Sabbatical Committee Chair has presented the committee's recommendation to the Provost, Vice President of Academic and Student Affairs; and

WHEREAS, three sabbatical leaves have been requested for the spring 2026 semester at full pay and; and

WHEREAS, the College President has reviewed and concurs with the Provost, Vice President of Academic and Student Affairs, and Sabbatical Committee recommendations and requests FLCC Board of Trustees approval; and

WHEREAS, the FLCC Board of Trustees in granting this sabbatical leave affirms that no changes to a sabbatical recipient's proposal can be made without the express written approval of the Provost, Vice President of Academic and Student Affairs and/or President of the College; and

WHEREAS, in approving the aforementioned sabbatical leaves the FLCC Board of Trustees affirms that faculty members being granted a sabbatical leave must abide by the conditions as described in the Faculty Alliance Bargaining Agreement;

NOW, BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve sabbatical leaves for the following faculty members for the 2025-2026 academic year:

David Ghidiu, Assistant Professor, Computing Sciences (Spring 2026)

Margaret E. Gillio, Professor, Humanities (Spring 2026)

Sarah Morgan, Associate Professor, Visual and Performing Arts (Spring 2026)

Approved by the FLCC Board of Trustees at the meeting on April 2, 2025

April 2, 2025

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board

APPROVE FINGER LAKES COMMUNITY COLLEGE**2025 STRATEGIC PLAN GRANTS**

WHEREAS, the Finger Lakes Community College Board of Trustees approved the 2023-2028 Strategic Plan: Forward Together on August 1, 2023;

WHEREAS, the Finger Lakes Community College Board of Trustees has a long history, dating to 2013 of designating funds for strategic plan grants in support of the College's implementation of strategic plans;

WHEREAS, the Finger Lakes Community College Board of Trustees resolved on September 7, 2023, to utilize Covid Stimulus funds as strategic funds;

WHEREAS, the 2+2 committee was designated to review grant proposals submitted from members of the FLCC community and reviewed the proposals using a rubric approved by the Board of Trustees, and that the 2+2 committee has concluded this process and has forwarded its recommendations to the Governance Executive Committee;

WHEREAS, the Governance Executive Committee reviewed the recommendations from the 2+2 committee and voted to endorse these recommendations listed below;

Project	Applicant	Funding Amount
Anatomage Tables	Melissa Miller	\$37,000
FLCC CAPS: High School and FLCC Student Applied Learning Opportunities	Jacqueline Tiermini & Liz Brownell	\$180,000
Culinary Arts Mixed Reality Development	Jamie Rotter & Christine Parker	\$41,345.85
Developing AI Policy and Processes for Tutoring	Richard Van Dyke	\$8, 000.00
Single Stop Software to Support Students' Basic Need	Sara Iszard	\$58,500.00
Seamless Shift to Tech Careers	Sam Samanta	\$5,000.00
Lexis AI in Paralegal Studies	Tomas Gonzalez	\$34,827.80
Total		\$364,673.65

WHEREAS, Dr. Nye, based on the work of the 2+2 committee and the endorsement from the Governance Executive Committee, requests your approval of the 2024 Strategic Plan Grants;

NOW, THEREFORE BE IT RESOLVED that the FLCC Board of Trustees hereby approves the FLCC 2024 Strategic Plan Grants.

Approved by the FLCC Board of Trustees at the meeting on May 1, 2024.

April 2, 2025

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board

ACCEPT AN AGREEMENT BETWEEN FLCC AND LPB CONSULTING

WHEREAS, FLCC submitted a grant proposal to the U.S. Department of Education, hereinafter referred to as the "Granting Agency," for the Title III, Part A Strengthening Institutions Program and was awarded funding from the Granting Agency; and

WHEREAS, FLCC recognizes the importance of conducting a comprehensive evaluation of the proposed project as outlined in the grant application and has determined that Laura Payne-Bourcy, Owner and CEO of LPB Consulting ("Consultant") possesses expertise in grant evaluation and has expressed interest in providing evaluation services for the College's grant project; and

WHEREAS, the Consultant shall be responsible for executing the evaluation plan as detailed in the grant application and LPB Consulting Bid dated December 18, 2024. This work shall include, but is not limited to, data collection, analysis, reporting, and any other evaluation-related activities required for the successful completion of the project, as per the bid application; and

WHEREAS, FLCC shall compensate the Consultant for their services a total of \$2,625 monthly or \$31,500 annually over the grant project's lifetime, for a total of \$157,500 over the five-year project.

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees accepts an agreement between FLCC and LPB Consulting, 8 Parham Dr, Penfield, NY 14526. The Consultant will execute the evaluation plan as detailed in the grant application and LPB Consulting Bid. The College shall compensate LPB Consulting a total of \$2,625 monthly or \$31,500 annually over the grant project's lifetime, for a total of \$157,500 over the five-year project.

Approved by the FLCC Board of Trustees at the meeting on April 2, 2025

April 2, 2025

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

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Penny M. Hamilton, Assistant Secretary of the Board

ACCEPTANCE OF AN AGREEMENT: FOR RETAINED SEARCH SERVICES

WHEREAS, the Chief Human Resource Officer position is presently vacant; and

WHEREAS, senior Chief Human Resource Officer leadership positions are in very high demand; and

WHEREAS, the Chief Human Resource Officer plays a critical role in ensuring the smooth operation of the Human Resource Office and the requirements required for the various unions at the college and the employees that are involved to sustain daily operations; and

WHEREAS, the College has received proposals from three search firms: and

WHEREAS, the College has selected the lowest bid proposal provided by JK Executive Strategies to provide retained search services for 28% of the annual base salary; and

WHEREAS, the FLCC Board of Trustees Finance & Facilities Committee has reviewed and approved this resolution; and

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby approves an agreement with JK Executive Strategies, 1349 University Avenue, Suite 2, Rochester, NY 14607 for retained search services for the Chief Human Resource Officer position; and

BE IT FURTHER RESOLVED that certified copies of this resolution be sent to the FLCC President, FLCC VP Administration & Finance.

Approved by the FLCC Board of Trustees at the meeting on April 2, 2025

April 2, 2025

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

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Penny M. Hamilton, Assistant Secretary of the Board

**APPROVAL TO ENTER INTO AN AGREEMENT WITH RAMERMAN LEADERSHIP GROUP
FOR EXECUTIVE COACHING RELATED TO PROFESSIONAL DEVELOPMENT OF THE
FINGER LAKES COMMUNITY COLLEGE PRESIDENT AND CABINET MEMBERS PHASE II**

WHEREAS, the request is to enter into an agreement considered Phase II with Ramerman Leadership Group for Executive Coaching related to Professional Development for the President and Cabinet Members;

WHEREAS, focus will continue related individual and group coaching sessions for the President and Cabinet Leaders; this contract outlines costs related to materials required Additional costs related to tools, materials, reading, design and administration is outlined in the agreement; and

WHEREAS part of the service will include feedback related to mission-critical leadership competencies; and

WHEREAS, the coaching and professional development will provide an understanding of skill level of various competencies related to each individual's position within the organization; and

NOW THEREFORE BE IT RESOLVED that the Finger Lakes Community College Board of Trustees hereby approves an agreement with Ramerman Leadership Group for Executive Coaching and Professional Development at a cost not to exceed \$33,900; and

BE IT FURTHER RESOLVED that certified copies of this resolution be sent to the FLCC Vice President of Administration & Finance.

Approved by the FLCC Board of Trustees at the meeting on April 2, 2025

April 2, 2025
Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

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Penny M. Hamilton, Assistant Secretary of the Board