

FINGER LAKES COMMUNITY COLLEGE
BOARD OF TRUSTEES EDUCATION AND PLANNING
COMMITTEE MEETING
February 5, 2025
Finger Lakes Community College
Geneva Campus Center

Presiding: Trustee George Cushman, Chair

Committee Members Present: Trustee Cushman (Chair), Trustee Cass (ex-officio), Trustee Geise, Trustee Hall, Trustee Mihalik, Trustee Wille

Excused: Trustee Martin, Trustee Russell

Trustees: Trustee Astles

Staff and Students: Brie Chupalio, Ed Kelty, Penny Hamilton, Dr. Robert Nye, Debora Ortloff, Laura Ortiz, Jen Parsons, Jason Tack, Cheryl Ten Eyck, Carol Urbaitis

Guests:

Meeting had a total of 2 participants at the start of the meeting virtual; some guests joined via livestream link and were unidentified.

Media: No representatives present at this meeting.

At 4:30 P.M., Trustee Cushman called the FLCC Board of Trustees Education and Planning Committee meeting to order.

Geneva Campus Overview

Jeanine Eckenrode, Geneva Campus Director provided an overview and updates related to the Geneva Center. Jeanine explained that they currently have 90 students that is an increase by 25% over last year. She reviewed other programs well at the center - ERM program has 84 students and that is up 64% from last year. There are courses for community education on retirement and American sign language offered and there are good registrations for both. We are in partnerships with Arc Ontario and Geneva Reads. We offer GED - high school equivalence classes. We are working on a Federal Grant with Geneva high school to operate a work at career center at the high school, this is associated with the year 2030. To be eligible for the high school grant the student needs 20-60 credits we have 65 students from Geneva and 39 from Waterloo. This year the Steam Camp is offering a course called Cooking with Steam for middle schoolers. We are continually working on recruitment goals through public relations and marketing with the promotion that Everyone Can Take a Class. Through the use of social media and promotional posters we have caught the attention of the audience and have engaged 66% than the previous year. The Geneva Campus Center with the assistance of PR and Marketing understands what the community wants offered. We did a survey during voting day at the campus, however the turn out only yielded 6 individuals, the next time we will do outreach at the library, not on voting day. We are partnering with Averro, a community agency focused on the Spanish speaking community to provide work force solutions as well as credit bearing offerings. Trustee Mihalik inquired about the grants for students in the high school and who it applies to. Jeanine explained it applies to ninth, tenth, eleventh and twelve grade level students and they can utilize their Gemini courses to compliment the credits towards a degree. Trustee Cushman thanked Jeanine for hosting the Board of Trustees at the Geneva Campus Center.

Review of December 4, 2024, Committee Meeting Minutes

Trustee Cushman inquired if there were any changes, additions, corrections. None noted.

Enrollment Report

Dr. Urbaitis discussed the enrollment report provided in the packet, noting a verbal update as of this past Friday, January 31st. The headcount related to 1.7% and FTE was down 5%, this excludes Gemini which increases the headcount up to 4.4% and FTE up 2.8%. Gemini registrations begin today and will be through March 6th at which time Gemini registrations will be finalized. There is an increase of enrollment of part-time students. There is a breakdown of older students and APCI reflects the status for Fall 2024 of part time status and can share that with you later. Trustee Cushman inquired as to how we look forward for the future. This appears to be the trend and how are we adjusting to it? Dr. Nye explained that Governor Hochul recently proposed legislation for specific career fields such as business being a course that could be part of advanced manufacturing. The purpose from the Governor is for high demand courses and fortunately we offer programs for those programs. We have older students who are working full time and attending school part time.

Student Success: Fall Review and Spring Preview

Terrance "Dom" Dominguez-Hover reviewed his presentation related to Fall Review and Spring Preview. He discussed that it is great to be the liaison for Student Corp. and the involvement Student Corp. has at the college gets better and better every year. In packet he reviewed the Fall highlights which were outlined on the slide. He discussed public events and the number that occurred. He discussed card swipes for breakfasts as well as and uptick of promotion on Facebook and Instagram. Dom reviewed smart goals and things to improve upon. An emphasis on school spirit and uplifting that as a culture to bring to FLCC. He discussed multi-culture, online students' involvement, and book club. He discussed facilitating collaboration with 30 other community colleges and his involvement with leadership skills as a military advocate. Discussed the project related to the Bronze Flick statue and the locations for the statue that are being considered. Discussion of it being on display at the Buffalo Museum of Science for a time and then to come back to campus for positioning. He discussed the Spring semester involvement fair and the continuation of multi-culture as events that are in review, First Generation events continue all semester. There will be an Alumni invite for May 2nd for the bronze Flick statue installation. Trustee Cushman mentioned that at a recent meeting he attended with other colleges that FLCC stood out in terms of Student Corp related to the proposal of active minds that is dedicated to mental and physical health programs. Other schools look at our policies for Student Corp. in terms of their struggles with student engagement. Brockport and Genesee Community College have asked for our help which is amazing.

Resolutions

Jennifer Parsons, Assistant Director of Talent Management presented a resolution - ADJUST THE FINGER LAKES COMMUNITY COLLEGE PROFESSIONAL SERVICE POSITIONS ROSTER WHEREAS, Finger Lakes Community College has updated its position roster that lists position titles determined by the Finger Lakes Community College Board of Trustees in the professional service as defined by §6306 (2) of New York State Higher Education Law as approved by the Chancellor of the State University of New York, and; WHEREAS, the following are *revised* job descriptions for previously approved job descriptions for Finger Lakes Community College:

New Title

Associate Provost of Curriculum and Instruction (02/05/2025)

Director of Network and Systems Administration (02/05/2025)

Previous Title

Associate Vice President of Instruction (02/23/2016)

Network Administrator (08/09/2021)

Coordinator of Emergency Medical Services Program (02/05/2025)

Coordinator of Emergency Medical Services Program (07/19/1993)

Greenhouse Manager – Environmental Conservation and Horticulture (02/05/2025)

Technical Specialist – Environmental Conservation-Horticulture (09/21/2017)

IT A/V Services Technician (02/05/2025)

IT A/V Services Technician (03/06/2021)

Junior Helpdesk Support Technician (02/05/2025)

Junior Helpdesk Support Technician (11/15/2022)

Program Manager – Environmental Education and Community Outreach (02/05/2025)

Assistant Director Muller Field Station (06/23/2022)

Technical Specialist – Biology (02/05/2025)

Technical Specialist – Biology (06/27/2017)

WHEREAS, the following are *new* job descriptions for Finger Lakes Community College:

Business Development Specialist (02/05/2025)

Instructional Designer – STEM/Healthcare (02/05/2025)

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby requests that the roster of professional service positions be adjusted in the manner described herein.

Sarah Whiffen, Associate Vice President of Student Affairs due to the absence of Provost Laura Ortiz presented the following resolution: APPROVE DISCONTINUANCE OF THE HOTEL AND RESORT MANAGEMENT AND THE FOOD AND BEVERAGE CERTIFICATES IN THE HOSPITALITY AND TOURISM MANAGEMENT PROGRAM WHEREAS, Finger Lakes Community College strives to offer the appropriate mix of programs to ensure students can successfully transfer and/or enter the workforce, and WHEREAS, the FLCC Board of Trustees approved the discontinuance of the Hotel and Resort Management Track and the Food and Beverage Track in the Hospitality and Tourism Management Program on April 3, 2024; WHEREAS, the FLCC Academic Senate voted to approve the Discontinuance of the Hotel and Resort Management Certificate and the Food and Beverage Certificate in the Hospitality and Tourism Management Program on December 19, 2024; NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve the Discontinuance of the Hotel and Resort Management Certificate and the Food and Beverage Certificate in the Hospitality and Tourism Management Program.

Strategic Thought Presentation

New Website Launch

Christen Accardi, Director of Marketing and Enrollment Communications, is excited to talk about a very long project reimagined for the public website to be launched by the end of the month. She explained the importance of public site and that it is the first impression of the college. It is important to have easy navigation of the site. This is the first major overhaul since 2009. Operationally it provided limited ability to allow others to edit pages, this will allow certain staff members to edit without the back-end coding. To make the change we had to explore the best fit vendor for our project, and she thanked Dr. Nye for his suggestion to be patient in finding the right fit to work with us on this project. Terminal 4 is the vendor chosen to formulate and work with our content management team and to audit the Website without us having to do the coding, this allows for a better workflow and team capability for editing our website. Christen provided a sneak peak of the current home page. This version reflects a modern and fresh design providing vibrant photographs allowing full optimization for mobile cell phones and tablets.

She highlighted program finder which is signified with single thumb nails that provide summaries and fast fact

exploring allowing people to explore the 50 plus degree programs. Specific audience pages are created and dedicated pages for employers. The launch day is February 25th and the very tiny and mighty marketing team worked for 18 months to make this a reality. There were concentrated conversations related to fonts and photos to be able to build out an 800 page website and to ensure everything worked properly. The involvement from APCI and IT assisted to help make this happen. Christen thanked all for their involvement. Trustee Cushman commented that he was very impressed with the site and asked if there were any questions from the Board of Trustees. Trustee Mihalik asked to see the Board of Trustees section. Christen stated that she would send it to Penny to forward to you. The question arose as to who looks to make sure there is consistency and accuracy related to the pages. The Marketing Team reviews specific pages and if something is discovered it will be corrected. We cannot have anyone just editing the website. Trustee Cushman inquired as to how you are using google for marketing and the difference of paid advertising, digital advertising, and traditional advertising with key words through the AI search landscape with the continuous changes. Branding and trademark are coming forth as well as social media icons are at the footer of each page. Trustee Astles inquired if the group will be encouraged to receive program updates on a regular basis, so we don't go another 15 years without updating. Christen mentioned an institutionalize process to update. Trustee Cushman asked how long will this technology be in place before we must move it along again? Christen explained that a lot of website layout and search functions are used by 50% of website users and anything additional will be on our mind to implement. Trustee Hall inquired about the use of the online platform for older students related to a learning curve or will this be easy to navigate? Christen explained that they will get to know where to find things they need to find easily once they log on.

Strategic Thought Presentation

Sarah Whiffen, Associate Vice President of Student Affairs, presented - Advancing Student Success: Updates and Impact from Our PACE, SUNY ASAP, and EOP Programs. Sarah reviewed the key data points and explained that EOP is a program in place since 1967. SUNY ASAP started in 2023 and EOP started the Fall of 2003. The concept of supporting students is not new and we know with supports students are retained and succeed. FLCC meets the student to provide value in an education and a sense of belonging. We assist with a transfer to a four-year institution and review the reasons why we lose a student in the first semester. EOP is limited through Title III grant received in 2023. We created a home-grown PaCE and SUNY replicated the program like EOP. The grant provides funding to support two professional staff for every student. This is designed to get students through the pipeline. EOP assists students academically and financially. SUNY ASAP provides financial assistance. Data shows us during the first semester if a student will come back the following Fall. Through the ASAP program almost 80% of students returned and were 2nd term students. We did not actually hire additional staff until August 2023. STAR ship provides data related to retention services. Year one retention data reflects EOP as an established program. Another interesting piece of the statistical data reflects on the students of color. We have learned through some of our data that students were overwhelmed with Brightspace and the tutor support helps to provide a much better feeling for the student. Trustee Cushman asked Sarah in three years what will it be or what would you want it to be. Sarah would like every student to have a success coach their first year and continue with ASAP and EOP to offset financial assistance for students through grants. Sarah explained we seek the state grants, federal and private. We are 75% there with Dr. Ortiz leadership.

Adjourned

There being no further business, at 5:31 PM, on motion by Trustee Astles and a second by Trustee Geise and a unanimous vote, the Board of Trustees Education & Planning Committee adjourned.

Prepared by,

Submitted by,

Penny M. Hamilton
Assistant Secretary of the Board

Trustee George Cushman
Chair, Education & Planning Committee

Next Meeting: *Wednesday, March 5, 2025* – Stage 14, Finger Lakes Community College, 3325 Marvin Sands Drive, Canandaigua, NY, (unless otherwise determined and notice posted before the meeting).

DRAFT

**FINGER LAKES COMMUNITY COLLEGE BOARD OF TRUSTEES
FINANCE AND FACILITIES COMMITTEE MEETING
February 5, 2025
Finger Lakes Community College
Geneva Campus Center**

Presiding: Trustee Astles

Committee Members Present: Trustee Astles, Trustee Russell, Trustee Cass (ex-officio)

Excused: Trustee Martin (Chair)

Trustees: Trustee Cushman, Trustee Geise, Trustee Hall, Trustee Mihalik, Trustee Wille

Staff and Students: Brie Chupalio, Ed Kelty, Penny Hamilton, Dr. Robert Nye, Debora Ortloff, Jason Tack, Cheryl Ten Eyck, Carol Urbaitis

Guests:

Meeting had a total 2 participants at the start of the meeting virtual; some guests joined via livestream link and were unidentified.

Media: No representatives present at this meeting.

At 5:32 P.M., Trustee Astles called the FLCC Board of Trustees Finance & Facilities Committee meeting to order.

Business

Review of December 4, 2024, Committee Meeting Minutes

Trustee Astles requested if there were any or comments or questions. There were none noted.

FLCC 2024 Annual Campus Security & Fire Safety Reports

Matthew McGrath, Chief of Campus Police reviewed the reports in the packet. He reviewed page 66 a document related to the Cleary Act. This was a Federal Act in 1990 that requires educational institutions to report crime. This act came about and was enacted in the name of Jean Cleary who was raped and murdered in 1986. We have the crime statistics and police reports in the various jurisdictions related to the Cleary Act.

Matt reviewed the 2024 safety report which provides the stats for 2023. This information is collected over the summer and to the end of September to report by February and if certified by the State Education Department. These were all done in a timely manner for 2020, 2021, 2022, 2023 and there not been any significant changes in time, patterns of crime. Hazing will be added to the report. Discussion of sexual violence more recently. Matt explained that from 2021-2022 there were not many students at the college. It appears to be built back up due to more students on campus and living in the residence halls. The term violence can be associated with emotional abuse and psychological abuse, an example of stalking was used but does not reach the level of a crime.

Matt gave a quick synopsis related to campus officers and that they are all updated on CPR, rifle, and weapon training, as well as stop the bleed. Patrol cars are equipped and alert for crisis and they also have had training for disability awareness and mental health. Matt explained that he is on the Ontario County Safety Council and that they have a banquet in March and discussed a booklet related to the Ontario County Safety Council. He is heavily involved with the Traffic Safety Committee as well. There is work being done related to the new cameras on campus that has higher technology and analytic ability. There is a red button for faculty desktop in classroom areas of the college to alert assistance from 911 if needed this was put in place with help from the IT department. Professors can lock the door

inside the classroom although a small change it was expensive. Window covering product was also installed allowing professors to pull a simple tread that covers the window are in case of a threat or active shooter. There will be walk throughs in February and April to provide active threat training in preparation for the Fall semester.

Officer Lawson and Matt have met with 6-7 departments with 10-20 people to look at various areas for improvements to keep people safe in case there is a threat. Jason Tack explained that with the new cameras we can track individuals throughout the building. Trustee Mihalik inquired if there is training for staff in the labs and the recording studios when there are not a lot of students on campus? We train maintenance staff once a year and Library staff and all the office areas on the various floors.

FLCC 2024-2025 Operating Budget Update & Finance Report

Jason Tack, Vice President of Administration and Finance reviewed the financials, In the packet results for December reflected and increase in revenue and that is based on enrollment is up and Gemini was up as well. For Spring enrollment 2.3% is not reflected in the numbers. There is a larger increase in January, and we are close to budget as of January 31st compared to last January year. Trustee Astles inquired about the other county category does that relate to charge backs? Jason indicated that yes, it is higher than last year and referenced the charge backs from other counties that roll in. Jason explained that in 30 days Gemini enrollments will be reflected and certificates of residence for students will be received allowing us to bill the various counties. He further explained that expenses are on pace even with Adjuncts and additional Instructional support. Trustee Astles mentioned that historically there is overload, and the budget does fluctuate? Jason explained that it depends on course, and if there is heavy use with adjuncts. He referenced the report and the expense line with Gemini scholarships and how it impacts Fall. Jason explained that his analysis did not yield as much savings as he was anticipating.

RESOLUTIONS

Jason explained we did an RFP with Marshall, Consiliarium, Sterling, and Mercer. Mercer came in as the highest fully ensured plan. Trustee Astles asked about the standard commission rate? Jason indicated that each broker will have a standard fee when you move from one to another broker that is fully insured.

Jason Tack, Vice President of Administration and Finance explained the following Resolutions:

APPROVE SELECTION OF MERCER AS HEALTH INSURANCE AND BENEFIT BROKER WHEREAS, The Health Insurance Benefit Broker arrangement with Consiliarium Group came to an end in July, 2024 ; and **WHEREAS,** The College completed an RFP to explore funding arrangement options and interviewed three brokers: Consiliarium Group, Mercer, and Marshall and Sterling; and **WHEREAS,** Based on the interview process, rating templates, and feedback, the College is seeking approval to move forward with Mercer as the Benefit Broker; **NOW, THEREFORE BE IT RESOLVED,** That the FLCC Board of Trustees approves the selection of Mercer as Finger Lakes Community College’s Health Insurance and Benefit Broker.

Awarded Grants were 5.2 million for technology in rural school districts over a 4 year engagement.

APPROVE FLCC 2024-2025 FLCC OPERATING BUDGET AMENDMENT NO. 1 - GRANTS WHEREAS, certain grants are funded by outside agencies during the fiscal period 2024-2025 for Finger Lakes Community College; and **WHEREAS,** the FLCC Board of Trustees Finance & Facilities Committee has reviewed and approved this resolution; **NOW, THEREFORE BE IT RESOLVED,** that the 2024-2025 FLCC operating budget is hereby amended and increased \$5,325,802.15 from the budget of \$51,489,347 to \$56,815,149.15:

Grant Title	Code	Date	Award
Perkins 2024-2025 Goal 1	3-30-7554-33291	7/1/2024-6/30/2025	\$42,504.00
Perkins 2024-2025 Goal 2	3-30-7555-33291	7/1/2024-6/30/2025	\$202,743.00
Perkins 2024-2025 Goal 3	3-30-7556-33291	7/1/2024-6/30/2025	\$193,070.00
Perkins 2024-2025 Goal 4	3-30-7557-33291	7/1/2024-6/30/2025	\$56,822.00

WIOA 2024-2025	3-30-5151-33291	7/1/2024-6/30/2025	\$190,074.00
EOP 2024-2025	3-30-5417-33292 3-30-5480-33292	9/1/2024-8/31/2025 Summer 2025	\$131,250.00
Library Collection Aid 2024-2025	3-30-5433-33292	7/1/2024-6/30/2025	\$7,572.00
NOYCE Scholar Subaward	3-30-6403-33291	6/1/2024-5/31/2025	\$15,749.00
Seneca County DSS 2025	TBD	1/1/2025-12/31/2025	\$83,772.00
Wayne County DSS 2025	TBD	1/1/2025-12/31/2025	\$94,325.00
NSF InnovATE Bio Subaward Year 1	3-30-7606-33291	9/1/2024-8/31/2025	\$183,077.00
NSF InnovATE Bio Subaward Year 6	3-30-7605-33291	10/1/2024-9/30/2025	\$104,778.00
Early College High School Grant - EHS -24-25	3-30-7008-33292	9/1/2024-8/31/2025	\$24,990.00
GED 23-25	3-30-5156-33292	1/1/2023-12/31/2025	\$26,592.00
OPWDD	3-30-5190-33292	4/1/2023-12/31/2028	\$381,941.95
SUNY Applied and Experiential Learning (Job Linkage)	3-30-6200-33292	7/1/2021 - 6/30/2025	\$181,389.00
SUNY Apprenticeship	3-30-5442-33292	9/1/2024-8/31/2025	\$136,497.00
SUNY Virtual Welding	3-30-5602-33292	7/1/24-6/30/2025	\$17,365.84
SUNY ASAP	3-30-5603-33292	7/1/24-6/30/2025	\$564,932.54
SUNY DEI	3-30-7009-33292	11/1/2024-6/1/2025	\$7,500.00
SUNY ESSC Empire State Service Corps.	3-30-7004-33292	9/1/2024-12/31/2025	\$36,000.00
SUNY Essential CC Transfer Practices	3-30-7007-33292	10/7/2024-6/30/2025	\$10,000.00
SUNY Internship Year 2	3-30-5465-33292	9/1/2024-8/31/2025	\$69,994.00
SUNY Mental Health	3-30-7006-33292	9/1/2024-6/30/2027	\$205,000.00
SUNY Multi-Campus Transfer	3-30-5451-33292	7/1/2024-6/30/2025	\$80,000.00
SUNY New Faculty	3-30-5443-33292	9/1/2024-8/31/2025	\$112,264.00
SUNY OER	3-30-5431-33292	9/1/2024-8/31/2025	\$10,688.00
SUNY Pathways	3-30-6405-33292	9/1/2024-8/31/2025	\$150,000.00
SUNY SEM Phase II	3-30-5604-33292	4/1/2024-6/30/2025	\$20,000.00
SUNY Workforce Optimax	3-30-7002-33292	9/1/2024-8/31/2025	\$61,397.00
Optimax portion	3-30-7002-32722	9/1/2024-8/31/2025	\$6,822.00
Aspire Planning Grant	3-30-7507-33291	9/1/2024-8/31/2025	\$5,620.82
Biomade Phase II	3-30-7610-33291	10/1/2024-2/14/2025	\$70,700.00
NSF ExLENT RIT	3-30-7504-33291	7/15/2024-8/31/2025	\$34,571.00
Stop DWI	3-30-7750-33291	10/1/2024-9/30/2025	\$3,000.00
Title III - Year 1	3-30-7509-33291	10/1/2024-9/30/2025	\$450,000.00
USDADLT	3-30-7508-33291	3/1/2024-2/28/2027	\$968,805.00
Portion from Local Sites	3-30-7508-33293	3/1/2024-2/28/2027	\$145,328.00
Wayne County Community Schools - Year 2	3-30-7520-33291	6/1/2024-8/31/2025	\$78,668.00
MDRC Online Coaching	3-30-7801-33294	1/10/2024-3/31/2025	\$10,000.00
Nash Google	3-30-7805-33294	1/1/2025-12/31/2025	\$50,000.00
Ontario County Art Space	3-30-7803-33293	1/1/2025-12/31/2026	\$100,000.00
		TOTAL	\$5,325,802.15

Increase of \$150,000 to community sponsorship based on the Board of Supervisors meeting.

APPROVE FLCC 2024-2025 FLCC OPERATING BUDGET AMENDMENT NO. 2 – SPONSOR CONTRIBUTIONS WHEREAS, Ontario County Sponsor Contributions were funded in December of 2024 in the amount of \$150,000 during the fiscal

period 2024-2025 for Finger Lakes Community College; and **WHEREAS**, The FLCC Board of Trustees Finance & Facilities Committee has reviewed and approved this resolution; **NOW, THEREFORE BE IT RESOLVED**, That the 2024-2025 FLCC operating budget is hereby amended and adds \$150,000 to FLCC Sponsor Contributions, therefore reducing use of the anticipated fund balance by \$150,000.

INFORMATIONAL ITEMS

Jason Tack, Vice President of Administration and Finance reviewed the informational items.

Renew Bid for Janitorial Services for the FLCC Victor and Newark Campus Centers shine and sheen.

Mail service to Renew Quote for Mail Courier Services.

Renew Bid for Professional Printing Services and updated printers to pull more stuff in house.

Budget Transfer Report to allocate expenses around.

Justin explained that we are starting budget season and will need to take into consideration and federal government mandates related to federal work study because it will be declining as will PELL awards. It is possible that FTE for adult learners may help. Trustee Cushman is working hard with the State for more funding.

Adjourned

There being no further business Trustee Astles requested a motion to adjourn at 5:58 P.M., on motion by Trustee Wille and a second by Trustee Geise and a unanimous vote, the Board of Trustees Finance & Facility Committee adjourned.

Prepared by,

Penny M. Hamilton
Assistant Secretary of the Board

Submitted by,

Trustee Geoff Astles
Finance & Facilities Committee

Next Meeting: *Wednesday, March 5, 2025 – Stage 14, Finger Lakes Community College, 3325 Marvin Sands Drive, Canandaigua, NY, (unless otherwise determined and notice posted before the meeting).*

FINGER LAKES COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES
February 5, 2025
Finger Lakes Community College
Geneva Campus Center

Presiding: Trustee Donald Cass, Chair

Committee Members Present: Trustee Astles, Trustee Cass (Chair), George Cushman, Trustee Geise, Trustee Hall, Trustee Mihalik, Frederick Wille

Excused: Trustee Martin, Trustee Russell,

Others Present:

Staff and Students: Brie Chupalio, Penny Hamilton, Ed Kelty, Dr. Robert Nye, Debora Ortloff, Laura Ortiz, Jason Tack, Cheryl Ten Eyck, Carol Urbaitis

Guests: Meeting had a total of 2 participants virtually at the start of the meeting; some guests joined via WebEx call-in or livestream link and were unidentified.

Media: No representatives present at this meeting.

Call to Order

At 5:59 P.M. Trustee Cass called the FLCC Board of Trustees Meeting to order.

Community/Public Comment

Trustee Cass inquired if there was anyone in attendance that would like to speak at this time and if there was anyone online that would like to speak. No comments.

Board Resolution

Board chair to work with attorney with NYCCT procedures with selection and renewals of presidents. Strengthening the Community College Presidential Search Process and Ensuring Transparency and Accountability - WHEREAS, on November 12, 2024, the State University of New York ("SUNY") Board of Trustees adopted a resolution regarding "Strengthening the Community College Presidential Search Process and Ensuring Transparency and Accountability" (the "Resolution") which amends the SUNY Guidelines for Presidential Searches for Community Colleges (the "SUNY Guidelines"); and WHEREAS, the Chancellor of SUNY and other SUNY officials have taken action(s) in furtherance of the aforesaid Resolution, including implementing new requirements regarding the employment contract of community college presidents; and WHEREAS, the Board of Trustees of Finger Lakes Community College has been advised that the adoption and implementation of said Resolution exceeds the statutory authority granted to the SUNY Board, in contravention to statute and existing policy and/or guidelines; and WHEREAS, the Board of Trustees of Finger Lakes Community College has further been advised that the SUNY Board failed to promulgate the new rules/requirements contained in the Resolution pursuant to the State Administrative Procedure Act's statutorily required rulemaking procedure; and WHEREAS, the Board of Trustees of Finger Lakes Community College has determined that it is in its best interest to institute legal action, and/or take any other appropriate legal action to protect its rights, authority and autonomy as it relates to the Community College Presidential Search Process. NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of Finger Lakes Community College hereby appoints Ingerman Smith, LLP, as Special Counsel for the purpose of commencing legal action against the SUNY Board of Trustees, the Chancellor of SUNY, Dr. John King, and/or any other proper parties on a cooperative basis with other community colleges and/or parties in the State Supreme Court, County of Albany, and/or other appropriate administrative agency(ies), jurisdiction(s) and/or tribunal(s), challenging the

legality of the action(s) taken by SUNY related to the Resolution, the legality of the Resolution and the action(s) that the Chancellor of SUNY and others have taken in furtherance of the aforesaid Resolution and/or take any other appropriate legal action to address issues relating to the Resolution and its impact on the interests, rights, autonomy and authority of the Finger Lakes Community College; and; BE IT FURTHER RESOLVED, that the Chair of the Board of Trustees of Finger Lakes Community College is herewith authorized to execute a retainer agreement with Ingerman Smith, LLP, and any other necessary documentation relative to this appointment, on behalf of the Board.

Trustee Cass requested a motion to accept the Consent Agenda.

Trustee Cushman motioned approval and a second from Trustees Wille to accept the Consent Agenda - Minutes and Resolutions.

New Business

None noted.

Old Business

None noted.

Presidents Report

Dr. Nye thanked Jeanine for the brief and use of the facility. He indicated that it is very important for the Board of Trustees to hear about all the things you do at the Geneva Campus Center. He discussed that there would be an RFP to search for a new Chief Human Resources Officer. He also discussed that there would be a request for continuation of Senior Staff to do a 360 through Ramerman Group. He discussed further the information that Jason spoke of regarding federal funds and that there will be fewer funds in our future. We will need to be conservative or cautious for the next year or so. We need to have patience because we don't want to react until we have more information. As soon as we are aware we will plan for it. There is discussion related to DEI in terms of federal funding as well and DEI is embedded in our Strategic Plan. The injunctions at times are confusing and frustrating. We had 55 people attend a session that Dr. Covington presented. The most important thing is to take care of ourselves and students, this is the core mission and focus.

Student Trustee Report

Trustee Hall mentioned not from a Board Member perspective but from a student perspective indicated the importance of transparency to students because they are the one being affected. Students were excited for Opening Days, it has been a long time since everyone seemed very hopeful.

Audit & ERM Committee Report

Trustee Astles did not have a specific report. However, on a personal note, his grandson is currently in the EMT program at the Geneva Center and he is in preparation to become a paramedic. He sees the benefit not only for his family but for other students and their families. Trustee Geise discussed that she had a group meeting with approximately 30 people and Professor Christine Parker demonstrated the Hololens and the people in her group could not believe the technology they were so impressed. Chrisine Parker is so enthusiastic. Trustee Mihalik mentioned Blue Tie Technologies who worked with her and the person she worked with was a graduate of FLCC.

Board Development Committee

Trustee Mihalik explained that Trustee Martin has spent a lot of time reviewing old files to compile regarding the presidential search and she and Trustee Martin will meet and then another Board Development Committee meeting will be scheduled.

Association Report

Trustee Cass has a written report in packet.

Foundation Report

Trustee Geise Vintners and Valentines event has sold out. It has been an incredible year where the Foundation has raised a great deal of money.

NYCCT Report

Trustee Mihalik & Trustee Cushman do not have a specific report. However, they explained that were provided a presentation from NYCCT that reviewed federal and state funding with a focus of what could be possible. They will attend the NYCCT 2025 Legislative Summit next week and meet with Congresswoman Tenney, Senator Gillibrand and Senator Schumer. There was discussion of the folks that coordinate the money from congress and structure the grants. There will be discussion of how Community Colleges are left out and four-year colleges receive the attention. Last year our message was positively received. NYCCT is connected with 30 community colleges, and we require bigger sustainable grants. Dr. Nye will be attending with the us at this meeting.

Student Corp.

Trustee Cushman, we have not met yet.

Adjourned

There being no further business, at 6:14 P.M., on motion by Trustee Astles, and a second by Trustee Wille and a unanimous vote, the Board of Trustees unanimously adjourned their meeting.

Prepared by, Submitted by,

Penny M. Hamilton
Assistant Secretary to Board

Trustee Donald Cass
Chair, FLCC Board of Trustees

Next Meeting: *Wednesday, March 5, 2025* – Stage 14, Finger Lakes Community College, 3325 Marvin Sands Drive, Canandaigua, NY, (unless otherwise determined and notice posted before the meeting).