

**FINGER LAKES COMMUNITY COLLEGE  
BOARD OF TRUSTEES EDUCATION AND PLANNING  
COMMITTEE MEETING**

**February 7, 2024**

**Stage 14, 2<sup>nd</sup> Floor**

**Finger Lakes Community College**

**Presiding: Trustee Abraham, Chair**

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**Committee Members Present:** Trustee Abraham (Chair), Trustee Cass, Trustee Geise (Board Chair), Trustee Mihalik, Trustee Schumacher

**Excused:**

**Trustees:** Trustee Astles, Trustee Cushman, Trustee Martin, Trustee Russell

**Staff and Students:** J'Dale Berner, Brie Chupalio, Sim Covington, Kimberly Evans-Dame, Penny Hamilton, Ed Kelty, Dr. Robert Nye, Debora Ortloff, Laura Ortiz, Jason Tack, Cheryl Ten Eyck, Carol Urbaitis, Sarah Whiffen

**Guests:**

Meeting had a total of 3 people in person attendance and 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 Abraham called the FLCC Board of Trustees Education and Planning Committee meeting to order.

**Business**

**Review of December 6, 2023, Committee Meeting Minutes**

Trustee Abraham inquired if there were any changes or recommendations to the minutes? There were not any noted changes or corrections.

**Enrollment Report**

*Carol Urbaitis, Vice President of Enrollment Management*, reviewed the report available in the packet dated as January 19<sup>th</sup>. She provided an update as of this past Friday, February 2<sup>nd</sup> the enrollment percent is up 4.3% head count and FTE is up 6.5%, Gemini registrations are underway with a deadline of March 6<sup>th</sup>, registrations after that deadline will continue until the end of March. She reviewed the Fall 2024 numbers reflecting an increase in applications based on today 1635 in comparison to a year ago of 1620 applications, this is a 1% increase. Intended student applicants if 245 compared to last year 2023 of only 185 intended to enroll, this is a 32% increase. Trustee Abraham inquired about the numbers they were not understandable and requested more to be explained for spring 2024. Dr. Urbaitis explained that the Geneva Campus for 2023 had 71 students enrolled and for 2024 there is a target growth projection of 80. This is based on annual review by a sub-committee of the Enrollment Steering Committee and is a stretch goal. Projections are administered by APCI mathematically and are derived from past enrollments by semester. The Enrollment Steering Committee have discussions based on each category to project growth or decrease for enrollment considering variables that could be encountered. The subcommittee aimed high with the projections.

Trustee Cushman asked if the uptick considers adult students in the projections for the Fall enrollment and considering the average age of students? Dr. Urbaitis conveyed that she will review more during her SEM presentation related to adult student enrollment. The presentation provides information related to the support and assessment of the adult student. Trustee Martin inquired about enrollment related to in person attendance and virtual attendance and if it changes throughout the semester? Dr. Urbaitis explained that students register online in various ways for online course study, HyFlex or in person. Dr. Ortloff further explained that we review the modality and once we receive data back from SUNY, we review the Spring registration for students. During this process we determine enrollment and courses with an online component for the Semester, taking into

consideration subsequent causes related to enrollment. We look at semester to semester for our planning process. Trustee Cushman inquired if we have an uptick in immigrant enrollment. Dr. Urbaitis would need to check the status and follow up related to that inquiry. Trustee Martin mentioned Called to Care Organization and their assistance of relocating refugees and there was an indication that some are taking classes at FLCC. Trustee Abraham further inquired if that is the case do those students require a high school diploma from their country, and would it satisfy our requirements? Dr. Urbaitis explained that it would depend, the information would be processed through administration and the credentials evaluated for diploma requirements. Trustee Schumacher asked about micro credential build up is that considered? Dr. Urbaitis will follow up on this.

### **The Student Success Link to Financial Aid and Academic Standings**

*J'Dale Berner, Director of Financial Aid and Sarah Whiffen, Associate Vice President of Student Affairs* reviewed the slide presentation provided in the Board of Trustees Packet. J'Dale explained that she began her position as Director of Financial Aid four months ago and Sarah Whiffen requested her involvement related to the topic of financial aid. Sarah explained further that they will review Academic financial standings through fall 2023. She highlighted spring and fall term in relation to academic standing and the GPA requirement of 2.0 to graduate. If students are struggling, they are accessed and go through academic probation to meet satisfactory financial aid which is on a sliding graduated scale. J'Dale explained that the requirement is determined by the Federal Department of Education. There is a financial aid review for students and if not in good academic standing, they are assigned a financial aid warning. They are assigned a professional academic advisor and are on STAC financial aid suspension. Students can appeal the STAC status and are assigned the academic plan for the goal of student success. Sarah explained that in the slides provided the data reflects the number of students on academic probation. There were 560 students placed on financial aid warning. There previously were 1,060 students on suspension. There were 52 students that had extenuating circumstances and actively working with an academic advisor to meet the standard. Sarah explained that we do have students that come back to FLCC and registered providing another opportunity to be enrolled. The students impacted by financial aid that have good academic standing are in PACE. J'Dale explained that the FAFSA process is complicated and there has been efforts to streamline this process. APCI cohorts are working with students to assist and keeping them on the right path. There is not all doom and gloom, an example was given related to a student living in the suites, no transportation, enrolled in the culinary program, the student was provided emergency support to aid in their success.

J'Dale explained that the Financial Aid Office is better aligned with other offices on campus. There are new initiatives to assist students failing academically or financially. Trustee Cushman inquired about First Generation Students, does the data distinguish them so they do not fall into that situation. Sarah explained that we have not drilled down that far yet. First generation are PELL eligible. Dr. Ortloff explained that First Generation is important but historically not in first place of students that have problems academically, there are other variables related to First Generation students, typically limited resources.

J'Dale further explained that the complexity of FAFSA is being addressed and with the redesign of FAFSA many students are continually having technical issues. The reason is that the back end of the FAFSA is not fully developed yet. The implications on the front end and impact to our students coming to college provides significant delays. The financial delay jeopardizes academics for those students. Working with advising and Sarah assists the students to get through the various hoops to provide the financial aid letter. Trustee Martin inquired when the financial aid is determined and awarded then funds are reallocated in some way? J'Dale explained that some will receive an academic dismissal due to the aid award not coming in. Eventually the aid does come in however in the meantime we are jumping through the hoops to assist the student until funds are available. If the student takes out loans to offset the arrival of their financial aid and take off a year, there is a 6-month grace period and then payment towards those loans need to be paid. However, if they come back the loan is reinstated, and the Federal Student Aid provides flexible forbearance on a loan. Exit counseling resources are available if a student chooses to leave. Dr. Nye discussed that the Governor's budget has a requirement that students apply for FAFSA if intention to attend college upon graduation from high school.

## RESOLUTIONS

*Laura E. Ortiz, Provost and Vice President of Academic and Students Affairs* discussed that she has the pleasure of bringing two resolutions related to Grant Professional Administrative Appointments to the Board of Trustees. Marilyn Grzenda who with us today is a creative and dedicated as a transformational leader, described by her colleagues as having emotional intelligence and recognized for stellar communication skills. The following resolution is highly endorsed. GRANT PROFESSIONAL ASSOCIATION ADMINISTRATIVE APPOINTMENT: MARILYN GRZENDA, COORDINATOR OF THE MATH CENTER WHEREAS, Marilyn Grzenda, 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 Marilyn Grzenda 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 Marilyn Grzenda, Coordinator of the Math Center, effective August 12, 2024.

*Laura E. Ortiz, Provost and Vice President of Academic and Students Affairs* Presented the following resolution related to Shannon Dermody to Grant Professional Administrative Appointment. Shannon was highly recommended by her colleagues and supervisor and is noted to be an active listener and authentically cares, providing inclusion and going the extra mile in everything she does with students. GRANT PROFESSIONAL ASSOCIATION ADMINISTRATIVE APPOINTMENT: SHANNON DERMODY, TECHNICAL SPECIALIST WHEREAS, Shannon Dermody, 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 Shannon Dermody 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 Shannon Dermody, Technical Specialist, effective July 15, 2024.

*Kimberly Evans-Dame, Interim Chief Human Resources Officer* reviewed a resolution related to changes in positions and reviewed the titles of both positions related to needs within Information Technology department. The Network Telecommunication Specialist position previously titled as Technology Specialist has not been reviewed since 2009, a lot of responsibilities have changed since then that relate to this position and we need to acknowledge those needs. This position is responsible for college wide networks that effectively provide the delivery of voice, video, and data services. This is a pay group D of the Professional Association. The other position is Business Systems Analyst/Project Coordinator with a previous title of Business Systems Analyst, this has not been reviewed since 2008. This position is involved with a lot of IT coordination related to ongoing projects. Redesign of business practices. There is a pay reduction of this position from B to C Professional Association.

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:

<u>New Title</u>	<u>Previous Title</u>
Network Telecommunication Specialist (12/11/2023)	Technology Specialist – Campus Centers (09/02/2009)
Business Systems Analyst/Project Coordinator (12/08/2023)	Business Systems Analyst (06/12/2008)

**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.

Trustee Abraham requested clarification in terms of professional position, is group D higher or lower than C? She noticed that the D position required an Associate Degree, and the C position required a bachelor's degree. She was checking that they correlate correctly. Kim Evans-Dame confirmed that it is correct.

## Strategic Thought Presentation

*Dr. Carol Urbaitis, Vice President of Enrollment Management* reviewed FLCC Strategic Enrollment Management Plan (SEM), presentation available in the packet. This is a new 3-year strategic enrollment management plan. Dr. Urbaitis

provided a little background explaining that the first plan was done in 2018 and the goals are outlined as a comparison to the old plan which had no metrics. The new plan served us through covid and served us well with program development and online learning, expanding program development for noncredit and developing connections with employers. The plan led to the GRIT program to be formed as well as marketing and recruitment as part of the plan. Spring of 21 we received from SUNY, The Lumina Foundation community college development funding of \$900,000 to support SEM plans, a large portion was allocated to ACRO which is a professional organization for enrollment management folks. The allocation of \$10,000 was towards 2023 digital ad campaign for adult learners. Of the thirty community colleges, we were one of nineteen that submitted a full plan and received funds. Ryan McCabe, Cassy Kent, and Dr. Urbaitis presented in Denver to the Lumina Foundation, there was representation from colleges in California, Minnesota, and others.

We were recently notified that there is phase 2 funding with 2 options, Option 1 is up to \$50,000 for a full plan and Option 2 is \$5,000-\$10,000 available to support current SEM plans. Five awards are being offered. Our proposal is for option 1 for 30,000. Our focus will be on the adult students and engagement of employers to assist with employee tuition assistance programs. Trustee Martin inquired if local and regional employers have been vetted and to discover any who are missing? Dr. Urbaitis explained that the SEM enrollment steering committee have worked on this for several years and has oversight of SEM and tracks it. A quarterly review is done each year to plan, adjust strategy and tactics to stay on track. The current plan is in the packet related to recruitment and goals retention. The plan reflects traditional and adult students. The committee meets bi-weekly every month. There are representatives from every college division and governing representatives. Dr. Urbaitis and Dr. Ortiz co-chair and develop the agenda with the committee. Dr. Urbaitis explained that SEM proposals are in the beginning stage of review this week.

#### **Adjourned**

There being no further business, at 5:18 PM, on motion by Trustee Schumacher and a second by Trustee Astles and a unanimous vote, the Board of Trustees Education & Planning Committee adjourned.

Prepared by,

Penny M. Hamilton  
Assistant Secretary of the Board

Submitted by,

Trustee Santa Abraham  
Chair, Education & Planning Committee

**Next Meeting:** Wednesday, March 6, 2024 – Stage 14, 2<sup>nd</sup> Floor, FLCC Main Campus, 3325 Marvin Sands Drive, Canandaigua, NY 14424 (unless otherwise determined and noticed before the meeting).

**FINGER LAKES COMMUNITY COLLEGE BOARD OF TRUSTEES**  
**FINANCE AND FACILITIES COMMITTEE MEETING**  
**February 7, 2024**  
**Stage 14, 2<sup>nd</sup> Floor**  
**Finger Lakes Community College**  
**Presiding: Trustee Martin**

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**Committee Members Present:** Trustee Astles, Trustee Cushman, Trustee Geise (Board Chair), Trustee Martin (Chair), Rich Russell, Trustee Schumacher

**Excused:**

**Trustees:** Trustee Abraham, Trustee Cass, Trustee Mihalik,

**Staff and Students:** Brie Chupalio, Sim Covington, Kim Evans-Dame, Penny Hamilton, Ed Kelty, Dr. Robert Nye, Laura Ortiz, Debora Ortloff, Jason Tack, Cheryl Ten Eyck, Carol Urbaitis

**Guests:**

Meeting had a total of 3 in person attendance and 2 virtual participants 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.

At 5:18 P.M., Trustee Martin called the FLCC Board of Trustees Finance & Facilities Committee to order.

**Business**

**Review December 6, 2023, Committee Meeting Minutes**

Trustee Martin inquired if there were any revisions, or comments. None noted.

**FLCC 2023-2024 Operating Budget Update & Finance Report**

*Jason Tack, Vice President of Administration and Finance* explained the revenue and expenses and that December results are in line with last year and with the budget. Nonresident line is high due to CR (certificate of residency) bill processes incomplete, next month this will be more in line as students will be completing their CR. Revenue is higher due to enrollment being higher. This will change in the categories once the revenue is accounted for by each respective county. Trustee Martin inquired about state aid for the second quarter. Jason explained additional changes will be seen once the sponsorship amount is accounted for and that will be seen based on when the counties receive tax revenue this typically is reflected in February or March.

Jason explained that expenses are in line with budget. The supply line is a higher because enrollment is higher. Scholarships will be reflected with improved billing process. Year-end work continues with our auditors; however, we will be meeting with the Auditors to finalize the audit in a couple of weeks. We are not expecting a lot of auditor entries because a lot of it was done remotely. Finance process related to CR (certificate of residence) will come in from all counties. Some counties required students CR to provide notarized electronic filing, and this increased the time of when the student can receive their CR. This was a lot smoother process.

**RESOLUTIONS**

*Jason Tack, Vice President of Administration and Finance* explained the Grade contract and that there were not a lot of changes, and it was approved by the Ontario County Board of Supervisors. Jason presented the resolution as follows: APPROVAL OF A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE ONTARIO COUNTY BOARD OF SUPERVISORS, FINGER LAKES COMMUNITY COLLEGE AND THE GREATER ROCHESTER ADJUNCTS DEDICATED TO EDUCATION (GRADE) WHEREAS, negotiating teams representing Ontario County, Finger Lakes Community College ("The College"), and the Greater Rochester Alliance Dedicated to Education (GRADE) have reached agreement on terms and conditions of employment for the period September 1, 2022 through and including August 31, 2025; and WHEREAS, the original of said agreement is on file with the FLCC Human Resources Officer and the Clerk of the Ontario County Board of Supervisors; and WHEREAS, the FLCC Board of Trustees and Ontario County Board of Supervisors Personnel Committee have reviewed and recommend adoption of this resolution; and NOW,

THEREFORE BE IT RESOLVED, that the agreement between Ontario County, the College, and the FLCC GRADE is hereby approved for the period September 1, 2022 through and including August 31, 2025; and BE IT FURTHER RESOLVED, that the College is hereby authorized and directed to execute a collective bargaining agreement, incorporating the terms and conditions of employment set forth in the tentative agreement herein approved and approved as to form by the College President, FLCC Human Resources Officer, Provost and Vice President of Academic & Student Affairs, Ontario County Attorney and Ontario County Administrator; and BE IT FURTHER RESOLVED, that a certified copy of this resolution be provided to the Greater Rochester Adjuncts Dedicated to Education (GRADE), the FLCC Director of Human Resources, the FLCC Vice President of Administration & Finance and the Ontario County Attorney.

*Jason Tack, Vice President of Administration and Finance* presented the following resolution: AUTHORIZATION TO RENEW AN AGREEMENT WITH EAB GLOBAL, INC. FOR STRATEGIC ADVISORY SERVICES WHEREAS, Finger Lakes Community College has determined that there is a need for strategic advisory support services; and WHEREAS, EAB Global, Inc. possesses unique capabilities and expertise with regard to strategic advisory support for community colleges through best practice research; and WHEREAS, the College administration wishes to renew said agreement for a three year term beginning April 6, 2024 through April 5, 2027; and WHEREAS, the cost for the three year term is as follows:

April 6, 2024 through April 5, 2025 at a cost of \$18,206.00  
April 6, 2025 through April 5, 2026 at a cost of \$18,540.12  
April 6, 2026 through April 5, 2027 at a cost of \$18,880.92;

and WHEREAS, the FLCC Board of Trustees Finance & Facilities Committee has reviewed and approved this resolution; NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby grants authority to the Vice President of Administration and Finance to renew an agreement for strategic advisory support with EAB Global, Inc., 2445 M Street NW, Washington, DC 20037 for a three-year term beginning April 6, 2024 through April 5, 2027 at an annual cost of \$18,206.00, \$18,540.12, and \$18,880.92 respectively. BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC Vice President of Administration & Finance and the FLCC Vice President of Enrollment Management.

*Dr. Nye, President*, discussed that during his first year at the college he entered into an agreement for Executive Coaching and Professional Development. Since that time, he has three new Cabinet Members and a Cabinet Member that has transitioned into a position. The coaching and development have an executive focus. Dr. Nye explained that professional development is important to everyone. He would like to take the extra steps for development of faculty, and staff, because there are a lot of new people involved. Dr. Nye discussed the PEAKS program briefly. Trustee Martin feels it is a good investment. Trustee Mihalik commented that it is good to work on professional development. Dr. Nye explained that with the agreement we will be provided materials that provide improvement articles and the consideration of other options. *Dr. Robert Nye, President* presented the resolution related to Executive Coaching and Professional Development as follows: 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 WHEREAS, the request is to enter into an agreement with Ramerman Leadership Group for Executive Coaching related to Professional Development for the President and Cabinet Members; WHEREAS, bids were sought out from three vendors to provide coaching and professional services as outlined below:

- Organizational and Leadership Assessment to assess culture and cross-functional collaboration,
- Provide coaching services individually and as a team for the President and Cabinet Leaders; and
- Additional costs related to tools, materials and design will be outlined within the proposal; 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; 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 \$50,000 for the term of service agreed upon; and BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC Vice President of Administration & Finance.

**Informational Items**

*Jason Tack, Vice President of Administration and Finance* provided an overview of the following items:

Bid renewal: janitorial services for Victor and Newark

Bid renewal: professional printing services

Quote acceptance: mail courier services – changed mail courier for current year.

Quote acceptance: janitorial services for Geneva & Viticulture utilizing shine and Shine, retirement there provide temporary relief until we get that hired

Renewal of transcript ordering and distribution service for FLCC provided for students to get transcript on line

Budget transfer report Prog ed title IV calculations accurately. J’Dale identified the need for this 15.00 calculation to ensure we are doing it accurately.

**Adjourned**

There being no further business, 5:29 P.M., on motion by Trustee Cushman, and a second by Trustee Russell and a unanimous vote, the Board of Trustees Education & Planning Committee adjourned.

Prepared by,

Penny M. Hamilton  
Assistant Secretary of the Board

Submitted by,

Trustee Stephen Martin  
Chair, Education & Planning Committee

Next Meeting: Wednesday, March 6, 2024 – Stage 14, 2nd Floor, FLCC Main Campus, 3325 Marvin Sands Drive, Canandaigua, NY 14424 (unless otherwise determined and noticed before the meeting).

**FINGER LAKES COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**February 7, 2024**  
**Stage 14, 2<sup>nd</sup> Floor**  
**Finger Lakes Community College**  
**Presiding: Trustee Mary Joan Geise, Chair**

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**Committee Members Present:** Trustee Abraham, Trustee Astles, Trustee Cass, Trustee Cushman, Trustee Geise (Chair), Trustee Martin, Trustee Mihalik, Trustee Russell, Trustee Schumacher

**Excused:**

**Others Present:**

**Staff and Students:** Brie Chupalio, Dr. Sim Covington, Kimberly Evans-Dame, Penny Hamilton, Ed Kelty, Dr. Robert Nye, Laura Ortiz, Debora Ortloff, Jason Tack, Cheryl Ten Eyck, Carol Urbaitis, Sarah Whiffen

**Guests:** Meeting had a total of 3 participants 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 5:30 P.M. Trustee Geise called the FLCC Board of Trustees Meeting to order.

**Community/Public Comment**

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

**Approve the Consent Agenda Minutes & Resolutions**

Trustee Geise requested a motion to accept the minutes, on motion by Trustee Cushman and a second by Trustee Schumacher, the FLCC Board of Trustees unanimously approved the consent agenda.

Trustee Geise requested a motion to accept the resolutions on the Consent Agenda, on motion by Trustee Cass and a second by Trustee Astles, the FLCC Board of Trustees approved the resolutions on the consent agenda.

**Old Business**

None noted.

**New Business**

None noted.

**Chair's Report**

Trustee Geise expressed how proud she is of the students who assist people to fix computer issues at the IT Help Desk. A student assisted her with a computer issue and resolved the problem. These students will go on from FLCC and have a wonderful career.

**President's Report**

Dr. Nye reviewed that we had a lot of great things going on during Opening Days and presented slides that were in the packet. He explained that we should be very proud of where we are, especially seeing headlines related to other colleges that are having difficulties with enrollment and finances. He did caution that we are three to four decisions away from making good or bad decisions. He further explained that everyone is equally important for what they do in their job in term of coming together in what we do. He discussed the Strategic Plan and emphasized the three pillars, and provided an example a student who is a member of Student Corporation and attends classes online from India and recently has been recruited by Columbia University



However, he told them he needs to finish his degree at FLCC. The 2+2 Committee is reviewing 55 applications that were submitted as topics that tie into the strategic plan and he discussed the involvement with community industry engagement. He further explained the County support of FLCC advocacy efforts for funding. All the connections with various county personnel have assisted in our efforts. Investment of companies working with us on training programs for their employees with a result of supporting their customers. All these connections and involvement help us stay vibrant. Trustee Cushman mentioned that there was an information session with NYCCT, and folks suggested a resolution with the county sponsor for support. The additional encouragement to write your Assemblyperson and Senator. Ontario County has taken the position to be an early adopter to support our funding request to Legislative bodies. Dr. Nye further explained that we have 162 additional continuing students and that is more than last year. He discussed that we are always seeking out how to do things better, believing in our mission. He discussed Student Corporation and the advocacy efforts they are doing with legislative leaders by sending a group letter as well as individual letters requesting support. Trustee Schumacher mentioned that there are efforts for students to meet prior to the end of the month regarding advocating for funding to community colleges.

Dr. Nye discussed the involvement with the Facilities Master Plan and that the county is in favor of the Horticulture Complex at a cost of approximately 3.5 million. The Economic Development Corporation connection in Rochester is a valuable connection to have after meeting with them recently we increased our grant request to over 3 million. Trustee Martin inquired about the interest of the Regional Council and if there is a sense of interest in non-Monroe County? Further explanation is that there are 10 counties as members of the council and the dollars are to be spread out to members from the other counties that have representation on the council. Brie explained she sees representation from the other counties, however we were concerned about Ontario County. She further explained that Dr. Nye slid a report across the table at the Regional Council Meeting that reflected that Ontario has not received nearly anything compared to Monroe County. Brie explained that the report was impactful. Dr. explained there is a quarterly rolling process, if we apply in April we find out in July, if we apply in June we find out in October. Brie Chupalio explained that we need to provide an impactful story and get it to the right people. Dr. Nye found out that the Council does not have representation from Ontario County. The members on the Council determine who is awarded the dollars. There may be two Ontario Representatives added to the Council.

### **Student Trustee Report**

Trustee Schumacher did not have a formal report but explained that the Dating Doctor, Dave Coleman is on Campus and he provides information related to dating, leadership, public speaking, team building. Trustee Geise mentioned that she has seen him before when he was here, he is comical and has a positive message and he is well received.

### **Audit and ERM Committee**

The next meeting is scheduled for March 21<sup>st</sup> due to a reschedule from February 1<sup>st</sup> for Auditor's Report in preparation for the April BOT Meeting.

### **Board Development**

Trustee Mihalik will provide resolutions related to board operations that will be discussed at the Board of Trustees Retreat on February 16<sup>th</sup>.

### **FLCC Association**

Trustee Cass has nothing to report other than what is in the packet.

### **FLCC Foundation**

Trustee Geise discussed that the last she knew we only had 10 to 12 tickets left for Vintners & Valentines, she requested update from Brie. Brie explained that we are sold out. Trustee Geise explained that there is a silent auction and live auction. If you want to put together a basket for the silent auction you can. Brie mentioned that it is a live auction only, there will not be a silent auction and if you are putting together a basket, we will need it by April 12<sup>th</sup>.

## **NYCCT**

Trustee Mihalik returned this afternoon from the NYCCT National Legislative Summit in DC, further explaining that Dr. Nye and Trustee Cushman also attended. There was a statewide level, coordinated effort related to government relations. Trustee Cushman has done a fabulous job leading the committee and has spent an enormous amount of time on this effort. This has been a focused effort of presidents, trustees, and students. We have cracked the ice with Legislators and their staffers. We are not sure at this time how positive the results will be for this particular year but are making inroads into the perceptions related to the inequity related to 4-year schools, this has become an extremely sophisticated effort. ACCT merged with NYCCT for advocacy efforts with pro bono assistance related to legislative aspects, department of labor, and commerce. We feel this is all going to advance our position with work force development and apprenticeships. NYCCT Representatives attended a reception for Legislators in Albany and it was well attended, State Senator Pam Helming was there. The relationship with CUNY joining NYCCT is a big step and there was also a virtual meeting with representatives from NYCCT and ACCT.

Trustee Martin inquired if there was anyone there from the Executive Branch? Johanna Duncan-Poitier attended in person. The Governor has 97 million in the NYS budget for workforce development. Trustee Mihalik mentioned that Senator Schumer and Senator Hilebrand were there, and the funding model is there for advocacy efforts. Trustee Cushman mentioned that the message is getting to Schumer and Schumer indicated that he would call the Governor tomorrow. Senator Helming is open to meeting in Albany and in the district to answer any questions, she was very clear about that. Trustee Russell discussed the resolution to be supported by Ontario County and the letters that are going out from anyone connected with the college will be helpful. Assemblyman Gallahan is aware of the underfunding and Dr. Nye indicated that a meeting is scheduled with him. They are all aware we are underfunded and were shocked by how much. The reach out to the Governor and the calls and business letters is well organized. Trustee Mihalik discussed that there were 60 people from CUNY in attendance and the influence downstate is huge. Focus related to TAP is also in discussions. Student aid does not assist with college operations and to build out programs, curriculum and so forth and that is what we are fighting for. Trustee Cushman explained through the process he has had exceptional experiences and a lot of time has been put forth for advocacy efforts. He is confident we will get the floor and creating a build up for next year. NYCCT has had a full year with a paid advocate, and this has attributed to a very successful year. Trustee Mihalik mentioned to Brie the interest of exploring federal grant opportunities.

## **Student Corporation**

Trustee Cushman commended the student life office; Jennie and all her staff do a phenomenal job developing students for Student Corp.

## **Announcement**

### **Executive Session**

At 6:06 P.M., Board of Trustees Chair Geise called for a motion to enter into executive session under provisions of NYS Public Officers Law, Article 7, §105, (e), with Trustees and FLCC staff members [Dr. Robert K. Nye, FLCC President, Brie Chupalio, Sim Covington, Kim Evans-Dame, Ed Kelty, Laura Ortiz, Debora Ortloff, Jason Tack, Carol Urbaitis ] to discuss matters regarding collective negotiations pursuant to article fourteen of the civil service law.

On motion by Trustee Abraham and a second by Trustee Martin, the FLCC Board of Trustees unanimously entered into executive session.

Matters pertaining to collective negotiations were discussed. No action was taken.

At 7:08 P.M., on motion by Trustee Mihalik and a second by Trustee Cass, the FLCC Board of Trustees unanimously adjourned executive session.

## **Adjourned**

There being no further business, at 7:08 P.M., on motion by Trustee Astles, and a second by Trustee Cushman and a

unanimous vote, the Board of Trustees unanimously adjourned their open meeting.

Prepared by, Submitted by,

Penny M. Hamilton  
Assistant Secretary to Board

Trustee Donald Cass  
Vice Chair, FLCC Board of Trustees

Next Meeting: Wednesday, March 6, 2024 – Stage 14, 2nd Floor, FLCC Main Campus, 3325 Marvin Sands Drive, Canandaigua, NY 14424 (unless otherwise determined and noticed before the meeting).

DRAFT