

**FINGER LAKES COMMUNITY COLLEGE  
BOARD OF TRUSTEES EDUCATION AND PLANNING  
COMMITTEE MEETING  
September 4, 2024  
Finger Lakes Community College  
Stage 14**

**Presiding: Trustee George Cushman, Chair**

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

**Excused:**

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

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

**Guests:**

Meeting at 4:30 PM had a total of 7 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.

**Business**

**Review of August 7, 2024, Committee Meeting Minutes**

Trustee Cushman inquired if there were any adjustments, additions, corrections.

**Enrollment Report**

***Carol Urbaitis, Vice President of Enrollment Management,*** reviewed the report available in the packet and provided an update from Friday, August 30<sup>th</sup> compared to the packet report dated August 23<sup>rd</sup>. There is a 6% increase from Fall 2023, and FTE a 2.3% increased. There is a rebound based on the data received and we will continue to register students this week and throughout the end of October. Trustee Martin asked if the 6% increase includes Gemini students? The response was that the 6% increase does not include Gemini students.

**Student Success – Tutoring Services Update**

***Richard Van Dyke, Ph.D.*** explained this is his 3<sup>rd</sup> year as Assistant Director, however, has been involved for 25 years with different higher education institutions. He reviewed a PowerPoint presentation also available in the packet focusing on highlights and the scope of reach across campus. He further explained that we had a higher headcount than in the past, phenomenal high and only 14% of the services were delivered online. The focal point going forward is related to tutoring hours and the percentage of the persistence rate for students served. We would like to be recognized for as a National Credited Peer Training Program and reapplied for certification this past year. Trustee Mihalik inquired if the tutors are volunteers or are they paid? The tutors are paid minimum wage. There has been a full-time coordinator added for the science incubator as well as various activities for the center. He reviewed the creation of a data dashboard that indicates student performance and demographics. The physical space will be evident with adjustable tables, mobile tablets, and private space accommodation for the center. He referenced the retention rate outlined in the PowerPoint

and that we did very well with 10% difference based on last Fall to this Spring related to retention. There is a benchmark from the pre-Covid year. We have electronic tools to determine baselines and our reach will be wider than previously. Specific areas noted were retention and career rates. He also mentioned the additional staffing allowed based on the Perkins Grant which allowed us to perform more outreach for 2023-2024. We will continue with a dashboard provided through APCI to dig deeply in terms of demographic performance and retention. As well as determine future outreach and delivery. The story of a center is developed through the data center to identify and be developed for a center of distinction which takes a lot of hours. We do have a third-party vendor to assist with wide reach and based on their site were able to distribute 329 hours, 295 lessons to 79 students. We have a handful of students to link to Brightspace and the academic support services page. There is a need to focus on maximizing quality and maximizing delivery.

A chart was shared that identified one student accessing calculus quite a bit, this was an engineering student. Trustee Mihalik inquired about the whether the demographic connections will include accessibility results? Trustee Russell explained that we need to be mindful of privacy and how the various reporting can be used. We will be able to have accessibility software that indicates how many students are using the platforms available.

Trustee Cushman is pleased that the numbers are disaggregated, and he feels that it is important for minority students and thanked Richard VanDyke for the full report. Trustee Wille was thankful for the report in the packet and the persistence with math and science. Important to have gateway courses for success with college readiness and established skill set. It was felt that this report would be good to review with high school counselors. There was mention that Matthew Stever, Director of Admissions meets with high school counselors in the fall and spring and Carol Urbaitis will ask Matt to include Richard on the meetings to share the report.

### Resolutions

**Laura E. Ortiz, Provost and Vice President of Academic and Students Affairs** presented well documented policies and redlined policies that she spoke briefly on as follows:

Admissions Policy she noted the major change was adding disciplinary and extracting nursing admissions to make modifications more easily. **ADMISSIONS POLICY** - WHEREAS, the Division of Academic and Student Affairs, the FLCC Academic Senate, the Nursing Taskforce, and the Admissions Office have reviewed the existing Admissions Policy to align policy language with existing practices and procedures; and WHEREAS, this review highlighted the need to remove sections on nursing admissions from the policy and relocate those sections to relevant admissions webpages in order to affect timely changes and adhere to evolving requirements; and WHEREAS, these policy changes were properly presented to the College President for consideration and approval; and WHEREAS, the College President recommends the FLCC Board of Trustees approves the Admissions Policy, as amended; NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve said policy.

Noted that Basic Skills Testing and Placement Policy aligning scores and placement testing reflected students to engage in English and mathematics courses. **BASIC SKILLS TESTING AND PLACEMENT POLICY** - WHEREAS, the Division of Academic and Student Affairs, the FLCC Academic Senate, and the appropriate offices have reviewed the existing Basic Skills Testing and Placement Policy to align policy language with existing reading and writing placement and mathematics placement standards; and WHEREAS, these policy changes were properly presented to the College President for consideration and approval; and WHEREAS, the College President recommends the FLCC Board of Trustees approves the Basic Skills Testing and Placement Policy, as amended; NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve said policy.

Noted that the Grading Policy provided revisions in the cover sheet identifying one policy for folks looking for one element, and it was not intuitive for a grading policy, we extracted directly associates with assignment and reporting of grades. all other policies below were extracted and created as standalone policies. Trustee Cushman inquired as to who reviews all this? Laura Ortiz explained that it is a lot of work, and this is done through Admissions and the nursing expansion task force as well as academic senate. The Grading policy went through academic senate and introduced through sub committees and ultimately to academic senate. **GRADING POLICY- WHEREAS**, the Division of Academic and Student Affairs, the FLCC Academic Senate, and the appropriate offices have reviewed the existing Grading Policy to remove sections that do not directly pertain to procedures for assigning and recording of grades; and **WHEREAS**, those removed sections will serve as foundations for the creation of separate policies; and **WHEREAS**, these changes were properly presented to the College President for consideration and approval; and **WHEREAS**, the College President recommends the FLCC Board of Trustees approves the Grading Policy, as amended; **NOW, THEREFORE BE IT RESOLVED**, that the FLCC Board of Trustees does hereby approve said policy.

**ACADEMIC FORGIVENESS POLICY - WHEREAS**, the Division of Academic and Student Affairs, the FLCC Academic Senate, and the appropriate offices have reviewed the existing Grading Policy to remove sections that do not directly pertain to procedures for the assigning and recording of grades; and **WHEREAS**, those removed sections will serve as foundations for the creation of separate policies; and **WHEREAS**, the section on academic forgiveness, formally known as “fresh start,” was as one of the sections removed for establishment as a separate policy; and **WHEREAS**, these changes were properly presented to the College President for consideration and approval; and **WHEREAS**, the College President recommends the FLCC Board of Trustees approves the new Academic Forgiveness Policy; **NOW, THEREFORE BE IT RESOLVED**, that the FLCC Board of Trustees does hereby approve said policy.

**ADMINISTRATIVE REMOVAL POLICY - WHEREAS**, the Division of Academic and Student Affairs, the FLCC Academic Senate, and the appropriate offices have reviewed the existing Grading Policy to remove sections that do not directly pertain to procedures for the assigning and recording of grades; and **WHEREAS**, those removed sections will serve as foundations for the creation of separate policies; and **WHEREAS**, the section on administrative withdrawal or removal from a course was as one of the sections removed for establishment as a separate policy; and **WHEREAS**, these changes were properly presented to the College President for consideration and approval; and **WHEREAS**, the College President recommends the FLCC Board of Trustees approves the new Administrative Removal Policy; **NOW, THEREFORE BE IT RESOLVED**, that the FLCC Board of Trustees does hereby approve said policy.

**AUDITING COURSES POLICY - WHEREAS**, the Division of Academic and Student Affairs, the FLCC Academic Senate, and the appropriate offices have reviewed the existing Grading Policy to remove sections that do not directly pertain to procedures for the assigning and recording of grades; and **WHEREAS**, those removed sections will serve as foundations for the creation of separate policies; and **WHEREAS**, the section on senior citizens and course audits was as one of the sections removed for establishment as a separate policy; and **WHEREAS**, these changes were properly presented to the College President for consideration and approval; and **WHEREAS**, the College President recommends the FLCC Board of Trustees approves the new Auditing Courses Policy; **NOW, THEREFORE BE IT RESOLVED**, that the FLCC Board of Trustees does hereby approve said policy.

**COURSE DROP AND WITHDRAWAL POLICY - WHEREAS**, the Division of Academic and Student Affairs, the FLCC Academic Senate, and the appropriate offices have reviewed the existing Grading Policy to remove sections that do not directly pertain to procedures for the assigning and recording of grades; and

WHEREAS, those removed sections will serve as foundations for the creation of separate policies; and WHEREAS, the section on course drops and withdrawals was as one of the sections removed for establishment as a separate policy; and WHEREAS, these changes were properly presented to the College President for consideration and approval; and WHEREAS, the College President recommends the FLCC Board of Trustees approves the new Course Drop and Withdrawal Policy; NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve said policy.

**GRADE CHANGE POLICY** - WHEREAS, the Division of Academic and Student Affairs, the FLCC Academic Senate, and the appropriate offices have reviewed the existing Grading Policy to remove sections that do not directly pertain to procedures for the assigning and recording of grades; and WHEREAS, those removed sections will serve as foundations for the creation of separate policies; and WHEREAS, the section on grade changes was as one of the sections removed for establishment as a separate policy; and WHEREAS, these changes were properly presented to the College President for consideration and approval; and WHEREAS, the College President recommends the FLCC Board of Trustees approves the new Grade Change Policy; NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve said policy.

**INDEPENDENT STUDY POLICY** - WHEREAS, the Division of Academic and Student Affairs, the FLCC Academic Senate, and the appropriate offices have reviewed the existing Grading Policy to remove sections that do not directly pertain to procedures for the assigning and recording of grades; and WHEREAS, those removed sections will serve as foundations for the creation of separate policies; and WHEREAS, the section on independent studies was as one of the sections removed for establishment as a separate policy; and WHEREAS, these changes were properly presented to the College President for consideration and approval; and WHEREAS, the College President recommends the FLCC Board of Trustees approves the new Independent Study Policy; NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve said policy.

**Kim Evan-Dame, Interim Chief Human Resources Officer** presented a resolution to Adjust the FLCC Professional Service Roster. She explained that the two positions relate to a 12-month position and a 10-month position. The 12-month position that is sensitive to the adjunct contract and the catalog software used. The 10-month position updates the needs of students related to the nursing labs. Trustee Mihalik wondered how the position description relates to the academics for the students? Kim further explained that based on historical knowledge she would defer to someone else. Debora Ortloff explained that the college catalog was manually done and published as a pdf. The new position will allow for the staff in that position to have a more accurate catalog using watermark software. The process is more complex and the requirements are specific this will provide us better accurate catalog and that is imperative based on risk and not receiving an accreditation violation. **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

Academic and Student Affairs Coordinator (8/13/2024)

Previous Title

Academic Specialist (11/4/2022)

Nursing Laboratory Coordinator (8/14/2024)

Nursing Laboratory Coordinator (3/7/2019)

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.

**Strategic Thought Presentation**

**Diversity, Equity & Inclusion and Student Athlete Update**

Sim K. Covington, Jr., Ed.D., Chief Diversity Officer and Dean of Student Athlete Development provided a presentation in PowerPoint format and explained that the involvement with athletics and DEI is going up in every area. There is diversification with employees, and we have gained wonderful candidates of gender, race and veteran status. We had a lower number of candidates that applied to the college in 2023-2024. He provided a summary of that reflecting that 25% of employees were underrepresented. Clear Company statistics for Fall 2023 vs 2024 was discussed the geographic location of FLCC and that Syracuse and Rochester both have community colleges as well. He suggested that most people of color may not come here to FLCC due to our geographic location. The Analysis is receiving a deeper dive by Human Resources related to the number of employee opportunities for underrepresented minorities. There simply may be the justification that individuals do not meet the qualifications. DEI Personnel Recruitment is very active with Geneva BID, ERG (Employee Resource Group), etc. ERG has worked with Admissions at St. John Fisher, and with the young professional's group and strategizing with veterans on campus. Spring enrollment was up 3.4% and Sim was happy to share that we were able to share academic success to give customers what they want. There have been the proper stake holders involved. Sim referred to Nathan in Admissions as a wiz and a dyno with international students. He had involvement with international education through Canisius College and speaks several languages. He has been heavily involved with the SUNY career fair. Objective is to acquire students of color and retention of students of color. He further explained that for fall 2024 there could be a variety of different bias. Laker Landing has a diverse makeup of Resident Directors, and this is exciting for the suites. Diversity Council and the Student Board President is involved with every area of the college with a goal of 6 town/gown relationship building activities with the Victor Central School Council, there will be more conversations about that.

The Athletic Programs are great. Volleyball won! Sim further explained to the Board of Trustees about the success of many of our athletes have allowed them to leave FLCC after two years to attend college at St. John Fisher, Penn State, Stony Brook and there is one student that will be playing for the Texas Rangers. That is a big deal for FLCC to reflect the success of students who attended college here and played sports. National Volleyball tournament is scheduled to take place in April and talks of us hosting the event are in discussion.

**Adjourned**

There being no further business, at 5:15PM, on motion by Trustee Geise and a second by Trustee Mihalik 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, October 2, 2024 –Stage 14, FLCC Campus, 2332 Marvin Sands Drive, Canandaigua, NY 14424 (unless otherwise determined and notice posted before the meeting).*

**FINGER LAKES COMMUNITY COLLEGE BOARD OF TRUSTEES**  
**FINANCE AND FACILITIES COMMITTEE MEETING**  
**September 4, 2024**  
**Finger Lakes Community College**  
**Stage 14**

**Presiding: Trustee Martin**

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

**Excused:**

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

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

**Guests:**

Meeting had a total 7 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 5:15 P.M., Trustee Martin called the FLCC Board of Trustees Finance & Facilities Committee to order.

### **Business**

#### **Review of August 7, 2024, Committee Meeting Minutes**

Trustee Martin requested if there were any or comments or changes. There were none noted.

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

***Jason Tack, Vice President of Administration and Finance*** reviewed the financials, he explained As of July, as it relates to revenue, we invoiced other counties for chargebacks and that income will be placed in an interest-bearing account as a cash investment. We received \$100,000 between July and August and he indicated that year end entries were reviewed. He also discussed that Grant activity was booked as revenue. Grant activity will contribute to revenue, but funds from Ontario County will no longer be included as of next year. Expenses are on track with budget, and we have savings in the salary line due vacant positions. There are equipment supply and expense encumbrances for August. We may have those results outlined in October or November. Some expenses will carry over to next year. There was a question from Trustee Mihalik related to student residents with no tuition and additional charges for international students. Jason explained that there is a different rate which is higher for non-resident students.

Jason discussed that we are working with Bonadio to meet in November and to be able to present the budget in March. Right now, we are working to get the books buttoned up.

### **RESOLUTIONS**

***Jason Tack, Vice President of Administration and Finance*** presented the following resolutions and indicated that we have worked with Rickki Van Camp for a number of year and a request for proposal for Geneva/Newark as well as **ACCEPT REQUEST FOR PROPOSAL: PHOTOGRAPHY SERVICES WITH RIKKI VAN CAMP - WHEREAS**, the Ontario County Purchasing Director received proposals for photography services, R24064 Finger Lakes Community College; and **WHEREAS**, college personnel have reviewed said proposals and determined that the proposal from Rikki Van Camp is acceptable at an annual cost not to exceed \$15,000; and **WHEREAS**, the award would be for a three-year term from September 5, 2024 through

September 4, 2027; and WHEREAS, the specifications for RFP R24064 allow an option for renewal for two additional twenty four-month periods for a total of four additional years, if mutually agreeable by both parties; 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 accepts proposal R24064 between FLCC and Rikki Van Camp, 842 Turner Rd., Palmyra, NY 14522 for a term from September 5, 2024 through September 4, 2027 for an amount not to exceed \$15,000 annually; and BE IT FURTHER RESOLVED that certified copies of this resolution be sent to the FLCC VP of Administration & Finance, and FLCC Director of Public Relations & Communications.

Jason explained the need to rescind a resolution passed last month due to the wrong listing of the vendor. **RESCIND RESOLUTION 70-2024, AUTHORIZE PRINTER LEASE BETWEEN FLCC AND EBP SUPPLY SOLUTIONS -** WHEREAS, resolution 70-2024, dated August 7, 2024, authorized a new printer lease between FLCC and EBP Supply Solutions; and WHEREAS, the business name and address, EBP Supply Solutions, 200 Research Dr, Milford, CT 06460 was incorrect; and WHEREAS, the correct business name and address is Electronic Business Products, 4 Airport Park Blvd, Latham, NY 12110. NOW, THEREFORE BE IT RESOLVED, that the Finger Lakes Community College Board of Trustees hereby rescinds Resolution 70-2024

Jason put forth the resolution with the completed correct name of vendor. **AUTHORIZE PRINTER LEASE BETWEEN FLCC AND ELECTRONIC BUSINESS PRODUCTS -** WHEREAS, college personnel have received two quotes for a five-year lease of 22 printers, determining the lowest quote from Electronic Business Products to be the most cost effective; and WHEREAS, the leased printers have an estimated total monthly cost of \$4,156; and WHEREAS, the FLCC Board of Trustees Finance & Facilities Committee have reviewed and approved this resolution; NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby authorizes a five-year lease of 22 printers at an estimated total monthly cost of \$4,156 through Electronic Business Products, 4 Airport Park, Latham, NY 12110; and BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC Vice President for Administration and Finance and the FLCC Controller.

### **Informational Items**

*Jason Tack, Vice President of Administration and Finance reviewed the informational items as outlined below:*

**Quote Acceptance for Janitorial Services for the FLCC Geneva Campus an FLCC Viticulture Center** Sheen and Shine. There will be an evaluation of reviewing the need for a part-time or full-time janitorial position in the future.

Budget transfer report reflects the movement of entries within departments for appropriate expense coding.

Jason explained we have a great year coming up for 2024. As discussed last month at Muller and that we need to focus on writing off bad debt. Focus on old stuff that needs to be written off, this will be brought forth to you and will be a larger amount than in the past. This is to allow us to get our books to be looked at in the right way. Need to also focus on getting our students to pay we do not have a mechanism for that. In the past we could withhold transcripts however based on the Governor's order transcripts cannot be withheld. Need explore the financial implications, and possible resources students can receive due to nonpayment. If students are not able to pay it impacts our FTEs.

### **Adjourned**

There being no further business Trustee Martin requested a motion to adjourn at 5:24 P.M., on motion by

Trustee Astles, and a second by Trustee Russell 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 Stephen Martin  
Chair, Finance & Facilities Committee

Next Meeting: *Wednesday, October 2, 2024 –stage 14, Canandaigua 2332 Marvin Sands Drive, NY 14564 (unless otherwise determined and notice posted before the meeting).*

DRAFT



**FINGER LAKES COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**September 4, 2024**  
**Finger Lakes Community College**  
**Stage 14**

**Presiding: Trustee Donald Cass, Chair**

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

**Excused:**

**Others Present:**

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

**Guests:** Meeting had a total of 7 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 5:25 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.

**RESOLUTION**

Trustee Cass read a resolution as follows:

**EMPLOYMENT SUPERVISORY AUTHORITY OF THE BOARD OF TRUSTEES OVER THE PRESIDENT OF FINGER LAKES COMMUNITY COLLEGE - WHEREAS** New York State Education Law Section 6306, specifies that Finger Lakes Community College shall be administered by a board of trustees; five appointed by the local legislative body or board, four by the governor, and one elected from the student body; and **WHEREAS** the Finger Lakes Community College Board of Trustees shall appoint a president for the college, subject to approval by the state university trustees; and **WHEREAS**, the Finger Lakes Community College Board of Trustees may enter into any contract or agreement deemed necessary or appropriate for the effective operation of the college, including, but not limited to, the employment contract with the president; and **WHEREAS**, the responsibility and the authority to conduct the annual performance evaluation of Finger Lakes Community College president and to amend the terms of their contract rests entirely with Finger Lakes Community College Board of Trustees; **NOW, THEREFORE BE IT RESOLVED**, that the Finger Lakes Community College president's performance appraisal, performance evaluation or performance review, and terms and conditions of their employment contract can only be influenced by, altered, or amended via negotiations between the president and the Board of Trustees at Finger Lakes Community College.

Dr. Nye noted that this to provide an awareness to the public for their knowledge. Trustee Cushman commented that NYCCT (New York Community College Trustees) that represent all 30 community colleges across the state had a meeting with the Chancellor. The Chancellor feels there is a need for consistency with the 4-year colleges and would like to take control of the process of the hiring of Presidents at Community Colleges. The Presidents are not employees of SUNY nor are the President a state employee. The contract rests with the Board of Trustees that are appointed by the County and Governor and the students. There was a push back on that performance review. The County Sponsor provides the funds through the local community and

business interactions

therefore, should remain decision of the hiring and evaluations of a President at the local level. The template resolution is similar to other community college and a declaration based on the meeting last week and everyone is on the page as to how this should be addressed.

Trustee Mihalik mentioned that there is a controversy about this with the Chancellor and certain community college board members and college presidents were surprised that this came from the Chancellor. Trustee Astles asked if there was any consideration to a companion resolution by sponsoring counties? This appears to be a matter of control and should be viewed as a county personnel issue. Chancellor would like control over any liabilities that could arise from selection of a President. Trustee Cass and Trustee Wille will be working on joint correspondence related to the county and the community college. Trustee Geise explained that the President at the local level works with government officials, local schools, and State entities. The county owns all our buildings, we manage the buildings. The County is involved with the strategic plan. We have an effective relationship with the County. Trustee Martin inquired if there has been any pursuit of legal involvement? Trustee Cushman indicated no, not at this point and is hoping it will not be necessary. Trustee Cushman mentioned that both Trustees Russell and Cass sat in on the virtual meeting last week and were in support to move forward with this resolution. There is a request for Chair Cass and Chair Wille to work together on a county communication. There was a mention of quite a few years ago the State wanted to get involved with Medicaid and Medicare at the County level and it didn't go well. The elected representatives and the county attorney are on the same page with protect this board and the President of this college. Trustee Cushman discussed that we have a planned subcommittee to do a deep dive.

Trustee Cass requested a motion, Trustee Russell motioned approval and a second from Trustee Cushman.

Trustee Cass requested a motion to accept the Consent Agenda.

Trustee Mihalik motioned approval and a second from Trustees Astles to accept the Consent Agenda of Minutes and Resolutions.

#### **New Business**

None noted.

#### **Old Business**

None noted.

#### **Presidents Report**

Dr. Nye thanked everyone involved with Opening Ceremony and complimented Dr. Ortiz for her well-orchestrated involvement with Opening Days. The movement of opening days events from the auditorium to the gym because we had such a great turnout was well done. It was a great start of the school year seeing that G lot parking lot was full, it has been a long time since we have seen that. He thanked the FLCC Association for their involvement with students and parents in preparation registration for the dorms. There were great efforts from faculty and staff assisting the students.

Acknowledged Title VI issues and involvement with Sarah Whiffen of Student Affairs, Sim Covington and Matt McGrath to provide an extension. Kim Evans-Dame has launched the Trustees training to see and participate as well as see the challenges colleges have. He acknowledged again the great work do, as an example such as that of Professor Hewlett and his students related to Applied Learning related to food sourcing. Further mentioning

opportunity innovations with our LPN program and assisting Genesee Community College and branching out to Livingston and Wyoming Counties for recruitment of students. This great work reflects our values that tie into the strategic plan. In addition, mention of orientation being provided to 380 students, and 144 online students as well as 560 guests.

### **Student Trustee Report**

Trustee Hall reported that we provided an ice cream social for students and parents to enjoyed. A grab and go breakfast were also provided to students and a movie is planned for tomorrow. Today signified Fall Fest. She will have specific numbers next month based on attendance. She mentioned that Dr. Nye was able to secure 350 Miranda Lambert tickets for the concert and these were donated for students to use.

### **Audit & ERM Committee Report**

Trustee Astles has noting to report at this time other than a meeting is scheduled for September 11<sup>th</sup>.

### **Board Development Committee**

Trustee Mihalik mentioned that she needs to get with Penny to establish some dates to meet in October or November.

### **Association Report**

Trustee Cass has nothing to report currently.

### **Foundation Report**

Trustee Geise explained the Golf Ball Drop is scheduled for September 28<sup>th</sup> please buy some tickets. The bucket truck with be at D lot at 12Noon to drop the balls. There are also athletic events prior and after. Brie Chupalio mentioned there will also be an Alumni Tailgate event.

### **NYCCT Report**

Trustee Mihalik explained that most of the discussion recently was based on the situation the arose with the Chancellor in terms of President selection. She mentioned that FLCC again will provide a wine tasting in at the NYCCT Conference in October and thanked Dr. Nye for his involvement. Trustee Mihalik mentioned the involvement of Christine Parker, our faculty guru that presented last year related to AI and health care. Although she will not be presenting this year, Christi provided suggestions for a replacement.

Student Corp.

Trustee Cushman mentioned the first meeting of the semester is September 25<sup>th</sup>.

### **Announcement**

#### **Executive Session**

At 5:51 P.M., Board of Trustees Chair Cass 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, Kimberly Evans-Dame, Debora Ortloff, Laura Ortiz, Jason Tack, Carol Urbaitis] to discuss matters regarding collective negotiations pursuant to article fourteen of the civil service law.

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

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

At 6:04 P.M., on motion by Trustee Martin and a second by Trustee Astles, the FLCC Board of Trustees unanimously adjourned executive session.

**Adjourned**

There being no further business, at 6:05 P.M., on motion by Trustee Geise, 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, October 2, 2024 –stage 14, Canandaigua 2332 Marvin Sands Drive, NY 14564 (unless otherwise determined and notice posted before the meeting).*

DRAFT