

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

**March 6, 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:** Trustee Astles, Trustee Martin

**Trustees:** Trustee Cushman, Trustee Russell

**Staff and Students:** Selim Araci (virtual), Jeff Babcock, Jennifer Carney (Virtual), Brie Chupalio, Kimberly Evans-Dame, Penny Hamilton, Ed Kelty, Mehegan Murphy, Dr. Robert Nye, Debora Ortloff, Laura Ortiz, Jason Tack, Carol Urbaitis

**Guests:** Robert Kalbach (virtual)

Meeting had a total of 4 people in person attendance and 3 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 February 7, 2024, Committee Meeting Minutes**

Trustee Abraham inquired if there were any concerns or edits to the minutes. There were not any concerns or edits.

##### **Enrollment Report**

*Carol Urbaitis, Vice President of Enrollment Management*, reviewed the report available in the packet for Spring 2024. She provided an update as of March 1<sup>st</sup> enrollment head count is up 7.7% and FTE is up 9%, Gemini registrations for state aid are up 3.5% and FTE is 0.4%, we will have better numbers available mid-March because there is a continuance of registrations that come in after the deadline.

##### **Student Success & Strategic Thought Presentation Combined – Science & Technology**

Matthew Rischpater provided a presentation related to Science & Technology, the PowerPoint in the packet. Matthew thanked the Board of Trustees and Dr. Nye for the opportunity to speak on the topic. He explained that he is a licensed Architect and is the Design Instructor at the Victor Campus. This is an articulated Architectural Program. He provided an overview of the 3 types related to the program that were outlined in the packet. He reviewed Smart System Technology and the involvement with NYS companies related as light industrial. The Victor Campus STEM involvement related to art was discussed as well as referring to the engineering science program which was established as the earliest program in 1970. He further discussed the A.S. degree to prepare students to transfer into a 4-year degree program. Dr. Araci is instrumental and involved with students to transfer to a 4-year degree program. There was a graph in the presentation that displayed the sharp spike in the program during Covid when we were providing options for online learning. The program has grown since then and we have students that have transferred to several universities followed by career paths with Space Ex, NASA. He shared a picture of recent graduates and discussed the Alumni connections that continues to be very helpful for the students who have been in the program. The programs related to ESC and SST are programs that work together related to engineering technology. The last two competitions they have been involved with they have won first place; Josh Bell coordinates the Club for the Victor Campus.

Further discussion of Smart technology Innovations and the increase in enrollment with connection of technology

and architecture works well. There is outreach to for community involvement in terms of businesses and an increased awareness of the program. The greatest part is as a Co-Op we have smaller classes, and the students can work full time and get their degree through the work environment connection. We have 50 business partners. As you probably already know the students work and go to school at the same time and it is challenging. Hy flex and online classes allow students to reach their goals. Interestingly 98% of businesses will hire the students who have worked for them through the program. The challenge for most businesses is to hire the right person they have the benefit of a trained work force member with the students, and this is a benefit to the employer and the student. The Co-ops have 270 work hours that have prepared them for the work force. Career in manufacturing becomes clearer through the program and there is also an economic impact.

The construction robotics that been introduced where the bricks are placed and mortared providing efficiency and add life to people's lives. He reviewed recent graduates that are at RIT, Naval Seas in Philadelphia for missel defense and at Afred these were all very focused students.

There are not many Architectural Technology A.A.S. degrees. There is 4 in total, one at Oswego and the others are Buffalo, and in Newark in Dutchess County. A professional degree in architecture has a requirement of a 5-year degree. Alfred has accreditation for a professional 5-year program and we have a seamless transition with Alfred.

Students need the skills and confidence to get their master's in architecture. He showed a rendering of a model in the packet that provided history class and construction law, highlighting the Industrial Revolution and the necessity of Auto Cad. Our students are in class two days and have three days off for work. This provides a great opportunity for a 2-year degree. We have a student from Brazil who graduated and is already practicing due to hands on experience. Prior to COVID we would do field trips to Architectural firms, Asylum of the Insane, and a trip to NYC. He shared a listing of firms that students have went to work for as well as students who have transferred to colleges.

Trustee Cushman inquired about common barriers for student success. Matthew explained that we have 60-70 percent of our students transferring. There are 3 hours of studio requirements and 6-12 hours outside of class for class requirement work. Jennifer Carney explained that the Science Technology program has grown in particular engineering which is one of our top 10 majors at the college, it has doubled in enrollment. There is a proposal for a support position for students which would relate to our strategic plan the need for online support. She discussed that Salim Araci has been coordinating the program for 37 years and 50% of our students make it into 4-year schools, or the online first 2-year students are hired for full time jobs. Most are excellent and dedicated students. Salim explained that historically the program has been challenging. Businesses really appreciate the skills our students bring and are ready for job placement. He explained a barrier to success is math proficiency, the way to think of math, graphically, chalk and board and software quantitative skills. Algorithms, we do not go beyond pre-calculus, nationwide there are 25% that graduate with bachelor's degree. This is important for manufacturing to increase success. The mention of liberal arts degrees and that 54% are under-employed. Four million liberal arts graduates' plateau in their careers. Through Hy flex we can invite them in we can help you transition into high paying technical jobs. Addressing workforce need in the technical areas where needed. The other barrier that Jennifer Carney discussed for architecture students is that we only have the capacity of 12 students and there is only one professor, space is a concern as well. We have 120 engineering students enrolled and they don't all come in the fall, summer, and spring. Professor Araci has been here for 37 years and nearing retirement, succession planning needs to be in place so that the program can continue. Need to determine how to support this program in the future. Trustee Abraham asked what the strategy is for attracting students. Matthew explained that we post the program on the Website and that is not to say we don't lose students, we have non-traditional students, late 20s who may need to stop or move, things happen. We visit several high schools and we have visit Fridays where interested parties can come to victor campus center. Recently the Urban League of Rochester students reached out to us for a visit. Sam Samanta is a marketing machine.

## **RESOLUTIONS**

*Laura E. Ortiz, Provost and Vice President of Academic and Students Affairs* explained that she is highly recommending Emeritus Distinction to Professor Robert Kalbach, he truly represents the community college and has worked in all areas of curriculum, student advising, internal and external service, and a life time learner with his

participation in conferences to enumerable to mention. Dr. Kalbach is a true Ambassador of FLCC college.

Dr. Kalbach thanked Dr. Nye and the Board of Trustees for this award and recognition. He believes he provided support and dedication to student's education and assisting the students with their professional career once they left FLCC. The many committees he served on provided the opportunity and privilege as a professor that other professions would not have given him. He presently volunteers working with 9<sup>th</sup> graders at his local church to teach biology and chemistry. Again, he thanked Dr. Nye and the Board of Trustees and the Faculty for this honor.

*Laura E. Ortiz, Provost and Vice President of Academic and Students Affairs* presented the resolution - Grant Emeritus to Professor Robert Kalbach, WHEREAS Emeritus status was established to recognize College employees who retire in good standing, have served the College with distinction for a minimum of fifteen years, and their contributions have been widely recognized by the College and the sponsoring community, and WHEREAS Professor Kalbach was an employee of the College for twenty-three years and a member of the Science & Technology Department who was a highly respected department member, involved in college governance and a member of numerous committees. His legacy shines through in the Science and Technology department courses and the impact on his colleagues; and WHEREAS Professor Kalbach was an interdepartmental and interdisciplinary bridgebuilder, who forged and sustained relationships with Nursing, Honors, Allied Health, Conservation, Early Childhood Education, and Social Sciences, and ensured that the chemistry courses met the needs of students in every program. Throughout his tenure he showed a passion for success for his students. He was devoted to championing students in the discipline of chemistry. Many students appreciated his conscientiousness and deep concern for their success in the course and their professional aspirations WHEREAS Professor Kalbach was passionate about giving back to his community. He participated in Science and Technology Exploration Day for girls in grades 8-12 and as a poster judge and a research project supervisor. He served on the External Committee of Math and Science Review at Jamestown Community College. He worked with elementary children at the World Science Festival in New York City, and was a reader for six years the College Board's Advanced Placement (AP) for Chemistry; and WHEREAS Professor Kalbach was passionate about continued professional growth and attended innumerable national and regional conferences such as American Chemical Society National Convention, the League of Innovation Conference for the Community Colleges, the National Science Teachers Association gathering on "Next Generation Science Standards," and the Eastern Analytical Symposium and Exposition; and NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby bestow the distinction of Professor Emeritus status upon Robert Kalbach with all the rights and privileges thereof.

*Laura E. Ortiz, Provost and Vice President of Academic and Students Affairs* recommended administrative appointment to Mehegan Murphy who is with us this evening. Mehegan received high recommendation in all areas from her supervisors and her self-evaluation provide a minded approach, related to her work ethic, and unrelenting focus related to the student experience at FLCC. She was recognized as a gifted communicator that works with the most challenging families. Her focus related to inclusion and the opinions of others are valued, she encompasses interconnectedness. GRANT PROFESSIONAL ASSOCIATION ADMINISTRATIVE APPOINTMENT: Mehegan Murphy, Director of Academic Advising, Career and Transfer Services WHEREAS, Mehegan Murphy, 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 Mehegan Murphy 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 Mehegan Murphy, Director of Academic Advising, Career and Transfer Services, effective September 1, 2024.

*Laura E. Ortiz, Provost and Vice President of Academic and Students Affairs* reviewed comments conveyed by Jennifer Carney, Michael Tiberio's departmental colleague. Michael has years of experience and is willing to mentor colleagues and students. He adds value in his daily contributions and has a general willingness to improve teaching and learning. He is applauded and admired for his dependability, making sure the department is supported in a timely responsible manner. This is a highly recommended Administrative Appointment. GRANT PROFESSIONAL ASSOCIATION ADMINISTRATIVE APPOINTMENT: MICHAEL TIBERIO, INSTRUCTIONAL SPECIALIST WHEREAS, Michael

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

College President recommends Michael Tiberio 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 Michael Tiberio, Instructional Specialist, effective September 1, 2024.

*Laura E. Ortiz, Provost and Vice President of Academic and Students Affairs* discussed that the following resolution was done to create accessibility for classes in the fall and spring semesters. The recommendation is for this to begin this spring with placement on the Dean's List and a letter to be provided. Recognition at graduation to ensure it is under the umbrella. Trustee Abraham inquired about the standard practices. The explanation is that it was approved and reviewed by academic senate.

RECOMMENDATIONS TO CHANGE DEAN'S LIST ELIGIBILITY AND CREATION OF AN ACADEMIC HONORS POLICY

WHEREAS a recommendation was presented to Academic Senate suggesting a review of Dean's List eligibility, Policy Number A-7; and WHEREAS said recommendation was based upon the following rationale:

- The fall list allows only full-time students, and the spring list, while allowing part-time students, requires they be part-time for both semesters, and
- FLCC students go back and forth between part-and full-time or take a semester off, and
- FLCC seeks to attract more adult students whose accomplishments should be acknowledged equally; and

WHEREAS the Academic Senate has reviewed the current eligibility language with an aim to give part-time students the same opportunities as full-time students; and WHEREAS the Academic Senate in its review discovered that other academic honors are identified in the Graduation & Commencement policy, Policy Number: A-10; and WHEREAS the Academic Senate is of the opinion that there should be only one policy that collectively describes all academic honors; therefore be it RESOLVED Academic Senate makes the following recommendations:

A. Dean's List eligibility language be changed to the following:

Finger Lakes Community College shall recognize students who achieve high academic standing during a fall or spring semester. Students shall be cited for their achievement by being placed on the Dean's List if they complete a semester with 5 or more credits, achieve a 3.5 Grade Point Average, and all grades are above passing and have no W grades or incompletes.

The Provost, Vice President of Academic and Student Affairs shall send a congratulatory letter to each eligible student.

The Dean's List Eligibility policy, Policy Number: A - 7 be retitled "Academic Honors" and include the following sections:

**Dean's List Eligibility:**

Finger Lakes Community College shall recognize students who achieve high academic standing during a fall or spring semester. Students shall be cited for their achievement by being placed on the Dean's List if they complete a semester with 5 or more credits, achieve a 3.5 Grade Point Average, and all grades are above passing and have no W grades or incompletes.

The Provost, Vice President of Academic and Student Affairs shall send a congratulatory letter to each eligible student.

**Graduation Honors:**

Finger Lakes Community College shall award degrees with honors designation based upon the cumulative grade point average as follows:

3.80 - 4.00 *Summa Cum Laude* (High Honors)

3.50 - 3.79 *Magna Cum Laude* (Honors)

Academic Honor Societies:

Students who have been inducted into Finger Lakes Community College honor societies and remain members in good standing will be awarded the appropriate honor society designation at graduation.

The Graduation & Commencement policy, Policy Number: A-10 be revised as follows:

Strike the following language:

Awarding of Honors

Degrees shall be awarded with honors designation based upon the graduate's cumulative grade point averages as follows:

Honors 3.50 - 3.79

High Honors 3.80 - 4.00

Add under the section Related Document:

Academic Honors policy; and

BE IT FURTHER RESOLVED Academic Senate recommends these changes be endorsed by the President and implemented beginning with the Spring 2024 Dean's List.

Presented to Academic Senate on 1/25/2024

Passed by Academic Senate on 2/15/2024

*Laura E. Ortiz, Provost and Vice President of Academic and Students Affairs* discussed the reason for discontinuance of the program. Originally it was designed for NYS Environmental Officer or Forest Ranger. Changes to qualifications indicate that we no longer meet the qualification to prepare students for the specific degree. Trustee Abraham inquired how would a student know? Mehegan Murphy explained that is a great question, internally we work with students to select other course of study to better fit their requirements, this is done with review of courses on the Website and conversation internally with the student. APPROVE DISCONTINUANCE OF ENVIRONMENTAL CONSERVATION LAW ENFORCEMENT DEGREE WHEREAS, Finger Lakes Community College seeks to ensure that we are offering the appropriate mix of programs to ensure students can attain work or transfer; and, WHEREAS, Finger Lakes Community College has other degree programs to fit this need; and, WHEREAS, the Academic Senate of Finger Lakes Community College voted to approve the Discontinuance of the AAS Environmental Conservation Law Enforcement Degree on January 25th, 2024 NOW, THEREFORE BE IT RESOLVED, that the Finger Lakes Community College Board of Trustees does hereby approve the Discontinuance of the AAS Environmental Conservation Law Enforcement Degree.

**Adjourned**

There being no further business, at 5:27 PM, on motion by Trustee Cass and a second by Trustee Mihalik 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, April 3, 2024 – Geneva Campus Center, 63 Pulteney Street, Geneva, NY 14456 (unless otherwise determined and noticed before the meeting).

**FINGER LAKES COMMUNITY COLLEGE BOARD OF TRUSTEES**  
**FINANCE AND FACILITIES COMMITTEE MEETING**  
**March 6, 2024**  
**Stage 14, 2<sup>nd</sup> Floor**  
**Finger Lakes Community College**  
**Presiding: Trustee Russell**

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

**Excused:** Trustee Astles, Trustee Martin

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

**Staff and Students:** Jeff Babcock, Brie Chupalio, Kimberly Evans-Dame, Penny Hamilton, Ed Kelty, Dr. Robert Nye, Debora Ortloff, Laura Ortiz, Jason Tack, Carol Urbaitis

**Guests:**

Meeting had a total of 3 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.

Trustee Geise requested that Trustee Russell chair the Finance & Facilities Meeting in the Absence of Trustee Martin and Trustee Astles.

At 5:28 P.M., Trustee Russell called the FLCC Board of Trustees Finance & Facilities Committee to order.

**Business**

**Review February 7, 2024, Committee Meeting Minutes**

Trustee Russell requested if there were any revisions or comments. There were none noted.

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

*Jason Tack, Vice President of Administration and Finance* explained the revenue and expenses as of 1/31/24 tuition is higher than last year, and revenue will continue to go up for February and March due to Gemini enrollment. The 6 million in sponsor payments will be coming in next week which will then increase our numbers to be higher as well. Expenses are on track with budget supply and expenses due to scholarships being recognized. Previously the fall scholarships were recognized in the Spring 2023 semester. Utility costs are based on the timing of when we receive the invoices. Jason inquired if there were any questions, there were no questions.

**RESOLUTIONS**

*Dr. Robert Nye, President* presented the following resolution related to faculty support. In terms of student success, we left out a key component and that was to provide professional development support for our faculty. Previously we had a Grant position, however that did not get filled. After discussion with the Provost, it was determined to look at the general fund for a means to request the monies to provide the faculty the support they need. **HOLISTIC FACULTY & STUDENT SUCCESS THROUGH INCLUSIVE TEACHING EXCELLENCE** WHEREAS, the Finger Lakes Community College faculty are the lynchpin of student retention and success through the learning experiences they create and facilitate for their students; and WHEREAS, continuous faculty development in the scholarship and practice of teaching and learning is critical to teaching effectiveness and professional growth, and the Gladys M. Snyder Center for Teaching and Learning has clearly established goals to foster teaching effectiveness and enhance student learning, to facilitate and support faculty development, to coordinate and share educational resources and expertise, and to encourage innovative and reflective teaching practices, there is a need for additional institutional resources to support these efforts; and WHEREAS, there used to be a position to support faculty professional learning and development, and the challenges of retaining positions or creating full-time positions due to anticipated future resource constraints; and WHEREAS, new and innovative means to support faculty professional learning and development should be pursued, and that \$250,000 be allocated for the next two years to support comprehensive, research-based faculty development programming to support our faculty community of learning, ensure equitable learning outcomes, and to holistically enhance the success of our

faculty and students in order to achieve our college mission and strategic plan goals. NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby approved the College to allocate \$250,000 towards faculty professional development. BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC Vice President of Administration and the Provost Vice President of Academic and Student Affairs.

*Jason Tack, Vice President of Administration and Finance* presented a resolution related to international student recruitment primarily focused on India, Vietnam and Canada. This will provide an opportunity for students to explore what we have to offer. It is a good investment to set us forward in the market. Trustee Mihalik mentioned that at the ACCT Conference it was encouraged to become involved with international student enrollment, it fits well with the trend. APPROVE A CONTRACT WITH GLOBAL STUDENT RECRUITMENT ADVISORS LTD, LLC FOR ADVISORY SUPPORT SERVICES RELATED TO INTERNATIONAL STUDENT RECRUITMENT WHEREAS, Finger Lakes Community College has determined that there is a need for advisory support services with individuals and organizations around the globe specifically for international student recruitment and the globalization of FLCC; and WHEREAS, Global Student Recruitment Advisor, LTD, LLC possesses unique capabilities and expertise regarding advisory support for international student recruitment and is endorsed by the State University of New York; and WHEREAS, the College administration wishes to approve said agreement for a one year term beginning April 1, 2024 through March 31, 2025; and WHEREAS, the cost for the one year term is \$36,000.00 to be paid in equal monthly installments of \$3,000.00 during the twelve-month term; and WHEREAS, the FLCC Board of Trustees Finance & Facilities Committee has reviewed and approved this resolution; and NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby grants authority to the Vice President of Administration and Finance to approve an agreement with Global Student Recruitment Advisors, LTD, LLC, 801 97th Avenue N., Naples, Florida 34108 for advisory support services with individuals and organizations around the globe specifically for international student recruitment and the globalization of FLCC for a one year term beginning April 1, 2024 through March 31, 2025 at a cost of \$36,000.00 to be paid in equal monthly installments of \$3,000.00 during the twelve-month term 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.

*Jason Tack, Vice President of Administration and Finance* discussed that in talking with Dr. Urbaitis there is usage by students and a method used across the country to tour facilities virtually. We have had this for the last 3 years and it has been successful. AUTHORIZE A CONTRACT RENEWAL WITH EAB GLOBAL, INC. FOR VIRTUAL TOUR SERVICES OF FLCC'S CAMPUS LOCATIONS - WHEREAS, Finger Lakes Community College has determined that there is a need for virtual tour services to promote FLCC's campus locations to future students; and WHEREAS, EAB Global, Inc. possesses unique capabilities

and expertise with regard to virtual tour services; and WHEREAS, the College administration wishes to renew said agreement for a three year term beginning September 1, 2024 through August 31, 2027; and WHEREAS, the cost for the three year term is as follows:

September 1, 2024 through August 31, 2025 at a cost of \$23,391.00

September 1, 2025 through August 31, 2026 at a cost of \$23,391.00

September 1, 2026 through August 31, 2027 at a cost of \$23,391.00; 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 virtual tour services to promote FLCC's campus locations to future students with EAB Global, Inc., 2445 M Street NW, Washington, DC 20037 for a three-year term beginning September 1, 2024 through August 31, 2027 at an annual cost of \$23,391.00 per year. 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.

*Jason Tack, Vice President of Administration and Finance* discussed bid acceptance to upgrade and support the investment of music equipment and keep us up with the latest technology. Trustee Russell inquired further about the replacement because Trustee Astles asked at another meeting if this was all new equipment. Jason stated yes, it is all new equipment. BID ACCEPTANCE: MUSIC STUDIO EQUIPMENT WHEREAS the Ontario County Purchasing Director advertised for and received bids for the purchase of music studio equipment, bid B24025 for Finger Lakes Community

College; and WHEREAS college personnel have received said bids and determined that the apparent low responsive/responsible bidder that met specifications for listed items #1, 2, 4, 5, 6, 7, and 8 is acceptable; and WHEREAS all bids for item #3 were rejected because either they did not meet the specifications that were described in the bid or no bid was submitted; and WHEREAS this is a demand contract, and the annual cost will depend on the items and quantities ordered and the budget available; and WHEREAS, if all items are purchased the total price would be \$23,314.80; 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 the apparent low responsive/responsible bidder, Sweetwater Sound, LLC, 5501 US Hwy 30 W, Fort Wayne, IN 46818 that met the specifications in the bid for items #1, 2, 4, 5, 6, 7, and 8 Item #3 is rejected for all three vendors: Archie Supply LLC, 5939 West Friendly, Ave., Unit 51K, Greensboro, NC 27410, and B&H Foto & Electronics Corp., DBA B&H Photo Video, 420 Ninth Ave., New York, NY 10001 who did not meet the bid specifications, Sweetwater Sound, LLC did not bid on item #3; and BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC Vice President of Administration & Finance, the FLCC Provost, and Vice President of Academic & Student Affairs, and the Ontario County Purchasing Director.

### **Informational Items**

*Jason Tack, Vice President of Administration and Finance* provided an overview of the following items: Lawn mowing and Plant bed maintenance for Geneva Campus sites this is our 2<sup>nd</sup> and final renewal with JDL. Reviewed Budget transfer report this report reflects the coverage costs in other lines and department changes.

### **Adjourned**

There being no further business, 5:37 P.M., on motion by Trustee Cushman, and a second by Trustee Geise and a unanimous vote, the Board of Trustees Education & Planning Committee adjourned.

Trustee Geise recommended upon adjournment to go straight into the regular Board of Trustees Meeting portion rather than taking a break.

Prepared by,

Penny M. Hamilton  
Assistant Secretary of the Board

Submitted by,

Trustee Richard Russell  
Chair, Education & Planning Committee

Next Meeting: Wednesday, April 3, 2024 – Geneva Campus Center, 63 Pulteney Street, Geneva, NY 14456 (unless otherwise determined and noticed before the meeting).



**FINGER LAKES COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES MEETING MINUTES**  
**March 6, 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 Cass, Trustee Cushman, Trustee Geise (Chair), Trustee Mihalik, Trustee Russell, Trustee Schumacher

**Excused:** Trustee Astles, Trustee Martin

**Others Present:**

**Staff and Students:** Jeff Babcock, Brie Chupalio, Kimberly Evans-Dame, Penny Hamilton, Ed Kelty, Dr. Robert Nye, Laura Ortiz, Debora Ortloff, Jason Tack, 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 5:37 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 there was 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 Russell, the FLCC Board of Trustees unanimously approved the minutes of 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 Abraham 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 asked Trustee Astles to Chair the Nomination Committee this year and he will do so in preparation for a Slate of Officers for the May Meeting and an approval at the June Meeting.

**President's Report**

Dr. Nye thanked Professor Carney for her involvement with the Physics & Engineering Programs. He highlighted a few things that were in his written report: The LPN program was approved, and it has been a long time coming. Lenore Friend has done a great job promoting the Eclipse Planning for April 8<sup>th</sup> this is combined with our Professional Day. We have an Articulation Agreement with Hobart and William Smith Colleges for 26 programs. The Master Facilities Plan will have a lot of projects and looking forward to the projects that will be happening in the future. There was a Board of Trustees map plan initially reviewed for the projects. Dr. Sim Covington is not in attendance today because he is in Albany at an inaugural event for SUNY, he was selected to attend the event for the potential to become a President, congratulations to Dr. Sim Covington.

**Student Trustee Report**

Trustee Schumacher provided a brief update related to her report which was provided in writing today. There will be a

multi-cultural week, and you can sample spice blends. There are other events such as football watch, trivia, career and resume drop in. On April 19 there will be a laker bonding between sports team on the sports field. Logging Sports has been a sport at FLCC since 1974, FLCC as a 2-year school has received countless awards. We are the only 2-year school in the Northeast other than Alfred & Paul Smith who we modeled our program after. NWCA honors sportsmanship logging profession and fair game play. There are specific rules, 6 competitions under this body, FLCC has a legacy in Logging Sports. There is a competition on April 15<sup>th</sup> in G lot and there will be Alumni coming in, this competition is around the world.

#### **Audit and ERM Committee**

The meeting is scheduled for March 21<sup>st</sup> due to a reschedule from February 1<sup>st</sup> based on the Auditor's Report preparation for the April Board of Trustees Meeting.

#### **Board Development**

Trustee Mihalik mentioned that we are looking to get a meeting together.

#### **FLCC Association**

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

#### **FLCC Foundation**

Trustee Geise did not have anything to report.

#### **NYCCT**

Trustee Mihalik just wanted to remind everyone that April is National Community College month. Could we get the word out of what we are doing. It would be a great opportunity to encourage the college to highlight the wonderful things we are doing in terms of advocacy. There was the suggestion by representatives of NYCCT around the country to get our Governors to do something. There is also an interest in innovative topics.

#### **Student Corporation**

Trustee Cushman had a written report in the packet. However, he did remind folks to fill out the questionnaire for the luncheon with Student Corporation on Wednesday, March 27<sup>th</sup> at 1:00 PM in Stage 14. The questionnaire will allow for Student Corp. representatives and Board of Trustee Members to be matched up for brief exercise prior to lunch. There was a resolution put forth at a Student Corporation meeting related to funding for the floor. This was a very powerful resolution and heartfelt for the Governor. Hard to serve and adjust for these students without sustainable funding.

#### **Adjourned**

There being no further business, at 5:51 P.M., on motion by Trustee Russell, and a second by Trustee Cass, and a unanimous vote, the Board of Trustees unanimously adjourned their open meeting.

There was an announcement regarding an Executive Session as outlined on the Agenda, however it was deemed not necessary to have an Executive Session.

Prepared by, Submitted by,

Penny M. Hamilton  
Assistant Secretary to Board

Trustee Mary Joan Geise  
Chair, FLCC Board of Trustees

Next Meeting: Wednesday, April 3, 2024 – Geneva Campus Center, 63 Pulteney Street, Geneva, NY 14456 (unless otherwise determined and noticed before the meeting).