



*We value:
Vitality, Inquiry, Perseverance, Interconnectedness*

To: Robert K. Nye, Ph.D., President *RKN*
Members of the Board of Trustees
From: Laura E. Ortiz, Ed.D., Provost, Vice President of Academic and Student Affairs *LEO*
Re: Administrative Appointment Recommendation for Marilyn Grzenda, Coordinator of the Math Center
Date: February 7, 2024

I am pleased to recommend an administrative appointment for Marilyn Grzenda, Coordinator of the Math Center, Academic Success & Access Programs. Marilyn's supervisor is Richard Van Dyke, Ph.D., Assistant Director of Tutoring & Learning Support.

Marilyn has successfully completed their five-year probationary period as outlined in Article XXII, Section 1 of Finger Lakes Community College's (FLCC) Professional Association agreement. I have reviewed their fifth-year evaluation materials, which consist of a self-evaluation, a supervisor evaluation, and three peer evaluations, and fully support the approval of this administrative appointment.

Through Marilyn's own critical self-reflection and the peer evaluators' testimonials, it is evident that Marilyn is a creative problem-solver, dedicated educator, and transformational leader.

"The tutors in the math center work very well together. I pop, in on an almost daily, basis to see how things are going. It is a collegial environment where everyone is working together for the benefit of the students." – Peer Evaluator

Additionally, Marilyn is an emotionally intelligent, intellectually curious, equity-minded individual who has been recognized by their FLCC colleagues for their innovation, professionalism, strategic decision-making, inclusiveness, authentic care, adaptability, and stellar communication skills.

"Students feel welcomed into the center and encouraged by her upbeat and can-do approach to tutoring." – Supervisor

Marilyn's expertise, work ethic and interpersonal skills consistently provide a high level of support to FLCC's students, faculty, and staff. Additionally, Marilyn consistently makes thoughtful, informed decisions, and leads by example.

"She works alongside the other tutors, helping them help students. Her goal is for the students to be successful. She is willing to go the extra mile to help students." – Peer Evaluator

Finally, Marilyn is a skilled continuous quality improvement champion who remains passionate in their pursuit of performance excellence to support and advance holistic student and employee success.

"The Math Center environment that I strive to create for the students of FLCC and my tutors, is a welcoming, safe space. This allows the students and tutors (including myself) to learn and grow in academics and in personal interactions without being afraid to make mistakes." – Marilyn Grzenda, Self Evaluation

"Marilyn is always looking for ways to improve processes and demonstrates this through professional development and best practices, enhancing the student experience and tutor training." – Peer Evaluator

Dr. Nye, Trustees, based on the positive evaluation materials and the enthusiastic endorsement of their supervisor and peers, I give Marilyn Grzenda, Coordinator of the Math Center, my highest recommendation for approval to full administrative appointment.

**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.

Approved by the FLCC Board of Trustees at the meeting on February 7, 2024.

February 7, 2024

Date

Mary Joan Geise, Board Chair

Richard Russell, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College, sponsored by Ontario County, at their regular meeting held on February 7, 2024, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have here unto set my hand this 7th day of February 2024.

Penny Hamilton, Assistant Secretary of the Board



*We value:
Vitality, Inquiry, Perseverance, Interconnectedness*

To: Robert K. Nye, Ph.D., President *RKN*
Members of the Board of Trustees

From: Laura E. Ortiz, Ed.D., Provost, Vice President of Academic and Student Affairs *LEO*

Re: Administrative Appointment Recommendation for Shannon Dermody, Technical Specialist

Date: February 7, 2024

I am pleased to recommend an administrative appointment for Shannon Dermody, Technical Specialist in the Environmental Conservation and Horticulture Department, which is led by Professor John Foust, Chairperson.

Shannon has successfully completed their five-year probationary period as outlined in Article XXII, Section 1 of Finger Lakes Community College's Professional Association agreement. I have reviewed their fifth-year evaluation materials, which consist of a self-evaluation, a supervisor evaluation, and three peer evaluations, and fully support the approval of this administrative appointment.

Shannon's departmental colleagues share that Shannon consistently practices active listening and is an excellent communicator. Shannon has earned the respect of their faculty and technician colleagues through their leadership, collegiality, professionalism, and collaboration.

"Shannon is curious and kind making her easy to talk to. She has had many work study students and interns under her supervision over the past few years; the relationship she fosters with her students is admirable and respectful, and you can see the positive impact she has on their future." – Peer Evaluator

Shannon demonstrates their strong commitment and dedication to their role, team, students, department, and the institution by being a supportive, empathetic, accountable, engaged colleague while consistently providing high-quality work. Shannon takes pride in their work and serves as an exemplary ambassador for the College.

"Shannon is meticulous and intentional in everything she does. She takes initiative on improving systems and processes that are helpful for everyone and executes projects/tasks efficiently and effectively." – Peer Evaluator

Shannon is also applauded and admired for their innovation, creative problem solving, and approachability. Shannon is a welcoming presence and inclusive in their words and actions. Shannon helps folks feel like they are valued and belong.

"I am grateful to have Shannon as a coworker. She is reliable, helpful, kind, and is good at what she does! She goes above and beyond what she is tasked with and values a growth mindset." – Peer Evaluator

Dr. Nye, Trustees, based on the positive evaluation materials and the enthusiastic endorsement of their supervisor and peers, I give Shannon Dermody, Technical Specialist, my highest recommendation for approval to full administrative appointment.

**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.

Approved by the FLCC Board of Trustees at the meeting on February 7, 2024.

February 7, 2024

Date

Mary Joan Geise, Board Chair

Richard Russell, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College, sponsored by Ontario County, at their regular meeting held on February 7, 2024, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have here unto set my hand this 7th day of February 2024.

Penny Hamilton, Assistant Secretary of the Board



Finger Lakes Community College
Human Resources
3325 Marvin Sands
Drive Canandaigua, NY
14424-8395

p: 585.785.1638
f: 585.394.5928

To: Dr. Nye, FLCC President *RKN*
FLCC Board of Trustees

From: Kimberly Evans-Dame, Interim Chief Human Resources Officer *KE*

Date: January 24, 2024

Re: Revised Job Titles for the Professional Service Positions Roster

Network Telecommunication Specialist: This title replaces the Technology Specialist – Campus Centers from 2009. Over the past fifteen (15) years, Information Technology has drastically changed, and this position has not been updated to reflect the current needs and duties within the network administration division of IT. This position will assist in supporting IT resources essential to the operation of college wide networks, virtual and physical infrastructure, and the effective delivery of voice, video, and data services. This revised job description will remain in the Professional Association under Group D.

Business Systems Analyst/Project Coordinator: This title replaces the Business Systems Analyst from 2008. The IT department needs assistance with implementation, change, and updates to systems on a routine basis as there is no one currently in a role to do so. This position is responsible for the re-design of business processes to improve productivity and enable the effective incorporation of technology in the integration and support of business functions. This position moves from Group B to Group C within the 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.

Approved by the FLCC Board of Trustees at the meeting on February 7, 2024

February 7, 2024
Date

Mary Joan Geise, Board Chair

Richard Russell, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on February 7, 2024, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 7th day of February, 2024.

Penny Hamilton, Assistant Secretary of the Board

FINGER LAKES COMMUNITY COLLEGE
Canandaigua, New York

December 11, 2023

Network Telecommunication Specialist

This professional position classification and description for the Network Telecommunication Specialist replaces the position description of Technology Specialist – Campus Centers dated September 2, 2009.

Title: Network Telecommunication Specialist

Reports to: Network Administrator

Type of Appointment: Full-Time, 12 Month, Non-Exempt

Salary Group: D

FLSA Review Date: 12/11/2023

1. **Qualifications:**

A. **Educational Background:** Minimum of an Associate's Degree required in a technical field. Networking related certifications preferred.

B. **Experience:** Minimum of two years' experience in the support of data networks required. experience Familiarity with the use and support of educational technology in an educational environment is also desirable.

Experience with the installation, administration & troubleshooting of WAN/LAN/WLAN network equipment and systems and strong foundational understanding TCP/IP, DNS, DHCP, VLAN's, SNMP, firewalls, routing and traffic management is required. Experience with the installation, configuration and troubleshooting of systems as apart of Windows domain network: Active Directory, Certificate Authorities, and Permissions & Authentication & Group Policies.

2. **General Functions:**

The Network Telecommunications Specialist assists in supporting IT resources essential to the operation of college wide networks, virtual and physical infrastructure and the effective delivery of voice, video and data services.

3. **Essential Functions:**

- Works with college wide staff and IT staff members to troubleshoot and correct problems encountered in the operation of the College's network and voice services and hardware.
- Installs, configures, and maintains and troubleshoots software and/or hardware. Equipment such as but not limited to network firewalls, switches & router, network security devices, wireless access points & controllers, VoIP systems & hardware, UPS, VPN.
- Routine independent planning and execution of networking and infrastructure related projects. Project designation will typically be coordinated via this position's supervisor, the expectation to recognize campus technology needs and present solutions is expected and encouraged.
- Has a working knowledge of virtual networking and how to troubleshoot and configure within a hypervisor environment.
- Ability to manage confidential IT information and security compliance. This may include investigations, security incident detection response and remediations, access to key infrastructure and system.
- Communicate with vendors, support, and managed providers daily for product research, support & resolutions, pricing & spec'ing, security remediation.
- Support users with conference telephone system set-up and support, management of Voicemail, call forwarding, conference calls, IP phone instrument use and provides training in conjunction with the help desk and other IT staff members.
- Obtains, submits, and installs security certificates for systems, services, and devices.
- Performs testing and event logging.
- Conducts telephone programming, switch resets and phone system checks on an as needed basis.
- Provides installation and configuration services for the Call Center application and voice mail server.
- Supports the College's Automated Teller messaging, and emergency closing message recording and posting.
- Maintains E911 services.
- Trace, repair and connect POTS lines when needed.
- Works directly with campus police to maintain and troubleshoot FLCC's campus IP camera infrastructure and emergency phone systems.
- Installs additional network cabling, troubleshooting and replacement cabling for data and voice.
- Monitors network performance and assists with network security.
- Create & maintain documentation of the FLCC's network.
- Ability to diagnose problems and implement solutions through independent research, and reaching out to support.

- Interacts with students on elevated helpdesk tickets, including vpn and connection issues.
- Day to day oversight of student worker(s).
- Keeps current with knowledge of best practices, trends and emerging technologies.
- Practices principles and applications of critical thinking and analysis.
- Actively fosters inclusion at the College and engages community development strategies that strengthens relationships Ability to handle confidential information, including but not limited to, access to college electronic data in adherence to company policies and procedures.
- Ability to handle confidential IT information and security compliance.
- Travel to remote FLCC locations.
- Performs other duties as assigned.

PHYSICAL REQUIREMENTS:

In accordance with the Americans with Disabilities Act, this job description contains only qualifications that are required, with or without a reasonable accommodation.

(examples)

- Must be able to remain in a stationary position 50% of the time
- Needs to occasionally move about inside the office to access computer devices.
- Constantly operates a computer and other office productivity machinery.
- Ability to communicate accurate information and ideas so others will understand.
- Ability to move office supplies up to 10 pounds.

Approved by:

Kimberly Evans-Dame

Kimberly Evans-Dame (Jan 23, 2024 09:52 EST)

01/23/2024

Chief Human Resources Officer

Date

Edward Kelty

01/23/2024

Chief Information Officer

Date

FINGER LAKES COMMUNITY COLLEGE
Canandaigua, New York

December 8, 2023

BUSINESS SYSTEMS ANALYST/PROJECT COORDINATOR

This professional position classification and description, Business Systems Analyst/Project Coordinator, replaces the Business Systems Analyst position description dated June 12, 2008.

Title: Business Systems Analyst/Project Coordinator

Reports to: CIO

Appointment Type: Twelve Month, Full-Time, Exempt

1. **Qualifications:**

- A. **Educational Background:** Minimum of a Bachelor's Degree is required.
- B. **Skills/Experience:** The equivalent of one years' experience supporting users of business applications in a multi-user, centralized environment. The position requires strong analytical, technical, organizational, and communication skills. An understanding of business process mapping, and the ability to translate business needs and user requirements into technical workflows and specifications. A high level of proficiency in project coordination/management and the use and support of Windows Office Suite is also required. Development of training materials for end users and a knowledge of business operations in a higher education setting is highly desirable.

2. **General Functions:**

The Business Systems Analyst/Project Coordinator serves as an important interface between the College's enterprise application users and the Information Technology staff in assessing and describing business function requirements and recommending and documenting technological solutions. The Systems Analyst/Project Coordinator is responsible for working with office heads and individual users to re-design business processes to improve productivity and enable the effective incorporation of technology in the integration and support of business functions. The Business Systems Analyst/Project Coordinator coordinates efforts with other IT staff members to ensure an integrated and seamless approach to improving business systems through the incorporation of appropriate technology, drawing on ERP, Web and Desktop applications. This position takes the lead in designing project implementation plans and coordinating these efforts to include other divisions, offices and external service providers. The Business Systems Analyst/Project Coordinator also identifies user training requirements, coordinating the availability of internal and external trainers as appropriate.

3. **Essential Functions:**

- A. Works with managers and administrative end users to clarify business objectives and reporting and compliance requirements, analyze and assess informational needs, and recommend appropriate technical solutions.
- B. Analyzes, defines, and documents current business processes, workflows, and systems. Proposes, documents and communicates re-engineered business processes and workflows to enhance the efficiency and effectiveness of automated systems and applications.

- C. Ensures the effective delivery of proposed technical solutions by working collaboratively with end users and coordinating the efforts of project teams.
- D. Provides project management, organization, documentation, and follow-up assessment of adopted recommendations.
- E. Designs project implementation plans, schedules meetings, and facilitates interaction between IT staff members, technology users and external service providers.
- F. Serves as the IT lead in interfacing with administrative users on new applications, software modules and application revision updates. Prepares documentation, offers/arranges training, and coordinates upgrade efforts with other IT members.
- G. Provides and/or coordinates training on Microsoft Office and other administrative software applications.
- H. Participates as a team member of the Information Technology Department in supporting the needs of the College.

Approved by:

Kimberly Evans-Dame

[Kimberly Evans-Dame \(Jan 24, 2024 11:14 EST\)](#)

Chief Human Resources Officer

01/24/2024

Date

Edward Kelly

Chief Information Officer

01/24/2024

Date

Job Grade: C



Jason R. Tack, Vice President

3325 Marvin Sands Drive
Canandaigua, NY 14424
(585) 785-1208
Jason.Tack@flcc.edu

TO: FLCC Board of Trustees
Dr. Robert Nye, President *RKN*

FROM: Jason R. Tack, Vice President *JRT*

DATE: January 29, 2024

RE: 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)

The attached resolution is for approval of a collective bargaining agreement with negotiating teams representing Ontario County, Finger Lakes Community College, and The Greater Rochester Adjuncts Dedicated to Education (GRADE). This agreement is for the period of September 1, 2022 through and including August 31, 2025.

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.

Approved by the FLCC Board of Trustees at the meeting on February 7, 2024

February 7, 2024
Date

Mary Joan Geise, Board Chair

Richard Russell, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on February 7, 2024, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 7th day of February 2024.

Penny Hamilton, Assistant Secretary of the Board



Jason R. Tack, Vice President

3325 Marvin Sands Drive
Canandaigua, NY 14424
(585) 785-1208
Jason.Tack@flcc.edu

TO: FLCC Board of Trustees
Dr. Robert Nye, President *RKN*

FROM: Jason R. Tack, Vice President *JRT*

DATE: January 18, 2024

RE: Authorization To Renew An Agreement With EAB Global, Inc. For Strategic Advisory Services

The attached resolution is for authorization to renew an agreement for strategic advisory services for FLCC. EAB Global, Inc. possesses unique capabilities and expertise with regard to strategic advisory support for community colleges through best practice research.

The College administration wishes to renew said agreement for a three-year term beginning April 6, 2024 through April 5, 2027.

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

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.

Approved by the FLCC Board of Trustees at the meeting on February 7, 2024

February 7, 2024
Date

Mary Joan Geise, Board Chair

Richard Russell, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on February 7, 2024, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 7th day of February 2024.

Penny Hamilton, Assistant Secretary of the Board



Finger Lakes Community College
Office of the President
3325 Marvin Sands Drive
Canandaigua, NY 14424-8395

p: 585-785-1201
f: 585-394-5017

January 30, 2024

To: Finger Lakes Board of Trustees

From: Robert Nye, President

A handwritten signature in blue ink, appearing to read "RKN", is written over the printed name "Robert Nye, President".

Resolution Title: Executive Coaching-Professional Development

This service is to support senior leader professional development. There are four new senior leaders at cabinet level. This funding allows for the building of a new senior leader team and providing executive level coaching to support senior leader development. This activity was also conducted in 2016-2017 in my role as new president. This training consists of group development sessions and individual development sessions.

**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.

Approved by the FLCC Board of Trustees at the meeting on February 7, 2024

February 7, 2024
Date

Mary Joan Geise, Board Chair

Richard Russell, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College, sponsored by Ontario County, at their regular meeting held on February 7, 2024, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have here unto set my hand this 7th day of February 2024.

Penny Hamilton, Assistant Secretary of the Board