Finger Lakes Community College Board of Trustees
Education & Planning Committee
Wednesday, February 4, 2015
Presiding: Trustee Karen Blazey

Trustees Present: Dr. Karen Blazey, Donald Cass, James DeVaney, M. Joan Geise, Barbara Hamlin, John Hicks, Stephen Martin, Donna Mihalik, John Sheppard, Gabrielle Wilkins

Trustees Excused: all present at this meeting

Staff Present: Dr. Barbara Risser, Corrine Canough, Joseph Delforte, James Fisher, Kristen Fragnoli, Karen Hopkins, Milton Johnson, Grace Loomis, Jason Maitland, Mary McLean-Scanlon, Dr. Joseph Nairn, Amy Pauley, Christie Rossiter, John Taylor, Carol Urbaitis

Guests: Gregory Bendzlowicz, Supervisor, City of Geneva; Undersheriff David Tillman, Ontario County Sheriff’s Department

Media Present: no representatives present at this meeting

At 4:30 pm, Trustee Blazey called the FLCC Board of Trustees Education & Planning Committee meeting to order.

Business

Review January 2015 committee minutes: Trustee Blazey
Trustee Sheppard requested a revision on page 2: “…..can’t forget about the other possibilities, including false accusations.”

Peace officers arming transition: Jason Maitland
Jason Maitland, Director of Campus Safety, provided trustees with an overview of the transition to armed peace officers. He reviewed the transition plan, public outreach, additional required firearms training, policy development, equipment identification and purchase, inclusion of labor management in the process and future plans.

Following Mr. Maitland’s presentation, discussion followed regarding:

• The number of peace officers on campus
• Levels of training or certification
• Firearms purchased are identical to those used by the Ontario County Sheriff Department
• Other weapons that may be stored on campus, i.e., baton, mace, etc.
• Feedback about how armed peace officers respond to incidents (in light of Ferguson, etc)
• A judgmental shooting session is included in the firearm training program
• Recognition that the college is a high value target; there are collaborative efforts between FLCC and the Sheriff Department to reduce the potential of an incident on campus

Strategic Plan Projects report series: Aspiring Nurses Project: Corinne Canough, Christie Rossiter
Corinne Canough, Director of Educational Planning & Career Services, and Christie Rossiter, Educational Planning Coach, provided a progress report on the Aspiring Nurses project that is funded through the college’s strategic plan Board-designated fund. They provided data on the Fall 2014 cohort, which consists of 227 students; the Aspiring Nurses Roundtable; positive results of pre- and post-tests administered to determine knowledge of the required GPA for admission to the nursing program; size of the applicant pool for 80 spaces; the point system for admission; and the minimum grade required to be considered for admission to the program. Pre- and post-tests also showed significant increases in the number of students who know who their advisor is and those students who have met with their advisor. Finally, data regarding persistence rates and the number of students on academic probation in relationship to attendance at the Aspiring Nurses Roundtable was shared. Discussion followed regarding the
rationale for focusing on advisement to support students in this cohort. Dr. Risser commented that the incubator project is closely linked to this project.

Enrollment Update: Carol Urbaitis
Ms. Urbaitis reported:
- As of January 30, 2015 Spring 2015 enrollment reached 98% of the non-Gemini target
- Gemini enrollment will occur from February 9 through March 5; final enrollment data will be processed by March 20

Resolutions
Adjust the Professional Service Positions Roster
Ms. Loomis presented this resolution to revise the professional service positions roster as follows:

<table>
<thead>
<tr>
<th>New job descriptions:</th>
<th>Date Created</th>
</tr>
</thead>
<tbody>
<tr>
<td>Custom Training Technical Specialist (PDCE)</td>
<td>12.17.14</td>
</tr>
<tr>
<td>Technical Specialist, Online Learning</td>
<td>1.13.15</td>
</tr>
<tr>
<td>Assistant Director, Engineering &amp; Building Maintenance</td>
<td>1.15.15</td>
</tr>
<tr>
<td>Assistant Director, Campus Safety</td>
<td>12.11.14</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Revised job descriptions:</th>
<th>Previous Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Systems Administrator, Virtual &amp; Identity Infrastructure</td>
<td>IT Infrastructure Coordinator (4.25.14)</td>
</tr>
<tr>
<td>Project Manager, Facilities &amp; Grounds</td>
<td>Asst. Director, Facilities &amp; Grounds (3.29.10)</td>
</tr>
<tr>
<td>Director, Academic Success &amp; Access Programs</td>
<td>Director, Academic Success (6.14.14)</td>
</tr>
</tbody>
</table>

Discussion followed regarding the potential for hiring new personnel for the new position titles, and an explanation of how the new PDCE position will be funded.

Trustees' Comments
Trustee Sheppard noted that at the January 2015 Education & Planning Committee meeting he stated his opposition to an additional trustee serving as a member of this committee.
Trustee Hicks questioned the decision to revise committee membership mid-year.

There being no further business, at 5:20 p.m., on motion by Trustee Sheppard and second by Trustee Hamlin, the Board of Trustees Education & Planning Committee adjourned.

Prepared by, Submitted by,
Karen A. Hopkins Trustee Karen Davison Blazey
Assistant Secretary of the Board Chair, Education & Planning Committee

Next meeting: Wednesday, March 4, 2015; 4:30 p.m.; Finger Lakes Community College Viticulture & Wine Center

Trustee committee members
Dr. Karen Blazey, Joan Geise, Barbara Hamlin, John Hicks, John Sheppard, Gabrielle Wilkins

FLCC staff liaisons
Kristen Fragnoli, Grace Loomis, Carol Urbaitis
Trustees Present: Dr. Karen Blazey, Donald Cass, James DeVaney, Joan Geise, Barbara Hamlin, John Hicks, Stephen Martin, Donna Mihalik, John Sheppard, Gabrielle Wilkins

Trustees Excused: all present at this meeting

Staff Present: Dr. Barbara Risser, Joseph Delforte, James Fisher, Kristen Fragnoli, Karen Hopkins, Milton Johnson, Grace Loomis, Mary McLean-Scanlon, Dr. Joseph Nairn, Amy Pauley, John Taylor, Carol Urbaitis

Guest: Gregory Bendzlowicz, Supervisor, City of Geneva

Media Present: no representatives present at this meeting

At 5:20 p.m., Trustee DeVaney called the FLCC Board of Trustees Finance & Facilities Committee meeting to order.

Business
Review January 2015 committee minutes: Trustee DeVaney
No revisions

FLCC 2014-2015 operating budget: James Fisher
Mr. Fisher presented a comparison of operating budget revenues and expenses to the prior year.

Facilities update: James Fisher
FLCC Viticulture and Wine Center: The classroom building is operational; however, the winery remains under construction. A ribbon cutting ceremony hosted by Senator Nozzolio will take place on March 6 at 11:00 am (note time change to 1:00 pm).

Geneva Campus Center: The footings have been poured, demolition continues and recently discovered fire code requirements are being explored.

Main campus first floor bathrooms renovation: The contractor has ordered materials and construction is expected to begin during the week of February 9.

Closing out the Phase 1B project: The college plans to present an invoice for utilities reimbursement at the next FLCC Projects Committee meeting. The reimbursed funds will be used to retrofit lighting in the auditorium.

Resolutions
No resolutions for consideration

There being no further business, at 5:35 p.m., on motion by Trustee Mihalik and second by Trustee Cass, the FLCC Board of Trustees Finance & Facilities Committee meeting adjourned.

Prepared by,  Submitted by,
Karen A. Hopkins  Trustee James DeVaney
Assistant Secretary of the Board  Chair, Finance & Facilities Committee
Next meeting: Wed., March 4, 2015, immediately following the Education & Planning Committee meeting; Finger Lakes Community College Viticulture & Wine Center

Trustee committee members
James DeVaney, Donald Cass, Barbara Hamlin, Stephen Martin, Donna Mihalik

FLCC staff liaisons
James Fisher, Joseph Delforte
At 5:45 pm, Trustee Geise called the FLCC Board of Trustees meeting to order.

Privilege of the Floor (Public Comment): Trustee Geise
No speakers

Approve the following Consent Agenda: Trustee Geise
Trustee Geise called for a motion to approve the following consent agenda items:
  - January 7, 2015 committee/regular meetings minutes
  - Resolution to Adjust the Professional Service Positions Roster
  - Resolution to Approve Revisions to the Student Code of Conduct

There being no discussion, on motion by Trustee Martin and second by Trustee Cass, the FLCC Board of Trustees unanimously approved the aforementioned consent agenda items.

Chair’s Report: Trustee Geise
Trustee Geise referenced the written Chair’s Report included in trustees’ meeting packet. Trustee Martin expressed his appreciation for having this information in advance.

Trustee Sheppard stated his opposition to the board chair having purview to add community members to an ad hoc committee; should be a full board decision. He noted that the scope of the ad hoc committee has changed, which should also be a full board decision.

Trustee Mihalik suggested that the attachments related to the definitions of a consent agenda be included in future new trustee orientation manuals.

President’s Report: Dr. Risser
Dr. Risser referenced the written President’s Report included in trustees’ meeting packet.

Trustee Sheppard requested a discussion of the existing music recording studio policy. He cited Section 6306.10 of state education law and expressed his concern over the potential liability to the college of using a public asset for personal gain. He noted that the college’s music recording studio is publicly owned, funded and maintained property that could be used for personal gain, i.e., recording a CD for sale to the public, and suggested that the college consult with SUNY counsel for an opinion on this matter. He asked if the music recording studio charges a fee for usage by the public.

Trustee Martin noted that the Hochstein School of Music has a private presence in a local public high school, and suggested that consideration be given to brand recognition, and the recruiting value of the music recording studio.
He further noted that the current policy states that usage must have an academic core mission. Dr. Risser stated that the recent newspaper article about a local musician recording a CD was part of an academic capstone project, as noted in her report. Following discussion, Dr. Risser agreed to consult with legal counsel on this matter.

NYCCT Spring Conference at FLCC
Dr. Risser announced that the New York Community College Trustees (NYCCT) spring conference will be held at FLCC on April 24 & 25, 2015. NYCCT staff members would like to collaborate with FLCC trustees on workshop topics, and Trustees Mihalik and Sheppard volunteered to assist.

Governor’s Budget and Community Colleges
Trustee Mihalik requested an update on the Governor’s plan to withhold 10% in base aid as incentive for community colleges to develop performance improvement plans.

Dr. Risser explained that the Governor intends to withhold 10% of base aid funding until community colleges create performance improvement plans, which is essentially performance based funding. In last year’s budget, this 10% was in addition to, not part of, base aid funding amount. Dr. Risser explained that each campus will be asked to develop individual plans in compliance with SUNY metrics “SUNY Excel” that must be approved by the SUNY Board of Trustees.

Committee Reports
Education & Planning Committee: Trustee Blazey
No report

Finance & Facilities Committee: Trustee DeVaney
No report

Audit & Enterprise Risk Management: Trustee Mihalik
Trustee Mihalik reported that committee members met with College representatives to discuss the management response to the Bonadio Group audit report. Committee members unanimously reached consensus to accept the management report.

Trustee Liaison Reports
FLCC Association: Trustee Hamlin
Written report included in meeting packet
In response to a question from Trustee Hicks, Mr. Fisher explained how the bookstore incurs textbook bad debt.

FLCC Foundation: Trustee Geise
Written report included in meeting packet

FLCC Projects Committee: Trustees Blazey, DeVaney
No report

FLCC Student Corporation: Trustee Sheppard
The FLCC Student Corporation Board of Directors will meet on February 11, 2015. Trustee Sheppard will provide a report at the March 4, 2015 Board of Trustees meeting.

Student Perspective: Trustee Wilkins
Trustee Wilkins reported that students are pleased with the shuttle bus service and that new students are aware of academic support services available to them.

Discussion Item: The Changing Relationship between SUNY and Community Colleges
In order to frame the discussion, Dr. Risser provided a broad historical context of the relationship between SUNY and community colleges.
SUNY community colleges have experienced a significant paradigm shift in the last five to ten years. We need to understand what's going on and think about how we will navigate this changing environment.

Nationally:
- recognition that nearly half of the undergraduates in the US are at community colleges
- Obama's 2020 challenge to bring the US from 12th in the world in citizens with a college degree to 1st by 2020
- President sees us as significant economic drivers
- Now proposing "free community college tuition"

NYS:
- Governor Cuomo is moving toward performance based funding and regionalization of community colleges within each of the REDCs
- looking for legislation that will mandate applied learning as a graduation requirement for every SUNY student
- complains that community college tuition is too high, and proposes flat funding every year

SUNY:
- In the Chancellor's State of SUNY address there were new announcements:
  - Every SUNY college will appoint a Chief Diversity Officer
  - Implement Quantway and Statway across all 30 community colleges in three years
  - Finish in Four at all colleges, system wide
  - SUNY Excels - common performance indicators
  - Every SUNY degree with include an internship or co-op

Middle States:
- Middle States is feeling accreditation pressure because peer evaluation is under fire nationally, and they need to prove they can do the job
- Middle States standards are tough
- More colleges are being placed on warning

Compliance audits:
- Civil Rights Compliance Audit and IT Audit by NYS Comptroller's Office are examples of the compliance issues we are constantly dealing with

Other notes:
- NY community colleges in 2015 are not the same as they were in 2005
- External demands and pressures are significant and money is tight
- Ontario County is involved with our capital projects, collective bargaining agreements and budget
- Local control by our Board of Trustees does not mean the same thing it did ten years ago
- Our energy on campus is being pulled in many different directions, often responding to external demands
- FLCC has a strategic plan but we have to work very hard to stay focused on it

How do we begin to think about this changing environment we are working in? Discussion at this meeting is focused on our relationship with SUNY and what a shift to “Systemness” means for FLCC.

Provost Fragnoli moderated the following discussion:

If we were to articulate the benefits and challenges of being a part of SUNY, what would they be?
- Many advantages of associating with a strong brand
- Students who attend community college save money and can transfer seamlessly
- Services provided by SUNY to educate students through local control (PDCE)
• Obligated to be submissive by virtue of receiving state aid; mandates; lose control
• To give the benefits of this institution – what are students perspective on a cc education
• Interested in how SUNY views community colleges
• Is there a second, third or fourth party that has influence – who does SUNY report to?
• How does the NYS Education Department view SUNY?
• Does NYS education law state how SUNY assesses colleges?
• BOCES – shared services concept with school districts
• Is the NYS Legislature clear on their role in mandating shared services?
• Erosion of concept of the BOCES model
• Is there an opportunity to opt out of specific SUNY services and consider shared services with regional community colleges?
• FLREDC is intended to foster shared services/collaboration
• FLCC is a member of the Upstate NY College Collaboration (public and private institutions), which is not affiliated with SUNY

How can we leverage SUNY to create internal systems to take advantage of SUNY opportunities?

What is preventing FLCC from taking full advantage of SUNY services? Obstacles?
  • Not sure campus community has a full understanding of what services SUNY can offer

Were that specific areas of benefit or challenge that surprised you? Are there services not offered that you expected?
  • Instructional designers/online education planning services on request; was this service helpful to FLCC?
  • Provost Fragnoli: Open SUNY services have been slow to develop, and are becoming more tangible as services develop. FLCC is at the beginning stage of an institutional review of online learning in collaboration with SUNY whose services are free of charge to the college.
  • Drawback is that the more we are required to utilize SUNY capabilities, we lose control; local colleges understand their own capabilities – SUNY does not understand local capabilities; how do we manage/navigate this?

Other options to leverage SUNY?
  • Pockets of excellence within SUNY personnel who the college interacts with routinely; have developed a sense of trust with these individuals; need to opportunity to keep a list of these people as a reference
  • Identify areas where we can push back

Where would you want to receive feedback from another perspective?
  • Cabinet members
  • SUNY perspective (i.e., how SUNY perceives community colleges)
  • How local and state governments perceive SUNY
  • How the NYS Education Department perceives SUNY
  • How the NYS Legislature perceives SUNY
  • How the Governor perceives SUNY

Other discussion points:
  • When problem solving, solutions are not linear
  • Working with SUNY is complex, suffocating
  • Concern that we must always in a position to be flexible enough to meet the changing needs of the business community; react quickly to regional needs – SUNY regulations/mandates may inhibit this flexibility
  • Must receive SUNY approval for all new programs
  • SUNY finance and capital project staff are outstanding, have personnel assigned to community college financial needs
• Cabinet follow up: research how we underutilize SUNY services – obstacles, reasons

At what level does the Board of Supervisors understand the college’s relationship with SUNY?
• They don’t
• BOS understands we utilize 3-pronged approach: SUNY, FLCC tuition, Ontario County
• College should have the opportunity to provide feedback to SUNY – we would use this service if....

Final Comments
• Trustee Sheppard noted that remarks by the Chancellor and the Governor reflect the college’s strategic plan, and that FLCC is already compliant with the request to create a performance improvement plan.

• Dr. Risser suggested that trustees working with NYCCT on topics for the April workshop consider including a session on community colleges’ changing relationship with SUNY.

• Trustee Hamlin inquired about the Chancellor’s long term goal regarding community colleges, and the process to respond to the Chancellor’s initiatives and mandates

• SUNY recognizes the critical nature of community colleges because an increasing number of students begin their higher education journey at community colleges

Announcements
No announcements at this meeting

There being no further business, at 7:06 pm, on motion by Trustee Martin and second by Trustee Cass, the FLCC Board of Trustees meeting adjourned.

Prepared by, Submitted by,
Karen A. Hopkins Trustee M. Joan Geise
Assistant Secretary of the Board Chair, FLCC Board of Trustees

Next meeting: Wednesday, March 4, 2015, immediately following the Finance & Facilities Committee meeting Carpenter Board Room