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

**Old Business**
Review October 2014 Education & Planning Committee minutes
No revisions

**New Business**

**CCURI presentation**
James Hewlett, Professor of Biology, explained that the Community College Undergraduate Research Initiative (CCURI) [www.ccuri.org](http://www.ccuri.org) is a national consortium of community colleges, four-year schools, government agencies, and private organizations dedicated to the development, implementation, and assessment of a sustainable model for integrating an undergraduate research (UR) experience into a community college biology curriculum. FLCC is the lead institution for CCURI, funded through a grant from the National Science Foundation.

Professor Hewlett and his team organized the first national conference in Washington, DC with all thirty-eight partners in attendance. New York State Senator Kirsten Gillibrand sponsored use of the top floor of the Senate building for the conference. The research projects that students exhibited were exemplary and well received by attendees from all levels of government.

Professor Hewlett reported that the National Science Foundation (NSF) put out a call to organizations asking about the possibility of expanding their programs into the Hispanic population. As a result, the CCURI program was able to partner with seven additional institutions primarily based in the southwest. He stated that FLCC serves as the leader for other community colleges to follow for embedding research into courses across curriculums and programs.

Professor Hewlett introduced Kelsey Castro, a second-year student pursuing an A.S. Liberal Arts and Science with a concentration in Biology. Kelsey was an exemplary student in the Spring 2013 Research Methods in Biology course where she researched antibiotic resistance in local river otter populations. As a result of her research in the course, Kelsey was awarded a spot in the Chancellor’s Education Pipeline Biomedical Research Award for Community College Students in the Summer of 2013. This paid 10 week summer program at SUNY Stony Brook University allowed Kelsey to conduct cancer research in a pharmacological science lab. Currently Kelsey is finishing her A.S. degree at FLCC and is working as a student aid in the CCURI office assisting the project director with program management.

Kelsey told trustees that her academic experience at FLCC has provided her with opportunities beyond her expectations. The opportunity to participate in the Stony Brook research project and her involvement with the CCURI project has provided a solid foundation on which to pursue a baccalaureate and, perhaps, a Master’s degree.
Trustees inquired about possible next steps after the grant ends on August 31, 2015. Professor Hewlett expressed confidence that NSF will extend the CCURI grant beyond 2015. He is in the process of preparing an application for another four-year grant, noting that this program has been very successful nationwide.

**Resolutions**

**Approve a new program: Accelerated Dual Degree Nursing Program**

Provost Kristen Fragnoli presented this resolution to approve the FLCC – St. John Fisher jointly registered accelerated dual degree nursing program. Professor Nancy Clarkson, chair of the Nursing department, provided an overview of this new program created in collaboration with St. John Fisher College and Monroe Community College for FLCC/MCC nursing students to pursue their baccalaureate degree. Provost Fragnoli noted that this accelerated dual degree model is innovative and cutting edge.

**Grant Professor Emeritus status to Martin Dodge**

Dr. Risser presented this resolution to grant Martin Dodge Professor Emeritus status with all the rights and privileges thereof. Professor emeritus is an extraordinary honor bestowed on select retired faculty members. Professor Anne Schnell, chair of the Environmental Conservation & Horticulture department, commented on Professor Dodge’s significant impact on students and the department.

**Adjust the professional services positions roster**

Ms. Loomis presented this resolution to revise the professional service positions roster as follows:

<table>
<thead>
<tr>
<th>New position titles:</th>
<th>Date Created</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electronic Resource &amp; Online Instruction Librarian</td>
<td>8-22-14</td>
</tr>
<tr>
<td>Web Communications Specialist</td>
<td>9-5-14</td>
</tr>
<tr>
<td>Director of Enterprise Risk Management &amp; EHS</td>
<td>10-14-14</td>
</tr>
<tr>
<td>Coordinator of Data &amp; Administrative Assessment</td>
<td>10-16-14</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Revised position title:</th>
<th>Date Created</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provost, Vice President of Academic &amp; Student Affairs</td>
<td>10-14-14</td>
</tr>
</tbody>
</table>

**Approve the FLCC Student Code of Conduct & Grievance Procedures**

Provost Fragnoli presented this resolution to approve the implementation of the revised Student Code of Conduct and Grievance Procedures policy effective January 1, 2015. Trustee Sheppard commented favorably on the process used to revise this document.

**Updates**

**Enrollment: Ms. Urbaitis**

Final fall 2014 enrollment data: FTE target - 2103.5/actual - 2148.5, which includes Gemini. This represents a 1.1% increase compared to fall 2103 and 2.1% increase over target. Gemini enrollment increased 43% due to the free tuition model. Discussion followed regarding any impact of the tuition-free Gemini enrollment model on the college operating budget.

There being no further business, at 5:20 p.m., on motion by Trustee Martin and second by Trustee Sheppard, the FLCC 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, December 3, 2014; 4:30 p.m.; Carpenter Board Room

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

**FLCC staff liaisons**
Kristen Fragnoli, Grace Loomis, Carol Urbaitis
FLCC Board of Trustees Audit & Enterprise Risk Management Committee  
November 21, 2014  
Presiding: Trustee Donna M. Mihalik

Trustees Present: Donna M. Mihalik (arrived at 9:07), Stephen R. Martin, John T. Sheppard
Trustee Excused: all present
Staff Present: Dr. Barbara G. Risser, James R. Fisher, Joseph Delforte, Dawn M. Hess, Karen A. Hopkins
Guests: Bonadio Group auditors: Jonathan Miller, Craig Stevens

At 9:00 am, Trustee Martin called the Audit & Enterprise Risk Management Committee meeting to order.

Introduction: Director of Enterprise Risk Management and Environmental Health & Safety
Mr. Fisher introduced Dawn M. Hess, who has been promoted to the College’s new position of Director of Enterprise Risk Management and Environmental Health and Safety. He explained that discussions about creating this type of position began when the Sarbanes-Oxley Act was implemented. Mr. Fisher stated that Ms. Hess’ expertise in developing processes and her analytical skills, among her other strong qualifications, made her an outstanding candidate for this position. Currently, Ms. Hess is also coordinating the College’s civil rights compliance review, which will be in process until spring 2015, and is in a doctoral program.

Trustee Mihalik chaired the meeting at this point.

Review of the 2013-14 FLCC draft financial statements
Mr. Craig Stevens, principal with the Bonadio Group, provided an overview of the Report on the Audit of the Financial Statements of Finger Lakes Community College. He concurred with the decision to establish the Audit & Enterprise Risk Management committee and the Director of Enterprise Risk Management and Environmental Health and Safety position.

Presentation and discussion of key financial information
Mr. Jonathan Miller, lead auditor on the FLCC audit, highlighted key items included in the auditors’ letter to the College regarding significant audit findings:

Section 1: Significant Audit Findings
- A new accounting pronouncement, Government Accounting Standard No. 65 “Items Previously Reported as Assets and Liabilities”
- 1a: Qualitative aspects of accounting practices
- 1b: Difficulties encountered in performing the audit
  No significant difficulties were encountered
- 1c: Corrected and uncorrected misstatements
  No material misstatements to the financial statements were identified
- 1e: Management representations
  Auditors will request certain representations from management for inclusion in the management representation letter
- 1g: Other audit findings or issues
  Discussions with management occurred in the normal course of the professional relationship and Bonadio’s responses were not a condition to their retention.

Section 2: Financial Three-year Dashboard
- Net tuition and fees
- Other operating revenue
- Non-operating revenue
- Operating revenue has remained flat
• Increase in unrestricted fund balance: due to controlling expenses
• Assets have increased significantly, primarily due to new construction
• Total liabilities have remained consistent
• Net position: undesignated is key and proves fiscal strength of the College
• Key ratios:
  - Primary reserve ratio: measures the financial strength of the College by comparing expendable undesignated net position to total expenses. FLCC is trending in a positive upward direction.
  - Net income ratio: measures total economic return
  - Return on revenue: a tool for measuring the profitability performance of the College from year to year.
  - Current ratio: reflects the College’s ability to satisfy its short-term liabilities (payables and accrued expenses) with its short-term assets (cash and receivables). College is in a strong position; trending favorably.

Trustee discussion: the proposed new SUNY chargeback formula is a concern.
Mr. Fisher provided an explanation of the process for community colleges to formulate a recommendation to SUNY. He co-chaired a CCBOA workgroup that examined various formulas that would be more manageable for community colleges. The proposed change in the chargeback formula will have an overall negative impact of approximately $15 million in lost chargeback revenue to community colleges across the state. The workgroup created a recommendation for a phased-in approach that was endorsed by CCBOA and submitted to community college presidents for their review and feedback.

Dr. Risser reported that the NYCCAP executive committee and SUNY personnel discussed this recommendation. NYCCAP plans to focus its lobbying efforts on an increase in base aid, and after the state budget is adopted the focus will return to the chargeback issue and negotiations with SUNY. Dr. Risser stated that the CCBOA did a good job in mitigating, as much as possible, the negative financial impact of the new chargeback formula on community colleges.

Section 3: Financial Highlights for Fiscal Year Ended August 31, 2014
Audit Results (Section 3, pg. 1)
• Financial Statements - unmodified opinion
  The basic financial statements of the College include the Student Corporation, Foundation, Association, and Housing as discretely presented component units.

• Other Audit Requirements
  Audit of federal funds (A-133 Single Audit)
  Approximately $28.4MM, including Student Financial Aid of $26.8MM
  No current year audit findings

• Internal Controls
  The auditors did not identify any deficiencies in internal control that they consider to be material weaknesses.

Condensed statements of net position (Section 3, pg. 2)
  *The College’s net position is of significant importance

Unrestricted fund balance(Section 3, pg. 3)
  Fund balance acts as the College’s “savings account” and provides a measure of financial flexibility to be able to rationally handle unforeseen adverse impacts such as a significant enrollment shortfall or a midyear reduction in state funding.
  *The increase in unrestricted revenue above is primarily due to an increase in net student tuition revenue and state aid, as well as the ability of the College to control costs.
Trends and Benchmark Analyses Over a Five-year Period (Section 3, pgs. 4-10)
- Unrestricted fund balance
- Unrestricted revenues and expenses
- Funding formula (% of net operating costs)
- Composition of net operating revenues
- Current unrestricted expenditures per FTE students
- Current fund balance as a % of current unrestricted expenditures
- Distribution of expenses

Section 4: Detailed Financial Statements
Independent Auditors’ Report (Section 4, pgs. 1-3)
- The auditors’ report indicates a clean opinion

Management’s Discussion and Analysis (Section 4, pgs. 4-10)
Mr. Stevens and Mr. Miller affirmed that to have no findings given the size and complexity of the College operating budget is an exemplary accomplishment. Mr. Fisher acknowledged the efforts of Mr. Delforte and his staff to ensure a clean audit.

Section 5: IT Controls Assessment for a Complex Infrastructure
- Management’s response will be incorporated in the next few weeks
- Positive report: many recommendations in the 2013 report have been or are being addressed
- Dr. Risser noted that Mr. Taylor has only been with the college for a few months. He has read the 2013 auditors’ report and recommendations, and is moving forward to implement necessary policies and processes. Dr. Risser and Mr. Fisher affirmed that Mr. Taylor has a wealth of experience and is a highly qualified CIO.

Trustees stated that they are very impressed with the positive findings of the College audit and expressed their thanks to Mr. Fisher and his staff.

Executive session
Trustee Mihalik called for a motion to move into executive session under provisions of Section 105 of Article 7 of the Public Officers Law to discuss the financial history of a particular corporation. She stated that the committee would not return to public session.

At 10:18 am, on motion by Trustee Martin and second by Trustee Sheppard, the FLCC Board of Trustees Audit & Enterprise Risk Management Committee entered into executive session.

At 10:25 am, on motion by Trustee Martin and second by Trustee Sheppard, the FLCC Board of Trustees Audit & Enterprise Risk Management Committee moved out of executive session.

At 10:25 am, on motion by Trustee Martin and second by Trustee Sheppard, the FLCC Board of Trustees Audit & Enterprise Risk Management Committee meeting adjourned.

Prepared by,          Submitted by,
Karen A. Hopkins    Donna M. Mihalik
Assistant Secretary of the Board   Chair, Audit & Enterprise Risk Management Committee
At 5:20 p.m., Trustee DeVaney called the FLCC Board of Trustees Finance & Facilities Committee meeting to order.

**Old Business**

**Review October 2014 Finance & Facilities Committee minutes**

No discussion

**New Business**

**FLCC 2014-2015 operating budget**

Mr. Fisher provided a summary of revenues and expenses, and stated that the budget is tracking as expected.

**Resolutions**

**Approve an increase in the Geneva Campus Center construction project budget**

Mr. Fisher presented this resolution to approve an additional funding request in the amount of $573,300 from the 2015 New York State budget for the Geneva Campus Center.

**Approve additional College funds for the Geneva Campus Center**

Mr. Fisher presented this resolution to approve additional College funds for the Geneva Campus Center construction project in the amount of $91,827.42. Discussion followed regarding the need for additional funds and sponsorship by Ontario County.

**Contract approval: snow removal services for FLCC sites in Geneva**

Mr. Fisher presented this resolution to approve a contract with Tru Lawn Care LLC, 31 Grove Street, Waterloo, NY 13165 for snow removal services at 63 and 90 Pulteney Street for the period of November 1, 2014 through April 30, 2015 and at 100 Empire Drive for the period of December 15, 2014 through April 15, 2015 at a cost of $24,142.00.

**Bid acceptance: asbestos abatement for FLCC main campus first floor restrooms**

Mr. Fisher presented this resolution to accept the bid of Jupiter Environmental Services, Inc., 24 Person Place, Rochester, NY 14606 for asbestos abatement for the FLCC main campus first floor restrooms at a total cost of $20,450.00.

**Bid renewal: mail courier services**

Mr. Fisher presented this resolution to renew the contract of Aromet Corporation d.b.a. Jet X Delivery Service, 270 Buell Rd, Rochester, NY 14624 for courier service for mail delivery and pickup between the FLCC main campus and all campus centers, including Wayne County Campus Center, Geneva Campus Center and Geneva Technology Farm, and Victor Campus Center.
Bid renewal: voice/data networking, equipment & consultant services
Mr. Fisher presented this resolution to authorize the College to renew the contract with CSNY Inc., 227 Castle Rd, Rochester, NY 14623 from December 6, 2014 through December 5, 2015 for voice & data networking, equipment and consultant services at the allowable CPI price index increase of 1.7%.

Updates
Facilities: Mr. Fisher
Viticulture Center: The construction project is on schedule for completion in mid-December 2014.

Phase 1A/B: Very few issues remain to be addressed. The music recording studio open house was held on October 30, 2014.

Geneva Center: LeChase Construction has been selected as the project general contractor.

November 3, 2014 fire and resulting damage
Mr. Fisher reported that a fire started in a trash receptacle just outside a fourth floor main building entrance that resulted in interior smoke damage. The fire itself did not reach the interior of the building. Mr. Fisher noted that law enforcement officials determined the fire to be accidental.

The College’s insurance agent and adjuster were on site the next morning to evaluate the damage. The smoke damage resulted in relocation of all faculty offices and classes held on the fourth floor of the main building. FLCC employees, especially those in the Facilities and Information Technology departments, did an outstanding job to ensure that classroom spaces were set up and ready for students and faculty. The College is expected to be fully back to normal operations by Monday, November 10.

There being no further business, at 5:49 p.m., on motion by Trustee Mihalik and second by Trustee Geise, 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: Wednesday, December 3, 2014; Carpenter Board Room; immediately following the Education & Planning Committee meeting

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

FLCC staff liaisons
James Fisher, Joseph Delforte
At 6:10 pm, Trustee Geise called the FLCC Board of Trustees meeting to order.

Privilege of the Floor
No speakers at this meeting.

Approval of the Consent Agenda
Trustee Geise called for a motion to approve the October 1, 2014 Board of Trustees committee & regular meetings minutes. On motion by Trustee Sheppard and second by Trustee Blazey, the FLCC Board of Trustees unanimously approved the October 1, 2014 Board of Trustees committee & regular meetings minutes.

Trustee Geise called for a motion to approve the October 24, 2014 Board of Trustees retreat minutes. Mr. Fisher requested the following revision to the retreat minutes for accuracy:

Mr. Fisher noted that management confidential employees belong to a non-bargaining unit that serves at the pleasure of the president. In every other bargaining unit there is a step or promotion process that amounts to an average salary increase of $2,000 - $3,000. $3,000-$4,000 annually.

On motion by Trustee Blazey and second by Trustee DeVaney, the FLCC Board of Trustees unanimously approved the October 24, 2014 Board of Trustees retreat minutes as revised.

Chair’s Report
Approve the Management Confidential Employees Plan
A motion to approve the FLCC Management Confidential Employee Plan as presented was made by Trustee Sheppard; second by Trustee Martin.

The following amendments to the Management Confidential Employee Plan were proposed:

Page 5: Tuition Waiver
Trustee Sheppard made a motion to amend the Management Confidential Employee Plan as follows; second by Trustee Hicks: - add the following language: ....up to $5,000 annually for four years cumulative at colleges other than FLCC.

Discussion:
- Addition of a timeline is to encourage employees to complete degree
- Concern about an employee not completing their degree if given a longer time period
- Could take longer than four years to complete a doctoral degree by virtue of the design of the program
- President has final approval of an employee’s request for funding to pursue a terminal degree
- A process is in place to closely track the employee’s progress
- Employees in this group rarely pursue a terminal degree, most already possess an advanced degree
- Employees in this group are high level professionals
• County MC employee benefit: $3200 annually with no time limit
• Proposed FLCC MC Plan revisions would reduce the current benefit
• Need to enable the College to make an investment in high level employees who wish to pursue a terminal degree

Trustees discussed a compromise: **up to $5,000 annually for four years cumulative at colleges other than FLCC**

Trustee Geise called the question on Trustee Sheppard’s motion to approve an amendment: **up to $5,000 annually for four years cumulative at colleges other than FLCC**; roll call vote.

**Vote on the proposed amendment as stated above:**
- **In favor:** Trustees Hicks, Sheppard
- **Opposed:** Trustees Blazey, Cass, DeVaney, Geise, Hamlin, Martin, Mihalik, Wilkins

Amendment fails

Discussion:
- Amend the failed amendment as follows: **$5,000 annually for six years cumulative**

Trustee Cass made a motion to amend the failed amendment; second by Trustee Mihalik as follows:
- **....up to $5,000 annually for six years cumulative at colleges other than FLCC**; roll call vote taken.

**Vote on the proposed amendment as stated above:**
- **In favor:** Trustees Blaze, Cass, DeVaney, Geise, Hamlin, Hicks, Martin, Mihalik, Sheppard, Wilkins
- **Opposed:** none

Amendment passes unanimously

**Page 7: Merit Pay (second paragraph)**

Trustee Sheppard made a motion to approve the following revision; second by Trustee Hicks: **A total amount of $10,000 annually will be available for distribution**, not $15,000 as discussed at the Board retreat.

Discussion:
- Reclassify a job that consistently receives merit pay
- The president is responsible for annual performance evaluations
- Adjusting pay temporarily for employees working out of title
- Support expressed for a $15,000 fund
- Salaried employees should have an expectation of performance, and given latitude to accomplish job functions
- Implement a basic awards recognition program for exemplary performance

Dr. Risser – merit pay is intended to recognize exemplary service above and beyond an employee’s routine performance, not to recognize an employee who works out of title; a process already exists to compensate employees who are asked to work out of title; discussion followed.

**Trustee Geise called the question on Trustee Sheppard’s motion to approve an amendment: A total amount of $10,000 annually will be available for distribution**; roll call vote.

**Vote on the proposed amendment as stated above:**
- **In favor:** Trustees Hicks, Sheppard
- **Opposed:** Trustees Blazey, Cass, DeVaney, Geise, Hamlin, Martin, Mihalik, Wilkins

Amendment fails
Trustee Sheppard made a motion to amend this section by adding the following language; second by Trustee Blazey: a hearing will be held for all instances of discipline or termination at the will of the employee and discretion of the BOT.

Discussion:
- The original amendment was discussed in the ad hoc committee and at the Board retreat
- Purpose: to provide more oversight for the Board of Trustees
- Conduit for communication to hear from both parties (employee and president)
- What would the process be to bring a hearing to the Board of Trustees? If an employee contacts a trustee, the trustee would go to the president
- Employees must follow a chain of command, and submit a letter to the board chair
- A hearing would not change the president’s decision; it would provide a conduit for the employee to be heard
- It is not the purview of the board to conduct a hearing, and this process would undermine the position of the president
- MC employees willingly agree to an annual one-year contract, and understand that there is an annual evaluation process and they may or may not be renewed; reasons for non-renewal are not an issue for the Board of Trustees to address
- Two trustees expressed empathy for terminated employees who are not provided with an opportunity to be heard by the Board

Trustee Geise called the question on Trustee Sheppard’s motion to approve an amendment: a hearing will be held for all instances of discipline or termination at the will of the employee and discretion of the BOT.

Vote on the proposed amendment as stated above:
In favor: Trustees Cass, DeVaney, Hicks, Sheppard
Opposed: Trustees Blazey, Geise, Hamlin, Martin, Mihalik, Wilkins
Amendment fails

There being no additional proposed amendments, Trustee Sheppard made a motion to adopt the Management Confidential Employee Handbook; second by Trustee Mihalik; roll call vote.

In favor: Trustees Blaze, Cass, DeVaney, Geise, Hamlin, Hicks, Martin, Mihalik, Sheppard, Wilkins
Opposed: none
Motion passes unanimously

Grant Professor Emeritus Status to Martin Dodge
Trustee Geise presented the following resolution to grant professor emeritus status to retired Professor Martin Dodge.

WHEREAS, Professor Emeritus status was established to recognize College faculty members who retire in good standing, have served the College for a minimum of fifteen years, and have demonstrated service to the College and the sponsoring community; and

WHEREAS, for over thirty years, Martin Dodge steadfastly and enthusiastically served FLCC and its students as Professor of Conservation in the Environmental Conservation & Horticulture department; and

WHEREAS, Professor Dodge is recognized for his mentoring of new faculty, guiding and advising students, and his high standards of classroom instruction; and
WHEREAS, Professor Dodge’s extraordinary contributions to the College and the community includes facilitating the integration of writing standards into conservation instruction and creating a writing intensive course; and

WHEREAS, Professor Dodge developed experiential courses that included travel to Costa Rica, the Florida Everglades and the Alaska Wilderness; and

WHEREAS, Professor Dodge developed campus-based courses, including "Small Woodlot Management," "Principles of Ecology," and "Sustainable Earth: Scientific & Spiritual Consilience;" and

WHEREAS, Professor Dodge is recognized for his signature project - the creation of and dedication to the championship FLCC Woodsmen Team, and as coach of the team since its inception in 1974, Professor Dodge led the women's and men's teams to a combined total of thirty-one championships; and

WHEREAS, outside of the classroom, Professor Dodge is best known for his fields of daffodils, his writing and dramatic recitation of poetry, his trademark chainsaw outdoor furniture, and his design and construction of nature interpretive trails locally, in the Adirondacks and in Alaska; and

WHEREAS, Professor Marty Dodge is recognized by his colleagues and students for his professionalism, dedication, and work ethic; and

WHEREAS, the Environmental Conservation & Horticulture department and the College President recommend that the FLCC Board of Trustees honor Professor Martin Dodge with Professor Emeritus status;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby grants Martin Dodge Professor Emeritus status with all the rights and privileges thereof.

On motion by Trustee Martin and second by Trustee Blazey, the FLCC Board of Trustees unanimously approved the resolution to grant professor emeritus status to Martin Dodge.

Approve the revised Smoking & Tobacco Use policy
Trustee Geise suggested that it may be appropriate to consider expanding this policy to designate FLCC as a smoke-free campus. Dr. Risser reported that she received a proposal from College Council regarding the designation of FLCC as a smoke-free campus, and that this issue is being reviewed through the governance process. Dr. Risser is likely to bring a revised policy to the Board for consideration at a future date.

There being no further discussion, on motion by Trustee Martin and second by Trustee Devaney, the FLCC Board of Trustees unanimously approved the revised Smoking & Tobacco Use policy.

President’s Report
Civil Rights Compliance Review update
Mr. Dan Nicolaescu, the civil rights review team leader, made a preliminary campus visit on October 23, 2014. He provided a list of observations and corrective actions for the College to address in advance of the full review team on-campus visit in April 2015.

SUNY Campus Assessments/Recharges: Next Steps
As follow up to retreat discussion, Dr. Risser presented the College’s response to the proposed SUNY assessments/recharges and next steps. Dr. Risser reported that the Ontario County attorney is presently working on a response to SUNY, and she has spoken with Senator Nozzolio and Assemblyman Kolb about this issue. College officials have been unsuccessful to date in obtaining the SUNY System Administration line item budget. Discussion followed about this being public information that is subject to a FOIL request.
Committee Reports

Education & Planning Committee: Trustee Blazey
Trustee Blazey requested a motion to approve the resolutions discussed at the Education & Planning committee meeting as a block. **On motion by Trustee Martin and second by Trustee Sheppard, the FLCC Board of Trustees unanimously approved moving these resolutions as a block.**

Trustee Blazey requested a motion to approve the following resolutions as a block: 1) Approve a program: Accelerated Dual Degree Nursing Program, 2) Adjust the professional services positions roster, and 3) Approve the FLCC Student Code of Conduct & Grievance Procedures.

**On motion by Trustee Cass and second by Trustee DeVaney, the FLCC Board of Trustees unanimously approved the aforementioned resolutions as a block.**

Finance & Facilities Committee: Trustee DeVaney
Trustee DeVaney requested a motion to approve the following two resolutions as a separate action: 1) Approve an increase in the Geneva Campus Center construction project budget, and 2) Approve additional College funds for the Geneva Campus Center.

**On motion by Trustee Cass and second by Trustee Martin, the FLCC Board of Trustees unanimously approved the two aforementioned resolutions.**

Trustee DeVaney requested a motion to approve the remaining resolutions discussed at the Finance & Facilities committee meeting as a block. **On motion by Trustee Martin and second by Trustee Blazey, the FLCC Board of Trustees unanimously approved moving these resolutions as a block.**

Trustee DeVaney requested a motion to approve the following resolutions as a block: 1) Contract approval: snow removal services for FLCC sites in Geneva, 2) Bid acceptance: asbestos abatement for FLCC main campus first floor restrooms, 3) Bid renewal: mail courier services, and 4) Bid renewal: voice/data networking, equipment & consultant services.

**On motion by Trustee Blazey and second by Trustee Martin, the FLCC Board of Trustees unanimously approved the aforementioned resolutions as a block.**

Trustee Liaison Reports

FLCC Association: Trustee Hamlin
The FLCC Association Board met on October 22, 2014. The FLCC child care facility is at capacity, book store staff are working with faculty on textbooks and other course materials, IT is working on technology upgrades, the mobile kiosk in the library entrance is operational and the Subway franchise is open in the Café. Trustee Hamlin and former trustee McCausland are members of the Association's audit committee.

FLCC Foundation: Trustee Geise
Trustee Geise reported that the Foundation's primary focus is on growing fundraising. Book Feast was a successful event that will be continued in 2015.

FLCC Projects Committee: Trustees Blazey, DeVaney
No report

FLCC Student Corporation: Trustee Wilkins
The College will host a Veterans Day event on November 11 at 2:00 pm in the auditorium. Dr. Robert Brown will serve as Master of Ceremonies, Rev. Dr. Edward Kennedy will offer the invocation, FLCC student singers will perform the National Anthem, and Dr. Risser and Trustee Sheppard are two of the speakers at the ceremony.
The Office of Student Life and the FLCC Student Corporation are collaborating on a Violence Against Women campus-wide initiative.

The FLCC Mascot committee met in mid-October and will meet again on November 20 from 12-1 pm in Stage 14. Dr. Preston Pierce, Ontario County’s historian and FLCC adjunct professor, will give a presentation on the mascot finalists. All trustees are invited to attend.

The Student Corporation sent four students to the SUNY Student Assembly, and FLCC has two students serving as community college representatives at the executive level of the Assembly.

Trustee Wilkins thanked Trustee Blazey for speaking recently at the FLCC Women’s Leadership Forum.

**Student Perspective: Trustee Wilkins**
See above

**Executive Session**
At 7:23 pm, Trustee Geise called for a motion to move into executive session under provisions of Section 105 of Article 7 of the Public Officers Law to discuss the employment history of a particular person. The FLCC Board of Trustees will not return to public session. **On motion by Trustee Blazey and second by Trustee Sheppard, the FLCC Board of Trustees moved into executive session.**

At 7:45 pm, **on motion by Trustee Martin and second by Trustee Blazey, the FLCC Board of Trustees moved out of executive session.**

There being no further business, at 7:45 pm, **on motion by Trustee Martin and second by Trustee Blazey, 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, December 3, 2014, immediately following the Finance & Facilities Committee meeting; Carpenter Board Room**