FINGER LAKES COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
Education and Planning Committee Meeting
October 7, 2026
Finger Lakes Community – Geneva Campus Center
Presiding: Trustee Frederick Wille

Committee Members Present: Trustee Geise, Trustee Hellauer-Geiger, Trustee Wille, Chair, Trustee Russell, ex-officio
Trustees: Trustee Astles, Trustee Cushman, Trustee Mallard, Trustee Martin, Trustee Mihalik
Excused: Trustee Cass
Staff and Students: Brie Chupalio, Sim Covington, Jeanine Eckenrode, Penny Hamilton, Sara Iszard, Alyssa LeGrette, Robert Nye, Laura Ortiz, Debora Ortloff, Patty Rockwell, Brittany Schutz, Jason Tack, Carol Urbaitis, Rick Van Dyke
Guests: Meeting had a total of 0 participants at the start of the meeting virtually; some guests joined via livestream link and were unidentified.

Media: none

Trustee Wille called the meeting to order at 4:30 PM.

Geneva Campus Center Presentation
Jeanine Eckenrode discussed various programs that the Geneva Center is involved in such as Geneva Reads, EMS Council noting that we have a lot of ambulance visits, the Arc of Ontario uses space for classes at the facility as well. Fall Enrollment is up year over year 44% with the early college high school program. We have an increase in enrollment in the paramedics' program. The slide deck she presented had represented two weeks of program for CPR classes. She reviewed a little bit about SUNY reconnect and the role that has played with the increase for the paramedic program. Trustee Russell informed Jeanine that he would like here to got to a City Council meeting in the near future to talk about the early high school program and activities related to adult education opportunities on campus.

Review of the October 7, 2026 minutes
Trustee Wille inquired if there were any changes or corrections to the minutes. None were noted.

Enrollment Report
Dr. Urbaitis provided a verbal update related to the one in the packet. Enrollment for Gemini is up 4.5% and FTE 0.2% also included was a 12.8% increase for enrollment and FTE was up 6.3% as of Friday for state noncredit and state aid able. Dr. Nye noted that overall enrollment also is attributed to online students. There was discussion of registrations no longer done at one stop it is all online. Dr. Urbaitis discussed that it is a more rapid enrollment process. Trustee Cushman SUNY reconnect has impacted shift from full to part time. Enrollment is up 12.8% due to reconnecting students and students with prior degrees will now be eligible. Recollection pre-Covid the Victor technology program is fully online completing demands so a course on hyflex. Hyflex courses and programs at Victor are in person or online. Programs originated dedicated programs at their center in specific when courses completely online attribute to campus center. Not attributed to synchrony online.

Resolution
Adjust the Finger Lakes Community College Positions Roster

Revised position of Technical Specialist-Applied Learning and Advisory Committee Liaison title to Technical Specialist - Experiential Learning and Advisory Board Liaison. This will move from 10 month to 12 month position and will remain as F in the Professional Association.

New positions added as follows:
Administrative Assistant to the President's Office (10/7/2026) – 12 month position, Management Confidential Grade 1

Assistant Director of Civil Rights Compliance and Employee Development (10/7/2026) – coordinates investigations and provides compliance tracking and will be 12 month, Management Confidential Grade 2 position
Director of Advancement Partnerships and Major Gifts (10/7/2026) – Builds relationships with donors, community organizations as well as direct building resources for capital projects – 12 month, grant funded Management Confidential Grade 2
Network Engineer (10/7/2026) - Analysts and architecture across the college. Full-time Professional Association Group C

Trustee Martin asked about the Director of Advancement Partnerships and Major Gifts in that it is grant funded. Brie Chupalio discussed that the college is going to fund the first year and the foundation has agreed to fund year two and beyond, so we are calling it grant funded.

Trustee Mallard asked if there would be any effect on the Civil Rights Office Position? The answer was no.

The Future of Whole Student Well-Being

Sara Iszard reviewed the presentation in the packet in terms of future we are looking at the student's overall wellbeing. We persist and thrive to look for whatever the student needs. Most students experience the need and focus to belong and have a connection for a better learning experience. Academic clarity and financial stability for students not to be concerned if my lights turn on. Having a sense of a trusted relationship, people that they can go to as connection for food, housing and security. A student's life at school changes and can be complex, perhaps their major changes 3 times. Most students know what they want and student reconnecting is a great example of that. Students bring to school with them more responsibility such as transportation issues, there is assistance for people through Sara's office, IT, One Stop to engage with students. We are moving towards reactive to proactive. The student experience realizes that there are people here that care about them. FLCC provides education for a variety of ages, and it is not one size that fits all. Information and support move with you from the start with academics and a faculty advisor and is the connection to support you throughout. Students see a future, purpose, career, economic mobility. Wellbeing is no longer an add-on it is part of the student experience. FLCC provides a number of these services in place such as counseling and basic needs support tailored to the individual. The strategic plan allows for any one of us to provide direction through a wide variety of support. We identify need and measure those outcomes. Future of whole student well-being entire institution student experience in place by 2028 infrastructure evidence to make possible. Trustee Hellauer-Geiger asked what the priority is for 2028. Sara explained focus on what the students' needs are and identify the right people to be involved. Dr. Ortiz mentioned that last month there was a presentation related to FUSE model which is the success metrics intake survey. Sara explained that we are very intentional on engaging the online student. Trustee Cushman noted that there has been deep thought that has gone into this with all the changing demographic and cultural differences. Trustee Mallard complimented the process in that the student does not have to tell the story 5 times to different people.

Academic Senate Presentation

Patty Rockwell, Professor Environmental Conservation and Horticulture discussed this is her first semester of 2026 to be serving as Academic Chair. She stated that she is very passionate and excited about the culinary arts degree and serving in this role. She explained that Academic Senate FLCC constitution notes two governing bodies, one academic in nature, cats office, library student facing representing information to take to Dr. Nye and then to the Board of Trustees. The Leadership team are shared members of the Senate Executive Committee.

She reviewed three goals determined as the following: strong facilitation of academic senate and ensure following the bylaws and constitution. Communication updating content portal to allow folks in governance to be plugged in and participate. Folks on committee come to meeting prepared, and able to have robust discussion, this will set us up for the year.

Middle States is upon us, and we are prepared to support it in Academic Senate through strong committees. We are active with faculty and community colleges who work with AI statewide and nationally with SUNY. Opportunity for growth empowered 5 cycles executive committee reading Roberts rules often get the job that needs to be done. Patty looks forward to collaborating, engaged with Governance Executive. We are bringing voices together across faculty and staff who we are as colleges, shared responsibility to each other, culture strategic direction. Governance is strong at FLCC.

College Council

Rick VanDyke, Assistant Director of Tutoring & Learning Support, that College Council is parallel to Governance Exec. College Council covers non-academic matters and some of the larger campus wide activities. There is a role to play with the Strategic Plan and Middle States. He reviewed their goals although modest, it is packed for agenda items. We look for feedback, and the Governance Assessment Committee recommends to the President who then requests endorsement from the Board of Trustees. He explained that he served as Vice Chair and was involved with adding extra actions when needed for governance. There is a major policy currently being worked on called Policy of Policies and it is a new policy with revisions to an established policy with a different title. We are involved with the hiring policy, and it has been worked on over the summer. Soon an AI policy will be forthcoming and other policies that come through executive council.

APCI does heavy lifting for Middle States self-study, 5 standards from 6 that need to be met.

Accessibility of documents is another one that we will be reviewing in the future.

Governance Assessment will present at tomorrow's meeting and review of primary findings and potential for feedback. We will also be revisiting council bylaws.

Council Housekeeping – college handbook, shifted frame of reference, reviewed by that by council tomorrow. Handbook rules of procedure provide involvement from all bargaining units and Student Corp. Adjuncts are currently not represented.

Adjourn

At 5:28 PM Trustee Wille requested a motion to adjourn. Trustee Mihalik motioned to adjourn and a second by Trustee Geise. All at the meeting were in favor of adjourning the meeting.

Prepared by,

Penny Hamilton
Assistant Secretary to the Board of Trustees

Submitted by,

Trustee Fred Wille
Chair Education & Planning Committee

Next Meeting: November 4, 2026, Stage 14, Finger Lakes Community College, 3325 Marvin Sands Drive, Canandaigua, NY 14424

COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
Finance and Facilities Committee
October 7, 2026
Finger Lakes Community – Geneva Campus Center
Presiding: Trustee Geoff Astles

Committee Members Present: Trustee Astles, Chair, Trustee Mallard, Trustee Martin, Trustee Russell, ex-officio
Trustees: Trustee Cushman, Trustee Geise, Trustee Hellauer-Geiger, Trustee Mihalik, Trustee Wille
Excused: Trustee Cass
Staff and Students: Brie Chupalio, Sim Covington, Jeanine Eckenrode, Penny Hamilton, Sara Iszard, Alyssa LeGrette, Robert Nye, Laura Ortiz, Debora Ortloff, Patty Rockwell, Brittany Schutz, Jason Tack, Carol Urbaitis, Rick Van Dyke
Guests: Meeting had a total of 0 participants at the start of the meeting virtual; some guests joined via livestream link and were unidentified.

Media: None

Trustee Astles called the meeting to order at 5:31 PM.

Review of September 2, 2026 Committee Minutes
Trustee Astles asked if there were any comments or questions for the minutes? None were noted.

FLCC 2025-2026 Operating Budget & Finance Report
Jason Tack reviewed the Operating Budget and Finance Report he noted that as of August 21, 2026, tuition is up 2 million, compared to 3 million as well as our Gemini was significant last year and again this year. The Fees for technology are up. The sponsor and state aid was reviewed in that every year the sponsor fee is 3% each year and the state aid number will rise with FTE close to the floor. We should be above the floor and reflect that in the 2026-2027 budget. The charge backs coming from outside of Ontario county increase enrollment for last year revenue it was 1.4 million non-residents out of state or international population. Miscellaneous interest income is idle cash that is being invested $850,000 it may drop and go the other way from what we are budgeting. Trustee Martin was inquiring about the revenue side and trailing numbers? Jason discussed that we received a check from ATT from last year. Jason is not anticipating any revenue adjustments.

We are close with operating expenses due to salaries for adjuncts and overloads due to enrollment increase. We have 160 sections for classes this year and therefore revenue is up 4.4 million, however, expenses are up as well.

Bad debt expense will need to be booked; utilities will be going up due to winter weather. To mitigate the expenses for utilities we will lock in a rate due to the uncertainty and the unexpected war with Iran. In January we will continue to look at the energy bill and audit it for being over billed. Trustee Martin inquired that as you close out the budget year and close out grants are there any additional costs that can roll into the general budget? The large increase with Gemini for enrollment drives up scholarship expense.

Presentation – Jason talks about new investment as well as preserving our foundation. Facilities owned since 1975, Geneva campus and Vit Center that have had decades of public investment. Recent Accomplishments camera, parking lots, HVAC and electrical upgrades. Improved learning environments such as the 2022 nursing center, campus store renovation this summer 2026. Strategic Projects culinary center being built. Then there are the things that no one sees

for example – chillers that tie into energy efficiency.

Json shared the floor plan of the Culinary Center, and it looks good with the NYK tasting center. There will also be FLCC offices, Conference Room, Demonstration Theater, pastry kitchen, and other culinary areas of expertise. He also referenced the patio area. This is a collaborative group project, FLCC owned facility that will be leasing out space. Trustee Martin inquired about the capacity of the building. Jason mentioned the capacity is 48-52. Trustee Cushman noted that initially we were going to rent the facility but now we are going to own it, what are the limits and liability requirements? Jason explained as an owner more liability will follow us. Dr. Nye mentioned the CMAC model is to acquire and have the responsibility and then therefore costs related to that.

Jason explained that looking ahead there is the capital library renovation, athletics - turf field maintenance. The sustainability of the chillers and our technology infrastructure to keep up with instruction related to the student experience.

Jason discussed deferred Maintenance, this building was built in the 70s and needs major roofing, HVAC hot/cold, electrical infrastructure updates. We had an elevator issue last summer and it wasn't available for disability services. The windows and doors for this building need replacement. The roads, parking lots and sidewalks need to be maintained. The Master plan estimated 40- million however those costs continue to change. Jason explained why it matters strategically for the facilities to be maintained. Students may choose another college based on how well it is maintained or if it has better facilities and equipment. We need to account for facility downtime, escalating repair costs, and emergency repairs, this can reduce our assets.

He further discussed $500,000 match with NYS and $500,000 match from Ontario County to complete these necessary project repairs. There is a charge back of 300 per FTE which is considered outstanding debt with the county. The debt payment in 2030 could be used for deferred maintenance. The match from NYS 2030 would be closer to 30 million. Looking at that and understanding what that means to take care of these issues sooner than later. $750,000 for roof deferred maintenance challenges risks that we are mitigating and collectively involve the county to fix these issues that are very important.

Adjourn
At 5:56 PM Trustee Astles requested a motion to adjourn. Trustee Martin motioned to adjourn and a second by Trustee Mallard. All at the meeting were in favor of adjourning the meeting.

Prepared by,

Penny Hamilton
Assistant Secretary to the Board of Trustees

Submitted by,

Trustee Fred Wille
Chair Education & Planning Committee

Next Meeting: November 4, 2026, Stage 14, Finger Lakes Community College, 3325 Marvin Sands Drive, Canandaigua, NY 14424

COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

October 7, 2026

Finger Lakes Community – Geneva Campus Center

Presiding: Trustee Richard Russell

Trustees Present: Trustee Astles, Chair, Trustee Cushman, Trustee Geise, Trustee Hellauer-Geiger, Trustee Mallard, Trustee Martin, Trustee Mihalik, Trustee Russell, Trustee Wille
Excused: Trustee Cass
Staff and Students: Brie Chupalio, Sim Covington, Jeanine Eckenrode, Penny Hamilton, Sara Iszard, Alyssa LeGrette, Robert Nye, Laura Ortiz, Debora Ortloff, Patty Rockwell, Brittany Schutz, Jason Tack, Carol Urbaitis, Rick Van Dyke
Guests: Meeting had a total of 0 participants at the start of the meeting virtual; some guests joined via livestream link and were unidentified.

Media: None

Trustee Russell called the meeting to order at 5:57 PM

Privilege of Floor – none

Review and Approval of September 2, 2026 Board of Trustees Minutes
Trustee Russell requested a motion to approve the minutes, Trustee Cushman motioned approval, and a second by Trustee Hellauer-Geiger, all in attendance were in favor of the motion to approve the minutes.

Approval of the Consent Agenda
Resolution – Adjust the Finger Lakes Community College Professional Services Roster
Trustee Russell requested a motion to approve the Consent Agenda, Trustee Geise motioned approval, and a second by Trustee Astles, all in attendance were in favor to approve the consent agenda.

President's Report
Dr. Nye discussed the Greenhouse Project and the involvement related to the adjusted pricing over the last three years. The Ways and Means committee approved the project on November 19th. A lot of work to get there which involved Cabinet Members. The plan to create the logging sports facility in spring 2027, and continuous building after that and taking into consideration the chargebacks for the county to buy into the facility like what was done with the Viticulture Center.

Banner SaaS another project that is a heavy lift up front and will save people a lot of time and effort in the future. Dr. Nye mentioned that FLCC was recognized by Canandaigua Academy as Friend of Education for 2026 there were people who attended this event that were both graduates of Canandaigua Academy as well as FLCC.

There is a lot going on in Workforce Development with Michelle Robinette leading the charge of applied and experiential learning. Extending our workforce list will be facilitated through that department.

Trustee Russell discussed that he will be seeking Michelle out to go to a Town Board Meetings or an Ontario County Supervisor Meeting in the future to discuss workforce development.

Board Governance Action Items – Trustee Mihalik noted that there is none tonight.

Committee reports
Trustee Russell noted that there are some reports in the packet however, if anyone wants to provide a verbal report please do.

NYCCT

Trustee Cushman thanked Jason Tack for his involvement with the representing the Chief Business Officers and explained finances to trustees further. He also thanked Penny for coordination and Dr. Nye for his support and being a sommelier for the event. Trustee Cushman discussed that Trustee Joan Geise was recognized at the event for the Marvin A. Rapp Award for Distinguished Trustee Service. There were comments from both Trustee Mallard and Trustee Hellauer-Geiger about the event. Trustee Mallard enjoyed the community involvement. Trustee Hellauer-Geiger mentioned that the group knows how to party and it was a treat and an education to be there. Trustee Russell congratulated Trustee Cushman as Chair of NYCCT for the last two years.

FLCC Foundation

Trustee Geise discussed that the Golf Tournament which made just under $40,000. She thanked Brie and the Foundation Team. Brie mentioned there were 10 winners.

The Scholarship Dinner is October 15th, and Trustee Geise explained that it is a great why to sit with the scholarship recipients.

Adjourn

At 6:12 PM Trustee Russell requested a motion to adjourn. Trustee Martin motioned to adjourn and a second by Trustee Cushman. All at the meeting were in favor of adjourning the meeting.

Next Meeting: November 4, 2026, Stage 14, Finger Lakes Community College, 3325 Marvin Sands Drive, Canandaigua, NY 14424