

**GRANT PROFESSIONAL ASSOCIATION ADMINISTRATIVE APPOINTMENT:
JOANN TINSLEY, BURSAR**

WHEREAS, Joann Tinsley, 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 Joann Tinsley 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 Joann Tinsley, Bursar, effective February 27, 2027.

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

August 5, 2026

Date

Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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 August 5, 2026 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 5th day of August 2026.

Penny M. Hamilton, Assistant Secretary to the Board of Trustees

APPROVE THE 2026-2027 MANAGEMENT CONFIDENTIAL SALARY SCHEDULE

WHEREAS, management confidential employees are included in the FLCC Administrative Compensation Plan; and

WHEREAS, the College President recommends a 2026-2027 salary schedule for management confidential employees; and

WHEREAS, funds for the recommended salary schedule are included in the 2026-2027 operating budget; and

WHEREAS, the FLCC Board of Trustees Finance & Facilities Committee has reviewed and approved the recommended salary schedule;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve the recommended 2026-2027 salary schedule for management confidential employees effective September 1, 2026 – August 31, 2027.

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

August 5, 2026

Date

Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

APPROVE NON-UNIT EMPLOYEES REAPPOINTMENTS: 2026-2027

WHEREAS, the following non-unit employees have received annual evaluations from the immediate supervisors and the College President recommends their reappointment for the period September 1, 2026 to August 31, 2027:

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby reappoint the following non-unit employees to their respective positions:

Sim J. Covington, Jr., Ed.D, MBA, Chief Diversity Officer and Dean of Student Athlete Development
Brie E. Chupalio, Chief Advancement Officer
Laura E. Ortiz, Ed.D., Provost, Vice President of Academic and Student Affairs
Debora H. Ortloff, Ph.D., Vice President of Strategic Initiatives and Assessment
Jason Tack, Vice President of Administration and Finance
Carol S. Urbaitis, Ed.D., Vice President of Enrollment Management

Samantha L. Boccacino, Ed.D, Director of Athletics
Tiffany Coyle, Ed.D., Assistant Provost of Curriculum and Academic Partnerships
Michael J. Fisher, Associate Vice President of Enrollment Management
Lenore L. Friend, Director of Public Relations and Communications
Katherine Ghidui, Ed.D., Associate Provost of Academic Innovation and Learning Resources
Sara Iszard, Senior Director Center for Student Well Being
Terrell Langley, Director of Facilities & Grounds
Matthew G. McGrath, Chief of Campus Police
Karen Ohlrich, Controller
Jennifer Parsons, Assistant Director for Talent Management
Beth Johnson, Ed.D., Associate Provost of Curriculum and Instruction
Michelle M. Robbins, Director of Development
Michelle Robinette, Associate Provost of Economic Development and Lifelong Learning
Brittany E. Schutz, Assistant Director of Human Resources Operations
Sarah E. Whiffen, Associate Provost of Student Affairs

Penny M. Hamilton, Executive Assistant to the President
Tammi Murtha, Human Resources Generalist
Ryan I. Reynolds, Assistant to the Provost
Rachel Loforte, Human Resources Generalist
Rose Witkowski, Executive Assistant to the Vice President of Administration & Finance

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

August 5, 2026

Date

Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

Trustee Resolution #

AUTHORIZE A CONTRACT RENEWAL FOR COLLEAGUE SYSTEM SUPPORT SERVICES

WHEREAS, FLCC has determined a need for ongoing support for our Colleague systems to be more efficient and less customized, including assistance in training and implementation of the recommended changes; and

WHEREAS, Ellucian is an expert in how their products should be configured, and have been utilized by FLCC for several years in assisting with this project; and

WHEREAS, Ellucian has provided a quote to accomplish this work from September 1, 2026 through August 31, 2027 for a cost not to exceed \$116,750;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby awards a contract for Ellucian Advisory Support Services, 2003 Edmund Halley Drive, Suite 550, Reston, VA 20191, for FLCC from September 1, 2026 through August 31, 2027 at a total cost not to exceed \$116,750.

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

August 5, 2026
Date

Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

Trustee Resolution #

AUTHORIZE A CONTRACT RENEWAL WITH FERRILLI FOR COLLEAGUE SYSTEM CORE ADMINISTRATION SERVICES

WHEREAS, Finger Lakes Community College wishes to continue using Ferrilli Services to administer, monitor, update, secure, and communicate with key users around the college of software enhancements, for FLCC's Colleague systems in FY2026-27; and

WHEREAS, Ferrilli possesses unique capabilities and expertise regarding Ellucian Colleague administrative support, and has supported FLCC with this service for over six years; and

WHEREAS, this contract renewal would begin September 1, 2026 and end August 31, 2027 at a total cost not to exceed \$78,000; and

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby awards a contract for Ferrilli System Administration Services with Ferrilli, 414 West State Street, Media, PA 19063 for the Ellucian Colleague enterprise systems for Finger Lakes Community College from September 1, 2026 through August 31, 2027 at a total cost not to exceed \$78,000.

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

August 5, 2026

Date

Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

Trustee Resolution #

AUTHORIZE A CONTRACT RENEWAL FOR FERRILLI SUPPORT SERVICES

WHEREAS, FLCC wishes to continue using Ferrilli Services for the Ellucian Colleague Enterprise systems ad hoc and emergency programming support in FY2026-27; and

WHEREAS, Ferrilli possesses unique capabilities and expertise regarding Ellucian Colleague support, troubleshooting and programming, and has supported FLCC for on demand and emergency support for over six years; and

WHEREAS, this contract renewal would be from September 1, 2026 through August 31, 2027 at a total cost not to exceed \$15,000;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees that the FLCC Board of Trustees hereby awards a contract for Ferrilli support services with Ferrilli, 414 West State Street, Media, PA 19063 for on demand programming and emergency support for the Ellucian Colleague enterprise systems for Finger Lakes Community College from September 1, 2026 through August 31, 2027 at a total cost not to exceed \$15,000.

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

August 5, 2026

Date

Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

Trustee Resolution #

AUTHORIZE A CONTRACT RENEWAL WITH QUALITY CAPTIONS TRANSCRIPTION SERVICES

WHEREAS, Finger Lakes Community College completed RFP R25076 for remote transcription services in 2025 to support its students; and

WHEREAS, Quality Captions, 5459 Lyndale Way, Frederick, MD 21703 was the low responsive/responsible bidder for transcription services at FLCC; and

WHEREAS, Quality Captions has a \$55/hour cost for remote, real-time transcription services, and a \$130/hour cost for remote automated transcription services. Transcription Services at FLCC are on an as-needed basis, and total cost varies on how many students and faculty need to use these services; and

WHEREAS, this would be the first of two twelve-month renewals available for the period of September 8, 2026 through September 7, 2027;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby authorizes a contract renewal with Quality Captions, 5459 Lyndale Way, Frederick, MD 21703 for transcription services as needed from September 8, 2026 through September 8, 2027; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC VP of Administration & Finance, and the FLCC Director of Academic Success and Access Programs.

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

August 5, 2026

Date

Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

Trustee Resolution #

APPROVE A CONTRACT WITH THE COUNCIL FOR ADULT AND EXPERIENTIAL LEARNING (CAEL) FOR CREDIT PREDICTOR PRO

WHEREAS, FLCC is committed to expanding opportunities for adult learners and strengthening its Credit for Prior Learning (CPL) initiatives; and

WHEREAS, CAEL has proposed implementation of its Credit Predictor Pro platform, which provides a comprehensive system for collecting experiential learning information, managing CPL workflows, supporting faculty and advisor review, and improving access to credit for prior learning, with the goal of increasing adult learner enrollment, persistence, and completion; and

WHEREAS, Credit Predictor Pro is a comprehensive institutional platform designed specifically to manage and scale Credit for Prior Learning, providing capabilities beyond traditional assessment tools through workflow management, automated recommendations, reporting, and institution-wide implementation; and

WHEREAS, CAEL has certified that it is the sole source provider of Credit Predictor Pro and its associated consulting, implementation, and training services. After obtaining a quote and information from another vendor, this sole source status was supported as no other vendor researched was able to provide the same services. CAEL is also in the process of obtaining a SUNY-wide contract; and

WHEREAS, the total cost of implementation and a two-year software subscription is \$38,000, consisting of implementation services and two annual licenses. FLCC has received funds from SUNY to cover \$33,000 of this expense;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby approves a contract with the Council for Adult and Experiential Learning for Credit Predictor Pro for a two-year term commencing on the date of the agreement execution for a cost not to exceed \$38,000.

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

August 5, 2026

Date

Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

Trustee Resolution #

APPROVE PURCHASE OF WORLDVIZ PRISM IMMERSIVE SIMULATION ROOM

WHEREAS, FLCC is committed to expanding innovative instructional technologies that enhance experiential learning opportunities for students; and

WHEREAS, the College solicited and evaluated proposals from multiple vendors for an immersive simulation classroom to ensure the proposed solution met the instructional and technical needs of the College; and

WHEREAS, although WorldViz was not the lowest proposal, the evaluation determined that the WorldViz PRISM Immersive Simulation Room provides substantially greater functionality and long-term value through projection-based virtual reality capabilities, higher-quality projection technology, unlimited in-house content development, authentic law enforcement simulation capabilities, and a comprehensive software platform that supports future expansion across multiple instructional programs including nursing, paramedicine, law enforcement, and allied health; and

WHEREAS, the recommended WorldViz solution includes a fully integrated PRISM Immersive Simulation Room with Projection VR technology, installation, software licensing, training, and related equipment at a total cost of \$274,760, as outlined in the vendor quotation;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees approves the purchase of the WorldViz PRISM Immersive Simulation Room and related equipment and services from WorldViz in the amount of \$276,360.

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

August 5, 2026

Date

Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

Trustee Resolution #

APPROVE BANNER SAAS CLOUD SERVICES AGREEMENT

WHEREAS, on April 1st, 2026 the FLCC Board of Trustees approved Resolution No. 37-2026, advancing the College’s participation in the SUNY Community College Unified Banner SaaS initiative; and

WHEREAS, SUNY has finalized a Cloud Services Order Form and Statement of Work with Ellucian Company, LLC establishing the terms and conditions for implementation of the Banner Software as a Service (SaaS) platform for the initial cohort of participating community colleges, including FLCC; and

WHEREAS, the agreement provides for cloud services, implementation services, project management, data migration, training, change management, and deployment support necessary to transition the College to the Banner SaaS environment under the SUNY system-wide modernization initiative; and

WHEREAS, FLCC’s financial obligations under the Banner SaaS initiative include the following for year one:

Cost Item	Amount	Frequency	Notes
Banner SaaS Licensing & Platform Fees	\$302,204	Annual	Subject to a 5% annual escalation
SICAS Conversion Charges	\$92,500	One-Time	Conversion and implementation support
Reduction in Colleague Licensing Fee	\$159,000	Annual	164,000 reduction in year 2
Year 1 Total:	\$553,704		

WHEREAS, the Cloud Services Agreement has a term beginning April 1, 2026 and ending September 30, 2032;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby approves the Banner SaaS Cloud Services Agreement for a term of April 1, 2026 through September 30, 2032, with year 1 costs not to exceed \$553,704.

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

<u>August 5, 2026</u>	_____	_____
Date	Richard Russell, Board of Trustees Chair	M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

LEASE RENEWAL BETWEEN FINGER LAKES COMMUNITY COLLEGE AND NEW YORK KITCHEN

WHEREAS, the Culinary Arts Certificate and Associate in Applied Science programs have been approved by the Finger Lakes Community College Board of Trustees; and

WHEREAS, these programs will prepare students for a career in the diverse food service industry; and

WHEREAS, the College wishes to continue a partnership with the New York Kitchen, to offer the culinary course labs at the Center; and

WHEREAS, the College and the New York Kitchen have agreed to a rental lease renewal for the period from August 31, 2026 through May 31, 2027; and

WHEREAS, the College will rent the New York Kitchen facilities on a flat monthly fee of \$11,000.00 per month. The College will also utilize a laboratory assistant on a rate of \$112 per lab occurrence, as well as a fee of \$50 per week for food ordering; and

WHEREAS, additional spaces and/or use on other days will be arranged and reserved, and may incur additional rental charges of \$225.00 per hour; and

WHEREAS, the FLCC Board of Trustees Finance & Facilities Committee has reviewed the rental agreement and recommends its adoption.

NOW, THEREFORE BE IT RESOLVED, that the Finger Lakes Community College Board of Trustees does hereby approve the rental lease renewal between Finger Lakes Community College and the New York Kitchen for the period from August 31, 2026 through May 31, 2027, and that the College will rent New York Kitchen facilities on a flat monthly fee of \$11,000.00 per month, a laboratory assistant on a rate of \$112 per lab occurrence, and a fee of \$50 per week for food ordering.

BE IT FURTHER RESOLVED those certified copies of this resolution be sent to the FLCC Vice President of Administration & Finance, FLCC Provost, and Vice President of Academic & Student Affairs, and New York Kitchen.

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

August 5, 2026

Date

Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

Trustee Resolution #

APPROVE 2026-2027 SPONSOR SERVICES INCLUDED IN THE FLCC OPERATING BUDGET

RESOLVED, that the following sponsor services included in the 2026-2027 Finger Lakes Community College Operating Budget are hereby approved:

<u>SERVICE</u>	<u>2026-2027</u>
Workers Compensation	\$54,995
TOTAL	<u>\$54,995</u>

Approved by the FLCC Board of Trustees at the meeting on August 5, 2026

August 5, 2026
Date

Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

ADOPTION OF A POLICY GOVERNANCE CORE PRINCIPLE

WHEREAS, the Finger Lakes Community College Board of Trustees wish to be future-focused and to ensure that its governance structure remains clear, well understood, and durable throughout and whenever any changes occur in Board membership and institutional leadership; and

WHEREAS, the Board wishes to ensure that its governance roles, its delegation of authority to the President, and its expectations for institutional performance are clearly defined, written, and durable beyond the tenure of any individual trustee or president; and

WHEREAS, the Board has reviewed the principles of Policy Governance, which distinguish between the Board's responsibility to determine organizational ends and the President's responsibility to determine the means by which those ends are achieved; and

WHEREAS, the Board believes that adopting this governing philosophy will strengthen institutional continuity, sharpen accountability, and allow the Board to devote greater attention to the College's long-term direction;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees adopts the Core Principle Statement above as the governing philosophy of the Board, effective immediately upon passage of this resolution.

BE IT FURTHER RESOLVED, that the Board authorizes a small advisory working group — comprised of designated trustees, and such other participants as the Board deems appropriate — to begin developing draft policies consistent with this Core Principle Statement, organized according to the four policy categories of Policy Governance: Ends, Executive Limitations, Board-President Linkage, and Governance Process.

BE IT FURTHER RESOLVED, that the advisory working group shall operate in an advisory capacity only, shall not be vested with decision-making authority on behalf of the Board, and shall bring all draft policy recommendations to the full Board for deliberation and action in public session.

BE IT FURTHER RESOLVED, that the advisory working group shall report progress to the full Board at each regular meeting, with the goal of presenting an initial set of draft policies for Board discussion within the timeframe established by the Board.

BE IT FURTHER RESOLVED, that adoption of this Core Principle Statement reflects the Board's commitment to the underlying philosophy of Policy Governance and does not constitute final approval of any specific policy language, which shall remain subject to full Board review and adoption.

August 5, 2026

Date Richard Russell, Board of Trustees Chair

M. Joan Geise, Board of Trustees Secretary

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees