

**CORNING COMMUNITY COLLEGE  
REGIONAL BOARD of TRUSTEES MEETING  
AGENDA**

**DATE:** Thursday, April 25, 2024

**TIME:** 5:30 p.m. Meeting

**LOCATIONS:** Health Center

- 1- CALL TO ORDER
- 2- APPROVAL OF AGENDA
- 3- APPROVAL OF MEETING MINUTES of March 14, 2024 [Minutes](#)
- 4- CHAIR'S REPORT
- 5- PRESIDENT OF THE COLLEGE REPORT
- 6- STUDENT TRUSTEE REPORT
- 7- CCC DEVELOPMENT FOUNDATION REPORT
- 8- APPROVAL OF CONSENT AGENDA
- 1-[RESOLUTION #T4904-24 Appointments, Promotions and Separations](#)

**REGULAR AGENDA**

CASS Committee

1. [RESOLUTION #T4905-24-Program Review: Community and Public Health A.S.](#)
2. [RESOLUTION #T4906-24 Academic Calendar for 2026-2027](#)
3. [RESOLUTION #T4907-24 Regional Board of Trustees' Excellence in Teaching Award-Kyle Williams](#)

EXTERNAL AFFAIRS Committee

FINANCE AND FACILITIES Committee

1. [RESOLUTION #T4908-24- Operating Report for February 2024](#)
2. [RESOLUTION #T4909-24-Facility Use Policy](#)

HUMAN RESOURCES Committee

- 10-OLD BUSINESS
- 11-NEW BUSINESS
- 12-EXECUTIVE SESSION
- 13-ADJOURNMENT

**CORNING COMMUNITY COLLEGE  
REGIONAL BOARD of TRUSTEES  
March 14, 2024  
HEC  
MEETING MINUTES**

In attendance: M. Wayne, J. McKinney-Cherry, P. Chu, R. Allison, M. Lawrence, A. Winston, K. Early, H. Reynolds, Aniga Werner

Excused: N. Wightman, S. Jacoby Murphy

Senior Staff: President Mullaney, VP Clay, Babatunde Ayanfodun, Interim VP Koble, Executive Director D. Burdick, Executive Director J. Marchese, Executive Director S. Ward, Executive Director Finance L. Patrick, N. Ka-Tandia

Excused: Executive Director DM. Castellana

Guest: Peter Wigley: VP DEI, Five Rivers Council, Scouts BSA and Brad Bodoh: Scout Executive, Five Rivers Council, Scouts

Supporting Staff; Mark Brown, Denise Burbey

College Community Guests: Brad Cole and Billie Joe Seager

1-CALL TO ORDER. Trustee Wayne called the meeting to order at 5:34 pm and mentioned a brief executive session at the end of the public open meeting.

2. APPROVAL OF AGENDA: (J. M Cherry, A. Winston, Unanimous).

3- APPROVAL OF THE MINUTES: February 1, 2024 RBOT Meeting (Abstain, J. M-Cherry, M. Lawrence, R. Allison), (A. Winston, K. Early, Unanimous).

#### 4. CHAIR UPDATE:

Chair Wayne informed RBOT that the joint meeting with RBOT and the Foundation retreat was very productive and provided an excellent opportunity for constructive dialogue. During the retreat, the two boards discussed the two strategic plans and their values.

Chair Wayne shared a few activities that he attended and participated in

- The ACCT conference in DC was very constructive, and he and Dr. Mullaney and Alan Winston met with Langworthy's chief of staff, Senator Gillibrand and Schumer. They also attended Legislative Advocacy on campus with Senator Palmesano and Sara Lattin, Chief of Staff for O'Mara.
- Attended the Chemung County Chamber Annual Economic Forum, which Dr. Mullaney moderated and did an excellent job of facilitating.
- Met with Jamal Malik, Chemung County Democratic Committee Chair, to discuss gubernatorial appointees.
- Announced the Mechatronics and Makerspace Ribbon cutting on March 21, 2024

He concluded his report by congratulating Nogaye Ka-Tandia for winning the Salsa competition.

#### 5. PRESIDENT OF THE COLLEGE'S REPORT.

President Mullaney began his presentation by welcoming two members of the Boy Scout leadership team: Wigley, the Vice President of DEI at the Five Rivers Council, Scouts BSA, and Brad Bodoh, the Scout Executive at the Five Rivers Council, Scouts. They surprised Babatunde Ayanfodun with a special recognition for his instrumental role in bringing DEI awareness and training to the Boy Scout leadership team.

President highlighted the following:

##### **Middle States Updates**

- Team Chair Preliminary Report is in
- The readout report was a summary of all seven standards which the college met
- Official report will be out soon
- Thanked everyone who was involved in the process especially Maarit Clay, Matt Skerrit and David Pindel.

##### **IPEDS Report**

IPEDS stands for The Integrated Postsecondary Education Data System (IPEDS) is a system of survey components that collects data from all institutions that provide postsecondary education and are eligible to receive Title IV funding across the United States and

other U.S. jurisdictions.

The Data Feedback Report is intended to provide institutions a context for examining the data they submitted to IPEDS. The purpose of this report is to provide institutional executives a useful resource and to help improve the quality and comparability of IPEDS data. The reports show that Corning Community College three years' graduation rate is 40% compare to the median group. Our transfer rate is also smaller than similar institution (12%). Our graduation is at higher rate than the median.

**Figure 15. Graduation and transfer-out rates of full-time, first-time degree/certificate-seeking undergraduate students within 150% of normal time to program completion: 2019 cohort**

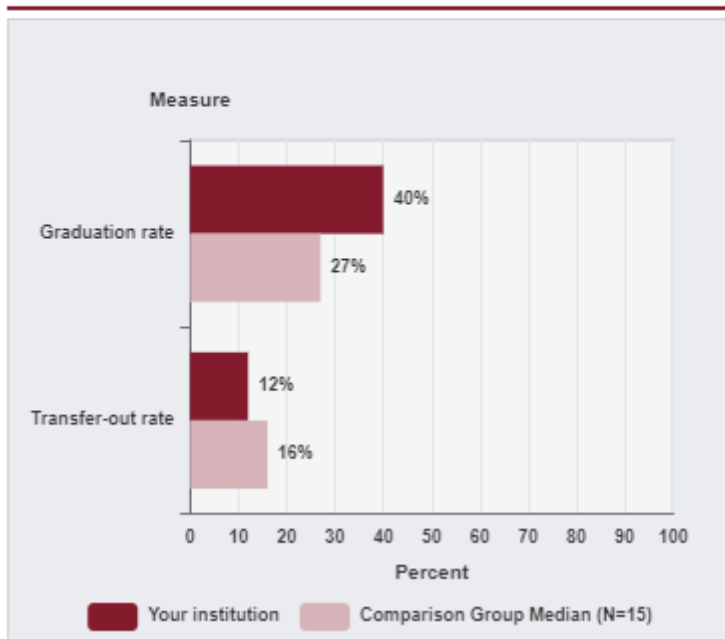
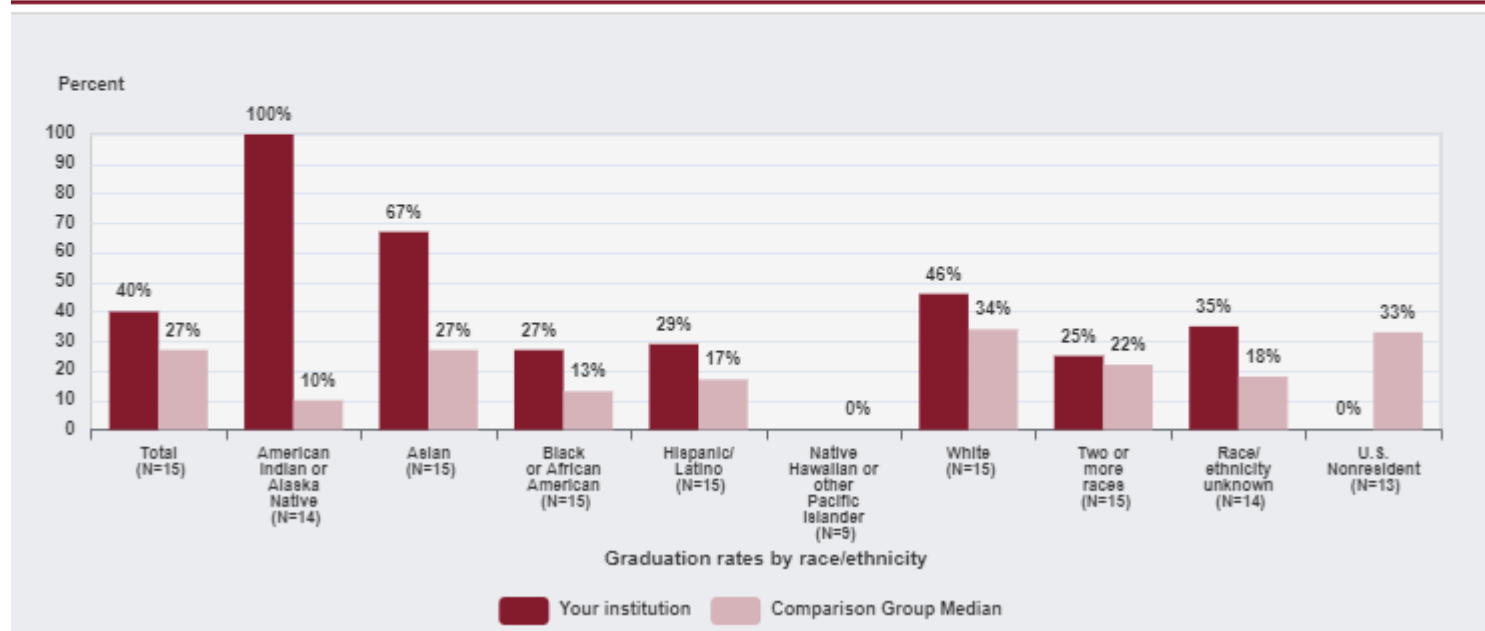


Figure 16. Graduation rates of full-time, first-time degree/certificate-seeking undergraduate students within 150% of normal time to program completion, by race/ethnicity: 2019 cohort



**Legislative Activities**

- County Legislative Visits
  - Steuben, January 22nd
  - Chemung, January 22
  - Schuyler, March 6th
- Legislative Breakfast at CCC, March 1st
- ACCT Conference, February 5-7th
  - White House Listening Session, February 5th
- Lunch with Steuben County Legislators- May 7th at Noon

- Kelly H, Fitzpatrick
- Jack Wheeler
- Lunch with Schuyler County Legislators- May 31st at Noon
  - Shawn Rosno
  - Carl Blowers
- Lunch with Chemung County Legislators-TBD
  - Chris Moss
  - Mark Margeson

### **Upcoming Events**

- Makerspace/Ribbon Cutting: March 21
- Visiting Scholars/Dr. Nita Farahany: March 28<sup>th</sup>
- Society of the Red Baron Awards: April 19th

The President concluded his report by sharing pictures of all activities that happened on campus such as Legislative Advocacy, PECCC/President office annual gathering, Chili Cook-off and the Lunar Year which was attend by trustee Chu.

### **Babatunde Ayanfodun, Center for DEI Director/Chief Diversity Officer Report**

January 10 - 12 SUNY CDO's convened at SUNY Albany to discuss best practices, share resources and met with Dr. Ricard Nazario-Colon and ODEI team

#### **Events**

- MLK Event at 171 Cedar - January 14
- Binghamton University visit - January 19
- Navigating the Wave of Anti-DEI Legislation Discussion - January 30
- Mentor Meet and Greet - January 30- 20 community and staff mentors and 13 students in attendance
- Closing the Wealth and Opportunity Gap - February 8

#### **Workshop:**

- Misgendering and Respect Workshop (Community) -
- Speaker: Tracy Perry, Mental Health Therapist, Clinical Social Work and Counseling Services of the Finger Lakes

- Financial Literacy Workshop hosted by Alternatives Credit Union - February 29
- Champions of Inclusion: Staff and Faculty Leading the Way to Safe Zones for College Students - March 13
- Resilience and Spirituality - March 14 with Tanya Hernandez

**Programs**

- CHAMPS
- Mentor Program

**Students**

PRIDE Club

Veterans

Multicultural Club

**Community Engagement/Partnership**

Veterans Meet and Greet

Mentor Meet and Greet

Elmira College and CCC collaboration

Monthly Veterans Coalition Meeting

**7. STUDENT TRUSTEE REPORT:**

**Student Life:**

- Stress Awareness Day Event, November 1st, Collaborated with the Student Assistance Program and Health Services (50+ students attended)
- Panel Discussion On Gender, November 2nd, Collaborated with Pride Club and Corning Pride
- Dress for Success Series, November 3th Collaborated with Career Services
- Festivities: Casino Night, Freebie Friday, Grocery Bingo, First Generation College Day, Cake Decorating Contest, Kindness Rocks etc.

- Turkey Dinner Kits Giveaway, November 15-17th - Student Association/The Food Bank of the Southern Tier – gave out 18 kits - fed family 5.
- Build a Baron, November 14th (50 students attended)
- Goat Yoga, November 29th (30+ students attended)
- #Freebie Friday, December 1st, Custom Red Baron Fuzzy Socks
- DIY Gingerbread House Kits, December 4th (50 students picked up kits)
- Gingerbread & PJ's Contest, December 5th
- Therapy Dogs, December 16th, Donut Stress, December 11<sup>th</sup> and Snacks for studies, December 12th

### **Perry Hall:**

- Casino Night - 50 attended - A fun night for students to try their luck and win some amazing prizes.
- Dinner with Sky Moss - 30 attended - A home-cooked meal with an amazing professor.
- Ping Pong Tournament - 16 attended - A chance to show their Ping Pong skills and hope to win a door dash card
- Rethink Your Drink - 10 attended Partnering with the State Police to bring Drunk Goggles to campus and show importance of responsibility.
- Gingerbread House Decorating and PJ Contest - 20 attended – Fun and Friendly team competition in PJs – showed creativity.
- Ceramic Pinch Port with Erica Unterm - 6 attended - A chance to play with clay and make something
- Diversity Cookie Decorating - 20 attended - A chance to express yourself and decorate a sweet treat
- De-stress with Stress Balls - 10 attended - With finals quickly approaching it was an opportunity to de-stress a little.
- Desserts Around the World - 20 attended - An opportunity to eat amazing desserts worldwide and
- LGBTQ+ Game Night - 10 attended - A game night filled with pride.
- Elf Watch Party and Ornament Making - 15 attended. It was a chance to be creative while watching a classic holiday movie.
- Super Smash Bros Tournament - 6 attended - A video game-filled night with a chance to win a door dash card.
- Ceramic Glaze and Pottery Around the World - 6 attended – Glazed Ceramic creations and learn about how different cultures use pottery.



- Late Night Breakfast - 50 attended. It was an amazing conclusion to the semester, with a night of good food, fun games, and great company.

**SEAB:**

- Pool Tournament- An after-school activity that offered prizes for 1st, 2nd, and 3rd place and Polar Express Experience- a winter movie event with hot chocolate and drawings for golden ticket giveaways.

**8. CCC DEVELOPMENT FOUNDATION, INC., REPORT.**

- Foundation:
  - The Director of Development position is posted and a search committee has been formed.
  - The CCCDF Board met last night:
    - Approved 2024 Operating Budget
    - Approved New Board Members: Phoebe Reynolds and Angela Hawken
    - Reviewed 2024 Resource Development Plan
    - Reviewed 2024 Committee Objectives
  - Hosting employee appreciation luncheon tomorrow.
- Housing LLC:
  - Projected cash flow looks bleak in 2024.
  - Expecting less summer rental income than prior years.
  - Signed with Endless Mountain Music Festival for this summer
  - Exploring arrangement with Alfred University to house students taking classes on Spencer Hill in two Bachelor's and one Master's program.
- Alumni
  - Soliciting nominations for alumni awards through April 24.

- Fundraising:
  - Request for \$5,540 submitted to Fund for Women for Full STEAHM Ahead program.

**9. APPROVAL OF THE CONSENT AGENDA**

RESOLUTION #4899-24

**WHEREAS**, Human Resources has affirmed the eligible qualifications of hires, transfers and promotions;

**WHEREAS**, Human Resources has verified the adherence to internal policy and procedures related to hires, transfers and promotions;

**WHEREAS**, Human Resources has reviewed and confirmed the separation of current employees;

**BE IT RESOLVED**, that the Regional Board of Trustees of Corning Community College hereby ratifies the following employment actions to be taken. (M. Lawrence, K. Early, Unanimous)

Last Name	First Name	Title	Department	Effective	Action	Grade	Salary	Background
Curtis	Daniel	Senior Groundskeeper	Physical Plant	3/4/24	New Hire	304	\$20.63/hr	This is a 12-month full-time, standard, non-exempt, grade 304, Civil Service/CSEA appointment. This hire was made as a result of an open search.
Oldroyd	Kendra	Campus Safety Officer	Public Safety	2/20/24	New Hire	SO	\$17.22/hr	This is a 12-month full time, civil service, Council 82 union appointment. This hire was made as a result of an open search.
Smith	Mitchell	Director of Development	CCC Development Foundation	Final end date TBD, May, 2024	Resignation	F1	\$69,540	After serving for approx. 1.2 years, Mitchell is relocating out of state. His specific last day has not been determined, but will be in May, 2024.

Harrington	Diana	Senior Typist	Physical Plant	1/31/24	Position Elimination	B3	\$65,197	The Senior Typist position in the Physical Plant was eliminated for budgetary reasons
Harrington	Diana	HR Clerk	Human Resources	2/5/24	Reinstatement	B3	\$65,197	With the elimination of Diana's Senior Typist position in the Physical Plant, Diana returned to HR. She previously served in the HR Clerk role for 18 years
Smith	Sadie	HR Clerk	Human Resources	1/31/24	Terminated	B1	\$41,172	After serving for 2.25 years, Sadie has left the College and is pursuing other opportunities

*\*Resumes are available in the HR Supplement folder for the HR Committee agenda*

[Return to agenda](#)

RESOLUTION #4900-24

**WHEREAS**, Human Resources has reviewed and is recommending the actions indicated below,  
**BE IT RESOLVED**, that the Regional Board of Trustees of Corning Community College hereby ratifies the following position management actions to be taken. (M. Lawrence, K. Early, Unanimous)

<b>Title</b>	<b>Incumbent</b>	<b>Action</b>	<b>Effective</b>	<b>Background Notes (not included in the formal resolution)</b>
Director of Grants Manager	Tammy Miller	Reclassification	With Board Approval	After review of the updated position description, this position was reclassified as an exempt, Director pay grade F. This position was previously exempt, Assistant Director pay grade E. As a result of Tammy Miller's resignation, an open search is underway for this position.

**REGULAR AGENDA**

## **COMMITTEE ON ACADEMIC AND STUDENT SERVICES (CASS)**

McKinney- Cherry highlighted few items on the Academic and Student Development report:

- Eclipse viewing on April 8
- Matthew Skerritt along with former student Bryan Arm Priest and current students Cameron Jensen and Kaitlyn Walz, presented a poster at the 49th Annual Rochester Academy of Sciences Fall Scientific Paper Session. The conference was held at RIT on 11/04/2023.

### RESOLUTION #4901-24 Program Discontinue Resolution: Sustainability (A.S.)

BE IT RESOLVED, that the Board of Trustees of Corning Community College has approved the deactivation of the Sustainability (A.S.) program of Corning Community College, following its successful program review process and based on the following recommendations. (J. Cherry, R. Allison, Unanimous)

### Resolution #4902-24-Resolution of Appreciation for ADI Brad Cole

NOW, THEREFORE, BE IT RESOLVED that the Regional Board of Trustees does hereby recognize Brad Cole's commitment to the College and his recognition of academic integrity being core to the mission of the College and commends him for his tirelessness, diligence, service, and contributions to Corning Community College. (J. Cherry, R. Allison, Unanimous)

### Academic Affairs:

- The SUNY CCC Business Department has recently developed an agreement with Alfred State to allow not only a seamless transfer from the Business AS degree to Alfred State's Bachelor of Business Administration but also the opportunity for SUNY CCC students to begin taking online coursework for the Bachelor's degree while completing their Associate's degree.

- In response to the need to expand pathways for Nurse Education to address the nursing shortage facing our nation, SUNY CCC has signed an articulation agreement for students in the Nursing Assisting program at GST BOCES. As a result of this new agreement, 3 students previously considering other Nurse Education programs in our region have instead selected SUNY CCC.
- SUNY CCC has applied for additional funding through the SUNY REACH II grant. Specifically, the funds will be used to provide pathways to careers in business within our community to adult students of color.
- The first Machining class has just run its full course making use of the roughly \$500,000 of new equipment at ACP, and it was a great success. Thanks to Dan Moretti for all his hard work to see this to fruition.
- Deborah Dann was selected to be in Cohort 4 of the SETI Institute NASA Community College Network (NCCN), providing her with access to NASA materials and a network of people.
- Matthew Skerritt along with former student Bryan Arm Priest and current students Cameron Jensen and Kaitlyn Walz, presented a poster at the 49th Annual Rochester Academy of Sciences Fall Scientific Paper Session. The conference was held at RIT on 11/04/2023.
- Mesmerica's show started October 13 and has been extended into January. Ticket sales and reception have been overwhelmingly positive. Mesmerica is now allowing us to schedule showing with area schools further increasing ticket sales. Revenue from ticket sales is currently over \$12,000.
- November attendance in the digital dome was 1737. The final total for October was 1353. In addition to Mesmerica these numbers were boosted by the Corning, Inc rental, birthday parties, school groups, and increased attendance at public shows. Prior highest attendance was 923 in November 2022.
- Innovative Learning Sites upcoming events in the works are an Eclipse viewing on April 8, a woman in engineering event (Spring 2024) and a co-ed Maker camp in the summer. Jennifer Sellers has contacted the Career Development Council, the Science and Discovery Center, and STEM Innovation to collaborate on some of these events.
- Library Instruction Classes are starting to pay off. Students are accessing the library website and research guides in steadily increasing numbers: Library Catalog Searches are up 32% from last Fall and New York Times subscriptions are up 46%.

### **Recruitment/Admissions**

- New Students (as of 2/19/24)
  - Fall 24: started: 585, completed: 432 (74%), 100% processed

- Events
  - 35+ confirmed college/career fairs and community events (March to May)
  - Planning underway for local high school visits
  - Open House: April 20, 2024
- Outreach
  - 2024 high school grads inquiry follow-up: no application, acceptance
  - F24 communications for acceptance and next steps
- EOP: invites to new CCC applicants are sent out bi-weekly: 8 applications for 2024-25 cohort
  - Athletics: 33 new student athlete commitments for Fall '24 (as of 2/13/24)

### **Retention**

- Starfish Survey Summary Statistics: Course surveys sent to faculty: 438; Completed: 271
  - Tracking Items Created: Missing/Late Assignments: 151; You Are off to a Great Start: 2,112; Tutoring Referral: Learning Commons: 50; Enrollment Advisement Center Referral: 32; Attendance Concern: 69; Nudge: 142
- Satisfactory Academic Progress (SAP) Appeal Summary Report - Spring 2024: Total Appeals Submitted: 34; Approved Appeals: 15; Denied Appeals: 19
  - Reasons for Denial: Exceeding 150% maximum time frame; Lack of documentation for extenuating circumstances; Ineligibility for financial aid
- EOP: Persistence rate fall to spring 89%: 32 current students
  - Academic Support Services; Tutoring: 83% attended tutoring at least once; Peer Coaching: 100%; Counseling: 217 sessions (average 6 per student)
  - Requested and received an additional \$43,000 in persistence funds from SUNY to assist with direct aid to EOP students, 25-students benefited up to \$2000 each for educational expenses. Total direct aid to EOP students will be \$69,000 and benefits 30-EOP students
- Perry Hall: Outreach to all residents who have been dropped below FT status; Running weekly credit enrollment checks on all residents; Starfish Early Alerts-residents contacted and reminded of resources for academic success
- SAP program:
  - December data: 2 new clients, 1 referral to outside agency for further support, 2 events in Perry Hall - 18 contacts, Meditation wkshp - 9 participants
  - January data: 2 new clients, 3 outreach events (Perry Hall/15 contacts, Commons twice - 21 contacts)
- Relaxation Room in the Library is open!

## **Engagement**

- Student Life: 9 activities - 180 participants; average 31 student drop-ins per day on SL Office; Average of 20 unduplicated users in the Food Pantry; Average of 15 students per day utilizing the Game Room
- Athletics
  - Softball - 17 players on the roster and ranked #2 in the nation in the NJCAA Pre-season Poll
  - Baseball - 23 players on the roster
  - Fitness Center - 1,618 usages of the facility to-date
  - I&R - January - 7 events with 39 participants; I&R hosted a Super Bowl Party- 41 participants
- Perry Hall
  - 106 residents (plus 14 hockey players)
  - January - 5 events with 140 participants
- EOP: 3 events - 35 participants

**EXECUTIVE COMMITTEE: None**

## **EXTERNAL AFFAIRS**

Trustee Winston noted there is no action item in the agenda

### **CCC Development Foundation**

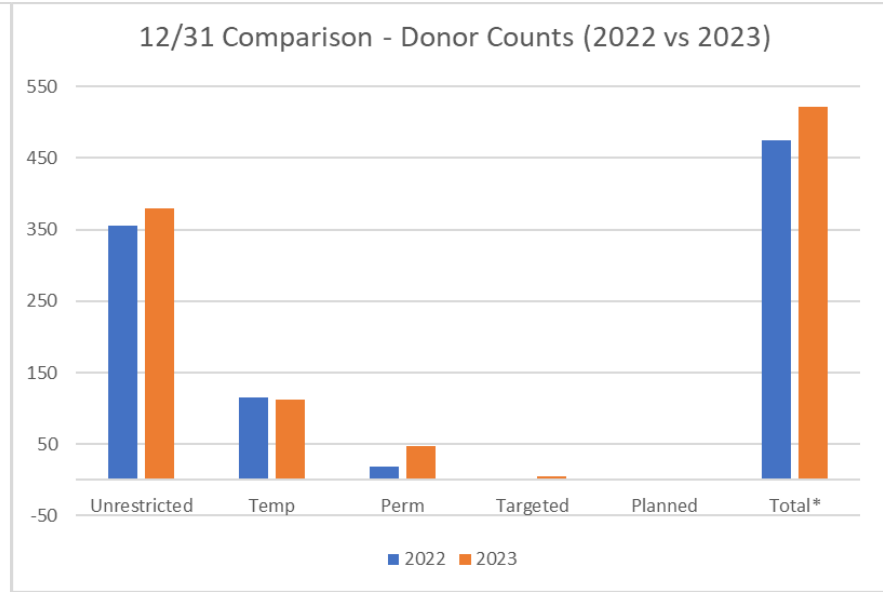
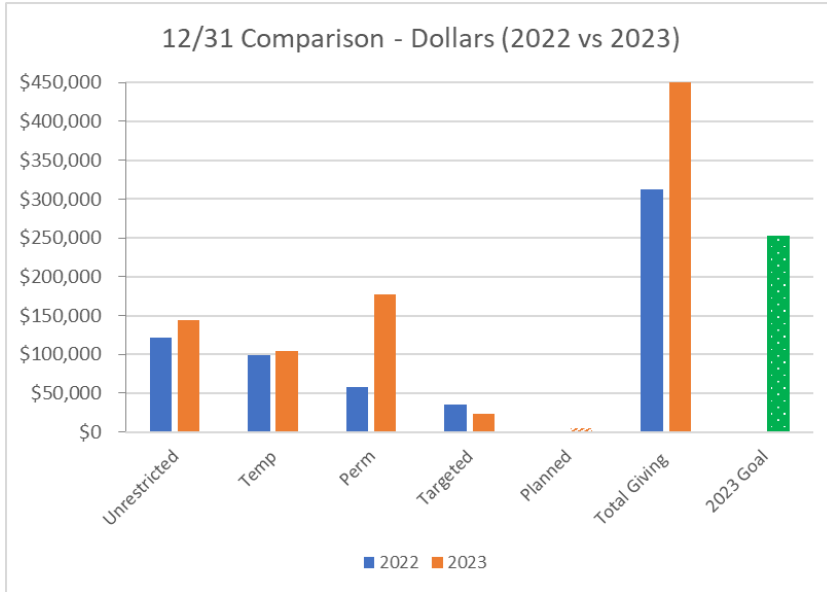
Executive Director Marchese highlighted two points in his report:

First quarter mailing is coming out soon and reminded trustees about the visiting scholar on march 28<sup>th</sup>.

- Mitchell Smith, Director of Development, will resign during the month of May as he prepares to relocate.
- The RBOT and CCCDF Executive Boards had a retreat on February 12 to review the College and the Foundation's Strategic Plans.
- John Marchese attended two local events: Community Foundation Virtual Gratitude Summit and the Kappa Alpha Psi Annual Sweetheart Ball.
- The Foundation is sponsoring representatives from the College to attend the following local events: Guthrie Corning Valentine's Ball, Kappa Alpha Psi Sweetheart Ball, Watkins Glen Chamber Diamond Gala.



- The online scholarship application is available from February 1 until May 31.
- The second Baron Bulletin e-newsletter is planned for late March.
- The Q2 Annual Fund solicitation mailing is planned for June.
- The CCC Housing LLC Board of Managers met on February 13 and approved the 2024 Operating Budget and an updated Authorized Signers Resolution.
  - The occupancy goal for the 2024 operating budget is 120 residents for the fall 2024 semester and Recruiting has set a corresponding goal of 140 residents to ensure this goal is met.
- Capstone on-Campus Management (COCM) engagement has ended with a wrap up meeting on February 16 to ensure all marketing deliverables were complete.
- The Foundation’s Audit process for 2023 has begun and will conclude in May.
- The CCCDF Finance & Properties Committee has recommended the 2024 Operating Budget for approval at the March 13 CCCDF Board meeting.
- The CCCDF Resource Development Committee has reviewed the 2024 Annual Resource Development Plan which will be presented at the March 13 CCCDF Board meeting.
- Met with the Housing LLC financing partners on February 23.
- Planning is underway for the 2024 Visiting Scholar Series event featuring Dr. Nita Farahany on March 28 where she will discuss her book *The Battle for Your Brain: Defending the Right to Think Freely in the Age of Neurotechnology*.
- Soliciting Alumni Award nominations for the 2024 Reflections event through mid-April.
- Annual Giving results through 12/31/2023:



	2022	2023		2022	2023
Unrestricted	\$121,118.80	\$144,603.38	Unrestricted	355	379
Temp	\$98,531.86	\$103,664.28	Temp	116	112
Perm	\$58,075.41	\$177,322.43	Perm	18	47
Targeted	\$35,000.00	\$23,000.00	Targeted	2	5
Planned	\$0.00	\$5,000.00	Planned	0	1
Total Giving	\$312,726.07	\$453,590.09	Total*	475	521
2023 Goal		\$252,770.00	* Unduplicated count of annual donors		

## Marketing/Communications

### Highlights

- Finalized new digital marketing contract with 2060 Digital
  - Google MapConnect; Targeted & Retargeted Display Ads; Social Media Ads; Streaming TV (OTT) Ads; YouTube Ads; Spotify Streaming Radio
- 2060 Digital Marketing: Digital Ads (1,216,869 impressions; 6,651 clicks) | OTT/CTV (79,560 impressions; 97.92% completion rate) | YouTube Pre-Roll (116,956 impressions; 82,680 views; 70.69% view rate) | Social Media (316,513 impressions; 2,405 clicks) | Local SEO (11,963 impressions Dec.-Jan.)
- LocaliQ Digital Search: 11,025 impressions; 3,061 link clicks; 27.76% clickthrough rate
- Coordinated launch of Motimatic marketing/recruitment campaign for Spring semester (11 students registered directly from campaign)
- [WENY Interview](#) - FAFSA Changes; Full STEAHM Ahead - [WENY TV morning show](#)

### Performance

#### 1. Website: December 14 - February 11 2023/2024 Comparison

Channel Grouping	New Users 2023	New Users 2024	Change
Organic Search	14,134	13,556	-4.09%
Direct	10,167	23,166	+127.85%
Paid Search	3,713	4,766	+28.36%
Referral (SUNY & paid)	1,370	830	-39.42%
Social	2,055	3,104	+51.05%

#### 2. Chatbot: December 14 - February 11 2023/2024 Comparison

Channel Grouping	2023 (Dec 14-Feb 11)	2024 (Dec 14-Feb 11)	Change
Chat Sessions	347	330	-4.89%
Calls	401	385	-3.99%

### Other

- Continued social media promotion of Digital Dome Theater shows; Learning Commons [promotional & informational video](#); CCCDF Financial Impact Report
- 2024 Visiting Scholar Series
  - Created [landing page](#), [postcards](#), [invites](#), [promotional posters](#)
  - Organic social media plan developed and scheduled
  - Paid advertisements secured (radio, TV, social)
- Press Releases
  - SUNY CCC Ranked #5 in NYS by EDsmart; Visiting Scholar Series; Web Story: [Brian Medler](#) WEAP Speaker

## **Workforce Education & Academic Pathways**

Trustee Cherry thanked Tyre Bush for submitting the report and indicated the impressive passing rate of the Southern Tier Law Enforcement Academy. 40 cadets graduated, 36 hired, 13 Law Enforcement agencies

### **Corning Prison Education Program**

- Since last semester, 25 out of 32 remain in the program, with six new students added. Enrollment at 31 HC, just under 10 FTE's.
- Fifty ECF men are on the waiting list; intake process will begin early March.

### **ACE**

- ACE Summit is planned for March 21.
- Arise Grant – Northeast Bradford and Wellsboro High Schools are completing the paperwork with anticipation of ACE enrollment for Spring of 2025. (PA DOE Application is 69 pages long, takes 6 to 9 months to process).

### **Testing Center**

- Anticipated revenue generation is \$17,000; Year-to-date Testers: 191

### **Southern Tier Law Enforcement Academy**

- Week 5 of 21 – 40 cadets, 36 hired, 13 Law Enforcement agencies

### **Grants Management**

- In-development: SUNY SEM II - \$25,000
- Approved/Awarded: NSF: Optical Technology A.A.S Degree Program at SUNY CCC awarded 2/9/24
- Submitted: Perkins V Interim-report was submitted on 2/9/24; Perkins V – GST BOCES & CCC Strategic Planning meeting scheduled for 3/7/24

### **Other News**

- Auto Tech has 8 students in first class (start date was January 16).
  - March 21 – Subaru University event launch; Student Success Coach search almost complete
- Manufacturing Tech will have 4 in its pilot class starting February 20. (Next class starting in April)
- Welding class of 9 started on February 20 – (8 students funded by the last of the ReImagine Grant and 1 is a self-pay).
  - Substantial interest in our new hobby welding series: MIG 1, MIG 2, TIG 1, TIG 2 and TIG Art.
  - CAF USA wants to use SUNY CCC WEAP program to train their welders (meeting to discuss 2/19).
- Women's Empowerment Conference: May 21, 2024
  - Sponsorship Commitments: Arnot (\$5K), Cargill (\$2K), Amy Irvine (\$1K), ServU (\$1K) and CopyExpress (in-kind)
  - Over 300 on general interest list; 12 Guest Speakers from around the state
- Corporate Contracts
  - Enrollment of 866 people in 71 trainings, year-to-date.
  - Over 25 Companies served: Corning Inc., ProAction, Hilliard, Northern Lights, Mercury Corp, Swift Glass, CAF, Hardinge, Anchor Glass, Truck Lite, Siemens, Alstom/GMI, BelGiosio Cheese, Cargill Salt, Pladis Global, Arnot – Rehab., Orange County Health Dept., CMOG, Arnot – IT., Odessa Montour SD, numerous school districts for a consortium training, First Heritage, Chemung Canal, Alternatives FCU.

- Open Enrollment
  - 25 courses have run as OE from September - January (a solid number of our OE classes become SUNY grant consortium options). 22 ran last year during the same time period.

## **Legislative Relations**

### 1. Federal

- A. Higher Ed: Legislative Priorities
- B. ACCT Legislative Summit: Report

### 2. State

- A. NYS Ex Budget: Advocacy Update
- B. NYCCT/NYCAAP Advocacy Committee
- C. SUNY Student Assembly: Advocacy

### 3. Local

- A. Legislative Day (3/1<sup>st</sup>): Update
- B. Tri-county gov. official campus visits

## FINANCE AND FACILITIES

Trustee Reynolds provided a review of the Finance and Facility report and stated the committee held a meeting on March 4, 2024 and mentioned there is one action item on the agenda. She also noted the modifications Executive Director Patrick's has made on the dashboard and noted that the Goff Road building is still in the process of being finalized

Resolution #4903-24-Operating Report the period ending January 31, 2024.

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves the Operating Report for the period ending January 31, 2024. (H. Reynolds, J. Cherry, Unanimous)

SUNY Corning Community College  
 Operating Dashboard  
 FY 24 @ Month End 1/31/24



Cash & Student Receivables

	Cash	# Days of Operations	Total Student AR as of 1/31/24	Fiscal Year Receivable
January 31, 2024	\$ 9,667,147	131	\$ 7,631,244	\$ 4,901,371
January 31, 2023	\$ 13,113,653	175	\$ 7,047,247	\$ 3,946,458

Revenues & Expenditures @ 1/31/24

	FY 24 Adopted Budget	FY 24 Amended Budget	YTD 12/31/2023	January 31, 2024
Revenues	\$ 25,457,865	\$ 25,457,865	\$ 14,849,716	\$ 2,348,253
Expenses	\$ 26,857,865	\$ 26,192,907	\$ 9,238,624	\$ 2,532,053
Surplus(Deficit)	\$ (1,400,000)	\$ (735,042)	\$ 5,611,092	\$ (183,800)
			YTD December	YTD January
% of year Complete			33%	42%
% of Revenue Realized			58%	68%
% of Expenditures			34%	44%

Highlights of Revenues & Expenditures

	FY 24 Adopted Budget	FY 24 Amended Budget	YTD 12/31/2023	January 31, 2024
Tuition & Fees	\$ 11,121,845	\$ 11,121,845	\$ 8,722,098	\$ 1,619,852
Chargebacks	\$ 6,486,507	\$ 6,486,507	\$ 3,473,487	\$ 79,940
Personnel & Benefits	\$ 19,675,635	\$ 19,344,727	\$ 5,926,842	\$ 1,414,572
Equipment	\$ 318,695	\$ 193,900	\$ 38,632	\$ 1,926
Contractuals	\$ 6,863,535	\$ 6,654,280	\$ 3,273,150	\$ 1,115,555

Spring Enrollment

	2023-2024 Spring Census	2022-2023 Spring Census	2021-2022 Spring Census	3 YR % change
Total Headcount (Inc ACE)	2999	2741	2875	4.3%
Total FTE (Inc ACE)	770.5	710.2	773.8	-0.4%
Full-Time FTE (Exc ACE)	353.9	337.6	365.3	-3.1%
Part-Time FTE (Exc ACE)	121.6	120.4	146.0	-16.7%
Total FTE (Exc ACE)	475.5	458.0	511.3	-7.0%
HS Enrollment FTE (ACE)	294.8	252.2	262.5	12.3%
Percent by County ( Excludes Ace)				
% Chemung County	43.8%	43.7%	43.6%	0.5%
% Steuben County	33.5%	38.9%	33.9%	-1.2%
% Schuyler County	4.4%	5.7%	6.4%	-31.3%
% All Other Non-sponsor	18.3%	11.6%	16.1%	13.7%

Perry Hall Occupancy

	2023-24	2022-2023	2021-2022	2020-2021
Fall (Sept - Dec)	118	123	133	108
Spring (Jan - May)	106	88	101	71
Summer (June - August)		1		4

**Corning Community College  
Report to Finance & Facilities Committee  
Unrestricted Operating Summary**



**Month End 1/31/24**

	2023-2024 Amended Budget	2023-2024 YTD 12/31/23	2023-2024 1/31/24	2023-2024 YTD 1/31/24	2023-2024 Remaining Budget
<b>REVENUES</b>					
Resident Tuition	\$ 7,512,080	\$ 5,635,278	\$ 486,943	\$ 6,122,221	\$ 1,389,859
Non Resident Tuition	\$ 607,000	\$ 808,252	\$ 225,794	\$ 1,034,046	\$ (427,046)
ACE Tuition	\$ 1,672,880	\$ 1,329,942	\$ 705,836	\$ 2,035,778	\$ (362,898)
Student Fees	\$ 1,329,885	\$ 948,628	\$ 201,279	\$ 1,149,907	\$ 179,978
State Aid	\$ 7,108,113	\$ 2,447,705	\$ 592,343	\$ 3,040,048	\$ 4,068,065
Grant Aid & Contracts	\$ -	\$ -	\$ -	\$ -	\$ -
Federal appropriations	\$ 8,000	\$ 270	\$ -	\$ 270	\$ 7,730
County Operating Chargebacks	\$ 6,486,507	\$ 3,473,487	\$ 79,940	\$ 3,553,427	\$ 2,933,080
Other sources	\$ 733,400	\$ 206,156	\$ 56,118	\$ 262,274	\$ 471,126
Applied Fund Balance	\$ 735,042	\$ -	\$ -	\$ -	\$ 735,042
<b>Total Revenues</b>	<b>\$ 26,192,907</b>	<b>\$ 14,849,716</b>	<b>\$ 2,348,253</b>	<b>\$ 17,197,969</b>	<b>\$ 8,994,938</b>
<b>EXPENSES</b>					
Salaries	\$ 13,733,027	\$ 4,337,842	\$ 972,785	\$ 5,310,627	\$ 8,422,400
Employee Benefits	\$ 5,611,700	\$ 1,589,000	\$ 441,787	\$ 2,030,787	\$ 3,580,913
Equipment	\$ 193,900	\$ 38,632	\$ 1,926	\$ 40,558	\$ 153,342
<b>Contractual Expenditures</b>					
<i>Purchased Services</i>	\$ 255,500	\$ 70,007	\$ 45,324	\$ 115,331	\$ 140,169
<i>Materials &amp; Supplies</i>	\$ 549,635	\$ 191,319	\$ 15,695	\$ 207,014	\$ 342,621
<i>Marketing</i>	\$ 175,785	\$ 61,295	\$ 13,321	\$ 74,616	\$ 101,169
<i>Conference &amp; Travel</i>	\$ 239,675	\$ 59,123	\$ 7,568	\$ 66,691	\$ 172,984
<i>Utilities</i>	\$ 600,000	\$ 78,482	\$ 49,219	\$ 127,701	\$ 472,299
<i>Maintenance Repairs &amp; Contracts</i>	\$ 602,900	\$ 146,236	\$ 114,961	\$ 261,197	\$ 341,703
<i>Software &amp; Contracts</i>	\$ 440,200	\$ 172,449	\$ 38,372	\$ 210,821	\$ 229,379
<i>General Institutional</i>	\$ 1,402,960	\$ 636,658	\$ 116,890	\$ 753,548	\$ 649,412
<i>Other Expenditures</i>	\$ 609,745	\$ 206,683	\$ 6,885	\$ 213,568	\$ 396,177
<i>Scholarships</i>	\$ 1,777,880	\$ 1,650,898	\$ 707,320	\$ 2,358,218	\$ (580,338)
<b>Total Contractual Expenses</b>	<b>\$ 6,654,280</b>	<b>\$ 3,273,150</b>	<b>\$ 1,115,555</b>	<b>\$ 4,388,705</b>	<b>\$ 2,265,575</b>
<b>Total Expenses</b>	<b>\$ 26,192,907</b>	<b>\$ 9,238,624</b>	<b>\$ 2,532,053</b>	<b>\$ 11,770,677</b>	<b>\$ 14,422,230</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ 5,611,092</b>	<b>\$ (183,800)</b>	<b>\$ 5,427,292</b>	

## **Auxiliary Campus Services Update**

### **Auxiliary Services**

Auxiliary Services hosted the February all-staff check-in on the 13th. The presentation (linked [here](#)) provided an overview of recently completed and ongoing projects along with the background on each area's responsibilities to the campus community.

### **Physical Plant**

A Senior Groundskeeper has been hired and will begin working on March 3, 2024. He will be invited to a future meeting.

### **Public Safety**

A part-time Campus Safety Officer has been hired to fill the position that has been vacant since October. Kendra Oldroyd started on February 20th. Kendra graduated from Elmira High School and has a Master's Degree in Criminal Justice from Long Island University.

## **HUMAN RESOURCES**

Trustee Lawrence gave a review of the HR committee and noted the committee met on March 5<sup>th</sup>, 2024

- Wendy McGee will be joining the automotive program as a success coach.
- Mitchell Smith has submitted his resignation and will be leaving the company sometime in April.
- Diana Harington's position in the Physical Plant has been eliminated and she is returning to HR.

Trustee Lawrence informed the Board about Stacy's supervisor Onboarding training which was well attended.



**SUMMARY STATUS OF VACANT FULL AND PART TIME POSITIONS** as of February 26, 2024

	Assessing	Closing	Hold	Search in Progress	Vacant Positions (total)
Civil Service/CSEA					
Faculty					
Professional Service		1		6	7
Part Time Positions				3	3
<b>Grand Total</b>		1		9	10

**Open Position Detail:**

**Civil Service/CSEA:** n/a

**Faculty:** n/a

**Professional Service:**

- Automotive Tech Program – Success Coach (fully grant-funded)
- Director of Development, Development Foundation
- Director of Finance & Controller
- Director of Grants Management
- Director of Institutional Research and Effectiveness
- Recruiter (Manufacturing & Battery Tech Program) (2/3 grant-funded)
- VP and Dean of Student Development and Enrollment Management

**Part Time Positions:** Adjunct Clinical Faculty; ACE Enrollment Specialist (grant-funded); Technology Success Coach (grant-funded)

11. OLD BUSINESS.

12. NEW BUSINESS. A new scholarship Agreement with Elmira College to help community college graduates pay for the cost of higher education.

13. EXECUTIVE SESSION: YES

Chair Wayne adjourned the RBOT meeting at 7:01 pm and motioned to enter into executive session to discuss a position development. (A. Winston, R. Allisson, Unanimous)

The committee reconvened at 7:08 and unanimously recommended that the president make the appropriate decision regarding the discussed position.

Trustee Wayne adjourned the meeting at 7:09 pm

**REPORT to the COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**  
**Regional Board of Trustees for Corning Community College**  
**Report by VP/Dean of Academic Affairs, Dr. Robert Koble**  
**and VP/Dean of Student Development and Enrollment Management, Maarit Clay**  
**April 15, 2024**

**MISSION:**

The Committee on Academic and Student Services shall consider and make recommendations to the Board of Trustees with respect to all aspects of academic and student matters.

**DISCUSSION ITEMS:**

- [VP/Dean of Academic Affairs Report](#)
- [VP/Dean of Student Development and Enrollment Management Report](#)

[Pilot Residential Scholarship](#)

- [Student Report](#)

**ACTION ITEMS:**

[RESOLUTION #T4905-24-- for Program Review: Community and Public Health A.S.](#)

[RESOLUTION #T4906-24--- Academic Calendar for 2026-2027](#)

[RESOLUTION #T4907-24- Regional Board of Trustees' Excellence in Teaching Award-Kyle Williams](#)

**NEXT COMMITTEE MEETING: March 6, 2023**

**Measurable Standards for the CASS Committee are:**

1. Evaluates the relevance of academic programs on a six-year cycle. The review process includes:
  - Ensure that academic programming is in line with the overall strategic plan of the College
  - Evaluate the relevance of programming for transition into a four-year institution or entry into local industry
  - Confirming that completion of the program conveys graduates with the necessary skills to meet industry appropriate

certifications and qualifications.

- Assessing enrollment and completion metrics
  - Assessing the effectiveness of how programs deal with issues of diversity, equity, and inclusion.
2. Reviews the Strategic Enrollment Plan:
- Evaluate the enrollment, awareness, and marketing of programs offered by the college.
  - Ensure that the recruitment and enrollment process is informed by the needs of local businesses.
  - Track relationships with local high schools to ensure knowledge of our classes and develop new programs with the service area's schools.
  - Identify barriers to student retention and utilize faculty in recruitment and retention efforts, where needed
  - Evaluate student support services and receive updates regarding student-guided funding of activities.
  - Promote access to traditionally underrepresented groups and evaluate the colleges efforts to support a diversity of thought, experience, race, sex, LGBTQx, religion, or other identity group.
3. Monitors academic affairs on behalf of the full board:
- The Committee recommends to the full RBOT faculty appointments received from the president and recommendations for promotion, tenure, and professional leave for the faculty.
  - Monitor progress of the institution's effort to assess student learning to meet accreditation requirements established by the Middle States Commission on Higher Education.
  - Review status of the Online Education plan addressing infrastructure, quality, enrollment and effectiveness of online courses, programs, and service.
  - Review efforts by the institution to establish partnerships with transfer institutions to provide seamless experiences for students.
  - Review efforts of the academic affairs and student services areas in creating a culture that embraces the concepts of social justice and inclusion.

## COMMITTEE ON ACADEMIC AND STUDENT SERVICES

April 15, 2024

Via Zoom

[Minutes](#)

In Attendance: Trustees: J. Cherry, N. Wightman, R. Allison, S. Jacoby-Murphy, A. P. Chu, A. Werner and Joe Rowe  
Senior Staff: President Mullaney, Interim VP Koble, VP Clay, N. Ka-Tandia  
Excused: K. Early, M. Wayne

Trustee Cherry called the CASS committee meeting at 5:04 pm, and noted there are three action items on the agenda.

- She noted the Eclipse was a great event with close to 500 people in attendance
- Addressed the successful opening of the Makerspace and Mechatronics lab
- Enjoyed meeting Robert and Maarit and thanks them for their forward thinking attitude

### Academic Affairs

Dr. Kobe highlighted few items in his report

- New Visions (Health Education Track) has signed a lease agreement with CCC to provide housing for its students at the Health Education Center.
- The Nursing Education program has seen a 15% increase in its acceptance rate compared to last year.
- The opening of the Makerspace was a huge success and the space will be used not only by students but also by the community.
- The Manufacturing open house was also successful with the participation of several manufacturing companies.
- Additionally, a Pre-nursing microcredential program has been launched specifically aimed at CAN and LPN nurses.

During the meeting, Trustee Chu suggested an annual manufacturing day just like the open house to highlight the makerspace, mechatronic, machining and manufacturing

### Student Services

VP Clay highlighted a few items on her report:

- New student applications have increased compared to last year and we are currently following up with students who have incomplete applications.
- Recruiters are traveling to reach out to potential students.

- We had an open house on Saturday and 99 people signed up. We are also offering incentives to current students to encourage their siblings, friends, and relatives to register at SUNY CCC. We are conducting phone outreach as well.
- Full-time faculty members have a 70% marking on Starfish tracking, while adjuncts have marked a lot less.
- The softball team is performing very well and is on their way to the regional championship.
- MSCHE (Middle States Commission on Higher Education) is finally over, and we are now creating a mechanism to systematically use assessment in all areas, as recommended by the report.
- A vacancy in admissions gave us an opportunity to redesign the job description.

### **Discussion Item: Pilot Scholarship Program**

VP Clay discussed a scholarship a pilot scholarship program to attract students from states other than New York and Pennsylvania and students from Canada agreeing to reside in Perry Hall.

- The difference in tuition between out-of-state and Canadian students who attend other schools is \$18000. This means that there is an opportunity to attract these students to Perry Hall by offering them a scholarship if they choose to stay.
- The idea is to pilot this program for a year to see if it would bring more students to Perry Hall.
- Trustee Allison thinks that this scholarship program could also be applied to students who are entering the Nursing program in Elmira to start their second two years at the College.
- Trustee Roe suggested adding more incentives to the program, such as offering connections to local businesses and certain types of internships through alumni networks.
- Trustee Sally Jacoby agreed that this could be Learning living community experience
- Trustee Wightmans asked how the scholarship would be funded. VP Clay explained that students living in Perry Hall and meal plans will pay the in-state price for tuition, which will cover the scholarship.

The committee agreed that this program is worthy of a pilot, and trustees are optimistic that it will bring more students to Perry Hall. If the pilot is successful, it will be brought back to RBOT for approval.

## **Student Trustee Report**

Trustee Jay gave a review of his report

Old Business:

- We have finished new club procedures form
  - New clubs that have submitted their interest are coming in for their chance to present their club for acceptance or reconsideration on guidelines
  - Finalizing the club surveys to get feedback for possible improvements
  - New Vice President role filled by Zoe Spencer
  - Advocacy Day: Student Trustee Attended
  - Student Association Round Table: President and Vice President Attended

New Ideas:

- Getting the word out to gain more engagement with SAGA
- Prom 2.0 in the making: April 12th 7p.m.-11p.m.
- Elections notice are out for 2024-2025
- Collaboration with Student Life for Spring Fest
- CCC's Got Talent

Recent Events:

- Retro Game Day and Ice Cream Social
  - Had a Smash Brothers tournament and gave 1st, 2nd, and 3rd prizes

Trustees all agreed to move the three resolutions to full board for approval:

[RESOLUTION #T49-- for Program Review: Community and Public Health A.S.](#)

[RESOLUTION #T49--- Academic Calendar for 2026-2027](#)

[RESOLUTION #T49--- Regional Board of Trustees' Excellence in Teaching Award-Kyle Williams](#)

Dr. Mullaney informed Trustees about the Chancellor visit which Polly and other manufacturing companies' CEO attended

Trustee Cherry adjourned the CASS committee meeting at 6:08 pm.

**COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**  
**Regional Board of Trustees for SUNY Corning Community College**  
**Report by VP/Dean of Academic Affairs, Dr. Robert Koble**  
**April 15, 2024**

**Academic Affairs:**

- Eclipse Prep. There will be a total solar eclipse April 8, 2024. While Corning will not see totality during this event the Observatory will be open with a solar telescope and eclipse viewing glasses. A live stream in the digital dome will be the weather backup and we will be offering shows leading up to the eclipse. We are recruiting and training volunteers to assist with this event. Visit <https://www.corning-cc.edu/eclipse.php> for more information.
- Jay Hurlburt attended the Rochester Institute of Technology (RIT) Outstanding Undergraduate Scholar Awards (OUS) ceremony. A former CCC student, Kristo Nasto received this award and was asked to identify a high school or community college teacher who had a profound influence on his academic development and been an inspiration in his life. Kristo Nasto selected Jay Hurlburt as this influential person.
- Dan Moretti, STEAM's machining instructor planned and implemented a Manufacturing Day Open House for prospective students at ACP showcasing our new CNC Machining equipment in operation with local industry showing support by having individual stations with information of their businesses, what they do and the job opportunities. More than 150 people attended the event on 3/27/2024.
- STEAM Division held a Ribbon Cutting/Open House for the Mechatronics program and Makerspace. All three areas of the Makerspace and 3 different Mechatronics Labs were open with live demonstrations of the new equipment and renovated spaces. Approximately 75 people from the local community attended. Congressman Nicholas Langworthy's office sent a Certificate of Special Congressional Recognition to CCC in recognition of its Ribbon Cutting Ceremony. 3/21/2024.
- Dr. MacDonald is working with MVCC, FLCC, Tompkins Cortland and Onondaga to plan the CCCAT Conference on April 26, 2024 at MVCC.
- Accessibility Services awarded \$20,000 for the SUNY Enhancing Supports and Services for Students with Disabilities Postsecondary Success grant.
- The spring season at Spencer Crest Nature and Research Center will kickoff with a March 30<sup>th</sup> workshop on the Hemlock Woolly Adelgid. This workshop is in partnership Finger Lakes PRISM (Partnership for Regional Invasive Species Management) at Hobart and William Smith Colleges.
- The Student Expo returns May 1. The Student Expo is a celebration of student projects (similar to a science fair). This year awards will be sponsored by Student Life, the Academic Divisions, Sustainability Committee, the Library, and PECCC.



- Asst. Director of Library Services, Sarah Tronkowski completed all three courses necessary for the SUNY Library Management Certification program. The three courses she took were Developing Library Partnerships, Access and Collection Strategies, and Leading High-Performance Teams in Libraries.
- The Library featured special book displays for Black History Month (February), Women’s History Month (March), Deaf History Month, and Pi Day.
- Community Partnerships: SUNY CCC has been approached by the Corning Joint Fire District (CJFD) with a request to collaborate on the development of a pipeline to the field of Fire Protection Technology. In total we have created 4 new microcredentials. The curriculum is endorsed by the New York State Office of Fire Protection and Control (OFPC).
  - Students in the BOCES cosmetology program graduating with a program GPA of C or higher will now be awarded credit for BUSN 1055 Professionalism and BUSN 1060 Customer Service and Relationship Management.
  - New Visions (Health Education Track) and CCC signed a lease agreement to house New Visions students at the Health Education Center.
- Nurse Education AAS program acceptances are 15% higher than the same time last year.
- 892 tutoring sessions so far this semester by the end of Friday 3/22/24) – a 3.36% increase from this point within Spring 2023 (863 session), and a 20.70% increase from this point within Spring 2022 (739 sessions).
- 208 referrals to Learning Commons tutoring through Starfish during the Spring 2024 Warning Alert survey period, the largest number of Starfish tutoring referrals in a single period, 48% more tutoring referrals than the average number of Starfish Warning Alert tutoring referrals.

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**REPORT to the COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**  
**Regional Board of Trustees for SUNY Corning Community College**  
**VP/Dean of Student Development and Enrollment Management, Maarit Clay**  
**April 15, 2024**

**Recruitment/Admissions**

- New Students updated 04/02/24
  - Fall 24: started: 923 completed: 729 (79%) 96 % processed
- Events
  - 2024 college/career fairs and community events to date: 21
  - 2024 high school visits to date: 21
  - Open House (April 20, 2024) registrants: 2024, 18 registered
- Outreach: SEM II grant- 24+ Adult Students
- EOP: invites to new CCC applicants sent out bi-weekly: 15 applications for 2024-25 cohort
- Athletic Specific Recruitment:
  - 35 new student athlete commitments for Fall 2024 and 6 additional recruits visited campus in February
- Student Life:
  - Engaged with 25 prospects on tour: provided water and discussed SL and SAGA
  - John Carrol Scholarship review committee participation and emails to PH interested students

**Retention**

- Starfish Midterm Survey Summary Statistics: Course surveys sent to faculty: 455; Completed: 308
  - Tracking Items Created: Missing/Late Assignments: 283; Keep Up the Good Work: 1,796; Tutoring Referral: Learning Commons: 188; Enrollment Advisement Center Referral: 73; Showing Improvement: 134; In Danger of Failing: 288; Nudge: 240
- Student Life
  - Biweekly 1:1s with student executive board- academic progress, emphasize resources, and wellness check-in
- Perry Hall: Planning contract rollover events to encourage current residents to rollover their deposits and submit their PH contract for the Fall 2024
- SAP program:
  - February Data: 10 new clients, 36 sessions provided, Event in Perry Hall - 8 contacts, Commons tabling - 17 participants, Gratitude Journal Program - 17 participants, 4 classroom presentations - 58 contacts, Meditation Workshop - 8 contacts
- Athletics:
  - Starfish check and progress reports due 3/20/24 - tutoring referrals being made
  - FAFSA information sessions sent to all student athletes

## Engagement

- Student Life - March
  - 20 activities - 321 participants; average of 21 student drop-ins per day on SL Office
  - 42 unduplicated users in the Food Pantry
  - Average of 36 students per day utilizing the Game Room
- Athletics
  - Softball - 17 players on the roster and ranked #4 in the nation in the NJCAA Poll and Baseball - 23 players on the roster
  - Fitness Center - 1,790 usages of the facility to-date
  - I&R - February - 4 events with 45 participants
- Perry Hall: February/March - 13 events with 241 participants

**MSCHE Self-Study Visit:** Assessment in SDEM

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**REPORT to the COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**  
**Regional Board of Trustees for SUNY Corning Community College**  
**Student Report by Aniga “Jay” Werner**  
**April 15, 2024**

- **STUDENT REPORT**

Old Business:

- We have finished new club procedures form
  - New clubs that have submitted their interest are coming in for their chance to present their club for acceptance or reconsideration on guidelines
  - Finalizing the club surveys to get feedback for possible improvements
  - New Vice President role filled by Zoe Spencer
  - Advocacy Day: Student Trustee Attended
  - Student Association Round Table: President and Vice President Attended

New Ideas:

- Getting the word out to gain more engagement with SAGA
- Prom 2.0 in the making: April 12th 7p.m.-11p.m.
- Elections notice are out for 2024-2025
- Collaboration with Student Life for Spring Fest
- CCC's Got Talent

Recent Events:

- Retro Game Day and Ice Cream Social
  - Had a Smash Brothers tournament and gave 1st, 2nd, and 3rd prizes

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**CORNING COMMUNITY COLLEGE  
REGIONAL BOARD OF TRUSTEES  
External Affairs Committee  
Tuesday, January 23, 2024  
CCC  
AGENDA**

**MISSION:**

The External Affairs Committee shall consider and make recommendations to the Regional Board of Trustees on the College's relationships with: Corning Community College Development Foundation, Inc.; Alumni Program; County and State Legislative bodies; The NYCCT and the ACCT; Business/Industry and Education Institutions.

**ACTION ITEMS:**

**DISCUSSION ITEMS:**

Review [CCC Development Foundation Report](#)

Review [Marketing/Communications Report](#)

Review [Workforce Education & Academic Pathways Report](#)

Review [Legislative Relations Report](#)

**NEXT MEETING:**

**MEASURABLE STANDARDS**

**Measurable Standards for the External Affairs Committee**

1. In alignment with strategic and/or operational goals and highlighting diversity, equity and inclusion efforts, provide updates as needed on fundraising, grants, marketing, public relations and nurturing community relations.
2. Review annually the Resource Development plan for the Foundation to determine it meets the funding priorities of the Regional Board of Trustees. Actively promote diversity, equity and inclusion which could include but not limited to student activities, visiting speakers and scholarships.
3. Review periodic reports from the President regarding meetings with county, state and federal elected officials from Chemung,

Schuyler and Steuben counties to understand workforce priorities and to discuss the state of the College.

4. As appropriate, review periodic reports from the President on State University of New York (SUNY) priorities and activities; Monitor and advocate for legislation at the State and Federal level consistent with the Colleges mission, needs and values.
5. Track participation and encourage information sharing by trustees who attend New York Community College Trustees (NYCCT) and Association of Community College Trustees(ACCT) meetings; encourage new trustees begin by attending NYCCT orientation.
6. The Office of Workforce Education and Academic Pathways will inform RBOT at each meeting of progress on workforce goals, including diversity, equity and inclusion. Create an annual convening to be held before March 1 to engage community leaders to provide validation on existing programs, improvement opportunities across the college's system and inform the college of trends and new opportunities.
  - a. Community leaders will include employers, professional associations, school superintendents, elected officials, regional planning board leaders and economic development leaders.
  - b. Programs will include: degrees, certificates, micro-credentials and training opportunities.Corning Community College recognizes and values differences in age, ethnicity, gender identity and expression, nationality, religion, political perspective, socioeconomic status, citizenship, military status, persons with a mental health condition, status as an individual with a disability and first-generation student status that enrich our learning and working environment. As such, all fundraising, grants, marketing, public relations, and workforce education efforts will focus on economic inclusion aligned with the college's mission to include all people in opportunity, skills development and investment in livability, affordability, and environmental sustainability.

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**CORNING COMMUNITY COLLEGE**  
**Regional Board of Trustees**  
**External Affairs Committee**  
**April 16, 2024/ Via Zoom**  
**MINUTES**

In Attendance: Trustees: J. McKinney-Cherry, P. Chu, R. Allison,

Senior Staff: President Mullaney, VP Clay, Executive Director John Marchese, Nogaye Ka-Tandia

Excused: A. Winston, M. Wayne, M. Lawrence

President Mullaney convened the External Affairs meeting at 4:31 pm And noted there are no actionable items on the agenda.

**DISCUSSION ITEMS:**

Review [CCC Development Foundation Report](#)

Trustee Chu (Foundation Trustee Liaison) met with Executive Director Marchese and highlighted few points below:

- The Foundation has created its 2024 Resource Development Plan, and it's now available to the Foundation Board.
- The Foundation has exceeded many of their goals for 2023 and has set higher targets for 2024. The Foundation Board and our RBOT members are discussing support for non-traditional students. President Mullaney, Vice President Clay, and John have already met, and Vice President Clay will put together a special funding request for nontraditional students.
- Regarding fundraising year to date, the number of donors is down compared to last year. However, the amount of money raised is pretty close to last year's figure.

Executive Director Marchese highlighted a few points from his report:

Lindau Foundation has already provided funds for the chemistry lab kits and they are now in the process of being ordered. Kyle Williams is very excited!

Trustee Allison (Liaison to the Marketing and Communication) met with Maarit and discussed the intense marketing efforts in March and the extensive media coverage surrounding them.

Review [Marketing/Communications Report](#)

- CCC has had quite a boost to our social presence on this latest report, due probably to registrations for visiting scholar and the Eclipse in large part
- Wrapping student's events:
  - Take back the night event this evening,
  - Prom.2 was held over this past weekend.
  - Graduation
  - Job Fair coming up on the 20 fourth.

Review [Workforce Education & Academic Pathways Report](#)

Trustee Cherry (Trustee Liaison) to Workforce Education and Academic Pathways shared a program about what Hudson Valley Community College is doing in terms of international collaboration and suggested a look at it to see if there something that we can do like that around workforce

Dr. Mullaney highlighted few points on the report:

- Prison Program update: Currently, there are 34 students in the program and 50 men who want to enroll in it in the fall. We are trying to figure out how to accommodate as many of them as possible.
- Southern Tier Law Enforcement Academy graduation on Friday night. We graduated 13 cadets.
- Automotive Program The automotive program has been well kicked off. We have a wonderful partnership with Subaru as part of their Subaru University program that provides us with a cutting-edge curriculum for the program and a 2024 sugar outback for our students to work on.
- The Battery Technician Pilot class graduated four students. This is our newest program. It is part of the Build Back. Better grant, a 76-million-dollar federal grant, in which a portion of the money is to train battery technicians. The first class graduated last week.

He concluded his report by informing trustees that John Marchese is assuming the Grant office supervision.

Review [Legislative Relations Report](#)

Dr. Mullaney updated that he received notice from SUNY that Joe Rowe is now officially a member of the Regional Board of Trustees

- Federal Higher Ed (continue to monitor Short term Pell legislation waiting approval in the House of Representatives)
- State Budget —does not appear that our NYCCT/NYCAAP request for additional operating funds will be enacted-only the 100% funding floor will be approved! The operational funds do not appear to move forward anywhere
- Local: Upcoming Tri-County visitation dates of local officials



President thanked Trustee Chu for attending the Visit with the Chancellor and other local manufacturing companies' CEO

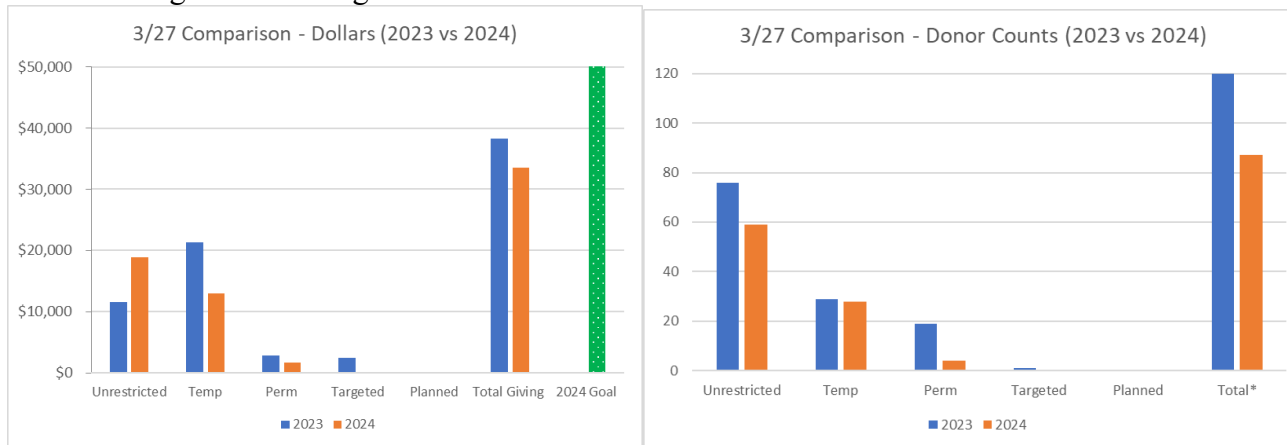
President Mullaney adjourned the External Affairs committee meeting at 5:10 pm.

## CCC Development Foundation

Submitted by John Marchese, Executive Director of Development Foundation

Tuesday, April 16, 2024

- Mitchell Smith, Director of Development, has resigned and his last day will be May 10, as he will be relocating out of state.
- The 2024 Resource Development Plan has been reviewed by the CCCDF Resource Development Committee and has been referred to both the full Foundation board and RBOT External Affairs Committee for review (see attached), in accordance with Measurable Standard 2.
- John Marchese attended a number of local events: Expanded Learning Network of the Southern Tier (ELNOST) Legislative Breakfast, AFP Finger Lakes Chapter Board Retreat, and Chemung Chamber Business Before Business at Finn Academy.
- The third Baron Bulletin e-newsletter is planned for late May.
- The Q2 Annual Fund solicitation mailing is planned for June.
- Submitted a grant application to the Fund for Women to support the Full STEAHM Ahead Summer Workshop program.
- Submitted a grant application to the Lindau Foundation to support the purchase of chemistry laboratory kits.
- At the CCC Development Foundation Board meeting on March 13:
  - The 2024 Operating Budget was approved.
  - Angela Hawken '99 (Ohio/Southern Tier Logistics) was approved as a Foundation Board member and appointed as a member of the Housing LLC Board of Managers.
  - Phoebe Reynolds (CareFirst NY) was approved as a Foundation Board member.
- Hosted a successful Employee Appreciation Lunch on March 15 with almost 100 participants.
- The Visiting Scholar Series event on March 28 was a success with approximately 230 attendees (includes in-person and virtual guests).
- Balloon payment is being made by Housing Company to Five Star Bank in April for the deferrals during the pandemic.
- Initial planning underway for the Red Barons Classic Golf Tournament.
- Annual Giving results through 3/27/2024:



	2023	2024		2023	2024
Unrestricted	\$11,594.81	\$18,933.48	Unrestricted	76	59
Temp	\$21,378.00	\$12,929.00	Temp	29	28
Perm	\$2,805.00	\$1,625.00	Perm	19	4
Targeted	\$2,500.00	\$0.00	Targeted	1	0
Planned	\$0.00	\$0.00	Planned	0	0
Total Giving	\$38,277.81	\$33,487.48	Total*	120	87
2024 Goal		\$345,000.00	* Unduplicated count of annual donors		

## Marketing/Communications

Submitted by Maarit Clay, Vice President of Student Development and Enrollment Management

Tuesday, April 16, 2024

### Highlights

- 2060 Digital Marketing: Display Ads (290,819 impressions; 1,159 clicks) | OTT/CTV (27,273 impressions; 98.08% completion rate) | Local SEO (8,954 impressions Feb.-Mar.)
- LocaliQ Digital Search: 17,334 impressions; 4,624 link clicks; 26.68% clickthrough rate
- Manufacturing Open House Facebook Boosted post (21,453 accounts reached; 534 clicks)
- Visiting Scholar Series Facebook Boosted post (13,570 accounts reached; 467 clicks)
- Local media coverage for CCC Automotive Tech and Subaru-U partnership ([WETM](#); [WENY](#))
- Organized articulation agreement signing event with Elmira College ([WETM](#); [WENY](#))
- Makerspace - [Logo](#) Creation; Ribbon Cutting [photos](#) & [video](#)

### Performance

#### **1. Website: February 11 - March 25 2023/2024 Comparison**

Channel Grouping	New Users 2023	New Users 2024	Change
Organic Search	9,476	10,072	+6.29%
Direct	9,660	16,599	+71.83%
Paid Search	2,781	1,167	-58.04%
Referral (SUNY & paid)	623	667	+7.06
Social	1,716	3,830	+123.19%

#### **2. Chatbot: February 11 - March 25 2023/2024 Comparison**

Channel Grouping	2023 (Feb 11-Mar 25)	2024 (Feb 11-Mar 25)	Change
Chat Sessions	274	207	-32.37%
Calls	260	217	-16.54%

### Other

- Created [rack card](#) to promote CCC+Geneseo+LECOM dental & medical school partnership
- Promotion of Diversity Center events (Lunar New Year; Closing the Wealth and Opportunity Gap; Sankofa African Dance & Drum Ensemble)
- Chem Bowl advertising
- Regional Job Fair [poster](#) ; Created Manufacturing Open House [poster](#) ; Created Education Summit [poster](#) ; Eclipse, Digital Dome, & Observatory [poster](#)
- CCC Theatre + Orchestra of the Southern Finger Lakes [video](#) promo for CMOG show
- Makerspace Ribbon Cutting [photos](#) and [video](#)
- Math Club celebrates Pi Day ([WENY](#) coverage) ; Veteran Meet-and-Greet media coordination ([WENY](#) pre-event; [WENY](#) day-of coverage)
- Secured ad spots for 2024 Summer Olympics with WETM-TV/NBC
- Press Releases: [Dean's](#) & [President's](#) List; [CCC+EC Articulation Agreement](#); [Chem Bow](#); [Subaru-U](#); [Makerspace/Mechatronics Ribbon Cutting](#)

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## **Workforce Education & Academic Pathways**

Submitted by Tyre Bush, Director of Workforce Education & Academic Pathways

Tuesday, April 16, 2024

### **Corning Prison Education Program**

- In-take process has started (50 men on wait list – anticipate half to complete)
- Four courses offered for Summer 2024. (Roughly 3.75 FTE)

### **ACE**

- 36 attended the ACE Summit on March 21.
- Arise Grant - ACE Specialist Interviews concluded; Gabrielle Orcutt accepted position.
- Conversion activity collaboration with Admissions:
  - ACE student survey
  - 1150 Letters to Seniors going out soon

### **Testing Center**

- Anticipated revenue generation is \$17,000; Year-to-date Testers: 1,233. Since last report +282

### **Southern Tier Law Enforcement Academy**

- Completed 5 in-service trainings: Police Supervision, Basic Investigative Photography, Police Crime Scene and Evidence Tech, Breathe Analysis Operator and Breathe Analysis Operator Instructor
- Cadets: split among 3 locations for Defensive Tactics and EMS
- Graduation Ceremony for 13 cadets – April 12. (Fall students)

### **Grants Management**

- ReImagine Grant amendment received increasing award by \$65,194 (updated subcontract amount of \$304,032.)

### **Other News**

- In discussion with CAF-USA about pre-apprenticeship and apprenticeships for Manufacturing Tech and Welding – anticipate July 2024 start
- Corporate Contracts
  - Enrollment of 1,350 people in 85+ trainings (year to date)
  - Contracts in place to produce nearly \$1,033,319.00+ gross (\$429,000+ net revenue)
- Automotive Program
  - Student Success Coach search completed – hired Wendy McGee
  - SubaruU Event Collaboration
- Manufacturing Technician Program
  - Recruiter search completed – Nicholas DeRico accepted position
  - Manufacturing Tech will graduate 4 on April 9<sup>th</sup>. (3 of 4 have job offers)
- Women's Empowerment Conference: May 21, 2024
  - 80 tickets sold, Siemens to purchase 25 within the week as well
  - 16 vendors, so far
  - Sponsors: Arnot (\$5K), Cargill (\$2K), Able2 (\$2K), Amy Irvine (\$1K), Servu (\$1K) and CopyExpress (in-kind)

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## **Legislative Relations**

Submitted by Trustee Alan Winston, Chair of External Affairs Committee  
Tuesday, April 16, 2024

1. Federal
  - C. Higher Education Legislative Update
  
2. State
  - D. NYS Budget and Advocacy Update
  
4. Local
  - C. Upcoming Tri-County government Leadership visits (on campus)

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***CORNING COMMUNITY COLLEGE***  
**Regional Board of Trustees**  
**Finance and Facilities Committee**  
**Monday, January 23, 2023**  
**Virtual Meeting**

**AGENDA**

**MISSION:**

The Committee on Finance and Facilities shall consider and make recommendations to the Board of Trustees with respect to all aspects of fiscal affairs. The Committee shall consider and make recommendations to the Board of Trustees on all matters pertaining to the real property and equipment of the College.

**ACTION ITEMS:**

[Resolution #T4908- 24- Operating Report for February 2024](#)

[Resolution #T4809-24-Facility Use Policy](#)

**DISCUSSION ITEMS:**

- Operating Report and Dashboard as of February 29, 2024
- FSA Quarterly Report
- Capital Projects Report
- Auxiliary Campus Services Update

**MEASURABLE STANDARDS**

**Measurable Standards** for the Committee on Finance and Facilities (revised June 2021)

- Review the proposed Budget and recommend action;
- Review the Operating Budget Report at every meeting and recommend action;
- Ensure that resource allocations and spending are consistent with the Colleges Diversity, Equity, Inclusion & Strategic Priorities
- Review capital expenditures and active construction projects quarterly;
- Develop a Three-year Fiscal Operating Plan to be in place for Fiscal Year 2022-2023;
- Develop a dashboard of key financial and Campus metrics to present to RBOT;
- Annually review the audited financial statements of the CCC Development Foundation;

- Review the College's Facilities Master Plan upon completion;
  - Prepare a space utilization study.
- Review the Technology Plan of the College upon completion and monitor annually, including financing and technology policies;
- On a semi-annual basis, receive and review a report of goals and achievements of the departments within Auxiliary Campus Services (Information Technology, Physical Plant, Public Safety and Health Services);
- Receive and review an annual Department of Public Safety training report, including measures related to the 2021 police reform initiative;

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## Finance and Facilities Committee

April 15, 2024

Virtual Zoom Meeting

### MINUTES

In Attendance:

Trustees: R. Allison, K. Early, H. Reynolds, J. Rowe, A. Werner  
Senior Staff: President Mullaney, Executive Director Burdick, Executive Director Patrick  
Support Staff: T. Jones, N. Ka-Tandia  
Excused: Chair M. Wayne,

Trustee Reynolds called the Finance and Facilities Committee meeting to order at 4:00 p.m.

Executive Director Patrick provided an overview of the agenda, noting that there are two action items:

Discussion Items:

- Dr. Mullaney updated that he received notice from SUNY that Joe Rowe is now officially a member of the Regional Board of Trustees
- Review of Operating Summary for February 2024 cash is a little lower than last year the difference is that we still had some HEERF funding last year at this time. Receivables are a little less as collection efforts are going well. Revenue and expenditures showing adopted and amended budget with the savings of \$600k so we are still looking to use 735k from fund balance. As of February we are fifty percent through the fiscal year.
- Review of dashboard including revenues and expenses showing February amended budget now that we are halfway through the fiscal year we can start looking for savings. Reviewed salaries, benefits, and equipment budgets
- Review of the FSA budget and Student activities budget plan to stay within budget and balance at year end. Athletics shows some savings from some fall sports not happening but may need some for travel depending on spring sports post season activities, Student Success Programs
- Capital Projects update including projects that are being planned for this summer including lab renovations, softball field, Spencer Crest and Steuben Hall lecture hall.
- Auxiliary Services Update including Health Services planning Health Fair next week on campus, Information Technology new Wi-Fi access points being installed on campus, Physical Plant preparing for some projects included in Facilities Master Plan, Public Safety update on new part-time officer and internal search for a full-time officer.
- Facility Use Policy created to streamline the process for non-college organizations to use our space, provides clear rates, gives a structure for our events coordinator to use when working with organizations for events on campus.

Trustee Reynolds adjourned the Finance and Facilities Committee meeting at 4:39 p.m.

SUNY Corning Community College  
Operating Dashboard  
FY 24 @ Month End 2/29/24



Cash & Student Receivables

	Cash	# Days of Operations	Total Student AR as of 2/29/24	Fiscal Year Receivable
February 29, 2024	\$ 11,117,998	151	\$ 4,486,963	\$ 1,770,405
February 28, 2023	\$ 12,656,323	169	\$ 5,820,503	\$ 2,570,067

Revenues & Expenditures @ 2/29/24

	FY 24 Adopted Budget	FY 24 Amended Budget	YTD 1/31/2024	February 29, 2024
Revenues	\$ 25,457,865	\$ 25,457,865	\$ 17,233,438	\$ 456,552
Expenses	\$ 26,857,865	\$ 26,192,907	\$ 11,771,203	\$ 2,286,198
Surplus(Deficit)	\$ (1,400,000)	\$ (735,042)	\$ 5,462,234	\$ (1,829,646)
			YTD January	YTD February
% of year Complete			42%	50%
% of Revenue Realized			68%	69%
% of Expenditures			44%	52%

Highlights of Revenues & Expenditures

	FY 24 Adopted Budget	FY 24 Amended Budget	YTD 1/31/2024	February 29, 2024
Tuition & Fees	\$ 11,121,845	\$ 11,121,845	\$ 10,339,271	\$ (171,323)
Chargebacks	\$ 6,486,507	\$ 6,486,507	\$ 3,553,427	\$ -
Personnel & Benefits	\$ 19,675,635	\$ 19,344,727	\$ 7,337,733	\$ 1,463,990
Equipment	\$ 318,695	\$ 193,900	\$ 41,102	\$ -
Contractual	\$ 6,863,535	\$ 6,654,280	\$ 4,392,368	\$ 822,208

Spring Enrollment

	2023-2024	2022-2023	2021-2022	3 YR % change
	Spring Census	Spring Census	Spring Census	
Total Headcount (Inc. ACE)	2999	2741	2875	4.3%
Total FTE (Inc. ACE)	770.5	710.2	773.8	-0.4%
Full-Time FTE (Exc ACE)	353.9	337.6	365.3	-3.1%
Part-Time FTE (Exc ACE)	121.6	120.4	146.0	-16.7%
Total FTE (Exc ACE)	475.5	458.0	511.3	-7.0%
HS Enrollment FTE (ACE)	294.8	252.2	262.5	12.3%
Percent by County ( Excludes Ace)				
% Chemung County	43.8%	43.7%	43.6%	0.5%
% Steuben County	33.5%	38.9%	33.9%	-1.2%
% Schuyler County	4.4%	5.7%	6.4%	-31.3%
% All Other Non-sponsor	18.3%	11.6%	16.1%	13.7%

Perry Hall Occupancy

	2023-24	2022-2023	2021-2022	2020-2021
Fall (Sept - Dec)	118	123	133	108
Spring (Jan - May)	106	88	101	71
Summer (June - August)		1		4

**Corning Community College**  
**Report to Finance & Facilities Committee**  
**Unrestricted Operating Summary**  
**Month End 2/29/24**



	2023-2024 Amended Budget	2023-2024 YTD 1/31/24	2023-2024 2/29/24	2023-2024 YTD 2/29/24	2023-2024 Remaining Budget
<b>REVENUES</b>					
Resident Tuition	\$ 7,512,080	\$ 6,121,991	\$ (37,347)	\$ 6,084,644	\$ 1,427,436
Non Resident Tuition	\$ 607,000	\$ 1,032,975	\$ (111,154)	\$ 921,821	\$ (314,821)
ACE Tuition	\$ 1,672,880	\$ 2,034,396	\$ (30,030)	\$ 2,004,366	\$ (331,486)
Student Fees	\$ 1,329,885	\$ 1,149,910	\$ 7,208	\$ 1,157,118	\$ 172,767
State Aid	\$ 7,108,113	\$ 3,040,048	\$ 592,343	\$ 3,632,391	\$ 3,475,722
Grant Aid & Contracts	\$ -	\$ -	\$ -	\$ -	\$ -
Federal appropriations	\$ 8,000	\$ 270	\$ 3,195	\$ 3,465	\$ 4,535
County Operating Chargebacks	\$ 6,486,507	\$ 3,553,427	\$ -	\$ 3,553,427	\$ 2,933,080
Other sources	\$ 733,400	\$ 300,422	\$ 32,337	\$ 332,759	\$ 400,641
Applied Fund Balance	\$ 735,042	\$ -	\$ -	\$ -	\$ 735,042
<b>Total Revenues</b>	<b>\$ 26,192,907</b>	<b>\$ 17,233,438</b>	<b>\$ 456,552</b>	<b>\$ 17,689,990</b>	<b>\$ 8,502,917</b>
<b>EXPENSES</b>					
Salaries	\$ 13,733,027	\$ 5,310,728	\$ 1,001,755	\$ 6,312,483	\$ 7,420,544
Employee Benefits	\$ 5,611,700	\$ 2,027,005	\$ 462,235	\$ 2,489,240	\$ 3,122,460
Equipment	\$ 193,900	\$ 41,102	\$ -	\$ 41,102	\$ 152,798
<b>Contractual Expenditures</b>					
<i>Purchased Services</i>	\$ 255,500	\$ 122,256	\$ 12,755	\$ 135,011	\$ 120,489
<i>Materials &amp; Supplies</i>	\$ 549,635	\$ 215,720	\$ 63,262	\$ 278,982	\$ 270,653
<i>Marketing</i>	\$ 175,785	\$ 75,584	\$ 3,053	\$ 78,637	\$ 97,148
<i>Conference &amp; Travel</i>	\$ 239,675	\$ 71,605	\$ 24,976	\$ 96,581	\$ 143,094
<i>Utilities</i>	\$ 600,000	\$ 127,956	\$ 73,926	\$ 201,882	\$ 398,118
<i>Maintenance Repairs &amp; Contracts</i>	\$ 602,900	\$ 264,540	\$ 21,364	\$ 285,904	\$ 316,996
<i>Software &amp; Contracts</i>	\$ 440,200	\$ 209,879	\$ 30,905	\$ 240,784	\$ 199,416
<i>General Institutional</i>	\$ 1,402,960	\$ 734,350	\$ 436,099	\$ 1,170,449	\$ 232,511
<i>Other Expenditures</i>	\$ 609,745	\$ 213,642	\$ 98,453	\$ 312,095	\$ 297,650
<i>Scholarships</i>	\$ 1,777,880	\$ 2,356,836	\$ 57,415	\$ 2,414,251	\$ (636,371)
<b>Total Contractual Expenses</b>	<b>\$ 6,654,280</b>	<b>\$ 4,392,368</b>	<b>\$ 822,208</b>	<b>\$ 5,214,576</b>	<b>\$ 1,439,704</b>
<b>Total Expenses</b>	<b>\$ 26,192,907</b>	<b>\$ 11,771,203</b>	<b>\$ 2,286,198</b>	<b>\$ 14,057,401</b>	<b>\$ 12,135,506</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ 5,462,234</b>	<b>\$ (1,829,646)</b>	<b>\$ 3,632,588</b>	

**SUNY CORNING COMMUNITY COLLEGE**  
**Report to Finance & Facilities Committee**  
**FSA FUND DASHBOARD SUMMARY**  
**PERIOD ENDING 2/29/24**



REVENUES	2023-24	@ 2/29/24	2023-24	2023-24
			YE Preliminary	
	Budget	23-24 Actual	Forecast	Budget vs Forecast
<b>STUDENT ACTIVITIES</b>				
<i>Student Life Fee - Student Activities</i>	\$ 137,000	\$ 126,676	\$ 127,000	\$ (10,000)
<i>Fundraising/Misc Sales</i>	\$ 6,000	\$ 3,179	\$ 4,700	\$ (1,300)
<b>ATHLETICS</b>				
<i>Student Life Fee - Athletics</i>	\$ 253,000	\$ 235,255	\$ 238,000	\$ (15,000)
<i>Concessions/Gate/Misc</i>	\$ 4,500	\$ 1,335	\$ 1,750	\$ (2,750)
<i>Transfer</i>	\$ 15,000	\$ -	\$ 15,000	\$ -
			\$ -	\$ -
<b>STUDENT SUCCESS PROGRAMS</b>				
<i>Student Life Fee</i>	\$ 46,000	\$ 49,777	\$ 50,000	\$ 4,000
<i>Other Student Fees</i>	\$ 27,000	\$ 27,650	\$ 28,000	\$ 1,000
<b>Total FSA Fund Revenue</b>	<b>\$ 488,500</b>	<b>\$ 443,872</b>	<b>\$ 464,450</b>	<b>\$ (24,050)</b>
EXPENSES	Budget	23-24 Actual	YE Preliminary	
			Forecast	Budget vs Forecast
<b>STUDENT ACTIVITIES</b>				
<i>Student Activities &amp; Governing Board</i>	\$ 94,400	\$ 34,991	\$ 83,400	\$ 11,000
<i>Clubs</i>	\$ 48,600	\$ 16,498	\$ 48,300	\$ 300
<b>ATHLETICS</b>				
<i>General Athletics</i>	\$ 140,700	\$ 78,274	\$ 122,950	\$ 4,000
<i>Athletic Teams</i>	\$ 131,800	\$ 77,761	\$ 131,800	\$ 13,750
<b>STUDENT SUCCESS PROGRAMS</b>				
<i>Commencement</i>	\$ 40,000	\$ 986	\$ 40,000	\$ -
<i>Student Orientation/ID</i>	\$ 33,000	\$ 9,546	\$ 33,000	\$ -
<b>Total FSA Fund Expenses</b>	<b>\$ 488,500</b>	<b>\$ 218,056</b>	<b>\$ 459,450</b>	<b>\$ 29,050</b>
<b>FSA Fund Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 225,816</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>

**Corning Community College**  
**Report to Finance & Facilities Committee**  
**FSA FUND - Student Activities**  
**For Period ending 2/29/24**



	2023-24	@ 2/29/24	2023-24	2023-24
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
<b><u>REVENUES</u></b>				
Student Activity Fees	\$ 137,000	\$ 126,676	\$ 127,000	\$ (10,000)
Fundraising	\$ -	\$ 645	\$ 700	\$ 700
Miscellaneous Sales	\$ 6,000	\$ 2,534	\$ 4,000	\$ (2,000)
<b>Total Revenues</b>	<b>\$ 143,000</b>	<b>\$ 129,855</b>	<b>\$ 131,700</b>	<b>\$ (11,300)</b>
<b><u>EXPENSES</u></b>				
<b>Salaries</b>	<b>\$ 17,650</b>	<b>\$ 5,171</b>	<b>\$ 14,500</b>	<b>\$ 3,150</b>
<b>Equipment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Contractual Expenditures</b>				
<i>Purchased Services</i>	\$ -	\$ -	\$ -	\$ -
<i>Materials &amp; Supplies</i>	\$ 28,000	\$ 9,626	\$ 27,000	\$ 1,000
<i>Special Projects</i>	\$ 20,800	\$ 8,744	\$ 17,700	\$ 3,100
<i>Stipends</i>	\$ 7,000	\$ 2,205	\$ 7,000	\$ -
<i>Conference &amp; Travel</i>	\$ 500	\$ 105	\$ 500	\$ -
<i>Other Expenditures</i>	\$ 69,050	\$ 25,637	\$ 65,000	\$ 4,050
<i>Transfers</i>				\$ -
<b>Total Contractual Expenses</b>	<b>\$ 125,350</b>	<b>\$ 46,317</b>	<b>\$ 117,200</b>	<b>\$ 8,150</b>
<b>Total Expenses</b>	<b>\$ 143,000</b>	<b>\$ 51,488</b>	<b>\$ 131,700</b>	<b>\$ 11,300</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ 78,367</b>	<b>\$ -</b>	<b>\$ -</b>

**Corning Community College**  
**Report to Finance & Facilities Committee**  
**FSA FUND - Athletics**  
**For Period ending 2/29/24**



	2023-24	@ 2/29/24	2023-24	2023-24
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
<b><u>REVENUES</u></b>				
Student Activity Fees	\$ 253,000	\$ 235,255	\$ 238,000	\$ (15,000)
Miscellaneous Sales	\$ 1,500	\$ 1,114	\$ 1,500	\$ -
Gate Revenues	\$ 1,500		\$ -	\$ (1,500)
Concession Sales	\$ 1,500	\$ 221	\$ 250	\$ (1,250)
Interfund Transfer	\$ 15,000		\$ 15,000	\$ -
<b>Total Revenues</b>	<b>\$ 272,500</b>	<b>\$ 236,590</b>	<b>\$ 254,750</b>	<b>\$ (17,750)</b>
<b><u>EXPENSES</u></b>				
<b>Salaries</b>	<b>\$ 56,800</b>	<b>\$ 36,206</b>	<b>\$ 53,550</b>	<b>\$ 3,250</b>
<b>Equipment</b>	<b>\$ 25,100</b>	<b>\$ 21,706</b>	<b>\$ 23,000</b>	<b>\$ 2,100</b>
<b>Contractual Expenditures</b>				<b>\$ -</b>
<i>Purchased Services</i>	\$ 1,200	\$ 345	\$ 500	\$ 700
<i>Materials &amp; Supplies</i>	\$ 5,200	\$ 2,662	\$ 3,500	\$ 1,700
<i>Special Projects</i>	\$ 1,000	\$ 216	\$ 500	\$ 500
<i>Stipends</i>	\$ 32,289	\$ 21,243	\$ 28,589	\$ 3,700
<i>Conference &amp; Travel</i>	\$ 138,411	\$ 60,274	\$ 131,711	\$ 6,700
<i>Other Expenditures</i>	\$ 12,500	\$ 13,383	\$ 13,400	\$ (900)
<i>Transfers</i>				\$ -
<b>Total Contractual Expenses</b>	<b>\$ 190,600</b>	<b>\$ 98,123</b>	<b>\$ 178,200</b>	<b>\$ 12,400</b>
<b>Total Expenses</b>	<b>\$ 272,500</b>	<b>\$ 156,035</b>	<b>\$ 254,750</b>	<b>\$ 17,750</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ 80,555</b>	<b>\$ -</b>	<b>\$ -</b>

**Corning Community College**  
**Report to Finance & Facilities Committee**  
**FSA FUND - Student Success Programs**  
**For Period ending 2/29/24**



	2023-24	@ 2/29/24	2023-24	2023-24
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
<b><u>REVENUES</u></b>				
Student Activity Fees	\$ 46,000	\$ 49,777	\$ 50,000	\$ 4,000
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -
Other Student Fees	\$ 27,000	\$ 27,650	\$ 28,000	\$ 1,000
<b>Total Revenues</b>	<b>\$ 73,000</b>	<b>\$ 77,427</b>	<b>\$ 78,000</b>	<b>\$ 5,000</b>
<b><u>EXPENSES</u></b>				
Salaries	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
<b>Contractual Expenditures</b>				\$ -
<i>Purchased Services</i>	\$ -	\$ -	\$ -	\$ -
<i>Materials &amp; Supplies</i>	\$ 4,500	\$ 768	\$ 4,500	\$ -
<i>Special Projects</i>	\$ 3,000		\$ 3,000	\$ -
<i>Stipends</i>	\$ -		\$ -	\$ -
<i>Commencement</i>	\$ 40,000	\$ 986	\$ 40,000	\$ -
<i>Conference &amp; Travel</i>	\$ -		\$ -	\$ -
<i>Other Expenditures</i>	\$ 25,500	\$ 8,778	\$ 25,500	\$ -
<i>Transfers</i>	\$ -		\$ -	\$ -
<b>Total Contractual Expenses</b>	<b>\$ 73,000</b>	<b>\$ 10,532</b>	<b>\$ 73,000</b>	<b>\$ -</b>
<b>Total Expenses</b>	<b>\$ 73,000</b>	<b>\$ 10,532</b>	<b>\$ 73,000</b>	<b>\$ -</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ 66,895</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>

**Corning Community College  
Report to Finance & Facilities Committee  
Capital Projects  
For Period ending 2/29/24**



**Fiscal Year 23-24 Capital Projects**

<b>Debt Obligations</b>	Initial Balance	FY Beginning Balance	FY 23-24 Debt	Spent to Date FY 23-24	Remaining FY Debt	Remaining Debt 8.31.24
Library/Commons - USDA Bond Principal	\$8,250,000.00	\$ 6,325,000.00	\$ 310,000.00		\$ 310,000.00	\$ 6,325,000.00
Library/Commons - USDA Bond Interest	3.125%	\$ -	\$ 197,656.00	\$ 98,828.00	\$ 98,828.00	
Energy Performance - Siemens Principal	\$3,525,000.00	\$ 2,999,000.00	\$ 143,000.00		\$ 143,000.00	\$ 2,999,000.00
Energy Performance - Siemens Interest	3.500%		\$ 104,965.00	\$ 52,482.50	\$ 52,482.50	

<b>Fiscal Year 23-24 Capital Projects</b>	Capital Reserve	SUNY Capital Match	Grants/Foundation	Total Project Budget	Spent Prior FY's	FY 23-24 Spent to Date 2.29.24	Encumbered	Remaining Budget	% Complete
<b>Renovations &amp; Revitalization III</b>									
<i>Heat, Ventilation, &amp; Air Conditioning</i>									
Schuyler Hall -Chiller	\$ 233,000.00	\$ 829,000.00	\$ 596,200.00	\$ 1,658,200.00	\$ 1,548,549.53	\$ 22,923.89	\$ 86,696.01	\$ -	100%
	\$ -	\$ -	\$ 1,000,000.00	\$ 1,000,000.00	\$ 755,541.40	\$ 32,124.46		\$ 212,334.14	79%
<i>Lab Renovations</i>									
Makers Space	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 300,000.00	\$ 217,321.29	\$ 82,678.71	\$ -	\$ -	100%
Mechatronics	\$ -	\$ 150,000.00	\$ 167,905.92	\$ 317,905.92	\$ 317,905.92	\$ -	\$ -	\$ -	100%
Schuyler 104	\$ 125,000.00	\$ 125,000.00	\$ -	\$ 250,000.00	\$ -	\$ -			0%
Schuyler 119	\$ 125,000.00	\$ 125,000.00	\$ -	\$ 250,000.00	\$ -	\$ -			
<b>Softball Field</b>	\$ 135,150.00	\$ 135,150.00	\$ -	\$ 270,300.00	\$ -	\$ 13,500.00	\$ 3,780.00	\$ 253,020.00	5%
				\$ -					
<b>Spencer Crest - Entrance &amp; Roof</b>		\$ 40,000.00	\$ 40,000.00	\$ 80,000.00	\$ -	\$ -			0%
<b>Lecture Hall- Steuben 220</b>		\$ 137,000.00	\$ 137,000.00	\$ 274,000.00	\$ -	\$ -			0%



## Auxiliary Campus Services Update

**Health Services** Will be holding their Health Fair on April 17th in the Commons. This event has grown considerably in the past few years.

**Information Technology** Student workers have been installing new access points as part of the upgrades to the Wi-Fi system.

**Physical Plant** Work has been completed in the Maker Space and staff are now focused on relocating the Mail Room. This move will provide the Computer Sciences area additional workspace. This is one of the recommendations from the Facility Master Plan.

The Steuben Building lecture hall project is moving forward with painting scheduled to begin soon. Furniture and carpeting quotes are being obtained and IT is working to design the technology around faculty needs.

Our new Senior Groundskeeper has started a number of outdoor beautification projects and we are in the process of hiring temporary summer staff.

**Public Safety** A new part-time Campus Safety Officer, Samar Pervaiz was hired to fill a vacant position. Samar moved to the US from Pakistan four years ago and is a member of the NY National Guard where he recently completed boot camp. He plans to enroll in the CyberSecurity program at CCC in the fall and will remain with Public Safety while he attends college.

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**CORNING COMMUNITY COLLEGE**  
**Regional Board of Trustees Human Resources and Diversity Committee**  
**April 16, 2023**

**Virtual- Zoom**

**AGENDA**

The HR committee shall foster and promote diversity, equity and inclusion practices pertaining to all personnel policy matters and make recommendations to the board of trustees and also ensure that these actions will be consistent with the strategic initiatives.

**ACTION ITEMS**

**Consent Agenda**

[Appointments, Promotions and Separations](#)

Regular Agenda

- n/a

**DISCUSSION ITEMS**

- [Headcount Report](#)
- [Summary of Appointments and Separations](#)
- [Summary of Vacant Positions](#)

**NEXT MEETING:**

TBD

Standards for the Human Resources and Diversity Committee:

1. The HR committee shall foster and promote diversity, equity and inclusion practices pertaining to all personnel policy matters and make recommendations to the board of trustees and also ensure that these actions will be consistent with the strategic initiatives.
2. This committee will foster and promote the increase of representation of diversity, equity and inclusion within the college workforce. The committee will receive status reports on vacant positions, the number of applications received, the demographics of the applicants, location list where the positions were advertised.
3. The president of the college will provide the committee with recommendations and personnel actions of appointments, reappointments, non-faculty promotions and terminations to the Regional Board of Trustees.
4. This committee will foster and promote diversity, equity, and inclusion programs being offered on CCC campuses and in the community. The committee will receive reports of metrics on the number of program participants, faculty/staff and student feedback in the area of training, civic engagement and follow up
5. Receive an annual report from HR Executive Director pertaining to diversity demographics among faculty and staff.
6. Review the Regional Board of Trustees personnel policies handbook for contemplated changes as needed and at a minimum annually by May 30th

**CORNING COMMUNITY COLLEGE**  
**Regional Board of Trustees**  
**Human Resources Committee**  
**April 16, 2024**  
Via Zoom

**MINUTES**

In attendance: Judy McKinney-Cherry, R. Allison, S. Jacoby Murphy

Senior Staff: President Mullaney, N. Ka-Tandia,

Excused: M. Lawrence, M. Wayne , A. Winston, H. Reynolds

President Mullaney called the HR committee meeting to order at 5:16 pm, noting one action item on the agenda.

The consent agenda show a very stable trend and a little breathing room for the HR folks. Additionally, Maarit Clay has accepted the VP Dean role and end her interim role

Discussion Items

[Headcount Report](#)

In the employee category, we've noticed a pretty stable number but the trend is on the increase of the number of administrators which is due in part of funded grant positions.

[Summary of Appointments and Separations](#)

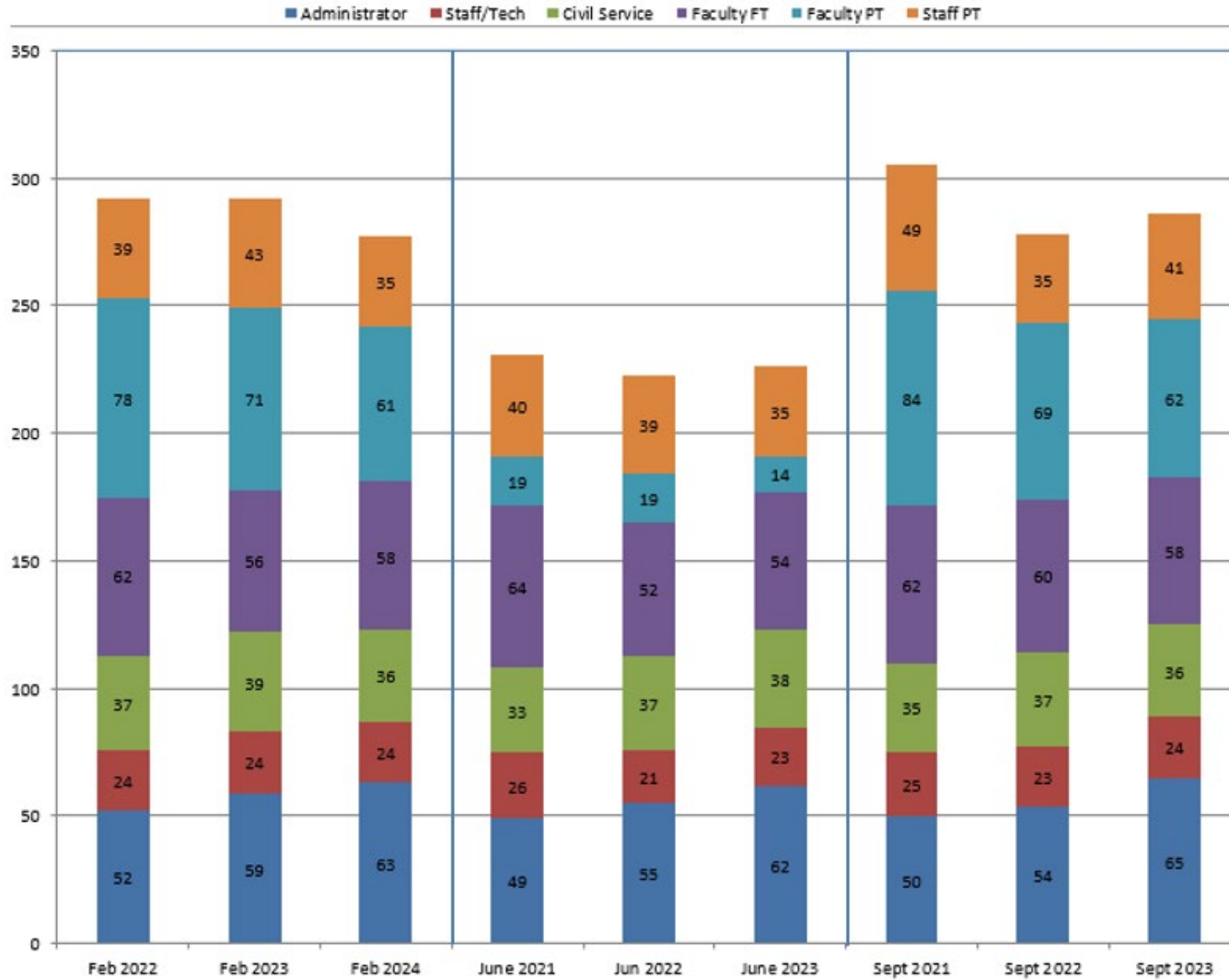
The chart shows a clear outlier in vacancies report in March- June 23 which coincides with the bottom fall of the student areas which led to the split of the Provost model

[Summary of Vacant Positions](#)

We currently 5 vacant position and some searches are in progress.

Committee agreed to move the consent agenda to the entire board for approval (unanimous)

## Human Resources Headcount Report, Spring 2024



Full time positions paid by non-College funding: 20 employees including: 14 Administrators, 2 Faculty, and 4 Civil Service. (13 fully and 7 partially non-College funded)

Summary of Appointments and Separations

(By date, as reported in HR Committee)					Vacancies Reported (snapshot)		
RBOT Committee date	Hires (external)	Separation	Retirement	Net +/-	Civil Service	Faculty	Staff
1/12/21	3	5	0	-2	2	7	4
3/2/21	1	0	2	-1	1	10	3
4/20/21	0	3	1	-4	1	6	5
6/8/21	4	11	4	-11	5	8	8
8/24/21	9	4	0	5	3	4	2
10/12/21	4	3	0	1	5	3	4
1/27/22	6	4	2	0	7	2	5
4/19/22	4	3	0	2	1	2	10
5/7/22	5	8	1	-4	1	3	9
8/23/22	11	4	2	5	1	0	6
10/3/22	2	1	0	1	3	2	8
11/28/22	6	0	0	6	1	3	6
1/23/23	3	2	0	1	0	5	9
3/16/23	0	5	0	-7	1	5	18
4/27/23	1	3	0	-2	0	5	19
6/8/23	11	3	0	8	3	7	16
8/31/23	3	4	1	-2	2	1	2
10/12/23	6	1	0	5	1	1	1
12/7/23	2	3	0	-1	2	0	3
2/1/24	2	6	3	-7	1	0	5
3/14/24	2	2	0	0	0	0	7
4/25/24	1	1	0	0	1	1	6

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**Summary Status of Vacant Positions** as of April 8, 2024

	Assessing	Closing	Hold	Search in Progress	Vacant Positions (total)
Civil Service/CSEA	1			1	2
Faculty					
Professional Service	3			2	5
<b>Grand Total</b>	<b>4</b>			<b>3</b>	<b>7</b>

**Open Position Detail:**

**Civil Service/CSEA:** Electrician; Campus Safety Officer (internal search)

**Faculty:**

**Professional Service:** Admissions Recruiter, Director of Development (funded by CCC Development Foundation), Director of Finance & Controller, Director of Grants Management, Director of Institutional Research and Effectiveness

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**HUMAN RESOURCES and DIVERSITY COMMITTEE**

**Appointments, Promotions and Separations**

RESOLUTION #T4904-24

**WHEREAS**, Human Resources has affirmed the eligible qualifications of hires, transfers and promotions;  
**WHEREAS**, Human Resources has verified the adherence to internal policy and procedures related to hires, transfers and promotions;  
**WHEREAS**, Human Resources has reviewed and confirmed the separation of current employees;  
**BE IT RESOLVED**, that the Regional Board of Trustees of SUNY Corning Community College hereby ratifies the following employment actions to be taken.

Last Name	First Name	Title	Department	Effective	Action	Grade	Salary	Background
DeRico	Nicholas	Recruiter	Manufacturing Battery Tech	4/1/2024	New Hire	C1	\$44,937.00	This is a full time, non-exempt, 12-month position, grade C1. This hire is grant-funded, and was made as a result of an open search.
Clay	Maarit	Vice President	Student Development and Enrollment Management	4/8/24	Appointment	H	No change	This is a full time, non-exempt, 12-month appointment, grade H, Executive Leadership. Ms. Clay has been in this position on an interim basis since 3/23. This position is the result of an internal search.
Fabrizio	Laura	Electrician	Physical Plant	3/14/24	Terminated	306	\$52,116.00	Laura served the College for six months. She was dismissed during probationary period.

*\*Resumes are available in the HR folder as a supplement for the HR Committee agenda*



**COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**

**Resolution No: #T4905-24**

**Program Review Resolution: Community and Public Health (A.S.)**

BE IT RESOLVED, that the Board of Trustees of SUNY Corning Community College has approved the following Community and Public Health (A.S.) program of SUNY Corning Community College, following its successful program review process and based on the following recommendations.

**RECOMMENDATIONS:**

- Expand Articulation Agreements with the top 3 to 5 transfer schools.
- Expand Microcredentials- current considering a HealthCare Management option.
- Strengthen the Internship structure of the program.
- Consider mandatory advising.
- Review staffing plan with anticipated retirement of one of the two full-time faculty members.
- Consider streamlining the structure of the program specific to the number of concentrations.
- Submit proposal to SUNY for full online delivery of the CPHE program.
- Expand recruitment efforts beyond the STEM Academy cohort.
- Expand retention efforts to include a focus on gatekeeper courses.
- Increase the use of the Health Education Center especially the Culinary Classroom.

For more details, please see the program review file as reviewed and approved by Sr. Staff/President on the Google Drive: RBOT Folder – Program Review 2023-2024 & Yearly Cycle 2021-2028:

Link here for reference:

<https://drive.google.com/drive/folders/1nyeml11QuM0SMcGe7sF5Se2Lnn16AkaI>

**BACKGROUND NOTES**

Academic programs are evaluated internally by the program faculty, through governance, and then by Senior Staff and the President prior to being referred to the Regional Board of Trustees of SUNY Corning Community College for a program review presentation and consideration for continued offering.

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**COMMITTEE FOR ACADEMIC AND STUDENT SERVICES****Resolution No: #T4906-24****Resolution for Academic Calendar for 2026-2027**

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby approves the proposed academic calendar contained herein for 2026-2027

**FALL 2026**

- Start Up - Friday, August 21
- Classes Start - Monday, August 24
- Labor Day- No classes - Monday, September 7
- Break - Monday thru Friday, Oct 12 thru Oct 16
- Thanksgiving Break - Monday thru Friday, Nov 23 thru Nov 27
- Last Day Classes - Monday, December 7
- Reading Day - Tuesday, December 8
- Final Exam Week - Wednesday thru Tuesday - Dec 9 thru Dec 15
- Grades Due - Friday - Dec 18<sup>th</sup>

- Reading Day - Thursday, May 13
- Final Exams - Friday thru Thursday, May 14 thru May 20
- Commencement - May 22

**SUMMER 2027:**

- Session I - June 1 thru July 2
- SUMMER BREAK July 3 thru July 11
- Session II - July 12 thru August 13
- Juneteenth - June 19 - No classes
- Full Session - June 1 through August 14 (includes Summer Break)

**WINTER 2026 - 2027**

- Winter Session - Monday, December 21 until Friday, January 22

**SPRING 2027**

- Start Up - Friday, January 22
- Classes Start - Monday, January 25
- Break - Monday thru Friday, Feb 15-19
- Break – Monday thru Friday, March 29 thru April 2
- Last Day Class - Wednesday, May 12

**BACKGROUND NOTES:**

The Academic Calendar Committee convened in October of 2023 charged with preparing for the 2026-2027 academic year to meet requirements for Registrar and Financial Aid. The final recommendation from the committee was to move to two full week breaks per semester where a 4 day final period would apply.

This agreed upon recommendation came from the following groups that make up the Academic Calendar Committee which include members of Faculty from both divisions, plus representatives from ESP Committee, Student Life, Student Government. Enrollment, Registrar, Payroll and Financial Aid. Feedback was unanimous. This recommendation was forwarded to the Joint Council for final approval on 03/05/24.

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**COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**  
**Resolution No: #T4907-24**

BE IT RESOLVED, that the Board of Trustees of SUNY Corning Community College hereby approves the **2024 Regional Board of Trustees Excellence in Teaching Award is presented to:**

**Associate Professor, Dr. Kyle Williams, Chemistry Department, STEAM**

**BACKGROUND NOTES:**

Each year, faculty members are invited to nominate a faculty colleague for the Board of Trustees Excellence in Teaching Award. The nominee must have five years of full-time teaching experience at SUNY Corning Community College and show undisputed excellence in all five of the criteria areas: Teaching Performance, Scholarship and Professional Growth, Student Services, Academic Standards and Requirements for Student Performance, and Curriculum Development and Instructional Improvement. The Provost convenes a selection committee; each academic division appoints a faculty member who has previously been awarded a Trustee's Award for Teaching Excellence to serve on the committee. The awards committee selects no more than three candidates to be recommended as recipients of this award. The Provost recommends the candidates to the President. The President, therefore, makes the following recommendation for the Board of Trustees Excellence in Teaching Award.

**ASSOCIATE PROFESSOR, DR. KYLE WILLIAMS:**

Please see the full nomination packet as recommended by the Provost and approved by the President on the Google Drive: RBOT Committee Reports for your reference.

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**FINANCE AND FACILITIES COMMITTEE**  
RESOLUTION T#4908-24

**Operating Report**

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby approves the Operating Report for the period ending February 29, 2024.

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**FINANCE AND FACILITIES COMMITTEE**  
**RESOLUTION T#4909-24**

**Facility Use Policy**

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby approves the Facility Use Policy.

**BACKGROUND NOTES**

It is the policy of Corning Community College (CCC) that the facilities of the campus will be made available for use by non-college organizations as herein provided. Use of the facilities by non-college organizations will be authorized only when such use does not infringe upon, delay or conflict with college mission. The college facilities will generally not be available during periods of college closure and during periods when college resources are unavailable. The use of college facilities are subject to the schedule of fees and insurance requirements established by the college and identified in these guidelines.

As a public institution and an open access campus, it is the intent of CCC to provide facilities that meet the college's mission of providing educational, cultural, and civic opportunities. CCC's priority will be to satisfy college facility use needs and, if resources and space availability allow, will be to provide space to non- college organizations.