

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

DATE: Thursday, April 27, 2023
TIME: 5:30 p.m. Meeting
LOCATIONS: Health Center

- 1- CALL TO ORDER
- 2- APPROVAL OF AGENDA
- 3- APPROVAL OF MEETING MINUTES of March 16, 2023 [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 #T4855-23 Appointments, Promotions and Separations](#)
 2. [RESOLUTION #T4856-23 Position Activity](#)

REGULAR AGENDA

CASS Committee

1. [RESOLUTION #T4857-23- Program Review/Renewal Resolution for Nursing \(A.A.S\)](#)
2. [RESOLUTION #T4858-23-Approval of 2023 Regional Board of Trustees' Award for Teaching Excellence](#)

EXTERNAL AFFAIRS Committee

1. [RESOLUTION #T4859-23 Approval of Matching Grant for ARC ARISE Grant](#)

FINANCE AND FACILITIES Committee

1. [RESOLUTION #T4860-23 Operating Report for March 2023](#)

HUMAN RESOURCES Committee

- 1-[RESOLUTION #T4861-23Ratification of the CSEA Agreement 2023-2026](#)

10-OLD BUSINESS

11-NEW BUSINESS

12-EXECUTIVE SESSION: YES

13-ADJOURNMENT

**CORNING COMMUNITY COLLEGE
REGIONAL BOARD of TRUSTEES**

March 16, 2023

HEC and Via Zoom

MEETING MINUTES

In attendance: N. Wightman, P. Chu, K. Early, M. Lawrence, A. Winston, H. Reynolds, W. Stoner, S. Jacoby Murphy, N. Parks

Excused: M. Wayne, R. Allison, J. McKinney-Cherry

Senior Staff: President Mullaney, VP Clay, Executive Director Eschbach, VP Canfield, Executive Director Chandler, Executive Director Burdick, Executive Director John Marchese, Executive Director Park, N. Ka-Tandia

Support Staff: K. Spencer, M. Mann

Guest: J. Koski, Joe Rowe, Joe Rumsey, Laura Ewell

1. CALL TO ORDER. Trustee Wightman called the meeting to order at 5:31 pm.
2. APPROVAL OF AGENDA: (H. Reynolds, A. Winston Unanimous).
- 3- APPROVAL OF THE MINUTES: December 8, 2022 RBOT Meeting (P. Chu, K. Early, Unanimous).
4. CHAIR UPDATE:
No Update
5. PRESIDENT OF THE COLLEGE'S REPORT.

- **Enrollment**

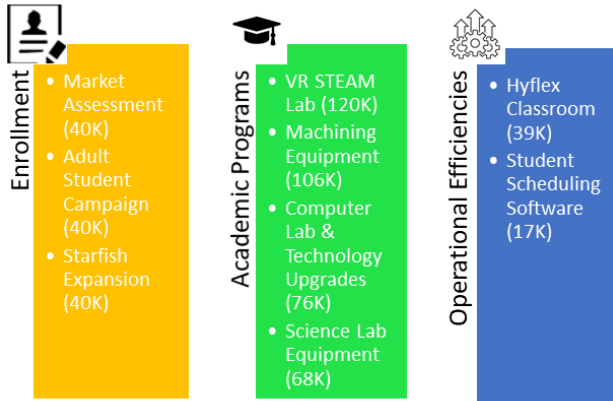
2022-2023 Enrollment Summary

Table 4 - ACE enrollment is included in this table and chart. Terms with an asterisk are locked as of budget census date.

Term	FTE Goal	FTE Actual	Diff	% of Goal
Fall 2022*	1,074.2	1,109.6	35.4	103.3%
Winter 2023*	24.9	24.8	-0.1	99.6%
Spring 2023	802.5	733.7	-68.8	91.4%
Summer 2023	89.3	34.7	-54.6	38.9%
Total	1,990.9	1,902.8	-88.1	95.6%

- NYS Enrollment Initiatives Funds**

606K was awarded to CCC by SUNY through the Governor’s Enrollment Funding. Funding has been used to support top priorities items in various areas: Strategic Enrollment Management Plan, Facilities Master Plan, Academic Programs: STEAM and Workforce Development.



- Partner Spotlight: SUNY Geneseo**

- SUNY Geneseo and CCC will collaborate on developing equity-centered practices, including financial planning; academic agreements and opportunities; and advising for transfer student success.
- To provide Corning Community College transfer-bound students with the knowledge, tools, and support needed for smooth transfer and preparation for timely completion of a bachelor's degree in a field related to their career goals.
- **Governor Press Release**

Governor Hochul mentioned SUNY CCC on a press release and mentioned the partnership will significantly expand the microcredential program at SUNY, which was first established at Corning Community College

- Attended the National Legislative Summit with Trustee Winston and met with Congressman Nick Langworthy
- Welcomed legislators on Campus for an advocacy breakfast attended Assemblyman P. Palmesano, Friend and O'Mara's Chief of Staff, Sarah Lattin
- Employee Appreciation Day was a success
- Attended High School Learning Center graduation ceremony

6- GUIDED PATHWAYS

Guided Pathways

- Workforce Pathways Grant: hired a success coach
- First Year Experience, coaching from Monroe CC, monthly

Strategic Planning and Institutional Assessment

- Aspen-AASCU Transfer Intensive: Strategic Transfer Impact Plan Launch, 2/22
- Department Manager Meeting goal setting, 2/28

Middle States Commission on Higher Education (MSCHE):

- CCC Self-Study update
- Visiting Team Chair

Grants Summary

Grant Status FY2023	Number of Grants/Proposals	Grant Budget Total
Active and Completed	44	\$10,773,561
Denied	1	\$348,357
Pending	6	\$468,396
Total	51	\$11,663,000

Proposal Under Consideration/ In Development

- SUNY High Needs Program - Micro-credentials, March 17
- Arise Appalachian Regional Initiative for Stronger Economies (ARISE), multi-state, rolling
- Workforce Opportunity for Rural Communities (WORC) Initiative, USDOL, July 2023

Submitted

- Innovative Instruction Transformation Team (IITG), Feb. 17
- FY2023 High Needs Aid to Localities Funding for Community Colleges, technology programs, Mar. 1
- New York State Office for People with Developmental Disabilities (OPWDD) grant lead, Direct Support Professional (budget revision)

Response to Proposal

- Denied: National Science Foundation Advanced Technological Education; \$350,000; NSF; optical systems
- Awarded: SUNY Apprenticeship- Anchor Glass, \$5,500
- Awarded: SUNY Pre-apprenticeship- Hardinge, \$6,600
- Awarded: SUNY Workforce Development Grant:

- Arbor Development, \$14,094
- BOCES, Customer Service, \$18,954
- Guthrie, Cayuga CST Training, \$10,179
- Non-Profit Leadership, Consortium, \$10,179
- Repsol, \$5,292
- ST Logistics, Warehouse Supervision, \$41,994
- StorFlex Lean Thinking, \$15, 520

7. STUDENT TRUSTEE REPORT:

Student Trustee, Wyatt Stoner gave a review of his report below:

- Old Business
 - SAGA provided funding for Muse of Fire for the upcoming musical, “Chicago.”
- New Ideas
 - Prom 2.0 in April
 - Fire and Ice event (SAGA covering s’mores)
- Recent Events
 - Hosted Art display in Kelly Lounge featuring roughly 12 CCC students the week of February 13th - 17th

8. CCC DEVELOPMENT FOUNDATION, INC., REPORT.

President, Jill Koski gave a review of the Foundation Inc. report:

- Foundation:
 - The Foundation Board met on 3/8/23:
 - Jennifer Warner ’04 is now Chair of the Alumni Program Committee and a Member-At-Large Officer on the Executive Committee.
 - Received a \$14,000 gift to benefit the Ceramics program.
 - John and Dr. Mullaney attended the Council for Advancement & Support of Education (CASE) District I & II Conference in NYC from 3/12-14.
 - Baron Bulletin #2 will be sent this month.

- The online Scholarship Application is open through May 31st.
- Accepting Alumni Award & Athletic Hall of Fame nominations through May 1st for the Reflections event on November 17.
- Housing LLC:
 - Quarterly meeting with Financing Partners took place on 3/9.
- Fundraising:
 - The 2022 SUNY Impact Foundation Tax Incentive Mailing resulted in \$16,985 total donations.
 - The Foundation is committed to raising \$39,900 for the Spencer Crest Nature & Research Center project.
 - \$10,000 from Corning Incorporated Foundation
 - \$2,500 from First Heritage Federal Credit Union
 - Other requests pending.
 - Fundraising for Full STEAHM Ahead Summer Workshop:
 - Fund for Women Grant Application submitted
 - Triangle Fund Grant Application in progress
 - Annual Fund Q1 mailing will be sent in March.

9. APPROVAL OF THE CONSENT AGENDA

RESOLUTION #4843-23- Appointment, Promotion and Separation

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. (N. Parks, P. Chu, Unanimous)

Last Name	First Name	Title	Department	Effective	Action	Grade	Annual Salary	Background
Gerrish	Jessica	Instructor	Nurse Education	1/18/2023	New Hire	I	\$ 47,483	This is a 10-mo academic, full time appointment. This hire was made as a result of an open search.
Clay	Maarit	Vice President and Dean (Interim)	Student Development and Enrollment Management	3/13/2023	Promotion	H	\$ 120,000	This is a 12-mo standard, full time position which had been used previously (see HR supplementary fold for the job description)
Canfield	Barbara	Vice President and Dean	Academic Affairs	3/13/2023	Transfer	H	\$ 125,000	This is a 12-mo standard, full time position which had been used previously (see HR supplementary fold for the job description)
Ewell	Laura	Assistant Director of HR	Human Resources	3/6/2023	Stipend	E2	\$ 6,331	This stipend provides compensation for duties during the vacancy of the Executive Director of HR

Andress	Emily	Enrollment Coordinator	Retention and Educational Planning	2/24/2023	Resignation	D3	\$ 58,400	Emily Andress served the college for 12 years and will be working with the HS Learning Center.
Shelley	Jason	Cleaner	Physical Plant	2/21/2023	Resignation	301	\$ 29,650	Jason Shelley served the college for 1 year.
Oliver	Claude	Admissions Recruiter	Recruitment and Admissions	2/13/2023	Resignation	C1	\$ 46,061	Claude Oliver served the college for 2 years and will be working with Alfred University.
McGuire	Caleb	Asst Dir Recruitment Admission	Recruitment and Admissions	2/8/2023	Resignation	E1	\$ 62,454	Caleb McGuire served the college for 5 years and will be moving to a SUNY 4-year College
Park	Connie	Executive Director of HR and CDO	Human Resources	4/3/2023	Resignation	H	\$ 119,578	Connie Park served the college for over 5 years and will be moving out of the area
Townsend	David	Assistant Director of Trades	Physical Plant	3/17/2023	Resignation	E	\$ 84,412	Dave Townsend served the college for 24 years and will be working for the town of Bath

Herbst	Frederic	Professor	Humanities and Social Sciences	4/1/2023	Resignation	III	\$ 100,000	Fred Herbst has served the college for 23 years and will be moving out of the area
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RESOLUTION #T4845-23

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. (N. Parks, P. Chu, Unanimous)

Title	Incumbent	Action	Effective	Background Notes (not included in the formal resolution)
Grants Fiscal Assistant	Vacant	New Position (Grant funded)	With Board Approval	This position is responsible for providing a variety of grant related support services, record keeping and reporting to meet grant compliance requirements, coordinating special projects and multi-agency projects, as well as providing support and assistance to other office personnel as required.
Grants Manager	Vacant	New Position	With Board Approval	The Grant Manager will identify, define and develop funding sources to support existing and planned program activities as well as lead the development, writing, and submission of grant proposals to federal, state, and private funding agencies.

COMMITTEE ON ACADEMIC AND STUDENT SERVICES (CASS)

VP Canfield highlighted a few points of the CASS report and indicated there is two action items on the agenda.

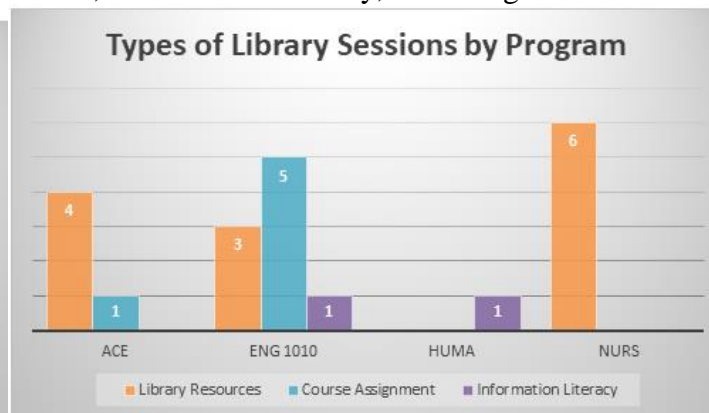
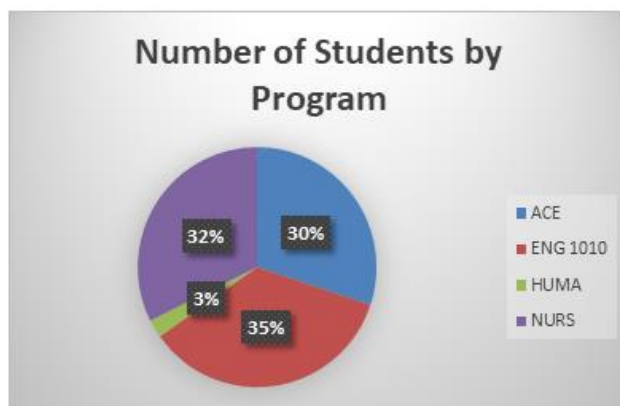
Provost Report

Academic Affairs:

- In a press release issued by the Governor’s Office the Governor recognized that Corning CC had the first DSP microcredential as part of the SUNY system. This highlights the incredible work that Associate Professor Eric Smith and ADI Deborah Beall have done.
- The Amatrol Mechatronics trainer was installed in the Mechatronics Lab and training was provided. Two HAAS machines have been delivered and installed in the Machining Lab, a HAAS mini mill and a HAAS lathe. Training was also provided on this

equipment. A new laser cutter/etcher has been delivered and is awaiting installation. It will be one of the tools housed in the Makerspace.

- Robert Koble has been selected as one of 11 professors to attend ETOP (Education and Training in Optics and Photonics) 2023 in Cocoa Beach, FL, funded through LASER-TEC.
- Education Department Chair and faculty member Julie Dick has been selected to participate in The Building Bridges Across the Community and The World: Finland Education Experience. This grant-funded opportunity is supported by the Community Foundation grant. Local educators will travel to Finland and observe the internationally recognized best practices in education in the Finland School System with the intent to bring these practices back to our communities.
- Dr. Gregg Caruso, Professor of Philosophy, has been selected as the 2022 winner of the American Philosophical Association Joseph B. Gittler Award for an outstanding scholarly contribution in the field of the philosophy of one or more of the social sciences. The award for his book, *Rejecting Retributivism: Free Will, Punishment, and Criminal Justice*, will be given at the APA’s national conference in April. Additionally, he is a featured philosopher in a new documentary titled, *Free Will? A Documentary*.
- Sky Moss, Professor of History, presented a lecture based on research from his Cornell University fellowship titled *Black Coastal Communities: Food, Land, and Family, the Language of Slavery*. The lecture was part of Black History Month programming from the Katherine P. Douglas Diversity Center.
- Dr. Christine Atkins (Professor of English) has been selected as a 2023 Community College Internationalization Fellow by Cornell’s Institute for African Development (IAD).
- Library Staff presented a total of 21 instruction sessions, ~400 students served, in Fall 2022. Faculty usually request one of three types of sessions; an Introduction to Library Resources, Information Literacy, or finding resources for their course assignment.



Student Services

- Corning CC has been involved in a yearlong project entitle the Aspen-AASCU Transfer Intensive. The purpose of the initiative was to develop transformational transfer partnerships. We were invited by SUNY Geneseo to partner with them on this work. The result is the Strategic Transfer Excellence Plan. While the plan was developed with transfer to SUNY Geneseo in mind, the concepts can be applied to other transfer schools as well. Highlights include data sharing, creating clear program pathways, early identification of transfer interest, creating “relational” advising at both institutions, and connecting students with resources at both institutions.
- This semester we will pilot a Registration Advising Week specifically geared toward continuing students. The idea is that various areas involved in the process will be co-located to provide one-stop advising/registration. This idea came from the Department Chairs who were excited about the prospect of leveraging group advising.
- Group campus visits for Bradford HS, Campbell Savona HS, Waverly HS, Wyalusing Valley (sixty-six 10th grade students) hosted at the Digital Dome, Ernie Davis Academy & Broadway MS.

RESOLUTION #4846-23- Academic Calendar

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves the proposed academic calendar contained herein for 2024-2025 with mirrored calendar authorized for 2025-2026. (K. Early, P. Chu, Unanimous)

RESOLUTION #4846-23- Resolution for Personal Care Attendants Policy

BE IT RESOLVED, **Regional Board of Trustees of Corning Community College** approves that the purpose of this policy is to describe the key concepts involved in a request for the use of a PCA; clarify the student’s responsibilities with respect to their PCA; and explain the College’s role in this process. (S. Jacoby-Murphy, H. Reynolds, Unanimous)

EXECUTIVE COMMITTEE: None

EXTERNAL AFFAIRS

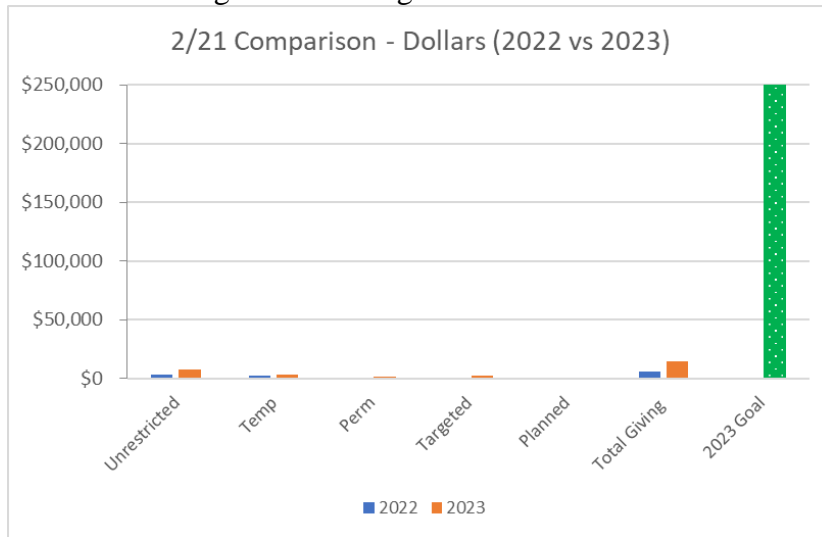
No actionable items

CCC Development Foundation

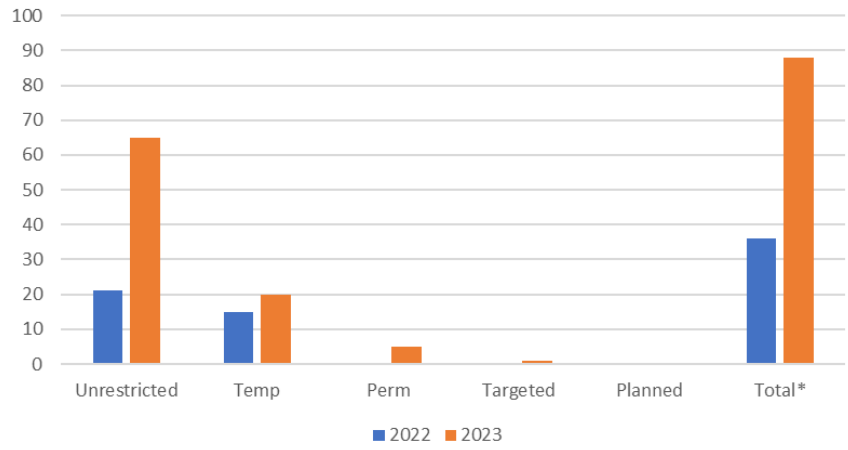
- Capstone on Campus Management (COCM) representatives were on campus from 2/28-3/2 to conduct on-site interviews and

student focus groups as part of their plan to evaluate CCC's residence life program and to provide the College with marketing and management plans to build a successful residence life program on campus.

- The CCCDF Audit Committee met on 2/8/23 and approved EFPR Group’s services for the 2022 audit process.
- Spencer Crest Nature & Research Center Critical Maintenance mini-campaign is in progress with \$12,500 received and other requests in the pipeline awaiting responses.
- The first Baron Bulletin e-newsletter was sent in January and plans are in place for bi-monthly e-newsletters for the rest of the year.
- The Q1 Annual Fund solicitation mailing will be sent in March.
- Preparations ongoing for the upcoming Walter R. Smith Visiting Scholar Series event on April 25 featuring Meg Lowman.
- The online Common Scholarship Application is open from February 1 through May 31.
- The 2023 Resource Development Plan has been reviewed by the CCCDF Resource Development Committee and is being referred to both the full Foundation board and RBOT External Affairs Committee for review (see attached).
- Soliciting nominations for the Alumni Awards and Red Barons Athletic Hall of Fame with a deadline of May 1st in preparation for the return of the Reflections event on November 17.
- Annual Giving results through 02/21/2023:



2/21 Comparison - Donor Counts (2022 vs 2023)



	2022	2023		2022	2023
Unrestricted	\$3,517.00	\$7,933.40	Unrestricted	21	65
Temp	\$2,526.00	\$2,882.00	Temp	15	20
Perm	\$0.00	\$1,175.00	Perm	0	5
Targeted	\$0.00	\$2,500.00	Targeted	0	1
Planned	\$0.00	\$0.00	Planned	0	0
Total Giving	\$6,043.00	\$14,490.40	Total*	36	88
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 and YouTube Ads
- Express Enrollment Facebook Ad (88,088 impressions, 446 link clicks)
- Highlight DEI initiatives of the Diversity Center (MLK Day event, Sky Moss research, variety of virtual events, Elmira Nursing event)
- Faculty Friday: [Julie Croteau](#) (stories featuring CCC faculty)
- Nurse Education application (social media and digital displays)

Performance

1. Website: Jan. - Feb. 2022/2023 Comparison

Channel Grouping	New Users 2021 (Jan. 3-Feb. 21)	New Users 2022 (Jan. 3-Feb. 21)	Change
Organic Search	16,800	12,412	-26.12%
Direct	5,659	8,152	+44.05%
Paid Search	1,936	5,722	+195.56%
Referral (SUNY & paid)	1,761	1,354	-23.11%
Social	652	1,471	+125.61%

2. Chatbot: Jan. 3 - Feb. 21 2022/2023 Comparison

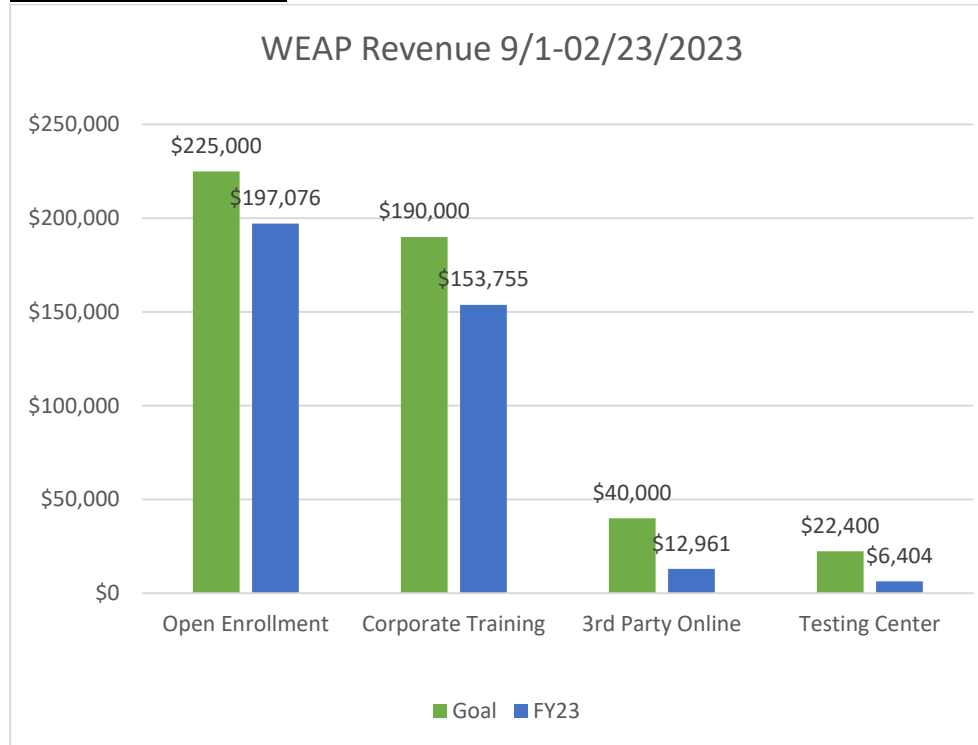
Channel Grouping	2021 (Jan. 3-Feb. 21)	2022 (Jan. 3-Feb. 21)	Change
Chat Sessions	373	337	-9.65%
Calls	207	385	+86.00%

Other

- Value of the Month: [Critical Thinking](#)
- [Landing page](#) created for Visiting Scholar Series event: Meg Lowman
- [CCCDF Impact Report](#) design and print
- Narcan kits installed at CCC ([WETM](#) & [WENY](#) coverage)
- Support DHS Blue Campaign to raise awareness about human trafficking
- Press Release request form created (generate leads on stories from faculty/staff)

Workforce Education & Academic Pathways

Workforce Education



- Recruitment Events: 3/1-Waverly/Tioga County Job Fair; 2/24 & 3/1-Elmira Teacher Asst.; 3/8-Early Childhood recruitment
- 3/2--J. Eschbach presented “Workforce in the Southern Tier” to Leadership Chemung group;
- Tour of Adaptec, Painted Post; working on corporate training;
- Corporate Training: Rockwell Museum (Diversity Training); CNA (Chemung CNF, Arnot); Guthrie/Cayuga Medical (Central Service Tech); Repsol (Excel); StorFlex (Lean); Hardinge (Machine Operator, Pre-Apprenticeship, Supervisor, Six Sigma); GST BOCES (Customer Service); Captain Bills (Managing Employees); ProAction (Diversity); Kimble (Sexual Harassment Prevention); Southern Tier Logistics (Interpersonal Skills, Everything DiSC, Emotional Intelligence, Essential Skills for Supervisors); St. Mary Our Mother School (Technology in the Classroom)

Academic Pathways

ACE

- 2/2 NACEP Accreditation Visit; team was very impressed
- 22 individual student advising sessions
- Presentations: Wyalusing, 9th grade students & parents; Wayland, 8th grade parents

Testing Center

- Working with HS Learning Center and STEM Academy on placement testing for F23.
- TEAS Testing is heavy this month due to Nursing Program admission deadline of 3/31.

Legislative Relations

- Federal
 - ACCT Legislative Summit Report
 - Meeting with Congressman Nick Langworthy
 - ACCT Public Policy & Advocacy (PPA) Committee Update
 - State
 - State Budget Update
 - Meeting with Senator O'Mara
 - NYCCT/NYCCAP Committee Update
 - Local
 - Annual Legislative Breakfast
 - President Mullaney's "State of the College" tri-county legislative meetings
 - Legislative liaison (Margaret Lawrence) for the tri-county governments
 - Upcoming campus visits
 - Bi-annual meetings
- 4- Congressman Nick Langworthy visited ACP and Elmira

FINANCE AND FACILITIES

Trustee Reynolds provided a review of the Finance and Facility report and stated the committee held a meeting on January 23, 2023 and mentioned there are two action items on the agenda.

ACTION ITEMS:

RESOLUTION #4848-23: Operating Report

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves the Operating Report for the period ending January 31, 2023. (H. Reynolds, K. Early, Unanimous)

RESOLUTION #4849-23- Credit for Prior Learning Fee Schedule

BE IT FURTHER RESOLVED, that a copy of this resolution, together with the assessment fee structure, shall be submitted to the State University of New York for its review and approval. (H. Reynolds, P. Chu, Unanimous)

SUNY Corning Community College
Operating Dashboard
Fall 2022 as of 1/31/2023



Cash & Student Receivables

	Cash	# Days of Operations	Total Student AR as of 12/31/22	Current Year Receivable
December 31, 2022	\$ 14,157,384	192	\$ 3,518,841	\$ 486,928
December 31, 2021	\$ 8,510,070	115	\$ 3,197,330	\$ 1,294,799

Revenues & Expenditures @ 12/31/2022

	FY 23 Adopted Budget	Fall 22 Semester Budget	Fall 22 Semester Actual @ 12/31/22	Fall 22 Semester Projected	Semester Variance to Budget
Revenues	\$ 26,927,833	\$ 13,055,831	\$ 12,152,260	\$ 12,152,260	\$ (903,571)
Expenses	\$ 26,927,833	\$ 9,322,492	\$ 8,396,279	\$ 8,396,279	\$ 926,213
Surplus(Deficit)	\$ -				\$ 22,642

Highlights of Revenues & Expenditures

	FY 23 Adopted Budget	Fall 22 Semester Budget	Fall 22 Semester Actual @ 12/31/22	Fall 22 Semester Projected	Semester Variance to Budget
Tuition & Fees	\$ 12,098,880	\$ 6,555,689	\$ 5,774,467	\$ 5,774,467	\$ (781,222)
Chargebacks	\$ 6,542,550	\$ 3,526,582	\$ 2,931,909	\$ 2,931,909	\$ (594,673)
Personnel & Benefits	\$ 19,574,639	\$ 6,332,842	\$ 5,987,437	\$ 5,987,437	\$ 345,405
Equipment	\$ 381,340	\$ 93,871	\$ 10,742	\$ 10,742	\$ 83,129
Contractuals	\$ 7,412,458	\$ 2,895,779	\$ 2,398,100	\$ 2,398,099	\$ 497,680

Use of HEERF ARP(Round III) Funding as of 12/31/2022

LOST REVENUE	This completes the use of HEERF allocation for lost revenue	
Tuition & Fees	\$	952,647
	\$	952,647
COVID related expenses (Contractuals)	These expenditures are running through the restricted fund - not operating	
Student Mental Wellness (\$166,997)	\$	50,584
Capital HVAC Air Ventilation Upgrades	\$	30,112
	\$	80,696
Total use of HEERF Funds	\$	1,033,343

Enrollment - Fall 22 Final

	2022-2023	2021-2022	2020-2021	3 YR % change
	Fall	Fall	Fall	
Total Headcount	3930	3813	4087	-3.8%
Total FTE	1109.6	1103.1	1166.3	-4.9%
Full-Time FTE	400.9	441	551.7	-27.3%
Part-Time FTE	161	158.8	165.9	-3.0%
Credit Enrollment FTE (Excluding ACE)	561.9	599.8	717.6	-21.7%
HS Enrollment FTE (ACE)	547.7	503.3	448.7	22.1%
% Chemung County	42.3%	43.6%	41.0%	3.2%
% Steuben County	35.5%	33.9%	35.3%	0.6%
% Schuyler County	5.9%	6.4%	6.9%	-14.5%
% All Other Non-sponsor	16.3%	16.1%	16.8%	-3.0%

Perry Hall Occupancy

	2022-2023	2021-2022	2020-2021	2019-2020
Fall (Sept - Dec)	123	133	108	176
Spring (Jan - May)	90	101	71	158
Summer (June - August)			4	3

**Corning Community College
Report to Finance & Facilities Committee
Unrestricted Operating Summary
Month End 1/31/23**



	2022-2023 Budget	2022-2023 YTD@1/31/23	Spring 2022-23 Budget	2022-2023 Spring@1/31/23	Spring 2022-23 Forecast
REVENUES					
Resident Tuition	\$ 7,718,980	\$ 6,181,418	\$ 3,724,947	\$ 2,666,946	\$ 3,051,702
Non Resident Tuition	\$ 785,000	\$ 606,082	\$ 193,045	\$ 65,563	\$ 166,018
ACE Tuition	\$ 2,176,000	\$ 1,495,146	\$ 751,773	\$ 455,150	\$ 735,233
Student Fees	\$ 1,418,900	\$ 1,139,471	\$ 716,968	\$ 459,993	\$ 673,050
State Aid	\$ 7,111,352	\$ 2,963,064	\$ 2,995,442	\$ 592,613	\$ 2,988,966
Grant Aid & Contracts	\$ 735,000	\$ 962,885	\$ 490,000	\$ -	\$ -
Federal appropriations	\$ 8,000	\$ -	\$ 3,896	\$ -	\$ 3,896
County Operating Chargebacks	\$ 6,542,550	\$ 3,311,025	\$ 2,748,911	\$ 379,116	\$ 2,998,426
Other sources	\$ 872,655	\$ 177,126	\$ 369,791	\$ 64,577	\$ 326,688
Applied Fund Balance					
Total Revenues	\$ 27,368,437	\$ 16,836,217	\$ 11,994,772	\$ 4,683,957	\$ 10,943,979
EXPENSES					
Salaries	\$ 14,428,239	\$ 5,305,214	\$ 6,205,618	\$ 980,098	\$ 6,129,881
Employee Benefits	\$ 5,146,400	\$ 2,128,191	\$ 2,257,164	\$ 465,871	\$ 2,252,448
Equipment	\$ 381,340	\$ 10,742	\$ 121,204	\$ -	\$ 112,372
Contractual Expenditures					
<i>Purchased Services</i>	\$ 32,100	\$ 33,550	\$ 11,944	\$ 1,573	\$ 13,367
<i>Materials & Supplies</i>	\$ 473,000	\$ 157,394	\$ 231,572	\$ 47,934	\$ 171,791
<i>Dues & Subscriptions</i>	\$ 82,365	\$ 31,700	\$ 26,277	\$ 8,584	\$ 27,717
<i>Consultants and Contractors</i>	\$ 176,520	\$ 116,428	\$ 74,153	\$ 41,020	\$ 74,152
<i>Accreditation</i>	\$ 55,050	\$ 38,767	\$ -	\$ 12,247	\$ 12,247
<i>Marketing</i>	\$ 200,860	\$ 75,816	\$ 87,620	\$ 9,192	\$ 78,986
<i>Conference & Travel</i>	\$ 87,000	\$ 21,497	\$ 46,402	\$ (438)	\$ 26,788
<i>Utilities</i>	\$ 510,000	\$ 107,706	\$ 328,535	\$ 219,572	\$ 327,270
<i>Maintenance & Repairs</i>	\$ 280,200	\$ 71,059	\$ 97,507	\$ 9,925	\$ 96,788
<i>Software & Contracts</i>	\$ 528,340	\$ 124,176	\$ 178,450	\$ 10,628	\$ 124,390
<i>Voice & Data Communication</i>	\$ 114,755	\$ 38,907	\$ 53,721	\$ 7,866	\$ 50,414
<i>Special Projects, Programs & Events</i>	\$ 78,875	\$ 13,317	\$ 65,003	\$ 5,317	\$ 59,979
<i>Maintenance Contracts</i>	\$ 476,450	\$ 181,704	\$ 158,504	\$ 110,922	\$ 164,922
<i>Rentals (HEC)</i>	\$ 347,580	\$ 173,698	\$ 234,475	\$ 86,520	\$ 234,475
<i>General Institutional</i>	\$ 1,419,873	\$ 272,766	\$ 853,573	\$ 89,312	\$ 861,487
<i>Other Expenditures</i>	\$ 271,490	\$ 72,586	\$ 142,454	\$ 12,453	\$ 131,420
<i>Scholarships</i>	\$ 2,278,000	\$ 1,794,058	\$ 820,596	\$ 518,367	\$ 835,231
<i>Transfer Out</i>	\$ -	\$ 0	\$ -	\$ -	\$ -
Total Contractual Expenses	\$ 7,412,458	\$ 3,325,129	\$ 3,410,785	\$ 1,190,993	\$ 3,291,423
Total Expenses	\$ 27,368,437	\$ 10,769,276	\$ 11,994,772	\$ 2,636,961	\$ 11,786,125
Surplus/(Deficit)	\$ -	\$ 6,066,941	\$ 0	\$ 2,046,995	\$ (842,146)

% of total 2022-23 revenue realized 61.5%
% of total 2022-23 budget expended 39.3%

SUNY Corning Community College
Operating Dashboard
Month End as of 1/31/2023



Cash & Student Receivables

	Cash	# Days of Operations	Total Student AR as of 1/31/23	Current FY Year Receivable
January 31, 2023	\$ 13,116,752	178	\$ 4,115,134	\$ 3,946,458
January 31, 2022	\$ 9,223,398	125	\$ 5,054,259	

Revenues & Expenditures @ 1/31/2023

	FY 23 Adopted Budget	Spring 23 Semester Budget	Spring 23 Semester Actual @ 1/31/23	Spring 23 Semester Projected	Semester Variance to Budget
Revenues	\$ 26,927,833	\$ 11,994,772	\$ 4,683,957	\$ 10,943,979	\$ (1,050,793)
Expenses	\$ 26,927,833	\$ 11,994,772	\$ 2,636,961	\$ 11,786,125	\$ 208,647
Surplus(Deficit)	\$ -				\$ (842,146)

Highlights of Revenues & Expenditures

	FY 23 Adopted Budget	Spring 23 Semester Budget	Spring 23 Semester Actual @ 1/31/23	Spring 23 Semester Projected	Semester Variance to Budget
Tuition & Fees	\$ 12,098,880	\$ 5,386,732	\$ 3,647,651	\$ 4,626,002	\$ (760,730)
Chargebacks	\$ 6,542,550	\$ 2,748,911	\$ 379,116	\$ 2,998,426	\$ 249,515
Personnel & Benefits	\$ 19,574,639	\$ 8,462,782	\$ 1,445,968	\$ 8,382,329	\$ 80,453
Equipment	\$ 381,340	\$ 121,204	\$ -	\$ 112,372	\$ 8,832
Contractuals	\$ 7,412,458	\$ 3,410,785	\$ 1,190,993	\$ 3,291,423	\$ 119,362

Use of HEERF ARP(Round III) Funding as of 1/31/2023

LOST REVENUE	This completes the use of HEERF allocation for lost revenue	
Tuition & Fees	\$	952,647
	\$	952,647
COVID related expenses (Contractuals)	These expenditures are running through the restricted fund - not operating	
Student Mental Wellness (\$166,997)	\$	50,675
Capital HVAC Air Ventilation Upgrades	\$	117,262
	\$	167,937
Total use of HEERF Funds	\$	1,120,584

Enrollment - Spring numbers are not final and verified until February

	2022-2023	2021-2022	2020-2021	3 YR % change
	Spring	Spring	Spring	
Total Headcount	0	2981	3196	-100.0%
Total FTE	0	781.8	907.4	-100.0%
Full-Time FTE	0	365.2	437.4	-100.0%
Part-Time FTE	0	146.1	182.3	-100.0%
Credit Enrollment FTE (Excluding ACE)	0	511.3	619.7	-100.0%
HS Enrollment FTE (ACE)	0	270.5	284.7	-100.0%
% Chemung County	0.0%	43.0%	42.1%	-100.0%
% Steuben County	0.0%	34.2%	32.6%	-100.0%
% Schuyler County	0.0%	5.1%	6.5%	-100.0%
% All Other Non-sponsor	0.0%	17.7%	18.8%	-100.0%

Perry Hall Occupancy

	2022-2023	2021-2022	2020-2021	2019-2020
Fall (Sept - Dec)	123	133	108	176
Spring (Jan - May)	90	101	71	158
Summer (June - August)			4	3

Fiscal Year 22-23 Capital Projects

Debt Obligations	Initial Balance	FY Beginning		Spent to Date FY 22-23	Remaining FY Debt	Remaining Debt 8.31.23
		Balance	FY 22-23 Debt			
Library/Commons - USDA Bond Principal	\$ 8,250,000.00	\$ 6,915,000.00	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 6,915,000.00
Library/Commons - USDA Bond Interest	3.125%	\$ -	\$ 207,031.00	\$ 103,515.62	\$ 103,515.38	
Energy Performance - Siemens Principal	\$ 3,525,000.00	\$ 3,271,000.00	\$ 138,000.00		\$ 138,000.00	\$ 3,271,000.00
Energy Performance - Siemens Interest	3.500%		\$ 109,795.00	\$ 54,897.50	\$ 54,897.50	

Fiscal Year 22-23 Capital Projects	Capital Reserve	SUNY Capital Match	Grants/ Donations/Loans	Total Project Budget	Spent Prior FY	FY 22-23 Spent to Date 1.31.23	Encumbered	Remaining Budget	% Complete
Renovations & Revitalization III									
<i>Heat, Ventilation, & Air Conditioning</i>									
Schuyler Hall -Chiller	\$ 120,270.00	\$ 716,970.00	\$ 596,700.00	\$ 1,433,940.00	\$ 456,899.21	\$ 544,729.50	\$ 192,945.29	\$ 239,366.00	70%
	\$ -	\$ -	\$ 1,000,000.00	\$ 1,000,000.00	\$ 10,508.11	\$ 356,131.17	\$ 378,463.84	\$ 254,896.88	37%
<i>Lab Renovations</i>									
Makers Space	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 300,000.00	\$ 8,831.94	\$ 127,378.22	\$ 29,514.15	\$ 134,275.69	45%
Mechatronics	\$ -	\$ 150,000.00	\$ 167,905.92	\$ 317,905.92	\$ -	\$ -	\$ 317,905.92	\$ -	0%
Digital Dome Theater Seating and Software									
Digital Dome Theater	\$ 100,000.00	\$ 245,000.00	\$ 145,000.00	\$ 490,000.00	\$ 462,933.66	\$ 26,022.28	\$ -	\$ 1,044.06	99.8%
Facilities Master Plan Phase 1									
Design - SWBR Consulting	\$ 77,000.00	\$ 77,000.00	\$ -	\$ 154,000.00	\$ 63,009.03	\$ 89,232.50	\$ 1,758.47	\$ -	99%

Credit for Prior Learning Fee Schedule - current

Service	Fee
Credit by Exam Fee (Class and/or lab)	\$80.00
Portfolio Evaluation (1-6 credits)	\$400.00
Portfolio Evaluation (7-12 credits)	\$800.00
Portfolio Evaluation (13-18)	\$1,000.00

Campus Auxiliary Services Update

Public Safety

Dawson Smith was hired as a part-time Senior Campus Safety Officer (Peace Officer). Officer Smith graduated from CCC and the Alfred State Police Academy. His training made him eligible for NYS Peace Officer certification.

Information Technology

IT staff are working with various departments to purchase equipment and software from the \$600,000 received from SUNY.

The Esports lab has been upgraded with new computers and furniture. A ribbon cutting ceremony will be scheduled in March.

Banner Back2Basics work continues in all the departments that participated during 2022.

The printer/copier project is ongoing and new units are expected soon. Software upgrades have been made to help us meet SUNY compliance standards.

Several upgrades have been performed to help secure our IT infrastructure. KnowBe4 training has been sent to all employees. This training program includes up to date information regarding phishing and spam safety.

Health Office

We have signed an agreement for medical oversight of the Health Office by Arnot Health. This will provide us with a number of opportunities to offer expanded services to students and staff. Thanks to Trustee Parks for helping us make contact with the people at Arnot who worked with us.

The Health Office has received tentative approval for a \$10,000 award through the Community Impact Grants for Corning, NY & Steuben County, NY made possible by the Estate of Mary Vohar Lilley. This will provide funding through the American Heart Association for a blood pressure monitoring and awareness program for students and staff.

Physical Plant

A prospective buyer has been identified for the Goff Road property. We have sent a letter with an asking price and we are waiting to see their level of interest to purchase at that amount. The price was calculated based upon the two recent appraisals. We are working with SUNY to make sure we will meet their requirements for a property sale.

HUMAN RESOURCES COMMITTEE

Trustee Parks provided a review of the Human Resources Committee report.

Regular Agenda

RESOLUTION #T4850-23 Update to the Acceptable Use Policy

BE IT RESOLVED that the Regional Board of Trustees of Corning Community College hereby approves the update to the Acceptable Use Policy. (N. Parks, H. Reynolds, Unanimous)

RESOLUTION #T4851-23 Update to the Eligibility for Rehire Policy

BE IT RESOLVED that the Regional Board of Trustees of Corning Community College hereby approves the update to the Eligibility for Rehire Policy. (N. Parks, S. Jacoby-Murphy, Unanimous)

RESOLUTION #T4852-23 Update to Response Policy for Sexual Violence and Other Misconduct

BE IT RESOLVED that the Regional Board of Trustees of Corning Community College hereby approves the update to the Response Policy for Sexual Violence and Other Misconduct. (N. Parks, P. Chu, Unanimous)

RESOLUTION #T4853-23 Update to Grievance Policy for Addressing Formal Complaints of Sexual Harassment Under the Title IX Regulations. (N. Parks, K. Early, Unanimous)

BE IT RESOLVED that the Regional Board of Trustees of Corning Community College hereby approves the update to the Grievance Policy for Addressing Formal Complaints of Sexual Harassment Under the Title IX Regulations

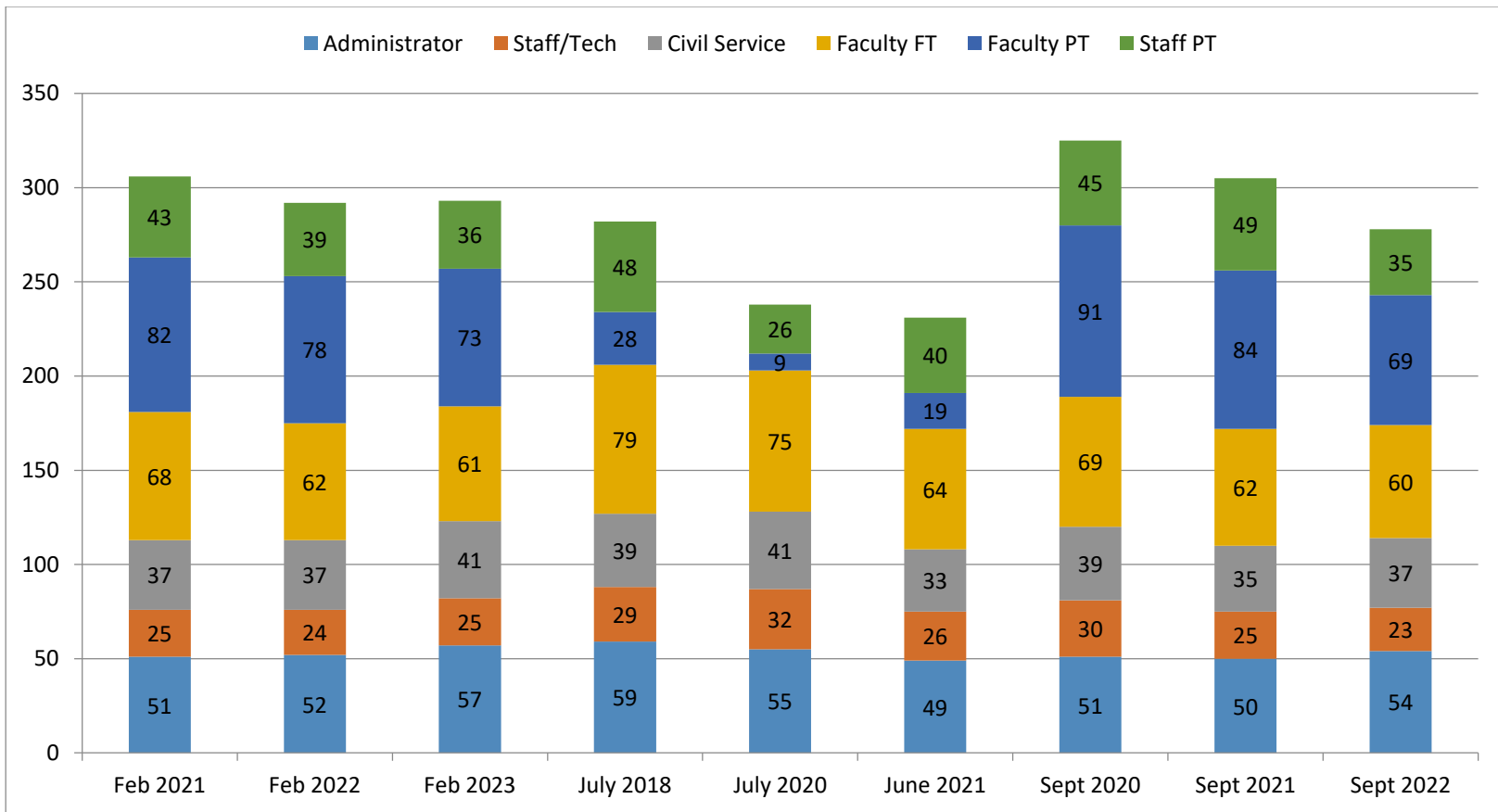
RESOLUTION #T4854-Appreciation for Connie Park

BE IT RESOLVED that the Regional Board of Trustees of Corning Community College hereby express sincere thanks and appreciation to Connie Park for her distinguished service to the College as the Executive Director of Human Resources and Chief Diversity Officer. (By Acclamation)

DISCUSSION ITEMS

- DEI Updates
- [Headcount Report](#)
- Summary of [vacant positions](#)
- Implementing the NY state GENDA law, gender identity compliance, to non-binary gender selections and use of chosen name

Human Resources: Headcount report, Spring 2023



*Note, the headcount report was not provided for June 2022

Non-College Funded Fulltime positions: 7 employees including: 4 administrators and 3 civil service

Summary of Appointments and Separations

(By date, as reported in HR Committee)

RBOT Committee date	Hires (external)	Separation	Retirement	Net +/-	Vacancies Reported (snapshot)		
					Civil Service	Faculty	Staff
1/14/2020	6	3	3	0	5	5	7
3/3/2020	0	3	0	-3	5	8	8
4/21/2020	4	0	1	3	3	5	6
6/9/2020	1	10	2	-11	0	2	1
7/21/20	0	6	2	-8	0	4	1
10/29/20	0	1	3	-4	1	5	3
11/17/20	1	9	0	-8	0	5	2
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

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SUMMARY STATUS OF VACANT FULL TIME POSITIONS AS of March 7, 2023

	Assessing	Closing	Hold	Search in Progress	Vacant Positions (total)
Civil Service				1	1
Faculty	2			3	5
Professional Service	2			12	14
Grand Total	4			16	20

11. OLD BUSINESS. None.

12. NEW BUSINESS. None

13. EXECUTIVE SESSION: Yes

Trustee Wightman congratulated Trustee Parks and Connie Park, for their efforts in improving diversity on campus and inside RBOT

Student Trustee Stoner, thanked Connie Park for opening his views on so many social issues and being a good influence on him.

Dr. Mullaney reminded trustees about the Society of Red Baron Award tomorrow in the Triangle Lounge

Trustee Wightman requested a motion to adjourn the meeting at 6:35 pm and to enter into executive session. (A. Winston, N. Parks, Unanimous)

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. Barbara Canfield
and VP/Dean of Student Development and Enrollment Management, Maarit Clay
April 17, 2023

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.

MINUTES

DISCUSSION ITEMS:

1. [VP/Dean of Academic Affairs Report](#)
2. [VP/Dean of Student Development and Enrollment Management Report](#)
3. [Student Trustee Report](#)

ACTION ITEMS:

1. [Program Review/Renewal Resolution for Nursing \(A.A.S\)](#)
2. [Approval of 2023 Regional Board of Trustees' Award for Teaching Excellence](#)

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 17, 2022

Via Zoom

[Minutes](#)

In Attendance: Trustees: J. McKinney-Cherry, M. Wayne, P. Chu, R. Allison, N. Wightman, K. Early
Senior Staff: President Mullaney, VP Canfield, VP Clay, N. Ka-Tandia
Absent: S. Jacoby Murphy, W. Stoner

DISCUSSION ITEMS:

[VP/Dean of Academic Affairs Report](#)

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

[Student Trustee Report](#)

ACTION ITEMS:

1. [Program Review/Renewal Resolution for Nursing \(A.A.S\)](#)
2. [Approval of 2023 Regional Board of Trustees' Award for Teaching Excellence](#)

Trustee McKinney-Cherry called the meeting at 5:02 and noted two items action items on the agenda.

Director of Nursing Krystal Jubilee presented the Nursing, AAS program review and highlighted the findings and recommendations below:

- The last ACEN visit was completed November 2-4, 2022 the recommendation was “Continuing accreditation with Conditions, and requested to submit a Follow Up Report in 2 years for evidence of non-compliance with Standard 6 Outcomes, Criteria 6.2 (unable to verify first-time pass rate of 80% or higher for three years).
- Official report expected April or May 2023.

ACEN Recommendations

- The American Association of Colleges of Nursing’s 2022 recommendation is to develop partnerships between academic settings and health systems to address the nursing shortage.

- Partnering with health systems may help to deliver a pipeline of students working as clinical nurses.
- The health system recruits the clinical nurses to be clinical faculty and offer educational incentives along with the college. The clinical nurse will be employed at both institutions.
- Increase online offerings of science courses to appeal to more non-traditional, working adult students in the nursing pipeline and within the program.
- Look to expand clinical agency agreements to enable students to have a more varied clinical experience.
- Market the Nursing program with STEM Academy and Alfred State online RN-BSN program even before students have completed AAS Degree.

The committee brainstormed ways of addressing the faculty shortage and the low faculty pay and will continue the conversation

VP Canfield highlighted a few points on her report:

- Mathematics & Science and Environment Science dual-degree student Bryan Armpriest was selected to participate in a Research Experience for Undergraduates (REU) program at Rochester Institute of Technology for this summer.
- Digital Dome attendance for public shows was up over 200% from February to March

VP Clay highlighted a few points in her report

- 3 staff participated in the mental health instructor training
- May 22 is faculty mental health training
- Spring to fall event to create momentum and get students to register for fall classes before the end of the spring semester. \$1 students attended the first day to register for classes

The committee discussed Matthew Skerritt, RBOT teaching award nomination and committee agreed to move the two items action to the full board for approval

Trustee McKinney Cherry adjourned the CASS committee meeting at 6:30 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. Barbara Canfield
April 17, 2023

Academic Affairs:

- Assistant Professor of Communications Emma Draper-Reich hosted author Nishant Batsha to speak with her English 1020 class about his recent novel Mother Ocean, Father Nation. This event was supported by the Cornell-Syracuse South Asia Consortium as part of her Community College Internationalization Fellowship.
- LAS: Mathematics & Science and Environment Science dual-degree student Bryan Arm Priest was selected to participate in a Research Experience for Undergraduates (REU) program at Rochester Institute of Technology for this summer.
- Organized by DJ Dates, the IT and Cybersecurity faculty hosted high school students from Spencer Van Etten, Watkins Glen, and Elmira Heights who are part of the Dell Student TechCrew Program. Some of the activities during the visit: meeting CCC Computer and Information Science students and faculty; a demo by Computer Science students who are part of an international cross-disciplinary team designing a video game as part of their Computer Organization class; toured the Computer Science, Information Technology, and CyberSecurity lab spaces; built their own CCC Mascot Learn to Solder badge; saw a 200,000+ volt Tesla Coil that was an Electrical Technology student project.
- A partnership agreement with Alfred State University allows SUNY CCC's Nurse Education students to take bachelor level coursework online through Alfred State while still completing the SUNY CCC program. Through OPEN SUNY, students choosing to pursue the Alfred State partnership can now remain full-time SUNY CCC students while getting an early start to bachelor's level coursework. Our goal is an annual increase of 10 to 12 applicants directly tied to this partnership.
- Through the use of Perkins Funding, SUNY CCC has obtained the services of a consultant charged with the important task of examining the factors which impede the progress of students in the Business AAS and AS programs as well as those in the Accounting/Financial Management AS program. The results of the research will be used to determine strategies to promote student success.
- Since Fall 2022, approximately 40 students have taken advantage of the Workforce Pathways Grant funding, for a total enrollment in seventy-seven 3-credit courses, equivalent to 15.4 FTEs. This summer grant-funded opportunities to develop in-demand skills will be available via micro credentials in Teaching Assistant Level II, Direct Support Professional Level I, Bookkeeping, and Child Development Associate-Prep. Partnerships with area employers include Chemung and Schuyler ARC,

GST BOCES, Elmira City School District, Proaction, Chemung Child Care Council and a variety of other smaller early childhood centers.

- Digital Dome attendance for public shows was up over 200% from February to March
- Library Services began a six-week implementation of Rialto. Rialto will streamline our workflows, simplify collection management decisions and allow for a shift from print to eBooks, increasing access to library materials.
- Learning specialists, Olivia Drake (English) and Laureen Sassaman (Math) participated in professional development focused on Universal Design for Learning (UDL) to improve student services. SUNY offered the workshops on UDL. In addition to Keith Ward, they attended a workshop on accessibility technology that was hosted by our Center for Teaching Innovation and Excellence (CTIE).
- Learning Commons Tutoring Session Totals

Fall 2020 to Date	Spring 2021 to Date	Fall 2021 to Date	Spring 2022 to Date	Fall 2022 to Date	Spring 2023 to Date
635	640	885	845	904	954

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COMMITTEE FOR ACADEMIC AND STUDENT SERVICES
Regional Board of Trustees for Corning Community College
VP/Dean of Student Development and Enrollment Management, Maarit Clay
April 17, 2023

Recruitment:

- High School Visits
 - Admissions & Recruitment
 - ACE: 6 High Schools/ 37 students
- College Fairs: events attended/remaining
 - Local: 7/5; Regional 8/10; Downstate 3/7
- EOP: 7 new applicants

Retention:

- Advising: Collaboration with faculty on Spring into Fall Advising Week
- SAP Academic Plan Outreach
- Starfish: SP23 Midterm feedback: 2695 Keep up good work, 98 Tutoring
- EOP: 10 students continuing anticipated
- Career and Transfer: Transfer Fair 3/8, Workshops: Professionalism, Resume, Portfolios
- Mental Health First Aid Training

Engagement:

- Student Life: Welcome Daisia Farley
- Athletics
- Perry Hall: grocery bingo, gameroom tournament, self-care disc., LGBTQ game night

Operations:

- Degree works: 14 programs updated
- Banner SSB9: Converting to Calculated Drop for F23, Student Registration Module: students can create up to three potential schedules
- Graduation Applications: Spring 225, Summer 58

COMMITTEE FOR ACADEMIC AND STUDENT SERVICES
Regional Board of Trustees for Corning Community College
Report by Student Trustee: Wyatt Stoner
April 17, 2023

Recent Events:

- Art show
 - We had 12 student artists.
 - The event was very popular and in three days we had over 60 people that viewed and commented on the art.
- Valentine's Day Dance
- St. Patrick's Day/St. Gertrude's Day Trivia Night
- Pi Day Celebration
- Athletics and Intra-Mural Community Connection event

Upcoming Events:

- Prom 2.0
 - April 14 from 1900-2300
- Chicago Musical Performance
 - April 20,21,23 at 1900, April 24 at 1400
 - Costs \$10 for students and \$20 for general admission
- International Fashion Show
 - Sponsored by the Japan Culture Club
 - May 4th and 1130 in the Triangle Lounge
- Blood Drive
 - Sponsored by the Health Office
 - April 11th and 12th
- Earth Day Farmer's Market and Health Fair
 - April 19th 1100-1400
 - Sponsored by Student Life, The Sustainability Committee, the Health Office
 - 15 vendors total

**CORNING COMMUNITY COLLEGE
REGIONAL BOARD OF TRUSTEES**

External Affairs Committee

Tuesday, April 18, 2023

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:

[RESOLUTION 3T4859-23 Approval of Matching Grant for ARC ARISE Grant](#)

DISCUSSION ITEMS:

Review [CCC Development Foundation Report](#)

Review [Marketing/Communications Report](#)

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

Review [Legislative Relations Report](#)

NEXT MEETING:

May 30, 2023

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, Schuylers 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 17, 2023/ Via Zoom
MINUTES

In Attendance: Trustees: A. Winston, P. Chu, N. Parks, R. Allison, M. Lawrence and N. Parks

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

Excused: M. Wayne, J. McKinney-Cherry

Guest: Joe Rumsey

CCC Development Foundation

Executive Director J. Marchese gave a review of his report and highlighted a few points and noted the foundation helped with give as an enticement to help student register early

Marketing/Communications

- Spring into Fall Continuing Student Registration Week: Digital Displays, Instagram story promotions, posters, mass emails
- Regional Job Fair: Digital Displays, Facebook ad, poster, Community Calendars, WETM & WENY morning shows scheduled for appearances
- Nurse Education application (social media and digital displays)

Workforce Education & Academic Pathways

Executive Director Eschbach gave a review of her report and highlighted a few points:

- Corporate Training: Non-Profit Management (consortium), had to add 2 sections (42 people); Arbor Housing (De-escalation, Communicating w/mentally ill people); StorFlex (LEAN training); Chemung County Nursing Facility (CNA); Cayuga Health (Central Service Technician)

- WEAP re-established SUNY CCC as sole regional provider of Society of Human Resources (SHRM) training; certification class has 12 people.

Legislative Relations

- Federal: Budget Update: Higher E
- State: Budget Update: SUNY and Community Colleges
- Local: tri-county meetings with local officials

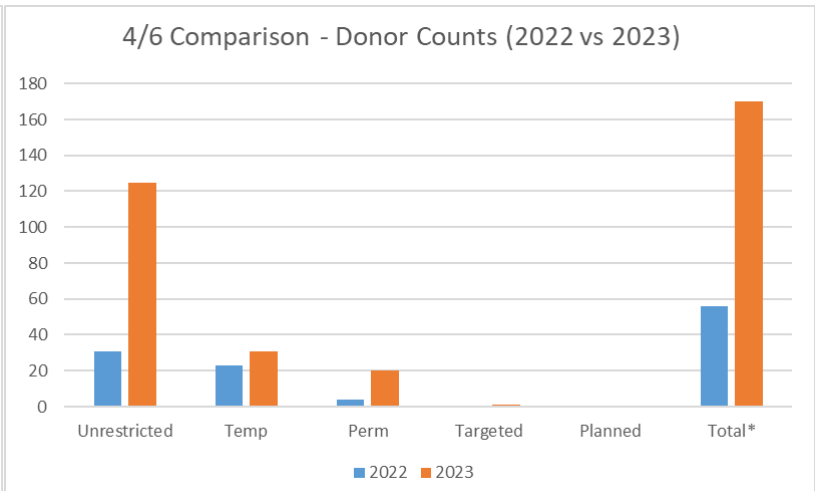
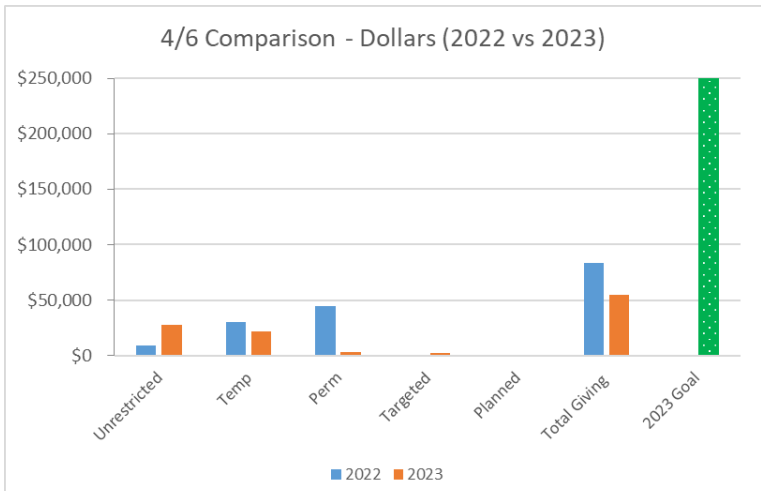
Trustee Winston adjourned the External Affairs committee meeting at 5:15 pm

CCC Development Foundation

Submitted by John Marchese, Executive Director of Development Foundation

Tuesday, April 18, 2023

- John Marchese and President Mullaney attended the Council for Advancement and Support of Education (CASE) District I & II Conference in NYC in mid-March.
- John Marchese has attended a number of local events including the Chemung Chamber Annual Economic Forum, March Chemung Chamber Business After Hours, and AFP Workshop: Creating Collaboration & Understanding Between Fundraising & Program Staff, Panel Discussion.
- John Marchese joined the board of the Finger Lakes chapter of the Association of Fundraising Professionals.
- Capstone on Campus Management (COCM) presented initial insights from the Perry Hall consulting project to Senior Staff and the Housing LLC Board of Managers in early April.
- Spencer Crest Nature & Research Center Critical Maintenance mini-campaign is in progress with \$15,000 received and other requests in the pipeline awaiting responses.
- Director of Development Mitchell Smith is in the process of selecting the Commencement gift for new graduates from the Alumni Program.
- Submitted two local grant applications in support of the Full STEAHM Ahead Summer Workshop.
- Received a \$14,000 gift in support of the Ceramics program.
- The second Baron Bulletin e-newsletter was sent in March.
- The Q1 Annual Fund e-appeal and follow-up email has been drafted and scheduled.
- The Q2 Annual Fund solicitation mailing will be sent in June.
- Preparations ongoing for the upcoming Walter R. Smith Visiting Scholar Series event on April 25 featuring Meg Lowman.
- The online Common Scholarship Application is open from February 1 through May 31.
 - Planning to host an in-person workshop for students in late April.
 - Posting a user manual on the website to provide instructions for students completing the application.
- Soliciting nominations for the Alumni Awards and Red Barons Athletic Hall of Fame with a deadline of May 1st in preparation for the return of the Reflections event on November 17.
- Annual Giving results through 4/6/2023:



	2022	2023		2022	2023
Unrestricted	\$8,925.36	\$27,794.81	Unrestricted	31	125
Temp	\$30,187.31	\$21,688.50	Temp	23	31
Perm	\$44,685.41	\$2,830.00	Perm	4	20
Targeted	\$0.00	\$2,500.00	Targeted	0	1
Planned	\$0.00	\$0.00	Planned	0	0
Total Giving	\$83,798.08	\$54,813.31	Total*	56	170
2023 Goal		\$252,770.00	* Unduplicated count of annual donors		

[Return to Agenda](#)

Marketing/Communications

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

Tuesday, April 18, 2023

Highlights

- New 2060 Digital products implemented in April (OTT/CTV, YouTube Ads, MapConnect)
- Open House: billboards, posters to local high schools and ACE teachers, TV & radio ads
- Congressman Nick Langworthy (Elmira Center & ACP): [WETM](#), [WENY](#), and [WYDC-Big Fox](#)
- Visiting Scholar Series Promotion: posters, postcards, invites, NPR radio, WENY, Facebook ad, USA Today display ads, WENY morning show scheduled
- Faculty Friday Series [Brenda Gustin](#), [Jay Hurlburt](#), [Eriko Heise](#), [Christine Atkins](#), [Deb Dunbar](#)
- Spring into Fall Continuing Student Registration Week: Digital Displays, Instagram story promotions, posters, mass emails
- Regional Job Fair: Digital Displays, Facebook ad, poster, Community Calendars, WETM & WENY morning shows scheduled for appearances
- Nurse Education application (social media and digital displays)

Performance

1. Website: Feb. - Apr. 2022/2023 Comparison

Channel Grouping	New Users 2022 (Feb. 21 - Apr. 3)	New Users 2023 (Feb. 21 - Apr. 3)	Change
Organic Search	11,753	8,791	-25.20%
Direct	4,469	6,448	+44.28%
Paid Search	2,475	4,928	+99.11%
Referral (SUNY & paid)	1,329	922	-30.62%
Social	1,145	1,898	+65.76%

2. Chatbot: Feb. 3 - Apr. 21 2022/2023 Comparison

Channel Grouping	2022 (Feb. 21 - Apr. 3)	2023 (Feb. 21 - Apr. 3)	Change
Chat Sessions	256	264	+3.13%
Calls	184	262	+42.39%

Other

- Mascot Madness: Facebook, Instagram, Twitter, LinkedIn, mass emails (made to round 2)
- Highlight DEI initiatives of the Diversity Center through Social Media: Balinese Dance Troupe and Janeth Arias- Indigenous Cultures of Bolivia
- Collegiate Recovery Center [WENY story](#); Value of the Month: [Equity](#); Pi Day; Visiting artist Jason Wolff on campus

Press Releases & Web Stories

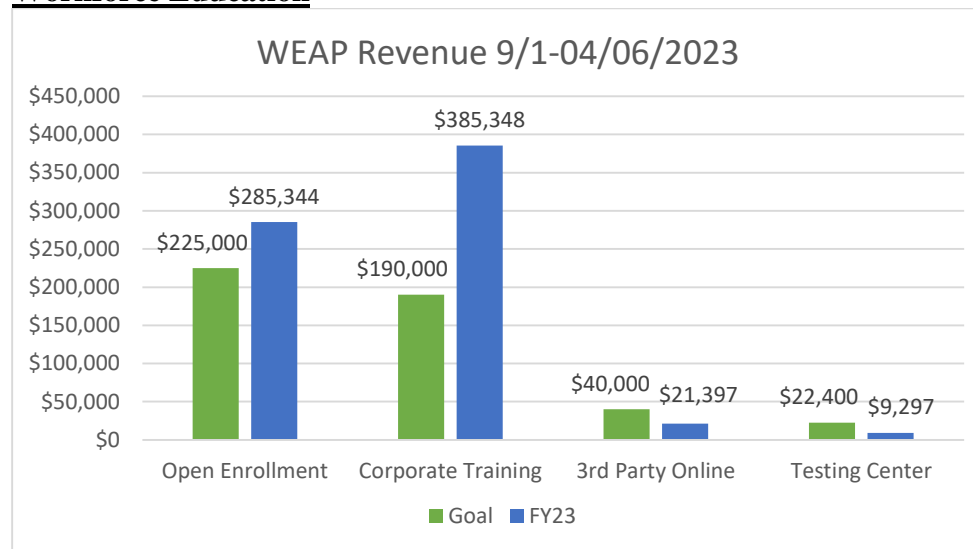
- [Walter R. Smith Visiting Scholar Series](#), 3/1; Society of the Red Baron, 3/17

Workforce Education & Academic Pathways

Submitted by Jeanne Eschbach, Executive Director of Workforce Education & Academic Pathways

Tuesday, April 18, 2023

Workforce Education



- Corporate Training: Non-Profit Management (consortium), had to add 2 sections (42 people); Arbor Housing (De-escalation, Communicating w/mentally ill people); StorFlex (LEAN training); Chemung County Nursing Facility (CNA); Cayuga Health (Central Service Technician)
- WEAP re-established SUNY CCC as sole regional provider of Society of Human Resources (SHRM) training; certification class has 12 people.
- Interviewed candidates for Automotive Technology Director.
- K. Crowe & J. Eschbach collaborated with GST BOCES to hold annual convening (measurable standard #6) of employers on 3/21.

Community Outreach:

- 3/2 J. Eschbach presented to Chemung Leadership class on Workforce Development in the Southern Tier;
- 3/8 J. Eschbach, A. Cloke held Early Childhood recruitment session with Professional Studies;
- 3/13 A. Cloke collaborated on Youth Leadership program for GST BOCES;
- 3/15 A. Cloke taught Canva 101 class;
- 3/15 J. Eschbach moderated the Chemung County Chamber Economic Forum; several college staff attended
- 3/16 E. Lehman did Lunch & Learn Presentation on Marketing for CEANY
- 3/17 A. Cloke co-presented Society of Red Baron Community Partner Award to the Food Bank of the Southern Tier; J. Eschbach presented to Denise Zieske, SUNY Partner;
- 3/30 T. Bush organized Justice Involved Panel for campus with SUNY staff and formerly incarcerated individuals; over 50 attendees;
- 3/31 STLEA Fall 2022 Graduation; 18 officers awarded.
- 4/4 J. Eschbach presented at New Energy, New York conference
- Staff attended several Chamber Business After Hours events

Academic Pathways

ACE

- Banner trainings to better integrate ACE students with campus processes; created new intake form to pilot in Summer 2023
- Working on student success models, including Student Progress Policy

Corning Prison Education Program

- 3/29 Held meeting with NYS DOCCS staff who manage prison programs
- Commencement will be 5/12/2023 for 6 graduates
- Currently recruiting for new Fall cohort

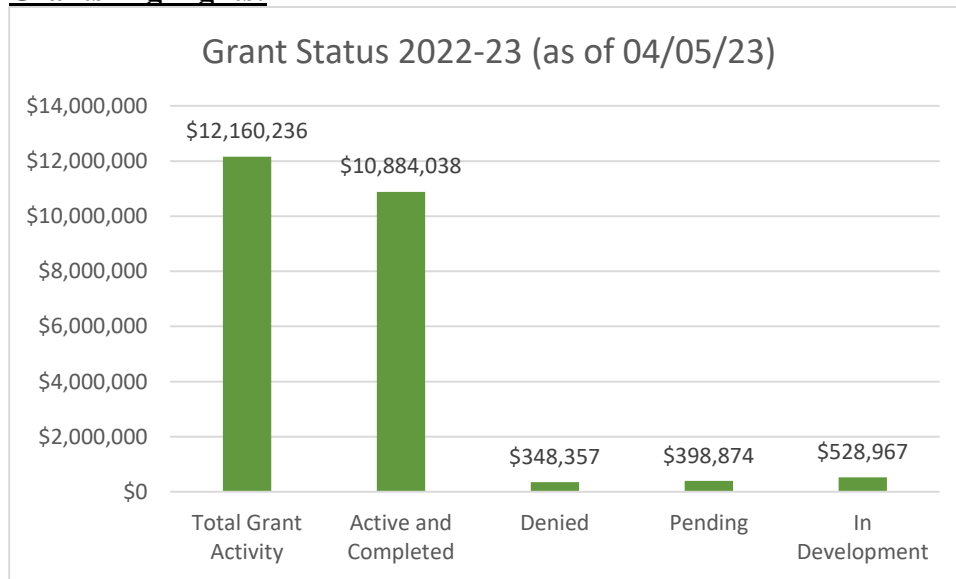
FLPPS Grant

- Grant has disbursed \$20,604 to CNA and Nursing students for supportive services (gas cards, uniforms, etc.) and milestone payments.

Testing Center

- Trying to hire replacement PT staff
- Increased the number ATI-TEAS test slots to accommodate revised application date for Nursing program.

Grants Highlights:



- NSF Grant for Optical Technician Grant denied; team is working with mentor group to determine next steps
- ARC ARISE grant, collaboration with Southern Tier Central Regional Planning Commission, Northern Tier Regional Planning

Commission (PA); GST BOCES, Career Development Council and CSS Workforce New York is in final stages before submission;

- RESOLUTION

- SUNY Workforce Pathways grant has supported new student cohorts in: Child Development Associate, Teacher Assistant and Direct Support Professional microcredentials
- SUNY Reimagine grant has supported Certified Peer Recovery Advocate microcredential

Legislative Relations

Submitted by Trustee Alan Winston, Chair of External Affairs Committee
Tuesday, April 18, 2023

- Federal: Budget Update: Higher E
- State: Budget Update: SUNY and Community Colleges
- Local: tri-county meetings with local officials

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CORNING COMMUNITY COLLEGE
Regional Board of Trustees
Finance and Facilities Committee

Monday, April 17, 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:

1. [RESOLUTION #T4860-23 Operating Report March 2023](#)

DISCUSSION ITEMS:

- Dashboard as of March 31, 2023
- Capital Projects Update
- Campus Auxiliary Services Update

NEXT COMMITTEE MEETING: TBD

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 17, 2023

Virtual Zoom Meeting

MINUTES

In Attendance:

Trustees: Chair M. Wayne, R. Allison, K. Early, H. Reynolds, N. Wightman,

Senior Staff: President Mullaney, Executive Director Burdick, Executive Director Chandler

Support Staff: T. Jones, N. Ka-Tandia, L. Patrick

Excused: W. Stoner

Guests: J. Rumsey

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

Director Chandler provided an overview of the agenda, noting that there are three action items:

Discussion Items:

- Summary/Dashboard
 - Unrestricted operating summary reflects combined Spring and Summer semester rather than prior summary was only Spring semester making it easier to see year end forecast.
 - Reviewed spent as of March 31 and projections for summer
 - Salaries and benefits show a savings of \$716k for the spring semester and overspending in benefits due to under budgeting in a couple categories. Savings is from open positions that are currently being filled.
- March Revenue/Expense Highlights
 - Cash is at \$12 million, typical for this time of year
 - HEERF funds shown as of end of March, all has to be spent or committed by end of June.

- Discussion regarding three-year enrollment data as of Spring semester.
- Year End Projected Forecast
 - Showing a deficit of \$172k.
 - Discussion on eliminating the gap, Executive Director Chandler believes this amount is manageable, this will be a main focus of senior staff.
 - Beginning to work on next year's budget and discussion of the process including enrollment projections.
- Capital Projects
 - Updated as of end of March, continued work is being completed on air conditioning project along with makers space. Some equipment has been delivered to campus recently for the mechatronics project.
- Auxiliary Services Update
 - Executive Director Burdick attended conference in Syracuse which included some great information on emergency training and threat assessments.
 - Health Office is planning Health Fair this upcoming Wednesday, the Nursing students will be involved and a number of vendors will be in attendance.
 - Physical Plant update included searches for Assistant Director of Trades and pleased to announce internal candidate Jhan Maki has accepted the position, also the search for Assistant Director in Custodial Services we are pleased to announce Nicky Coletta another internal candidate accepted this position. SUNY budget meeting has been delayed leaving some capital projects approval are on hold including the resolution for the sale of Goff Road.
 - Information Technology is working on integrating our old Access reports to Argos.
 - Public Safety officers participated in Narcan training to remain in compliance, emergency response training at the Elmira Center was completed in partnership with the Elmira Police department. The Active shooter drill held after start-up on main campus survey responses were overall positive and there was interest in the 2-hour CRASE training by employees.
- Discussion to plan on reviewing and discussing measurable standards at next committee meeting.
- Action Items
 - March Operating Report

The Committee agreed to forward the two action items to the full Board for consideration and approval.

Trustee Reynolds adjourned the Finance and Facilities Committee meeting at 4:45 p.m.

SUNY Corning Community College
Operating Dashboard
as of 3/31/2023



Cash & Student Receivables

	Cash	# Days of Operations	Total Student AR as of 3/31/23	2022-2023 Receivable
March 31, 2023	\$ 12,180,776	165	\$ 4,966,837	\$ 2,748,901
March 31, 2022	\$ 10,819,610	147	\$ 2,530,593	

Revenues & Expenditures @ 3/31/2023

	FY 23 Adopted Budget	Spring/Summer 23 Semester Budget	Spring/Summer 23 Semester Actual @ 3/31/23	Spring/Summer 23 Semester Projected	Semester Variance to Budget
Revenues	\$ 27,368,437	\$ 14,312,606	\$ 8,076,583	\$ 13,242,813	\$ (1,069,793)
Expenses	\$ 27,368,437	\$ 18,225,365	\$ 7,368,808	\$ 17,165,012	\$ 1,060,354
Surplus(Deficit)	\$ -				\$ (9,440)

Highlights of Revenues & Expenditures

	FY 23 Adopted Budget	Spring/Summer 23 Semester Budget	Spring/Summer 23 Semester Actual @ 3/31/23	Spring/Summer 23 Semester Projected	Semester Variance to Budget
Tuition & Fees	\$ 12,098,880	\$ 5,543,191	\$ 3,664,770	\$ 4,869,886	\$ (673,304)
Chargebacks	\$ 6,542,550	\$ 3,015,968	\$ 2,498,103	\$ 2,885,309	\$ (130,659)
Personnel & Benefits	\$ 19,574,639	\$ 13,241,797	\$ 5,081,624	\$ 12,671,387	\$ 570,410
Equipment	\$ 381,340	\$ 287,469	\$ 40,246	\$ 358,902	\$ (71,433)
Contractuals	\$ 7,412,458	\$ 4,696,100	\$ 2,246,938	\$ 4,134,723	\$ 561,377

Use of HEERF CRSSA(Round II) & ARP(Round III) Funding as of 3/31/2023

LOST REVENUE	This completes the use of HEERF allocation for the lost revenue	
Tuition & Fees	\$	952,647
	\$	952,647
COVID related expenses (Contractuals)	These expenditures are running through the restricted fund- not operating	
Student Mental Wellness (\$166,997)	\$	67,483
Capital (HVAC Air Ventilation upgrades)		\$157,285
	\$	224,768

Enrollment

	2022-2023	2021-2022	2020-2021	3 YR % change
	Spring Census	Spring Census	Spring Census	
Total Headcount	2864	3813	4087	-29.9%
Total FTE	740.2	1103.1	1166.3	-36.5%
Full-Time FTE	374	441	551.7	-32.2%
Part-Time FTE	366.3	158.8	165.9	120.8%
Credit Enrollment FTE (Excluding ACE)	487.4	599.8	717.6	-32.1%
HS Enrollment FTE (ACE)	277.3	270.4	448.7	-38.2%
% Chemung County	43.7%	43.6%	41.0%	6.6%
% Steuben County	38.9%	33.9%	35.3%	10.2%
% Schuyler County	5.7%	6.4%	6.9%	-17.4%
% All Other Non-sponsor	11.6%	16.1%	16.8%	-31.0%

Corning Community College
Report to Finance & Facilities Committee
Unrestricted Operating Summary
Month End 3/31/23



	2022-2023 Budget	2022-2023 YTD@3/31/23	Spring/Summer 22-23 Budget	2022-2023 Spring@3/31/23	Spring/Summer Projected as of 3.31.23	Spring/Summer Budget vs Actual
REVENUES						
Resident Tuition	\$ 7,718,980	\$ 6,139,125	\$ 3,831,897	\$ 2,628,521	\$ 3,498,023	\$ (333,874)
Non Resident Tuition	\$ 785,000	\$ 447,382	\$ 188,649	\$ (91,240)	\$ 14,892	\$ (173,757)
ACE Tuition	\$ 2,176,000	\$ 1,602,893	\$ 797,944	\$ 563,637	\$ 714,383	\$ (83,561)
Student Fees	\$ 1,418,900	\$ 1,243,426	\$ 724,701	\$ 563,852	\$ 642,589	\$ (82,112)
State Aid	\$ 7,111,352	\$ 4,148,289	\$ 4,714,997	\$ 1,777,838	\$ 4,740,899	\$ 25,902
Grant Aid & Contracts	\$ 735,000	\$ 962,885	\$ 490,000	\$ -	\$ -	\$ (490,000)
Federal appropriations	\$ 8,000	\$ 720	\$ 4,395	\$ 720	\$ 6,206	\$ 1,810
County Operating Chargebacks	\$ 6,542,550	\$ 5,430,012	\$ 3,015,968	\$ 2,498,103	\$ 2,885,309	\$ (130,659)
Other sources	\$ 872,655	\$ 247,701	\$ 544,055	\$ 135,152	\$ 740,512	\$ 196,457
Applied Fund Balance						
Total Revenues	\$ 27,368,437	\$ 20,222,433	\$ 14,312,606	\$ 8,076,583	\$ 13,242,813	\$ (1,069,793)
EXPENSES						
Salaries	\$ 14,428,239	\$ 7,984,267	\$ 9,702,052	\$ 3,659,150	\$ 8,985,435	\$ 716,617
Employee Benefits	\$ 5,146,400	\$ 3,084,795	\$ 3,539,745	\$ 1,422,474	\$ 3,685,952	\$ (146,207)
Equipment	\$ 381,340	\$ 50,988	\$ 287,469	\$ 40,246	\$ 358,902	\$ (71,433)
Contractual Expenditures						
<i>Purchased Services</i>	\$ 32,100	\$ 41,433	\$ 28,555	\$ 9,456	\$ 32,948	\$ (4,392)
<i>Materials & Supplies</i>	\$ 473,000	\$ 212,682	\$ 270,474	\$ 103,221	\$ 207,596	\$ 62,878
<i>Dues & Subscriptions</i>	\$ 82,365	\$ 35,504	\$ 32,541	\$ 12,388	\$ 49,621	\$ (17,079)
<i>Consultants and Contractors</i>	\$ 176,520	\$ 131,146	\$ 107,079	\$ 55,738	\$ 100,376	\$ 6,703
<i>Accreditation</i>	\$ 55,050	\$ 33,767	\$ -	\$ 7,247	\$ 7,977	\$ (7,977)
<i>Marketing</i>	\$ 200,860	\$ 104,051	\$ 102,730	\$ 37,426	\$ 120,840	\$ (18,110)
<i>Conference & Travel</i>	\$ 87,000	\$ 29,037	\$ 48,279	\$ 7,101	\$ 53,070	\$ (4,791)
<i>Utilities</i>	\$ 510,000	\$ 354,269	\$ 388,804	\$ 202,172	\$ 357,923	\$ 30,881
<i>Maintenance & Repairs</i>	\$ 280,200	\$ 112,951	\$ 219,537	\$ 51,817	\$ 174,882	\$ 44,655
<i>Software & Contracts</i>	\$ 528,340	\$ 164,569	\$ 381,491	\$ 51,021	\$ 279,025	\$ 102,465
<i>Voice & Data Communication</i>	\$ 114,755	\$ 54,898	\$ 86,553	\$ 23,857	\$ 55,342	\$ 31,211
<i>Special Projects, Programs & Events</i>	\$ 78,875	\$ 20,880	\$ 97,678	\$ 12,880	\$ 49,950	\$ 47,728
<i>Maintenance Contracts</i>	\$ 476,450	\$ 183,437	\$ 274,367	\$ 112,655	\$ 238,483	\$ 35,885
<i>Rentals (HEC)</i>	\$ 347,580	\$ 173,698	\$ 381,865	\$ 86,520	\$ 260,535	\$ 121,330
<i>General Institutional</i>	\$ 1,419,873	\$ 955,839	\$ 1,151,190	\$ 772,385	\$ 1,149,691	\$ 1,499
<i>Other Expenditures</i>	\$ 271,490	\$ 94,886	\$ 218,549	\$ 34,754	\$ 181,085	\$ 37,464
<i>Scholarships</i>	\$ 2,278,000	\$ 1,941,991	\$ 906,408	\$ 666,300	\$ 815,379	\$ 91,029
<i>Transfer Out</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Contractual Expenses	\$ 7,412,458	\$ 4,645,037	\$ 4,696,100	\$ 2,246,938	\$ 4,134,723	\$ 561,377
Total Expenses	\$ 27,368,437	\$ 15,765,086	\$ 18,225,365	\$ 7,368,808	\$ 17,165,012	\$ 1,060,354
Surplus/(Deficit)	\$ -	\$ 4,457,346	\$ (3,912,759)	\$ 707,775	\$ (3,922,199)	\$ (9,440)

SUNY Corning Community College
 Operating Dashboard
 Fiscal Year End as of 3/31/2023



Revenues & Expenditures @ 3/31/2023

	FY 23 Adopted Budget	Fall 22 Semester Projected	Spring/Summer 23 Semester Projected	Fiscal Year 2022-23 Projected	Variance to Budget
Revenues	\$ 27,368,437	\$ 12,145,850	\$ 13,242,813	\$ 25,388,663	\$ (1,979,774)
Expenses	\$ 27,368,437	\$ 8,396,278	\$ 17,165,012	\$ 25,561,289	\$ 1,807,148
Surplus(Deficit)	\$ -				\$ (172,627)

Highlights of Revenues & Expenditures

	FY 23 Adopted Budget	Fall 22 Semester Projected	Spring/Summer 23 Semester Projected	Fiscal Year 2022-23 Projected	Variance to Budget
Tuition & Fees	\$ 12,098,880	\$ 5,768,057	\$ 4,869,886	\$ 10,637,943	\$ (1,460,937)
Chargebacks	\$ 6,542,550	\$ 2,931,909	\$ 2,885,309	\$ 5,817,218	\$ (725,332)
Personnel & Benefits	\$ 19,574,639	\$ 5,987,437	\$ 12,671,387	\$ 18,658,824	\$ 915,815
Equipment	\$ 381,340	\$ 10,742	\$ 358,902	\$ 369,644	\$ 11,696
Contractuals	\$ 7,412,458	\$ 2,398,099	\$ 4,134,723	\$ 6,532,821	\$ 879,637

Use of HEERF CRSSA(Round II) & ARP(Round III) Funding as of 3/31/2023

LOST REVENUE	This completes the use of HEERF allocation for the lost revenue	
Tuition & Fees	\$	952,647
	\$	952,647
COVID related expenses (Contractuals)	These expenditures are running throughg the restricted fund- not operating	
Student Mental Wellness (\$166,997)	\$	67,483
Capital (HVAC Air Ventilation upgrades)		\$157,285
	\$	224,768
Total Use of HEERF Funds	\$	1,177,415

**Corning Community College
Report to Finance & Facilities Committee
Unrestricted Operating Summary
Year End Projected @3/31/23**



	2022-2023 Budget	2022-2023 YTD@3/31/23	Fall 2022-23 Projected	Spring/Summer Projected @ 3.31.23	Fiscal Year 22-23 Forecast @ 3.31.23
REVENUES					
Resident Tuition	\$ 7,718,980	\$ 6,139,125	\$ 3,510,605	\$ 3,498,023	\$ 7,008,628
Non Resident Tuition	\$ 785,000	\$ 447,382	\$ 538,621	\$ 14,892	\$ 553,513
ACE Tuition	\$ 2,176,000	\$ 1,602,893	\$ 1,039,256	\$ 714,383	\$ 1,753,639
Student Fees	\$ 1,418,900	\$ 1,243,426	\$ 679,575	\$ 642,589	\$ 1,322,164
State Aid	\$ 7,111,352	\$ 4,148,289	\$ 2,370,451	\$ 4,740,899	\$ 7,111,351
Grant Aid & Contracts	\$ 735,000	\$ 962,885	\$ 962,885	\$ -	\$ 962,885
Federal appropriations	\$ 8,000	\$ 720	\$ -	\$ 6,206	\$ 6,206
County Operating Chargebacks	\$ 6,542,550	\$ 5,430,012	\$ 2,931,909	\$ 2,885,309	\$ 5,817,218
Other sources	\$ 872,655	\$ 247,701	\$ 112,549	\$ 740,512	\$ 853,061
Applied Fund Balance					
Total Revenues	\$ 27,368,437	\$ 20,222,433	\$ 12,145,850	\$ 13,242,813	\$ 25,388,663
EXPENSES					
Salaries	\$ 14,428,239	\$ 7,984,267	\$ 4,325,116	\$ 8,985,435	\$ 13,310,552
Employee Benefits	\$ 5,146,400	\$ 3,084,795	\$ 1,662,321	\$ 3,685,952	\$ 5,348,272
Equipment	\$ 381,340	\$ 50,988	\$ 10,742	\$ 358,902	\$ 369,644
Contractual Expenditures					
<i>Purchased Services</i>	\$ 32,100	\$ 41,433	\$ 31,977	\$ 32,948	\$ 64,924
<i>Materials & Supplies</i>	\$ 473,000	\$ 212,682	\$ 109,461	\$ 207,596	\$ 317,057
<i>Dues & Subscriptions</i>	\$ 82,365	\$ 35,504	\$ 23,116	\$ 49,621	\$ 72,737
<i>Consultants and Contractors</i>	\$ 176,520	\$ 131,146	\$ 75,408	\$ 100,376	\$ 175,784
<i>Accreditation</i>	\$ 55,050	\$ 33,767	\$ 26,520	\$ 7,977	\$ 34,498
<i>Marketing</i>	\$ 200,860	\$ 104,051	\$ 66,625	\$ 120,840	\$ 187,465
<i>Conference & Travel</i>	\$ 87,000	\$ 29,037	\$ 21,936	\$ 53,070	\$ 75,006
<i>Utilities</i>	\$ 510,000	\$ 354,269	\$ 152,097	\$ 357,923	\$ 510,020
<i>Maintenance & Repairs</i>	\$ 280,200	\$ 112,951	\$ 61,134	\$ 174,882	\$ 236,016
<i>Software & Contracts</i>	\$ 528,340	\$ 164,569	\$ 113,548	\$ 279,025	\$ 392,573
<i>Voice & Data Communication</i>	\$ 114,755	\$ 54,898	\$ 31,041	\$ 55,342	\$ 86,382
<i>Special Projects, Programs & Events</i>	\$ 78,875	\$ 20,880	\$ 8,000	\$ 49,950	\$ 57,950
<i>Maintenance Contracts</i>	\$ 476,450	\$ 183,437	\$ 70,782	\$ 238,483	\$ 309,265
<i>Rentals (HEC)</i>	\$ 347,580	\$ 173,698	\$ 87,178	\$ 260,535	\$ 347,713
<i>General Institutional</i>	\$ 1,419,873	\$ 955,839	\$ 183,454	\$ 1,149,691	\$ 1,333,145
<i>Other Expenditures</i>	\$ 271,490	\$ 94,886	\$ 60,132	\$ 181,085	\$ 241,217
<i>Scholarships</i>	\$ 2,278,000	\$ 1,941,991	\$ 1,275,691	\$ 815,379	\$ 2,091,070
<i>Transfer Out</i>	\$ -	\$ -	\$ -	\$ -	\$ -
Total Contractual Expenses	\$ 7,412,458	\$ 4,645,037	\$ 2,398,099	\$ 4,134,723	\$ 6,532,821
Total Expenses	\$ 27,368,437	\$ 15,765,086	\$ 8,396,278	\$ 17,165,012	\$ 25,561,289
Surplus/(Deficit)	\$ -	\$ 4,457,346	\$ 3,749,572	\$ (3,922,199)	\$ (172,627)

Fiscal Year 22-23 Capital Projects

Debt Obligations	Initial Balance	FY Beginning		Spent to Date FY 22-23	Remaining FY Debt	Remaining Debt 8.31.23
		Balance	FY 22-23 Debt			
Library/Commons - USDA Bond Principal	\$ 8,250,000.00	\$ 6,915,000.00	\$ 300,000.00	\$ -	\$ 300,000.00	\$ 6,915,000.00
Library/Commons - USDA Bond Interest	3.125%	\$ -	\$ 207,031.00	\$ 103,515.62	\$ 103,515.38	
Energy Performance - Siemens Principal	\$ 3,525,000.00	\$ 3,271,000.00	\$ 138,000.00		\$ 138,000.00	\$ 3,271,000.00
Energy Performance - Siemens Interest	3.500%		\$ 109,795.00	\$ 54,897.50	\$ 54,897.50	

Fiscal Year 22-23 Capital Projects	Capital Reserve	SUNY Capital Match	Grants/ Donations/Loans	Total Project Budget	Spent Prior FY	FY 22-23 Spent to Date 3.31.23	Encumbered	Remaining Budget	% Complete
Renovations & Revitalization III									
<i>Heat, Ventilation, & Air Conditioning</i>									
Schuyler Hall -Chiller	\$ 120,270.00	\$ 716,970.00	\$ 596,700.00	\$ 1,433,940.00	\$ 456,899.21	\$ 616,794.22	\$ 120,880.57	\$ 239,366.00	75%
	\$ -	\$ -	\$ 1,000,000.00	\$ 1,000,000.00	\$ 10,508.11	\$ 358,158.82	\$ 378,463.84	\$ 252,869.23	37%
<i>Lab Renovations</i>									
Makers Space	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 300,000.00	\$ 8,831.94	\$ 150,879.48	\$ 6,620.06	\$ 133,668.52	53%
Mechatronics	\$ -	\$ 150,000.00	\$ 167,905.92	\$ 317,905.92	\$ -	\$ -	\$ 317,905.92	\$ -	0%
Digital Dome Theater Seating and Software									
Digital Dome Theater	\$ 100,000.00	\$ 245,000.00	\$ 145,000.00	\$ 490,000.00	\$ 462,933.66	\$ 26,022.28	\$ -	\$ 1,044.06	99.8%
Facilities Master Plan Phase 1									
Design - SWBR Consulting	\$ 77,000.00	\$ 77,000.00	\$ -	\$ 154,000.00	\$ 63,009.03	\$ 89,232.50	\$ 1,758.47	\$ -	99%

Campus Auxiliary Services Update

Auxiliary Services

- Executive Director Burdick attended a two-day Community College Public Safety Administrators Association conference in Syracuse at the end of March. Much of the training focused on Threat Assessment, Emergency Management and BIT Teams. As a follow-up, he will be working with the FBI to host a threat assessment workshop at CCC.

Health Office

- The Health Office is planning a Health Fair in the Commons on April 19th. They have a number of vendors who will have tables with a variety of services. The Nursing Education program will have all their students there to participate.

Physical Plant

- We are currently in the process of hiring an Assistant Director of Physical Plant - Trades as Dave Townsend has resigned for another opportunity.
- Karen Landis, the Assistant Director of Physical Plant - Custodial Services will be leaving the college for retirement in June and we have a search committee working to fill that position.
- Our Capital Project approvals are currently on hold due to State budget delays. This includes two submitted projects and also preliminary approval for the sale of Goff Road.

Information Technology

Several projects across campus have recently been completed:

- Financial Aid has been moved from antiquated Access databases to Argos
- ACE will be piloting their Application in the Summer and plan to go live in the Fall
- Self-Serve Banner 9 Faculty, Self-Serve Banner 9 Registration and Self-Serve Banner 9 Student are ready to launch. This will most likely occur after commencement. Once these services are launched, CCC will be one of just a few SUNY Campuses to have all Self Service Banner 9 areas in use.
- Financial Aid SAP is currently being worked on in TEST mode and will be ready for the next Financial Aid run which will make this process more efficient for the department.
- The Registrar's office is now using Banner Communication Management for 5 business processes which automates their communication and messaging, saving a great deal of staff time.

Public Safety

- Officers participated in Narcan training on April 6th. The virtual training was conducted by NYS Office of Substance Abuse Services (OASAS). The department also receives a supply of free Narcan kits for participating.
- Public Safety worked with the Elmira Police Department to conduct emergency response training at the Elmira Center. After a two-hour presentation, the EPD SWAT team members visited all offices to discuss how to best respond to an emergency

situation from each individual location. Early Feedback from the participants was very positive and a survey has been sent to assess future training needs.

- Survey results from the January Active Shooter Exercise have been tabulated. Comments were very positive from the 60 people who submitted a response to the survey. When participants were asked to rate the three Phases of the exercise on a scale of 1 to 10 (10 being the most favorable rating), these were the results:
 - Pre-Exercise - 8.35 average
 - Exercise - 7.87 average
 - Post-Exercise - 8.03 average

42 of the 60 respondents requested that we offer a two-hour version of the pre-exercise CRASE (Civilian Response to Active Shooter Events) presentation.

CORNING COMMUNITY COLLEGE
Regional Board of Trustees Human Resources and Diversity Committee
April 187, 2023

Location: Zoom

AGENDA

MISSION: 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

[RESOLUTION #T4855-23 Appointments, Promotions and Separations](#)

[RESOLUTION #T4856-23 Position Activity](#)

Regular Agenda

[RESOLUTION #T4861-23Ratification of the CSEA Agreement 2023-2026](#)

DISCUSSION ITEMS

- 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 18, 2023
Via Zoom

MINUTES

In attendance: N. Parks, H Reynolds, A. Winston, Judy McKinney-Cherry, M. Lawrence, R. Allison, S. Jacoby-Murphy

Senior Staff: President Mullaney, Interim Executive Director HR Laura Ewell, N. Ka-Tandia,

Trustee N. Parks called the HR committee meeting to order at 5:19 pm, noting two consent action items and one regulation actions item on the agenda.

Interim Executive Director HR Laura Ewell provided an overview of the regular agenda

Trustee Parks inquired about DEI report with the split of the new Executive Director of HR title. Dr. Mullaney relayed that the DEI report will be included in the President's report going forward.

Committee agreed to move all resolution to full RBOT for approval

Trustee Parks adjourned the HR committee meeting at 5:47 pm

Summary of Appointments and Separations

(By date, as reported in HR Committee)

RBOT Committee date	Hires (external)	Separation	Retirement	Net +/-	Vacancies Reported (snapshot)		
					Civil Service	Faculty	Staff
1/14/2020	6	3	3	0	5	5	7
3/3/2020	0	3	0	-3	5	8	8
4/21/2020	4	0	1	3	3	5	6
6/9/2020	1	10	2	-11	0	2	1
7/21/20	0	6	2	-8	0	4	1
10/29/20	0	1	3	-4	1	5	3
11/17/20	1	9	0	-8	0	5	2
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

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SUMMARY STATUS OF VACANT FULL TIME POSITIONS AS of April 14, 2023

	Assessing	Closing	Hold	Search in Progress	Vacant Positions (total)
Civil Service	2	1		0	0
Faculty	0			5	5
Professional Service	1	3		14	18
Grand Total	3	4		19	23

SUMMARY STATUS OF VACANT FULL TIME POSITIONS AS of April 14, 2023 Assessing Closing Hold Search in Progress Vacant Positions (total) Civil Service 2 1 0 0 Faculty 0 5 5 Professional Service 1 3 14 18 Grand Total 3 4 19 23 Background Information: Civil Service – 0 vacancies Faculty – Art, Business, Electrical Technology, Mechanical/Machining Technology, Education Professional Service – Admissions Recruiter(3), Assistant Director of Recruitment & Admissions, Director of Retention & Educational Planning, ED of WEAP, Instructional Technologist, Director Manufacturing Technician Program, Grants Fiscal Assistant, Grants Manager, ED of HR, Retention & Educational Planning Specialist, Coordinator of Career and Transfer Services, Automotive Technology Director (Offer Made), Asst. Director Physical Plant/Trades (offer made), Asst. Director Physical Plant/Custodial(offer made) Return to agenda

HUMAN RESOURCES and DIVERSITY COMMITTEE

Appointments, Promotions and Separations

RESOLUTION #T4855-23

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.

Last Name	First Name	Title	Department	Effective	Action	Grade	Annual Salary	Background
Landis	Karen	Assistant Director of Custodial Services	Physical Plant	6/20/2023	Resignation	E	\$ 65,620	<p>Karen Landis served the college for 9 years and will be retiring from NYS</p> <p>Marcia <u>Bratti</u> served the college for 2 years and has resigned to take a higher paying position</p> <p>This is a 12-mo standard, full time appointment, Professional Grade F. This hire was made as a result of an open search.</p> <p>This is a 12-mo standard, full time appointment, Professional Grade F. This promotion is the result of separating Chief Diversity Officer from the Executive Director of HR</p> <p>This is a 12-month full time, civil service, CSEA union position, at pay grade 301. This hire was made as a result of an open search.</p>
<u>Bratti</u>	Marcia	Clinical Coordinator	Nurse Education	5/26/2023	Resignation	D	\$ 55,917	
Farley	<u>Daisia</u>	Director of Student Life	Student Services	4/10/2023	New Hire	F	\$ 68,344	
Ayanfodun	Babatunde	Diversity Center Director & Chief Diversity Officer	Diversity	4/24/2023	Promotion	F	\$ 68,344	
Hansen	Deborah	Cleaner	Physical Plant	4/17/2023	Rehire	301	\$ 29,650	
Maki	Jhan	Assistant Director of Physical Plant Support Services/Trades	Physical Plant	4/24/23	Promotion	E	\$ 62,401	This is a 12-mo standard, full time appointment, Professional Grade E. This hire was made as a result of an open search.
<u>Coletta</u>	Nicole	Assistant Director of Physical Plant Support Services/Custodial	Physical Plant	4/24/23	Promotion	E	\$ 62,401	This is a 12-mo standard, full time appointment, Professional Grade E. This hire was made as a result of an open search.
<u>LaFetter</u>	Austin	Coordinator of Career & Transfer Services	Retention & Educational Planning	3/24/2023	Termination	D	\$ 54,262	Employee was terminated for cause.

HUMAN RESOURCES COMMITTEE

Position Activity

RESOLUTION #T4856-23

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.

Title	Incumbent	Action	Effective	Background Notes (not included in the formal resolution)
Administrative Assistant to VP of Student Development & Enrollment Management	Vacant	New Position	With Board Approval	The administrative assistant is the first line of contact for the VPSDEM office for students, employees, and external contacts. Assists VP/Dean with scheduling, processing, and communication. This administrative assistant manages the VPSDEM's calendar. Pay Grade C

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**COMMITTEE FOR ACADEMIC AND STUDENT SERVICES
Resolution #T4857-23**

Program Renewal Resolution: Nursing (A.A.S.)

BE IT RESOLVED, that the Board of Trustees of Corning Community College renews the Nursing (A.A.S.) as a continuing program of Corning Community College, following its successful program review process.

Please see the program review file as reviewed and approved by Sr. Staff/President on the Google Drive: RBOT Folder – 2023 Program Reviews:

Link here for reference: <https://drive.google.com/drive/folders/1-g486AU5MND2-7GW71CudFbEKqGUQUFa>

**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 Corning Community College for a program review presentation and consideration for continued offering.

COMMITTEE FOR ACADEMIC AND STUDENT SERVICES

RESOLUTION #T4858-23

BE IT RESOLVED, that the Board of Trustees of Corning Community College hereby approves the 2023 Regional Board of Trustees Excellence in Teaching Award is presented to: **Associate Professor Matt Skerritt**, Bio-Chem Department, STEM

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 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

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.

EXTERNAL AFFAIRS COMMITTEE
RESOLUTION T#4859-23
Approval of Matching Grant for ARC ARISE Grant

WHEREAS, growth in regional demand industries such as Advanced Manufacturing, Healthcare and Construction, coupled with an aging workforce, has left a critical gap in the availability of a trained and skilled labor force, and

WHEREAS, Corning Community College has a model for engaging high school students in college coursework through the Accelerated College Education Program (ACE), and

WHEREAS, funding from the Appalachian Regional Commission (ARC) will enable CCC to expand the ACE program into additional Pennsylvania high schools, and

WHEREAS, the Twin Tiers Arise Program, financed with \$500,000 from ARC and \$728,921 matching in-kind funds, and \$80,000 matching funds from the SUNY Clean Energy grant monies, will help provide expanded access to college coursework for Pennsylvania students;

THEREFORE, BE IT RESOLVED that the Regional Board of Trustees of Corning Community College hereby approves the use of matching funds from in-kind and approved SUNY Clean Energy grant funds to implement the SUNY CCC portion of the Twin Tiers Arise Program.

BACKGROUND NOTES

CCC currently offers ACE courses in four Pennsylvania high schools: Northern Tioga School District (Cowanessque and Williamson High Schools), Sayre Area School District, and Wyalusing Area School District. The cost is \$10,000 per school to the PA Department of Education to be approved to offer coursework at these locations. Subsequent approval is \$5,000 every five years.

This project will support the following:

- Expansion of two (2) schools per year for four (4) years for a total of eight (8) new schools;
- Re-approval of the four (4) originally approved schools;
- Travel funds for increased visits to additional schools;
- Additional funds for increased faculty liaisons for ACE courses;

- Faculty release time to redesign the Energy Process Technology AAS program;
- Increased funding for lab supplies, digital book costs, STEM day program, ACE instructor orientation;
- Scholarships for PA students in non-credit programs.

FINANCE AND FACILITIES COMMITTEE
RESOLUTION #T4860-23

Operating Report

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves the Operating Report for the period ending March 31, 2023.

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HUMAN RESOURCES COMMITTEE

RESOLUTION #T4861-23

Ratification of the CSEA Agreement 2023-2026

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby ratifies the Agreement CSEA, Local 1000, AFSCME, AFL-CIO (CSEA) and Corning Community College (CCC) effective September 1, 2023 – August 31, 2026.

BACKGROUND NOTES

With the successful conclusion of the negotiations process, the College and CSEA have come to a three-year agreement.

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