

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

DATE: Thursday, February 5, 2026

TIME: 5:30 p.m. Meeting

LOCATIONS: Education Health Center

- 1- CALL TO ORDER
- 2- APPROVAL OF AGENDA
- 3- APPROVAL OF MEETING [MINUTES](#) of December 11, 2025
- 4- CHAIR'S REPORT-*MICHAEL WAYNE*
- 5- PRESIDENT OF THE COLLEGE REPORT- *DR. FINLEY*
- 6- STUDENT TRUSTEE REPORT- *JUSTIN ELAWURE-OBOWA*
- 7- CCC DEVELOPMENT FOUNDATION REPORT- *JILL KOSKI*
- 8- APPROVAL OF CONSENT AGENDA
- 1- [Resolution #T4986-26 Appointments, Promotions and Separations](#)

REGULAR AGENDA

[AUDIT Committee](#)

- 1- [Resolution #T4987-26- Audit Report 2025](#)

[CASS Committee](#)

- 1- [Resolution #T4988-26-Academic Calendar 28-29](#)

[EXTERNAL AFFAIRS Committee](#)

[FINANCE AND FACILITIES Committee](#)

- 1- [Resolution #T4989-26-Operating Report for November 25](#)

[HUMAN RESOURCES Committee](#)

- 1- [RESOLUTION #T4990-26-Marie Hannan Mandel Retirement](#)
- 9- OLD BUSINESS
- 10- NEW BUSINESS
- 11- EXECUTIVE SESSION: Yes to Discuss personnel
- 12- ADJOURNEMENT

**CORNING COMMUNITY COLLEGE
REGIONAL BOARD of TRUSTEES
MEETING MINUTES
December 11, 2025**

In Attendance: M. Wayne, J. McKinney-Cherry, H. Reynolds, P. Chu, S. Jacoby Murphy, A. Winston, Sibrina Washington, Joe Rowe, K. Early, M. Lawrence, N. Wightman,

Excused: Justin Elawure-Abowa, S. Washington

Senior Staff: AIC Kim Frock, Dr. Finley, VP Clay, VP Wohlers and N. Ka-Tandia,

1-CALL TO ORDER. Chair Wayne called the meeting to order at 5:35 pm

2. APPROVAL OF AGENDA: Chair Wayne asked for a motion to approve the agenda (J. McKinney-Cherry, R. Allison, Unanimous).

3- APPROVAL OF THE MINUTES: Chair Wayne asked for a motion to approve the RBOT Meeting of October 16th (H. Reynolds, J. Rowe, Unanimous)

4. CHAIR UPDATE:

Chair Highlights:

Chair Wayne provided the following updates

- Highlighted a successful college event welcoming Dr. Finley, who faced travel delays but arrived late Thursday/Friday morning. Attendees appreciated his perseverance.
- Thanks were extended to Kim, Judy, Sophia, Nogaye, Don Sherman, and others for their roles in organizing the event and media coverage.
- Discussed efforts to promote college messaging, enrollment, and initiatives like SUNY Reconnect.
- Mentioned ongoing discussions on measurable standards, with a focus on updating them to current efforts, involving committee chairpersons and campus liaisons.
- Briefly touched on succession planning, upcoming committee vacancies, and desired trustee expertise, including legal and employee benefits knowledge.
- Reminded members to contribute to the college's foundation, emphasizing the importance of scholarships and restricted gifts.
- Noted progress with the new surgical tech program at Elmira campus, including collaboration with Onondaga Community College and community engagement.
- Mentioned the selection process for the Foundation's Executive Director and upcoming onboarding plans for Dr. Finley.

Chair Wayne concluded his report with a personal note recognizing Kim's dedication, presenting her with gifts for her granddaughters as a token of appreciation for her efforts, acknowledging her sacrifices over the past months.

5. PRESIDENT OF THE COLLEGE'S REPORT.

AIC Kim Frock provided an update on her six-month tenure, sharing the initial challenges she encountered and her accomplishments.

Current Campus Situation (June):

- Faced a nearly \$600K deficit and a \$6.7M decline in net position since 2020
- Enrollment dropped by 40% in fall and 38% in spring over five years
- Struggled with low retention and graduation rates
- Had impending audit concerns due to accumulated losses and issues with residence halls

Actions Taken:

- Established strategic priorities with senior staff focused on increasing enrollment via outreach, pedagogical improvements, and retention efforts
- Launched the Reconnect program, which restored enrollment levels to those seen in 2021
- Revived the Center for Teaching and Learning to enhance pedagogical practices and support retention
- Improved scheduling to better serve adult learners and expanded tutoring services
- Addressed operational inefficiencies by creating standard operating procedures across departments
- Managed costs through healthcare reforms and budget adjustments, recognizing staffing reductions that limit growth potential
- Negotiated with American Dining regarding residence hall meal contracts, emphasizing legal compliance and exploring alternative suppliers

Financial Review:

- The latest fiscal year showed a near \$800K surplus, after accounting for adjustments like bad debt and incorrect revenue recognition related to residence hall fees.
- Anticipated to remain in the black for the current year, despite higher legal fees and health insurance changes.
- Identified issues with uncollected receivables and past accounting errors, which will be addressed soon.

Enrollment and Outreach Strategies:

- Reconnect significantly boosted enrollment; further efforts include outreach to traditional students, high schools, and partnerships with local employers.
- Emphasized the importance of marketing the college's offerings and pathways to prospective students, including early education engagement.
- Recognized that many high school students and parents are unaware of the college's programs and potential pathways, highlighting the need for targeted outreach and messaging.

Community and Employer Engagement:

- Collaboration with local industry (e.g., Corning Inc.) and unions to upskill workers through Reconnect, aiming to create leadership and economic growth.
- Focus on building pathways from high school through college to workforce, with emphasis on high-demand fields like healthcare, technology, and AI.
- Discussions on expanding partnerships with high schools and BOCES to better inform students and align programs with employer needs.

Cultural and Organizational Development:

- Stressed the need for a cultural shift towards collaboration, customer service, and a unified institutional identity.
- Advocated for professionalism, kindness, and a student-centric approach, emphasizing that students are the college's customers who require support beyond academics.

Future Path and Strategic Focus:

- Continue implementing existing initiatives, resolve staffing and financial issues, and develop forecasting tools.
- Engage with county legislators and community stakeholders to build support.
- Critical need for the college to define its long-term vision, identify target programs aligned with employer needs, and develop comprehensive pathways starting from high school.
- Recognized that the college must adapt to a changing landscape, move away from the status quo, and focus on relevance, partnerships, and resource optimization.

6. STUDENT TRUSTEE REPORT:

The report is included in the External Affairs Committee Packet.

7. CCC DEVELOPMENT FOUNDATION, INC., REPORT.

The report is included in the External Affairs Committee Packet.

- Foundation:
 - Final interviews for the top two Executive Director candidates were completed on December 4th.
 - There are only a few Trustees who have yet to make a gift to the College. Please make your gift to the Annual Fund before the end of the month so that we reach 100% RBOT participation.
 - In 2026, the Foundation will ask Trustees to write personal notes on quarterly Annual Fund appeal letters.
 - Two new scholarships have recently been established:
 - **The Chang Family Scholarship** is an endowed scholarship to benefit full-time students enrolled in an Engineering, Technology, or Manufacturing academic program.

- **The Vera Victoria Dauman '66 Scholarship** is a pass-through scholarship to benefit non-traditional students enrolled full-time in a Business or Finance degree program who have overcome obstacles or hardships to further their education.

8. APPROVAL OF THE CONSENT AGENDA

RESOLUTION #T4982-25- Appointment, Promotion & Separation

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby ratifies the following employment actions to be taken. (A. Winston, J. McKinney-Cherry, Unanimous)

Name	Title	Department	Effective	Action	Grade
Comfort Jr., Phillip	Custodian	Physical Plant	10/30/2025	New Hire	303
Davis, Keith	Cleaner	Physical Plant	10/20/2025	New Hire	301
Frawley, Michael	Athletic Trainer	Athletics	11/3/2025	New Hire	D2
Gaylor, Jennifer	ACE Enrollment Specialist (Reconnect)	Academic Outreach	10/28/2025	New Hire	C1
Holton, Angeleah	Cleaner	Physical Plant	11/10/2025	New Hire	301
Hurlburt, Alexis	Director of ACE	Accelerated College Education (ACE)	10/8/2025	Promotion	F1
Turner, Michele	Financial Aid Coordinator	Financial Aid	11/12/2025	Promotion	D1

REGULAR AGENDA

CASS

Academic Affairs:

- Mother Cabrini Health Foundation Grant: A \$135,000 grant awarded to support the nursing program. Funds will establish a full-time nursing learning specialist, a part-time nursing success coach, and a professional development fund for faculty. The goal is to assist first-generation, rural, low-income students entering the workforce, benefiting the economy.

- Manufacturing Day: Held on October 17th at the airport corporate park, with 527 middle and high school students participating. It served to raise the college's public profile.
- Student Research Achievement: Notably, five students who graduated last year participated in a peer-reviewed research project. Their work was published in a journal, marking a significant achievement for a community college and demonstrating the students' advanced engagement.

Dr. Wohlers added that STEM Day is scheduled for December 17th, expected to attract about 580 students, providing further opportunities to showcase college programs and initiatives.

SDEM:

- Student enrollment for spring is up by 22% and is approximately 87% of the goal, maintaining a consistent percentage progress.
- Faculty engagement has increased significantly, with faculty actively assisting students in understanding scheduling and supporting their academic progress. This collaborative effort is a positive development.
- Student onboarding is a team effort led by Tony and Marek, focusing on evaluating the orientation process and identifying areas for improvement, especially for non-traditional students.
- Faculty engagement has been bolstered by Kim's leadership and Tony's work with Starfish, which has improved communication regarding at-risk students. The use of Starfish now includes early and midterm alerts, as well as attendance tracking, indicating substantial progress in student support initiatives.

EXTERNAL AFFAIRS COMMITTEE

The report is included in the External Affairs Committee Packet. Trustee Winston noted The December committee meeting was canceled, but reports from that meeting and the RBOT agenda were distributed beforehand.

Reports discussed included the Foundation Report, Grants Management, Marketing Communications, Education and Academic Pathways, and Legislative updates.

The Foundation Report was not presented due to Jill's absence; the Grants Management report was reviewed.

Marketing and Communications: No key highlights; preparations are underway to launch an RFP for the digital marketing contract.

Workforce Education and Academic Pathways:

- The prison education program has 38 students, with an estimated 10-14 degrees awarded in spring. This is the final term with distance education components; future operations will be fully in person. The program is effective, and other states are increasingly mining prison populations for workforce development. The computer lab for prisoners is now operational, with materials

delivered for research activities. Regular meetings with prison administration are ongoing to resolve issues.

- Women's Empowerment Conference is progressing well, with sponsorships and attendance ahead of schedule.

Legislative Relations:

- The ACCT Legislative Summit will be held in Washington, D.C., from February 8-11; representation is expected.
- The Bronson bill, which would add a non-trustee member (faculty or staff) to community college boards, has reached Governor Hochul's desk. There are questions about the bill's implications, especially regarding voting rights and privacy concerns, particularly due to faculty union issues at certain colleges.

The committee discussed potential issues with the bill, including its wording and the impact on student trustees' voting rights. The outcome remains uncertain.

FINANCE AND FACILITIES

- The year-end pre-audit shows nearly \$800,000, but the final pension numbers for GASB 68 are still pending, which remain uncertain and could impact the financial outlook.
- The October financial report indicates modest activity, with full-time A students increasing despite declines in part-time and ACE online students.
- Accounts receivable, especially from spring 2023, are being addressed, with efforts to work with Nelnet for payment plans to recover past-due amounts.
- The college received a \$15,000 SUNY Food Insecurity grant for the food pantry.
- Investment holdings in T-bills and CDs are reflected in reports, and it was confirmed that existing investment policies, already approved by the board, govern how funds are managed—no new resolutions are needed.

Resolution #T4983-25

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby approves the Operating Report for the period ending October 31, 2025. (H, Reynolds, J. McKinney-Cherry, Unanimous)

HUMAN RESOURCES COMMITTEE

Report is included in the HR Committee Packet.

- Performance dialogues for the year are fully completed and on schedule.
- Contract negotiations will begin with CSEA in January, as requested.

- Council 82 Campus Safety Officers will start their negotiations around December 16, 2025.
- The vacancy report shows that positions for Retention, Education Planning Specialists, and Student Account Specialists have been filled.
- There is ongoing progress toward filling the Executive Director of the Development Foundation position.

The meeting also involved two resolutions, and the speaker checked if everyone could hear properly.

RESOLUTION #T4984-25-Reduced Load

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby ratifies the reduced load of Joseph DeLeone, Professor of Technology in the STEM Division. Effective with the Spring 2026 semester, Joseph's load will be 9 credit hours at 60% salary. (M. Lawrence, R. Allison, Unanimous)

RESOLUTION #T4985-25-Appreciation for Alan Winston

Now, therefore, be it resolved that the Regional Board of Trustees of SUNY Corning Community College hereby expresses its deepest appreciation and gratitude to Trustee Winston for his outstanding service, leadership, and dedication. His efforts have left an indelible mark on the college's progress and our students' futures.

(M. Wayne, J Rowe, Unanimous)

Chair motioned to enter into executive session: 7:08pm (Sally, Heather, Unanimous)

Out of executive session: 8:25pm (Kintu, Nancy)

RBOT meeting adjourned: 8:26pm (Nancy, Kintu)

[Return to agenda](#)

CONSENT AGENDA

HUMAN RESOURCES COMMITTEE

Appointments, Promotions and Separations

RESOLUTION #T4986-26

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

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

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

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby ratifies the following employment actions to be

Name	Title	Department	Effective	Action	Grade
Roberts, Kenneth	Executive Director	Development Foundation	1/5/2026	New Hire	H
Finley, Dr. Terence	President	President's Office	1/2/2026	New Hire	I
Doherty, Brendan	Retention and Educational Planning Specialist	Retention and Educational Planning	12/15/2025	Transfer	D2
Nazar, Krzysztof	Student Account Specialist	Student Accounts	12/08/2025	Transfer	C3
Hannan-Mandel, Marie	Professor	LAPS	12/18/2025	Retirement	IV
Michael Frawley	Athletic Trainer	Athletics	01/13/2026	Resignation	D1
Isabella Durantini	Coordinator of Nursing Simulation Lab	Nursing Education	01/23/2026	Resignation	C1

taken.

**Resumes of new hires are available in the HR folder as a supplement for the HR Committee agenda*

[Return to agenda](#)

REGULAR AGENDA

AUDIT COMMITTEE

RESOLUTION #T4987-26

[Independent Auditors Report](#)

WHEREAS, the auditing firm of Insero & Co. CPAs completed an examination of the books and records of SUNY Corning Community College for the fiscal year ended August 31, 2025 and,

WHEREAS, the firm reviewed its report with the Regional Board of Trustees;

NOW, THEREFORE, BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby accepts the auditor's report; and,

BE IT FURTHER RESOLVED, that this report shall be submitted to the New York State Comptroller and to the State University of New York.

BACKGROUND NOTES Acceptance of Independent Auditors Report in accordance with regulations issued by the State University of New York, the SUNY Corning Community College Board of Trustees engaged the independent auditing firm, Insero & Co. CPAs, to audit the books and records of the College.

[Return to agenda](#)

REGULAR AGENDA

CASS COMMITTEE

Resolution #T4988 26- for Academic Calendar 2028-2029

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby approves the proposed academic calendar contained herein for 2028-2029.

FALL 2027

- Start Up - Friday, August 18
- Classes Start - Monday, August 21
- Labor Day- No classes - Monday, September 4
- Break - Monday thru Friday, Oct 9 thru Oct 13
- Thanksgiving Break - Monday thru Friday, Nov 20 thru Nov 24
- Last Day Classes - Monday, December 6
- Reading Day - Tuesday, December 7
- Final Exam Week - Wednesday thru Tuesday - Dec 8 thru Dec 14
- Grades Due - Friday - Dec 17

- Final Exams - Friday thru Thursday, May 11 thru May 17
- Commencement - May 19
- Grades Due – May 20

SUMMER 2028:

- Memorial Day – May 28 – Holiday
- Session I - May 29 to June 29
- SUMMER BREAK June 30 thru July 8
- Session II - July 9 thru August 10
- Juneteenth - June 19 - No classes
- Full Session - May 30 through August 11 (includes Summer Break)

WINTER 2027 - 2028

- Winter Session - Monday, December 18 until Friday, January 19
- MLK Day – Monday, January 15 – Holiday – no classes

SPRING 2028

- Start Up - Friday, January 19
- Classes Start - Monday, January 22
- Break - Monday thru Friday, Feb 19 thru Feb 23
- Break – Monday thru Friday, April 2 thru April 6
- Last Day Class - Wednesday, May 9
- Reading Day - Thursday, May 10

BACKGROUND NOTES:

This 2028-2029 Academic Calendar has been presented to the Joint Council in addition to both divisions, Staff Assembly and Faculty Assembly by various members of the academic calendar committee as an FYI as it mirrors the 2027-2028 approved academic year. It is now ready to be put forward by the Academic Calendar Committee to the CASS Committee on January 26, 2026 and for final resolution by RBOT on February 5, 2026.

This calendar meets the requirement for the 3 year academic calendar plan which was previously reviewed/approved in the Academic Calendar Committee planning in Fall of 2023 and in Fall of 2024 and resolved by RBOT in January of 2024 and 2025. It is recommended that the proposed academic calendar contained herein be adopted to keep a 3-year cycle to meet Financial Aid/Registrar's SUNY deadlines. The academic calendar committee will meet annually to ensure that the calendar is maintained for a 3-year period.

[Return to agenda](#)

REGULAR AGENDA

FINANCE COMMITTEE

RESOLUTION #T4989-26- Operating Report

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby approves the Operating Report for the period ending November 30, 2025.

[Return to agenda](#)

HUMAN RESOURCES COMMITTEE
Marie Hannan Mandel Retirement
RESOLUTION #T4990-26

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby ratifies the retirement of Marie Hannan-Mandel, Professor of English.

BE IT FURTHER RESVOLED, that the Regional Board of Trustees of SUNY Corning Community College extends its deepest appreciation to Marie Hannan-Mandel for her service to the College and wishes her the best of luck in her future endeavors.

BACKGROUND NOTES

Marie Hannan-Mandel was a beloved faculty member and advisor for the College for 16 years. She was known by her colleagues for her honesty, accountability, and witty humor. During her tenure, Marie served as the PECCC Union President, the Department Chair for the Communications and Humanities Department, and as a 607 Soaring Committee Member and Faculty Liaison. Marie received the SUNY Chancellor's Award for Excellence in Teaching for the academic year 2016-2017.

[Return to agenda](#)