

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

DATE: Thursday, October 17, 2024

TIME: 5:30 p.m. Meeting

LOCATIONS: Education Health Center

- 1- CALL TO ORDER
- 2- APPROVAL OF AGENDA
- 3- APPROVAL OF MEETING MINUTES August 29, 2024 [Minutes](#)
- 4- CHAIR'S REPORT
- 5- PRESIDENT OF THE COLLEGE REPORT
- 6- STUDENT TRUSTEE REPORT-None
- 7- CCC DEVELOPMENT FOUNDATION REPORT
- 8- APPROVAL OF CONSENT AGENDA

[RESOLUTION #T4925-24- Appointments, Promotions and Separations](#)

REGULAR AGENDA

[CASS Committee](#)

1. [RESOLUTION #T4926-24 for Prior Learning Assessment](#)
2. [RESOLUTION #T4927-24 for Freedom of Expression & Assembly Policy & Procedure](#)

[EXTERNAL AFFAIRS Committee](#)

[FINANCE AND FACILITIES Committee](#)

- 1- [RESOLUTION #T4928-24- Update Grievance Procedures for Sex-Based Harassment Complaints Title IX Procedures for Students \(Including NYS 129-B\)](#)

[HUMAN RESOURCES Committee](#)

- 1-[RESOLUTION #T4929-24-Michael Crosson, Retirement](#)
- 9- OLD BUSINESS
- 10- NEW BUSINESS
- 11- EXECUTIVE SESSION
- 12- ADJOURNEMENT

**CORNING COMMUNITY COLLEGE
REGIONAL BOARD of TRUSTEES**

August 29, 2024

HEC

MEETING MINUTES

In attendance: M. Wayne, J. McKinney-Cherry, P. Chu, R. Allison, H. Reynolds, Joe Rowe, K. Early

Excused: N. Wightman, M. Lawrence, S. Jacoby Murphy, A. Winston

CCC Development Foundation: Jill Koski

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

Supporting Staff; Marc Brown

College Community Guests: Gregg Kamas, John van Otterloo, Dante Acquavella, Angel Lucas, Kendra Oldroyd, Jynx Burton, Pazhambalacode Srilakshmi

1-CALL TO ORDER. Trustee Wayne called the meeting to order at 5:39 pm and mentioned there is no executive session on the agenda.

2. APPROVAL OF AGENDA: (R. Allison, J. McKinney-Cherry, Unanimous).

3- APPROVAL OF THE MINUTES: June 6th meeting (H. Reynolds, K. Early, Unanimous) and July 18th, 2024 RBOT Meeting (P. Chu, K. Early, Unanimous).

4. CHAIR UPDATE:

Chair Wayne noted Start Up was a great success and the college is off to a good start of the semester

5. PRESIDENT OF THE COLLEGE'S REPORT.

Dr. welcome and introduced the new employees below:

- Greg Kamas, Director of Institutional Research and Effectiveness
- Shrilakshmi Pazhambalacode - (goes by Shri- Visiting Instructor of Accounting)
- Angel Lucas- Cleaner
- John Van Otterloo- Coordinator of the Makerspace
- Jynks Burton- Grant Manager
- Dante Acquavella- Director of Development
- Kendra Oldroyd- Campus Safety Officer

Enrollment Report:

- Very close to exceeding our enrollment goals.
- Expect to reach 100% with upcoming enrollment numbers from Ace.
- Expressed gratitude to Maarit and her team for their diligent work in recruiting and retaining students.

Student Category	FTE Goal	FTE Actual	% of Goal
New	198.0	196.6	99.3%
Continuing	196.7	199.3	101.3%
Readmit	36.5	28.1	77.0%
Transfer	24.1	24.5	101.7%
Non-degree	14.0	16.6	118.6%
Out of State	26.2	28.9	110.3%
Total	495.5	494.0	99.7%

Perry Hall

- Fall Occupancy: 118 contracts (6 of which are in process)
- The Health Education Center will be pulled into a refinancing arrangement that will provide some relief from current challenges.
- Term: 10 Years (10/1/2024 – 10/1/2034)
- Interest Rate: 5-year fixed rate

President Mullaney highlighted the need for a collaborative effort from the college community to address the low occupancy at Perry

Hall, which was overbuilt. Before the pandemic, occupancy was around 60%, and despite efforts, it has been a challenge to accommodate over 100 students since the pandemic. A consulting firm has provided assistance, but community support is also crucial. The president believes that the same community spirit that has helped overcome pandemic challenges can be utilized to support Perry Hall. At Start Up he asked everyone to consider ways that can help recruit and retain Perry Hall students:

- How can you help out at a Perry Hall event?
- How can you share a special interest or a favorite dish with Perry Hall students?
- How can you be a Perry Hall ambassador out in the community?
- What can you do through your position at CCC to support the Perry Hall experience?

Trustee McKinney-Cherry inquired about whether we have a strategy in place to avoid a balloon payment after the ten years of refinancing the Perry Hall mortgage. Additionally, she asked if we are considering implementing a way to charge more for international students and out-of-state residents. The president confirmed that the college is currently exploring all potential options.

Marketing

President Mullaney shared recent marketing efforts such as program commercial and graduation rate numbers

Machine Tool Technology: <https://sunycorning.filecamp.com/s/i/SzFFEwqWxkzVbt1H>

Mechatronics:

<https://sunycorning.filecamp.com/s/i/mGoVMVpEzONv0jIW>

Auto Technician program

First graduation ceremony for the Auto Technician program on Thursday at Airport Corporate Park. Out of an initial 8 students, 5 completed the program successfully. Each graduate gets to keep his comprehensive tool kit, valued at \$6,000 and funded by the Future of Workforce grant. The next cohort begins in a few weeks with 12 students already registered.

Manufacturing Technician Program

The second class of the Manufacturing Technician program graduated last week. This program is part of the \$76 million Build Back Better Grant (of which Binghamton University is the lead) that is focusing on battery technology in the Southern Tier. As a short-term program (4 weeks) that leads to a good-paying job, we are hopeful that it can be turned into a viable program once the grant ends.

To date, 14 students have graduated from this short-term program. The job placement rate for the first two cohorts is 90%, and the students in this latest cohort are currently interviewing.

Full STEAHM Ahead

Over 50 girls and 9 junior chaperones attended two sessions, marking the program's 10th year. All participants expressed a desire to return, with many interested in becoming junior chaperones. The program was funded by the Triangle Fund, The Fund for Women of the Southern Tier, and the Elmira Corning Association of University Women. Activities included a rocket launch, constellation embroidery, making homeware boomerangs in the Makerspace, crafting homemade lip balm, and creating LED nametags.

Nursing Boot Camp

Three-day Nursing Boot Camp a resounding success.

Student New Orientation

Student Life held two orientations this year. One for Commuter and one for PH residents. Daisia Farley did a fantastic job.

Facilities

- The President shared images of the completed facilities upgrade this summer and highlighted the significant efforts of the Physical Plant and IT Department teams, who have been instrumental in these developments. The milder winter has provided an opportunity to allocate the resultant savings toward Phase I of the imminent paving project. Although the entire campus necessitates repaving, it is acknowledged that this must be phased over the next few years.
- Completed new roof at Spencer Crest and the next phase will center on repairing the bridge. It is imperative to note that no college funds were utilized for this project. The Foundation contributed 50% of the funding, while the remaining 50% was obtained through the SUNY Match.
- Steuben Hall underwent renovations including new carpet, seating, painted walls, and technology upgrades such as a 3x3 screen wall.
- Schuyler Room 222 is of the most impressive rooms on campus was designed by Jay Hurlbert and Robert Koble, fully funded by SUNY 606 and SUNY Transformation funds. It features flexible tables, seating, and technology upgrades.

President Mullaney concluded his address by expressing gratitude to the trustees for their presence at both the Start-Up and the MSCHE reception. Additionally, he acknowledged Trustee Wayne for delivering a speech at the event and receiving a standing ovation from the college community

7. STUDENT TRUSTEE REPORT:

None

8. CCC DEVELOPMENT FOUNDATION, INC., REPORT.

Jill Koski gave a review of the CCC Foundation report.

- Foundation:
 - The Foundation is working on implementing year one of its Strategic Plan:
 - Board Development:
 - The next step to broadening the recruiting matrix for the board is to benchmark with other agencies to see what attributes are tracked in consideration of board skills and diversity.
 - Staff will circulate a survey to determine which educational topics Board members would find most valuable.
- Housing LLC:
 - Additional documentation has been requested to support the underwriting process for refinancing with closing planned prior to the October 1 deadline.
 - Marketing budget is funding CCC membership in Community Colleges for International Development to support College enrollment and residence hall occupancy goals.
- Alumni
 - The new Director of Development has met with the Directors of Student Life and Athletics to collaborate on alumni participation in existing programming, such as Fall Fest and home games.
- Fundraising:
 - CCCDF has received a \$30,000 gift to establish an endowed scholarship for the in-development Optical Technology Program and is working on the MOU with the donor.
 - The Community Foundation has awarded \$15,000 to support the Corning Prison Education Program.

9. APPROVAL OF THE CONSENT AGENDA

RESOLUTION #T4922-24- Appointment, Promotion and separations

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

(R. Allison, J. Cherry, Unanimous)

Last Name	First Name	Title	Department	Effective	Action	Grade	Salary	Background
Acquavella	Dante	Director of Development	Development Foundation	6/17/2024	New Hire	F1	\$71,000	This is a 12-mo standard, full time appointment, Professional Grade F. This hire was made as a result of an open external search.
Kamas	Gregory	Director of Institutional Research and Effectiveness	Student Development and Enrollment Management	6/24/2024	New Hire	F1	\$71,000	This is a 12-mo standard, full time appointment, Professional Grade F. This hire was made as a result of an open external search. Greg has been an Adjunct with the College since 2017.
Lucas	Angel	Cleaner	Physical Plant	7/15/24	New Hire	301	\$15.50	This is a 12-mo standard, non-exempt, CSEA union position, Grade 301. This hire was made as a result of an open internal search. Angel was a summer laborer prior to this role.
Peregrim	Maggie	Admissions Recruiter	Admissions	7/1/2024	New Hire	C1	\$50,000	This is a 12-mo standard, full time appointment, Professional Grade C. This hire was made as a result of an open external search. This is a grant-funded position.

Pazhambalacode	Srilavshmi	Visiting Instructor, Accounting	LAPS	8/23/2024	New Hire	I	\$48,438	This is a 10-mo term academic appointment. This hire was made as a result of an open external search. Sri has been an Adjunct with the College since Fall, 2023.
Hall	Robert	Custodian	Physical Plant	7/27/2024	Retirement	303	\$56,756	Bob has retired from the College after 25 years of service.
Caruso	Dr. Gregg	Professor, Philosophy	Humanities & Social Sciences	8/15/24	Resigned	IV	\$76,175	Greg served the College for almost 18 years and has relocated out of state for another opportunity.
Jones	Hannah	Assistant Professor, Sociology	Humanities & Social Sciences	8/15/24	Resigned	I	\$55,970	Hannah served the College for 4.5 years, and has relocated out of state for another opportunity.
Davis	Diane	Nursing Learning Specialist	Health Education	7/23/2024	Resigned	C1	\$41,250	Diane served the College for almost two years, and has resigned for personal reasons.
Dunham	Beverly	Payroll Coordinator	Finance	8/1/2024	Resigned	D3	\$60,152	Bev served the College for just over seven years, and has resigned for another opportunity.
Castellana	Dawn Marie	Executive Director	Workforce Ed. and Academic Pathways	6/30/24	RIF	H1	\$92,690	The Executive Director of WEAP position was eliminated for budgetary reasons.

MacDonald	Dr. Kristine	Director of CTIE	Academic Affairs	6/30/24	RIF	F1	\$74,769	The CTIE Director position was eliminated for budgetary reasons.
Mahoney	Dareal	Program Coordinator	Workforce Ed. and Academic Pathways	6/30/24	RIF	D1	\$53,562	The Program Coordinator position in WEAP was eliminated due to the loss of grant funding.
McNeill	Julie	Secretary I	Health Education	6/30/24	RIF	B2	\$49,416	The Secretary I position was eliminated for budgetary reasons.
O'Connell	Christopher	Coordinator of Work-Based Learning	Retention/Educational Planning	6/30/24	RIF	D2	\$55,483	The Coordinator of Work-Based Learning position was eliminated due to the loss of grant funding.
Saunders	Kimberly	Director of EOP	Academic Affairs	6/30/24	RIF	F2	\$74,223	The standalone Director of EOP position was eliminated due to budgetary reasons. The duties have been absorbed by the CDO.

COMMITTEE ON ACADEMIC AND STUDENT SERVICES (CASS)

Trustee Cherry highlighted few items in the CASS report:

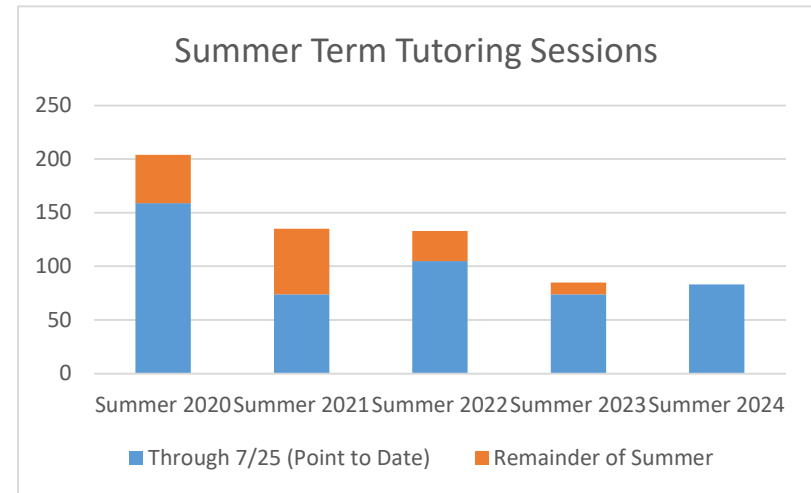
- Mesmerica finished its run in July. We will be transitioning to another of their shows, Beautifica, in mid-October. Over the course of their run in Corning, 7,665 people attended for a total of \$28,328 in revenue.
- Alfred University and SUNY CCC celebrated 24 graduates of our partnership programs: 4 graduates in the BA of Psychology, 10 graduates in the BS in Childhood Education, 4 graduates in the Master's in Literacy, and 4 graduates in the Master's in Special Education.

- Learning Commons has been renamed to the Learning Center in order to avoid confusion with the Commons building for students and others
- Sarah Tronkowski completed the New York State Community College Leadership Academy Fellowship. She also has successfully worked on transitioning into the Brightspace Administrator

Academic Affairs:

- Through the Opioid Settlement Fund Addiction Professionals Scholarship Program, CCC will receive \$197,141 for student scholarships and \$184,500 for student internships for a total of \$381,641 to support students enrolled in our Chemical Dependency Counseling AAS program.
- Mesmerica finished its run in July. We will be transitioning to another of their shows, Beautifica, in mid-October. Over the course of their run in Corning, 7,665 people attended for a total of \$28,328 in revenue.
- The Makerspace has hosted numerous classes, tours, and individuals this summer. May = 174; June = 44; and July = 41.
- Full STEAHM Ahead is scheduled for July 29-August 2 and August 5-9. With fluctuating summer schedules, the totals are now 24 girls for the first week and 32 girls for the 2nd week. We have 5-7 past program participants assisting us as junior chaperones this year. This year's program is supported by the Triangle Fund, the Fund for Women of the Southern Tier, and the Elmira-Corning AAUW.
- On May 7th, Alfred University and SUNY CCC celebrated 24 graduates of our partnership programs: 4 graduates in the BA of Psychology, 10 graduates in the BS in Childhood Education, 4 graduates in the Master's in Literacy, and 4 graduates in the Master's in Special Education.
 - Within the Childhood education program, we have graduates working in at least 17 of the 21 schools in the GST BOCES district.
- Hosted by Education faculty and students during Teacher Appreciation Week-Thursday, May 9th, and Friday, May 10th – invited keynote speaker Dr. Vartiainen, a renowned researcher and university lecturer at the University of Helsinki.
- Learning Center department conducted an incentivized survey of the CCC community and made an informed decision with department and VPAA staff to change the name of the Learning Commons to the Learning Center in order to avoid confusion with the Commons building for students and others. Staff within and outside of the department working to find and replace working in digital, print, and physical locations.

- Creation of an Assistive Technology Lab in the Learning Center (room LIB114), a designated space for tutors to educate students and others in the college community about the assistive software and hardware already available to them through CCC.
- Students registered with Accessibility Services taking summer classes: 27. New Students requesting accommodations for Fall 2024: 34 (so far).
- Collaborated with Denise Burbey from IT and created a new Adobe Sign accommodated testing form for faculty. This form will provide consistency and reduce errors in administering accommodated tests for students.
- Sarah Tronkowski completed the New York State Community College Leadership Academy Fellowship. She also has successfully worked on transitioning into the Brightspace Administrator.
- Our library has changed our annual subscription with OCLC to the Small Library model. We will retain the same OCLC cataloging and discovery services we currently use but at a slightly reduced cost. This is a savings of \$350/year.



VP/Dean of Student Development and Enrollment Management, Maarit Clay

Recruitment/Admissions

- New Students (7/26): 306 Accepted; 298 Claimed Account; 448 Registered
- Express Enrollment
- Outreach: SEM II grant 24+ Adult Students: 110 of 173 (64%) phone calls completed
27 (25%) contacts made, 17 (63%) of those contacted plan to attend
- Athletic Recruitment (as of 7/25/24): new student athletes: (76 students committed, 67 registered)
Volleyball - 5 new; Women’s Soccer - 17 new; Men’s Basketball - 16 new; Women’s Basketball - 9 new; Baseball - 17 new; Softball - 11 new

- Student/Residential Life (7/29/24): 113 contracts (82 new)
- Registrar's Office (7/30): Visiting Student Applicants: 205

Accelerated College Education (ACE) and HS College Education Online (HS CEO)

ACE Liaison Job Description updated to include recruitment

- TTAP ARISE Grant - Wellsboro and Northeast Bradford, PA high schools, applications to PA State Ed
- 131 students registered in summer HS CEO and 31 students in summer Advance Course Access (through BOCES with funding from the NYSED ACA Program)

Retention

- EAC appointments for Fall 24 registration: 5/6 - 7/26: (454 appointments met) 285 new, 34 former, 106 continuing, 24 transfer, 39 no shows
- Starfish: Spring 2024 Recap
- Student Life: Orientation redesign: commuter students and residential student sessions
- Athletics: returning athletes 21 (18 registered)
- Perry Hall (as of 7/29): 31 returning residential students (one not registered)
 - Students eligible for Live Here, Learn Here Scholarship pilot (as of 7/26/25): 11 (including PA)
- Mental Health Project Proposal (SUNY): de-stigmatization, SAP hours on campus, Mental Health First Aid training, Peer Recovery Centers staffing/supervision

Engagement

- Student Life 2023-24 totals: 94 events/programs hosted with 3,076 participants
- Athletics: 2023-24 totals
 - 81 home athletic events hosted
 - 85 student athletes participated
 - 22 student workers hired and supervised

Completion

- Summer 2024 - 71 Graduation Applicants: 63 Program Applicants, 8 Micro-credential Applicants

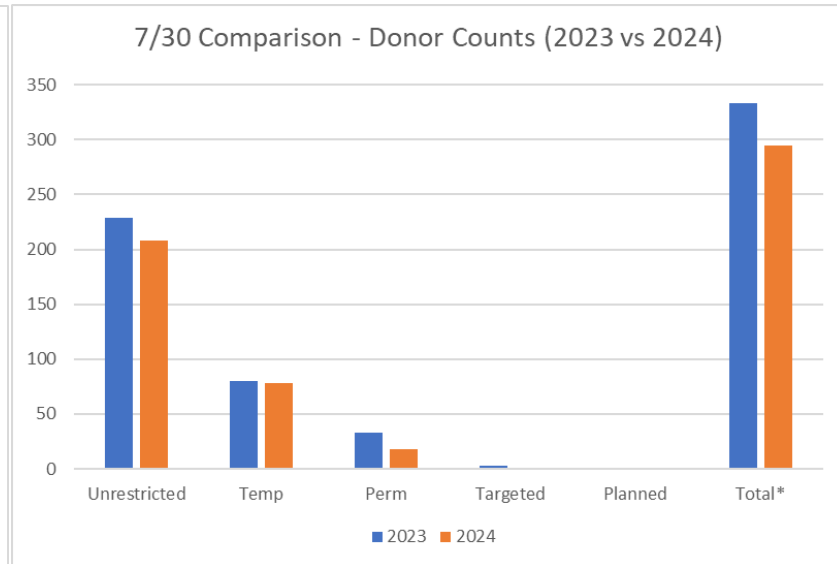
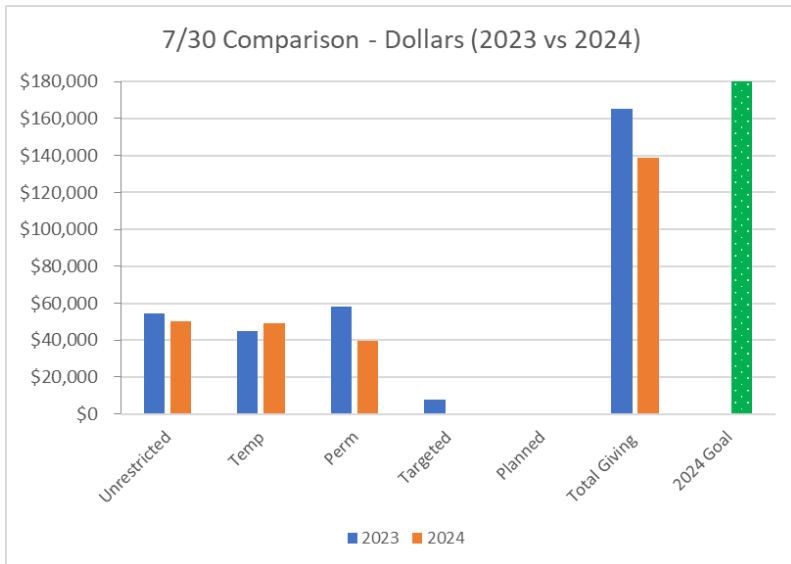
Institutional Research: Welcome to Greg Kamas, Director of Institutional Research and Effectiveness

EXECUTIVE COMMITTEE: None

EXTERNAL AFFAIRS

CCC Development Foundation

- Dante Acquavella, Director of Development, started on June 17 and attended the Indiana University Lilly School of Philanthropy Principles & Techniques of Fundraising Conference in mid-August.
- The fourth Baron Bulletin e-newsletter was sent in late July. The fifth e-newsletter is planned for September.
- The Q3 Annual Fund solicitation mailing is planned for September.
- Received a grant from the Triangle Fund to support STEM based youth programming including the Full STEAHM Ahead Summer Workshop and potential Maker Space Day Camps.
- Submitted a grant request to the Community Foundation of Elmira-Corning for the Corning Prison Education Program.
- The Foundation's 2023 audited financial statements will be reviewed at the September Board meeting.
- 2024-2025 CCC scholarship award notifications were sent to students in late July.
- Conversations ongoing with the Housing LLC financing partners regarding possible debt restructuring.
- Preparing for the Red Barons Classic Golf Tournament on Monday, September 16 at Elmira Country Club.
- Planning is ongoing for two upcoming fall events: Scholarship Recognition Ceremony (10/24/24) and Reflections (11/08/24).
- The 2024 New Graduate Survey email had a 6% response rate, compared to an 8% response rate in 2023.
- Annual Giving results through 7/30/24:



	2023	2024		2023	2024
Unrestricted	\$54,227.96	\$50,084.88	Unrestricted	229	208
Temp	\$45,144.08	\$49,168.80	Temp	80	78
Perm	\$58,069.93	\$39,532.91	Perm	33	18
Targeted	\$8,000.00	\$0.00	Targeted	3	0
Planned	\$0.00	\$0.00	Planned	0	0
Total Giving	\$165,441.97	\$138,786.59	Total*	333	295
2024 Goal		\$345,000.00	* Unduplicated count of annual donors		

Grants Management

General Updates:

Jynks Burton, Director of Grants Management, has taken over this area of responsibility and is off to a flying start.

New Awards:

- Opioid Settlement Fund Addiction Professionals Scholarship Program, CCC will receive \$197,141 for student scholarships and \$184,500 for student internships for a total of \$381,641 to support students enrolled in the Chemical Dependency Counseling AAS program.
- ARC Area Development Grant “EVs at CCC” awarded \$173,051 in funds matched with SUNY Future of Work grant funds.

Key submissions:

- Submitted Perkins Grant and allocation for FY 2025 is \$180,822.
- Participating in the ARC ARISE Cyber ACCESS grant as part of a Community Colleges of Appalachia consortium grant with \$200,000 to support recruiting Cybersecurity and Information Technology students.
- TRIO Student Support Services grant application submitted. The window to apply opens every 5 years and CCC’s request is \$272,364 for year one (carried over to subsequent years).
- SUNY Office of Higher Education in Prison request submitted for \$65,000

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Marketing/Communications

Highlights

- 2060 Digital Marketing: Display Ads (1,241,787 impressions; 7,043 clicks) | OTT/CTV (92,992 impressions; 96.86% completion rate) | YouTube (70,994 impressions; 63.25% completion rate); Social Media (562,644 impressions; 3,241 clicks); | Local SEO (10,137 impressions)
- LocaliQ Digital Search: 29,515 impressions; 7,982 link clicks; 27.04% clickthrough rate
- Express Enrollment (June 8) Facebook Boosted Post (18,350 accounts reached; 274 clicks)
- Summer Class Term II Facebook Boosted Post (19,739 accounts reached; 355 clicks)
- Express Enrollment (July dates) Facebook Boosted Post (12,566 accounts reached; 185 clicks)
- Digital Dome Facebook Boosted Post (6,701 accounts reached; 190 clicks)
- CCC Affordability Facebook Boosted post (33,901 accounts reached; 817 clicks)
- Local media coverage for Commencement ([WETM](#)); Media coverage on CCC’s oldest grad: Sam McCune ([The Leader](#); [Orchard Park Bee](#))
- Local media coverage for Culture Day ([WETM](#); [WENY](#))
- Organic Social Campaign: Motivational Mondays; Organic Social Campaign: Tour Tuesdays
- Secured 3-year contract renewal with EAB Global for 360-degree virtual tour
- Filmed, edited, and produced Automotive Technician video ad; Coordinated 30-second TV ads for Machine Tool Technology and mechatronics

Performance

1. Website: May 5 - July 24 2023/2024 Comparison

Channel Grouping	New Users 2023	New Users 2024	Change
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Organic Search	17,185	16,840	-2.01%
Direct	14,143	24,903	+76.08%
Paid Search	3,341	5,438	+62.77%
Referral (SUNY & paid)	1,507	1,363	-9.56%
Social	4,652	10,646	+128.85%

2. Chatbot: May 5 - July 24 2023/2024 Comparison

Channel Grouping	2023	2024	Change
Chat Sessions	535	503	-5.98%
Calls	592	524	-11.49%

Other

- Photo galleries for [Nurse Pinning Ceremony](#) and [Commencement](#)
- Press Releases: [SUNY CCC Boasts Highest 3-Year Graduation Rate](#) | [Summer Theatre Festival](#) | [Spring 2024 President's List](#) | [Spring 2024 Dean's List](#) | [Dr. Jennifer O'Hara Selected for Cornell University Fellowship](#) | [SUNY CCC Recognizes SUNY Chancellor's Award Winners](#) | [Family-Friendly Summer Events at the Digital Dome Theater](#) | [SUNY CCC's Oldest Graduate, Sam McCune, Honored at 65th Commencement Ceremony](#) | [SUNY CCC Recognizes Academic Achievement at Student Awards Ceremony](#)

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Workforce Education & Academic Pathways

Academic Affairs

- Working with Academic Affairs on articulating credit for many Workforce Programs and Trainings.
- Using the McClure Award (for Professional Development) for Team Building with Academic Affairs/Workforce Education Team

Auto Tech Program

- 1st class set to graduate August 8th – started with 8, 5 to graduate. 3 students have jobs lined up after graduation. 1 considering continuing education. (2 who were dropped from the program for attendance issues, and have auto-related jobs now).
- Next class has room for 12 students and starts September 3rd. This class is almost full.

Career Welding Program

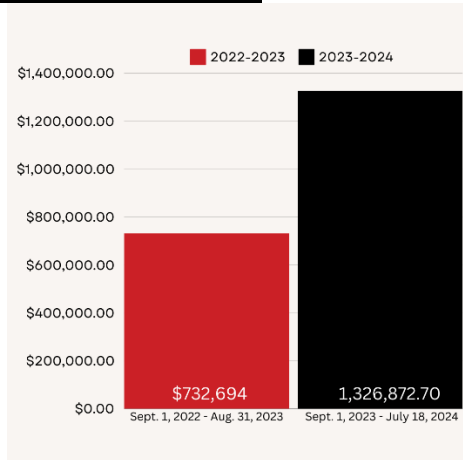
- 9 students (4 are open enrollment registrants and 5 are from CAF USA sponsored by a SUNY rant). Next class will be January.
- Running a number of smaller hobby classes throughout the year as well.
- Purchasing a Horizontal Bandsaw (Perkins) for the Program

Corning Prison Education Program

- We have 47 students in the pipeline (36 of whom have most, if not all, of their documentation in). Estimate 40 HC for the Fall semester.
- Goal is 7.4 FTE. *Provided Financial Aid comes through* – we should be well over 9 FTEs)

- Close to concluding the search for a part-time CPEP specialist.
- Received initial approval for the OHEP Equity grant to put a small computer lab (no internet) in the prison with additional funding for a Success Coach.

Corporate Contracts



Manufacturing Tech

- Manufacturing Tech (2nd class) graduated 6 students. (2 had offers, 2 decided to enroll at the college in Machine Tool Tech, 1 is already a current student headed into 2nd year and 1 has been working in Manufacturing but seeking a higher-level position)
- 3rd class started with 6 (1 has since left the program).
- 4th class set for a start date of August 26th
- Our program includes training on the Keyence XR5000 portable CMM – and is one of the first in the country to use this tech in a program. This Tech is brand new to the industry with 4 local companies using this and many others requesting demos. Within just a few years – this will be a staple of all probe-style metrology.

Open Enrollment

- 130+/- classes offered. (Almost 80 ran, 10 turned into Corporate Contracts)

Southern Tier Law Enforcement Academy

- STLEA Session 46, the largest in recent history. (Should graduate 38 new officers on October 23, 2024) – Anticipate 100% placement. (Started with 41, 2 dropped out and 1 cadet was underage and will need to complete phase 2 in the next round.)
- Local agencies provided over 2000 hours of instruction during the previous class.
- During Session 46 – also ran 4 in-service courses for regional agencies, bringing in 75 students over the semester.
- Session 47 starts August 5th – between 10 and 16 cadets.
- Session 48 starts in January 2025. Higher numbers are anticipated due to the timing of the Civil Service Tests given in September 2024.

Women's Empowerment Conference

- Date selected for 2025 – May 21, 2025 (Wednesday)
- Revenue (to date) for 2024 WEC is \$28,625.00
- Expenses (to date) for 2024 \$7,520.59

Legislative Relations

- 1) Federal: Higher Education update

Congressman Langworthy will attend and speak at the next STLEA in October

- 2) State: NYCCT/NAACP update

NYCCT will be discussed under new business in regard to chancellor new request

- 3) Local: Meeting updates

FINANCE AND FACILITIES

Trustee Reynolds gave a review of the Finance and facilities committee and noted the following:

- Operating Dashboard for June 2024 cash is down a little from last year, improvement in receivables in comparison to last year.
- Highlights of Revenue and Expenditures and noted tuition, chargebacks, personnel and equipment are a little below the amended budget, contractual expenses are up a bit.
- Reviewed Operating Summary revenues and expenses highlighting savings in salaries and benefits, possible savings in equipment, we are projecting savings in utilities due to mild winter used that savings to complete paving project at entrances. Revenue is showing slightly below projections
- Auxiliary Services update highlighting revisions currently being made to Title IX procedures per new 2024 Title IX Final Rule, new grant approved for the Health Office from the American Heart Association, summer projects completed by Information Technology and Physical Plant and Public Safety grant for new radios and installation of software for submitting motor vehicle reports.

RESOLUTION T#4923-24-Operating Report

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby approves the Operating Report for the period ending June 30, 2024. (H. Reynold, K. Early, Unanimous)

SUNY Corning Community College
 Operating Dashboard
 FY 24 @ Month End 6/30/24



Cash & Student Receivables

	Cash	# Days of Operations	Total Student AR as of 7/31/24	Fiscal Year Receivable
June 30, 2024	\$ 11,437,398	155	\$ 3,586,906	\$ 905,683
June 30, 2023	\$ 12,655,679	169	\$ 4,530,916	\$ 1,373,637

Revenues & Expenditures @ 4/30/24

	FY 24 Adopted Budget	FY 24 Amended Budget	YTD 6/30/2024	EST YTD 2023-24
Revenues	\$ 25,457,865	\$ 25,457,865	\$ 23,683,940	\$ 25,496,735
Expenses	\$ 26,857,865	\$ 26,192,907	\$ 21,909,037	\$ 26,276,155
Surplus(Deficit)	\$ (1,400,000)	\$ (735,042)	\$ 1,774,903	\$ (779,420)
			YTD JUNE	
% of year Complete			83%	100%
% of Revenue Realized			93%	100%
% of Expenditures			82%	98%

Highlights of Revenues & Expenditures

	FY 24 Adopted Budget	FY 24 Amended Budget	YTD 6/30/2024	EST YTD 2023-24
Tuition & Fees	\$ 11,121,845	\$ 11,121,845	\$ 10,944,527	\$ 10,922,204
Chargebacks	\$ 6,486,507	\$ 6,486,507	\$ 6,075,096	\$ 6,285,337
Personnel & Benefits	\$ 19,675,635	\$ 19,349,727	\$ 15,333,277	\$ 18,895,890
Equipment	\$ 318,695	\$ 193,900	\$ 76,726	\$ 171,726
Contractual	\$ 6,863,535	\$ 6,649,280	\$ 6,499,034	\$ 7,208,539

2023-2024 Enrollment Summary

Includes ACE

Term		Goal	Actual	Diff	%of Goal
Fall	Headcount	3964	3810	-154	96.1%
	FTE	1106.6	1092.1	-14.5	98.7%
Winter	Headcount	182	123	-59	67.6%
	FTE	24.9	14.4	-10.5	57.8%
Spring	Headcount	2796	2995	199	107.1%
	FTE	747.5	769.6	22.1	103.0%
Summer	Headcount	489	627	138	128.2%
	**Summer at 8.5.24 FTE	87.6	106.8	19.2	121.9%
TOTAL	Headcount	7431	7555	124	101.7%
	FTE	1966.6	1982.9	16.3	100.8%

Perry Hall Occupancy

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

Corning Community College
Report to Finance & Facilities Committee
Unrestricted Operating Summary
Month End 6/30/24



	2023-2024					2023-2024	2023-2024
	Amended					YEAR END	Remaining
	Budget	YTD 4/30/24	5/31/24	6/30/24	EST JUL-AUG		Budget
REVENUES							
Resident Tuition	\$ 7,512,080	\$ 6,610,984	\$ 84,384	\$ 18,710	\$ (11,703)	\$ 6,702,375	\$ 809,705
Non Resident Tuition	\$ 607,000	\$ 879,725	\$ (14,455)	\$ (26,316)	\$ (21,879)	\$ 817,075	\$ (210,075)
ACE Tuition	\$ 1,672,880	\$ 2,043,049	\$ 73,881	\$ 32,299	\$ (20,709)	\$ 2,128,520	\$ (455,640)
Student Fees	\$ 1,329,885	\$ 1,226,645	\$ 13,792	\$ 1,831	\$ 31,968	\$ 1,274,235	\$ 55,650
State Aid	\$ 7,108,113	\$ 4,817,077	\$ 592,343	\$ 592,343	\$ 1,184,684	\$ 7,186,446	\$ (78,333)
Grant Aid & Contracts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal appropriations	\$ 8,000	\$ 45,442	\$ -	\$ -	\$ 38,323	\$ 83,765	\$ (75,765)
County Operating Chargebacks	\$ 6,486,507	\$ 5,951,762	\$ 121,255	\$ 2,078	\$ 210,241	\$ 6,285,337	\$ 201,170
Other sources	\$ 733,400	\$ 492,075	\$ 68,211	\$ 56,828	\$ 401,870	\$ 1,018,983	\$ (285,583)
Applied Fund Balance	\$ 735,042	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 26,192,907	\$ 22,066,757	\$ 939,411	\$ 677,773	\$ 1,812,795	\$ 25,496,735	\$ (38,870)
EXPENSES							
Salaries	\$ 13,738,027	\$ 9,014,070	\$ 1,114,710	\$ 957,128	\$ 2,452,488	\$ 13,538,396	\$ 199,631
Employee Benefits	\$ 5,611,700	\$ 3,435,288	\$ 400,504	\$ 411,577	\$ 1,110,125	\$ 5,357,494	\$ 254,206
Equipment	\$ 193,900	\$ 54,745	\$ 16,113	\$ 5,868	\$ 95,000	\$ 171,726	\$ 22,174
Contractual Expenditures						\$ -	
<i>Purchased Services</i>	\$ 255,500	\$ 172,020	\$ 12,969	\$ 14,647	\$ 20,202	\$ 219,838	\$ 35,662
<i>Materials & Supplies</i>	\$ 549,635	\$ 338,955	\$ 28,670	\$ 25,123	\$ 82,930	\$ 475,678	\$ 73,957
<i>Marketing</i>	\$ 175,785	\$ 99,063	\$ 10,434	\$ 1,050	\$ 21,290	\$ 131,837	\$ 43,948
<i>Conference & Travel</i>	\$ 239,675	\$ 146,083	\$ 27,683	\$ 20,762	\$ 45,135	\$ 239,663	\$ 12
<i>Utilities</i>	\$ 600,000	\$ 305,857	\$ 26,825	\$ 31,358	\$ 65,912	\$ 429,952	\$ 170,048
<i>Maintenance Repairs & Contracts</i>	\$ 602,900	\$ 350,219	\$ 16,761	\$ 43,072	\$ 262,721	\$ 672,773	\$ (69,873)
<i>Software & Contracts</i>	\$ 435,200	\$ 283,945	\$ 8,761	\$ (650)	\$ 33,839	\$ 325,895	\$ 109,305
<i>General Institutional</i>	\$ 1,402,960	\$ 1,294,383	\$ 117,900	\$ 63,092	\$ 115,816	\$ 1,591,191	\$ (188,231)
<i>Other Expenditures</i>	\$ 609,745	\$ 436,040	\$ 19,682	\$ 18,633	\$ 72,883	\$ 547,237	\$ 62,508
<i>Scholarships</i>	\$ 1,777,880	\$ 2,475,213	\$ 78,651	\$ 31,834	\$ (11,223)	\$ 2,574,475	\$ (796,595)
Total Contractual Expenses	\$ 6,649,280	\$ 5,901,779	\$ 348,335	\$ 248,921	\$ 709,505	\$ 7,208,539	\$ (559,259)
Total Expenses	\$ 26,192,907	\$ 18,405,881	\$ 1,879,662	\$ 1,623,494	\$ 4,367,118	\$ 26,276,155	\$ (83,248)
Surplus/(Deficit)	\$ -	\$ 3,660,876	\$ (940,251)	\$ (945,721)	\$ (2,554,323)	\$ (779,420)	

SUNY CORNING COMMUNITY COLLEGE
Report to Finance & Facilities Committee
FSA FUND DASHBOARD SUMMARY
PERIOD ENDING 6/30/24



REVENUES	2023-24	@ 6/30/24	2023-24	2023-24
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
STUDENT ACTIVITIES				
<i>Student Life Fee - Student Activities</i>	\$ 137,000	\$ 126,755	\$ 126,800	\$ (10,200)
<i>Fundraising/Misc Sales</i>	\$ 6,000	\$ 10,393	\$ 12,500	\$ 6,500
ATHLETICS			\$ -	\$ -
<i>Student Life Fee - Athletics</i>	\$ 253,000	\$ 235,402	\$ 238,000	\$ (15,000)
<i>Concessions/Gate/Misc</i>	\$ 4,500	\$ 1,335	\$ 1,750	\$ (2,750)
<i>Transfer</i>	\$ 15,000	\$ -	\$ 15,000	\$ -
			\$ -	\$ -
STUDENT SUCCESS PROGRAMS			\$ -	\$ -
<i>Student Life Fee</i>	\$ 46,000	\$ 54,483	\$ 54,500	\$ 8,500
<i>Other Student Fees</i>	\$ 27,000	\$ 27,920	\$ 28,000	\$ 1,000
Total FSA Fund Revenue	\$ 488,500	\$ 456,288	\$ 476,550	\$ (11,950)
EXPENSES				
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
STUDENT ACTIVITIES				
<i>Student Activities & Governing Board</i>	\$ 94,400	\$ 59,479	\$ 66,000	\$ 28,400
<i>Clubs</i>	\$ 48,600	\$ 32,095	\$ 40,200	\$ 8,400
ATHLETICS				
<i>General Athletics</i>	\$ 140,700	\$ 158,384	\$ 162,000	\$ (21,300)
<i>Athletic Teams</i>	\$ 131,800	\$ 128,094	\$ 135,200	\$ (3,400)
STUDENT SUCCESS PROGRAMS				
<i>Commencement</i>	\$ 40,000	\$ 28,014	\$ 35,000	\$ 5,000
<i>Student Orientation/ID</i>	\$ 33,000	\$ 9,610	\$ 15,800	\$ 17,200
Total FSA Fund Expenses	\$ 488,500	\$ 415,676	\$ 454,200	\$ 34,300
FSA Fund Surplus (Deficit)	\$ -	\$ 40,612	\$ 22,350	\$ 22,350

Corning Community College
Report to Finance & Facilities Committee
FSA FUND - Student Activities
For Period ending 6/30/24



	2023-24	@ 6/30/24	2023-24	2023-24
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
<u>REVENUES</u>				
Student Activity Fees	\$ 137,000	\$ 126,755	\$ 126,800	\$ (10,200)
Fundraising	\$ -	\$ 1,102	\$ 1,200	\$ 1,200
Miscellaneous Sales	\$ 6,000	\$ 9,291	\$ 11,300	\$ 5,300
Total Revenues	\$ 143,000	\$ 137,148	\$ 139,300	\$ (3,700)
<u>EXPENSES</u>				
Salaries	\$ 17,650	\$ 9,998	\$ 11,100	\$ 6,550
Equipment	\$ -	\$ -	\$ -	\$ -
Contractual Expenditures				
<i>Purchased Services</i>	\$ -	\$ 1,500	\$ 1,500	\$ (1,500)
<i>Materials & Supplies</i>	\$ 28,000	\$ 21,776	\$ 25,000	\$ 3,000
<i>Special Projects</i>	\$ 20,800	\$ 13,446	\$ 14,000	\$ 6,800
<i>Stipends</i>	\$ 7,000	\$ 3,105	\$ 3,150	\$ 3,850
<i>Conference & Travel</i>	\$ 500	\$ 1,420	\$ 1,450	\$ (950)
<i>Other Expenditures</i>	\$ 69,050	\$ 40,329	\$ 50,000	\$ 19,050
<i>Transfers</i>				\$ -
Total Contractual Expenses	\$ 125,350	\$ 81,576	\$ 95,100	\$ 30,250
Total Expenses	\$ 143,000	\$ 91,574	\$ 106,200	\$ 36,800
Surplus/(Deficit)	\$ -	\$ 45,574	\$ 33,100	\$ 33,100

Corning Community College
Report to Finance & Facilities Committee
FSA FUND - Athletics
For Period ending 6/30/24



	2023-24	@ 6/30/24	2023-24	2023-24
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
<u>REVENUES</u>				
Student Activity Fees	\$ 253,000	\$ 235,402	\$ 238,000	\$ (15,000)
Miscellaneous Sales	\$ 1,500	\$ 1,114	\$ 1,500	\$ -
Gate Revenues	\$ 1,500		\$ -	\$ (1,500)
Concession Sales	\$ 1,500	\$ 221	\$ 250	\$ (1,250)
Interfund Transfer	\$ 15,000		\$ 15,000	\$ -
Total Revenues	\$ 272,500	\$ 236,737	\$ 254,750	\$ (17,750)
<u>EXPENSES</u>				
Salaries	\$ 56,800	\$ 51,900	\$ 51,900	\$ 4,900
Equipment	\$ 25,100	\$ 23,377	\$ 28,000	\$ (2,900)
Contractual Expenditures				\$ -
<i>Purchased Services</i>	\$ 1,200	\$ 345	\$ 400	\$ 800
<i>Materials & Supplies</i>	\$ 5,200	\$ 4,906	\$ 5,100	\$ 100
<i>Special Projects</i>	\$ 1,000	\$ 616	\$ 800	\$ 200
<i>Stipends</i>	\$ 32,289	\$ 31,253	\$ 33,000	\$ (711)
<i>Conference & Travel</i>	\$ 138,411	\$ 161,364	\$ 165,000	\$ (26,589)
<i>Other Expenditures</i>	\$ 12,500	\$ 12,717	\$ 13,000	\$ (500)
<i>Transfers</i>				\$ -
Total Contractual Expenses	\$ 190,600	\$ 211,201	\$ 217,300	\$ (26,700)
Total Expenses	\$ 272,500	\$ 286,478	\$ 297,200	\$ (24,700)
Surplus/(Deficit)	\$ -	\$ (49,741)	\$ (42,450)	\$ (42,450)

Corning Community College
Report to Finance & Facilities Committee
FSA FUND - Student Success Programs
For Period ending 6/30/24



	2023-24	@ 6/30/24	2023-24	2023-24
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
<u>REVENUES</u>				
Student Activity Fees	\$ 46,000	\$ 54,483	\$ 54,500	\$ 8,500
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -
Other Student Fees	\$ 27,000	\$ 27,920	\$ 28,000	\$ 1,000
Total Revenues	\$ 73,000	\$ 82,403	\$ 82,500	\$ 9,500
<u>EXPENSES</u>				
Salaries	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
Contractual Expenditures				\$ -
<i>Purchased Services</i>	\$ -	\$ -	\$ -	\$ -
<i>Materials & Supplies</i>	\$ 4,500	\$ 800	\$ 800	\$ 3,700
<i>Special Projects</i>	\$ 3,000			\$ 3,000
<i>Stipends</i>	\$ -		\$ -	\$ -
<i>Commencement</i>	\$ 40,000	\$ 28,014	\$ 35,000	\$ 5,000
<i>Conference & Travel</i>	\$ -		\$ -	\$ -
<i>Other Expenditures</i>	\$ 25,500	\$ 8,810	\$ 15,000	\$ 10,500
<i>Transfers</i>	\$ -		\$ -	\$ -
Total Contractual Expenses	\$ 73,000	\$ 37,624	\$ 50,800	\$ 22,200
Total Expenses	\$ 73,000	\$ 37,624	\$ 50,800	\$ 22,200
Surplus/(Deficit)	\$ -	\$ 44,779	\$ 31,700	\$ 31,700

SUNY Corning Community College
Report to Finance & Facilities Committee
Capital Projects
For Period ending 6/30/24



Fiscal Year 23-24 Capital Projects

Debt Obligations	FY Beginning		Spent to Date FY 23-24	Remaining FY Debt	Remaining Debt 8.31.24
	Initial Balance	Balance FY 23-24 Debt			
Library/Commons - USDA Bond Principal	\$ 8,250,000.00	\$ 6,325,000.00	\$ 310,000.00	\$ -	\$ 6,015,000.00
Library/Commons - USDA Bond Interest	3.125%	\$ -	\$ 197,656.00	\$ -	
Energy Performance - Siemens Principal	\$ 3,525,000.00	\$ 2,999,000.00	\$ 143,000.00	\$ -	\$ 2,856,000.00
Energy Performance - Siemens Interest	3.500%		\$ 104,965.00	\$ -	

Fiscal Year 23-24 Capital Projects	Capital Reserve	SUNY Capital Match	Grants/Foundation	Total Project Budget	Spent Prior FY's	FY 23-24 Spent to Date 6.30.24	Encumbered	Remaining Budget	% Complete
Renovations & Revitalization III									
<i>Heat, Ventilation, & Air Conditioning</i>									
Schuyler Hall -Chiller	\$ 233,000.00	\$ 829,000.00	\$ 596,200.00	\$ 1,658,200.00	\$ 1,548,549.53	\$ 22,923.89	\$ 86,696.01	\$ -	100%
	\$ -	\$ -	\$ 1,000,000.00	\$ 1,000,000.00	\$ 755,541.40	\$ 62,794.45	\$ 8,985.00	\$ 244,458.60	83%
<i>Lab Renovations</i>									
Makers Space	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 300,000.00	\$ 217,321.29	\$ 82,678.71	\$ -	\$ -	100%
Mechatronics	\$ -	\$ 150,000.00	\$ 167,905.92	\$ 317,905.92	\$ 317,905.92	\$ -	\$ -	\$ -	100%
Schuyler 104	\$ 125,000.00	\$ 125,000.00	\$ -	\$ 250,000.00	\$ -	\$ -			0%
Schuyler 119	\$ 125,000.00	\$ 125,000.00	\$ -	\$ 250,000.00	\$ -	\$ -			0%
Softball Field	\$ 135,150.00	\$ 135,150.00	\$ -	\$ 270,300.00	\$ -	\$ 13,500.00	\$ 3,780.00	\$ 253,020.00	6%
				\$ -					
Spencer Crest - Entrance & Roof		\$ 40,000.00	\$ 40,000.00	\$ 80,000.00	\$ -	\$ -	\$ 18,632.00	\$ 61,368.00	23%
Lecture Hall- Steuben 220		\$ 137,000.00	\$ 137,000.00	\$ 274,000.00	\$ -	4,038.49	\$ 181,343.26	\$ 88,618.25	68%

Auxiliary Campus Services Update

Auxiliary Services

The 2024 Title IX Final Rule has been issued and is effective as of August 1st. The revisions to our current Title IX Grievance Procedure are being made and the full policy will be presented for approval at the October RBOT meeting.

We have entered into an early access agreement with the Corning Painted Post Area School District for occupancy of the Goff Road property. They will be paying all utility and building related expenses during this time period. It is anticipated that a SUNY Board of Trustee meeting will take place in the very near future and the final sale will be approved at that meeting. Our attorneys are prepared for a quick closing when this is approved.

The NY Small Business Development Center (SBDC) has contacted the college in regards to leasing three office spaces beginning in the fall. They hope to relocate from their Painted Post offices. We have identified an area that is available on the main campus and we are currently reviewing lease details with them. This relationship may provide internships for our students and they are also considering how they can use our Makerspace facilities to assist their clients.

Health Office

Nurses are currently busy assisting students to meet NYS immunization compliance. It is anticipated that the state may conduct their five-year immunization audit this fall.

The Health Office has applied for a grant from the American Heart Association to enhance our Cardiac Response Plan. If approved, the funds would be used for campus-wide CPR training and equipment purchases.

Information Technology

Campus Wireless Network Upgrade: The networking team has replaced all of the WiFi access points (APs) in all our campus buildings (300) total. The new APs are the latest technology and provide a more robust wireless network for students and staff. This grant funded project removes a \$15,000/year expense for the next 7 years, saving the college \$105,000.

Network Infrastructure Refresh Project: SUNY has approved Digital Transformation Funds to replace CCC's network firewalls and switches with Fortinet technology. All of the college's data communication closets will be refreshed with new equipment which will be arriving in the next few weeks. The replacement cost of \$360,095 is covered by SUNY. We have approved an internship for someone who will provide most of the labor to install this equipment.

Steuben Lecture Hall Renovation: STU 220 is under construction and the final technology and furniture will be installed the Week of August 12-16. The space will have a new look with carpeting, paint, and furniture. A new TV video wall replaces the old projection system and ADA accessibility upgrades including furniture and a lectern will complete the renovation.

Main Dining Room Projector Replacement: The IT department will be replacing the two large projectors in the main dining room in the upcoming weeks.

Hyflex Room Addition: The college has received approval to use some of the remaining SUNY Transformation Grant Funds to add an additional Hyflex classroom.

Physical Plant

Several projects have been completed during the summer. In addition to the regular facility cleaning, this includes a refresh of the Small Dining Room, the Steuben Lecture Hall renovation, replacement of furniture in several classrooms and paving at both campus entrances.

We have hired a new Cleaner to fill a Custodian position that was vacant due to a recent retirement. Angel Lucas had been working at the college as a temporary summer laborer when she was offered a full-time Cleaner position.

A portion of the Capital Project at Spencer Crest Nature Center has been completed. The new roof was installed on August 2nd.

Department of Public Safety

The department has received a \$15,000 grant from the NYS Division of Criminal Justice Services to upgrade our mobile radios. These radios are used to communicate with other law enforcement agencies and the 911 center.

We have hired a part-time Campus Safety Officer to fill a vacant position. Brian Bolden has a BS degree from SUNY Cortland and has been employed in the criminal justice field for over 25 years.

Public Safety is working with the New York State Police to install TraCS software on the department computers. This software is provided free from the state and provides us the ability to complete and submit motor vehicle accident reports and other paperwork to DMV online.

HUMAN RESOURCES

Executive Director Ward noted the HR committee met on August 20th and highlighted the following:

- VP/Dean of Academics affairs has received a good pool of applicants
- Nursing learning specialist has been filled with a great candidate
- New Hire Orientation has been developed and deployed with great feedbacks
- Working on the next supervisory training
- Working on a dashboard with HR data

Resolution#4924-24-[Bob Hall, Retirement](#)

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby ratifies the retirement of Elaine Corwin, Professor of Health Education and Wellness in the Liberal Arts and Professional Studies Division. (R. Allison, J. Rowe, Unanimous)

DISCUSSION ITEMS

SUMMARY STATUS OF VACANT FULL TIME POSITIONS as of 8/9/24

	Assessing	Closing	Hold	Search in Progress	Vacant Positions (total)
Civil Service/CSEA					
Faculty					
Professional Service				3	3
Grand Total				3	3

Open Position Detail:

Civil Service/CSEA: n/a

Faculty: n/a

Professional Service: Accounting Coordinator, Vice President of Academic Affairs and Dean of Faculty, Nurse Learning Specialist (partially grant-funded)

11. OLD BUSINESS. None

12. NEW BUSINESS. Yes.

Chairman Wayne informed the Board that the Chancellor's Office suggested oversight changes related to the relationship with all SUNY Community College Presidents. The changes include the Chancellor interviewing the final three candidates for new Community College presidents and having more significant involvement in evaluating presidents. The Board asked Chairman Wayne to gather additional information before deciding on an official response

13. EXECUTIVE SESSION: NO

Chair Wayne adjourned the meeting at 7:23 pm (M. Wayne, McKinney-Cherry, Unanimous).

COMMITTEE FOR ACADEMIC AND STUDENT SERVICES
Regional Board of Trustees for Community College
Report by Interim VP/Dean of Academic Affairs, Dr. Robert Koble
and VP/Dean of Student Development and Enrollment Management, Maarit Clay
October 7, 2024

MISSION:

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

MINUTES

DISCUSSION ITEMS:

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

ACTION ITEMS:

RESOLUTION #T4926-24 for Prior Learning Assessment

[RESOLUTION #T4927-24 for Freedom of Expression & Assembly Policy & Procedure](#)

NEXT COMMITTEE MEETING: November 18, 2024

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 college's 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

October 7, 2024

Via Zoom

[Minutes](#)

In Attendance: J. McKinney-Cherry, M. Wayne, P. Chu, K. Early, N. Wightman, R. Allison, S. Jacoby Murphy

Senior Staff: President Mullaney, VP/Dean Robert Koble, VP/Dean Clay, N. Ka-Tandia

Excused: J. Rowe

Trustee McKinney-Cherry called the meeting of the CASS committee meeting at 5:00 pm and noted two actions items in the agenda. She also reminded trustees to check the reference materials in the google drive pertaining to the summary of findings on prospective adult applicants for Fall 2023 who did not enroll.

VP/ Dean SDEM, Maarit Clay highlighted the following from her report

- Summary of Findings: **Prospective adult applicants for Fall 2023 who did not enroll**
 - Fall 2023 applicant data showed a group of 173 adults applied, but didn't proceed with registering for classes. When compared to the National Clearing House, it was found these individuals also didn't enroll at other colleges.

<i>Phone Call Response</i>	COUNTA of Phone Call Response	COUNTA of Phone Call Response
Answered/Discussed	48	27.75%
Answered/ Li n available	8	4.62%
No Answer/Left a Voicemail	62	35.84%
No Answer/Voicemail Full or Unavailable	25	14.45%
No number on file/Wrong number	3	1.73%
Number is no longer in service	17	9.83%
Responded to email survey	4	2.31%
Student registered	6	3.47%
Grand Total	173	100.00%

- ACE Liaison
 - TTAP ARISE Grant - Wellsboro and Northeast Bradford, PA high schools, applications to PA State Ed
 - 131 students registered in summer HS CEO and 31 students in summer Advance Course Access (through BOCES with funding from the NYSED ACA Program)
- Counselor Day scheduled for October 24th, 2024
- Starfish: Early Alerts
 - Flags, 252: Attendance Concerns: 82, Missing/Late Assignments (Email Only): 170
 - Kudos, 2,310: Nudge: 160, You Are Off to a Great Start: 2,150
 - Referrals, 122: Tutoring: 65, Enrollment Advisement Center (EAC): 57, outreach open: 50%, responses: 20
- Basic Needs Needs@corning-cc.edu: 7 outreaches all communicated with as to needs and resources
- Climate Survey Progress: 9.5 return rate from students and 30% from employees

Trustee Wayne asked if the survey instrument can be share with trustees. The instrument is available in the Google drive under supplemental materials

VP/Dean Academic Affairs, Dr. Koble highlighted the following from his report

- Art Mural The 16th Alley Art Mural will be painted September 18-26 with the ribbon cutting ceremony September 27 at 5pm in Schuyler Hall. The mural is made in partnership with the Rockwell Museum and High School Learning Center.
- The Nurse Education Graduating Class of May 2024 has reported the following NCLEX results as of Thursday September 12th, 2024 - note that 42 out of the 45 graduates have tested 37/42 passed the first time for an 88% pass rate 41/42 first-time test takers and repeaters passed for a 97.6% pass rate overall. The ACEN (Accreditation Body) standard is 80%.
- The Digital Dome Theater attendance for the fiscal year was 11,960. Digital Dome revenue was \$43,450. Both revenue and attendance were higher than estimated.
- Cyber X grant received a \$200,000 with more details coming soon

Student Trustee Report

Collin Kane the new student trustee introduced himself to the committee and highlighted his report below:

New Business:

- The student government has filled the student committee roles.
- Student government has started a T-shirt design contest for our upcoming fall-fest event.
- Student government has submitted their office hours.
- Clubs and student government have attended and completed their mandatory Title 9 training.
- Student government has received their total yearly sum of \$23,333.
- The Student Government have decided to cut our stipends to only six months.

Future News:

- Student government is to plan times to start meeting with President Dr. Mullaney for lunch.
- We will meet with potential candidates for Vice President of Curriculum on October 3rd, 7th, 8th, and 10th.
- The student government is planning to help sponsor the fall festival this year, and we have selected the color of the event's T-shirts: Burnt Orange.
- Student government should be reviewing more club events like bake sales for approval.

The committee agreed to move forward the two action items below to the board for full approval

RESOLUTION #T4926-24 for Prior Learning Assessment

[RESOLUTION #T4927-24 for Freedom of Expression & Assembly Policy & Procedure](#)

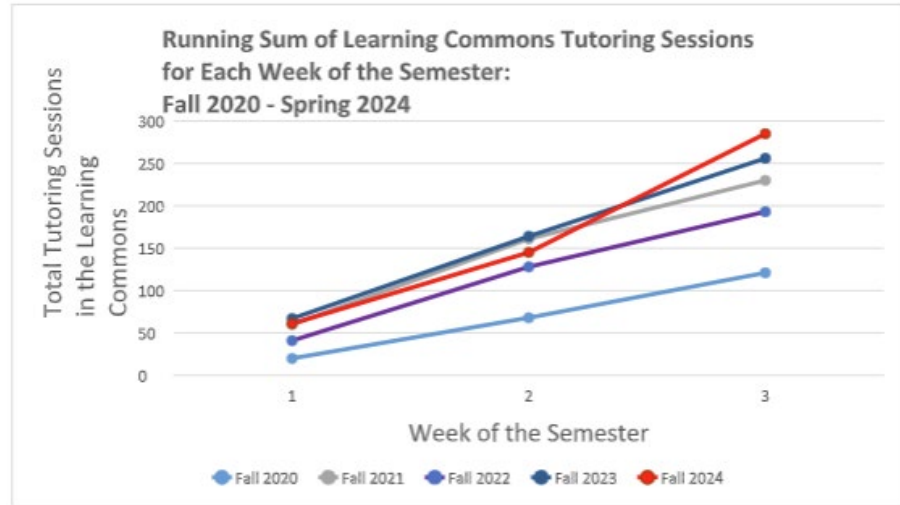
Trustee McKinney Cherry adjourned the meeting at 6:01 pm

**REPORT to the COMMITTEE FOR ACADEMIC
AND STUDENT SERVICES**
Regional Board of Trustees for SUNY Corning Community College
Report by VP/Dean of Academic Affairs, Dr. Robert Koble
October 7, 2024

Academic Affairs:

- Sarah Tronkowski, Assistant Director of Library Services presented at this semester's first All- Employee Check-In. Sarah shared her experience as a Fellow in the first cohort of the New York State Community College Leadership Academy.
- 285 tutoring sessions so far this semester as of Friday 9/13/24 – another all-time record for this point in the semester, an 11.3% increase from this point within Fall 2023, and a 47.4% increase from this point within Fall 2022.
- The Nurse Education Graduating Class of May 2024 has reported the following NCLEX results as of Thursday September 12th, 2024 - note that 42 out of the 45 graduates have tested 37/42 passed the first time for an 88% pass rate 41/42 first-time test takers and repeaters passed for a 97.6% pass rate overall. The ACEN (Accreditation Body) standard is 80%.
- Faculty Ashley Molina, Coordinator of the Simulation Lab and Freshman Year curriculum, has obtained the CHSE (Certified HealthCare Simulation Educator) credential;
- The Teaching Assistant Levels II and III continue to align strongly with workforce development needs in our community-funding through Workforce Development Grant funding and the SUNY pre-apprenticeship grant continues to support approximately 30 students. It is significant to note that close to 70% of the students in these cohorts continue beyond the microcredential to earn the full Associate's Degree in Education Studies.
- The Digital Dome Theater attendance for the fiscal year was 11,960. Digital Dome revenue was \$43,450. Both revenue and attendance were higher than estimated.
- For Innovative Learning Sites, the fall is our slow season with field trips not starting until October. To help with revenue and attendance numbers the marketing department is running \$100 in paid ads on Facebook. The results have been impressive with 2 of the 4 shows September 5-6 selling out.
- The Makerspace is open to CCC students and classes. It was determined that eVenue was not ready for public launch yet. The team continues to make updates as we stress test the site. The Makerspace will open to the public by end of month.

- The 16th Alley Art Mural will be painted September 18-26 with the ribbon cutting ceremony September 27 at 5pm in Schuyler Hall. The mural is made in partnership with the Rockwell Museum and High School Learning Center.
- Students registered with Accessibility Services taking Fall classes: 110.
- George Hurlburt is serving on the planning committee for the 6th National Math Summit which will take place in Atlanta, November 12-13. - Sept 2024.
- Dan Moretti is working to host Manufacturing Day at ACP on October 4, 2024.



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REPORT to the COMMITTEE FOR ACADEMIC AND STUDENT SERVICES
Regional Board of Trustees for SUNY Corning Community College
VP/Dean of Student Development and Enrollment Management, Maarit Clay
October 7, 2024

Recruitment/Admissions

- New Students: First Day: 461, Census Day: 459
- Admissions Events: Express Enrollments, School Counselor Information Day 10/24, Open House 10/26, 9-noon
- Admissions Outreach: SEM II grant 24+ Adult Students: 173, calls completed
- Athletics: 110 student athletes (93 new and women's soccer 15 student athletes)
- Residential Life: 112 residents in Perry Hall (12 Live Here, Learn Here Scholarship, inc. PA)
- Registrar: Fall 2024 Visiting Students: 71, Cross Registration: Hosting 3

Accelerated College Education (ACE) and HS College Education Online (HS CEO)

- Registration complete by 10/15 & Certificate of Residency for eligible or fee, \$158/cr.hr.
- ACE Liaison meetings 9/25 and 9/26 and HS CEO: 232 students registered, classes started 9/16

Retention

- EAC Registration: 7/29 - 9/16: 232 appts. met: 168 new, 19 former, 45 continuing (27 no shows)
- Starfish: Early Alerts
 - Flags, 252: Attendance Concerns: 82, Missing/Late Assignments (Email Only): 170
 - Kudos, 2,310: Nudge: 160, You Are Off to a Great Start: 2,150
 - Referrals, 122: Tutoring: 65, Enrollment Advisement Center (EAC): 57, outreach open: 50%, responses: 20
- Student Life: Orientation: Commuter, 142 attendees (41 survey), Residential, 88 (23 survey)
- Athletics: Mandatory Title IX Training, mandatory team meetings; academic expectations, sportsmanship, department discipline policy (led by Athletic Dept, Staff)
- Perry Hall: Financial clearance and weekly credit checks for full-time status
- SUNY Mental Health Funding: Pathways counseling added day on campus- weekly during AY
- BasicNeeds@corning-cc.edu: 7 outreaches all communicated with as to needs and resources
- Institutional Research: SUNY DEI Climate Survey Sept. 16- Oct. 7

Engagement

- Student Life: 9 events/activities with 300 participants, Game Room - 30 unduplicated visits wks 1-2
 - Food Pantry - 26 unduplicated visits in August & Student Life Office - average of 31 student visits per day for questions during first two weeks
- Athletics: Intercollegiate Athletics Policies and Procedures Manual overhaul
 - Volleyball and Women's Soccer: first home game for each a total of 129 fans
 - Men's and Women's Basketball - voluntary workouts and meet three times per week
 - Softball and Baseball - Fall Ball with practices three days per week and weekend scrimmages
 - Fitness Center: 215 unduplicated visits and Intramurals & Recreation: 7 events with 42 participants
- Residential Life: 1 Aug. activity: 86 participants, 4 Sept. programs so far: 92 participants

Completion

- Registrar: Summer Graduates: 56, Summer Digital Badges (Microcredentials): 10
- Institutional Research: SUNY CCC Economic Impact Survey (2023)

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REPORT to the COMMITTEE FOR ACADEMIC AND STUDENT SERVICES

Regional Board of Trustees for SUNY Corning Community College

Student Trustee Report – Collin Kane

Oct 7, 2024

New Business:

- The student government has filled the student committee roles.
- Student government has started a T-shirt design contest for our upcoming fall-fest event.
- Student government has submitted their office hours.
- Clubs and student government have attended and completed their mandatory Title 9 training.
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- The Student Government have decided to cut our stipends to only six months.

Future News:

- Student government is to plan times to start meeting with President Dr. Mullaney for lunch.
- We will meet with potential candidates for Vice President of Curriculum on October 3rd, 7th, 8th, and 10th.
- The student government is planning to help sponsor the fall festival this year, and we have selected the color of the event's T-shirts: Burnt Orange.
- Student government should be reviewing more club events like bake sales for approval.

CORNING COMMUNITY COLLEGE REGIONAL BOARD OF TRUSTEES

External Affairs Committee

Tuesday, October 8, 2024
CCC

AGENDA

MISSION:

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

ACTION ITEMS:

DISCUSSION ITEMS:

Review [CCC Development Foundation Report](#)

Review [Grants Management Report](#)

Review [Marketing/Communications Report](#)

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

Review [Legislative Relations Report](#)

NEXT MEETING:

November 19, 2024

MEASURABLE STANDARDS

Measurable Standards for the External Affairs Committee

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

CORNING COMMUNITY COLLEGE
Regional Board of Trustees
External Affairs Committee
October 8, 2024
Via Zoom
[MINUTES](#)

In Attendance: Trustees: A. Winston, J. McKinney-Cherry, M. Wayne, R. Allison, P. Chu, H. Reynolds, M. Lawrence,

Senior Staff: President Mullaney, VP/Dean Clay, VP/Dean Koble, Executive Director Marchese, Nogaye Ka-Tandia

Trustee Winston called the External Affairs Committee meeting to order at 4:30 pm, noting there is no action item on the agenda.

ACTION ITEMS:

DISCUSSION ITEMS:

CCC Development Foundation Report

Trustee Chu met with Executive Director Marchese and discussed the following topics

1. Dante and Jinx are working independently under Director Marquez's leadership. They are doing well, and Dante is engaging alumni in fundraising.
2. Our fundraising is on track to meet this year's target, despite initial concerns.
3. We are discussing strategic prioritization with Director Marchese, including evaluating event effectiveness and pursuing beneficial grants.

Executive Director Marchese provided the following updates in his report:

- The refinancing process has not been completed yet.
- Two separate appraisals were conducted recently: one for HEC about 2 weeks ago and one for Perry Hall just last week.
- hopeful to receive more information about the process soon.
- As of now, there has been no additional communication regarding the refinancing process. While there is a 30-day grace period to complete the process, we need to work on an extension.

He concluded his remarks by informing the trustees that the refinancing process is behind schedule, which is why they haven't been notified of its completion yet.

Marketing/Communications Report

Trustee Allison met with Maarit and discussed the beginning of the semester and the approach towards late-coming students. They also talked about how to attract these students and what made them decide to join our institution. It was an interesting conversation with a lot of statistics, and Maarit will include those in the report.

VP Clay highlighted the following from her report:

- Prepared standard items for this year's recruiting season by creating a trifold version of the view book for convenience at events where a full view book is impractical.
- Updated and printed trifold versions for athletics.
- Improved our banners for the table to attract more students.
- Running a campaign to advance our technology programs and have prepared brochures for technology and nursing programs. In the process of hiring a new marketing assistant.

Trustee Wayne suggested using all the fund for marketing next year for advertising and believed that Marketing should maximize its budget to attract more students and increase occupancy in Perry Hall. Achieving a 5% boost in enrollment or a 10% increase in Perry Hall occupancy would be great.

VP Clay explained the reason there was an excess of money because Marketing used the transformation funds but promised to spend more next year

Workforce Education & Academic Pathways Report

Trustee McKinney Cherry highlighted the following points

- Tyree Bush has been appointed to the CSS Workforce Board, replacing Jeannie.
- President Mullaney has accepted the co-chair for the on-ramp submittal for the Southern Tier, which is significant.
- Efforts are being made to create a conversion path for individuals coming through workforce and education programs to continue their education and obtain a degree.

VP Koble mentioned the following

- The success of the Corning Prison education program this semester. The program have surpassed our goal of 7.4 FTEs, reaching 9.2 FTEs. Additionally, we have been awarded a \$65,000 grant to support tutoring services and the development of a computer lab for the students in the prison. The grant will provide access to library services and allow the students to type their essays, despite the lack of internet access.
- The manufacturing and auto tech programs have achieved over 90% job placement and 100% job placement, respectively. Even students who did not complete the programs were able to secure employment due to the valuable skills they acquired.

He concluded his remarks by sharing the inspiring story about a student from the first class of Auto Tech who was initially homeless and living in his car. Despite nearly dropping out, he is now fully employed at McGuire Subaru in Min Ithaca. This success story demonstrates the impact of these grants and the strength of our workforce education branch.

Legislative Relations Report

Trustee Winston shared the fooling update

- Recently connected with Alan Garners, the legislative assistant for Langworthy, regarding the status of the short-term Pell grant at the federal level. It's currently stuck in the Education and Workforce Committee, but there's hope it will progress.
- Had lunch with Senator O'Mara to discuss our entry into the budget cycle.

Chair Wayne shared the key takeaways from the NYCCT Conference in Saratoga.

Chairman Wayne reported on the 70th annual conference of NYCCT. I was pleased to represent SUNY CCC at the 2024 annual NYCCT conference (Oct. 3rd – 6th). 24 of the 30 SUNY community colleges were in attendance, CUNY representatives were also in attendance.

The main topics for the weekend were Healthcare Education (primarily nursing education) and Artificial Intelligence. On Healthcare Education, throughout the weekend we heard presentations from the NYS Commissioner of Health, as well as presentations by: Monroe CC, Genesee CC, SUNY Sullivan CC, Adirondack CC, and Hudson Valley CC. These presentations focused on recruitment of students and faculty, achieving student success, partnership with local health care providers, and the need for healthcare professionals (demographics) in NYS and nationally.

Todd McLees, founder of HumanSkills, gave a length presentation on Artificial Intelligence. He identified the current players (Microsoft, Google, Meta, Amazon and X) and walked us through some of their platforms. His approach was to identify the shifting

use of AI for transactional activities, while transitioning employees into roles that will always require a live, well-trained, human being to complete tasks and make decisions. He identified several examples of the co-existence of this within the workplace.

Regarding advocacy, we heard from Assemblywomen: Patricia Fahy (109th district) and Carrie Woerner (113th District) both of who spoke on the recent budget negotiations, the importance of Community Colleges (especially within their districts) and the communications needed to help move the financing needle in future budget discussions.

We also met with SUNY Chancellor John B. King, Jr. Dr. King elaborated on the many successes of community colleges over the past year and discussed his rationale behind his recent recommendations regarding a shift in responsibilities in governance, as it is related to the hiring and evaluation of new SUNY community college Presidents. (Chair Wayne will elaborate more on that during the Chair's report at the October 17th RBOT meeting.) Dr. King indicated that the NYS Budget Office has already informed all state agencies to submit a flat 2025 budget request. (No increases.) He was ecstatic with the additional \$8 million received for 24/25, although NYCCT requested \$97 million. Those in attendance were less enthralled, especially because the additional funds were dedicated to mental health needs for students and healthcare workforce. While these are important needs, the group (in attendance) felt it should have been left to the individual Community Colleges to identify and prioritize their use of the dollars. (As a side note CCC received \$175,000 of the additional \$8 million, with \$75,000 approved for Healthcare workforce and \$100,000 for mental health.)

Currently there are 65 open (new & reappointment) Trustee positions awaiting Governor Hochul's approval. Dr. King did not address this issue.

We also heard comments from Greg Amorosi, NYSUT Legislative Representative on the collaborative effort for NYSUT to join with NYCCT during the FY 25 budget discussions and negotiations.

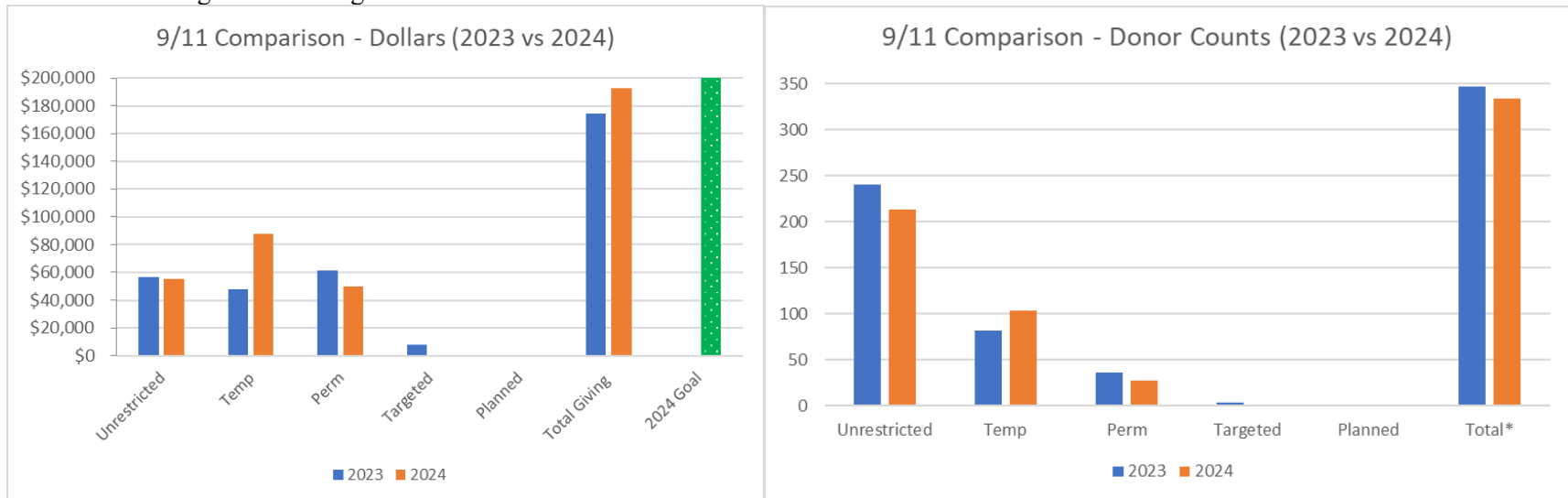
Trustee Winston adjourned the External Affairs Committee meeting at 5:15 p.m.

CCC Development Foundation

Submitted by John Marchese, Executive Director of Development Foundation

Tuesday, October 8, 2024

- Dante Acquavella, Director of Development, and Jynks Burton, Director of Grants Management, are both attending the Council for Advancement and Support of Education (CASE) Conference for Community College Advancement in Baltimore in mid-October.
- The fifth Baron Bulletin e-newsletter was sent in September. The sixth e-newsletter is planned for November.
- The Q4 Annual Fund solicitation mailing is planned for November.
- A grant application to the Community Foundation of Elmira-Corning was awarded in full at \$15,000 to support the Corning Prison Education Program.
- The Foundation’s 2023 audit is still in progress but should be presented for approval to the full Board by the end of October.
- The Perry Hall refinancing is still engaged in the due diligence process and we believe an extension will be necessary.
- So far, 81 students have been awarded over \$266,000 in scholarship funding for the 2024-2025 academic year and will celebrate their accomplishments at the Scholarship Reception on October 24.
- The Red Barons Classic Golf Tournament raised for CCC Athletics programs and was held for the first time at Elmira Country Club on Monday, September 16.
- Planning is ongoing for Reflections on November 8th to honor alumni award recipients and Athletics Hall of Fame inductees.
- Collaborating with campus departments to integrate alumni into events happening on campus and in the community including: a CCC Team at the Walk to End Alzheimer’s, participation in Student Life’s Fall Fest, and alumni/student mentorship opportunities.
- Annual Giving results through 9/11/2024:



	2023	2024		2023	2024
Unrestricted	\$56,709.96	\$55,295.88	Unrestricted	240	213
Temp	\$47,875.58	\$87,853.55	Temp	82	103
Perm	\$61,619.93	\$49,682.91	Perm	36	27
Targeted	\$8,000.00	\$0.00	Targeted	3	0
Planned	\$0.00	\$0.00	Planned	0	0
Total Giving	\$174,205.47	\$192,832.34	Total*	347	334
2024 Goal		\$345,000.00	* Unduplicated count of annual donors		

Grants Management

Submitted by John Marchese, Executive Director of Development Foundation

Tuesday, October 8, 2024

New Awards

- SUNY awarded \$75,000 and \$100,000 for Healthcare Workforce and Mental Health programs, respectively. The Healthcare Workforce grants supports the nursing program, and the Mental Health program is will expand mental health support for students. These are expected to be funded annually.
- The SUNY Office of Higher Education in Prisons awarded CCC \$65,000 to build and maintain a Student Tutoring and Resource (STAR) Lab at the Elmira Correctional Facility.
- The American Heart Association awarded CCC \$10,000 for CPR equipment and CPR training.

Key Submissions

- A proposal for \$150,000 was submitted for an Appalachian Regional Commission grant to conduct an assessment of current labor market needs in the Southern Tier and to evaluate the alignment of CCC's credit and non-credit workforce education programs. Award decisions will be announced in Spring 2025.

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Marketing/Communications

Submitted by Maarit Clay, Vice President of Student Development and Enrollment Management
Tuesday, October 8, 2024

Highlights

- 2060 Digital Marketing: Display Ads (1,075,224 impressions; 6,262 clicks) | OTT/CTV (59,544 impressions; 96.09% completion rate) | YouTube (60,538 impressions; 63.60% completion rate); Social Media (360,333 impressions; 1,452 clicks;) | Local SEO (9,969 impressions)
- LocaliQ Digital Search: 21,919 impressions; 5,048 link clicks; 23.03% clickthrough rate
- Express Enrollment (August) Facebook Boosted Post (46,956 accounts reached; 320 clicks)
- Digital Dome Facebook Boosted Posts (29,483 accounts reached; 1,457 clicks)
- Late Start Classes Facebook Boosted Post (9,900 accounts reached. 228 clicks)
- Secured TV ads package with WYDC Big Fox to advertise during College Football, NFL, World Series, and other WYDC TV programming (September - January)
- Created condensed tri-fold version of [Viewbook](#) | tri-fold [Athletics Brochure](#) | [Pull-Up Banners](#) (academics) for recruiter travel | [Keystone Scholarship](#) rack card | [Automotive Ad](#) for Cameron R. Argetsinger Award at CMOG (print)
- Finalized 30-second [Mechanical Technology](#) TV ad

Performance

1. Website: July 24 - September 13 2023/2024 Comparison

Channel Grouping	New Users 2023	New Users 2024	Change
Organic Search	13,522	12,519	-7.42%
Direct	11,833	11,220	-5.18%
Paid Search	3,217	4,721	+46.75%
Referral (SUNY & paid)	1,047	746	-28.75%
Social	2,295	5,826	+153.86%

2. Chatbot: July 24 - September 13 2023/2024 Comparison

Channel Grouping	2023	2024	Change
Chat Sessions	485	351	-27.63%
Calls	543	310	-42.91%

Other

- [Photo gallery](#) for Red Barons Classic Golf Outing

Workforce Education & Academic Pathways

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

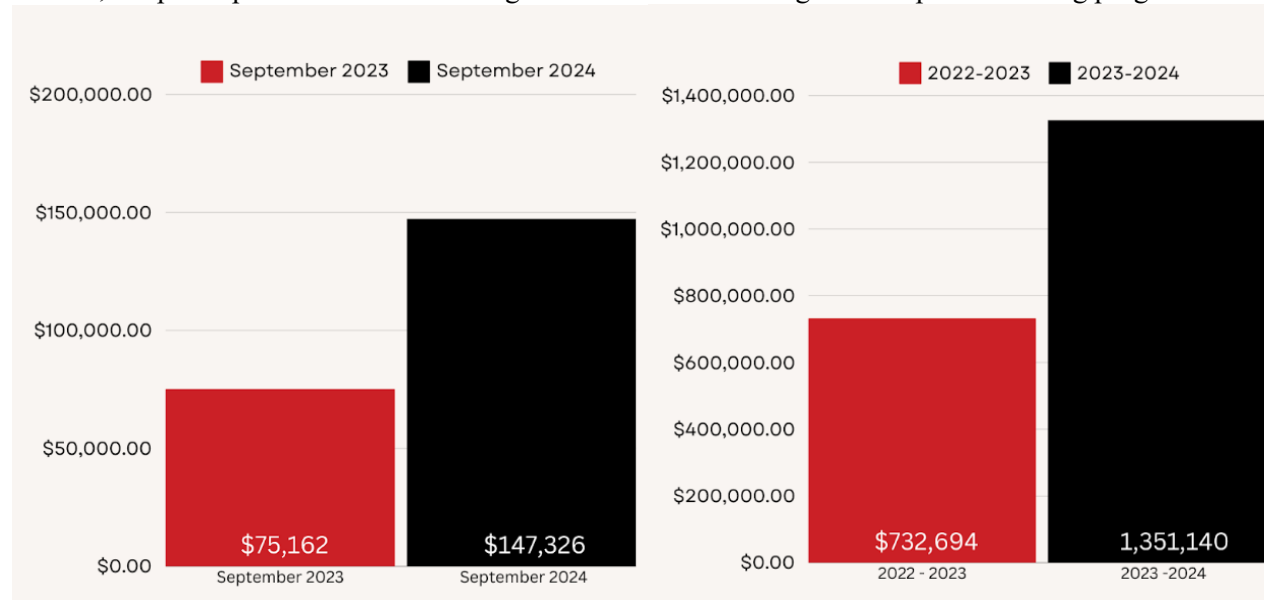
Tuesday, October 8, 2024

Corning Prison Education Program

- 32 Prison Students in the program presently (likely to enroll 10 or more additional students in the spring semester)
- 9.2 FTEs (Goal was 7.4)
- Recently awarded \$65,000 through the SUNY Office of Higher Education in Prison for the College's Equity Fund Proposal to support expanding tech access for a CPEP Student Tech and Resource (STAR Lab) to fund computers, printers, readers, desks, chairs and a part-time Success Coach for the Prison Education Program.
- 11 Students in the prison qualify for Phi Theta Kappa. (7 have applied thus far; though we anticipate 100% to apply)

Corporate Training

- 2,161 participants received a training of some measure through our corporate training programs in 2023-24.



Auto Tech Program

- Second grant-funded class underway with 11 students
- Class volunteered at the Grand Prix in Watkins Glen on September 6
- First class = 100% employment for graduating class (and 2 out of the 3 that dropped learned enough to be hired in automotive jobs)

- Jethro – from the first class has gone from being homeless, living in his car and almost dropping out, to full-time employment at Maguire Subaru in Ithaca and has also started his own auto repair business.

Open Enrollment

- Nine offerings for September, 21 for October (Approximately 150 will be offered over the course of the year).
- In the 2023-24 academic year, 923 people took advantage of Open Enrollment classes (615 – OE, 92 in 3rd party program options, and 216 STLEA registrations).

Career Welding

- Nine Students – 4 open enrollments and 5 enrolled through CAF USA SUNY Grant
- Offering “short courses” in MIG 1, MIG 2, TIG 1, TIG 2 and TIG 3 this year (in addition to several Art Welding offerings)
- Perkins grant FY2024-2025 budget approved purchase of the horizontal bandsaw replacement.

Manufacturing Tech

- Eight students in present class (4th)
- Fifth class is set for October 28 through December 20; sixth class for January 13 through March 7; seventh class for March 24 through May 23; and eighth class for June 9 through August 8. Goal - 36 graduates in classes five through eight for the 2024-25 academic year.

Southern Tier Law Enforcement Academy

- Ten cadets in this session.
- 40th anniversary and since inception, the academy has graduated approximately 1,000 cadets and served at least 64 different agencies.
- Will be running 4 in-service classes this semester (instructor development, field training officer. Basic investigative photography and instructor evaluator)

Women’s Empowerment Conference

- Save the Date: May 21, 2025

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Legislative Relations

Submitted by Trustee Alan Winston, Chair of External Affairs Committee
Tuesday, October 8, 2024

- 4) Federal: Higher Education update
- 5) State: NYCCT Annual Conference
- 6) Local: Updates

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CORNING COMMUNITY COLLEGE
Regional Board of Trustees
Finance and Facilities Committee
Monday, October 7, 2024
Virtual Meeting

AGENDA

MISSION:

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

ACTION ITEMS:

[RESOLUTION #T4928-24- Update Grievance Procedures for Sex-Based Harassment Complaints Title IX Procedures for Students \(Including NYS 129-B\)](#)

DISCUSSION ITEMS:

- Preliminary Operating Report and Dashboard as of August 31, 2024
- Auxiliary Campus Services Update

MEASURABLE STANDARDS

- 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

October 7, 2024

Virtual Zoom Meeting

MINUTES

In Attendance:

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

Trustee Reynolds called the Finance and Facilities Committee meeting to order at 4:02 p.m.

Executive Director Patrick provided an overview of the agenda, noting that there is one action item:

Discussion Items:

- Review of Preliminary pre-adjusted Operating Dashboard for August 2024
 - Cash is a little low compared to last year due to HERFF funding (2023), a third payroll and an additional week of AP expenses (2024).
 - Revenues and Expenditures appear to have a deficit of \$600k, which is much better than the \$1.4-million-dollar deficit originally budgeted; we still have some additional entries that will happen at the audit.
 - Tuition and fees came in a little under budget, chargebacks slightly under budget, some savings in personnel and equipment due to a reduction in staff, and savings in equipment were attributed to grants that we were able to use for equipment purchases.
 - Review of Enrollment and updated ACE enrollment to 538.4 as of last week; Perry Hall resident count should be 113.
- Reviewed preliminary August in more detail
 - Overall revenue came in at about \$25.5M compared to the budget of \$26.1M. When the budget was adjusted, we only amended expenditures.
 - Expenditure highlights include savings in salaries, benefits, and equipment. Contractual expenditures appear overspent, the maintenance repairs and contracts is where we booked the paving and will be offset by savings in utilities.
- Discussion of Auxiliary Campus Services update
 - Annual security and fire reports are posted on the website, listing crime statistics and fire reports at the residence hall.
 - The update to Title IX policy has been completed with the Final Rule. Executive Director Stacy Ward is the Deputy Title IX Coordinator, and Executive Director David Burdick is the Title IX Coordinator.

○ Other auxiliary services updates include the Health Office, which has begun its Wellness Wednesday and will try to include our Nursing students whenever possible; Information Technology, which has had its first meeting of the Information Security committee and will be reviewing policies and procedures; Physical Plant, which is working on holding an auction to dispose of items no longer useful to the College; and Public Safety, which completed its annual fall training.

Committee agreed to move the Title IX resolution to the full board for approval.

Trustee Reynolds adjourned the Finance and Facilities Committee meeting at 4:28 p.m.

SUNY Corning Community College
 Operating Dashboard
 FY 24 @ Month End 8/31/24



Cash & Student Receivables

	Cash	# Days of Operations	Total Student AR	Fiscal Year Receivable
August 31, 2024	\$ 9,675,697	131	\$ 3,495,868	\$ 818,586
August 31, 2023	\$ 12,101,304	161	\$ 4,530,916	\$ 1,373,637

Revenues & Expenditures @ 8/31/24

	FY 24 Adopted Budget	FY 24 Amended Budget	YTD 8/31/2024	Remaining Budget
Revenues	\$ 25,457,865	\$ 25,457,865	\$ 25,539,004	\$ 81,139
Expenses	\$ 26,857,865	\$ 26,192,907	\$ 26,138,965	\$ 53,942
Surplus(Deficit)	\$ (1,400,000)	\$ (735,042)	\$ (599,961)	\$ 27,197
			YTD JUNE	
% of year Complete			100%	100%
% of Revenue Realized			100%	0%
% of Expenditures			97%	0%

Highlights of Revenues & Expenditures

	FY 24 Adopted Budget	FY 24 Amended Budget	YTD 8/31/2024	Remaining Budget
Tuition & Fees	\$ 11,121,845	\$ 11,121,845	\$ 10,911,654	\$ (210,191)
Chargebacks	\$ 6,486,507	\$ 6,486,507	\$ 6,423,094	\$ (63,413)
Personnel & Benefits	\$ 19,675,635	\$ 19,349,727	\$ 18,659,288	\$ 690,439
Equipment	\$ 318,695	\$ 193,900	\$ 153,677	\$ 40,223
Contractual	\$ 6,863,535	\$ 6,649,280	\$ 7,326,000	\$ (676,720)

Fall Enrollment

	2024-25	2023-2024	2022-2023	3 YR % change
	9.23.24	Actual	Actual	
Total Headcount (Inc. ACE)	3478	3841	3663	-5.1%
Total FTE (Inc. ACE)	982.4	1092.7	1080.1	-9.0%
Full-Time FTE (Exc. ACE)	417.9	411.2	457.5	-8.7%
Part-Time FTE (Exc. ACE)	111.7	163.3	135.7	-17.7%
Total FTE (Excluding ACE)	529.6	574.5	593.2	-10.7%
HS Enrollment FTE (ACE)	465.8	520.4	486.9	-4.3%
Percent by County (Excludes ACE)				
% Chemung County	43.7%	44.0%	42.3%	3.3%
% Steuben County	36.1%	34.7%	35.5%	1.7%
% Schuyler County	4.1%	4.7%	5.9%	-30.5%
% All Other Non-sponsor	16.1%	16.6%	16.3%	-1.2%

Perry Hall Occupancy

	2024-25	2023-24	2022-2023	2021-2022
Fall (Sept - Dec)	117	118	123	133
Spring (Jan - May)		106	88	101
Summer (June - Aug)		1	1	

Corning Community College
Report to Finance & Facilities Committee
Unrestricted Operating Summary
Month End 8/31/24



	2023-2024 Amended Budget				2023-2024 Pre Audit YEAR END	2023-2024 Remaining Budget
	YTD 6/30/24	7/31/24	8/31/24			
REVENUES						
Resident Tuition	\$ 7,512,080	\$ 6,714,078	\$ (20,150)	\$ 9,764	\$ 6,703,692	\$ 808,388
Non Resident Tuition	\$ 607,000	\$ 838,036	\$ (23,562)	\$ (11,169)	\$ 803,305	\$ (196,305)
ACE Tuition	\$ 1,672,880	\$ 2,147,849	\$ (18,640)	\$ 114	\$ 2,129,323	\$ (456,443)
Student Fees	\$ 1,329,885	\$ 1,242,267	\$ 27,369	\$ 5,699	\$ 1,275,335	\$ 54,550
State Aid	\$ 7,108,113	\$ 6,001,762	\$ 592,343	\$ 592,340	\$ 7,186,445	\$ (78,332)
Grant Aid & Contracts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal appropriations	\$ 8,000	\$ 55,373	\$ 33,935	\$ 5,705	\$ 95,013	\$ (87,013)
County Operating Chargebacks	\$ 6,486,507	\$ 6,075,096	\$ 210,241	\$ 137,757	\$ 6,423,094	\$ 63,413
Other sources	\$ 733,400	\$ 643,992	\$ 96,737	\$ 182,069	\$ 922,798	\$ (189,398)
Applied Fund Balance	\$ 735,042	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 26,192,907	\$ 23,718,452	\$ 898,273	\$ 922,279	\$ 25,539,004	\$ (81,139)
EXPENSES						
Salaries	\$ 13,738,027	\$ 11,085,908	\$ 904,598	\$ 1,431,176	\$ 13,421,682	\$ 316,345
Employee Benefits	\$ 5,611,700	\$ 4,247,369	\$ 394,800	\$ 595,437	\$ 5,237,606	\$ 374,094
Equipment	\$ 193,900	\$ 76,726	\$ -	\$ 76,951	\$ 153,677	\$ 40,223
Contractual Expenditures					\$ -	
<i>Purchased Services</i>	\$ 255,500	\$ 199,822	\$ 10,508	\$ 16,594	\$ 226,924	\$ 28,576
<i>Materials & Supplies</i>	\$ 549,635	\$ 392,749	\$ 27,396	\$ 83,054	\$ 503,199	\$ 46,436
<i>Marketing</i>	\$ 175,785	\$ 110,547	\$ 11,630	\$ 30,614	\$ 152,791	\$ 22,994
<i>Conference & Travel</i>	\$ 239,675	\$ 194,528	\$ 16,478	\$ 33,034	\$ 244,040	\$ (4,365)
<i>Utilities</i>	\$ 600,000	\$ 364,040	\$ 41,182	\$ 66,625	\$ 471,847	\$ 128,153
<i>Maintenance Repairs & Contracts</i>	\$ 602,900	\$ 410,052	\$ 25,086	\$ 237,447	\$ 672,585	\$ (69,685)
<i>Software & Contracts</i>	\$ 435,200	\$ 292,056	\$ 16,157	\$ 959	\$ 309,172	\$ 126,028
<i>General Institutional</i>	\$ 1,402,960	\$ 1,475,375	\$ 59,321	\$ 86,578	\$ 1,621,274	\$ (218,314)
<i>Other Expenditures</i>	\$ 609,745	\$ 474,354	\$ 41,246	\$ 25,835	\$ 541,435	\$ 68,310
<i>Scholarships</i>	\$ 1,777,880	\$ 2,584,318	\$ (9,154)	\$ 7,569	\$ 2,582,733	\$ (804,853)
Total Contractual Expenses	\$ 6,649,280	\$ 6,497,841	\$ 239,850	\$ 588,309	\$ 7,326,000	\$ (676,720)
Total Expenses	\$ 26,192,907	\$ 21,907,844	\$ 1,539,248	\$ 2,691,873	\$ 26,138,965	\$ 53,942
Surplus/(Deficit)	\$ -	\$ 1,810,609	\$ (640,975)	\$ (1,769,594)	\$ (599,961)	

Auxiliary Campus Services Update

Auxiliary Services

The Annual Security and Fire Report (Clery Report) has been completed and posted on the CCC website.

The revised CCC Title IX Policy has been completed to be compliant with the August 1, 2024 Final Rule. The new policy will be offered for RBOT approval.

Health Office

The nurses have started with their *Wellness Wednesday* table in the Commons. This provides them an opportunity to connect with students and staff and provide information based on various wellness topics throughout the year.

Nurses have been busy addressing concerns from faculty and students regarding the recent increase in COVID cases.

Information Technology

The first Information Security Committee meeting was held on September 9th. This committee will be reviewing our policies and procedures to ensure compliance with SUNY requirements. There may be recommended revisions to existing policies for future Board consideration.

Physical Plant

Physical Plant staff are currently working with Auctions International to hold an auction of older vehicles and outdated equipment. They will be posting these items on their website beginning in late October.

Department of Public Safety

The department held an all-day training day in September. A number of topics were covered including, Naloxone (Narcan) use, legal updates, diversity training, report writing and department procedures. Upon completion of the Naloxone training, we were provided a number of Narcan kits from OASAS (Office of Addition Services and Supports). This training meets recent state legislation requirements regarding Naloxone on college campuses.

CORNING COMMUNITY COLLEGE
Regional Board of Trustees Human Resources Committee
August 20, 2024

Location: Zoom

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

- [Appointments, Promotions and Separations](#)

Regular Agenda

- [Michael Crosson, Retirement](#)

DISCUSSION ITEMS

- [Summary of Vacant Positions](#)

NEXT MEETING:

November 19, 2024

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

Human Resources Committee
October 9,2024
Via Zoom
MINUTES

In attendance: M. Lawrence, R. Allison, Judy McKinney-Cherry, M. Wayne

Senior Staff: President Mullaney, Stacy Ward, Nogaye Ka-Tandia

Excused: S. Jacoby Murphy, A. Winston. H. Reynolds

Trustee Lawrence called the HR committee meeting at 5:20 pm by noting few action item on the agenda.

Trustee Lawrence noted the following:

- Informed trustees about the two compliance training Title IX and Title VI. Encourage trustees to complete the training and announce that SUNY has extended the deadline.
- She noted that PECC union negotiation is currently underway and Director Ward is optimistic about the progress. The administrative committees are now meeting weekly and will exchange their thoughts on the process by the end of October. This progress is positive and important for the college and its morale. Hopefully, everything will be finalized by spring. Maarit, Stacy Ward, and Lisa Patrick are representing the administrative side

Trustee Lawrence reminded trustees about the HR dashboard she and Stay are working on and plan to present at the December RBOT meeting. The report will include DEI data, Turnover, Training data, time-to-hire data, and performance evaluation completion. She encouraged trustees to send any request they would like to see in the report

Consent Agenda

Trustee Lawrence presented an overview of the consent agenda, covering appointments, promotions, and separations. She noted that the Controller position has been filled, and Alexis Devine is apparently doing a wonderful job. She informed trustees about the VP of Academic Search, with four potential candidates currently interviewing on campus.

Regular Agenda

RESOLUTION #T4929-24- Michael Crosson Retirement

The committee agreed to move the resolution to the full Board for approval

Trustee Lawrence adjourned the HR committee meeting at 5:40 pm.

SUMMARY STATUS OF VACANT FULL TIME POSITIONS as of 9/30/2024

	Assessing	Closing	Hold	Search in Progress	Vacant Positions (total)
Civil Service/CSEA				1	1
Faculty					
Professional Service				4	4
Grand Total				5	5

Open Position Detail:

Civil Service/CSEA: Cleaner

Faculty: n/a

Professional Service: Vice President of Academic Affairs and Dean of Faculty, Accounting Coordinator, Marketing and Events Assistant, Surgical Technology Site Coordinator, collaboration with OCC (grant-funded)

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CONSENT AGENDA

HUMAN RESOURCES COMMITTEE

Appointments, Promotions and Separations

RESOLUTION #T4925-24

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

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

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

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

Last Name	First Name	Title	Department	Effective	Action	Grade	Salary	Background
Bazin	Sherrie	Nurse Learning Specialist	Health Education	9/3/24	New Hire	C1	\$46,000	This is a 10-month standard, full time appointment, Professional Grade C. This hire was made as a result of an open external search.
Devine	Alexis	Director of Finance/Controller	Finance	9/3/24	New Hire	F1	\$84,000	This is a 12-mo standard, full time appointment, Professional Grade F. This hire was made as a result of an open external search.
Patrick	Lisa	CFO	Finance	7/19/24	Stipend	H	\$10,000	Performed Controller and CFO duties during Controller vacancy

Jubilee	Krystal	Director of Nursing	Nursing/LAPS	9/1/24	Stipend	F	10%	Increased workload to cover Clinical Coordinator duties (a vacant position that is not being recruited for at this time).
Simmon	Tara	Laborer	Physical Plant	8/30/24	Increase	301	\$1,000	Increase due to passing the NYS Wastewater Treatment exam. This will allow her to perform back-up wastewater treatment plant operator duties
Scanlon	Jillian	Instructor	LAPS	8/23/24	Resigned	II	\$52,398	Jillian served the College for one year, and has resigned for another opportunity.
Manek	Rachel	Marketing Events Assistant	Marketing	9/20/24	Resigned	C1	\$48,987	Rachel served the College for 1.5 years and has resigned for another opportunity.
Crosson	Michael	Custodian	Physical Plant	9/24/24	Retirement	303	\$58,459	Michael served the college for 25 years and has retired.

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

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COMMITTEE FOR ACADEMIC AND STUDENT SERVICES

Resolution No: #T4926-24

Prior Learning Assessment/Credit for Prior Learning (PLA/CPL)

BE IT RESOLVED, that the Board of Trustees of Corning Community College hereby approves the New PLA/CPL Fees for the following, effective immediately:

That the new PLA/CPL fees are as follows:

Credit by Exam: \$240
Credit by Portfolio Review: \$240
Credit by Articulation of Published Exams: \$0

BACKGROUND NOTES:

Whereas, the State University of New York (SUNY) Chancellor Memorandum to Presidents Volume 24 Number 1, states that all SUNY campuses must update their Prior Learning Assessment/Credit for Prior Learning (PLA/CPL) fees so that, “The award of academic credit by evaluation incurs an operational cost for the institution. Support for these costs – in the form of student fees - should reflect, as closely as possible, the costs incurred”:

Whereas, the State University of New York (SUNY) Chancellor Memorandum to Presidents Volume 24 Number 1, states that all SUNY campuses must update their Prior Learning Assessment/Credit for Prior Learning (PLA/CPL) fees so that, “the results of published examinations (e.g., Advanced Placement, CLEP, International Baccalaureate) shall be treated in the same administrative manner as transfer credit and campuses will charge no additional fees to students for the awarding of credit based on performance on such examinations”:

Whereas, the current fee structure for PLA/CPL does not include actual costs incurred and is instead based on a percentage of tuition (33% of in-state tuition for Credit by Exam and Credit by Portfolio Review):

Whereas, the current articulated credit fee for published examinations is a flat \$80 fee:

Whereas, a process was used to develop a PLA/CPL fee structure to that conforms to the requirements of the SUNY Chancellor Memorandum to Presidents Volume 24 Number 1 by factoring in actual operational costs to the college:

COMMITTEE FOR ACADEMIC AND STUDENT SERVICES

Resolution No: #T4927-24

Freedom of Expression & Assembly Policy & Procedure

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby approves the following:

Freedom of Expression & Assembly Policy & Procedure

WHEREAS, SUNY Corning Community College seeks to outline content-neutral time, place, and manner restrictions, including for protests and demonstrations, and balance opportunities for members of the campus community to express diverse viewpoints while ensuring campus safety and security.

BACKGROUND NOTES:

The State University of New York (SUNY) respects and fully supports the rights of free speech guaranteed by the constitutions of the United States and the State of New York. SUNY values the free expression of ideas and supports individuals' right to assemble.

SUNY Corning Community College developed this policy to provide meaningful opportunities for members of our community to express their views and to ensure that the time, place, and manner of such expression does not interfere with the safety and security of our campus community or disrupt the regular operations of the campus.

PLEASE REFERENCE ATTACHED DOCUMENTATION FOR THE FREEDOM OF EXPRESSION & ASSEMBLY POLICY & PROCEDURE

FINANCE COMMITTEE

RESOLUTION #T4928-24

Update Grievance Procedures for Sex-Based Harassment Complaints Title IX Procedures for Students (Including NYS 129-B)

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby ratifies an update to the Response Policy for Sexual Violence and Other Misconduct to comply with the new federal rule which took effect on August 1, 2024.

BACKGROUND NOTES

Effective Date and Changes to Procedure Based on Court Rulings and Legal Challenges or Changes in Law or Regulation

This Grievance Procedure applies to incidents that occur on or after August 1, 2024. Any incidents reported under this Grievance Procedure that occurred on or before July 31, 2024 will be processed through the institution's 2020 Title IX Grievance Policy.

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HUMAN RESOURCES COMMITTEE

Michael Crosson, Retirement

RESOLUTION #T4929-24

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby ratifies the retirement of Michael Crosson, Custodian, in the Physical Plant Department.

BE IT FURTHER RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College extends its deepest appreciation to Michael Crosson for his service to the College and wishes him the best of luck in his future endeavors.

BACKGROUND NOTES

Michael Crosson served the College for just over 25 years as a Custodian. He has seen the College through many changes throughout that time and was integral in keeping the campus environment clean and properly maintained for our students, employees, and community.