

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

DATE: Thursday, December 11, 2025

TIME: 5:30 p.m. Meeting

LOCATIONS: Education Health Center

- 1- CALL TO ORDER
- 2- APPROVAL OF AGENDA
- 3- APPROVAL OF MEETING [MINUTES](#) of October 16, 2025
- 4- CHAIR'S REPORT-*MICHAEL WAYNE*
- 5- PRESIDENT OF THE COLLEGE REPORT- *KIM FROCK*
- 6- STUDENT TRUSTEE REPORT- *JUSTIN ELAWURE-OBOWA*
- 7- CCC DEVELOPMENT FOUNDATION REPORT- *JILL KOSKI*
- 8- APPROVAL OF CONSENT AGENDA
 - 1- [Resolution #T4982-25 Appointments, Promotions and Separations](#)

REGULAR AGENDA

[CASS Committee](#)

[EXTERNAL AFFAIRS Committee](#)

[FINANCE AND FACILITIES Committee](#)

- 1- [Resolution #T4983-25-Operating Report for October 25](#)

[HUMAN RESOURCES Committee](#)

[1- RESOLUTION #T4984- Joseph DeLeone, Reduced Load](#)

[2-RESOLUTION#T4985-25-Alan Winston, Resolution of Appreciation](#)

- 9- OLD BUSINESS
- 10- NEW BUSINESS
- 11- EXECUTIVE SESSION: Yes to Discuss Presidential Contract
- 12- ADJOURNEMENT

**CORNING COMMUNITY COLLEGE
REGIONAL BOARD of TRUSTEES
MEETING MINUTES
October 16, 2025**

In Attendance: M. Wayne, J. McKinney-Cherry, S. Jacoby Murphy, A. Winston, Sibrina Washington, Joe Rowe, K. Early, M. Lawrence, N. Wightman, and Justin Elawure-Abowa.

Excused: H. Reynolds, P. Chu

Senior Staff: AIC Kim Frock, and N. Ka-Tandia,

1-CALL TO ORDER. Chair Wayne called the meeting to order at 5:37 pm

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

3- APPROVAL OF THE MINUTES: Chair Wayne asked for a motion to approve the RBOT Meeting of June 26th, 2025 meetings (J. McKinney-Cherry, K. Early, Unanimous) and the minutes of July 30th Special Meeting (M. Lawrence, S. Washington, Unanimous)

4. CHAIR UPDATE:

Chair Wayne began his report by introducing the two newest trustees, Justin Elawure-Abowa and Sabrina Washington. Justin, a nursing major at CCC, shared his background, including his family's ties to SUNY Corning Community College and his goal of becoming a psychiatric nurse. Sabrina, a graduate of Corning's Chem Tech program and a former Marine, works as a manufacturing supervisor at Eaton and is dedicated to veteran and community outreach. Both showed enthusiasm for their roles on the board and their dedication to supporting community and educational initiatives.

Chair Highlights: Chair Wayne provided the following updates

- Expressed gratitude to the presidential search committee, board members, and Judy McKinney-Cherry for their efforts in the college's recent hiring process, which is nearing completion.
- Provided Highlights from the past six to seven weeks included a successful fall startup event with strong attendance, an employee recognition event, and a detailed financial update from Kim, including SUNY Reconnect programs.
- Met with student Trustee Justin, emphasizing the importance of his academic success and involvement with the college. He noted that midterms may affect his attendance at board meetings, but encouraged him to stay engaged with his studies.
- Shared upcoming events include Manufacturing Day at Airport Corporate Park, with an early morning gathering and an open house in the afternoon to showcase manufacturing programs.

- Mentioned the scholarship recognition ceremony scheduled for next Thursday evening, offering a chance to connect with students and donors and highlight the importance of donations.
- Referenced a meeting with Dr. Terry from LECOM and Kim to review our current articulation agreement, ensuring mutual maximization of resources. Additionally, they discussed potential new opportunities.

Lastly, the board was reminded to complete the annual conflict of interest policy.

5. PRESIDENT OF THE COLLEGE'S REPORT.

AIC Frock provided a comprehensive update on the current state and strategic initiatives of the college. And noted the following:

- The college has faced significant challenges, notably a substantial drop in enrollment (38% fall and 36% spring between 2019 and 2023), which impacts revenue. To address this, the college has focused on increasing enrollment through SUNY Reconnect, outreach, and flexible scheduling, resulting in positive growth in headcount and full-time equivalents.
- Key priorities include improving pedagogy and student engagement, increasing retention—particularly among first-year students and adult learners—and enhancing operational efficiency by reducing manual processes and unnecessary spending. Measures such as requiring faculty to take attendance, better tracking of student participation, and revising drop/withdraw policies are underway to improve student success and financial health.
- The importance of data-driven decision-making, establishing SOPs, and fostering a culture centered on student success and continuous improvement. Financial updates highlight revenue gains from increased enrollment but also reveal challenges such as uncollected receivables, health insurance costs, and unresolved financial aid recoveries, all contributing to an upcoming budget gap.
- The need for a culture shift toward excellence, accountability, and a focus on providing positive learning experiences, emphasizing helping students succeed and pursuing institutional excellence.

Kim's First 5 Months

AIC Frock also provided a comprehensive overview of her first five months in her interim position, highlighting significant challenges including a projected budget gap, residence hall funding violations, and staffing issues. She noted positive aspects of the college, such as strong programs aligned with local employer needs and a diverse, inclusive campus culture. She also mentioned working with Stacy on reorganizing the finance department and the loss of a valuable team member, John.

Kim's Strategic Initiatives Update

She provided a comprehensive update on recent initiatives and ongoing challenges. Key achievements include: implementing strategic plans, restructuring health insurance, and addressing financial issues. Kim highlighted the need for additional revenue streams due to unsustainable financial models, and emphasized the importance of engaging with government officials and local communities for support. She also discussed the need to resolve legal and financial issues related to the foundation and LLC debt, as well as the challenges with the American Dining contract. Kim expressed a desire to improve the working relationship between the college and the board to better address these challenges and achieve the college's goals.

Extended Support for Transition

Kim announced her plan to stay until the end of the academic year and possibly longer to support the college and reaffirm her commitment to continue contributing as long as needed.

The trustees acknowledged Kim's recent contributions, highlighting her efforts in enhancing understanding of the college and emphasizing the importance of continuous improvement. They appreciated her focus report on strategic priorities, which extended beyond the president's activities and reflected a collective commitment to advancing these goals. Kim's report was highly praised as excellent. All trustees recognized the significant accomplishments achieved in a short period and expressed their appreciation for Kim's dedication and the impactful work she has undertaken.

6. STUDENT TRUSTEE REPORT:

Trustee Justin covered several key points related to the student government and campus engagement efforts.

- Initially, the team aimed to expand from five to six members but faced setbacks, resulting in a five-member team with an activity coordinator. They are planning events to foster campus culture, especially for both on-campus and commuting students, to create a more vibrant student community.
- The student government has been working on setting goals for the academic year focused on making a meaningful impact on student experiences and college life. They have conducted training for new members and engaged with different campus departments to understand student needs and areas for improvement.
- Two new clubs, the Legacy Club and the Diversity Club, have been added to support students from diverse backgrounds and Black American students, respectively. These clubs aim to promote cultural inclusion and provide motivational support for students to succeed academically.
- The team also discussed efforts to improve student retention, emphasizing the importance of students connecting with at least one person on campus—be it faculty, staff, or peers—to foster a sense of belonging. Challenges with online students and students who drop classes early were highlighted, with suggestions to improve communication and encourage in-person participation to enhance social integration.

7. CCC DEVELOPMENT FOUNDATION, INC., REPORT.

Foundation Chair Jill Koski's provided the following:

- Held a special meeting on August 12 to approve a loan to the housing company LLC for past due Perry Hall direct expenses owed to the college
- The Foundation Board held our regularly scheduled board meeting on September 10th
- Welcomed Jennifer Herrick-McGonigal to the Board. She will serve as Chair of the Alumni Program Committee and as a Member-At-Large on the Executive Committee.
- Elected officers. Jill President, Mark Hufnagel is Vice President, Art Boehm is Treasurer, Jennifer Warner is Secretary, and Jennifer Herrick McGonigal as our member at large representative.
- Thank the staff for their work on developing a new mission and vision, which we adopted at our September board meeting:
 - Mission: to connect CCC with the resources needed to advance and thrive and
 - Vision: to build a legacy of educational opportunity, community generosity, and alumni pride that drive success for students and growth for our region.
- Held a special board meeting on October 14th
- Approved John Marchese's resignation as Executive Director, effective 10/15/25, and expressed appreciation for his service.
- Approved Linda Jolly as Interim Executive Director.
- over 80 scholarships totaling over \$260,000 have been awarded for the 25-26 academic year. We hosted a successful Red Barons Classic Golf Tournament in September with 13 teams and nearly \$30,000 in revenue.
- The Scholarship Recognition Ceremony next Thursday, October 23 expecting over 200 guests.

Planning is underway for the April 21, 2026 Visiting Scholar Series event featuring Doris Kearns Goodwin.

8. APPROVAL OF THE CONSENT AGENDA

RESOLUTION #T4975-25- Appointment, Promotion & Separation

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

Name	Title	Department	Effective	Action	Grade	Salary	Background
Ciampaglia, John	Maintenance Person	Physical Plant	8/25/2025	New Hire	304	\$45,531	This is a 12-month, standard full time non-exempt position. This hire

Name	Title	Department	Effective	Action	Grade	Salary	Background
							was the result of an open search.
Durantini, Isabella	Coordinator of Nursing Simulation Lab	Health Education - Nursing	8/18/2025	New Hire	C1	\$44,000	This is a 10-month, standard full time non-exempt position. This hire was the result of an open search.
Hansen, Deborah	Cleaner	Physical Plant	8/11/2025	New Hire	301	\$15.96/hour	This is a 12-month, standard full time non-exempt position. This hire was the result of an open search.
Krebs, Kristine	Learning Specialist, Mathematics	Learning Center	7/1/2025	Transfer	C1	\$43,000	This is an 11-month, standard full time non-exempt position. This hire was the result of an open search. Kristine previously worked for the college as an adjunct.
Moon, Melanie	Coordinator of Career and Transfer Services	Retention & Educational Planning	8/14/2025	New Hire	D1	\$53,500	This is a 12-month, standard full time non-exempt position. This hire was the result of an open search.
Smith, Karl	Grants Accounting Assistant	Finance	6/23/2025	New Hire	C1	\$46,000	This is a 12-month, standard partially grant-funded, full time non-exempt position. This hire was the result of an open search.

Name	Title	Department	Effective	Action	Grade	Salary	Background
Soriano-Hatch, Ana	Admissions Recruiter	Recruitment & Admissions	9/2/2025	New Hire	C1	\$47,000	This is a 12-month, standard full time non-exempt position. This hire was the result of an open search.
Thomas, Amanda	Assistant Director of the Physical Plant	Physical Plant	6/30/2025	New Hire	E1	\$61,000	This is a 12-month, standard full time non-exempt position. This hire was the result of an open search.
Tuttle, Laci	Educational Studies Instructor	LAPS	8/20/2025	Transfer	I	\$50,000	This is a 10-month, standard full time, non-exempt position. This hire is the result of an open search. Laci previously worked for the college as an adjunct.
Ahern, Brady	Cleaner	Physical Plant	8/11/25 9/4/25	New Hire and Separation	302	\$15.96/hour	This hire was the result of an open search.
Peregrim, Margaret	Admissions Recruiter	Recruitment & Admissions	6/27/25	Separation	C1	\$50,240	Maggie served the College for 1 year.
French, Joshua	Maintenance	Physical Plant	6/20/2025	Separation	304	\$47,485	Joshua served the College for 3.5 years.
Storm, Dustin	Custodian	Physical Plant	9/5/2025	Separation	303	\$41,359	Dustin served the College for 5 years.

Name	Title	Department	Effective	Action	Grade	Salary	Background
Williams, Yolanda	Financial Aid Counselor	Financial Aid	9/12/2025	Separation	D2	\$61,013	Yolanda served the College for 19 years.
Perkins, Kimberly	Director of ACE	ACE	8/30/2025	Separation	F1	\$74,320	Kimberly served the College for 14 years.
Saunders, Gary	Manufacturing Tech Program Director	WECE	9/25/2025	Separation	F1	\$75,616	Gary served the College for 2 years.
Hurlburt, George	Professor, Mathematics	STEM	8/21/2025	Retirement	IV	\$93,945	George served the College for nearly 25 years as a Math Professor.
Guzzy, Mary	Professor, Humanities and Social Sciences	LAPS	8/21/2025	Retirement	IV	\$77,699	Mary served the College for 20 years as a Theater Professor.
Devine, Alexis	Director of Finance/Controller	Finance	7/1/25	Annual Stipend awarded	F1	\$8,000	Taking on additional duties
Jubilee, Krystal	Director of Nursing	LAPS	9/1/25	Annual Stipend awarded	F3	\$10,838	Continuing additional duties of Clinical Coordinator
Switzer, Adam	Manufacturing Tech Recruiter	WECE	9/15/25	Annual Stipend awarded	C1	\$4,634	Taking on additional duties with Director's departure

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

REGULAR AGENDA

AUDIT COMMITTEE

2024-25 Audit Process Overview

The audit team, led by Duane Shoen, presented an overview of the upcoming audit process for fiscal year 2024-25. They have already completed several pre-engagement activities, including setting up a document portal and reviewing last year's audit report and management letter. The team plans to be on-site the following week, with a mix of new and returning auditors to provide fresh perspectives while maintaining continuity. They will meet with Lisa and Alexis to discuss any changes in personnel, policies, or procedures that could affect the audit process.

Federal Audit Delays Postponed Testing

Due to delays in the release of the 2025 Federal Office of Management and Budget compliance supplement, Auditors announced that testing of federal programs will be postponed until the final document is available. The federal single audit reports, which are typically due in May, will be issued after the compliance supplement is received, though the December-January audit reports will be issued as usual without the federal program component. This situation affects not only the college but also several school districts with June 30 year ends, all of which are awaiting the single audit reports.

Audit Process and Risk Overview

The audit team provided an overview of their upcoming audit process, including cycle testing, control testing, and procedures for reviewing financial statements. They discussed their approach to identifying risks of material misstatement, including standard risks like management override and revenue recognition, as well as risks related to pension systems and retiree health insurance. The team also explained their process for gathering information, conducting analytical reviews, and preparing a management representation letter. They noted a new accounting standard for risk disclosures, but indicated it would not have a significant impact on the college's financial statements.

It was noted that the next meeting would be in December after receiving TRS pension estimates from Albany. The group discussed the need for trustees to evaluate and respond quickly to an email from Insero.

COMMITTEE ON ACADEMIC AND STUDENT SERVICES (CASS)

Trustee McKinney-Cherry highlighted the following:

- There was a hybrid advisory board summit with 52 industry and college participants focused on aligning workforce needs with college programs. This is part of a nationwide effort.
- The Digital Dome project is successful, surpassing its goals with a year-end revenue of \$58,000.
- The nursing program graduated 36 students, with 28 passing the NCLEX on the first attempt, and a total pass rate of approximately 93.75% including retakes.
- The program's retention rate is 85.7%, which is strong.

- Currently, there are 50 students in the freshman class and 13 students ready to transfer in from the LPN program this fall.

EXTERNAL AFFAIRS COMMITTEE

The report is included in the External Affairs Committee Packet. Trustee Winston noted that the committee met on September 30th and noted no action item on the agenda.

The reports reviewed included Foundation, Grant Management, Marketing and Communications, Workforce Education, Academic Pathways, and Legislative Relations. The report primarily focused on legislative relations, highlighting successes such as the SUNY Reconnect program and the Corning Omar Prison Program, which has 38 students enrolled. Legislative advocacy efforts resulted in the passage of short-term Pell legislation, effective July next year, supporting micro-credentials and courses lasting about 8 to 15 weeks.

FINANCE AND FACILITIES

Resolution #T4976-25

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby approves the Operating Report for the period ending July 31, 2025. (N. Wightman, R. Allison, Unanimous)

HUMAN RESOURCES COMMITTEE

Report is included in the HR Committee Packet.

Trustee Lawrence mentioned having sent a draft outline on objectives and oversight to the Human Resource Committee members for feedback, though this will not be discussed tonight. Additionally, there are plans to revise the meeting format and adjust the meeting frequency from every 6 weeks to every 12 weeks, depending on the committee's needs.

RESOLUTION #T4977-25-George Hurlburt Retirement

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby ratifies the retirement of George Hurlburt, Professor of Mathematics in the STEM Division.

BE IT FURTHER RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College extends its deepest appreciation to George Hurlburt for his service to the College and wishes him the best of luck in his future endeavors. (M. Lawrence, K. Early, Unanimous)

RESOLUTION #T4978-25-Mary Guzzu Retirement

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby ratifies the retirement of Mary Guzzu, Professor of Theater in the LAPS Division.

BE IT FURTHER RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College extends its deepest appreciation to Mary Guzzu for her service to the College and wishes her the best of luck in her future endeavors. (M. Lawrence, J. McKinney-Cherry, Unanimous)

RESOLUTION #T4979-25-Administrator in Charge Extension

RESOLVED, that Kim L. Frock be empowered to act as the Administrator in Charge of SUNY Corning Community College, while the search for a permanent President is in progress, and this Board notifies

SUNY Administration of her role as our official representative during the days that follow. (m. Lawrence, R. Allison, Unanimous)

Resolution #T4980-25 Corning Community College – Professional Educators of Corning Community College-Contract 2025-2028

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby ratifies the Agreement between the Professional Educators of Corning Community College and Corning Community College (CCC) effective September 1, 2025 – August 31, 2028. (M. Lawrence, A. Winston, Unanimous)

New Business: Trustee Allison inquired about Beaver Pond Lane driveway

EXECUTIVE SESSION: Yes. To discuss Presidential Search/Matters

Trustee Winston motioned to enter executive session at 7:00 PM, seconded by Trustee Allison, for the purpose of selecting a presidential candidate to be forwarded to SUNY.

Upon exiting (at 8:45pm) an Executive session to select the next President of SUNY Corning Community College, pending SUNY approval, the Board of Trustees meeting continued by motion of Trustee Allison, seconded by Trustee Winston. The following resolution was entertained and read publicly:

RESOLUTION T4981-25

WHEREAS the Regional Board of Trustees engaged a professional search firm for the purpose of identifying candidates for the position of the 8th President of SUNY Corning Community College, and

WHEREAS, The Regional Board of Trustees appointed Vice Chair Judy McKinney Cherry as Chairperson of the campus search committee, to be comprised of: Trustees, faculty, staff, students and community members, and

WHEREAS, the campus Presidential Search committee has forwarded three qualified candidates to the Regional Board of Trustees, and

WHEREAS, available members of the Regional Board of Trustees have met the identified candidates, interviewed them, and in executive session discussed, at length, each candidate's strengths and perceived weakness,

NOW THEREFORE BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby appoints Dr. Terrence L. Finley, of St. Louis, Missouri, to serve as the 8th President of Corning Community College, effective January 2, 2026, at an annual rate of pay of \$185,000.00, plus benefits. AND, authorizes Trustee McKinney Cherry to forward Dr. Finley's name and background information to the SUNY Chancellors office for approval,

NOW the Regional Board of Trustees appoints Trustee Margaret Lawrence to negotiate, with input from Chairman Wayne and Vice Chairperson McKinney-Cherry, the details of Dr. Finley's employment contract, subject to the approval of the SUNY Chancellor's office and the SUNY Board of Trustees.

Trustee McKinney Cherry made the motion. The motion was seconded by Trustee Lawrence. The motion passed with a vote of 8-2-1, with two Trustees absent from the meeting.

The details of the vote follow:

Yea: Chairman Wayne, Vice Chair McKinney Cherry, and Trustees: Allison, Early, Elawure-Abowa, Murphy, Lawrence, and Rowe.

Nay: Trustees Wightman and Winston.

Abstain: Trustee Washington.

Absent: Trustees Chu and Reynolds.

The meeting was adjourned at 8:52pm, motion by Trustee Wightman, seconded by Trustee Allison.

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CONSENT AGENDA

Appointments, Promotions and Separations RESOLUTION #T4982-25

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.

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

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REGULAR AGENDA

RESOLUTION #T4983-25- 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 October 31, 2025.

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REGULAR AGENDA

HUMAN RESOURCES COMMITTEE

Joseph DeLeone, Reduced Load

RESOLUTION #T4984-25

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

BE IT FURTHER RESVOLED, that the Regional Board of Trustees of SUNY Corning Community College extends its deepest appreciation to Joseph DeLeone for over 30 years of service to the College.

BACKGROUND NOTES

The collective bargaining agreement between CCC and PECCC states that Faculty who are age 55 or older and have completed fifteen (15) or more years of full-time service and have set their retirement date within two years of the scheduled reduction in teaching load, are eligible to apply for such reduction in teaching load and retirement. Joseph DeLeone has provided his notice to retire end of faculty contract for the 2025-2026 term.

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REGULAR AGENDA

HUMAN RESOURCES COMMITTEE Alan Winston, Resolution of Appreciation RESOLUTION #T4985-25

Whereas Alan Winston has served with unwavering dedication and distinguished trustee for SUNY Corning Community College for seven years, as a trustee and Chair of the External Affairs committee.

Whereas, during this period, Trustee Winston has overseen and advanced key areas including workforce education, marketing, and legislative affairs, demonstrating a steadfast commitment to the growth and reputation of the college;

Whereas, Trustee Winston was instrumental in engaging and securing legislators as ambassadors of the college, thereby strengthening our advocacy efforts for our students;

Whereas, Trustee Winston's exemplary service and advocacy have significantly contributed to the college's mission, fostering stronger relationships with community stakeholders and policymakers

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

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