

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

DATE: Thursday, August 29, 2024

TIME: 5:30 p.m. Meeting

LOCATIONS: Education Health Center

- 1- CALL TO ORDER
- 2- APPROVAL OF AGENDA
- 3- APPROVAL OF MEETING MINUTES June 6th, 2024 [Minutes](#) and [Special Meeting](#) of July 18th, 2024
- 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 #T4922-24- Appointments, Promotions and Separations](#)

REGULAR AGENDA

[CASS Committee](#)

[EXTERNAL AFFAIRS Committee](#)

[FINANCE AND FACILITIES Committee](#)

1- [RESOLUTION #T4923-24- Operating Report-June 30, 2024](#)

[HUMAN RESOURCES Committee](#)

1-[RESOLUTION #T4924-24-Robert Hall, Retirement](#)

- 9- OLD BUSINESS
- 10- NEW BUSINESS
- 11- EXECUTIVE SESSION
- 12- ADJOURNEMENT

**CORNING COMMUNITY COLLEGE
REGIONAL BOARD of TRUSTEES**

June 6, 2024

HEC

MEETING MINUTES

In attendance: M. Wayne, J. McKinney-Cherry, P. Chu, R. Allison, H. Reynolds, N. Wightman, S. Jacoby Murphy, Joe Rowe, M. Lawrence, A. Winston, K. Early, Aniga Werner

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

Supporting Staff; Kirk Spencer

College Community Guests: Kristen Miller, STEM Academy Principal, STEM Students and their families, Elmarine Jimenez, Tara Bauman, Nicholas Derico and Dan Curtis

1-CALL TO ORDER. Trustee Wayne called the meeting to order at 5:32 pm and mentioned a brief executive session at the end of the public open meeting.

2. APPROVAL OF AGENDA: (R. Allison N. Wightman, Unanimous).

3- APPROVAL OF THE MINUTES: April 25, 2024 RBOT Meeting (J. M-Cherry, P. Chu, Unanimous).

4. CHAIR UPDATE:

Chair Wayne thanked everyone for attending the meeting, wished Dr. Mullaney a happy birthday and shared the following information:

- Commencement was successful despite the uncooperative weather. The ceremony went well. The student speaker, Cameron Jensen, delivered a fantastic message. Extended thanks to everyone who participated, and conveyed trustees' gratitude to the Physical Plant for their hard work in setting up the gymnasium for both the pinning ceremony and the graduation, as well as for maintaining the grounds beautifully throughout the weekend for the numerous visitors.

- Lunch with Schuyler County leadership was a positive experience which included an opportunity to tour the mechatronics and Makerspace facilities, and it was good to see past chairman Carl Blowers and the current County Administrator, Shawn Rosno.
- A trustee retreat is scheduled for Saturday, June 22, and encouraged trustees to complete the self-assessment,
- Asked trustees to send any topics discussion for the retreat

5. PRESIDENT OF THE COLLEGE’S REPORT.

President Mullaney started his report by introducing new employees

- Nicholas Derico, recruiter for the Manufacturing Technician program
- Dan Curtis, Senior Groundkeeper

President Mullaney welcomed the STEM academic students who are the winning members of the 607 Soaring Competition team. This is the second year of the competition started by IncubatorWorks, which invites college teams to pitch startup ideas. Last year's event was held at Elmira College, and this year it was hosted at CCC. The STEM Academy's team won the Viewers' Choice Award with a video pitch. Dave Cook, Cameron Allen and Brandon Machesney are here as the winning members. President Mullaney also thanked Kristen Miller, the STEM Academy Principal, and Elmarine Jimenez, the Faculty Advisor for the students.

President highlighted the following:

Enrollment Report:

- Exceeded summer enrollment goal, reaching 122.5% of our target, putting us in a good financial position. For the upcoming fall semester, new student enrollment is 18% above last year, but we need to focus on retaining current students. Continuing recruitment activities, especially reaching out to non-traditional students

2023-2024 Enrollment Summary

Term	FTE Goal	FTE Actual	Diff	% of Goal
Fall 2023*	1,106.6	1,092.1	-14.5	98.7%
Winter 2024*	24.9	14.4	-10.5	57.8%
Spring 2024*	747.5	769.6	22.1	103.0%
Summer 2024	87.6	107.3	19.7	122.5%
Total	1,966.6	1,983.4	16.8	100.9%

Fall 2024

Table 2 - Day to day summary of FTE comparison between this year and last year as of the current date. **No ACE**

Student Category	FTE 2023	FTE 2024	Change from 2023
New	74.6	88.2	18%
Continuing	201.8	178.7	-11%
Readmit	13.4	10.9	-19%
Transfer	6.8	10.2	50%
Non-degree	14.2	22.1	56%
Total	310.8	310.1	0%

Graduation Rate from Middle States

President Mullaney shared Middle States dashboard, which contains various data points, including student success data comparing data to all the other SUNY schools. Excluding FIT, CCC is currently leading the pack, five points above the second-place college. This is the first time that CCC have achieved such a high ranking compared to the other schools.

Middle States Dashboard: Graduation Rates

SUNY Community College	IPEDS Three-year Graduation Rate
Adirondack	26
Broome	22
Cayuga	25
Clinton	24
Columbia-Greene	33
Corning	40
Duchess	27
Erie	24
Fashion Institute of Technology	83
Finger Lakes	29
Fulton-Montgomery	31
Genesee	34
Herkimer	30
Hudson Valley	29
Jamestown	35

SUNY Community College	IPEDS Three-year Graduation Rate
Jefferson	27
Mohawk Valley	33
Monroe	21
Nassau	21
Niagara	32
North Country	27
Onondaga	25
Orange	21
Rockland	30
Schenectady	27
Suffolk	24
Sullivan	22
Tompkins-Cortland	23
Ulster	29
Westchester	23



SUNY Update:

- Tuition Assistance Program (TAP) changes
 - income threshold increased from \$80K to \$125K
 - married/no dependents 40K to 60K
 - single/no dependents 10K to 30K
- FAFSA Update
 - Roughly 55% of the students registered for Fall 2024 have completed the FAFSA.
 - Multiple messages and outreach to students to complete the application.
 - FA Office asking all employees to ask students if they have completed the FAFSA as they are interacting with students.
 - Financial aid packages will be delivered soon.

The President shared pictures of all activities that happened on campus such as:

- The student Awards: 27 students received 29 awards, and many talked about how the College helped them build their confidence.
- Commencement: 327 graduates, but only 72 participated in the commencement ceremony. Discussed the need to encourage more students to join the ceremony. Maarit will be collaborating with her team in student affairs to come up with ideas to increase participation. Some of the graduates were from December, and some were from August. It would be great to see more students and their families attend the event. Enjoyed Cameron Jensen's presentation and celebrated Sam McCune, who returned to college after a 57-year break to earn his associate's degree.
- Nursing Pinning: The nursing pinning ceremony was also a special event, where 45 students were celebrated for completing the nursing program
- Lavender graduation: This is the second year of the lavender graduation, a small and intimate ceremony for LGBTQI plus students to celebrate their graduation with their loved ones. It's organized by Tunde, Hannah Jones and the Diversity Council, offering these students an opportunity to celebrate their achievement.
- Culture day: Culture Day, organized by Babatunde and the Diversity Center, is now in its third year. The event showcases the diverse cultures of the Finger Lakes region through food, clothing, cultural items, and various activities such as arts, crafts, live music, and cultural displays. This year, 27 community organizations and six student clubs participated in Culture Day.
- Chem Bowl: a chemistry quiz competition which involved teams from four area high schools - Elmira Corning, Notre Dame, Horseheads, and the STEM Academy. Corning High School was the winner, narrowly beating a team from Notre Dame in the final. Over 70 students participated, and a dozen faculty members volunteered for the event.

President Mullaney concluded his remarks by congratulating the softball team for advancing far in the completion and Stacy Johnson who also was named NJCAA Region III and NJCAA North District Coach of the year and thanked trustees for all the birthday wishes

7. STUDENT TRUSTEE REPORT:

This report is Jay last report as a student trustee.

Old Business:

- Prom 2.0
- Tabling for next year's elections
- Wellness Fair

New Business:

- During SAEB tabling event SAEB drew names from a raffle for Mental Health shirts
- Extension on Elections for SA
- Knocking back the signature portion from 50 to 25
- That seemed to be the biggest struggle with applicants
- New Approved Clubs
- Art Club
- Knights of the periodic Table

New Ideas:

- Spring cleaning to SEAB office
- Get office material and resources for next year's officers
- Finish the school year strong

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: Two new Board members were on boarded, expanding both skills and demographic makeup of the Board.
 - Financial Management: An ad hoc committee to review all financial policies of the Foundation is taking shape, with one external member recruited.
 - Fundraising Strategy: The Resource Development Committee is reviewing the 2018 Campaign Feasibility Study conducted by Convergent to assess progress and identify gaps.
 - Scholarships: The Scholarship review process is on hold awaiting the filling of the Institutional Research position at CCC, as the required data will require a new report to be developed.
- Fundraising:
 - Foundation staff are working with a major donor who has expressed the intent to establish a scholarship to benefit students in the Optical Technology Program.
 - Letter of Inquiry approved to submit a full application to the Community Foundation to support the Corning

Prison Education Program.

- Housing LLC:
 - Conversations are ongoing with the financing partners regarding a refinancing proposal for the Perry Hall loans.

- Alumni

The Alumni Program Committee has reviewed the nominations and selected the 2024 Alumni Award recipients who will be honored at the November 8th Reflections event.

 - The recipients were notified in early May.
 - Eileen Collins '76 Professional Achievement Award: Jason D. Nickerson '95
 - Ann Marie Rossi '76 Alumni-Employee Award: Tanya L. (Brooks) Jones '02
 - Parsons Community Service Award: John P. Sirianni '05
 - Perry Education Professional Award: James P. Nolan, Jr. '08
 - The One-to-Watch Award: Jennifer (Spicer) Orbin '14
 - The Distinguished Alumni Award: Georgia M. Verdier '74

9. APPROVAL OF THE CONSENT AGENDA
RESOLUTION #T4910-24

WHEREAS, Human Resources has affirmed the eligible qualifications of hires, transfers and promotions;
WHEREAS, Human Resources has verified the adherence to internal policy and procedures related to hires, transfers and promotions;
WHEREAS, Human Resources has reviewed and confirmed the separation of current employees;
BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby ratifies the
 M. Lawrence, J. Cherry, Unanimous)

Last Name	First Name	Title	Department	Effective	Action	Grade	Salary	Background
Burton	Amelia "Jynks"	Director of Grants Management	CCC Development Foundation	5/13/24	New Hire	F	\$75,000	This is a 12-mo standard, full time appointment, Professional Grade F. This hire was made as a result of an open search. Jynks Burton is a

								returning employee who left in 2021.
Deal	David	Cleaner	Physical Plant	5/28/24	New Hire	301	\$32,364	This is a 12-mo standard, non-exempt, CSEA union position, Grade 301. This hire was made as a result of an open search.
Handley	Alton "Tony"	Electrician	Physical Plant	5/6/24	New Hire	306	\$52,116	This is a 12-mo standard, non-exempt, CSEA union position, Grade 306. This hire was made as a result of an open search. Tony previously served in this role
Oldroyd	Kendra	Campus Safety Officer	Public Safety	5/4/2024	Transfer to Full Time	I	\$33,708	This is a 12-mo standard, non-exempt Council 82 union position. This hire was made as a result of an internal search.
Corwin	Elaine	Professor	Professional Studies	5/24/24	Retirement	IV	\$101,246	Elaine Corwin served the College for almost 35 years and is retiring. She will be continuing as an adjunct.
Carter	Vivian	Campus Safety Officer	Public Safety	4/30/2024	Resignation	I	\$37,542	Vivian Carter served the College for 13 years. She resigned to pursue another field
Smith	Mitchell	Director of Development	Development Foundation	5/10/24	Resignation	F1	\$69,540	Mitchell Smith served the College for 16 months, and relocated out of state.
Smith	Trevor	Cleaner	Physical Plant	4/22/24	Resignation	301	\$32,364	Trevor Smith served the College for three months before resigning.

Manns	Mark	Technical Assistant	IT	5/3/2024	RIF	C1	\$46,672	The Technical Assistant position in the IT Department was eliminated for budgetary reasons
Owlett	Brad	Systems Administrator	IT	5/3/2024	RIF	D3	\$60,152	The Systems Administrator position in the IT Department was eliminated for budgetary reasons
Scolaro	Andrew	Network Administrator	IT	5/3/2024	RIF	D1	\$57,361	The Network Administrator position in the IT Department was eliminated for budgetary reasons

COMMITTEE ON ACADEMIC AND STUDENT SERVICES (CASS)

Trustee Cherry highlighted few items in the CASS report:

- The National Science Foundation Grants that we couldn't publicize before are now official. One grant is for optics and is worth \$348,324, while the other one is for the flexible hybrid pathway and is worth \$647,941. It's essential that we don't overlook the positive impact of these grants on our finances.
- The digital dome under Jennifer Sellers is making a strong impact on the college and the community and suggest working with board to promote this unique asset. Excited to see how the new kids program on Saturday mornings goes. The recent event organized by America's Boating Club drew nearly 50 people, with only 26 from the club. It's a unique offering that other community colleges don't have, and it's worth celebrating.
- Under academic affairs, at the committee level, it was mentioned in the report that we are reducing some costs by transitioning to a digital collection in the library. It's important to note that alumni and trustees can access this digital collection for free, as Polly suggested. Trustee Wightman asked if we are a member of the southern tiers library and Robert and sally offered to research the question
- Trustee Cherry noted the improvement in the enrollment rate, as it placed the institution in a favorable position and the significant achievement of two CCC student receiving a full scholarship to an Ivy League school over the last two years. She also discussed strategies to help students transition from being interested in the institution to fully embracing it, including conducting lunch and learn sessions with students and faculty and remarked on the importance of effectively communicating

the institution's strengths and values and aligning efforts to attract potential students. She commended Vice President Clay's efforts in reaching out to high school students through their principals and guidance counselors.

Trustee Heather Reynolds applauded the Math faculty for providing these students with the skills they need

Resolution No: #T4911-24- TENURE- Elmarine Jimenez

BE IT RESOLVED, that the Board of Trustees of Corning Community College hereby approves Tenure for the following, effective the beginning of the 2024-2025 academic year. (J. Cherry, N. Wightman, Unanimous)

Resolution #T4912-24-PROMOTIONS

BE IT RESOLVED, that the Board of Trustees of Corning Community College hereby approves the following promotions, effective with the beginning of the 2024-2025 academic year: (J. Cherry, N. Wightman, Unanimous)

Faculty Member	Current Rank	New Rank	Academic Division
Kiflom Gerbremichael	Instructor	Assistant Professor	STEAM
Elmarine Jimenez	Assistant Professor	Associate Professor	STEAM
Emma Draper-Reich	Assistant Professor	Associate Professor	LAPS
Eric Smith	Associate Professor	Professor	LAPS

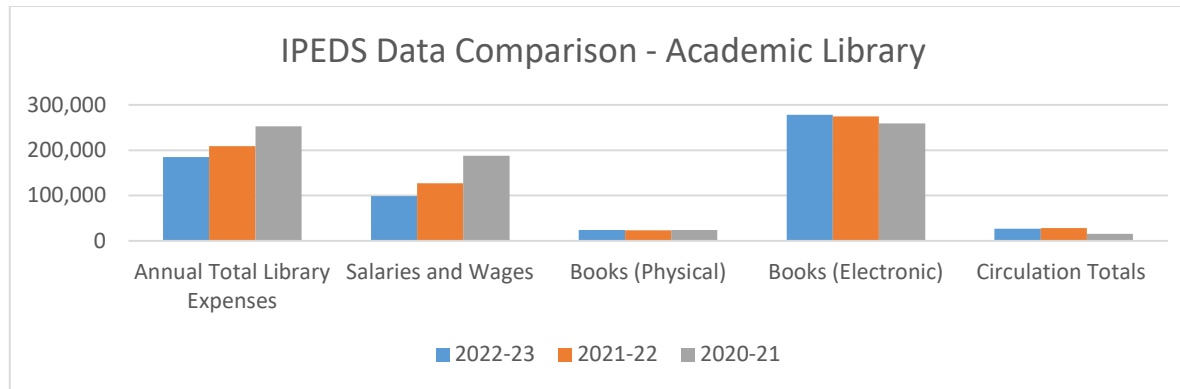
Resolution #T4913-24-MAY 2024 GRADUATION LIST

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves the May 2024 Graduation List. (J. Cherry, R. Allison, Unanimous)

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.
- Nursing faculty led sophomore level students in the 2nd annual Mass Casualty Drill to practice triage skills to be better prepared for the workforce.
- Students participated in a pitch competition, 607 Soaring, where the CCC team won the “People’s Choice Award”.

- George Hurlburt received an invitation to the STEMM Opportunity Alliance Conference on Wednesday, 5/1, at the White House!
- Students participated in the CCC Students Expo which received some press on WENY and WETM websites.
- Dr. Kyle Williams and Dr. Kamesh Narasimhan have worked hard to bring back the Chem Bowl which is and will be held on the main campus May10, 2024. Nine teams have signed up.
- Dr. Gregg Caruso, Professor of Philosophy, was conferred the rank of SUNY Distinguished Professor. This is SUNY's highest faculty rank.
- It is official – both NSF Advanced Technological Education grants were officially awarded. See the links below to go to the NSF sites.
 - https://www.nsf.gov/awardsearch/showAward?AWD_ID=2400496&HistoricalAwards=false
 - https://www.nsf.gov/awardsearch/showAward?AWD_ID=2400735&HistoricalAwards=false
- \$20,000 Enhancing Supports for Students with disabilities grant was awarded to Kathleen Craig in the Accessibility Office.
- Accessibility Services created an Accommodated Housing Procedure to be implemented for the 2024-2025 academic year.
- The CCCAT Conference is created, funded and executed by members of 5 community colleges (MVCC, CCC, FLCC, TC3, and OCC) was held at Mohawk Valley CC Thursday, April 26. More than 110 people attended the conference.
- 1600 tutoring sessions so far this semester, end of Friday 5/3/24) – an all-time record for this point in the semester, Fall or Spring, a 9.7% increase from this point within Spring 2023, and a 2.4% increase from this point within Fall 2023 semester.
- Overall attendance at the Digital Dome was up in April. The total was 1225. Attendance for May and June are looking healthy with 21 group visits scheduled. Continue to offer Mesemerica until it is no longer profitable. Reduced showings to 2-4 per month.
- Makerspace usage has begun with courses using it this semester and have used the space for building projects, large format printing, and 3D printing.
- Below is a graph showing the increase in collections at the Library while decreasing cost. This is due to a more streamlined and digital collection.



Recruitment/Admissions

- New Students (as of 4/26): Accepted but not yet claimed account: 265; Accepted and claimed account: 379; Accepted and claimed account but not registered: 270; Accepted and registered: 109
- Events: ACE and Recruitment/Admissions collaboration & Outreach: SEM II grant- 24+ Adult Students: calls in progress
- EOP: invites to new CCC applicants sent out weekly: 30 applications: 5 eligible students, 15 applications pending financial verification, 10 ineligible for 2024-25 cohort
- Athletic Specific Recruitment:
 - 40 new student athlete commitments for FL 2024 and Men’s Basketball coach search in progress
 - Student/Residential Life: Perry Hall: At Open House event- tours/q&a; 6 individual tours to potentials
 - Registrar’s Office
 - Visiting Students - Spring 2024: 59 Applied; 38 registered for 147 credits and Visiting Students - Summer 2024 (reg. on-going): 139 Applied; 115 Registered for 558 Credits

Retention

- EAC New/ Continuing student appointment balance Fall 24 registration
 - 4/22 - 4/26: (49 appointments met) 34 new, 3 formers, 8 continuing, 4 transfer, 8 no shows
 - 4/29 - 5/3: (49 appointments met) 30 new, 6 former, 9 continuing, 4 transfer, 5 no shows
- Starfish Early/ Midterm Alert Comparison
 - Spring 2023 vs. Spring 2024 (Early Alerts): Completion increased: 56% SP 23 to 62% SP 24
 - Spring 2023 vs. Spring 2024 (Midterm Alerts): Completion increased: 61.5% SP23 to 68% SP 24
- Student Life: Fall ‘24 RA interviews, satisfaction surveys re clubs/organizations and events/activities
- Perry Hall: Currently (5/6/24) - 43 contracts received for Fall 2024

- Held a returning student social to encourage potential returners to complete contract for FL 24
- Five potential returning residential students eligible for Live Here, Learn Here Scholarship pilot
- EOP: 2 graduating (to 4-year), 1 graduating (entering CCC nursing), 4 transferring out (3 men's BB, 1 to another nursing program), 14 continuing, 3 ineligible for FA, 6 pending FA eligibility, 3 undecided
- SAP program: April: 3 new clients, 31 sessions provided, 2 events in Perry Hall - 12 contacts, Commons tabling - 32 participants, Coloring and Cookies - 21 participants, Self-Care Fair - 138 participants, 2 meditation groups and one Forest Bathing event

Engagement

- Student Life - March
 - 9 activities - 230 participants; average of 20 student drop-ins per day on SL Office
 - 34 unduplicated users in the Food Pantry
 - Average of 36 students per day utilizing the Game Room
- Athletics
 - Softball - 2024 Co-MSAC Conference Champs and Baseball - hosted sophomore day 5/4: 10 student athletes and families honored
 - Fitness Center - 2,004 usages of the facility to-date
- Perry Hall: April - 7 events with 125 participants
- Registrar's Office: Graduation - Spring 2024: 246 Spring Applicants (Degrees); 14 Applicants (Microcredentials/Digital Badges); Graduation - Summer 2024: 38 Summer Applicants

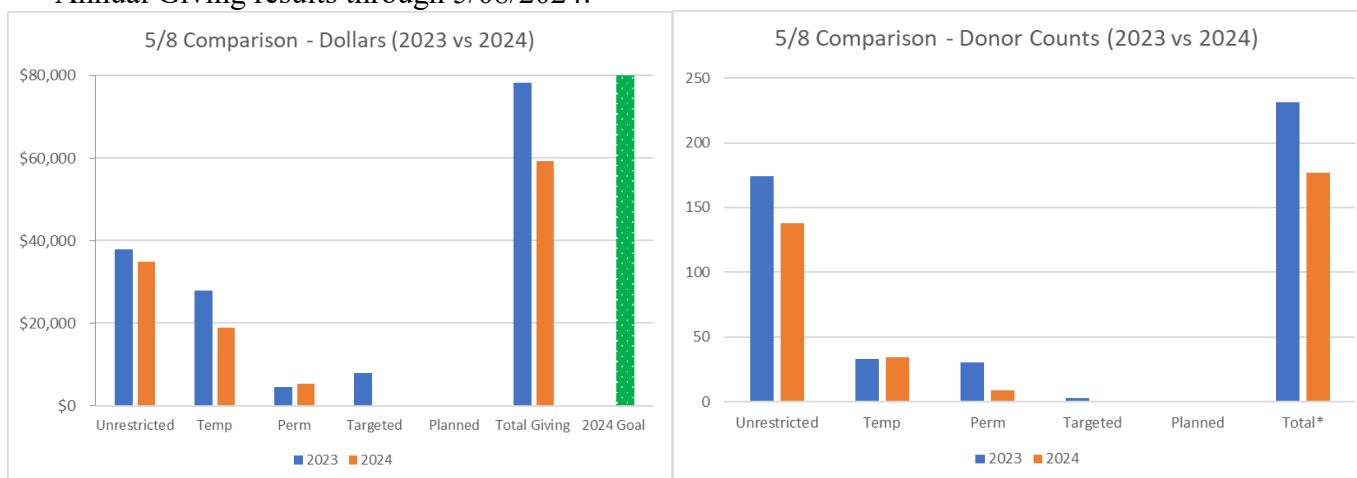
EXECUTIVE COMMITTEE: None

EXTERNAL AFFAIRS

CCC Development Foundation

- The Director of Development search process has concluded.
- John attending the SUNY CUAD Annual Education Conference in Long Island NY from June 5-7.
- Former Trustee Nykole Parks has established a pass-through fund, the Nykole L. Parks '95 Nursing Scholarship, to benefit nursing students with preference given to students from Chemung County.
- The third Baron Bulletin e-newsletter was sent in May. The fourth Baron Bulletin e-newsletter is planned for July.
- The Q2 Annual Fund solicitation mailing was sent in May.
- Received a grant from the Fund for Women for the Full STEAHM Ahead Summer Workshop.

- The Lindau Foundation awarded a grant to support the purchase of chemistry laboratory kits.
- Submitted a grant request to the Triangle Fund to support STEM based youth programming including the Full STEAHM Ahead Summer Workshop and potential Maker Space Day Camps.
- The Foundation will review the 2023 audited financial statements at the June Board meeting for approval.
- The Housing LLC is working with the College to provide internet service for Perry Hall through a different vendor and has prepared a multi-year timeline for replacing the internet equipment in the building.
- The Alumni Program sponsored gifts to be distributed to graduates at Commencement that include a CCC branded drawstring bag, drink koolie, and bottle opener keychain.
- A member of the Alumni Program Committee will provide remarks at the Commencement Rehearsal welcoming the graduates into the Alumni Program.
- The Alumni Program Committee has selected Alumni awardees for the 2024 Reflections event.
- Annual Giving results through 5/08/2024:



	2023	2024		2023	2024
Unrestricted	\$37,847.95	\$34,978.88	Unrestricted	174	138
Temp	\$27,919.50	\$18,993.00	Temp	33	34
Perm	\$4,505.00	\$5,225.00	Perm	30	9
Targeted	\$8,000.00	\$0.00	Targeted	3	0
Planned	\$0.00	\$0.00	Planned	0	0
Total Giving	\$78,272.45	\$59,196.88	Total*	231	177
2024 Goal		\$345,000.00	* Unduplicated count of annual donors		

Marketing/Communications

VP Clay informed the trustees that the marketing team had initiated a media campaign aimed at students facing issues with FASFA applications. She also updated them on the open house event, which was attended by 90 students, 30 of whom were from NYC. Additionally, she emphasized the significance of having faculty members present at such events.

Highlights

- 2060 Digital Marketing: Display Ads (1,642,380 impressions; 6,904 clicks) | OTT/CTV (50,405 impressions; 98.19% completion rate) | YouTube (32,751 impressions; 60.57% completion rate); Social Media (289,374 impressions; 2,226 clicks); | Local SEO (6,074 impressions)
- LocaliQ Digital Search: 20,179 impressions; 5,246 link clicks; 26% click through rate
- Open House Facebook Boosted Post (38,502 accounts reached; 801 clicks)
- Eclipse Event Facebook Boosted post (17,888 accounts reached; 888 clicks); Local media coverage for Eclipse event ([WENY](#))
- Regional Job Fair Facebook Boosted post (27,764 accounts reached; 698 clicks); media coverage Regional Job Fair ([WETM](#), [WENY](#), [Big FOX](#))
- CCC Affordability Facebook Boosted post (22,989; 449 clicks - still active)
- Local media coverage for Student Expo ([WETM](#); [WENY](#))
- Local media coverage for Nursing Mass Casualty event ([WETM](#), [WENY](#), [Big FOX](#))
- Local media coverage for SUNY Chancellor Visit ([WENY](#))
- Local media coverage for Manufacturing Open House ([WETM](#); [WETM](#); [WENY](#))
- Coordinated morning TV show appearances to promote Regional Job Fair ([WENY](#) & WETM)
- Summer Classes advertising in student newspapers (Binghamton Univ., Syracuse Univ., Univ. of Rochester, Univ. of Buffalo, & SUNY Albany)
- Summer Classes advertising through social media, display ads, OTT/CTV, and YouTube.

Performance

1. Website: March 25 - May 5 2023/2024 Comparison

Channel Grouping	New Users 2023	New Users 2024	Change
Organic Search	10,498	11,223	+6.91%
Direct	9,252	15,703	+69.73%
Paid Search	3,739	3,725	-0.37%

Referral (SUNY & paid)	665	814	+22.41
Social	2,457	5,717	+132.68%

2. Chatbot: March 25 - May 5 2023/2024 Comparison

Channel Grouping	2023	2024	Change
Chat Sessions	205	230	+12.20%
Calls	293	273	-6.82%

Other

- Facilitated interview with NPR for [FAFSA story](#).
- Press Releases: [SUNY CCC Hosts Regional Job Fair](#) | [Society of the Red Baron Awards](#) | [SUNY CASE Awards - Cameron Jensen](#) | [SUNY CCC Hosts Mass Casualty Drill](#) | [SUNY CCC Hosts Women’s Empower Conference](#) | [Norman R. McConney, Jr. Award EOP Award Winner](#) | [SUNY CCC Celebrates Diverse Community at 3rd Annual Culture Day](#) | [SUNY CCC to Host Education Summit](#) | [Dr. Caruso - SUNY Distinguished Professor](#)

Workforce Education

President Mullaney highlighted a few points on the Workforce Education report:

- The prison education program is thriving. We currently have 36 students in the program, with 24 more in line to start classes this summer or in the fall. This is the first time we are offering classes in the prison during the summer, and the demand is evident. We are also able to find faculty to teach classes, which is helping the program thrive
- For corporate training the workforce team was able to secure over \$700,000 in corporate contracts. With 3 months to go this year, they have already reached \$1.1 million, far exceeding last year's numbers. The reason for this increase is that many of the partnerships they had built over the years are finally showing results, and companies are approaching us based on word of mouth and previous training experiences, requesting more training sessions.
- WEAP organized its first Women’s Empowerment Conference on Campus and 250 women participated, and the feedback was incredibly positive - the quality of the keynote presentations and breakout sessions was well-received. The team is very encouraged to make this an annual event.

Corning Prison Education Program

- 24 Students have participated in the most recent intake process – anticipate 2 more dates to reach more on the wait list. Goal for Fall – 50 HC (total new and continuing).
- Several (in program) have funding issues needing resolution or they will not be able to continue.
- 4 classes offered over the summer.
- David Crawford tendered his resignation due to family/relationship concerns.

ACE

- Hired Gabriella Orcutt for the PT ACE Specialist position
- Completing the applications to add Northeast Bradford Jr./Sr. High School and Wellsboro High School in PA (via the ARISE grant)

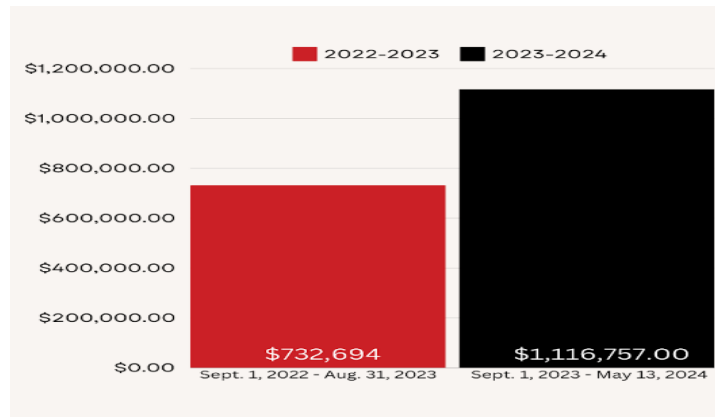
Testing Center

- 303 tests administered this period. (1,526 so far this year). Revenue is approximately \$12,000 (expected \$17,000 by end of academic year).
- Laura Prestigiaco announced her retirement.

Southern Tier Law Enforcement Academy

- Upcoming Field Training officer class to be held – 21 registrants. Hosting a Cannabis Impaired driver training in June on the main campus.

Corporate Contracts



Other News

- Auto Tech participated in the Green Grand Prix in Watkins Glen and won two events: overall fastest hybrid vehicle in autocross and best Generation 4 Prius – fuel mileage. Award amount = \$1,000
- Manufacturing Tech graduated 4 students – all had at least one job offer.
- Current Career Welding class will graduate eight on May 31.

- CAF USA requests to utilize our welding program to train workers starting with the next welding class in July. Mark Bellinger to tour to determine level of welding needed to achieve CAF USA goals.
- Women’s Empowerment Conference: May 21, 2024 – approximate revenue of \$7000 (after expenses). Anticipate 250 women on campus for this event.

Legislative Relations

Trustee Winston highlighter the following points:

- At the national level, we closely follow our organization's "green sheet," which outlines legislative priorities for each Congress. We are currently monitoring short-term Pell legislation and the Supplemental Nutrition Assistance Program (SNAP), as it relates to higher education. I'd like to thank Alan Garns, with whom we regularly communicate. He is the legislative assistant for higher education in Langworthy's office in Washington.
- At the state level, the leaders of the Advocacy Committee (NYCAP and NYCCT) are assessing the previous budget cycle and planning for the upcoming one.
- At the local level, we've had Tri-County government leaders on campus, including Chair Kelly Fitzpatrick, Jack Wheeler, manager, and Schuyler on May 31st, Karl Blowers, and Shawn Rosno. We have an upcoming visit from Chemung on June 11th, featuring County Executive Moss and Chair Margueson.

Trustee Cherry Congratulated Dr. Mullaney for being selected as the southern tiers Workforce Regional Council Co-Chair for

Trustee Wayne asked about the 8 million SUNY allocation and President Mullaney indicated that he had a meeting with the Chancellor and the \$8 million will be divided as follows:

- \$3 million for community colleges for mental health efforts, with Corning receiving \$100,000;
- and \$5 million earmarked for nurse education, allocated based on student numbers. We had hoped for broader goals,

The SUNY Board decided to focus on health education.

Trustee Winston concluded his report by reading the resolution of appreciation for Jay Werner and thank him for all of his help and wish him good luck with his continuing education here at the college and beyond

RESOLUTION #T4914-24-Recommendation of the CCC Student Trustee Award Recipient

NOW, THEREFORE, BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College does hereby recommend Aniga (Jay) Werner as the recipient of the 2024 CCC Student Trustee Award. (A. Winston, N. Wightman, Unanimous)

FINANCE AND FACILITIES

Trustee Reynolds mentioned the Finance and Facilities Committee might meet. Matt, on the 28th, and reviewed the operating summary for April. She is also noted there is one action item on the agenda

- Cash is evening out compared to where we were at last year.
- Moving in the right direction for receivables and collections.
- The dashboard included revenues and expenses showing some savings.
- We had our round one cuts, and then we had a second round of personnel cuts. So we're moving towards our goal of saving that 1.4 million.
- We have some possible savings and utilities, but we have considered using that towards making some much-needed paving improvements around campus.

RESOLUTION T#4915-24-Operating Report

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

SUNY Corning Community College
 Operating Dashboard
 FY 24 @ Month End 4/30/24



Cash & Student Receivables

	Cash	# Days of Operations	Total Student AR as of 4/30/24	Fiscal Year Receivable
April 30, 2024	\$ 11,443,464	156	\$ 5,142,454	\$ 2,433,822
April 30, 2023	\$ 11,830,311	158	\$ 4,966,837	\$ 2,748,901

Revenues & Expenditures @ 4/30/24

	FY 24 Adopted Budget	FY 24 Amended Budget	YTD 2/29/2024	YTD 4/30/2024
Revenues	\$ 25,457,865	\$ 25,457,865	\$ 17,680,286	\$ 22,065,714
Expenses	\$ 26,857,865	\$ 26,192,907	\$ 14,028,861	\$ 18,393,375
Surplus(Deficit)	\$ (1,400,000)	\$ (735,042)	\$ 3,651,425	\$ 3,672,339
			YTD February	YTD April
% of year Complete			50%	67%
% of Revenue Realized			69%	87%
% of Expenditures			52%	68%

Highlights of Revenues & Expenditures

	FY 24 Adopted Budget	FY 24 Amended Budget	YTD 2/29/2024	YTD 4/30/2024
Tuition & Fees	\$ 11,121,845	\$ 11,121,845	\$ 10,158,244	\$ 10,759,425
Chargebacks	\$ 6,486,507	\$ 6,486,507	\$ 3,553,427	\$ 5,951,762
Personnel & Benefits	\$ 19,675,635	\$ 19,349,727	\$ 8,773,876	\$ 12,448,147
Equipment	\$ 318,695	\$ 193,900	\$ 41,102	\$ 54,121
Contractual	\$ 6,863,535	\$ 6,649,280	\$ 5,213,883	\$ 5,891,107

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	501	12	102.5%
	**Summer at 5.14.24 FTE	87.6	92.8	5.2	105.9%
TOTAL	Headcount	7431	7429	-2	100.0%
	FTE	1966.6	1968.9	2.3	100.1%

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		4

Corning Community College
Report to Finance & Facilities Committee
Unrestricted Operating Summary
Month End 4/30/24



	2023-2024 Amended Budget	2023-2024 YTD 2/29/24	2023-2024 3/31/24	2023-2024 4/30/24	2023-2024 YTD 4/30/24	2023-2024 Remaining Budget
REVENUES						
Resident Tuition	\$ 7,512,080	\$ 6,075,644	\$ 17,614	\$ 517,699	\$ 6,610,957	\$ 901,123
Non Resident Tuition	\$ 607,000	\$ 921,821	\$ (22,912)	\$ (19,329)	\$ 879,580	\$ (272,580)
ACE Tuition	\$ 1,672,880	\$ 2,003,673	\$ 4,312	\$ 34,504	\$ 2,042,489	\$ (369,609)
Student Fees	\$ 1,329,885	\$ 1,157,108	\$ 2,500	\$ 66,793	\$ 1,226,401	\$ 103,484
State Aid	\$ 7,108,113	\$ 3,632,391	\$ 592,343	\$ 592,343	\$ 4,817,077	\$ 2,291,036
Grant Aid & Contracts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Federal appropriations	\$ 8,000	\$ 3,465	\$ 41,977	\$ -	\$ 45,442	\$ (37,442)
County Operating Chargebacks	\$ 6,486,507	\$ 3,553,427	\$ 2,255,811	\$ 142,524	\$ 5,951,762	\$ 534,745
Other sources	\$ 733,400	\$ 332,759	\$ 118,477	\$ 40,772	\$ 492,008	\$ 241,392
Applied Fund Balance	\$ 735,042	\$ -	\$ -	\$ -	\$ -	\$ 735,042
Total Revenues	\$ 26,192,907	\$ 17,680,286	\$ 3,010,122	\$ 1,375,306	\$ 22,065,714	\$ 4,127,193
EXPENSES						
Salaries	\$ 13,738,027	\$ 6,312,483	\$ 1,751,291	\$ 949,238	\$ 9,013,012	\$ 4,725,015
Employee Benefits	\$ 5,611,700	\$ 2,461,393	\$ 508,982	\$ 464,760	\$ 3,435,135	\$ 2,176,565
Equipment	\$ 193,900	\$ 41,102	\$ 8,104	\$ 4,915	\$ 54,121	\$ 139,779
Contractual Expenditures					\$ -	
<i>Purchased Services</i>	\$ 255,500	\$ 135,011	\$ 52,795	\$ (820)	\$ 186,986	\$ 68,514
<i>Materials & Supplies</i>	\$ 549,635	\$ 278,982	\$ 20,792	\$ 33,463	\$ 333,237	\$ 216,398
<i>Marketing</i>	\$ 175,785	\$ 78,637	\$ 3,646	\$ 14,117	\$ 96,400	\$ 79,385
<i>Conference & Travel</i>	\$ 239,675	\$ 96,581	\$ 12,435	\$ 29,308	\$ 138,324	\$ 101,351
<i>Utilities</i>	\$ 600,000	\$ 201,882	\$ 64,620	\$ 39,355	\$ 305,857	\$ 294,143
<i>Maintenance Repairs & Contracts</i>	\$ 602,900	\$ 285,904	\$ 20,646	\$ 42,010	\$ 348,560	\$ 254,340
<i>Software & Contracts</i>	\$ 435,200	\$ 240,784	\$ 9,623	\$ 33,443	\$ 283,850	\$ 151,350
<i>General Institutional</i>	\$ 1,402,960	\$ 1,170,449	\$ 69,244	\$ 54,690	\$ 1,294,383	\$ 108,577
<i>Other Expenditures</i>	\$ 609,745	\$ 312,095	\$ 18,806	\$ 97,956	\$ 428,857	\$ 180,888
<i>Scholarships</i>	\$ 1,777,880	\$ 2,413,558	\$ 8,861	\$ 52,234	\$ 2,474,653	\$ (696,773)
Total Contractual Expenses	\$ 6,649,280	\$ 5,213,883	\$ 281,468	\$ 395,756	\$ 5,891,107	\$ 758,173
Total Expenses	\$ 26,192,907	\$ 14,028,861	\$ 2,549,845	\$ 1,814,669	\$ 18,393,375	\$ 7,799,532
Surplus/(Deficit)	\$ -	\$ 3,651,425	\$ 460,277	\$ (439,363)	\$ 3,672,339	

Auxiliary Campus Services Update

Auxiliary Campus Services Update

Thanks to all the members of Auxiliary Services for their work in preparation for commencement. Each department in Auxiliary Services plays an important part in working behind the scenes to prepare the grounds, facilities, technology and providing safety and security for all the events leading up to and including the commencement.

Health Services

The Health Fair on April 17th in the Commons was a huge success with a large number of staff and students in attendance.

Information Technology

The IT department has a number of equipment and software upgrades that began immediately after commencement.

Physical Plant

Electrician Alton "Tony" Handley was hired and began on May 13th. Tony is a former employee who recently moved back to the Corning area.

Public Safety

A new part-time Campus Safety Officer, Adam Swan, was hired to fill a vacant position. Adam graduated from Corning Painted Post schools and attended the BOCES Criminal Justice program. Most recently he worked for a security guard firm in hospital security.

Part-time Campus Safety Officer Kendra Oldroyd was promoted to full-time to fill a position that was vacant due to a recent resignation in the department.

HUMAN RESOURCES

Trustee Lawrence noted the HR committee met on May 29th and one of the items talked about as the importance of attracting diverse candidates. Stacy Ward is working toward that goal by having monthly meetings with Babatunde to make sure their initiatives are aligned. Also, when people are interviewed, there's a diverse search committee.

Regular Agenda

Resolution#4916-24-[Elaine Corwin, 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. (M. Lawrence, N. Wightman, Unanimous)

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

Resolution 4917-24 [Performance Growth Awards](#)

BE IT RESOLVED, that the Regional Board of Trustees of SUNY Corning Community College hereby approves Performance Growth Awards for the following employees, effective September 1, 2024: Amanda Bailey, Tyre Bush, Beverly Dunham, Loretta Hendrickson, Rebecca Laughlin, Krzysztof Nazar, Lisa Patrick, Don Sherman. (M. Lawrence, R. Allison, Unanimous)

BE IT FURTHER RESOLVED, that the Regional Board of Trustees of Corning Community College extends its appreciation to the awardees for their exceptional service to the College.

Resolution #4918-24-[RAVE Award](#)

WHEREAS, the RAVE (Recognizing a Valuable Employee) Award was established to acknowledge non-faculty CCC employees who demonstrate outstanding commitment to the College mission through consistent and exceptional work.

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College approves Tara Bauman to receive the 2024 RAVE award in recognition for outstanding employee service. (M. Lawrence, R. Allison, Unanimous)

DISCUSSION ITEMS

[Summary of Vacant Positions](#)

SUMMARY STATUS OF VACANT FULL TIME POSITIONS as of 5/22/24

	Assessing	Closing	Hold	Search in Progress	Vacant Positions (total)
Civil Service/CSEA					
Faculty					
Professional Service		2		3	5
Grand Total		2		3	5

Open Position Detail:

Civil Service/CSEA: n/a

Faculty: n/a

Professional Service: Director of Finance & Controller, Director of Institutional Research and Effectiveness, Surgical Technology Program Coordinator (grant-funded), Director of Development, Admissions Recruiter

NOMINATION COMMITTEE

Resolution # T4919-24: Nomination for Slate of Officers of the Regional Board of Trustees of Corning Community College

WHEREAS, the Bylaws of the Regional Board of Trustees adopted on July 7, 2004, Article II, Section II, A. call for the election of a Chairperson, a Vice Chairperson, and a Treasurer every two years, and

WHEREAS, the Nominations Committee composed Chair Wayne, Vice-Chair Judy McKinney Cherry, and Trustee Alan Winston, recommend to the full Board the following slate of officers,

BE IT, THEREFORE, RESOLVED that the following members of the Regional Board of Trustees be elected to the positions described below and that they take office on July 1, 2024, for a term expiring on June 30, 2026. (A. Winston, N. Wightman, Unanimous)

Chairperson, Mike Wayne, Vice Chair Judy McKinney Cherry, Treasurer, Heather Reynolds

11. OLD BUSINESS. None

12. NEW BUSINESS.

13. EXECUTIVE SESSION: YES

Chair Wayne adjourned the meeting at 7:00 pm (A. Winston, R. Allison, Unanimous). There was a motion to enter into an executive session to discuss staffing at 7:20 pm (J. Rowe, Judy Cherry, Unanimous). The committee reconvened out of the executive session at 8:49 pm (M. Lawrence, R. Allison, Unanimous), and unanimously approved the annual evaluation of Dr. Mullaney as prepared by Chair Wayne and Vice Chair Judy McKinney Cherry. The board also approved a salary adjustment, extended Dr. Mullaney's contract by two years and authorized Chair Wayne to have a new contract drawn clarifying the terms of the contract extension. No other terms will be changed (J. McKinney-Cherry, H. Reynolds, Unanimous).

Trustee Wayne adjourned the meeting at 7:50 pm (M. Lawrence, K. Early)

**SUNY CORNING COMMUNITY COLLEGE
REGIONAL BOARD of TRUSTEES
Special RBOT Meeting**

**July 18, 2024
Via Zoom
MEETING MINUTES**

In attendance: Chair M. Wayne, R. Allison, J. McKinney-Cherry, H. Reynolds, A. Winston, P. Chu, Kintu Early

Senior Staff: President Mullaney, Executive Director Patrick,

Excused: Sally Jacoby Murphy, Joe Rowe, Margaret Lawrence

Guests: Timothy Bonomo

1. CALL TO ORDER. Chair Wayne called the meeting to order at 4:02 pm
2. APPROVAL OF AGENDA. (R. Alisson, A. Winston, Unanimous)

REGULAR AGENDA

FINANCE REPORT

RESOLUTION #T4920-24 2024-2025 Operating Budget

BE IT RESOLVED, the President of the College proposed the 2024-2025 operating budget to the Finance and Facilities Committee; and, WHEREAS, the Finance and Facilities Committee has reviewed and recommends it the Regional Board of Trustees for approval; NOW, THEREFORE BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves the 2024-2025 operating budget of \$25,862,404; and, BE IT FURTHER RESOLVED, that a copy of this resolution shall be submitted to the State University of New York for its review and approval. (H. Reynolds, K. Early, Unanimous)

RESOLUTION #T4921-24 Tuition and Fee Schedule

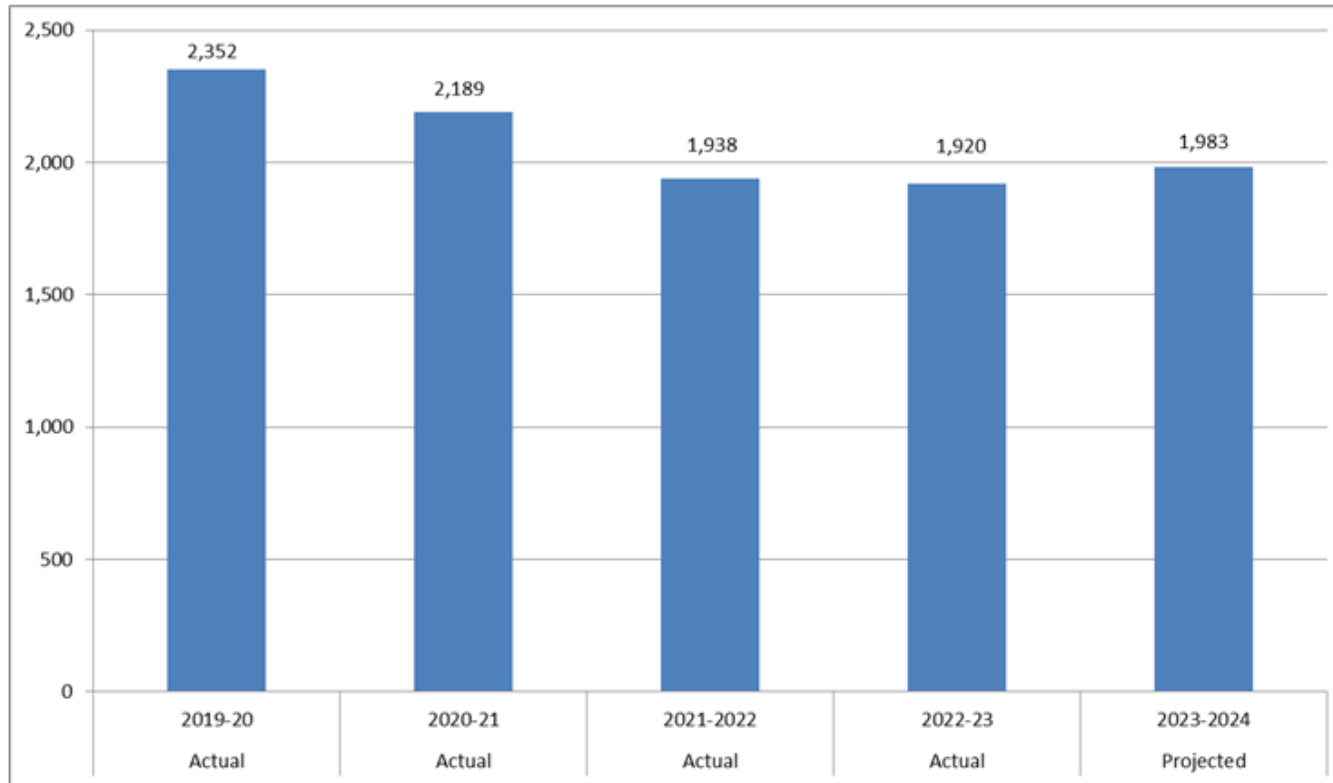
WHEREAS, the State University of New York requires that the Board of Trustees of each community college approve a Tuition and Fee Schedule and, WHEREAS, the Finance and Facilities Committee reviewed the proposed Tuition and Fee Schedule and recommends it to the Regional Board of Trustees for approval; NOW, THEREFORE, BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves the Tuition and Fee schedule, and; BE IT FURTHER RESOLVED, that a copy of this resolution, together with the Tuition and Fee Schedule, shall be submitted to the State University of New York for its review and approval. (H. Reynolds, R. Allison, Unanimous)

Chair Wayne thanked senior staff for working hard on balancing the budget and extended thanks to Executive Director Lisa Patrick and her team for their hard work and dedication.

Chair asked Trustee Winston to share the total revenue source with Senator O'Mara

Chair Wayne adjourned the meeting at 4:41 pm

2024-2025 Enrollment (FTE)

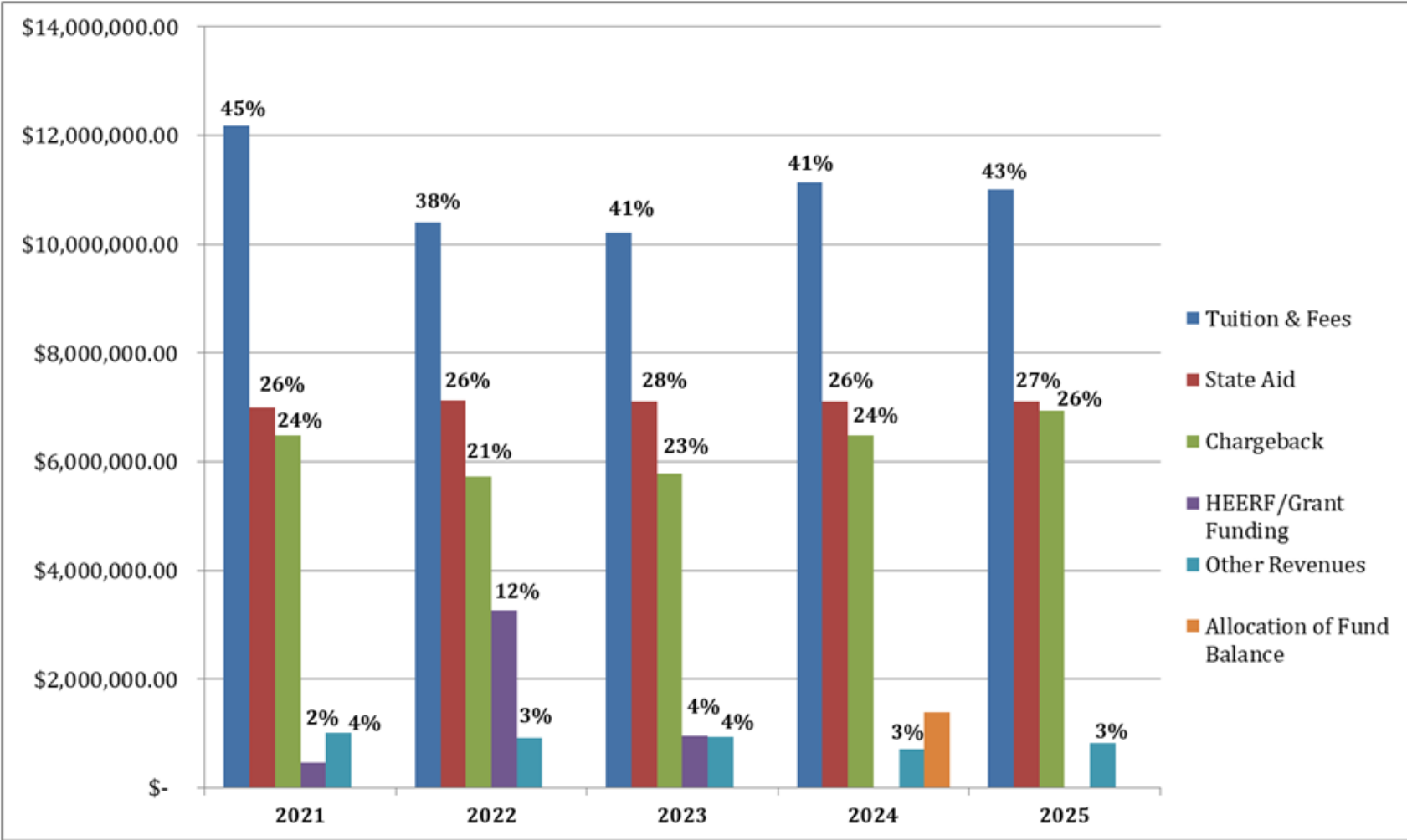


FTE Enrollment	2022-2023	2023-2024	2023-2024	2024-2025	FTE Change from	% Change from
	Actual	Budget	Projected	Preliminary	2023-2024 Projected	2023-2024 Projected
<i>Fall</i>	518.4	525.0	494.9	526.3	31.4	6.3%
<i>Winter</i>	18.2	24.9	14.4	14.4	0	0.0%
<i>Spring</i>	432.6	460.4	442.6	500.9	58.3	13.2%
<i>Summer</i>	73.3	87.6	106.8	92.4	-14.4	-13.5%
TOTAL	1920.3	1966.6	1982.9	1993.4	10.5	0.5%
<i>ACE-included in total above)</i>	877.8	868.7	924.2	859.4	-64.8	-7.0%

Revenue Highlights

- Enrollment of 1993.4
 - 2024-2025 includes 10.5 more FTE's than the 2023-24 projected FTE
- Full Time In State Tuition: \$2,844 per semester
 - \$84 increase per semester, 3% increase
- Part Time In State Tuition (per credit hour): \$237
 - \$7 increase per credit hour
- Full Time Out of State Tuition: \$4,740 per semester
 - \$144 increase per semester, 3% increase
- Part Time Out of State Tuition (per credit hour): \$395
 - \$12 increase per credit hour
- State Base Aid: \$2,997 per FTE or 100% Funding Floor
 - State Aid revenue is the higher of the flat rate per FTE or 100% of prior year budgeted allocation. The Colleges state aid revenue is based on the funding floor model.
- County Chargebacks: \$3,792 per FTE
 - 2024-2025 includes a \$125 or 3.4% increase in the county chargeback rate. The rate is based on the lower of January 2024 CPI(3.4%) or 6% which is the maximum rate of increase allowable established by RBOT resolution.

Total Revenues by Source



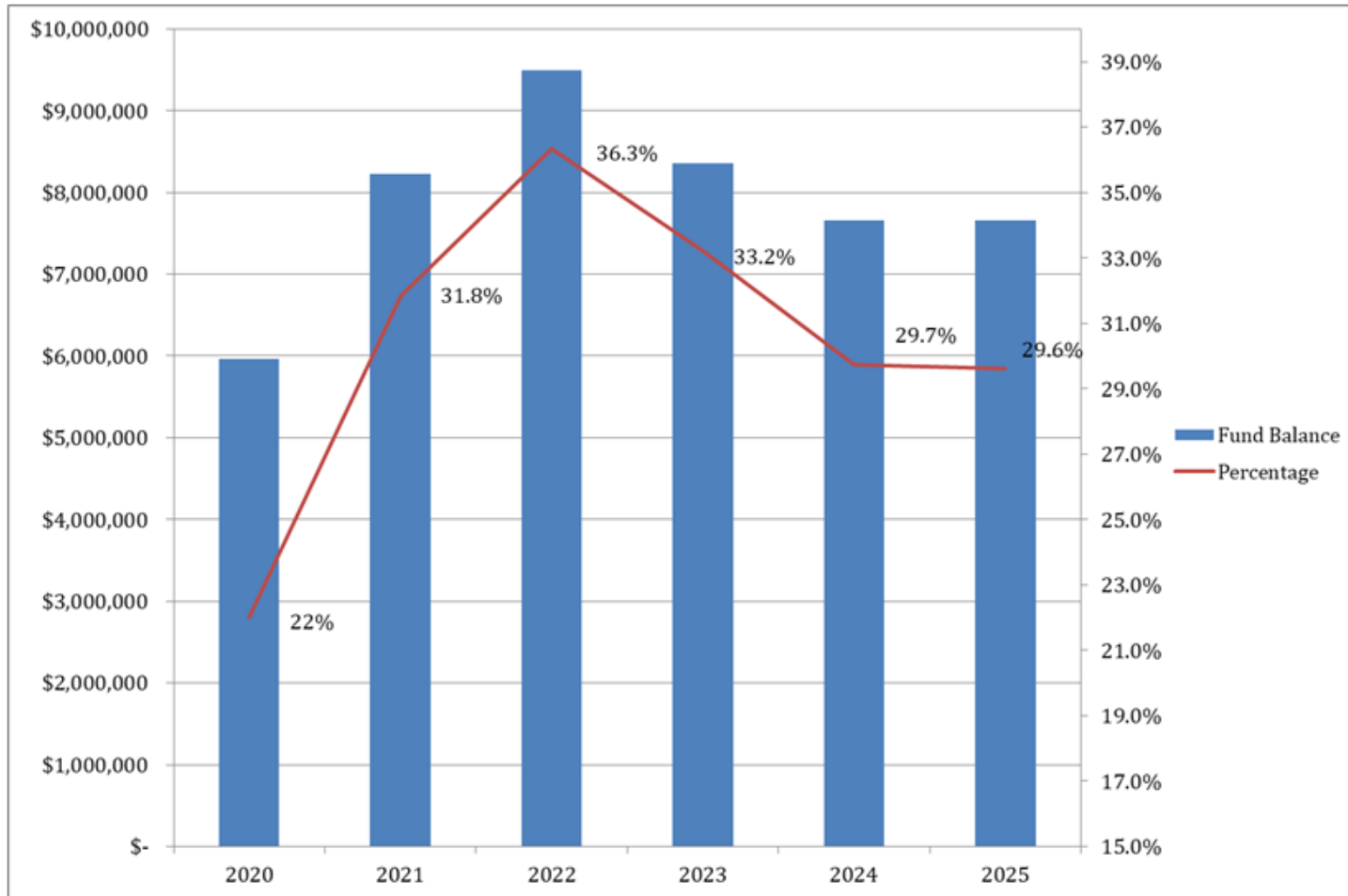
Student Tuition and Fee Changes

	23-24	24-25	
	Approved	Proposed	
TUITION			
Full time students (12 or more credit hours)			
NY RESIDENT WITH VALID COR	\$ 2,760.00	\$ 2,844.00	PER SEMESTER
NY RESIDENT WITHOUT VALID COR	\$ 4,596.00	\$ 4,740.00	PER SEMESTER
OUT OF STATE	\$ 4,596.00	\$ 4,740.00	PER SEMESTER
Part-time students (fewer than 12 credit hours)			
NY RESIDENT WITH VALID COR	\$ 230.00	\$ 237.00	PER CREDIT HOUR
NY RESIDENT WITHOUT VALID COR	\$ 383.00	\$ 395.00	PER CREDIT HOUR
OUT OF STATE	\$ 383.00	\$ 395.00	PER CREDIT HOUR
ACE (Accelerated College Education)			
Full-Time	\$ 924.00	\$ 948.00	PER SEMESTER
Part-Time	\$ 77.00	\$ 79.00	PER CREDIT HOUR
COUNTY CHARGEBACKS	\$ 3,667.00	\$ 3,792.00	PER FTE/SEMESTER
STUDENT FEES			
NURSING COURSE FEE	\$ 100.00	\$ -	PER COURSE
NURSING NCLEX PREP FEE (Sophomore)	\$ 305.00	\$ 305.00	PER SEMESTER
TECHNOLOGY FEE	\$ 14.00	\$ 14.00	PER CREDIT HOUR
STUDENT LIFE FEE	\$ 155.00	\$ 155.00	PER SEMESTER
STUDENT HEALTH INSURANCE (Optional)	\$ 2,813.24	\$ 2,809.12	ANNUALLY
OPEN EDUCATIONAL RESOURCES	\$ 10.00	\$ 10.00	PER COURSE
HOUSING COSTS			
RESIDENT MEAL PLAN - MANDATORY 14 MEALS PER WEEK	\$ 2,366.00	\$ 2,510.00	PER SEMESTER
OPTIONAL MEAL PLAN - 10 CARD SWIPES	\$ 98.00	\$ 104.00	FOR 10 MEALS
OPTIONAL MEAL PLAN - 20 CARD SWIPES	\$ 191.00	\$ 203.00	FOR 20 MEALS
OPTIONAL MEAL PLAN - 30 CARD SWIPES	\$ 273.00	\$ 290.00	FOR 30 MEALS
OPTIONAL MEAL PLAN - 40 CARD SWIPES	\$ 355.00	\$ 377.00	FOR 40 MEALS
OPTIONAL MEAL PLAN - 50 CARD SWIPES	\$ 437.00	\$ 464.00	FOR 50 MEALS

Expenditure Highlights

- Personnel
 - FY 25 budget includes \$13,094,233 in personnel costs. This includes an average of 3% increase for all full-time faculty & staff salaries per negotiated agreements and is approximately 51% of the total budget.
- Fringe Benefits
 - FY 25 budget includes \$5,731,000 in fringe benefit costs. Health Insurance & Retirement costs amount to 77% of the colleges fringe benefit costs. Benefits are about 44% of personnel costs and amount to 22% of the total budget.
- Equipment
 - FY 25 budget includes \$181,900 allocated for Equipment purchases, which is less than 1% of the colleges total operating budget.
 - Additional Equipment requests are being funded with Grants.
- Operating Expenses
 - FY 25 budget includes \$6,855,271 in contractual spending of which \$5,015,271 is for day to day operating expenses and \$1,840,000 is for scholarships. Total contractual operating expenses account for approximately 27% of the total operating budget.

Unrestricted, Undesignated Fund Balance



Summary of Budget Changes 2023-24 vs. 2024-25

	2023-2024 BUDGET VS 2024-2025 REQUEST				
	ACTUAL 2022-23	BUDGET 2023-24	REQUEST 2024-25	INCREASE (DECREASE)	PERCENT VARIANCE
REVENUES					
Resident Tuition & Fees	9,699,291	10,537,245	10,408,000	(129,245)	-1.23%
Out of State Tuition	711,220	607,000	590,000	(17,000)	-2.80%
New York State	7,120,671	7,108,113	7,108,754	641	0.01%
County Chargebacks	5,720,256	6,486,507	6,930,000	443,493	6.84%
Grant revenue	3,284,505	0	0	0	0.00%
Other Revenues	896,894	719,000	825,650	106,650	14.83%
Appropriated Fund Balance	0	1,400,000	0	(1,400,000)	-100.00%
Total Revenues	27,432,837	26,857,865	25,862,404	-995,461	-3.71%
EXPENDITURES BY FUNCTION					
Instruction	11,517,397	11,381,800	11,106,767	(275,033)	-2.42%
Student Service	1,267,542	1,493,230	1,504,492	11,262	0.75%
Academic Support(includes Library)	1,616,547	1,821,919	1,335,751	(486,168)	-26.68%
Operation & Maintenance of Plant	3,285,688	3,385,333	3,330,634	(54,699)	-1.62%
Institutional Support	6,646,370	7,013,702	6,744,760	(268,942)	-3.83%
Scholarships	2,383,742	1,761,880	1,840,000	78,120	4.43%
Total Expenditures By Function	26,717,286	26,857,865	25,862,404	-995,461	-3.71%
EXPENDITURES BY CATEGORY					
Personal Services	13,875,862	14,063,935	13,094,233	(969,702)	-6.89%
Equipment	201,276	319,695	181,900	(137,795)	-43.10%
Operating Expenses	4,350,210	5,100,655	5,015,271	(85,384)	-1.67%
Scholarship	2,383,742	1,761,880	1,840,000	78,120	4.43%
Employee Benefits	5,906,196	5,611,700	5,731,000	119,300	2.13%
Total Appropriations By Object	26,717,286	26,857,865	25,862,404	-995,461	-3.71%

2024-2025 Preliminary Athletics and Student Activities Budgets

Athletics Budget	
Revenue	
Athletic Fee	\$ 240,000
Concession	\$ 1,500
Gate Revenues	\$ 1,500
Miscellaneous	\$ 1,500
Interfund Transfer	\$ 15,000
Total Revenue	\$ 259,500
Expenses	
Personnel	\$ 54,550
Consultants and Contractors	\$ 1,000
Equipment Under Cap	\$ 17,100
Program Supplies	\$ 3,250
Dues	\$ 13,000
Office Supplies	\$ 1,000
College Store Charges	\$ 200
Postage	\$ 200
Conference & Travel	\$ 135,200
Officials	\$ 30,000
Special Events	\$ 1,000
Rentals	\$ 3,000
Total Expenses	\$ 259,500

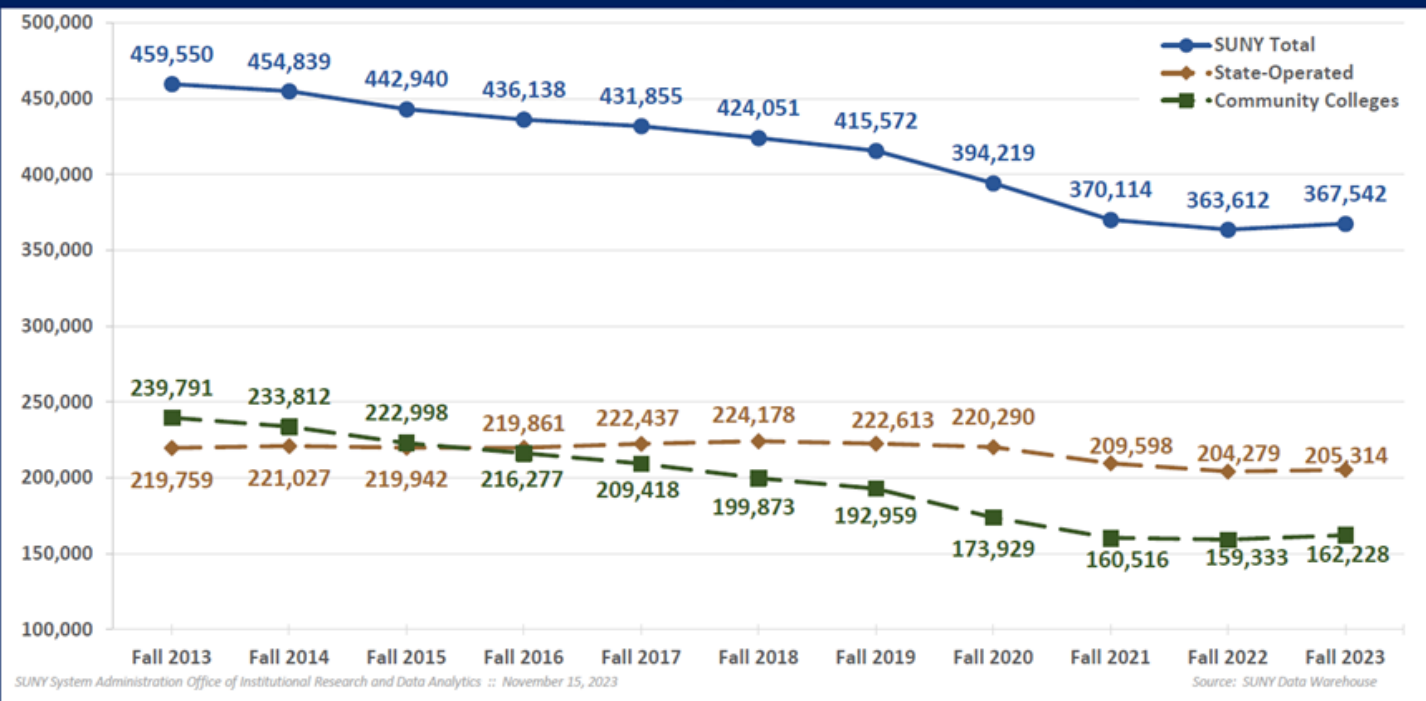
Student Activities Budget	
Revenue	
Student Activity Fee	\$ 133,000
Total Revenue	\$ 133,000
Expenses	
Muse of Fire	\$ 3,000
Activities Programming Committee	\$ 65,800
Elmira Center	\$ 500
Student Association Executive Board	\$ 23,325
Nursing Society	\$ 6,000
Nursing Program (Health Office)	\$ 4,375
Food Pantry	\$ 3,000
Diversity Council	\$ 5,000
Sustainability Committee	\$ 150
Crier	\$ 2,000
Music Licenses (formerly WCEB)	\$ 2,000
Job Fair	\$ 500
Intramurals & Recreation	\$ 10,500
Student Leadership Workshop	\$ 5,500
Individual Clubs (8)	\$ 1,350
Total Expenses	\$ 133,000

**State University of New York (SUNY)
Resident Tuition Rate Survey for 2024/25**

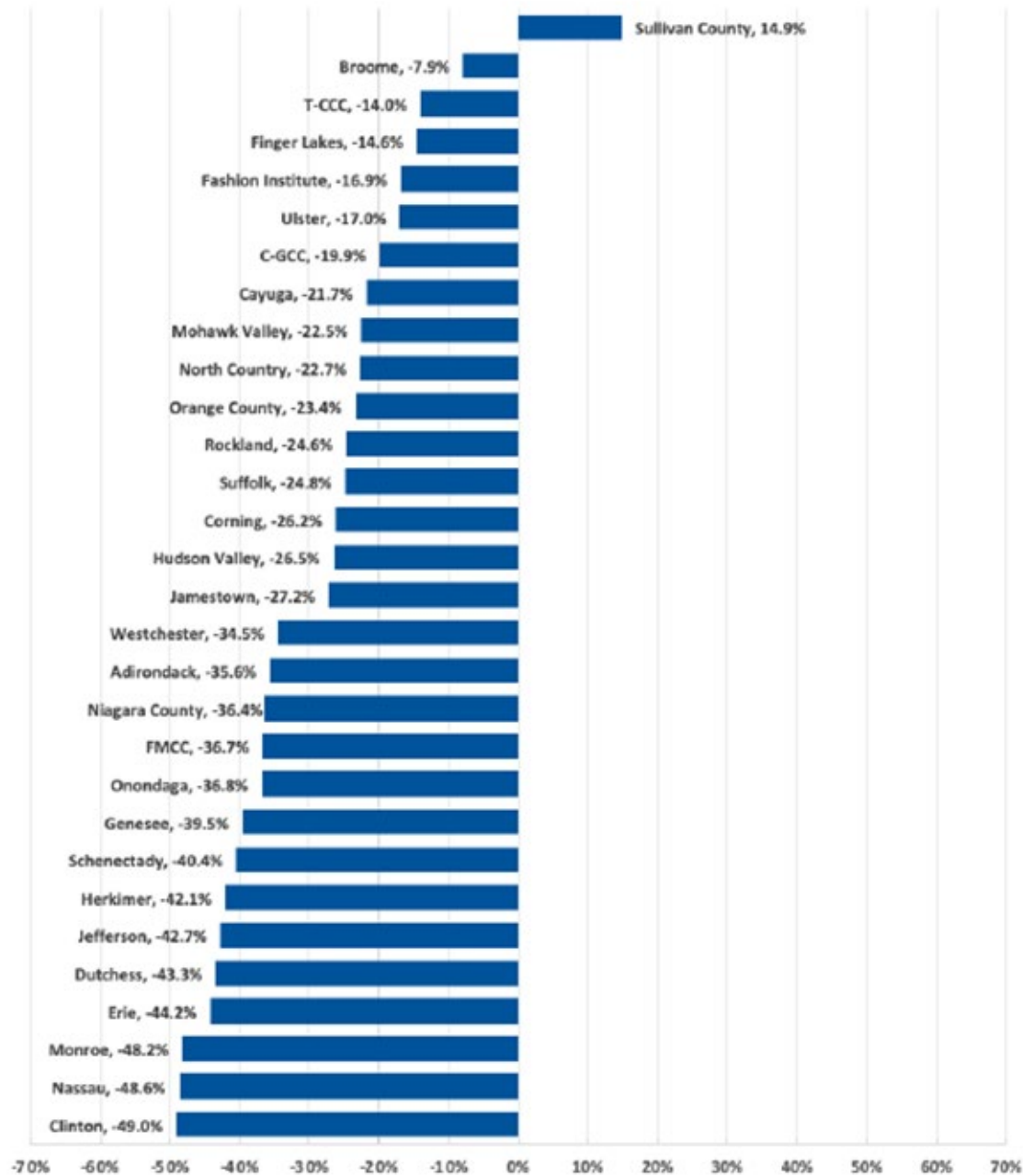
College	Actual			Estimated 2024/25	Est v. Act 2024/25 v. 2023/24		Est v. Act 2024/25 v. 2021/22	
	2021/22	2022/23	2023/24		\$	%	\$	%
	Adirondack	4,944	5,088		5,328	5,544	216	4.1%
Broome	5,088	5,280	5,472	5,664	192	3.5%	576	11.3%
Cayuga County	4,992	4,992	5,136	5,280	144	2.8%	288	5.8%
Clinton	5,518	5,518	5,518	5,518	-	0.0%	-	0.0%
Columbia-Greene	4,968	5,112	5,256	5,400	144	2.7%	432	8.7%
Corning	5,170	5,304	5,520	5,688	168	3.0%	518	10.0%
Dutchess	4,450	4,600	4,800	5,000	200	4.2%	550	12.4%
Erie	5,047	5,200	5,200	5,200	-	0.0%	153	3.0%
Fashion Institute	5,290	5,290	5,290	5,290	-	0.0%	-	0.0%
Fashion Institute Upper Division	7,170	7,170	7,170	7,170	-	0.0%	-	0.0%
Fashion Institute Graduate Division	11,542	11,542	11,542	11,542	-	0.0%	-	0.0%
Finger Lakes	4,968	5,112	5,280	5,335	55	1.0%	367	7.4%
Fulton-Montgomery	5,040	5,184	5,376	5,476	100	1.9%	436	8.7%
Genesee	4,750	4,950	5,150	5,250	100	1.9%	500	10.5%
Herkimer County	5,116	5,116	5,116	5,116	-	0.0%	-	0.0%
Hudson Valley	4,800	4,800	5,056	5,056	-	0.0%	256	5.3%
Jamestown	5,200	5,300	5,440	5,600	160	2.9%	400	7.7%
Jefferson	5,016	5,160	5,304	5,448	144	2.7%	432	8.6%
Mohawk Valley	4,594	4,870	5,162	5,265	103	2.0%	671	14.6%
Monroe	4,706	4,756	4,900	5,050	150	3.1%	344	7.3%
Nassau	5,800	5,800	5,800	6,000	200	3.4%	200	3.4%
Niagara County	4,944	5,040	5,136	5,136	-	0.0%	192	3.9%
North Country	5,280	5,280	5,280	5,400	120	2.3%	120	2.3%
Onondaga	5,090	5,190	5,290	5,290	-	0.0%	200	3.9%
Orange County	5,376	5,544	5,664	5,775	111	2.0%	399	7.4%
Rockland	5,212	5,212	5,472	5,664	192	3.5%	452	8.7%
Schenectady County	4,608	4,704	4,824	5,040	216	4.5%	432	9.4%
Suffolk County	5,470	5,470	5,640	5,830	190	3.4%	360	6.6%
Sullivan County	5,208	5,208	5,472	5,664	192	3.5%	456	8.8%
Tompkins-Cortland	5,355	5,462	5,570	5,570	-	0.0%	215	4.0%
Ulster County	4,880	5,080	5,280	5,480	200	3.8%	600	12.3%
Westchester	4,730	4,730	4,980	4,980	-	0.0%	250	5.3%
Average	\$ 5,054	\$ 5,145	\$ 5,290		157	3.0%	385	7.8%



SUNY Overall Enrollment Trend: Fall 2013 to Fall 2023 (includes FT and PT, Undergraduate and Graduate)



Community College 10-Year Enrollment Changes: Official Fall 2013 to Fall 2023



Trustee Wayne thanked Lisa Patrick and her team for working hard on the budget and asked trustee Winston to share the total revenue chart source with and state senators.

Trustee Wayne adjourned the meeting at 4:41 pm

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
August 19, 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](#)

ACTION ITEMS:

NONE

NEXT COMMITTEE MEETING: October 7, 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

August 19, 2024

Via Zoom

[Minutes](#)

In Attendance: J. McKinney-Cherry, M. Wayne, P. Chu, K. Early, N. Wightman, R. Allison, J. Rowe
Senior Staff: President Mullaney, VP/Dean Robert Koble, VP/Dean Clay, N. Ka-Tandia

Excused: S. Jacoby Murphy

Trustee McKinney-Cherry called the meeting of the CASS committee meeting at 5:10 pm and mentioned meeting with Dr. Koble and Maarit Clay and noted that outstanding efforts in enrollment

VP/Dean Clay provided an overview of Student Development and Enrollment Management, noted various actions taken since the report was created, and highlighted several key points. Notable updates included:

Recruitment/Admissions

- New Students (7/26): 306 Accepted; 298 Claimed Account. As of today August 19, 2024, 572 students are registered
- Express Enrollment
- Ongoing recruitment with athletics. Got some new coaches with soccer and basketball
- 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

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

VP Clay concluded her report by welcoming Greg Kamas, Director of Institutional Research and Effectiveness

Trustee McKinney Cherry commended Sarah Tronkowski for completing the New York State Community College Leadership Academy Fellowship and mentioned Sarah has also successfully transitioned into her role of Brightspace Administrator.

Dr. Koble provided an overview of the academic affairs report and highlighted few points:

- 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. Already have 10 students
- Mesmerica finished its run in July. 7,665 people attended for a total of \$28,328 in revenue.
- 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.
- 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.

Trustee Rowe inquired about the college's plan to address the new rise of COVID and whether we are prepared for it. VP Clay informed the trustees that the college follows SUNY's lead in terms of COVID guidance. Trustee Wayne suggested raising awareness in Perry Hall by distributing information and sharing health resources with residents there.

Trustee Chu asked about the hobby classes with the Workforce Education department and expressed that it's a brilliant idea <https://www.corning-cc.edu/community-business/hobby-classes.php>.

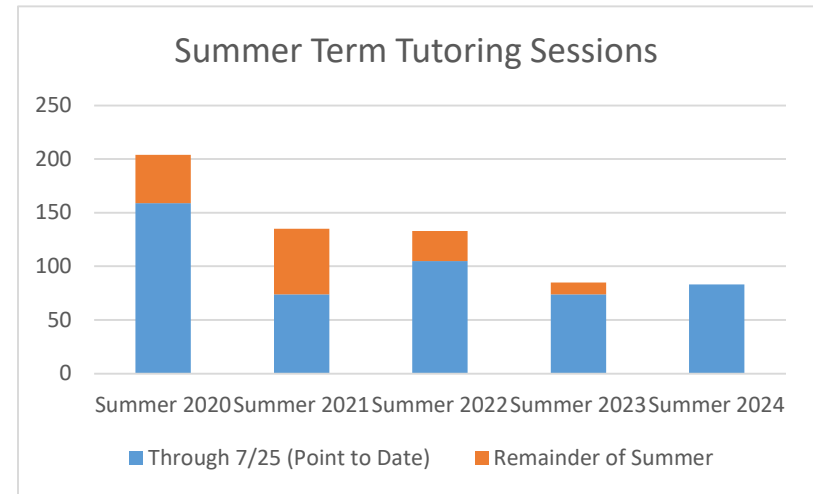
Trustee McKinney-Cherry adjourned the CASS Committee meeting at 5:49 p.m.

**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
August 19, 2024

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.



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
August 19, 2024

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

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**CORNING COMMUNITY COLLEGE
REGIONAL BOARD OF TRUSTEES**

External Affairs Committee

Tuesday, August 20, 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:

October 8, 2024

Measurable Standards for the External Affairs Committee

1. In alignment with strategic and/or operational goals and highlighting diversity, equity and inclusion efforts, provide updates as needed on fundraising, grants, marketing, public relations and nurturing community relations.
2. Review annually the Resource Development plan for the Foundation to determine it meets the funding priorities of the Regional Board of Trustees. Actively promote diversity, equity and inclusion which could include but not limited to student activities, visiting speakers and scholarships.
3. Review periodic reports from the President regarding meetings with county, state and federal elected officials from Chemung, Schuylers and Steuben counties to understand workforce priorities and to discuss the state of the College.
4. As appropriate, review periodic reports from the President on State University of New York (SUNY) priorities and activities; Monitor and advocate for legislation at the State and Federal level consistent with the Colleges mission, needs and values.
5. Track participation and encourage information sharing by trustees who attend New York Community College Trustees (NYCCT) and Association of Community College Trustees(ACCT) meetings; encourage new trustees begin by attending NYCCT orientation.
6. The Office of Workforce Education and Academic Pathways will inform RBOT at each meeting of progress on workforce goals, including diversity, equity and inclusion. Create an annual convening to be held before March 1 to engage community leaders to provide validation on existing programs, improvement opportunities across the college's system and inform the college of trends and new opportunities.
 - a. Community leaders will include employers, professional associations, school superintendents, elected officials, regional planning board leaders and economic development leaders.
 - b. Programs will include: degrees, certificates, micro-credentials and training opportunities.Corning Community College recognizes and values differences in age, ethnicity, gender identity and expression, nationality, religion, political perspective, socioeconomic status, citizenship, military status, persons with a mental health condition, status as an individual with a disability and first-generation student status that enrich our learning and working environment. As such, all fundraising, grants, marketing, public relations, and workforce education efforts will focus on economic inclusion aligned

with the college's mission to include all people in opportunity, skills development and investment in livability, affordability, and environmental sustainability.

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CORNING COMMUNITY COLLEGE
Regional Board of Trustees
External Affairs Committee
August 20, 2024
Via Zoom
[MINUTES](#)

In Attendance: Trustees: 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

Excused: A. Winston

Trustee Winston called the External Affairs Committee meeting to order at 4:32 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 is pleased to announce that all positions have been filled. They discussed the possibility of using scholarships as a recruiting tool.

Executive Director John Marchese highlighted two items below:

- Dante Acquavella is the new Director of Development Foundation.
- The golf tournament is scheduled for September 17th. Trustees are encouraged to purchase tickets in advance.

Trustee Wayne mentioned that the Foundation has reached an agreement to refinance Perry Hall and noted that we are now in a much better position.

Marketing/Communications Report VP/Dean Clay provided an overview of the Marketing report: - The machining tool commercial during the Olympics was an expensive project and was funded by a SUNY high need grant. - The 360 tour imaging for the website is

time-consuming, and Don and Rachel have been working hard on it. Dr. Mullaney shared a graphic for CCC's graduation rate, and Trustee Lawrence suggested adding it as a signature email line.

Workforce Education & Academic Pathways Report

VP/Dean provided an overview of the Workforce Education report.

- Workforce Education department now reports to Academic Affairs.
 - A key new initiative is to enable workforce education courses to offer college credit through the use of micro-credentials. This will provide students with access to more classes.
- Both the Manufacturing and Automotive technician programs are progressing well.
- The Women's Empowerment Conference raised a net of Revenue (to date) of \$28,625.00 The next conference will take place on May 21, 2024.

President Mullaney emphasized the importance of the two technical programs since the credit program was closed a few years ago.

Legislative Relations Report

- Trustee Wayne Trustee Wayne is attending a zoom meeting with NYCCT and other board chairs to discuss an issue around presidential evaluation that Chancellor has requested for new college presidents
- Chair Wayne plans to attend NYCCT conference in October

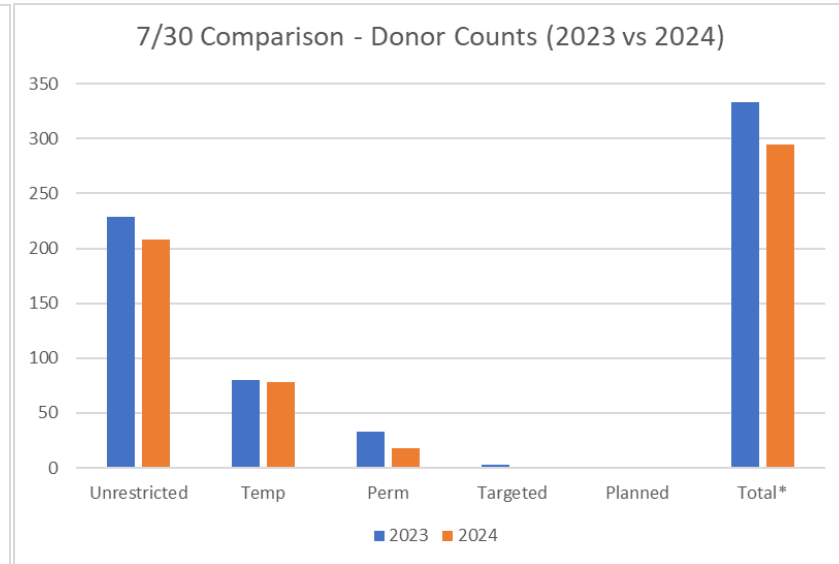
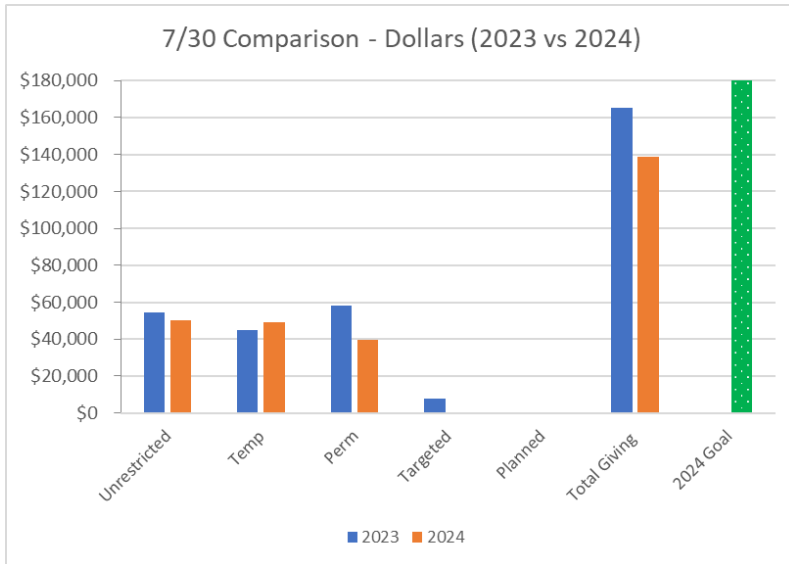
Trustee Wayne adjourned the External Affairs Committee meeting at 5:03 p.m.

CCC Development Foundation

Submitted by John Marchese, Executive Director of

Tuesday, August 20, 2024

- 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		

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Grants Management

Submitted by John Marchese, Executive Director of Development Foundation
Tuesday, August 20, 2024

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

Submitted by Maarit Clay, Vice President of Student Development and Enrollment Management
Tuesday, August 20, 2024

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% click through 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
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
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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

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

Tuesday, August 20, 2024

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.

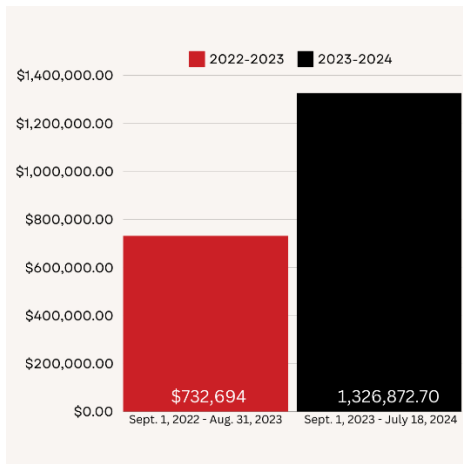
Career Welding Program

- 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

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Legislative Relations

Submitted by Trustee Alan Winston, Chair of External Affairs Committee
Tuesday, August 20, 2024

- 1) Federal: Higher Education update
- 2) State: NYCCT/NAACP update
- 3) Local: Meeting updates

CORNING COMMUNITY COLLEGE
Regional Board of Trustees
Finance and Facilities Committee

Monday, August 19, 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 #T4923-24-Operating Report for June 2024](#)

DISCUSSION ITEMS:

- Operating Report and Dashboard as of June 30, 2024
- FSA Report
- Capital Projects Update
- Auxiliary Campus Services Update

NEXT COMMITTEE MEETING: TBD

[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;

[Return to agenda](#)

Finance and Facilities Committee

August 19, 2024

Virtual Zoom Meeting

MINUTES

In Attendance:

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

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 Operating Dashboard for June 2024 cash is down a little from last year, improvement in receivables in comparison to last year.
- Discussed 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.
- Review and discussion of the FSA budget summary revenue is a little short but expenses were controlled so we should see a positive \$20k overall.
- Capital Project updates reviewed highlighting the completion of Spencer Crest Roof and Steuben Hall lecture hall.
- 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.

Committee agreed to move the resolution for the operating 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 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 Amended Budget					2023-2024	2023-2024
	Budget	YTD 4/30/24	5/31/24	6/30/24	EST JUL-AUG	YEAR END	Remaining 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 Wi-Fi 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.

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

- Robert Hall, Retirement

DISCUSSION ITEMS

- Summary of Vacant Positions

NEXT MEETING:

October 8, 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
August 20,2024
Via Zoom
MINUTES

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

Senior Staff: President Mullaney, Ka-Tandia

Excused: S. Jacoby Murphy, A. Winston

Trustee Lawrence called the HR committee meeting at 5:03 pm by noting few action items on the agenda.

ACTION ITEMS

Consent Agenda

Trustee Lawrence presented an overview of the consent agenda, covering appointments, promotions, and separations. He noted that the Controller position has been filled, with Lisa and Stacy expressing enthusiasm about the chosen candidate, seeing her as an ideal fit for succession planning.

Furthermore, Trustee Lawrence highlighted the resignations of faculty members Hannah Jones, who will be moving to Vanderbilt University, and Gregg Caruso, who will be relocating to Fairfield, Connecticut.

She also mentioned that work is underway to fill the nursing simulation position which is a half grant funding position.

Regular Agenda

RESOLUTION #T4924-24- Robert Hall Retirement

Robert Hall 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.

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

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

Summary of Vacant positions

- Accounting Coordinator is formerly the payroll supervisor. In order to attract the right candidate, the job title was updated
- VP/Dean of Academics affairs has received a good pool of applicants
- Nursing learning specialist is underway for posting
- New Hire Orientation has been developed and deployed with great feedbacks
- Working on the next supervisory training
- Working on a dashboard with HR data

Trustee Lawrence expressed commendation for Stacy Ward's exceptional efforts in overseeing the operations of the HR office.

Trustee Lawrence adjourned the HR committee meeting at 5:15 pm.

SUMMARY STATUS OF VACANT FULL TIME POSITIONS as of 8/5/24

	Assessing	Closing	Hold	Search in Progress	Vacant Positions (total)
Civil Service/CSEA					
Faculty					
Professional Service				2	2
Grand Total				2	2

Open Position Detail:

Civil Service/CSEA: n/a

Faculty: n/a

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

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CONSENT AGENDA

HUMAN RESOURCES COMMITTEE

Appointments, Promotions and Separations

RESOLUTION #T4922-24

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
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.

**Resumes of new hires are available in the HR folder as a supplement for the HR Committee agenda*
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RESOLUTION #T4923-24

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.

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HUMAN RESOURCES COMMITTEE

Robert Hall, Retirement

RESOLUTION #T4924-24

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

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

BACKGROUND NOTES

Robert Hall 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.