CORNING COMMUNITY COLLEGE REGIONAL BOARD of TRUSTEES MEETING AGENDA

DATE: Thursday, October 13, 2022

TIME: 5:30 p.m. Meeting

LOCATIONS: Health Center and Via Zoom

1- CALL TO ORDER

- 2- APPROVAL OF AGENDA
- 3- APPROVAL OF MEETING MINUTES of September 1, 2022 Minutes
- 4- CHAIR'S REPORT
- 5- PRESIDENT OF THE COLLEGE REPORT
- 6- GUIDED PATHWAYS
- 7- STUDENT TRUSTEE REPORT
- 8- CCC DEVELOPMENT FOUNDATION REPORT
- 9- APPROVAL OF CONSENT AGENDA
 - 1-RESOLTION #T4822-22 Appointments, Promotions and Separations
 - 2-RESOLUTION #T4823-22 Position Activity

REGULAR AGENDA

AUDIT Committee

CASS Committee

EXTERNAL AFFAIRS Committee

FINANCE AND FACILITIES Committee

- 1. RESOLUTION -#T4824-22 Renovation and Revitalization Projects III Schuyler Hall
- 2. RESOLUTION #T4825-22 Critical Maintenance Spencer Crest
- 3. RESOLUTION #T4826-22 Building Automation Upgrade Chemung Hall
- 4. RESOLUTION #T4827-22 Auditorium Upgrade Steuben Hall

HUMAN RESOURCES Committee

• RESOLUTION #T4828 Professional Educators of Corning Community College contract 2022 -2025

10-OLD BUSINESS

11-NEW BUSINESS

12-EXECUTIVE SESSION 13-ADJOURNMENT

CORNING COMMUNITY COLLEGE REGIONAL BOARD of TRUSTEES

September 1, 2022

HEC and Via Zoom

MEETING MINUTES

In attendance: M. Wayne, N. Wightman, R. Allison, H. Reynolds, P. Chu, N. Parks, K. Early, M. Lawrence, J. McKinney-Cherry and A. Alsheimer

Excused: Alan Winston, Wyatt Stoner, Dr. Canfield

Senior Staff: President Mullaney, Executive Director Clay, Executive Director Eschbach, Executive Director May, Executive Director Park, Executive Director Chandler, Executive Director Burdick, Executive Director John Marchese

Support Staff: N. Ka-Tandia, K. Spencer, M. Manns

Guest: Jennifer Sellers, New Employees

- 1. CALL TO ORDER. Chair Wayne called the meeting to order at 5:51 pm
- 2. APPROVAL OF AGENDA: (H. Reynolds, A. Winston Unanimous).
- 3- APPROVAL OF THE MINUTES: July 18, 2022 Special RBOT Meeting (P. Chu, J. McKinney-Cherry Unanimous). Approval of June 15, 2022 RBOT meeting (R. Allison, H. Reynolds, Unanimous)
- 4. CHAIR'S REPORT.

Chair Wayne welcomed the new employees in attendance and noted there are a lot of exciting things happening on campus notably several SUNY grants

• \$1.4 million over three years for "The Future of Automotive Technicians". The College will work closely with local automotive dealerships and create an advisory board for the program

• Corning Community College has received \$600.000 from NY State as part of Governor Hochul's commitment to SUNY to help with recruitment and retention efforts

He announced that RBOT will rejoin NYCCT. Alan Winston will be the RBOT representative at their annual meeting in Albany.

Chair Wayne concluded his report by reading the resolution of appreciation for Trustee Wightman which trustees unanimously approved.

RESOLUTION #T4817-22-Resolution of Appreciation for Nancy Wightman

BE IT RESOLVED that the Regional Board of Trustees, students, faculty, staff, graduates, and retirees of Corning Community College express sincere thanks and appreciation to Nancy Wightman for her distinguished service to the College as the Board Chair and are grateful for her continued service. (M. Wayne, J. McKinney Cherry, Unanimous)

5. PRESIDENT OF THE COLLEGE'S REPORT.

President Mullaney introduced the following new employees:

Lisa Palumbo, Nursing Instructor; Andy Diffenderfer, Mechanical Technology Instructor; Aliza Erner, Physics Instructor; Daniel Moretti, Mechanical Technology Instructor; Michael Gwin, Machinist Instructor; Cody Crippen, Coordinator of Residence Life and Kim Saunders, Director of EOP.

The president gave a review of his report and highlighted the points below:

Fall Enrollment

Table 1 - Progress towards the Fall 2022 budgeted FTE goals as a percent by student type.

Student Category	FTE Goal	FTE Actual	% of Goal
New	189.7	189.7	100.0%
Continuing	215.5	253.1	117.4%
Readmit	40.0	35.4	88.5%
Transfer	17.6	21.1	119.9%
Non-degree	45.4	15.2	33.5%
Out of State	35.6	40.3	113.2%
Total	543.8	554.8	102.0%

Fall Enrollment Snapshot

FTEs

- First Day FTE: 590.2 which is a 6% decrease from last year's First Day
- Full-time: 476.7 Part-time: 113.5
- 47% continuing, 36% new/first-time, 4% transfer, 6% readmit, 7% non-degree

Demographics

Enrolln	nent by County:	Enrolln	nent by Age:	Enrolln	nent by Gender:
41.8%	Chemung	48.7%	19 years old or younger	58.7%	Female
35.4%	Steuben	24.3%	20-24 years old	39.1%	Male
6.1%	Schuyler	11.8%	25-30 years old	2.2%	Not Reported
10.4%	Other New York County	10.5%	31-40 years old		
6.3%	Out of State	3.3%	41-50 years old		
0.0%	Unknown	1.4%	51 years old or older		

Enrollment by Race/Ethnicity:

0.4% (0.5%) American Indian/Alaskan Native	2.6% (2.9%) Hispanic	75.6% (86.3%) White
1.8% (2.1%) Asian	0.1% (0.2%) Multiple Races	12.4% (0.0%) Unknown
7.00/ /7.00/ \ Plack/African American	0.1% (0.2%) Native Hawaiian	

7.0% (7.9%) Black/African American Pacific Islander

Future of Work Center Grant Award

- \$1.4 million over three years for "The Future of Automotive Technicians"
- Partnership with Broome CC and Tompkins-Cortland CC
- Goal: to develop a non-credit, short-term program to train entry-level technicians that addresses the industry shift to electric/alternative fuels vehicles
- Will work closely with local automotive dealerships and create an advisory board for the program

Middles States:

Dr. Mullaney updated Trustees on the Middles States Study and shared the working group exhibit's picture. He asked Trustees to get involved in the accreditation process by sitting on one of the working groups. It's minimal participation and would communicate to Middle States how closely the trustees are with the process.

He also announced the Council 82 contract agreement, which brought SUNY CCC to a competitive level for the market; \$5700 for Full-Time officers and Part-Time officers will go to \$14/hour.

President concluded his report by sharing pictures of the fall 2022 Start Up, Start Up Social Ice Cream extravaganza and pictures taken throughout the year.

6- GUIDED PATHWAYS

Guided Pathways

- MyCorning, Student Resources -organization and content aligned with holistic student support
- Academic Program brochures- including career information

Strategic Planning and Institutional Assessment

- Zach Dunbar hired as the new Director of Intuitional Research
- SUNY SEM-American Association of Collegiate Registrars and Admissions Officers (AACRAO): Workshop on Tactics, 6/2
- Refining SEM plan strategies with SUNY SEM Coach, leadership, and team
- Aspen Institute-American Association of State Colleges & Universities (AASCU) Transfer Intensive: Transfer Success and Equity Outcomes pt. 2, 6/29

Middle States Commission on Higher Education (MSCHE)

Substantive Change submitted: Wyalusing, PA; Elmira Correctional Facility

Grants Summary

Grant Status FY2022	Number of Grants/Proposals	Grant Budget Total
Active and Completed	37	\$3,507,737
Denied	8	\$6,143,371
Pending	4	\$1,599,777
Total	49	\$11,250,885

Grant Proposals Submitted

- Future of Work Center; \$1,359,762; SUNY; 6/12
- SUNY Workforce Development Training—Pathways Track; \$200,000; SUNY; 6/12
- High Needs Localities Allied Health; \$52,775.00; SUNY; 7/1

Response to Proposal

- Awarded: Appalachian Regional Commission Area Development Program FFY 2021-2022; \$299,940; ARC; Mechatronics A.A.S. 5/25
- Awarded: 2021-22 SUNY Nursing Emergency Training Fund; \$86,173; SUNY; Nursing A.A.S.; 6/29
- Awarded: High Needs Localities Allied Health Award \$52,775.00; SUNY; Chemical Dependency Counseling A.A.S. and Community and Public Health Education A.S.; 7/20
- Awarded: Future of Work Center; collaboration with SUNY Broome and TC3; \$1,359,762; SUNY; automotive technicians gas-powered & electric/hybrid; 8/1
- Awarded: SUNY Workforce Development Training—Pathways Track; \$200,000; SUNY; Pathways: Recovery and Community Health, Direct Support Human Services, Child Development and Education, Bookkeeping and Business, 8/3

Proposal Under Consideration/ In Development

• National Science Foundation Advanced Technological Education; \$350,000; NSF; optical systems; due 10/6

7. STUDENT TRUSTEE REPORT:

SAGA Updates:

Student Trustee, Wyatt Stoner was absent. Trustee Judy McKinney Cherry gave a review of his report.

- We are looking to improve student activities on campus; to entice them to stay on campus for different activities. Ideas include:
 - o The creation of an event board with upcoming events like the calendar in Perry Hall.
 - o Increasing the presence of the Mascot at various sporting events.
 - o Creating an "Ideas and Goals" board
- Events for the Fall:

- Welcome back bonfire with s'mores.
- We are inviting a private nursery to come on campus during the Perry Hall move-in days. She would be selling small house plants; the idea is to improve mental health and increase campus exposure.
- o Cooking classes with Kernilia Andrews (she works in the Office of Admission).
- o SAGA Ice-cream social; increase awareness of what SAGA does, entice student participation.
- Spelling Bee
- o Coat Drive with Stacy Johnson
- o Human Soccer with Matt Gorman

• Further possibilities:

- We are exploring volunteer opportunities in the surrounding areas to participate in the community and increase outreach.
- O Ware looking into the logistics of what it takes to open a Café on campus.
- o We are exploring the potential of purchasing a Virtual Reality headset for the Baron's Den.
- We are looking into creating a "Professional and Social Skills Building" event. We are exploring what would be covered, and what format it would take.
- We are exploring the possibility of Kayaking on Amelia Pond.

8. CCC DEVELOPMENT FOUNDATION, INC., REPORT.

Chair Aaron Alsheimer gave a review of the Foundation Inc. report

• Foundation:

- o Awarded 76 students over \$220,000 in scholarships for 2022-2023 academic year.
- Received \$12,500 from the Community Foundation to support the College's Educational Opportunity Program.
- o Provided the College with \$19,300 for Mechatronics Lab capital support.
- The HEC Lease & Maintenance Agreement Amendment has been signed between the Foundation and the College.
- Board Transitions:
 - Maggie Jones resigned effective 8/31.
 - The Foundation is finalizing its roster of nominees for board officers. Conversations are complete, and we just need to push this through our internal approval process before we make announcements.
- Working with the College to update the 2013 CCC/CCCDF Legal Agreement.
- Planning for a joint RBOT/CCCDF Executive Retreat in November.

• Housing LLC:

- Conversations continue with the financing partners regarding debt service restructuring options.
- Exploring third party consulting option.

• Fundraising:

- SUNY Impact Foundation is managing a NYS Charitable Tax Credit program the Foundation will use to promote major gifts (\$10,000-\$100,000) with a targeted mailing sent yesterday (8/31/2022).
- o Annual Fund Q3 mailing scheduled for September.

9. APPROVAL OF THE CONSENT AGENDA

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby ratifies unanimously the following employment actions to be taken: RESOLUTION #4814-22 Appointments, Promotions and Separations (N. Parks, R. Allison Unanimous)

First Name	Last Name	Title	Department	Effective	Action	Grade	Salary	Background
Frederic	Herbst	Associate Dean of Instruction	Humanities and Social Sciences	8/1/22	Interim appointment	G	\$100,000	This is an interim, 1- semester, standard appointment, paygrade G, to backfill for the retirement of Byron Shaw. After this interim assignment, Fred Herbst will return to his full time faculty position.
Zachary	Dunbar	Dir. of Institutional Research	Strategic Initiatives	6/27/22	New Hire	F	\$ 68,344	This is a 12-month full time, professional service, exempt position, at pay grade F.

								This hire was made as a result of an open search.
Angel	Schoonover	Athletic Trainer & Academic Su	Athletics	7/11/22	New Hire	D	\$ 51,678	This is a 12-month full time, professional service, exempt position, at pay grade D. This hire was made as a result of an open search.
Kimberly	Saunders	Director of EOP	Academic Affairs	7/18/22	New Hire	F	\$ 71,761	This is a 12-month full time, professional service, exempt position, at pay grade F. This hire was made as a result of an open search.
Sarah	Tronkowski	Librarian	Learning Resources	8/1/22	New Hire	D	\$ 51,678	This is a 12-month full time, professional service, exempt position, at pay grade D. This hire was made as a result of an open search.
First Name	Last Name	Title	Department	Effective	Action	Grade	Salary	Background
Cory	Kimball	Cleaner	Physical Plant	8/8/22	New Hire	301	\$ 27,562	This is a 12-month full time, civil service, CSEA union position, at pay grade 301. This hire was made as a

								result of an open search.
Robert	Dewert	Cleaner	Physical Plant	8/15/22	New Hire	301	\$ 27,562	This is a 12-month full time, civil service, CSEA union position, at pay grade 301. This hire was made as a result of an open search.
Dakota	Skinner	Admissions Recruiter	Recruitment and Admissions	8/15/22	New Hire	С	\$ 44,937	This is a 12-month full time, professional service, exempt position, at pay grade C. This hire was made as a result of an open search.
Daniel	Moretti	Instructor	STEM	8/19/22	New Hire	I	Based on PECCC contract	This is a 10-month academic position with the PECCC, salary negotiations are currently in progress
Andrew	Diffenderfer	Instructor	STEM	8/19/22	New Hire	I	Based on PECCC contract	This is a 10-month academic position with the PECCC, salary negotiations are currently in progress
Aliza	Erner	Assistant Professor	STEM	8/19/22	New Hire	I	PECCC contract	This is a 10-month academic position with the PECCC, salary negotiations are currently in progress

Cody	Crippen	Coordinator of Residence Life and Retention	Student Life	8/29/22	New Hire	D	\$ 51,678	This is a 12-month full time, professional service, exempt position, at pay grade D. This hire was made as a result of an open search.
Donald	Sherman	Dir Marketing Public Relations	Marketing and Public Relations	6/13/22	New Hire - Internal	F	\$ 68,344	This promotion was made after a full and open search. This is a full time, 12-month standard appointment at paygrade level F.
First Name	Last Name	Title	Department	Effective	Action	Grade	Salary	Background
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Michael	Blascovich	Senior Campus Safety Officer	Public Safety	6/11/22	Promotion	SO	\$ 35,587	This promotion was made after successfully completing the civil service exam for the position.
	Blascovich Sylvester		Public Safety Learning Resources	6/11/22 7/22/22	Promotion Resignation	SO C	\$ 35,587 \$ 44,937	made after successfully completing the civil service exam for the position. After serving nearly 3 years in the role, Jarrett Sylvester relocated and is pursuing positions in that location.
Michael		Safety Officer Learning	Learning				ŕ	made after successfully completing the civil service exam for the position. After serving nearly 3 years in the role, Jarrett Sylvester relocated and is pursuing positions in

Dominic	Zambrano	Laborer	Physical Plant	6/30/22	Termination	301	\$ 27,562	and will be teaching for a school district. This employment was ended within the probationary period.
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BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby ratifies unanimously the following employment actions to be taken: RESOLUTION #4815-22 Appointments, Promotions and Separations (N. Parks, R. Allison Unanimous)

Title	Incumbent	Action	Effective	Background Notes (not included in the formal resolution)
Coordinator for Residence Life and Retention	Cody Crippen	Reclassification	3/14/22	After a review of the updated position description, this position was reclassified to an exempt, pay grade D. This position was previously non-exempt, pay grade C. An open search has been conducted and a hire has been made.
Marketing Assistant	Vacant	Reclassification	4/11/22	After a review of the updated position description, this position was reclassified to a non-exempt, pay grade C. This position was previously exempt, pay grade D. An open search is underway for this position.

10. REGULAR AGENDA

COMMITTEE ON ACADEMIC AND STUDENT SERVICES (CASS)

Trustee McKinney-Cherry highlighted few point on the CASS report and indicated there is no Action Item. She also provided a review of Provost Canfield's report.

Academic Affairs:

- Our Educational Opportunity Program (EOP) is underway and Kim Saunders has been hired as the Director of EOP. Eight students started the mandatory summer program with additional students applying to join.
- Dr. Robert Koble and Dr. Canfield visited Monroe Community College to discuss partnering as we seek to start an Optical Technology program. Corning Inc. and other companies have provided input with respect to the proposed curriculum which Dr. Koble has used to craft the program to align with MCC's curriculum. The paperwork for program approval is complete and will be submitted to go through governance. National Science Foundation grant proposal is in process.
- The former structure of the LAS: Childhood Education (Teacher Education) program provided a pathway only for students seeking transfer and certification in 1st through 6th grade. Feedback from employers in our region indicates a desire for teachers to have dual certification, i.e. certification in 1st through 6th and birth through 2nd certification, therefore a Childhood Education track is available. To further align with demand in our region for teachers certified for grades 7 through 12, an Adolescent track was added, aligning program requirements with programs in Adolescent Education. The new program title is LAS: Education (Teacher Education Transfer) AS.
- The Direct Support Professional Levels I and II micro credentials have been awarded provisional national accreditation through the NADSP (National Alliance for Direct Support Professionals). There is great interest in these micro credentials from BOCES partners and employers.
- Corning CC was awarded a SUNY High Needs Grant specifically supporting the Chemical Dependency Counseling program and the Recovery Centers. SUNY CCC was awarded approximately \$55,000; funds will be used to strengthen the applied learning opportunities in the Chemical Dependency Counseling and Community and Public Health programs in order to strengthen the skills of graduates specific to recovery support, utilizing the Recovery Centers on the main campus and in the Elmira Workforce Development Center as labs for students in the program.
- Fred Herbst consulted with the Corning Museum of Glass on developing and building their new wood-fired glass furnace. This furnace is a recreation of an ancient Roman design and will be used in future demonstrations and programs.
- Keith Ward worked with the CCC Development Foundation and the Physical Plant to expand the international flag array in the central corridor of the Library Learning Commons (from 37 flags to 55 flags representing the international connections of our students, alumni, faculty and staff), and to make sure all the flags are appropriately fire-treated to meet code requirements.
- The Learning Resources staff prepared and delivered multiple interactive workshops for the EOP Summer Program and have been collaborating with other departments in preparation to showcase their services to students and faculty: Aug. 15: "Nursing Boot Camp" for 1st year nursing program students, Aug. 16-17: "Stem Academy: Peer Study Groups/Review Groups-Interdependent Learning, Aug. 18: "ACE Teachers Workshop," Aug. 18: "Sophomore Nursing Orientation."

• Our new Learning Management System, Brightspace, was piloted this summer with full implementation for the fall semester. Blackboard removed 8/12.

Student Services

- We continue to work with our coach to finalize the SEM plan.
- Student Outreach / Registration
 - Admissions department continues to focus on contacting students to guide them through next steps to be registered for Fall 2022 semester.
 - o 101 Students have scheduled an appointment to meet with admissions from (05/01-7/28)
 - o 48 Students toured campus/met with admissions and 52 Registered for classes with an admissions counselor.
 - o Express Enrollment is underway
- Career Services, Transfer & Undecided Students
 - Faculty have been working with SUNY Geneseo on developing transfer pathways as part of the Aspen-AASCU Transfer Intensive
- Coordinator of Career and Transfer Services and Coordinator of Work-based Learning positions
- Athletics: 48 (35%) of active PH contracts are student athletes recruited by the coaches, 98 new student athletes recruited and enrolled for Fall of 2022.

EXECUTIVE COMMITTEE

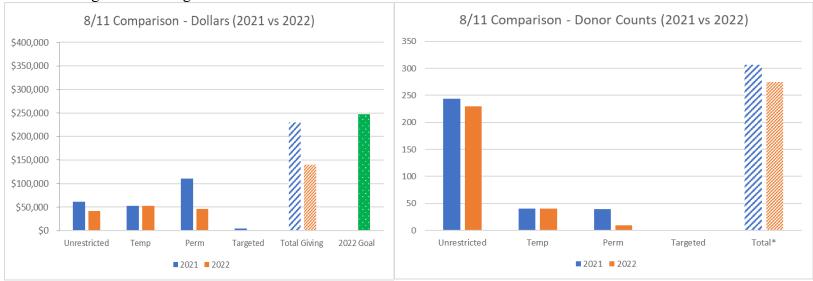
No Meeting

EXTERNAL AFFAIRS

Foundation Report by Executive Director:

- Applied for and received a grant from the Triangle Fund to support the Full STEAHM Ahead Summer Workshop program.
- Applied for a Community Foundation grant to support the Educational Opportunity Program that launched this semester.
- Scholarship notifications have been sent to students with a response deadline of August 15.
- Preparing for an in-person Scholarship Recognition Ceremony on Thursday, October 20.
- The 2022 New Graduate Survey email had a 6.4% response rate, compared to a 9.5% response rate in 2021.
- The Baron Bulletin e-newsletter was sent in late June.

- The Q2 Annual Fund mailing was sent in July and the Q3 Annual Fund mailing is scheduled for September.
- The Health Education Center Lease & Maintenance Agreement Amendment No.1 has been signed between the Foundation and the College.
- Felissa Koernig, President/COO of Guthrie Corning Hospital, is the newest board member on both the Development Foundation Board and the CCC Housing Co. LLC Board of Managers.
- The Perry Hall Third Party Management exploration process has concluded with the committee declining third party management services. The review committee is now looking into third party advising services.
- SUNY Impact Foundation is managing a NYS Charitable Tax Credit program the Foundation will use to promote major gifts (\$10,000-\$100,000) in late August and September.
- College Leadership participation in Annual Giving is currently at: RBOT (33%), CCCDF Board (36%), Senior Staff (56%).
- Annual Giving results through 8/11/2022:



	2021	2022		2021	2022
Unrestricted	\$61,351.03	\$41,978.45	Unrestricted	244	230
Temp	\$52,176.95	\$52,647.93	Temp	40	40
Perm	\$110,885.20	\$45,925.41	Perm	39	9
Targeted	\$5,000.00	\$0.00	Targeted	1	0
Total Giving	\$229,413.18	\$140,551.79	Total*	307	275
2022 Goal		\$247,010.00	* Unduplicate	ed count of an	nual donors

Marketing/Communications

Signed contract with FOX Channel to air a commercial during the super bowl

Admissions Travel Collateral: Redesign and update several travel pieces (inquiry card, Perry Hall, Academic Programs, Keystone Scholarship, Viewbook)

Digital Dome: rack card, advertising, July 1, 2, 15, 16 public show visitors: 117, <u>Alley Art Project mural</u> (Rockwell Museum, High School Learning Center, CCC) collaboration with Rockwell to collect/produce video content of Alley Art Project progress

Dunn Field: Recognized CCC softball team at Elmira Pioneers game 7/27. Outfield sign & program ad

Performance

1. Website: Jun.- Aug. 2021/2022 Comparison

Channel Grouping	New Users 2021 (Jun. 1-Aug. 15)	New Users 2022 (Jun. 1- Aug. 15)	Change
Organic Search	15,170	17,853	+18%
Direct	9344	11,807	+26%
Paid Search	1148	6759	+489%
Referral (SUNY and paid)	4099	2798	-32%
Social	917	1521	+66%

2. Chatbot +: (Jun. 1- Aug. 15) Chat Sessions: 566; Calls: 609

Other

- Keystone: (Post Cards)
- CCC Students Not Registered: (Post Cards)
- Stop-Outs: pc
- President's Advisory Council newsletter
- Elmira Activate, 6/22, 7/21 WEAP



Media Statements

- SUNY CCC Appoints Kim Saunders as Director of EOP, August 4
- Trio of SUNY CCC Professors Selected for Cornell University Fellowship, June 30
- Rockwell Museum Selects SUNY CCC's Digital Dome Theater as Alley Art Project Venue, June 16
- SUNY Racial Equality for Adult Credentials in Higher Ed. (REACH), 3/30/22

Response

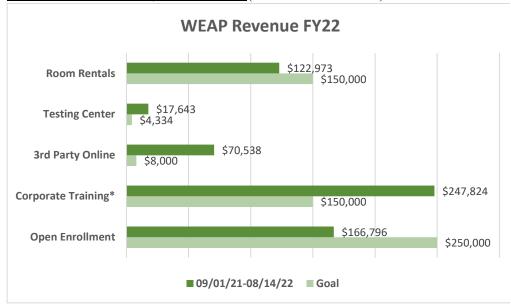
- Nursing Emergency Training Funds, SUNY, 1/18/22
- EOP, SUNY, 2/22/22
- WDI CFA SUNY Training Grant-Manufacturing Supervision Training, \$11,000
- WDI CFA SUNY Non-Profit Management, \$8,508

Under Consideration/ In Development

- EDA Build Back Better Clean Energy—Battery Storage (Binghamton U is grant lead)
- DOL Strengthening Community Colleges, (Onondaga CC leading) consortium proposal-career pathways in the Health Care and Social Services

Workforce Education & Academic Pathways

Workforce Education (dashboard for (9/1/2021-8/14/2022)



- Company visits (both virtual/in-person): Cargill Salt, Hardinge, IBEW, Ohio Logistics, The ARC of Chemung-Schuyler, The ARC of Steuben-Allegheny, NY State Parks, Glove House, Guthrie.
- 6/22 Manufacturing Roundtable with AM&T, SUNY Broome, SUNY and TC3—37 attendees
- SUNY CCC is among the top 5 partner schools for CareerStep (online partner) in the U.S. (2019—2 enrollments; 2022—46 enrollments in the first 6 months)
- Recruitment events: Elmira Activate (focus on short-term training; 20 attendees); The ARC of Chemung-Schuyler (F2F; 6), The ARC of Steuben-Allegheny (virtual; 2)
- Staff Presentations: Amber Cloke, Institute for Human Services Recharge 3.0, June 6; Jeanne Eschbach, Community Colleges of Appalachia Annual Conference, June 7; Jeanne Eschbach, Institute for Human Services Recharge 3.0, June 23
- WEAP team continues to organize and promote monthly Mobile Food Pantry at AWDC

Academic Pathways

- Tyre Bush, Jeanne Eschbach, Shalena Clary & Shannon Keach from Financial Aid have completed orientation for Elmira Correctional Facility as part of Second Chance PELL grant. SUNY CCC will continue to partner with Cornell (CPEP) for Fall 2022.
- ACE Summer Enrollment: ACA Grant (GST BOCES): 22 students, 3.2 FTEs; HS CEO (online): 58 students, 7.1 FTE. This included increase in ACE students from PA: 7 students, .76 FTE compared to 5 students, .66 FTE in 2021.
- ACE Summer Faculty workshop (8/18/22): focus on ACE accreditation, changes to SUNY General Education and academic advising for ACE students.

Testing Center

- Hired two new part-time Testing Center assistants due to Kathleen Craig's promotion.
- Completed application for Scantron, an additional testing platform.
- Laura Prestigiacomo completed DEI webinar series re: removing barriers, re-certifications for several testing platforms, achieved certification for TABE exams (entrance exam for non-credit).

Legislative Relations

State: SUNY Update: President Mullaney:

Trustee Wayne announced that RBOT will rejoin the NYCCT organization (New York Community College Trustees).

Dr. Mullaney shared the following updates:

- The search for the Chancellor continues. Rounds of interviews have started, and the goal, is to have a new Chancellor in place by January.
- Corning Community College has received \$600.000 from NY State as part of Governor Hochul's commitment to SUNY to help with recruitment and retention efforts
- Vice Chancellor Duncan-Poitier also informed President Mullaney that SUNY CCC received a SUNY grant of \$1.5 million that would work towards creating a non-credit program in automotive technology.
- SUNY CCC received the announcement concerning the new changes to TAP. TAP is the statewide tuition assistance program for financially needy students, which previously was only available to full-time students enrolled in 12 credits or more. The new change would allow students taking six credits or more to have access to the same benefit.

FINANCE AND FACILITIES

Trustee Reynolds provided a review of the Finance and Facility report and stated the committee held a meeting on August 22, 2022 and mentioned there is one action item on the agenda.

ACTION ITEMS:

RESOLUTION #4816-22- Operating Report

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves the Operating Reports for the period ending July 31, 2022 (H. Reynolds, J. McKinney-Cherry, Unanimous).

Trustee Wightman asked for an update on the Goff Road facility, and Trustee Reynolds added that there are some interested parties and a walk thorough with the Corning-Painted Post school district is scheduled for early September.

SUNY Corning Community College Operating Dashboard Month End as of 7/30/2022



Cash & Student Receivables

	Cash	# Days of Operations	Total Student AR as of 7/31/22	2021-2022 Receivable
July 31, 2022	\$ 13,453,275	182	\$ 2,536,448	\$ 928,390
July 31, 2021	\$ 13,147,380	178	\$ 1,607,594	

Revenues & Expenditures @ 7/31/2022

	EA	FY 22 Adopted									Variance to	
	Budget Fall 21 Actual		Fall 24 Astrol		Spring 22 Actual		Summer 22 Projected		YE Forecast		Budget	
			an 21 Actual	Spring 22 Actual	Suii	illier 22 Projecteu		i e rorecast		buuget		
Revenues	\$	26,927,833	\$	12,627,777	\$ 12,004,136	\$	1,882,849	\$	26,514,763	\$	(413,070)	
Expenses	\$	26,927,833	\$	8,063,169	\$ 11,298,618	\$	5,682,567	\$	25,044,355	\$	1,883,478	
Surplus(Deficit)	\$	(0)						\$	1,470,408	\$	1,470,408	

Highlights of Revenues & Expenditures

8 8													
	FY	FY 22 Adopted									,	Variance to	
		Budget	F	all 21 Actual		Spring 22 Actual	Su	mmer 22 Projected		YE Forecast		Budget	
Tuition & Fees	\$	12,728,616	\$	5,746,169	\$	4,887,540	\$	(53,310)	\$	10,580,400	\$	(2,148,216)	
Chargebacks	\$	6,378,668	\$	3,059,050	\$	2,391,448	\$	146,958	\$	5,597,456	\$	(781,212)	
Personnel & Benefits	\$	19,927,914	\$	5,750,283	\$	7,930,329	\$	4,234,177	\$	17,914,788	\$	2,013,126	
Equipment	\$	371,409	\$	31,257	\$	34,718	\$	113,967	\$	179,941	\$	191,468	
Contractuals	\$	6,628,510	\$	2,281,630	\$	3,333,572	\$	1,334,423	\$	6,949,625	\$	(321,115)	
										·			

Use of HEERF CRSSA(Round II) & ARP(Round III) Funding as of 7/31/2022

	oe or meentr one	SA(Round II) & ARI (Round III) Funding as of	7/01/2022
LOST REVENUE			
Tuition & Fees	\$	1,074,553	
Chargebacks	\$	872,023_	
	\$	1,946,576	
COVID related expenses (Contractuals)			
PPE, Cleaning, Testing supplies	\$	393,498	
Software/Technology		·	
Equipment			
	\$	393,498	
Total use of HEERF			
Funds	\$	2,340,074	

Corning Community College Report to Finance & Facilities Committee Unrestricted Operating Summary For Period ending 07/31/2022



		2021-2022				nmer 2021-22	Su	mmer 2021-22	Su	mmer 2021-22	Fi	scal Year 21-22	Variance to Budget	
,		Budget	Act	ual@7/31/22		Budget		Forecast	Bu	dget vs Forecast		Forecast		
REVENUES														
Resident Tuition	\$	10,359,475	\$	8,736,946	\$	613,590	\$	(30,594)	\$	(644,184)	\$	8,645,697	\$	(1,713,778)
Non Resident Tuition	\$	840,207	\$	726,062	\$	(301,431)	\$	(49,621)	\$	251,810	\$	710,881	\$	(129,326)
Student Fees	\$	1,528,934	\$	1,218,074	\$	150,957	\$	26,905	\$	(124,051)	\$	1,223,821	\$	(305,113)
State Aid	\$	7,043,820	\$	6,527,284	\$	1,644,226	\$	1,703,315	\$	59,089	\$	7,043,820	\$	0
Grant Aid & Contracts	\$	203,500	\$	2,875,945	\$	-	\$	-	\$	-	\$	2,875,945	\$	2,672,445
Federal appropriations	\$	8,000	\$	10,227	\$	800	\$	680	\$	(120)	\$	10,907	\$	2,907
County Operating		. 270.660				0	φ.	146.050		146.050		F F07.4F6		
Chargebacks	\$	6,378,668	\$	5,597,456	\$	0	\$	146,958	\$	146,958	\$	5,597,456	\$	(781,212)
Other sources	\$	565,229	\$	385,163	\$	81,126	\$	85,206	\$	4,080	\$	406,234	\$	(158,995)
Applied Fund Balance	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Total Revenues	\$	26,927,833	\$	26,077,157	\$	2,189,267	\$	1,882,849	\$	(306,418)	\$	26,514,763	\$	(413,070)
EXPENSES														
Salaries	\$	14,096,199	\$	11,753,815	\$	4,177,286	\$	2,968,876	\$	1,208,410	\$	12,849,045	\$	1,247,154
Employee Benefits	\$	5,831,715	\$	4,634,710	\$	1,644,843	\$	1,265,301	\$	379,542	\$	5,065,743	\$	765,972
Equipment	\$	371,409	\$	86,084	\$	-	\$	113,967	\$	(113,967)	\$	179,941	\$	191,468
Contractual Expenditu	res													
Purchased Services	\$	26,500	\$	31,231	\$	8,834	\$	11,901	\$	(3,067)	\$	31,757	\$	(5,257)
Materials & Supplies	\$	321,930	\$	72,962	\$	68,575	\$	30,582	\$	37,993	\$	195,751	\$	126,179
Dues & Subscriptions	\$	170,290	\$	116,208	\$	44,850	\$	7,973	\$	36,877	\$	117,044	\$	53,246
Consultants and	\$	232,000	\$	159,422	\$	73,386	\$	33,102	\$	40,283	\$	170,816	\$	61,184
Contractors		•		·		•		33,102				•		•
Accreditation	\$	25,000	\$	18,589	\$	0	\$	-	\$	0	\$	18,589	\$	6,411
Marketing	\$	286,500	\$	245,066	\$	-	\$	57,011	\$	(57,011)		299,609	\$	(13,109)
Conference & Travel	\$	151,175	\$	43,517	\$	0	\$	14,200	\$	(14,199)		52,555	\$	98,620
Utilities	\$	315,000	\$	461,405	\$	78,750	\$	55,654	\$	23,096	\$	474,017	\$	(159,017)
Maintenance & Repairs	\$	270,300	\$	146,555	\$	90,100	\$	54,938	\$	35,162	\$	186,631	\$	83,669
Software & Contracts	\$	599,027	\$	424,202	\$	(275,471)	\$	149,737	\$	(425,208)	\$	803,909	\$	(204,882)
Voice & Data	\$	104 260	\$	72,596	\$	42,377	\$	21,480	\$	20,897	\$	01.107	\$	22 172
Communication	Þ	104,369	Þ	72,596	Э	42,3//	Ф	21,480	Э	20,897	Ф	81,196	Þ	23,173
Special Projects,	\$	126,887	\$	13,026	\$	17,413	\$	2,032	\$	15,381	\$	13,026	\$	113,861
Programs & Events	·			·				·		·				
Maintenance Contracts	\$	363,594	\$	249,435	\$	30,811	\$	47,159	\$	(16,348)	\$	452,955	\$	(89,361)
Rentals (HEC)	\$	337,000	\$	146,266	\$	84,251	\$	107,689	\$	(23,438)	\$	253,955	\$	83,045
General Institutional	\$	1,143,990	\$	1,392,636	\$	168,618	\$	386,664	\$	(218,046)	\$	1,279,050	\$	(135,060)
Other Expenditures	\$	268,975	\$	513,297	\$	128,700	\$	293,705	\$	(165,005)	\$	546,411	\$	(277,436)
Scholarships	\$	1,810,973	\$	1,972,355	\$	-	\$	60,598	\$	(60,598)	\$	1,972,355	\$	(161,382)
Transfer Out	\$	75,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	75,000
Total Contractual Expenses	\$	6,628,510	\$	6,078,769	\$	561,193	\$	1,334,423	\$	(773,231)	\$	6,949,625	\$	(321,115)
Total Expenses	\$	26,927,833	\$	22,553,378	\$	6,383,321	\$	5,682,567	\$	700,754	\$	25,044,355	\$	1,883,478
Surplus/(Deficit)	\$	(0)	\$	3,523,778	\$	(4,194,054)	\$	(3,799,718)	\$	394,336	\$	1,470,408	\$	1,470,408

% of total 2021-22 revenue realized % of total 2021-22 budget expended 96.8% 83.8%

92.8%

77.9%

% of total 2020-21 revenue realized % of total 2020-21 budget expended

Fiscal Year 21-22 Capital Projects

		SUNY Capital	Grants/	Total Project	Spent to Date		R	emaining
	CCC Plant Fund	Match	Donations/Loans	Budget	07.31.22	Encumbered		Budget
FY 20 Rec	quired Projects/	Payments						
USDA Bond Principal	\$ 265,000.00	\$ -	\$ -	\$ 265,000.00	\$ 265,000.00		\$	-
USDA Bond Interest	\$ 242,000.00	\$ -	\$ -	\$ 242,000.00	\$ 121,000.00		\$	121,000.00
Energy Performance			\$ 1,446,380.00	\$ 1,446,380.00	\$ 1,017,799.00		\$	428,581.00
Renovations & Revitalization III								
chuyler Hall Air Conditioning & Air Cooled Chiller	\$ 362,585.00	\$ 362,585.00	\$ -	\$ 725,170.00	\$ 217,214.76		\$	507,955.24
Mechatronics Lab Renovations and Equipment	\$ -	\$ -	\$ 1,000,000.00	\$ 1,000,000.00	\$ -		\$	1,000,000.00
Lab Renovations for Makers Space	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 300,000.00	\$ -		\$	300,000.00
Digital Dome Theater Seating and Software								
Digital Dome Theater	\$ 100,000.00	\$ 245,000.00	\$ 145,000.00	\$ 490,000.00	\$ 468,901.44		\$	21,098.56
Facilities Master Plan								
SWBR Consulting	\$ 77,000.00	\$ 77,000.00	\$ -	\$ 154,000.00	\$ 56,320.14		\$	97,679.86
Classroom Technology*	\$ 75,000.00	\$ 250,000.00	\$ 175,000.00	\$ 500,000.00	\$ 387,789.40		\$	112,210.60
Computer Replacement*	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 300,000.00	\$ 15,302.00		\$	284,698.00

^{*} Current Computer Replacement and Classroom Technology Upgrades are being funded through the Federal Stimulus Funds

Campus Auxiliary Services Update

Please see Auxiliary Services Annual Report in the Reference folder in Google Drive.

HUMAN RESOURCES COMMITTEE

Trustee Parks provided a review of the Human Resources Committee report, noting there are 5 action items on the agenda including the consent agenda and the resolution of appreciation for Trustee Wightman which Trustee Wayne read earlier in the beginning of the meeting.

Regular Agenda

RESOLUTION #T4818-22- Non-Union Personnel Handbook Updates

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves of the update to the Non-Union Personnel Handbook in the sections of: Section IV, Paid Leave and Section VI, Work Week. (N. Parks, M. Wayne, Unanimous)

REOLUTION #T4819-22- Corning Community College – NYS Law Enforcement Officers Union, Council 82 - Agreement 2022 - 2025

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby ratifies the Agreement between NYS Law Enforcement Officers Union, Council 82, AFSCME, AFL-CIO (Council 82) and Corning Community College (CCC) effective September 1, 2022 – August 31, 2025. (N. Parks, H. Reynolds, Unanimous)

RESOLUTION #T4820-22 Jonathan Balke, Retirement

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby ratifies the retirement of Jonathan Balke, Professor in STEM. BE IT FURTHER RESOLVED, that the Regional Board of Trustees of Corning Community College extends its deepest appreciation to Jonathan Balke for his service to the College and wishes him the best of luck in his future endeavors. (N. Parks, J. McKinney Cherry, Unanimous)

RESOLUTION #T4821-22- Michael Reynolds, Retirement

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby ratifies the retirement of Michael Reynolds, Associate Professor in STEM. BE IT FURTHER RESOLVED, that the Regional Board of Trustees of Corning Community College extends its deepest appreciation to Michael Reynolds for his service to the College and wishes him the best of luck in his future endeavors. (N. Parks, R. Allison, Unanimous)

Trustee Parks concluded her report by extending her warm welcome and best wishes for long careers to our new STEM faculty.

DISCUSSION ITEMS

- DEI Metrics Updates. Executive Director Park provided a review of the DEI metrics
- Summary of vacant positions

SUMMARY STATUS OF VACANT FULL TIME POSITIONSAS of April 11, 2022

	Assess ing	Closing	H o l d	Search in Progress	Vacant Positio ns (total)
Civil Service Faculty				1	1
Professional Service	4			2	6
Grand Total	4			3	7

11. OLD BUSINESS. None.

12. NEW BUSINESS.

Trustee Chu reminded trustees to mark their calendar for a visit to Corning Inc. on October 12, 2022 Dr. Mullaney invited trustees to join the Bampa 5k run event happening next week in Corning

13. EXECUTIVE SESSION: None

Trustee Wayne requested a motion to adjourn the meeting at 7:43 pm. (J. McKinney-Cherry, P. Chu Unanimous)

Strategic Initiatives

Submitted by Maarit Clay, Executive Director of Strategic Initiatives October 13, 2022

Guided Pathways

- Undecided Student project report highlights:
 - All 1564 new/transfer student applicants have received communications on services/assistance available for undecided students. 359 applicants indicated unsure/undecided on admissions application.178 undecided applicants have communicated with and/or worked directly with the Pathways Advisor
 - 83 students who already identified an interest in a Career and Technical Education (CTE) field of study were assisted in better defining their career and academic goals.
 - o 33 of the undecided students identified a CTE field of study.
- Use of Starfish cohorts i.e. EOP, PH
- Coaching Clinton CC, GP Cohort III and Workforce Pathways projects
- SUNY GP: Looking Forward, Looking Backward: Celebrating Wins, Protecting Gains, Sustaining Progress presented by SOVA, 9/23
- SSCN Coach PD Session: Maintaining Momentum Through Institutional Leadership Transitions, 9/7
- SUNY ITA PD: Advising Success Network, 9/26
- SUNY REACH Pathways Workshop: Pathways Mapping and Marketing, and Credit for Prior Learning, 9/27 Nan Travers, Dir. Center for Leadership in Credential Learning, SUNY Empire

Strategic Planning and Institutional Assessment: Institutional Research is meeting with Student Affairs areas to present CC Survey of Student Engagement (CCSSE) data

Middle States Commission on Higher Education (MSCHE): Working Groups started meeting

Grants Summary

Grant Status FY2023	Number of Grants/Proposals	Grant Budget Total
Active and Completed	22	\$7,188,051
Denied	0	\$0
Pending	6	\$2,738,895
Total	28	\$9,926,946

Grant Proposals Submitted

- Machining Tool Training Modernization, ARC, \$293,936, 9/29
- NSF ATE, An Optical Technology A.A.S. Program at Corning Community College, \$348,357, 10/4

Response to Proposal

- Awarded: Subawardee (Binghamton U.), Build Back Better, Round 2, Clean Energy- Battery Storage, EDA, 9/2, \$1,376,391
- Awarded: Subawardee (Onondaga CC), Community College HealthCARES Consortium, DOLSCC, Round 2, Surgical Technology, 9/7, \$373,380

Proposal Under Consideration/ In Development

- Local Government Records Management Improvement Fund (LGRMIF), NYSED, due early 2023
- ARC ARISE, collaboration -Southern Tier Central Regional Planning Commission and the Northern Tier (PA) Regional Planning Commission, ARC, rolling deadline- quarterly review
- Workforce Opportunity for Rural Communities (WORC) Initiative, USDOL, due July 2023

CORNING COMMUNITY COLLEGE

Regional Board of Trustees

Audit Committee

Thursday, October 13, 2022

Health Education Center

TIME: 4:30 p.m.

AGENDA

MISSION:

This Committee shall consider and make recommendation to the Board regarding the retention of an audit firm and receive the audit report and make appropriate recommendations to the Board.

ACTION ITEMS:

DISCUSSION ITEMS:

• Discussion of audit procedures with Jerry Mickelson, Duane Schoen and Ben Owens from Insero & Co. **MEASURABLE STANDARDS**

Measurable Standards for the Committee on Audit are:

- * On an annual basis, recommend to the Board an Audit Firm;
- * On an annual basis, monitor progress on Audit process;
- * On an annual basis, recommend actions to the Board based on the results of the Audit.
- * Refer Audit findings to the appropriate Board Committee.
- * Receive Audit recommendations from all Committees and provide for follow-up;
- * Ensure that actions are consistent with Strategic Plan

Return to agenda

COMMITTEE FOR ACADEMIC AND STUDENT SERVICES

Regional Board of Trustees for Corning Community College Report by Provost: Dr. Barbara Canfield October 3, 2022

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. Provost
- 2. Student Trustee Report

NEXT COMMITTEE MEETING: November 28, 2022

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 underrepresent groups and evaluate the colleges efforts to support a diversity of thought, experience, race, sex, LGBTQx, religion, or other identity group.
- 3. Monitors academic affairs on behalf of the full board:
 - The Committee recommends to the full RBOT faculty appointments received from the president and recommendations for promotion, tenure, and professional leave for the faculty.
 - Monitor progress of the institution's effort to assess student learning to meet accreditation requirements established by the Middle States Commission on Higher Education.
 - Review status of the Online Education plan addressing infrastructure, quality, enrollment and effectiveness of online courses, programs, and service.
 - Review efforts by the institution to establish partnerships with transfer institutions to provide seamless experiences for students.
 - Review efforts of the academic affairs and student services areas in creating a culture that embraces the concepts of social justice and inclusion.

COMMITTEE ON ACADEMIC AND STUDENT SERVICES

October 3, 2022

Via Zoom

Minutes

In Attendance: Trustees: Judy Cherry, Polly Chu, R. Allison, N. Wightman, Kintu Early

Senior Staff: President Mullaney, Provost Canfield, N. Ka-Tandia

Guests: Joe Rowe, Joe Rumsey

Excused: Wyatt Stoner

Trustee J. McKinney Cherry called the meeting of CASS committee meeting at 5:02 pm.

Dr. Canfield reviewed her report, and highlighted few points:

- Visiting Instructor of Music Will Wickham will be partnering with Jennifer Sellers, Director of Innovative Learning Sites, and the Digital Dome to create new sound tracks for 20 to 30 minute "Dome Meditations".
- Mary Guzzy, Professor of Humanities, developed a Theatre Workshop for Nursing students in collaboration with two former students.
- STEM Division is working to prepare for upcoming STEM DAY planned for November 22, 2022, The CDC (Career Development Council) is also involved.
- SUNY CCC will partner with Elmira College and Incubator Works to sponsor a Pitch Competition (607SOARS)- think Shark Tank! to be hosted at Elmira College **on May 6, 2023**.

Provost Canfield informed trustees that the College is looking for people who might want to serve as judges for the competition or might even service some mentors. Trustee Chu and Early will put out a call with Corning Inc. employees.

The committee discussed the Nursing Boot camp and the Learning Center tutoring sessions. Trustee Rowe suggested opening the Nursing boot camps to other students and tracking the student success rate of students seeking tutoring at the Learning Center, which the College is already doing through the Student Success survey administered annually.

Trustee J. McKinney-Cherry adjourned the CASS Committee meeting at 5:45 p.m. (N. Wightman, K. Early Unanimous)

COMMITTEE FOR ACADEMIC AND STUDENT SERVICES

Regional Board of Trustees for Corning Community College Report by Provost: Dr. Barbara Canfield October 3, 2022

Academic Affairs:

- Music Theory courses taught by Visiting Instructor of Music Will Wickham will be partnering with Jennifer Sellers, Director of Innovative Learning Sites, and the Digital Dome to create new sound tracks for 20 to 30 minute "Dome Meditations".
- Mary Guzzy, Professor of Humanities, developed a Theatre Workshop for Nursing students in collaboration with two former students. This workshop was delivered in several sessions at the SUNY CCC Nursing Bootcamp on Aug. 16.
- Sky Moss, Professor of History, worked with Elmira EOP and Babatunde Ayanfodun, SUNY CCC Diversity, Equity & Inclusion Coordinator, to present a lesson on civics, civic responsibility, and community involvement to a group of Elmira teenagers.
- STEM Division is working to prepare for upcoming STEM DAY planned for November 22, 2022, The CDC (Career Development Council) is also involved.
- SUNY CCC will be partnering with Elmira College and Incubator Works in sponsorship of a Pitch Competition (607SOARS)-think Shark Tank! to be hosted at Elmira College on May 6, 2023.
- In response to concern with the retention of Community and Public Health Education AS students specifically in the STEM Academy pipeline, a Success Camp was held in August for all students in the STEM Academy- Chapter 1 (freshman), Chapter 2 (sophomore) and Chapter 3 (junior) with the goal to improve college readiness for all.
- The Learning Resources staff met with Pauline Emery from Southeast Steuben Public Library to discuss Banned Book Week (September, 18-24) and ways to support each other's programming. Library Staff is preparing a physical display of frequently banned books as well as a digital resource guide that will highlight items in the library collection, local resources and programming, and national awareness campaigns.
- Headcounts throughout the building have been steadily increasing each week, averaging 30 or more students each hour between 10-2.
- Educational Opportunity Program- 13 students
 - o 5- Female, 8- Male
 - o 4- Black, 1- AfroLatin, 2- Puerto Rican, 6- White
 - o 2- Non-traditional students
 - o 7- living at Perry Hall
 - o 3- non-local

• Tutoring

FALL 2020	Weekly Totals Fall 2020	SPRING 2021	Weekly Totals Spring 2021	FALL 2021	Weekly Totals Fall 2021	SPRING 2022	Weekly Totals Spring 2022	FALL 2022	Weekly Totals Fall 2022
XX7 1 1	• •	XX 1 1		Week		*** 1 1	20	Week	40
Week 1	20	Week 1	26	l	60	Week 1	30	l	40
Week 2	48	Week 2	36	Week	101	Week 2	51	Week	87
WOOK 2	10	W COR 2		Week	101	WOOK 2	31	Week	07
Week 3	53	Week 3	61	3	69	Week 3	55	3	51
			_						
TOTALS	121		123		230		136		178

Student Services

- New Student Orientation-First time face to face in three years, over 165 students participated
- Food Pantry-20 new users registered in the system to utilize the pantry services
- #checkusout-20 tables with various clubs/orgs/groups and 100 students stopped by

Return to Agenda

COMMITTEE FOR ACADEMIC AND STUDENT SERVICES

Regional Board of Trustees for Corning Community College Report by Student Trustee: Wyatt Stoner October 3, 2022

SAGA Updates:

Old Business

- We are still looking into the safety requirement for a Virtual Reality headset for the Baron's Den Game Room.
 - Currently an inexpensive version of a Virtual Reality Headset costs \$400 dollars.
 - We are also exploring the cost of the various games that are available for Virtual Reality Headsets. As well as accessories to allow viewing for bystanders in the room.
- We are also looking into the possibility of updating the foods to provide a better selection for the food pantry.

New and Upcoming Events

- We are in the process of designing a scavenger hunt that would encourage students to get to know their professors better.
 - We also intend to raffle off a \$25 gift card for student that complete the scavenger hunt.
- We are also in the process of purchasing mobile bonfire pits. We are also looking into the regulations of the Town
 - of Corning and CCC about proper safety practices.
- We are also looking into designing and the expense of SAGA/SAEB T-shirts. They are still in the process of being designed.

Club Updates

- The Crier
 - Has gained 25 new members! In addition, they are looking to the possibility of updating the Crier website; roughly \$154.

- The Crier is also looking into procuring a CCC email, to increase communication and for the ease of piece submissions.
- The Pride Club
 - Is currently planning a variety of events. A Culture day and a Halloween dance, as well as smaller events.
 - They now have a full elected board and are sharing event dates with Matt Gorham
- The Gaming Guild
 - Happy to report that there are 20 new members, including new Dungeon Masters.
 - In addition, with the help of Professor Robert Koble are discussing the logistics of live streaming a Dungeons & Dragons session.
- The Nursing Society
 - Are starting to fundraise for the pinning ceremony.
 - They also have a full executive board that has been elected.

Recent Events

- 09/07/2022 There was a home volleyball game.
- 09/07/2022 there was a comedian that came to the Kelly lounge and dining hall.

CORNING COMMUNITY COLLEGE REGIONAL BOARD OF TRUSTEES

External Affairs Committee

Tuesday, October 4, 2022 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 Marketing/Communications Report

Review Workforce Education & Academic Pathways Report

Review <u>Legislative Relations Report</u>

NEXT MEETING:

November 29, 2022

MEASURABLE STANDARDS

Measurable Standards for the External Affairs Committee

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

 Corning Community College recognizes and values differences in age, ethnicity, gender identity and expression, nationality, religion, political perspective, socioeconomic status, citizenship, military status, persons with a mental health condition, status as an individual with a disability and first-generation student status that enrich our learning and working environment. As such, all fundraising, grants, marketing, public relations, and workforce education efforts will focus on

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

CORNING COMMUNITY COLLEGE

Regional Board of Trustees External Affairs Committee October 4, 2022 Via Zoom

MINUTES

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

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

Excused: M. Wayne

Guest: Joe Rumsey

Trustee Winston called the meeting Called the meeting at 4:32 pm And noted There are no actionable items on the agenda.

DISCUSSION ITEMS:

Review CCC Development Foundation Report

Trustee Chu congratulated Executive Director Marchese for his leadership, shepherding the Foundation Board, and providing continuity to the Foundation's office. She noted to trustees that John is a leader who's not afraid to go out and ask for money and is working hard to develop a well-functioning board.

Executive Director Marchese thanked Trustee Chu for her leadership and noted that Trustee Chu is one of the two people who signed up for the SUNY Impact Foundation Charitable Giving and highlighted that the college leadership's team achieved a hundred percent participation in this year's annual giving.

Review Marketing/Communications Report

Executive Director Clay highlighted a few points in her report

· Completed last rounds of interviews for the Event Coordinator position

- · Updating publication for the open house (brochures for all program offerings)
- Don Sherman (Marketing Director) is participating in the National Marketing conference in Syracuse

Review Workforce Education & Academic Pathways Report

Executive Director Eschbach highlighted a few points in her report and noted the snapshot, which is a snapshot of last year compared to this year.

- · Revenue goals on open enrollment coursework down this year
- · Corporate education went way up.
- · Third-party enrollment is also up
- Testing center quite a bit up from the previous year,
- · Room rentals are down this year, mainly due to Keuka College moving all their course work online instead of renting rooms.
- SUNY Reimagined Grants have nineteen registrations for healthcare programs
- · Director of Automotive search is underway
- · ACE continues to do well. Still down compared to the previous year due to a lack of low-level population of high school students in the region

Dr. Mullaney and Trustee Winston took the opportunity to congratulate Executive Directors Eschbach and Clay for their triumphant grant success.

Review Legislative Relations Report

<u>Federal level:</u> Biden Administration had asked for, in terms of Pell maximization, an increase from the current six thousand eight hundred and ninety-four to eight thousand six hundred and seventy.

<u>State level</u> in terms of priorities, the number one priority right now is a permanent funding floor. Governor Hochul has been a big advocate for workforce development. So there's going to be looking for increased funds.

<u>NYCCT Annual Conference</u>: Trustee Winston attended the NYCCT conference. NYCCT hired a full-time lobbyist to advocate for Community Colleges.

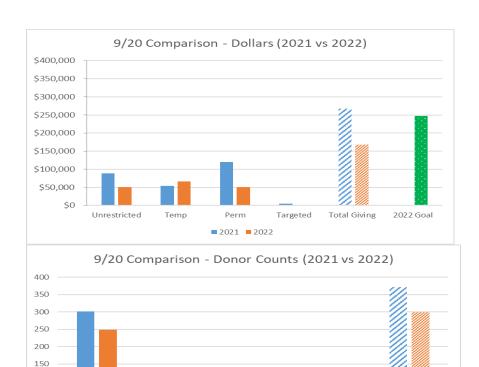
Nogaye Ka-Tandia from the President's office also attended the NYCCT session for Chief of Staff and Executive Assistants.

Trustee Winston adjourned the External Affairs committee meeting at 5:57 pm

CCC Development Foundation

Submitted by John Marchese, Executive Director of Development Foundation Tuesday, October 4, 2022

- The Director of Development position has been reposted.
- The CCC Development Foundation Board met on September 14:
 - o Jill Koski has accepted the Vice President role.
 - Kamala Keeley agreed to replace Maggie Jones, who has recently resigned from the Board, as the Secretary.
 - o Ratified the Executive Committee's approval to transfer \$19,300 to the College in support of the Mechatronics program.
- We expect to award 97 students nearly \$250,000 in scholarships for the 2022-2023 academic year which will be celebrated at the Scholarship Recognition Ceremony on Thursday, October 20.
- Named Fund Holder Reports were mailed to donors in September.
- The Baron Bulletin e-newsletter will be sent in October.
- The Q3 Annual Fund mailing is planned for late September.
- The Q4 Annual Fund mailing is planned for November.
- A targeted mailing to our constituents resulted in two constituents requesting applications for the NYS Charitable Tax Credit program managed by the SUNY Impact Foundation.
- Third party advising and marketing services are being explored for Perry Hall.
- The Elmira Jr. Enforcers Hockey Team signed a contract to live in Perry Hall from September '22 through March '23.
- Working on updating the CCC/CCCDF Legal Agreement with a goal of presenting the draft to the CCC Foundation Board and RBOT before year-end.
- College Leadership participation in Annual Giving is currently at: RBOT (55%), CCCDF Board (42%), Senior Staff (100%).
- Annual Giving results through 09/20/2022:



Perm
■ 2021 ■ 2022

100 50 0

Unrestricted

Temp

	2021	2022		2021	2022		
Unrestricted	\$89,150.31	\$50,252.45	Unrestricted	301	248		
Temp	\$53,656.95	\$66,483.31	Temp	48	42		
Perm	\$119,711.20	\$50,925.41	Perm	41	14		
Targeted	\$5,000.00	\$0.00	Targeted	1	0		
Total Giving	\$267,518.46	\$167,661.17	Total*	371	299		
2022 Goal		\$247,010.00	* Unduplicated count of annual donors				

Total*

Targeted

Marketing/Communications

Submitted by Maarit Clay, Executive Director of Strategic Initiatives Tuesday, October 4, 2022

Open House: landing page, digital advertising, posters for high schools, postcard

STEM Academy Ribbon Cutting: WENY segment & web story

Kids' Night at the Observatory and Digital Dome: FB 121 shares, 14,428 impressions, 347 clicks

Performance

1. Website: Aug.- Sep. 2021/2022 Comparison

Channel Grouping	New Users 2021 (Aug. 15-Sep. 20)	New Users 2022 (Jun. 1- Aug. 15)	Change
Organic Search	9,582	10,586	+9%
Direct	5,159	9,502	+46 %
Paid Search	266	4,074	+93%
Referral (SUNY and paid)	901	2,036	+56%
Social	375	765	+51%

2. Chatbot+: (Aug. 15- Sep. 20) Chat Sessions: 272; Calls 308

Other

- **REACH and Workforce Pathways:** Newspaper ads; Geotargeting w/digital ads: 76,979 impressions; 177 Total Display Influenced Visits (DIV); <u>landing page</u>
- **Digital Dome:** advertising, August public show visitors: 234
- Triangle Fund Film: Coordinated with Triangle Fund to have family members of Amo Houghton film interviews at Arthur A.

Houghton Jr. Library, Sept. 16

Media Statements

- SUNY CCC & GST BOCES STEM Academy to Hold Ribbon Cutting Ceremony, September 12
- SUNY CCC Awarded \$1.4 Million Grant for Automotive Technician Program, August 17

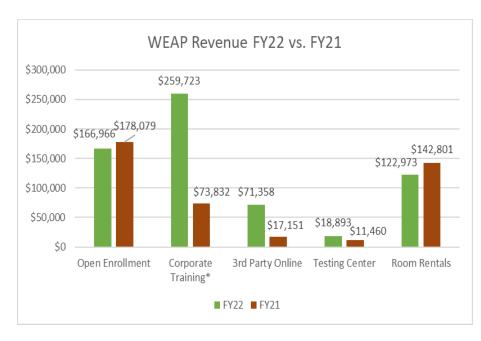
Website Statement

• Public Notice of Upcoming Accreditation Review Visit by ACEN, September 21

Workforce Education & Academic Pathways

Submitted by Jeanne Eschbach, Executive Director of Workforce Education & Academic Pathways Tuesday, October 4, 2022

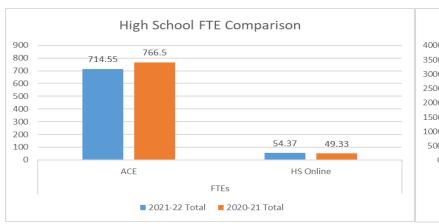
Workforce Education (8/15/22-9/22/22)

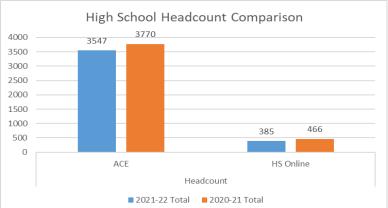


- SUNY Reimagine Grant highlights:
 - 19 registrations for healthcare programs (both online & F2F) for Sept. 22 compared to 5 for Sept. 21.
 - 6 people enrolled in Direct Support Professional microcredential from The ARC of Chemung-Schuyler and The ARC of Steuben-Allegheny.
- Incubator Works CoStarters Entrepreneurship class is meeting at the AWDC, Elmira; focus on minority-owned business creation.
- Director of Automotive Technology search is underway (Future of Work Grant)
- SUNY Workforce Grant Highlights:
 - Manufacturing Technician, Hardinge, \$25,200
 - Customized Welding, Cargill, \$23,102
 - Manufacturing Supervision, consortium of 11 manufacturers, \$6,182

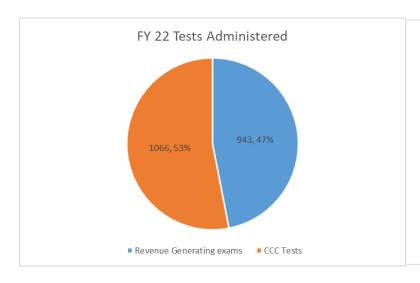
Academic Pathways

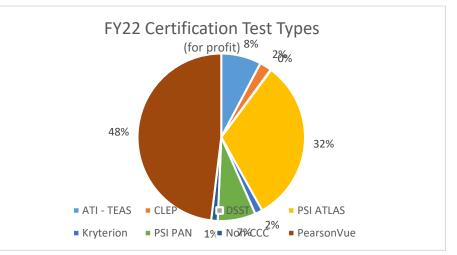
• T. Bush and J. Eschbach visited the students (21) at Elmira Correctional Facility on 9/12 to collect Certificates of Residency.





Testing Center





Return to Agenda

Legislative Relations

Submitted by Trustee Alan Winston, Chair of External Affairs Committee Tuesday, October 4, 2022

1. Federal: Higher Education Update

2. State: Higher Education Budget Priorities

3. NYCCT Annual Conference

CORNING COMMUNITY COLLEGE

Regional Board of Trustees Finance and Facilities Committee

Monday, October 3, 2022

Virtual Meeting-Zoom

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:

- o <u>RESOLUTION -#T4824-22</u> Renovation and Revitalization Projects III Schuyler Hall
- o RESOLUTION #T4825-22 Critical Maintenance Spencer Crest
- o RESOLUTION #T4826-22 Building Automation Upgrade Chemung Hall
- o RESOLUTION #T4827-22 Auditorium Upgrade Steuben Hall

DISCUSSION ITEMS:

- o Dashboard as of August 31, 2022
- o Capital Projects Update
- o Campus Auxiliary Services Update

NEXT COMMITTEE MEETING: November 28, 2022

MEASURABLE STANDARDS

Measurable Standards for the Committee on Finance and Facilities (revised June 2021)

- o Review the proposed Budget and recommend action;
- o Review the Operating Budget Report at every meeting and recommend action;
- o Ensure that resource allocations and spending are consistent with the Colleges Diversity, Equity, Inclusion & Strategic Priorities
- Review capital expenditures and active construction projects quarterly;
- o Develop a Three-year Fiscal Operating Plan to be in place for Fiscal Year 2022-2023;
- o Develop a dashboard of key financial and Campus metrics to present to RBOT;
- o Annually review the audited financial statements of the CCC Development Foundation;
- o Review the College's Facilities Master Plan upon completion;
 - Prepare a space utilization study.
- o 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;

Corning Community College

Finance and Facilities Committee

October 3, 2022

Virtual-Zoom

MINUTES

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

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

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

Excused: Wyatt Stoner

Guests: J. Rowe, J. Rumsey

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

Introductions to new committee members (awaiting Governor approval) Joe Rowe, Joe Rumsey

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

Action Items

• Capital Project Resolutions

Discussion Items

- Preliminary August Revenue/Expense Highlights.
 - Review of Revenue and it is down about \$338k due to lower enrollment, state aid was as projected the difference is in the way it was budgeted/estimated
 - o Discussion of how we budget resident and non-resident tuition and scholarship revenue
 - Review of Expenses including salaries, benefits and equipment. Utilities over spent due to utility costs going up 24% this year
 - o Approximate return to fund balance of \$620k

Summary/Dashboard

- Review of Cash and Student A/R, Revenues/Expenses and use of HERFF funds.
- O Discussion regarding old debt and timeline for writing off
- HEERF total use is \$2.8 million dollars, for next year still have approximately \$1 million we can use for lost revenue, \$166k for student mental wellness, and \$596k will be used towards capital improvement projects.
- o Review and discussion of enrollment, headcount & FTE

• FSA Budget Review

• Review of Student Activities preliminary unaudited report including salaries which is mainly student workers that are working on activities and programming. Student Activities budget shows a surplus of \$25k

Capital Projects

Updated and reformatted report, showing debt service including USDA bond payments and Siemens energy performance, chart
also lists all of our current capital projects, showing revenue and what we use as match including capital reserve, grants,
donations/fundraising, and then a column with each projects percentage of completion.

Auxiliary Services Update

- o E-sports lab update using for competition beginning today. Mark Brown will be assistant coach.
- o Tour of Goff Road was complete by potential buyer an updated appraisal was requested which we expect sometime in October.
- Renegotiated the print services contract resulting in approximately \$100k in savings, closing of print shop and working on initiatives to reduce the number of paper copies.
- Facilities Master Plan completion will be delayed so SWBR can review new grants we have received for updating and/or new programs at Airport Corporate Park.
- Proposal was submitted and we are waiting to hear back from SUNY regarding the \$600k from the Governor's office for enrollment initiatives. The College worked collaboratively to come up with some innovate and creative ideas to help with enrollment.

Action Items

Resolutions for Schuyler Hall Air Conditioning this project includes use of HEERF funds and capital reserve for the match,
 Critical Maintenance at Spencer Crest including fundraising for matching dollars, Chemung Hall building automation which would be matched with capital reserve funds, and Steuben Hall auditorium upgrade including fundraising for match.

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

Next meeting will be November 28, 2022 at 4:00 p.m.

Trustee Reynolds adjourned the Finance and Facilities Committee meeting at 4:59 p.m.

SUNY Corning Community College Operating Dashboard Preliminary as of 8/31/2022



Cash & Student Receivables

			Total Student		
		# Days of	AR as of	2021-2022	
	Cash	Operations	8/31/22	Receivable	
August 31, 2022	\$ 12,800,959	174	\$ 5,062,215	\$ 1,039,443	
August 31, 2021	\$ 12,392,629	168	\$ 6,050,141		

Revenues & Expenditures @ 8/31/2022

	FY 22 Adopted Budget	Fall 21 Actual	Spring 22 Actual	Summer 22 Projected	YE Forecast	Variance to Budget
Revenues	\$ 26,927,833					
Expenses	\$ 26,927,833	\$ 8,063,169	\$ 10,789,443	\$ 6,255,684	\$ 25,968,945	\$ 958,888
Surplus(Deficit)	\$ (0)				\$ 620,627	\$ 620,627

Highlights of Revenues & Expenditures

	FY 22 Adopted		Spring 22	Summer 22		Variance to
	Budget	Fall 21 Actual	Actual	Projected	YE Forecast	Budget
Tuition & Fees	\$ 12,728,616	\$ 5,746,169	\$ 4,887,540	\$ (214,783)	\$ 10,418,927	\$ (2,309,689)
Chargebacks	\$ 6,378,668	\$ 3,059,050	\$ 2,391,448	\$ 269,756	\$ 5,720,254	\$ (658,414)
Personnel & Benefits	\$ 14,096,199	\$ 5,750,283	\$ 7,980,256	\$ 4,871,173	\$ 18,601,712	\$ (4,505,513)
Equipment	\$ 371,409	\$ 31,257	\$ 34,718	\$ 305,435	\$ 371,409	\$ (0)
Contractuals	\$ 6,628,510	\$ 2,281,630	\$ 2,774,469	\$ 1,939,725	\$ 6,995,824	\$ (367,314)

Projected Use of HEERF CRSSA(Round II) & ARP(Round III) Funding as of 8/31/2022

LOST REVENUE		
Tuition & Fees	\$ 1,074,553	
Chargebacks	\$ 872,023	
	\$ 1,946,576	
EXPENDITURES		
PPE, Cleaning, Testing	\$ 393,498	
IT/Infrastructure	\$ 535,871	
	\$ 929,369	
Total use of HEERF Funds	\$ 2,875,945	

Annual Enrollment Headcount & FTE

	2021-2022	2020-2021	2019-2020	3 YR % change
	Projected	Actual	Actual	
Total Headcount	4625	4955	5160	-10.4%
Total FTE	1988.1	2185.1	2391.5	-16.9%
Full-Time Headcount	1160	1407	1652	-29.8%
Full-Time FTE	810	995.4	1220.3	-33.6%
Part-Time Headcount	958	1059	1147	-16.5%
Part-Time FTE	404.4	441.8	477.5	-15.3%
Credit Enrollment FTE				
(Excluding ACE)	1214.4	1437.2	1697.8	-28.5%
HS Enrollment FTE (ACE)	773.7	747.9	693.7	11.5%
% Chemung County	43.1%	41.0%	41.8%	3.1%
% Steuben County	35.9%	35.3%	34.9%	2.9%
% Schuyler County	5.4%	6.9%	6.1%	-11.5%
% All Other Non-sponsor	17.6%	16.8%	17.2%	2.3%

Corning Community College Report to Finance & Facilities Committee Unrestricted Operating Summary For Period ending 08/31/2022



REVENUES Resident Tuition Non Resident Tuition Student Fees State Aid Grant Aid & Contracts Federal appropriations	\$ \$ \$ \$ \$ \$ \$ \$ \$	2021-2022 Budget 10,359,475 840,207 1,528,934 7,043,820 203,500 8,000 6,378,668 565,229	\$ \$ \$ \$	8,752,427 711,230 1,225,948 7,120,673 2,875,945		8,481,748 711,230 1,225,948	\$	(1,877,727) (128,977)
Resident Tuition Non Resident Tuition Student Fees State Aid Grant Aid & Contracts	\$ \$ \$ \$ \$ \$ \$ \$	10,359,475 840,207 1,528,934 7,043,820 203,500 8,000 6,378,668	\$ \$ \$	8,752,427 711,230 1,225,948 7,120,673 2,875,945	\$ \$ \$	8,481,748 711,230	\$	
Resident Tuition Non Resident Tuition Student Fees State Aid Grant Aid & Contracts	\$ \$ \$ \$ \$ \$ \$ \$	840,207 1,528,934 7,043,820 203,500 8,000 6,378,668	\$ \$ \$	711,230 1,225,948 7,120,673 2,875,945	\$	711,230	\$	
Non Resident Tuition Student Fees State Aid Grant Aid & Contracts	\$ \$ \$ \$ \$ \$ \$ \$	840,207 1,528,934 7,043,820 203,500 8,000 6,378,668	\$ \$ \$	711,230 1,225,948 7,120,673 2,875,945	\$	711,230	\$	
Non Resident Tuition Student Fees State Aid Grant Aid & Contracts	\$ \$ \$ \$ \$ \$ \$ \$	840,207 1,528,934 7,043,820 203,500 8,000 6,378,668	\$ \$ \$	711,230 1,225,948 7,120,673 2,875,945	\$	711,230	\$	
Student Fees State Aid Grant Aid & Contracts	\$ \$ \$ \$ \$ \$ \$ \$	1,528,934 7,043,820 203,500 8,000 6,378,668	\$ \$	1,225,948 7,120,673 2,875,945	\$			(128,977)
State Aid Grant Aid & Contracts	\$ \$ \$ \$ \$ \$ \$	7,043,820 203,500 8,000 6,378,668	\$	7,120,673 2,875,945	-	1 225 049		
Grant Aid & Contracts	\$ \$ \$ \$	203,500 8,000 6,378,668	\$	2,875,945	\$	1,223,740	\$	(302,986)
	\$ \$ \$	8,000 6,378,668	\$			7,120,673	\$	76,853
Federal appropriations	\$ \$ \$	6,378,668	-		\$	2,875,945	\$	2,672,445
	\$			10,227	\$	10,227	\$	2,227
County Operating	\$	565 220	\$	5,720,254	\$	5,720,254	\$	(658,414)
Other sources		303,229	\$	440,089	\$	443,547	\$	(121,682)
Applied Fund Balance		-	\$	-	\$	-	\$	-
Total Revenues	\$	26,927,833	\$	26,856,794	\$	26,589,572	\$	(338,261)
EXPENSES								
Salaries	\$	14,096,199	\$	13,267,240	s	13,270,468	\$	825,731
Employee Benefits	s	5,831,715	\$	5,294,997	s	5,331,244	\$	500,471
Equipment	\$	371,409	\$	178,895	\$	371,409	\$	(0)
Contractual Expenditures								
Purchased Services	\$	26,500	\$	36,761	\$	36.761	\$	(10,261)
Materials & Supplies	\$	321,930	\$	199,297	Š	199,297	Š	122,633
Dues & Subscriptions	\$	170,290	\$	117,367	Š	117,367	\$	52,923
Consultants and Contractors	\$	232,000	\$	188,338	s	188,338	\$	43,662
Accreditation	\$	25,000	\$	18,589	Š	18,589	Š	6,411
Marketing	\$	286,500	\$	268,328	Ś	283,827	\$	2,673
Conference & Travel	\$	151,175	\$	45,204	\$	61,757	\$	89,418
Utilities	\$	315,000	\$	511,482	\$	511,482	\$	(196,482)
Maintenance & Repairs	\$	270,300	\$	169,943	\$	218,943	\$	51,357
Software & Contracts	\$	599,027	\$	430,902	\$	533,050	\$	65,977
Voice & Data Communication	\$	104,369	\$	79,196	\$	79,196	\$	25,173
Special Projects, Programs &	\$	126,887	\$	13,745	\$	20,295	s	106,592
Events		120,007		10,740	•	20,273	•	100,092
Maintenance Contracts	\$	363,594	\$	252,305	\$	267,305	\$	96,289
Rentals (HEC)	\$	337,000	\$	174,540	\$	337,000	\$	(0)
General Institutional	\$	1,143,990	\$	1,285,255	\$	1,327,255	\$	(183,265)
Other Expenditures	\$	268,975	\$	602,266	\$	640,361	\$	(371,386)
Scholarships	\$	1,810,973	\$	1,973,645	\$	2,155,000	\$	(344,027)
Transfer Out	\$	75,000	\$	-	\$	-	\$	75,000
Total Contractual Expenses	\$	6,628,510	\$	6,367,163	\$	6,995,824	\$	(367,314)
Total Expenses	\$	26,927,833	\$	25,108,296	\$	25,968,945	\$	958,888
Surplus/(Deficit)	\$	(0)	\$	1,748,498	\$	620,627	s	620,627

% of total 2021-22 revenue realized % of total 2021-22 budget expended 99.7% 93.2%

% of total 2020-21 revenue realized % of total 2020-21 budget expended

96.2% 93.3%

SUNY CORNING COMMUNITY COLLEGE FSA FUND OPERATING DASHBOARD SUMMARY PERIOD ENDING 08/31/22



REVENUES	:	2021-2022	@	08/31/22		2021-22	2021-22
					Y	E Preliminary	
STUDENT ACTIVITIES		Budget	21	-22 Actual		Forecast	Budget vs Forecast
Student Life Fee - Student Activities	\$	185,000	\$	145,022	\$	145,022	\$ (39,978)
Fundraising/Misc Sales	\$	-	\$	6,888	\$	6,888	\$ 6,888
ATHLETICS					\$	-	\$ -
Student Life Fee - Athletics	\$	258,300	\$	217,483	\$	217,483	\$ (40,817)
Concessions/Gate/Misc	\$	4,500	\$	2,500	\$	2,500	\$ (2,000)
Development Foundation	\$	-	\$	-	\$	-	\$ -
					\$	-	\$ -
STUDENT SUCCESS PROGRAMS					\$	-	\$ -
Student Life Fee		43,275	\$	63,148	\$	63,148	\$ 19,873
Other Student Fees	\$	13,765	\$	31,690	\$	31,690	\$ 17,925
Total FSA Fund Revenue	5	504,840	5	466,731	5	466,731	\$ (38,109)
Total roa runu kevenue	3	304,040	-	400,/31	-	400,731	\$ (38,109)
					Y	E Preliminary	
EXPENSES		Budget	21	-22 Actual	Y	E Preliminary Forecast	Budget vs Forecast
EXPENSES STUDENT ACTIVITIES		Budget	21	-22 Actual	Y		Budget vs Forecast
	\$	Budget 128,420	21 \$	-22 Actual 81,165	Y!		Budget vs Forecast \$ 47,255
STUDENT ACTIVITIES						Forecast	
STUDENT ACTIVITIES Student Activities & Governing Board		128,420	\$	81,165	\$	Forecast 81,165	\$ 47,255
STUDENT ACTIVITIES Student Activities & Governing Board Clubs		128,420	\$	81,165	\$	Forecast 81,165	\$ 47,255 \$ 10,890
STUDENT ACTIVITIES Student Activities & Governing Board Clubs ATHLETICS	\$	128,420 56,580	\$	81,165 45,690	\$	81,165 45,690	\$ 47,255 \$ 10,890 \$
STUDENT ACTIVITIES Student Activities & Governing Board Clubs ATHLETICS General Athletics	\$	128,420 56,580 155,800	\$ \$	81,165 45,690 161,150	\$ \$	81,165 45,690 161,150	\$ 47,255 \$ 10,890 \$ - \$ (5,350)
STUDENT ACTIVITIES Student Activities & Governing Board Clubs ATHLETICS General Athletics	\$	128,420 56,580 155,800	\$ \$	81,165 45,690 161,150	\$ \$ \$	81,165 45,690 161,150	\$ 47,255 \$ 10,890 \$ - \$ (5,350) \$ 7,798
STUDENT ACTIVITIES Student Activities & Governing Board Clubs ATHLETICS General Athletics Athletic Teams	\$	128,420 56,580 155,800	\$ \$	81,165 45,690 161,150	\$ \$ \$ \$	81,165 45,690 161,150	\$ 47,255 \$ 10,890 \$ - \$ (5,350) \$ 7,798 \$ -
STUDENT ACTIVITIES Student Activities & Governing Board Clubs ATHLETICS General Athletics Athletic Teams STUDENT SUCCESS PROGRAMS	\$ \$	128,420 56,580 155,800 107,000	\$ \$ \$	81,165 45,690 161,150 99,202	\$ \$ \$ \$	81,165 45,690 161,150 99,202	\$ 47,255 \$ 10,890 \$ - \$ (5,350) \$ 7,798 \$ - \$ -
STUDENT ACTIVITIES Student Activities & Governing Board Clubs ATHLETICS General Athletics Athletic Teams STUDENT SUCCESS PROGRAMS Graduation	\$ \$ \$	128,420 56,580 155,800 107,000	\$ \$ \$ \$	81,165 45,690 161,150 99,202 41,202	\$ \$ \$ \$ \$	81,165 45,690 161,150 99,202 	\$ 47,255 \$ 10,890 \$ - \$ (5,350) \$ 7,798 \$ - \$ - \$ 2,073
STUDENT ACTIVITIES Student Activities & Governing Board Clubs ATHLETICS General Athletics Athletic Teams STUDENT SUCCESS PROGRAMS Graduation	\$ \$ \$	128,420 56,580 155,800 107,000 43,275 13,765	\$ \$ \$ \$	81,165 45,690 161,150 99,202 41,202	\$ \$ \$ \$ \$ \$ \$	81,165 45,690 161,150 99,202 41,202 15,095	\$ 47,255 \$ 10,890 \$ - \$ (5,350) \$ 7,798 \$ - \$ 2,073 \$ (1,330)
STUDENT ACTIVITIES Student Activities & Governing Board Clubs ATHLETICS General Athletics Athletic Teams STUDENT SUCCESS PROGRAMS Graduation	\$ \$ \$	128,420 56,580 155,800 107,000 43,275 13,765	\$ \$ \$ \$	81,165 45,690 161,150 99,202 41,202	\$ \$ \$ \$ \$	81,165 45,690 161,150 99,202 	\$ 47,255 \$ 10,890 \$ - \$ (5,350) \$ 7,798 \$ - \$ 2,073 \$ (1,330)
STUDENT ACTIVITIES Student Activities & Governing Board Clubs ATHLETICS General Athletics Athletic Teams STUDENT SUCCESS PROGRAMS Graduation Student Orientation/ID	\$ \$ \$	128,420 56,580 155,800 107,000 43,275 13,765	\$ \$ \$ \$	81,165 45,690 161,150 99,202 41,202 15,095	\$ \$ \$ \$ \$ \$	81,165 45,690 161,150 99,202 41,202 15,095	\$ 47,255 \$ 10,890 \$. \$ (5,350) \$ 7,798 \$. \$. \$ 2,073 \$ (1,330)

SUNY Corning Community College Report to Finance & Facilities Committee FSA FUND - Student Activities For Period ending 8/31/2022



	2021-2022		@ 08/31/22	2021-22 YE Preliminary			2021-22
	Budget		21-22 Actual		Forecast		dget vs Forecast
REVENUES							
Student Activity Fees	\$	185,000	\$ 145,022	\$	145,022	\$	(39,978)
Fundraising Miscellaneous Revenue	\$		\$ 6,738 150	\$	6,738 150	\$	6,738 150
Total Revenues	\$	185,000	\$ 151,910	\$	151,910	\$	(33,090)
EXPENSES							
Salaries	\$	23,730	\$ 30,023	\$	30,023	\$	(6,293)
Equipment	\$	1,000	\$ 678	\$	678	\$	322
Contractual Expenditures							
Purchased Services	\$	1,000	\$ 3,500	\$	3,500	\$	(2,500)
Materials & Supplies	\$	13,550	\$ 17,515	\$	17,515	\$	(3,965)
Special Projects	\$	12,000	\$ 18,031	\$	18,031	\$	(6,031)
Conference & Travel	\$	1,000	\$ 999	\$	999	\$	1
Stipends	\$	10,100	\$ 6,030	\$	6,030	\$	4,070
Other Expenditures	\$	109,670	\$ 50,079	\$	50,079	\$	59,591
Transfers	\$	12,950				\$	12,950
Total Contractual Expenses	\$	160,270	\$ 96,154	\$	96,154	\$	64,116
Total Expenses	\$	185,000	\$ 126,856	\$	126,856	\$	58,145
Surplus/(Deficit)	\$	-	\$ 25,054	\$	25,054	\$	25,054

Corning Community College Report to Finance & Facilities Committee FSA FUND - Athletics For Period ending 08/31/22



	2021-2022		@ 08/31/22	Y	2021-22 E Preliminary		2021-22
	Budget	- 1	21-22 Actual		Forecast		dget vs Forecast
REVENUES							
Student Activity Fees	\$ 258,300	\$	217,483	\$	217,483	\$	(40,817)
Miscellaneous Sales	\$ 1,500	\$	-	\$	-	\$	(1,500)
Gate Revenues	\$ 1,500	\$	-	\$	-	\$	(1,500)
Concession Sales	\$ 1,500	\$	-	\$	-	\$	(1,500)
Athletic Facility Rentals	\$ -	\$	2,500	\$	2,500	\$	2,500
Total Revenues	\$ 262,800	\$	219,983	\$	219,983	\$	(42,817)
EXPENSES				_			
Salaries	\$ 53,500	\$	52,355	\$	52,355	\$	1,145
Equipment	\$ 15,000	\$	16,734	\$	16,734	\$	(1,734)
Contractual Expenditure						\$	-
Purchased Services	\$ 5,000	\$	3,488	\$	3,488	\$	1,513
Materials & Supplies	\$ 1,000	\$	10,591	\$	10,591	\$	(9,591)
Stipends	\$ 27,200	\$	21,888	\$	21,888	\$	5,313
Conference & Travel	\$ 112,100	\$	113,472	\$	113,472	\$	(1,372)
Rentals	\$ 35,000	\$	32,060	\$	32,060	\$	2,940
Other Expenditures	\$ 14,000	\$	9,764	\$	9,764	\$	4,236
Total Contractual Expenses	\$ 194,300	\$	191,263	\$	191,263	\$	3,037
Total Expenses	\$ 262,800	\$	260,352	\$	260,352	\$	2,448
Surplus/(Deficit)	\$ -	\$	(40,369)	\$	(40,369)	\$	(40,369)

SUNY Corning Community College Report to Finance & Facilities Committee FSA FUND - Student Success Programs For Period ending 8/31/2022



	2021-2022 Budget			08/31/22 1-22 Actual	2021-22 YE Forecast		2021-22 Variance
REVENUES							
Student Activity Fees	\$	43,275	\$	63,148	\$	63,148	\$ 19,873
Fundraising	\$	-	\$	-	\$	-	\$ -
Miscellaneous Revenue	\$	-	\$	-	\$	-	\$ -
Other Student Fees	\$	13,765	\$	31,690	\$	31,690	\$ 17,925
Total Revenues	\$	57,040	\$	94,838	\$	94,838	\$ 37,798
EXPENSES							
Salaries	\$		\$	-	\$	-	\$ -
Equipment	\$		\$	•	\$	-	\$ -
Contractual Expenditures							\$ -
Purchased Services	\$	-	\$	-	\$	-	\$ -
Materials & Supplies	\$	29,557	\$	19,793	\$	19,793	\$ 9,764
Special Projects	\$	-	\$	2,261	\$	2,261	\$ (2,261)
Commencement	\$	13,000	\$	17,467	\$	17,467	\$ (4,467)
Conference & Travel	\$	-	•		\$	-	\$ -
Stipends	\$	-	\$	-	\$	-	\$ -
Other Expenditures	\$	14,483	\$	16,776	\$	16,776	\$ (2,293)
Transfers	\$	-			\$	-	\$ -
Total Contractual Expenses	\$	57,040	\$	56,297	\$	56,297	\$ 743
Total Expenses	\$	57,040	\$	56,297	\$	56,297	\$ 743
Surplus/(Deficit)	\$	-	\$	38,541	\$	38,541	\$ 37,055

Fiscal Year 21-22 Capital Report

	Initial	FY Beginning		Spent to Date	Remaining FY	Remaining Debt
Debt Obligations	Balance	Balance	FY 21-22 Debt	FY 21-22	Debt	8.31.22
Library/Commons - USDA Bond Principal	\$ 8,250,000.00	\$ 6,915,000.00	\$ 290,000.00	\$ 290,000.00	\$ -	\$ 6,625,000.00
Library/Commons - USDA Bond Interest	3.125%	\$ -	\$ 216,094.00	\$ 216,094.00	\$ -	
Energy Performance - Siemens Principal	\$ 3,525,000.00	\$ 3,271,000.00	\$ 134,000.00	\$ 134,000.00	\$ -	\$ 3,137,000.00
Energy Performance - Siemens Interest	3.500%		\$ 118,134.00	\$ 118,134.00	\$ -	

Fiscal Year 21-22 Capital Projects	Capital Reserve	SUNY Capital tal Reserve Match		Do	Grants/ Total Project Donations/Loans Budget		•	Expend to Date 08.31.22	Encumbered	Remaining Budget	% Complete
Renovations & Revitalization III											
Heat, Ventilation, & Air Conditioning											1
Schuyler Hall -Chiller	\$ 55,000.00	\$	716,000.00	\$	661,970.00	\$	1,432,970.00	\$ 456,899.21	\$ 737,674.79	\$ 238,396.00	32%
STEAM Innovation Center	\$ -	\$	-	\$	1,000,000.00	\$	1,000,000.00	\$ 6,233.11	\$ 340,540.08	\$ 653,226.81	1%
Lab Renovations											
Makers Space	\$ -	\$	150,000.00	\$	150,000.00	\$	300,000.00	\$ 8,831.94	\$ 59,421.57	\$ 231,746.49	3%
Mechatronics	\$ -	\$	150,000.00	\$	167,905.92	\$	317,905.92	\$ -		\$ 317,905.92	0%
Digital Dome Theater Seating and Software											
Digital Dome Theater	\$ 100,000.00	\$	245,000.00	\$	145,000.00	\$	490,000.00	\$ 462,933.66	\$ 26,022.28	\$ 1,044.06	94%
Facilities Master Plan Phase 1											
Design - SWBR Consulting	\$ 77,000.00	\$	77,000.00	\$	-	\$	154,000.00	\$ 63,009.03	\$ 90,990.97	\$ -	41%

Campus Auxiliary Services Update October 2022

Esports Lab – Physical Plant, IT, the STEM Division and Athletics have worked together to repurpose an unused computer lab in the Commons to become a dedicated space for the Esports Team. Over fifty students expressed an interest in competing early in the semester. An IT staff member, Marc Brown, has been appointed as the assistant coach of the team.

KnowBe4 Training – In an effort to educate the college community on cyber threats, the IT department is rolling out training for all faculty and staff. This is free training which will also help us address the increasing costs of cyber security insurance.

Schuyler Hall Project –

After numerous supply-chain delays, TRANE has all of the heating and ventilation equipment for the upgrades to the Schuyler Hall HVAC system. They expect to complete the work before the end of October.

Physical Plant staff members are continuing the work to upgrade the Mechatronics and Maker Space areas.

Annual Security Report – The Annual Security Report (Clery Report) is complete to be posted before October 1st. This is a mandatory report with security, fire and crime information that must be posted annually according to the Clery Act.

Goff Road – A tour of the Goff Road facility was provided to an interested party. We will be obtaining an updated appraisal which was requested during the tour. The previous appraisal was done in 2017.

Health Office -

We are still looking for a part-time nurse and only received a few applications so far.

The Health Office hosted a blood drive for the Red Cross on September 20th and 21st. 42 pints of blood were collected.

Wegman's will be holding a Flu Shot clinic in the Commons on October 26th.

The nurse is still receiving reports from students and employees regarding positive COVID tests and she is helping them with the new CDC isolation protocols.

The nurse is confirming immunization status of students for NYS and SUNY compliance.

Print Services – We have renewed our print contract with Higher Information Group. This includes closing our print shop which was underutilized. We are looking into options for people needing larger print projects. HIG will be replacing our copiers and printers between the Fall and Spring semesters. We anticipate up to a \$100,000 in annual savings. We are also working with the Sustainability Committee to promote a reduction in the need for paper copies.

Public Safety – We will begin emergency response training for all faculty and staff in early October. This will include our emergency protocols, including lockdowns and Active shooter response.

Facilities Master Plan – Because of the recent grant announcements for the auto mechanic program and machining, we have asked SWBR to revise their recommendation for the Airport Corporate Park facility. They will be meeting with involved staff to determine how the facilities will be used in the future. Because of this revision, the plan will be delayed and it is our goal to have the final report presented to and approved by the Finance and Facilities Committee prior to the December RBOT meeting.

CORNING COMMUNITY COLLEGE Regional Board of Trustees Human Resources and Diversity Committee October 4, 2022

Virtual- Zoom

AGENDA

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
- Position Activity

Regular Agenda

• Ratification of the CCC-PECCC contract

DISCUSSION ITEMS

DEI Metrics Updates

- Headcount Report
- Summary of vacant positions

NEXT MEETING:

TBD

Standards for the Human Resources and Diversity Committee:

- 1. The HR committee shall foster and promote diversity, equity and inclusion practices pertaining to all personnel policy matters and make recommendations to the board of trustees and also ensure that these actions will be consistent with the strategic initiatives.
- 2. This committee will foster and promote the increase of representation of diversity, equity and inclusion within the college workforce. The committee will receive status reports on vacant positions, the number of applications received, the demographics of the applicants, location list where the positions were advertised.
- 3. The president of the college will provide the committee with recommendations and personnel actions of appointments, reappointments, non-faculty promotions and terminations to the Regional Board of Trustees.
- 4. This committee will foster and promote diversity, equity, and inclusion programs being offered on CCC campuses and in the community. The committee will receive reports of metrics on the number of program participants, faculty/staff and student feedback in the area of training, civic engagement and follow up
- 5. Receive an annual report from HR Executive Director pertaining to diversity demographics among faculty and staff.
- 6. Review the Regional Board of Trustees personnel policies handbook for contemplated changes as needed and at a minimum annually by May 30th

CORNING COMMUNITY COLLEGE

Regional Board of Trustees Human Resources Committee October 4, 2022

Via Zoom

MINUTES

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

Senior Staff: President Mullaney, C. Park, N. Ka-Tandia,

Excused: M. Wayne Guest: Joe Rumsey

Trustee N. Parks called the HR committee meeting to order at 5:57 pm, noting a couple of action items for appointments, promotions and separation, position activity, and the ratification of the PECCC contract.

Executive Director Park provided an overview of the regular agenda and Highlighted the points below:

- Headcounts: The college is getting smaller, as shown is the graphs
- Racial diversity incrementally increasing. in terms of gender, the numbers remained fairly the same.
- Community pipelines and partnerships for recruiting are going strong

Dr. Mullaney gave a review of the PECCC contract and shared his satisfaction for both parties (the College and the Union).

The negotiations between administration and the faculty union have been somewhat contentious in the past. Still, both sides indicated they were pleased with how collegial the negotiations were this year. The contract was approved unanimously by PECCC.

President Mullaney thanked the administration team, led by Maarit Clay, Dr. Canfield, Sue Chandler, and Connie Park, who served in a consultant role for the team.

Major highlights:

- A three-year contract. The first-year faculty will receive a 4% increase, a 3% in the second year, and 2% in the third year.
- Faculty advising is now more specific about the duties that faculty must complete to fulfill their advisor role.
- Stronger provisions are in place for online teaching with a mandatory training component. The union agreed to adopt a nationally recognized rubric for classroom observation. Both of these elements are going to help the quality of online teaching moving forward
- Provided opportunity for students to give feedback on their classes and their instructors
- Faculty are now required to provide a year notice of retirement to get sick time payout.

Committee agreed to move the PECCC resolution to full board for approval (unanimous)

Trustee Parks adjourned the HR committee meeting at 5:18 pm

Human Resources: Headcount report, Fall 2022



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

Workforce Diversity Metrics (Race and Gender, September 2022 as compared to February 2022)

By Race	Sept 2022 Count	Sept 2022 Percentage	Feb 2022 Percentage	By Gender	Sept 2022 Count	Sept 2022 Percentage	F Pe
Administrator	56			Administrator	56		
Minority	6	11%	10%	Female	36	64%	
White	50	89%	90%	Male	20	36%	
Civil Service	37			Civil Service	37		
Minority	2	5%	3%	Female	16	43%	
White	35	95%	97%	Male	21	57%	
Faculty - Fulltime	64			Faculty - Fulltime	64		
Minority	12	19%	15%	Female	29	45%	
White	52	81%	85%	Male	35	55%	
Faculty - Part-time	69			Faculty - Part- time	69		

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

Total Count	323			Total count	323		
White	32	80%	81%	Male	22	55%	52%
Minority	8	20%	19%	Female	18	45%	48%
Student Employee	40			Student Employee	40		
White	21	91%	92%	Male	12	52%	50%
Minority	2	9%	8%	Female	11	48%	50%
Staff/Tech	23			Staff/Tech	23		
White	31	91%	89%	Male	21	62%	57%
Minority	3	9%	11%	Female	13	38%	43%
Staff- Part-time	34			Staff- Part-time	34		
White	65	94%	91%	Male	19	28%	28%
Minority	4	6%	9%	Female	50	72%	71%

Summary of Appointments and Separations

(By date, as reported in	Vacancies	Vacancies Reported (snapshot)					
RBOT Committe e date	Hires (external	Separation	Retirement	Net +/-	Civil Servic e	Facult y	Staff
1/14/2020	6	3	3	0	5	5	7
3/3/2020	0	3	0	-3	5	8	8
4/21/2020	4	0	1	3	3	5	6
6/9/2020	1	10	2	-11	0	2	1
7/21/20	0	6	2	-8	0	4	1
10/29/20	0	1	3	-4	1	5	3
11/17/20	1	9	0	-8	0	5	2
1/12/21	3	5	0	-2	2	7	4
3/2/21	1	0	2	-1	1	10	3
4/20/21	0	3	1	-4	1	6	5
6/8/21	4	11	4	-11	5	8	8
8/24/21	9	4	0	5	3	4	2
10/12/21	4	3	0	1	5	3	4
1/27/22	6	4	2	0	7	2	5
4/19/22	4	3	0	2	1	2	10
5/7/22	5	8	1	-4	1	3	9
8/23/22	11	4	2	5	1	0	6

${\bf SUMMARY\ STATUS\ OF\ VACANT\ FULL\ TIME\ POSITIONS} AS\ of\ Sept\ 26,2022$

	Assessing	Closing	Hold	Search in Progress	Vacant Positions (total)
Civil Service				3	3
Faculty	2				2
Professional Service				8	8
Grand Total	2			11	13

HUMAN RESOURCES and DIVERSITY COMMITTEE

Appointments, Promotions and Separations

RESOLUTION #T4822-22

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

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

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

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

Last Name	First Name	Title	Department	Effective	Action	Grade	Salary	Background
Burun	Jolene	Visiting Instructor	Nursing	8/19/2022	Return to Fulltime	I	Based on the PECCC contract	This is a 10-month academic position with the PECCC, salary negotiations are currently in progress
Gwin	Michael	Assistant Professor	STEM	8/22/2022	New Hire	II	Based on the PECCC contract	This is a 10-month academic position with the PECCC, salary negotiations are currently in progress
Kaminski	Colleen	Instructional Technologist	Center for Teaching Innovation and Excellence	9/1/2022	Resignation	D1	\$52,970	Colleen Kaminski had served in this role for 1 year. She has taken another role at Broome CC.

^{*}Resumes are available in the HR folder as a supplement for the HR Committee agenda

HUMAN RESOURCES COMMITTEE

Position Activity

RESOLUTION #T4823-22

WHEREAS, Human Resources has reviewed and is recommending the actions indicated below, **BE IT RESOLVED**, that the Regional Board of Trustees of Corning Community College hereby ratifies the following position management actions to be taken.

Title	Incumbent	Action	Effective	Background Notes (not included in the formal resolution)
Director, Auto	Vacant	New Position	With Board	The Automotive Technology Director will be responsible for the
Tech Program		(Grant funded)	Approval	creation, implementation of the college's new automotive
				technology programs. These programs will be ASE-certified
				programs to develop technicians for gas, electric and hybrid
				vehicle maintenance and repair. This is classified as a Director
				level, Grade F.
EOP	Vacant	New Position	With Board	As part of establishment of an EOP, the dedicated EOP
Counselor		(SUNY funded)	Approval	Counselor is responsible for providing services and guidance
				throughout the onboarding, enrollment, and retention phases for
				all current and prospective SUNY CCC EOP students. This is
				classified as a Coordinator level, Grade D.

^{*}Job descriptions are available in the HR folder as a supplement for the HR Committee agenda

RESOLUTION #T4824-22 Renovation and Revitalization Projects III – Schuyler Hall

WHEREAS, Corning Community Colleges is launching a project within the Renovation and Revitalization Project, Phase III which was previously approved on Resolution #3406-11;

WHEREAS, SUNY has provided guidance that the Higher Education Emergency Relief Funds may be used as the local share for projects to enhance ventilation in classrooms or commons areas and;

WHEREAS, the cost of the air conditioning/ventilation upgrades in Schuyler Hall has increased since previously approved,

NOW, THEREFORE, BE IT RESOLVED, that the Regional Board of Trustees, Sponsor of Corning Community College, hereby approves the Upgrading of HVAC equipment within the Renovation and Revitalization Projects, Phase III in the amount of \$1,433,940, and,

BE IT FURTHER RESOLVED, that the Regional Board of Trustees, Sponsor of Corning Community College, hereby requests \$716,970 from the State University of New York and agrees to provide the local share of \$716,970 including \$596,700 of HEERF funds and any remaining local share from College capital reserves, and,

RESOLUTION #T4825-22 <u>Critical Maintenance – Spencer Crest</u>

WHEREAS, Corning Community Colleges is launching a Critical Maintenance project which will include replacement of the Spencer Crest shingle roof and the replacement of the building entrance bridge.

WHEREAS, the College now desires to engage architects and planners to design these projects;

NOW, THEREFORE, BE IT RESOLVED, that the Regional Board of Trustees, Sponsor of Corning Community College, hereby approves the development of Critical Maintenance in the amount of \$79,900 and requests \$39,950 from the State University of New York and agrees to provide the local share of \$39,950 which will be financed by Fundraising; and,

RESOLUTION #T4826-22

Building Automation Upgrade - Chemung Hall

WHEREAS, Corning Community Colleges is launching a Building Automation Upgrade project which will include replacement of obsolete building automation controls and software.

WHEREAS, the College now desires to engage architects and planners to design these projects;

NOW, THEREFORE, BE IT RESOLVED, that the Regional Board of Trustees, Sponsor of Corning Community College, hereby approves the development of Building Automation Upgrade in the amount of \$240,000 and requests \$120,000 from the State University of New York and agrees to provide the local share of \$120,000; and,

RESOLUTION #T4827-22

Auditorium Upgrade- Steuben Hall

WHEREAS, Corning Community Colleges is launching an Auditorium Upgrade project which will include providing video conferencing capabilities in Steuben Hall.

WHEREAS, the College now desires to engage architects and planners to design these projects;

NOW, THEREFORE, BE IT RESOLVED, that the Regional Board of Trustees, Sponsor of Corning Community College, hereby approves the development of Auditorium Upgrade in the amount of \$274,000 and requests \$137,000 from the State University of New York and agrees to provide the local share of \$137,000 which will be financed by Fundraising; and,

HUMAN RESOURCES COMMITTEE

Corning Community College – Professional Educators of Corning Community College contract 2022 -2025

RESOLUTION#T4828-22

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby ratifies the Agreement between the Professional Educators of Corning Community College and Corning Community College (CCC) effective September 1, 2022 – August 31, 2025.

BACKGROUND NOTES

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