

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

**DATE:** Thursday, February 1, 2024  
**TIME:** 5:30 p.m. Meeting  
**LOCATIONS:** Health Center

- 1- CALL TO ORDER
- 2- APPROVAL OF AGENDA
- 3- APPROVAL OF MEETING MINUTES of December 7, 2023 [Minutes](#)
- 4- CHAIR'S REPORT
- 5- PRESIDENT OF THE COLLEGE REPORT
- 6- STUDENT TRUSTEE REPORT
- 7- CCC DEVELOPMENT FOUNDATION REPORT
- 8- APPROVAL OF CONSENT AGENDA
  - 1-[RESOLUTION #T4891-24 Appointments, Promotions and Separations](#)

**REGULAR AGENDA**

AUDIT Committee

1. [RESOLUTION #T4892-24 Acceptance of Audit Report for the Year Ending August 31, 2023](#)

CASS Committee

- 1- [RESOLUTION #T4893-24- Sabbatical – Edward Dougherty](#)
- 2- [RESOLUTION #T4894-24 -Program Renewal Resolution: Directed Studies \(A.A.S.\)](#)

EXTERNAL AFFAIRS Committee

FINANCE AND FACILITIES Committee

1. [RESOLUTION T#4895-24 Operating Report For November 2022](#)

HUMAN RESOURCES Committee

- 1- [RESOLUTION #T4896-24- Dr. Robert Cooper, Retirement](#)
- 2- [RESOLUTION #T4897-24- Julie Dick, Retirement](#)
- 3- [RESOLUTION #T4898-24- Sandra Turner- Vicioso](#)

10-OLD BUSINESS  
11-NEW BUSINESS  
12-EXECUTIVE SESSION  
13-ADJOURNMENT

**CORNING COMMUNITY COLLEGE  
REGIONAL BOARD of TRUSTEES  
December 7, 2023  
HEC  
MEETING MINUTES**

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

Excused: J. McKinney-Cherry

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

Excused: Executive Director DM. Castellana

Support Staff: Denise Burbey

College Community Guests: Tim VonBevern and Tom Slymon.

CALL TO ORDER. Trustee Wayne called the meeting to order at 5:36 pm.

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

3- APPROVAL OF THE MINUTES: October 12, 2023 RBOT Meeting (P. Chu, N. Wightman, Unanimous).

4. CHAIR UPDATE:

- Met with Dr. Mullaney:
  - Discussed budget cost-cut measures
  - Lunch with SAGA President and Vice President

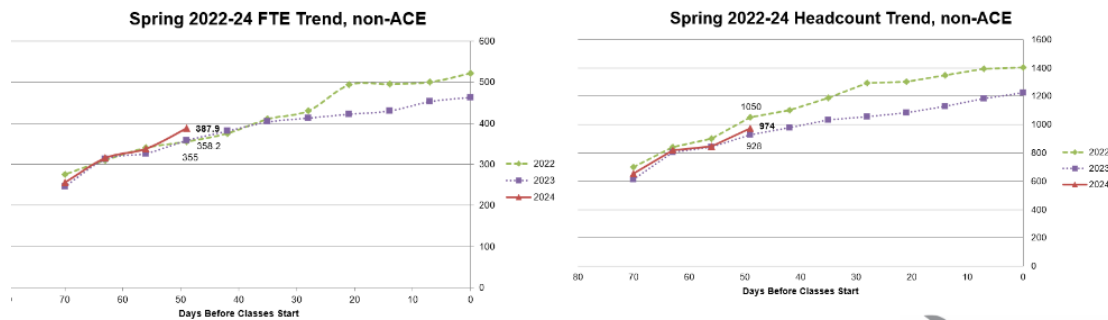
- Remarked on the financial challenges facing the college but reminded the trustees that this is not a unique situation for CCC, as many higher education institutions are also struggling financially. Also emphasized that enrollment will continue to be a major focus for the college.
- Recently met with Middle States Chair, Dr. Stout, and informed the trustees that they will play a significant role during the MCHE visit scheduled for March 2024.
- Recognized Dr. Canfield and Sue Chandler for their valuable contributions to the college and wished them a happy retirement.

## 5. PRESIDENT OF THE COLLEGE’S REPORT.

President Mullaney started his report by welcoming and recognizing two Public Safety employees who recently graduated from the Police Academy: Tim VonBevern and Tom Slymon. Tom not only graduated successfully he was awarded the Director Award for his amazing work.

### Enrollment

## Spring Enrollment Update



Cautiously optimistic about enrollment and will continue to track numbers for the 6 upcoming weeks.

### Budget

- Updating staff on cuts at our monthly campus forums
- Halfway to goal by cutting operating expenses and PT wages
- At the Chancellor’s meeting, Dr. King spoke about the tough budget year ahead for the state as revenues are lagging

- As SUNY continues to right-size, the focus of the meeting was collaboration among the colleges from a shared services perspective and a regional programming model

#### Middle States Updates

- Dr. David Stout on campus 10/30
- Final editing of report in process, to be submitted in January
- Self-study visit in 3/11-13
- Attended Middle States Conference this week in Philadelphia with Maarit Clay and Dr. Matt Skerritt

The President concluded his report by sharing pictures of all activities that happened on campus such as

- Veteran Day: thanked Tunde for an incredible job organizing all of the agencies and inviting local veterans. During the lunch, a number of veterans shared their stories, which were poignant, happy, sad and enlightening,
- OPPWD Visit: Commissioner Kerri Neifeld. OPWDD was on campus to congratulate the College for developing the state's first microcredentials for direct support professionals. While CCC's program is thriving with 38 students, it is worth noting that the College's curriculum has been adopted at 20 other SUNY colleges. The developer of the curriculum, Professor Eric Smith was given a special accommodation by OPWDD
- Open House: The nice weather brought over 100 students and their parents to the College, where they were provided information about our programs, toured the campus and met with faculty and staff. It was gratifying to see how many faculty and staff came out to support this event.
- Nursing Summit: Nursing Roundtable was a great success with about 40 healthcare professionals from the area joining us at the Health Education Center to brainstorm ways best face the current industry challenges, which include attracting more people to the profession and stabilizing our faculty
- First Generation day
- STEM day: November 21. We had 563 students register (490 attended) from 16 different school districts
- Scholarship Night and Reflections
- EOP Friendsgiving

## **7. STUDENT TRUSTEE REPORT:**

Trustee Aniga (Jay) Werner highlighted the following

### **Old Business:**

- Fall Fest coming to the CCC campus

### **New Ideas:**

- SAEB is in the process of re-evaluating and constructing a new criteria form for club recognition procedure.
  - Giving more direct directions of guidelines for club goals, purpose and safety precautions.
- Creating 3 new yearly goals for SAEB, and also SAGA as a unison.
- Collecting feedback for the response of the ideal academic calendar for 2026-2027

### **Recent Events for September/October:**

#### **Student Government (SEAB):**

- Made orders for the anticipated Mental Health awareness shirts for the student body.
- The Student E-Board does not have any events to report.

#### **Student Life/Perry Hall Events:**

- National Cheese Pizza Day Giveaway, September 5<sup>th</sup>
- Paint by Number Sept 6 and Paint and Snack - 25 attended - A fun night of painting and self-expression.
- League of Women Voters, September 13<sup>th</sup> and League of Women Voters, October 19<sup>th</sup>
- Constitution Day Trivia, September 14<sup>th</sup> Collaborated with Professor Sky Moss
- JSY Nutrition Workshop, September 18<sup>th</sup>, Collaborated with the Food Bank Southern Tier
- Mini Golf (50+ students attend), September 21<sup>st</sup>
- Miniature Horse Therapy, September 25<sup>th</sup>
- Dress for Success Series, September 26<sup>th</sup>
- Mobile Axe Throwing (60+ students attend), September 27<sup>th</sup>
- DIY Mini Zen Gardens, October 2<sup>nd</sup> and Yoga with Jen Sellers – 9 attended – relaxing activity to de-stress
- Prehistoric World (Petting Zoo), October 3<sup>rd</sup>

- Freebie Friday Giveaway Custom CCC Jibbitz October 6th
- Barbie Movie Show, October 17<sup>th</sup> plus Outdoor Movie Night at Perry Hall – Mean Girl – 30 attended and The Mario Movie – 5 attended.
- Transfer Fair, October 18th (Sponsored Activity/ Giveaway)
- Pen to Paper (Sponsored Giveaway, October 19th)
- Fall Fest (200+ students attend), October 23<sup>rd</sup> and Pumpkin Carving/ Painting, October 25<sup>th</sup> – 12 Attended
- Halloween Trivia, October 26th, Collaborated with Professor Sky/Halloween Movie Night
- Dress for Success Series, October 26th Collaborated with Career and Transfer Services
- SNAP Ed- Cooking Matters in Your Community- Perry Hall October 26<sup>th</sup> – 8 attended – Bell Pepper Nachos
- Trick or Treat with Pawz, October 31st, 2023
- Pool Tournament - 13 attended - Playful competition in the game room amongst the residence.
- Mindfulness meditation - 10 attended - A relaxing evening to de-stress and center oneself
- Dodgeball - 30 attended - A high energy and fun competition.
- Grocery Bingo #1 and 2 - 30 attended each session - A great opportunity for the residence to restock those snacks and 2<sup>nd</sup> attempt to win.

## **8. CCC DEVELOPMENT FOUNDATION, INC., REPORT.**

- Foundation:
  - Mark Hufnagel, CIO for Corning Credit Union, was elected to the Foundation Board last evening.
  - The initial report from the Strategic Planning engagement was reviewed last night by the CCCDF Board and we plan to circulate this document to the entire RBOT and then schedule the Joint Executive Committee meeting for early 2024.
- Housing LLC:
  - The Foundation plans to appoint Mark Hufnagel to the Housing Company Board of Managers to fill a vacancy.
- Alumni
  - Reflections – the CCC Alumni Awards and Athletics Hall of Fame event took place on the evening of November 17, 2023 at 5:00 p.m.
    - The event had a warm atmosphere and speeches could provide some moving and impactful testimonials about the student/alumni experience at CCC.

- Fundraising:
  - YTD College Leadership Annual Giving participation rates:
    - Senior Staff: 64%
    - CCCDF: 67%
    - RBOT: 90%
  - Fundraising is on track to exceed both goals and last year, with several significant gifts in recent weeks.
  - Be on the lookout for a Q4 mailing, a card, that will either say a simple thank you or invite support, depending on the recency of the donor's last gift.

**9. APPROVAL OF THE CONSENT AGENDA**

RESOLUTION #4884-23

**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. (R. Allison, N. Wightman, Unanimous)

Last Name	First Name	Title	Department	Effective	Action	Grade	Salary	Background
Patrick	Lisa	Executive Director of Finance	Finance	12/4/23	Promotion	H	\$100,000	This is a 12-month, full-time, exempt, standard appointment, professional pay grade H. This promotion was made as a result of an internal search.



Button	James	Senior Groundskeeper	Physical Plant	10/25/23 and 10/27/23	New Hire and Resignation	304	\$43,075	This is a 12-month full-time, Civil Service, CSEA union position, at pay grade 304. This hire was made as a result of an open search. James Button resigned after two days to pursue other opportunities.
Burns	Robert	Senior Groundskeeper	Physical Plant	11/13/23	New Hire	304	\$43,075	This is a 12-month full-time, Civil Service, CSEA union position, at pay grade 304. This hire was made as a result of an open search.
Hibbard	Cynthia	Cleaner	Physical Plant	11/10/23	Resignation	301	\$33,470	Cindy Hibbard served the college for one year and is moving out of the area to be closer to family
Smith	Dawson	Senior Campus Safety Officer	Public Safety	10/27/23	Resignation	SO	\$12,917	Dawson Smith served the college for 7 months and has resigned for a Full Time position

RESOLUTION #4885-23

**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 of Finance & Controller	Lisa Patrick	Reclassification	With Board Approval	After review of the updated position description, this position was reclassified as an exempt, Director pay grade F. This position was previously exempt, Senior Director pay grade G. As a result of Lisa Patrick's promotion, an open search is underway for this position.

## **COMMITTEE ON ACADEMIC AND STUDENT SERVICES (CASS)**

Trustee Wayne, highlighted few points below:

- Oct 24<sup>th</sup> Professor Eric Smith was recognized by the Chancellor for his leadership on the OPPWD SUNY DSP grant (\$350000). The first cohort has been exceptionally successful with retention rates.
- Reviewed the advisory Board members list and asked for feedbacks. The desire is to keep the size to 10-12 members, the boards meet twice a year, and the need to ensure balance between the three counties and the need for Electrical professional representation.
- It was suggested we focus on STEM Day more by providing campus tours to high school
- Discussed why students who are accepted do not come and how CCC can attract them.

### **Academic Affairs:**

- The Curriculum Advisory Board Summit was held on October 24, 2023. Eighty-two people attended. Chris O'Connell, Work-Based Learning Coordinator presented to the group and garnered contacts for internships. The advisory board members were actively engaged during the breakout sessions.
- The Nursing Roundtable was held on November 8. There were 32 people in attendance. Director Jubilee started the event by presenting data from NYS pertaining to Nursing followed by a session that provided the educators' perspective on enrollment and workforce challenges. A second session shared the healthcare professionals' perspective on healthcare workforce challenges. Each session promoted discussion. The day ended with breakout groups to brainstorm ideas of ways to meet the challenges. Each group then reported out. The event provided the opportunity to form new positive relationships and connections.
- Anticipating a significant increase in vacancies in the Administrative Assistant positions in the Corning Valley, Corning Incorporated has reached out to the business department at SUNY CCC with interest in partnering in a variety of ways to build an administrative assistant pipeline.

- On Tuesday October 24th, SUNY CCC was recognized in a press event by OPWDD and SUNY, with a special recognition presented by the Chancellor of OPWDD to Professor Eric Smith for his leadership on the \$350,000 OPWDD- SUNY DSP grant. The first grant-funded cohort of almost 38 students this fall has been successful with an almost perfect retention rate and many students opting to continue to the next level of certification.
- The library received a Coordinated Collection Development Aid grant from the New York State Department of Education. The \$7,106 award is used to support collection development in Nursing, Health Education, Arts, and Technology.
- The librarian offered an information session, *Getting Started with Libby*, to introduce students, faculty, and staff to our new collection of eBooks and audiobooks. Our library has joined a consortium of 12 New York State academic libraries to offer this collection to our patrons, expanding access to users on and off campus.
- The librarian attended the annual meeting of the South Central Regional Library Council at The Museum of The Earth in Ithaca (10/27). 35 librarians from our area were in attendance.
- Corning was awarded a \$10,000 IITG HyFlex Grant on Oct. 2 and six instructors are slated to teach in this format for the first time at the College
- SUNY has selected Dr. MacDonald and three other employees within the SUNY system to develop an EIT Accessibility Survey for all campuses within the system.
- Offered by CTIE, student Marshal Mitchell presented “Autism Acceptance - What We Need in School and Life” to 53 students, faculty, staff and guests in the Hanley Room and virtually on Thursday, Sept. 28.
- Course content accessibility in Brightspace is at 82.7% for 360 courses with total content of 17,148 items.
- Met with Julia Salinero, School Psychologist at Corning Painted Post School District. This meeting's purpose was to bridge the gap in Accessibility Services from K-12 to college.
- Accessibility services engaged in meetings with the math department and nursing department to discuss creating accessible exams.
- The Assistant Director of Learning Resources has been working with BOCES administrator Rick Perkins on extending BOCES ACE course tutoring.
- The Assistant Director of Learning Resources has met with EAC staff and Babatunde Ayanfodun to discuss the growing CHAMPS program and how to serve them. Ongoing cross-departmental work on Starfish with Tyler Ladd, Kaitlyn Orcutt, and others.

- This semester has seen the largest number of tutoring sessions - ever. By November 3rd of the Fall semester last year, the Learning Commons had 986 tutoring sessions. This year the LC has achieved 1,172 tutoring sessions (19% increase).

**RESOLUTION #4886-23 Resolution for Program Advisory Board Membership 2023-2024**

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community Colleges hereby approves the Program Advisory Board Membership for 2023-2024. (N. Wightman, R. Allison, Unanimous)

**RESOLUTION #4887-23- Form 5's: Program Discontinuances & Deactivations/Discontinuance Resolution:**

BE IT RESOLVED, that the Board of Trustees of Corning Community College agrees to discontinue 1 program and then deactivate/discontinue the 4 other programs listed below per SUNY Form 5s to allow us to remove programs that are no longer offered at Corning Community College so that information in the SUNY IRP report and NYSED database can be updated. (N. Wightman, S. Jacoby-Murphy)

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

**Recruitment/Admissions**

- New Students (as of 11/13)
  - Spring 24: started: 225 completed: 171 (76%) 89% processed
  - Fall 24: started: 231 completed: 173 (75%) 97% processed  
w/ SUNY started: n/a completed: 337 (n/a) 191 (57%) processed
- Events
  - Actively visiting local high schools and planning for local holiday events
  - Watkins Glen Village Christmas 12/1, 5 - 8; Corning Sparkle 12/2, 5 - 9
  - Open House 11/5: 118 registrations (students only), 78 attended (60% show rate)  
NYC bus: 24 registrations (students only), 13 attended by bus, 4 students drove = 17/24
- **Outreach**
  - Banner online admissions applications opened 10/1/23. Banner Communications Module used to manage communication to new applicants and newly accepted students.

- Building out a School Counselor page on the website. Being utilized to provide updates and additional resources for local and outside the area school counselors.
- EOP: Weekly outreach to new CCC apps.
  - Attended CACNY's 12th Annual Opportunity Programs & Post-Secondary Pathways Fair 11/2; UFT College and Career Fair, Manhattan CC11/3
- Athletics
  - Women's soccer coach hired. Kyle Leach re-joins athletics staff after a four-year hiatus and has begun recruiting with the intention of competing on F'23
  - 22 prospective student athletes attended Open House (6 came with the NYC group)
  - Women's Basketball hosted a prospect camp the morning of Open House: 19 participants

### **Retention**

- Persistence and Retention
  - First-Generation Celebration: Nov. 8
  - Gender Panel Q&A, Casino Night, Veterans Day Celebration
- Advising: EAC: 11/6-11/10 (met with 36 students: 9 new students; 24 continuing- including former students, 2 no show); total students registered as of 11/13 = 619
- EOP: Progress Reports 9/29: 101/509 reports submitted 90% good to excellent attendance; 92% missing few to no missing assignments; 78% average to above average on exams/quizzes
- Perry Hall: Weekly credit hour checks with outreach to below FT status; spring contract renewal
- Athletics: Second batch of 5-week progress reports- tutoring referrals <C

### **Engagement**

- Student Life (September-October Events)
  - 30-40 participants: League of Women Voters Registration, Constitution Day Trivia, JSY Nutrition Workshop, Dress For Success, DIY Mini Zen Gardens, SNAP-Ed Cooking Matters in Your Community
  - Fall Fest - 200+ participants
- Athletics
  - Volleyball awards: Riley Sargent, Rai Fuller, Macey Page - All-MSAC Honorable Mentions
    - Hayden Allington: won MSAC Conference X-Country meet, named MSAC Male Runner of the Year. 4th at Region III meet, qualified

**EXECUTIVE COMMITTEE: None**

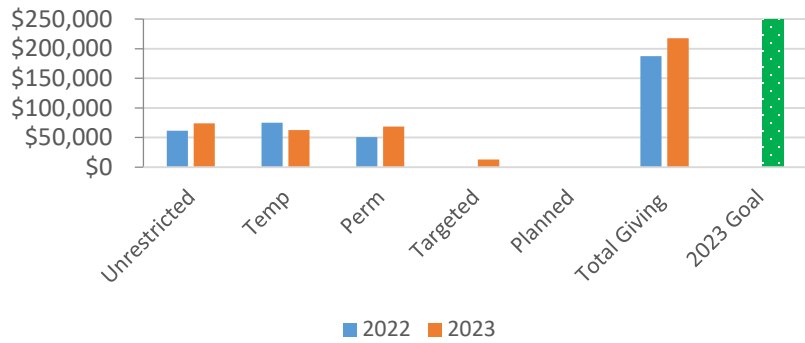
**EXTERNAL AFFAIRS**

Trustee Winston noted there is no action item in the agenda

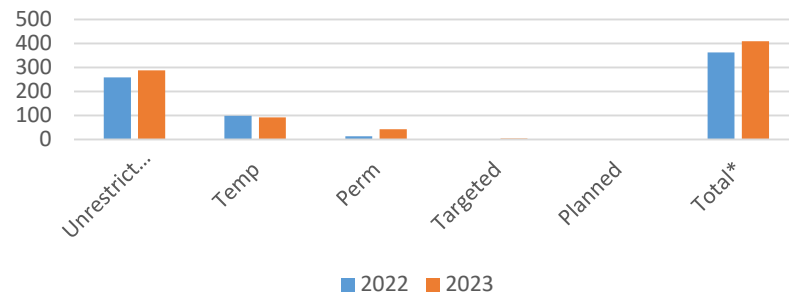
**CCC Development Foundation**

- Two of this year's mini-campaigns are receiving additional contributions in November:
  - Machine Tool Technology \$10,000 (Individual donor)
  - Spencer Crest Critical Maintenance \$10,000 (J.M. McDonald Foundation)
- Draft strategic plan for Foundation is complete and is being shared with Foundation in November.
- The Q3 Annual Fund solicitation mailing with Deb Dunbar, a recent retiree/alum, as signatory went out in late September and the Q4 mailing is slated to go out in the first week of December in holiday card format.
- Reflections event for Annual Alumni Awards and Athletics Hall of Fame induction on the evening of 11/17/23.
- CCC Company LLC Board of Managers had several recent personnel changes. Appreciation for Stacy Johnson's term of service has been expressed and the College has appointed David Burdick to fill that position, upon recently completing service as CEO of the Housing Company. Ron Allison is representing the CCC Development Foundation. John Marchese has been appointed as CEO to the CCC Housing Company LLC.
- The Housing Company LLC is scheduled to pay off Bond Series A and balloons on pandemic-related loan deferrals in November.
- Perry Hall is currently exploring providing housing to Southern Tier Law Enforcement Academy students again as well as artists performing in the Endless Mountains Music Festival.
- Scholarship Reception took place on October 19, 2023, recognizing 85 students who are receiving awards totaling nearly \$238,000.
- Fall Foundation Board recruiting has included campus visits with three recruits, including one degree alumna and a non-degree alumnus who participated in ACE program.
- Visiting Scholar contract is ready for review by the Foundation Executive Committee at the November meeting.
- The Golf Tournament is being reimaged after a four-year hiatus with Elmira Country Club reserved for September 16, 2024.
- Annual Giving results through 09/13/2023:

11/1 Comparison - Dollars (2022 vs 2023)



11/1 Comparison - Donor Counts (2022 vs 2023)



## Marketing/Communications

### Highlights

- 2060 Digital Marketing: Digital Ads (1,626,629 impressions; 7,307 clicks) | Social Media (195,104 impressions; 1,198 clicks) | OTT/CTV (99,555 impressions; 98.54% completion rate) | YouTube Pre-Roll (110,420 impressions; 80,108 views; 72.55% view rate), Local SEO (13,103 impressions Sept. & Oct.)
- LocaliQ Digital Search: 20,373 impressions; 4,983 link clicks; 24.46% clickthrough rate
- Open House: Facebook Ad (19,639 accounts reached; 444 clicks); Digital Billboards (Elmira & Barton), Postcards (NY, PA, ACE, Stopouts); Generic Social Media (9,078 impressions, 9,067 accounts reached, 184 clicks, 4,830 instagram reels plays); 2-week run of TV ads on WETM & WENY; 2-week run of Radio Ads on WINK 106
- Press event for DSP micro-credentials with NYS OPWDD ([WENY coverage](#))
- In collaboration w/ Corning Inc. - Press event for Mary Eliza Mahoney Nursing Education Scholarship.
  - [WENY coverage](#), [WETM coverage](#), [Corning Inc. website](#)
- Promoted Observatory Kids' Night - Facebook Post: 10,785 impressions, 9,347 reach, 408 clicks, 101 shares
- Nursing Round Table - [WENY Morning Show](#)

### Performance

#### 1. Website: September 11-November 5 2022/2023 Comparison

Channel Grouping	New Users 2022	New Users 2023	Change
Organic Search	13,286	13,039	-1.86%
Direct	12,803	14,588	+13.94%
Paid Search	3,053	5,864	+26.62%
Referral (SUNY & paid)	1,715	1,037	-39.53%
Social	1,180	4,479	+279.58%

#### 2. Chatbot: September 11-November 5 2022/2023 Comparison

Channel Grouping	2022 (July 28-Sep 11)	2023 (July 28-Sep 11)	Change
Chat Sessions	310	278	-10.32%
Calls	238	211	-11.34%

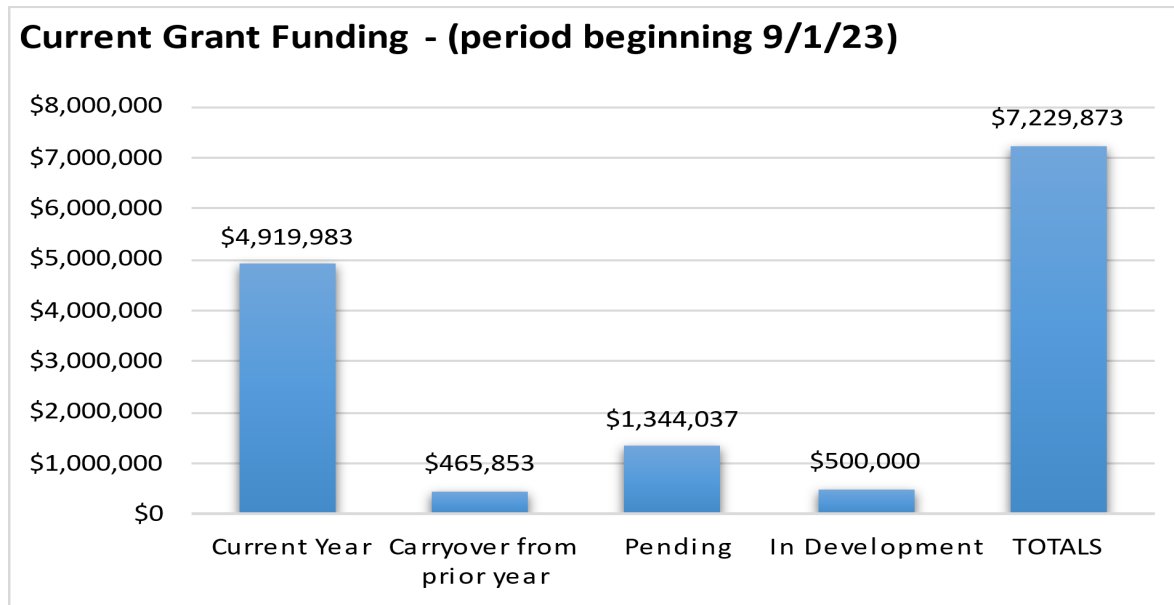
### Other

- Continued social media promotion of Digital Dome Theater shows
- Created/enhanced Music flyer to help promote to on-campus students ([old version](#), [new version](#))



- Created/enhanced [Business AAS flyer](#) for Corning Inc. job shadowing event; Produced [CCCDF Scholarship](#) video
- [Photography](#) for CCCDF Scholarship Awards Dinner; Web Story: [Hayden Allington Cross Country Nationals](#)

## Workforce Education & Academic Pathways



- Status Highlights:
  - Approved:
    - Library Aid - \$7,106
    - SUNY High Flex Grant - \$10,000. Professional development for staff to refine skills needed for teaching in a High Flex classroom.
    - ARC ARISE Grant - \$500,000 over five years. CCC is part of a consortium of agencies led by Norther Tier Regional Planning. Our award will expand the ACE program into new schools in PA.
  - Denied:
    - None
- Submitted:
  - ARC Regional Grants – Approx. \$350,000 over 18 months. Will expand the auto tech program to include certification in electric vehicle repair. This grant has made it through the first round of competition and has now moved to the statewide competition.
  - National Science Foundation - Advanced Technical Education Grant - Optical Technology. Approx. \$350,000 over 3

- years. Decision will come in Spring 2024.
  - National Science Foundation - Advanced Technical Education Grant - Chemical Technology. Approx. \$650,000 over 3 years. Decision will come in spring.
- In Development:
  - National Science Foundation – innovation in 2-year College STEM Education – mentoring in STEM project \$500,000 over 3 years. Due December 13<sup>th</sup>.

### **Workforce Education and Academic Pathways Updates**

#### **Corning Prison Education Program**

- Working with local area representatives to secure Certificate of Residency forms for incarcerated students. Without the internet available to them in prison, this process is nearly impossible. Their financial aid is dependent on submitting these forms.

#### **Southern Tier Law Enforcement Academy (STLEA)**

- Zone 12 Law Enforcement Academy graduated Session 44 class.
- 29 Cadets became NYS Certified Police Officers.
- CCC had two of our own Campus Officers graduate: Tom Slymon and Tim VonBevern.

#### **Misc.**

- Tyre Bush and Ericka Lehman attended the Continuing Education Association of New York (CEANY) annual meeting.

The Workforce Education and Academic Pathways Team won the following awards:

- Outstanding Continuing Education Instructor – Mark Bellinger, Welding Instructor. Nominated by Tyre Bush.
  - Outstanding New Continuing Educational Professional – Tyre Bush, Senior Director of WEAP. Nominated by Amber Cloke
  - Bill McClure Professional Development Leadership – WEAP Team. The WEAP team won \$1,000 for a team building activity. Nominated by Dawn Marie Castellana.
  - 2023 CEANY Emeritus – Jeanne Eschbach, Retired Executive Director of WEAP. Nominated by CEANY Board.
- Dr. Mullaney was unable to attend the CEANY conference due to local commitments. However, he sent a video. <https://sunycorning.filecamp.com/s/i/ptPe7HoS8HT9iZaX>
- Tyre Bush has been appointed to the CEANY board.

## Legislative Relations

### 1. Federal: Legislative Update

Trustee Winston is in frequent contact with Langworthy's office about the Career Act Legislations and for support for the Job Act and short Term Pell

### 2. State: Budget Update

Trustee Winston shared two advocacy fliers from NYCAAP and NYCCT regarding disparities of funding between two years college and four years institution.

## FINANCE AND FACILITIES

Trustee Reynolds provided a review of the Finance and Facility report and stated the committee held a meeting on November 27, 2023 and mentioned there are three actions items on the agenda.

### RESOLUTION #4888-23- Procurement Policy

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves the Procurement Policy. (H. Reynolds, N. Wightman, Unanimous))

### RESOLUTION #4889-23- Authorized Signers - Bank Accounts

BE IT FURTHER RESOLVED, that the Executive Director of Finance and the College Bursar are hereby authorized to transfer funds from one College account to another College account. (H. Reynolds, R. Allison, Unanimous)

### Resolution #4890-23- Operating Report

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves the Operating Report for the period ending October 30, 2023. (H. Reynolds, N. Wightman, Unanimous)

**Corning Community College**  
**Report to Finance & Facilities Committee**  
**Unrestricted Operating Summary**  
**Month End 10/31/23**



	2023-2024	2023-2024	2023-2024	2023-2024
	Budget	9/30/23	10/31/23	Fall 23 Projected @ 10/31/23
<b>REVENUES</b>				
Resident Tuition	\$ 7,512,080	\$ 3,176,948	\$ (8,184)	\$ 3,454,140
Non Resident Tuition	\$ 607,000	\$ 2,384,068	\$ (1,453,475)	\$ 386,555
ACE Tuition	\$ 1,672,880	\$ 1,248,418	\$ (30,095)	\$ 1,101,986
Student Fees	\$ 1,329,885	\$ 540,797	\$ 35,631	\$ 675,621
State Aid	\$ 7,108,113	\$ 592,343	\$ 670,676	\$ 2,369,371
Grant Aid & Contracts	\$ -	\$ -	\$ -	\$ -
Federal appropriations	\$ 8,000	\$ 270	\$ -	\$ 1,603
County Operating Chargebacks	\$ 6,486,507	\$ 147,547	\$ 1,548,750	\$ 3,641,259
Other sources	\$ 733,400	\$ 26,180	\$ 34,742	\$ 125,786
Applied Fund Balance	\$ 1,400,000	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ 26,857,865</b>	<b>\$ 8,116,570</b>	<b>\$ 798,044</b>	<b>\$ 11,756,320</b>
<b>EXPENSES</b>				
<b>Salaries</b>	<b>\$ 14,063,935</b>	<b>\$ 828,063</b>	<b>\$ 1,144,989</b>	<b>\$ 4,687,978</b>
<b>Employee Benefits</b>	<b>\$ 5,611,700</b>	<b>\$ 234,784</b>	<b>\$ 487,526</b>	<b>\$ 1,870,566</b>
<b>Equipment</b>	<b>\$ 318,695</b>	<b>\$ 185</b>	<b>\$ 7,877</b>	<b>\$ 106,232</b>
<b>Contractual Expenditures</b>				
<i>Purchased Services</i>	\$ 292,000	\$ 17,368	\$ 26,601	\$ 97,330
<i>Materials &amp; Supplies</i>	\$ 615,755	\$ 69,876	\$ 65,075	\$ 237,575
<i>Marketing</i>	\$ 175,785	\$ 10,508	\$ 11,794	\$ 58,595
<i>Conference &amp; Travel</i>	\$ 284,675	\$ 8,176	\$ 17,788	\$ 84,890
<i>Utilities</i>	\$ 600,000	\$ 808	\$ 41,483	\$ 200,000
<i>Maintenance Repairs &amp; Contracts</i>	\$ 616,900	\$ 14,926	\$ 62,072	\$ 205,630
<i>Software &amp; Contracts</i>	\$ 458,460	\$ 135,883	\$ 22,320	\$ 234,613
<i>General Institutional</i>	\$ 1,402,960	\$ 40,126	\$ 130,719	\$ 575,743
<i>Other Expenditures</i>	\$ 639,120	\$ 68,681	\$ 100,153	\$ 217,337
<i>Scholarships</i>	\$ 1,777,880	\$ 1,281,821	\$ (30,095)	\$ 1,139,936
<b>Total Contractual Expenses</b>	<b>\$ 6,863,535</b>	<b>\$ 1,648,172</b>	<b>\$ 447,910</b>	<b>\$ 3,051,649</b>
<b>Total Expenses</b>	<b>\$ 26,857,865</b>	<b>\$ 2,711,204</b>	<b>\$ 2,088,303</b>	<b>\$ 9,716,425</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ 5,405,366</b>	<b>\$ (1,290,259)</b>	<b>\$ 2,039,894</b>

SUNY Corning Community College  
 Operating Dashboard  
 FY 24 @ Month End 10/31/23



Cash & Student Receivables

	Cash	# Days of Operations	Total Student AR as of 10/31/23	2023-2024 Receivable
October 31, 2023	\$ 12,241,823	166	\$ 6,062,625	\$ 3,116,139
October 31, 2022	\$ 11,761,617	159	\$ 5,015,699	

Revenues & Expenditures @ 10/31/23

	FY 24 Adopted Budget	Sep-23	Oct-23	Fall 2023 Projected
Revenues	\$ 27,368,437	\$ 8,116,570	\$ 798,044	\$ 11,756,320
Expenses	\$ 27,368,437	\$ 2,711,204	\$ 2,088,303	\$ 9,716,425
Surplus(Deficit)	\$ -			

Highlights of Revenues & Expenditures

	FY 24 Adopted Budget	Sep-23	Oct-23	Fall 2023 Projected
Tuition & Fees	\$ 11,121,845	\$ 7,350,231	\$ (1,456,124)	\$ 5,618,301
Chargebacks	\$ 6,486,507	\$ 147,547	\$ 1,548,750	\$ 3,641,259
Personnel & Benefits	\$ 19,675,635	\$ 1,062,847	\$ 1,632,516	\$ 6,558,544
Equipment	\$ 318,695	\$ 185	\$ 7,877	\$ 106,232
Contractuals	\$ 6,863,535	\$ 1,648,172	\$ 447,910	\$ 3,051,649

% of year Complete	8%	17%	
% of Revenue Realized	30%	3%	43%
% of Expenditures	10%	8%	36%

Fall Enrollment

	2023-2024 Preliminary	2022-2023 Actual	2021-2022 Actual	3 YR % change
Total Headcount	3841	3663	3813	0.7%
Total FTE	1094.8	1080.1	1103.1	-0.8%
Full-Time FTE	411.2	457.5	441	-6.8%
Part-Time FTE	163.3	135.7	158.8	2.8%
Credit Enrollment FTE (Excluding ACE)	574.5	593.2	599.8	-4.2%
HS Enrollment FTE (ACE)	520.4	486.9	503.3	3.4%
% Chemung County	0.0%	42.3%	43.6%	-100.0%
% Steuben County	0.0%	35.5%	33.9%	-100.0%
% Schuyler County	0.0%	5.9%	6.4%	-100.0%
% All Other Non-sponsor	0.0%	16.3%	16.1%	-100.0%

## **Campus Auxiliary Services Update**

### **Auxiliary Services**

Empire State University has moved into vacant office space in Chemung Hall. Their staff has been working with IT and Physical Plant staff to prepare the office spaces and provide access to technology resources. This partnership provides an excellent opportunity for students to access ESU for programs after they graduate from CCC.

IT and Physical Plant staff continue to prepare the Mechatronics Program classrooms and Makerspace area. This work includes upgrading the technology infrastructure, electrical service, installation of equipment and cosmetic upgrades to four classrooms.

### **Physical Plant**

Two new staff members joined the Physical Plant. Laura Fabrizio has been hired to fill the vacant Electrician position and Robert Burns started on November 13th as the Senior Groundskeeper.

Recommendations from the Facility Master Plan currently in progress;

- Six Capital Projects are currently in the planning stages with an expectation to complete most of them prior to the start of the 2024-25 school year. These include; Spencer Crest Nature Center repairs, Science Lab upgrades, work on the softball field to meet NJCAA requirements and renovations to the Steuben Hall lecture room (STU220). All projects have been processed through SUNY for matching funds and we have identified the remaining funding sources required for the 50/50 match.
- Upgrades to classrooms are ongoing, including the addition of “collaborative” classroom furniture purchased with SUNY Transformation Funds and the SUNY \$606 money. Faculty members have been consulted and they are providing guidance regarding what needs to be purchased to best meet their needs.

The annual NYS Fire Inspection was completed with very few minor recommendations or remediation. Those have been addressed and we have received the final report and certifications for occupancy.

### **Health Office**

The Health Office has completed their annual Immunization Compliance Report for Fall, 2023. They were able to obtain nearly 99% compliance with NYS requirements for Meningitis and MMR.

The Nurses are hosting a Wellness Wednesday program in the Commons with a different focus topic each week. They are working with Nursing Program students who volunteer to help them staff the table displays.

### **IT Department**

A number of projects have been reported by IT as completed or underway, including;

- Updated campus organization chart report for HR,
- Created new FLAC report for HR so that there are more checks and balances with faculty pay,
- A student financial responsibility agreement has been set up in Banner,
- An Inactive Records purge was completed with 112 boxes to be shredded,
- Student My Banner page was updated for ease of navigation to make the page “mobile friendly”,
- 24 new “All in One Desktops for Smart classrooms” have replaced older computers.

**Public Safety**

The Southern Tier Law Enforcement Academy Session 44 held a graduation ceremony on October 27th in the Dining Room. Public Safety Officers Thomas Slymon and Timothy VonBevern received their certificates of completion. Officer Slymon was recognized for his work by receiving the Director's Award.

Executive Director Burdick and Assistant Director Friebis attended a three-day Basic Threat Evaluation and Reporting Course (B-TERC) facilitated by the NYS Office of Counterterrorism Domestic Terrorism Unit and hosted by the Steuben County Sheriff's Office in Bath on November 7th-9th. We will be working to bring a one-day awareness course to the campus.

**Human Resources**

Trustee Lawrence gave a review of the HR committee and noted the hiring of Lisa Patrick as the new CFO replacing Sue Chandler and the hiring of Robert Koble as a new Interim of VP of Academic Affairs

**SUMMARY STATUS OF VACANT FULL TIME POSITIONS** as of November 14, 2023

	Assessing	Closing	Hold	Search in Progress	Vacant Positions (total)
Civil Service				2	2

Faculty			
Professional Service	2	1	3
Grand Total	2	3	5

**Open Position Detail:**

**Civil Service:** Cleaner, Part Time Campus Safety Officer

**Faculty:** n/a

**Professional Service:** Interim VP/Dean of Academic Affairs, Director of Recruitment & Admission, Makerspace Manager

11. OLD BUSINESS. Still waiting to hear from the Governor’ office relating to gubernatorial appointees

12. NEW BUSINESS. None

13. EXECUTIVE SESSION: Yes

Chair Wayne adjourned the RBOT meeting at 7:15 pm and motioned to enter into an executive session to discuss a legal settlement agreement. (M. Wayne, R. Allison, Unanimous)

Chair Wayne reconvened in open session to adjourn the meeting at 7:46 pm, and the summary action below was adopted by unanimous consent.

**BE IT RESOLVED** that the Board of Trustees hereby authorizes the President of the College and the Chair of the Board of Trustees to execute the settlement agreement and to take any other steps necessary to cause the implementation of the terms set forth therein.



## **CORNING COMMUNITY COLLEGE**

### **Regional Board of Trustees**

#### **Audit Committee**

**Thursday, February 1, 2024**

#### **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.

#### **DISCUSSION ITEMS:**

- Discussion with committee and Auditors including Ben Owen, Rita King and Duane Shoen from Insero & Co. CP about content of 2023 audit findings.

- **ACTION ITEMS:**

[RESOLUTION #T4-24 Acceptance of Audit Report for the Year Ending August 31, 2023](#)

#### **NEXT MEETING:**

TBD

#### **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](#)

**REPORT to the COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**  
**Regional Board of Trustees for Corning Community College**  
**Report by VP/Dean of Academic Affairs, Dr. Robert Koble**  
**and VP/Dean of Student Development and Enrollment Management, Maarit Clay**  
**January 22, 2024**

**MISSION:**

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

**MINUTES**

**DISCUSSION ITEMS:**

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

**ACTION ITEMS:**

1. [Resolution #T4-24- Sabbatical – Edward Dougherty](#)
2. [Resolution for Program Review: Directed Studies A.A.S.](#)

**NEXT COMMITTEE MEETING: March 6, 2023**

**Measurable Standards for the CASS Committee are:**

1. Evaluates the relevance of academic programs on a six-year cycle. The review process includes:
  - Ensure that academic programming is in line with the overall strategic plan of the College
  - Evaluate the relevance of programming for transition into a four-year institution or entry into local industry
  - Confirming that completion of the program conveys graduates with the necessary skills to meet industry appropriate certifications and qualifications.
  - Assessing enrollment and completion metrics
  - Assessing the effectiveness of how programs deal with issues of diversity, equity, and inclusion.

2. Reviews the Strategic Enrollment Plan:
  - Evaluate the enrollment, awareness, and marketing of programs offered by the college.
  - Ensure that the recruitment and enrollment process is informed by the needs of local businesses.
  - Track relationships with local high schools to ensure knowledge of our classes and develop new programs with the service area's schools.
  - Identify barriers to student retention and utilize faculty in recruitment and retention efforts, where needed
  - Evaluate student support services and receive updates regarding student-guided funding of activities.
  - Promote access to traditionally underrepresented groups and evaluate the 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

January 22, 2023

Via Zoom

[Minutes](#)

In Attendance: Trustees: J. Cherry, M. Wayne, R. Allison, S. Jacoby-Murphy, K. Early and A. Werner

Senior Staff: President Mullaney, Interim VP Koble, VP Clay, N. Ka-Tandia

Excused: Michael Wayne, Polly Chu., Nancy Wightman

Guest: Joe Rowe, ADI Beall

Trustee Cherry called the CASS committee meeting at 5:00 pm, welcomed Dr. Koble as new Interim VP of AA and noted there are two action items on the agenda.

### Academic Affairs

Dr. Kobe highlighted few items in his report

- SUNY CCC integrated Learning Sites (Digital Dome & Observatory and Nature Center) from September 10th -Dec 22nd has made \$18,000. Great effort by Jennifer Sellers.
- Recent Grant success: The OPWDD Direct support micro-credential program received a larger balloon payment for the grant (\$1 million). Great effort by Eric Smith
- Makerspace and Mechatronics Ribbon Cutting in late March

ADI Beall presented the Direct Studies A.A.S program review

### Student Services

VP Clay gave a review of her report and shared a summary report of students who were accepted to CCC for the Fall 2023 term and did not enroll at any college for the Fall 2023 term. The students in the original population were submitted to the National Student Clearinghouse to determine their enrollment status for the Fall 2023 semester. The information is available in the RBOT google drive.

Trustee Wightman found the information valuable and would like to see a follow up on the outreach to adult students.

VP Clay mentioned Daisia Farley's leadership in student life and how her efforts are paying off. She is doing a great job with events for both Perry Hall residents and commuters.

### **Student Report**

Student Trustee highlighted a few items on his report

- Casino night brought a lot of students
- Festive holidays events: Pajama's and ginger beads contest. Dasia was helpful throughout all these festivities
- Plan to create more events for all students

Committee agreed to move resolutions for Ed Dougherty's sabbatical and the A.A.S Direct Studies to Full RBOT for approval)

Trustee Cherry would like invite Edward Dougherty to the CASS committee to present on his sabbatical research when he comes back.

Trustee J. McKinney-Cherry adjourned the CASS Committee meeting at 5:38 p.m.

**REPORT to the COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**  
**Regional Board of Trustees for Corning Community College**  
**Report by Provost: Dr. Robert Koble**  
**January 22, 2023**

**Academic Affairs:**

- The SUNY CCC Business Department has recently developed an agreement with Alfred State to allow not only a seamless transfer from the Business AS degree to Alfred State's Bachelor of Business Administration but also the opportunity for SUNY CCC students to begin taking online coursework for the Bachelor's degree while completing their Associate's degree.
- In response to the need to expand pathways for Nurse Education to address the nursing shortage facing our nation, SUNY CCC has signed an articulation agreement for students in the Nursing Assisting program at GST BOCES. As a result of this new agreement, 3 students previously considering other Nurse Education programs in our region have instead selected SUNY CCC.
- SUNY CCC has applied for additional funding through the SUNY REACH II grant. Specifically, the funds will be used to provide pathways to careers in business within our community to adult students of color.
- The first Machining class has just run its full course making use of the roughly \$500,000 of new equipment at ACP, and it was a great success. Thanks to Dan Moretti for all his hard work to see this to fruition.
- Deborah Dann was selected to be in Cohort 4 of the SETI Institute NASA Community College Network (NCCN), providing her with access to NASA materials and a network of people.
- Matthew Skerritt along with former student Bryan Arm Priest and current students Cameron Jensen and Kaitlyn Walz, presented a poster at the 49th Annual Rochester Academy of Sciences Fall Scientific Paper Session. The conference was held at RIT on 11/04/2023.
- Mesmerica's show started October 13 and has been extended into January. Ticket sales and reception have been overwhelmingly positive. Mesmerica is now allowing us to schedule showing with area schools further increasing ticket sales. Revenue from ticket sales is currently over \$12,000.
- November attendance in the digital dome was 1737. The final total for October was 1353. In addition to Mesmerica these numbers were boosted by the Corning, Inc rental, birthday parties, school groups, and increased attendance at public shows. Prior highest attendance was 923 in November 2022.

- Innovative Learning Sites upcoming events in the works are an Eclipse viewing on April 8, a women in engineering event (Spring 2024) and a co-ed Maker camp in the summer. Jennifer Sellers has contacted the Career Development Council, the Science and Discovery Center, and STEM Innovation to collaborate on some of these events.
- Library Instruction Classes are starting to pay off. Students are accessing the library website and research guides in steadily increasing numbers: Library Catalog Searches are up 32% from last Fall and New York Times subscriptions are up 46%. Circulation has also doubled (500 physical books loaned).

<b>Fall 2023 Tutoring by Subject Area, 8/21/23 - 12/13/23 (1751 sessions)</b>			
<b>Math Sessions</b>	<b>Writing Sessions</b>	<b>Science Sessions (BIOL, CHEM, PHYS, SCIN)</b>	<b>Technology, Accounting, and More</b>
1007	337	330	77
<b>Fall 2023 Tutoring by Drop-in or Appointment, 8/21/23 - 12/13/23</b>			
<b>Drop-In</b>	<b>Single Appointments (LibCal)</b>	<b>Recurring Appointments (arranged by tutor)</b>	
719	692	340	
<b>Fall 2023 Tutoring by Mode, 8/21/23 - 12/13/23</b>			
<b>In-person</b>	<b>Live Remote</b>	<b>Asynchronous (Email)</b>	
1461	245	45	

[Return to Agenda](#)

**REPORT to the COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**  
**Regional Board of Trustees for Corning Community College**  
**VP/Dean of Student Development and Enrollment Management, Maarit Clay**  
**January 22, 2024**

**Recruitment/Admissions**

- New Student Application (as of 01/4/2024)
  - Spring 24: started: 453 completed: 360 (79%) processed: 92%
  - Fall 24: started: 385 completed: 289 (75%) processed: 91%  
w/ SUNY completed: 339 processed: 262 (77%)
- Events: Express Enrollments: Jan. 4 (2-6), Jan. 6 (10-2), Jan. 11 (10:30-6:30) Elmira AWDC, Jan. 17 (10-2)
- Outreach: F24 Prospects/Applicants (2024 grads inquiry follow-up for no application, acceptance, next steps)
  - Went Nowhere analysis

**EOP**

- Weekly outreach to new fall applicants
- Working with English, Math, and FYEX to register incoming EOP students as a cohort

**Athletics**

- 5 new student athletes moving into Perry Hall for Sp24 (4 continuing and one transfer)
- Coaches recording their recruitment activity via Google form so we can see # of contacts, # campus visits, # events attended to recruit, # outreaches
- 18 commitments for F24 from new student athletes as of 1/3/24

**Retention**

Advising: EAC: 11/13-1/4 (234 students: 73 new; 131 continuing- including former students, 30 transfer, 28 no show); as of 1/4 = 1,092 total registered

- Persistence and Retention
  - Gender Panel Q&A, Casino Night, Veterans Day Celebration
- EOP: Persistence rate F23 to Sp24 89%: 1 withdrew mid semester, 2 taking a “gap semester,” 1 ineligible for FA
  - Academic Support Services: Tutoring: 83% attended tutoring at least once; Peer Coaching: 100%; Counseling: 217 sessions, average 6 per student; 60% of students met the biweekly requirement. Of the 40% not meeting, 71% now on academic probation



- Perry Hall: Collaborating with K. Orcutt to ensure PH residents are registered for Sp24- as of 1/3/24 - 14 not registered FT (6 of those registered PT)
- Athletics: Student athlete persistence rate of 90% (as of 1/3/24), F23 to Sp24; Student athletes enrolled in 1152 credit hours for Sp24
  - Outreach to make sure winter session classes needed to remain academically eligible in progress and registered for Sp24
- SAP: Nov.: 4 new, 1 community referral, 8 outreach events (4 in Commons/48 contacts, 3 in Perry Hall/24 cont., ENGL class presentation/10 cont.)

### **Engagement**

- Student Life (Fall semester recap)
  - 43 activities (not including New Student Orientation and #CheckUsOut) and over 1,600 participants at these events
  - Distributed 18 Thanksgiving Dinners to students/employees in need
  - Average of 25 student drop-ins per day on Student Life Office
  - Average of 32 unduplicated users per month in the Food Pantry
  - Average of 18 students per day utilizing the Game Room
- Athletics: F23 student athletes competed in 110 competitions (31 of those events were hosted at CCC)
  - Fitness Center - Fall recap - 1,305 usages of the facility
  - I&R - December - 9 events with 45 participants
  - Hayden Allington (X-Country) qualified for the NJCAA National Tournament and finished 24th
  - William Alley competed in the National Competition for NJCAAe and finished 3rd in Mario Kart
- Perry Hall (Fall recap): 117 residents (plus 16 hockey players)
  - 48 programs hosted with 938 participants
  - 110 active contracts for the spring semester (4 fall graduates so we are down 3 from the fall occupancy numbers)

[Return to Agenda](#)

**REPORT to the COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**  
**Regional Board of Trustees for Corning Community College**  
**Student Report by Aniga “Jay” Werner**  
**January 22, 2024**

**Student Life**

- Stress Awareness Day Event, November 1st, Collaborated with the Student Assistance Program and Health Services (50+ students attended)
- Panel Discussion On Gender, November 2nd, Collaborated with Pride Club and Corning Pride
- Festivities: Casino Night, Freebie Friday, Grocery Bingo, First Generation College Day, Cake Decorating Contest, Kindness Rocks etc.

**Perry Hall**

- Dinner with Sky Moss - 30 attended - A home-cooked meal with an amazing professor.
- Ping Pong Tournament - 16 attended - A chance to show their Ping Pong skills and hope to win a door dash card
- Rethink Your Drink - 10 attended Partnering with the State Police to bring Drunk Goggles to campus and show the importance of being responsible.
- Gingerbread House Decorating and PJ Contest - 20 attended - A fun night of friendly team competition in comfy PJs. To see who can create the most unique gingerbread creation.
- Diversity Cookie Decorating - 20 attended - A chance to express yourself and decorate a sweet treat

**SEAB**

- Pool Tournament- An after-school activity that offered prizes for 1st, 2nd, and 3rd place
- Polar Express Experience- a winter movie event with hot chocolate and drawings for golden ticket giveaways.

[Return to Agenda](#)

**CORNING COMMUNITY COLLEGE  
REGIONAL BOARD OF TRUSTEES**  
External Affairs Committee

**Tuesday, January 23, 2024**  
CCC

**AGENDA**

**MISSION:**

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

**ACTION ITEMS:**

**DISCUSSION ITEMS:**

Review [CCC Development Foundation Report](#)

Review [Marketing/Communications Report](#)

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

Review [Legislative Relations Report](#)

**NEXT MEETING:**

March 7, 2023

**MEASURABLE STANDARDS**

**Measurable Standards for the External Affairs Committee**

1. In alignment with strategic and/or operational goals and highlighting diversity, equity and inclusion efforts, provide updates as needed on fundraising, grants, marketing, public relations and nurturing community relations.
2. Review annually the Resource Development plan for the Foundation to determine it meets the funding priorities of the Regional Board of Trustees. Actively promote diversity, equity and inclusion which could include but not limited to student

activities, visiting speakers and scholarships.

3. Review periodic reports from the President regarding meetings with county, state and federal elected officials from Chemung, Schuylers and Steuben counties to understand workforce priorities and to discuss the state of the College.
4. As appropriate, review periodic reports from the President on State University of New York (SUNY) priorities and activities; Monitor and advocate for legislation at the State and Federal level consistent with the Colleges mission, needs and values.
5. Track participation and encourage information sharing by trustees who attend New York Community College Trustees (NYCCT) and Association of Community College Trustees(ACCT) meetings; encourage new trustees begin by attending NYCCT orientation.
6. The Office of Workforce Education and Academic Pathways will inform RBOT at each meeting of progress on workforce goals, including diversity, equity and inclusion. Create an annual convening to be held before March 1 to engage community leaders to provide validation on existing programs, improvement opportunities across the college's system and inform the college of trends and new opportunities.
  - a. Community leaders will include employers, professional associations, school superintendents, elected officials, regional planning board leaders and economic development leaders.
  - b. Programs will include: degrees, certificates, micro-credentials and training opportunities.Corning Community College recognizes and values differences in age, ethnicity, gender identity and expression, nationality, religion, political perspective, socioeconomic status, citizenship, military status, persons with a mental health condition, status as an individual with a disability and first-generation student status that enrich our learning and working environment. As such, all fundraising, grants, marketing, public relations, and workforce education efforts will focus on economic inclusion aligned with the college's mission to include all people in opportunity, skills development and investment in livability, affordability, and environmental sustainability.

[Return to Agenda](#)

**CORNING COMMUNITY COLLEGE**  
**Regional Board of Trustees**  
**External Affairs Committee**  
**January 23, 2024/ Via Zoom**  
**MINUTES**

In Attendance: Trustees: A. Winston, P. Chu, M. Lawrence, R. Allison, S. Jacoby Murphy

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

Excused: M. Wayne, J. McKinney-Cherry

Trustee Winston called the meeting Called the meeting at 4:31 pm And noted there are no actionable items on the agenda.

**DISCUSSION ITEMS:**

Review [CCC Development Foundation Report](#)

Trustee Chu (Trustee Liaison) discussed two recurring themes that are discussed frequently during her meeting with Executive Director Marchese:

- CCC Development foundation has been working on a Strategic plan and urged RBOT members to review the plan to make sure it aligned with the college plan.
- Executive Director Marchese will update trustees about fundraising

Executive Director Marchese highlighted a few points from his report:

- Joint Executive committee is meeting on Feb 12 to finalize the Strategic document
- Fundraising was very strong this year and exceeded goal. Hit \$489,000 of total fundraising for the year. So just under half a million dollars, which was about 40% over our goal
- RBOT trustees achieved 100% in their annual giving this year. Senior Staff 90% and CCCDF 67%

Review [Marketing/Communications Report](#)

Motimatics has been a rewarding tool for our outreach efforts. 21 students register for a total of 7.7 fte.

- 13 RFP for Marketing needs. Working with Don Sherman to review all and move to the next step of the selection

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

- In relation to our Prions program we have exceeded and doubled our goal. 32 students enrolled
- ACE is growing strong and an ACE summit is on the working to strengthen the Program
- Automotive Tech program the non-credit short term program started with a strong cohort

Review [Legislative Relations Report](#)

1. Federal:

- A. Higher Ed Update
- B. ACCT Legislative Summit Upcoming Feb 5-8

2. State:

- A. NYS Budget Update
- B. NYCAAP/NYCCT – Advocacy Committee Update

3. Local: President Mullaney’s Annual Tri-county Legislative Presentations Update

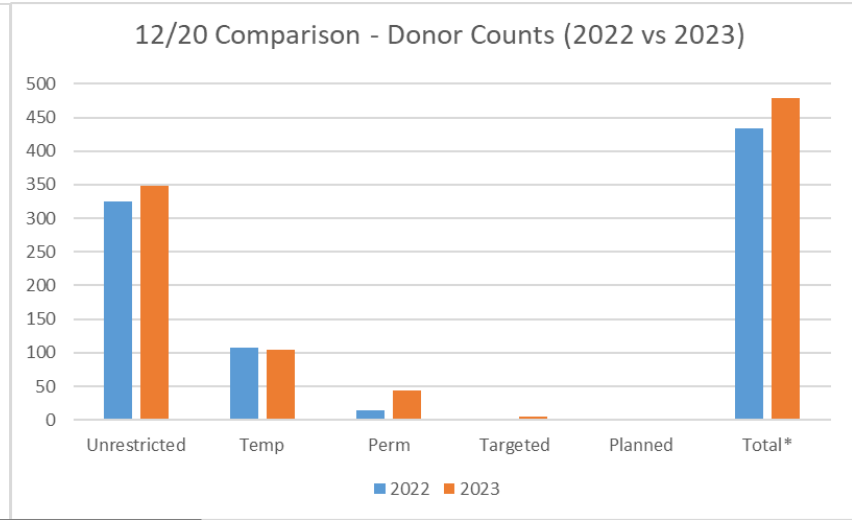
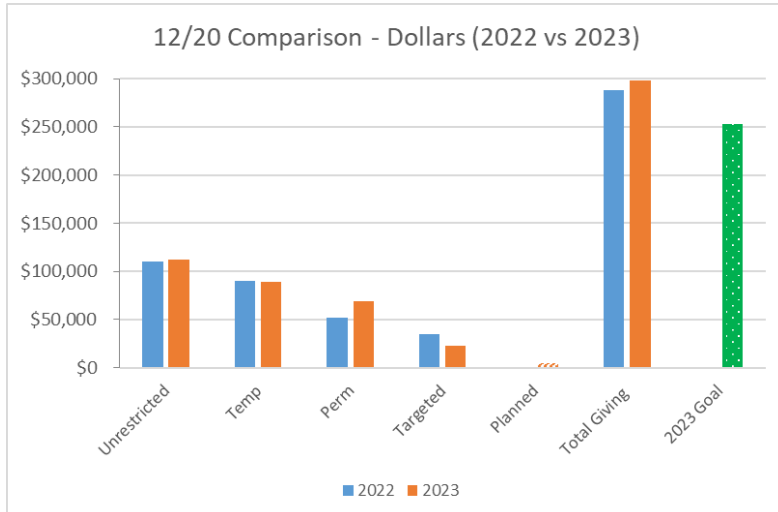
Trustee Wayne adjourned the External Affairs committee meeting at 4:55 pm

## CCC Development Foundation

Submitted by John Marchese, Executive Director of Development Foundation

Tuesday, January 23, 2024

- Reflections was a success with multiple sponsors and approximately 80 attendees.
- Machine Tool gift funds were used to make nearly \$10,000 of equipment and supplies to support the program.
- John Marchese attended two local events: The Chemung Chamber Annual Awards Ceremony and the Association of Fundraising Professionals Finger Lakes Chapter Annual Meeting.
- John Marchese and Mitchell Smith attended the SUNY Community College Advancement Officers Retreat on January 11-12 in Latham, NY.
- At the December Foundation Board of Directors meeting:
  - The final draft of the strategic plan prepared by Heart Story Consulting was presented for review.
  - Mark Hufnagel (Corning Credit Union) was approved as a Foundation Board member and appointed as a member of the Housing LLC Board of Managers.
  - Appreciation was expressed for Jamie Johnson as he resigned from the Board effective 12/31/23.
- Planning a retreat for the RBOT and CCCDF Executive Boards in late February.
- The Q1 Baron Bulletin e-newsletter is planned for February.
- The Q1 Annual Fund solicitation mailing is planned for late February/early March.
- The consulting services agreement between the Housing LLC and Capstone on-Campus Management (COCM) ends on February 1, 2024.
  - COCM has provided deliverables including a marketing plan, occupancy management plan, and long-term capital facility plan.
- The Carolyn M. DeSera '61 Memorial Scholarship has been established at the \$100,000 endowment level, which will provide two scholarships annually.
- Planning is underway for the 2024 Visiting Scholar Series event featuring Dr. Nita Farahany on March 28 where she will discuss her book *The Battle for Your Brain: Defending the Right to Think Freely in the Age of Neurotechnology*.
- Annual Giving results through 12/20/2023:



	2022	2023		2022	2023
Unrestricted	\$110,118.80	\$111,852.08	Unrestricted	325	348
Temp	\$90,583.36	\$89,612.08	Temp	107	104
Perm	\$51,925.41	\$68,632.43	Perm	14	44
Targeted	\$35,000.00	\$23,000.00	Targeted	2	5
Planned	\$0.00	\$5,000.00	Planned	0	1
Total Giving	\$287,627.57	\$298,096.59	Total*	433	479
2023 Goal		\$252,770.00	* Unduplicated count of annual donors		

[Return to Agenda](#)



## Marketing/Communications

Submitted by Maarit Clay, Vice President of Student Development and Enrollment Management  
Tuesday, January 23, 2024

### Highlights

- 2060 Digital Marketing: Digital Ads (218,713 impressions; 1,207 clicks) OTT/CTV (3,099 impressions; 62,170 views; 98.26% completion rate) | YouTube Pre-Roll (26,802 impressions; 20,078 views; 74.91% view rate), Local SEO (7,570 impressions Nov. & Dec.-partial)
- LocaliQ Digital Search: 11,025 impressions; 3,061 link clicks; 27.76% clickthrough rate
- Express Enrollment postcards to “Went Nowhere” for Dec. 18 event. Postcards to “Went Nowhere,” “Went Elsewhere,” StopOuts, Spring applicants not enrolled for January events. Social Media ads for January dates.
- Winter Term ads in Binghamton and Syracuse University student newspapers and social media channels. Postcards to “Went Elsewhere”
- Spring Semester postcards to 24+ aged adult students and to continuing students (F23 not enrolled for S24)
- Spring Semester display ads, social ads, OTT/CTV, and YouTube ads running Dec. 27 - Jan. 21
- STEM Day Programs and CCC STEM academic program flyers.
- Digital Dome Show: Let It Snow - [WENY TV morning show](#)

### Performance

#### 1. Website: November 5 - December 14 2022/2023 Comparison

Channel Grouping	New Users 2022	New Users 2023	Change
Organic Search	7,960	8,935	+12.25%
Direct	7,539	14,287	+89.51%
Paid Search	1,406	1,660	+18.07%
Referral (SUNY & paid)	945	685	-27.51%
Social	1,236	1,861	+50.57%

#### 2. Chatbot: November 5 - December 14 2022/2023 Comparison

Channel Grouping	2022 (Nov 5-Dec 14)	2023 (Nov 5-Jan XX)	Change
Chat Sessions	203	214	+5.42%
Calls	186	155	-16.67%

## **Other**

- Continued social media promotion of Digital Dome Theater shows
- Adult Learner Success Celebration photos, email communications, and t-shirt creation.
- Update of page layout/design/feel for [Live On Campus](#)
- Produced [2023 Holiday Video](#)
- [Photography](#) for CCC Theatre Studies play Silent Sky; [Photography](#) for STEM Day; [Photography](#) for CCCDF Reflections Event
- Web Story: [Cameron Jensen NASA](#)

[Return to Agenda](#)

## **Workforce Education & Academic Pathways**

Submitted by Dawn Marie Castellana, Executive Director of Workforce Education & Academic Pathways

Tuesday, January 23, 2024

### **Corning Prison Education Program**

- David Crawford has started. His introduction can be found on the announcements.
- A total of 32 students registered for fall semester.
  - Presently we have added 7 more students for the coming semester. Potentially 2 more in the process of potentially being admitted.
  - Some of our graduates from the Spring of 2023 are serving as Teaching Assistants for some of the courses.
  - Students interested in being full time – we anticipate that 12-14 will be FT for spring semester.

### **ACE**

- T. Bush and K. Perkins met with Dr. Mullaney, Maarit Clay, and key faculty members to discuss an ACE Summit to be held in March. Possible topic items to be discussed during the summit include ACE data, liaison duties, professional development, resources, and conversion.
- ACE sent 100% of the ACE student's parents/guardians a letter (for 2450 students) in November including ACE info, benefits, total credits earned by their students, transfer and other opportunities at CCC. This included a link to our website for more information and outreach for advising if interested.

### **Grants Management**

- Status Highlights:
  - Approved:
    - The programmatic/narrative portion of the Perkins grant, support for Career and Technical Programs, was approved on December 5, 2023. Budget approval for \$280,250 came through on December 18, 2023.
  - Submitted:
    - SUNY REACH II – Approx. \$20,00 to promote student pathways in Business AS and AAS and two embedded microcredentials, Bookkeeping and Enhanced Bookkeeping

### **Other Exciting News**

- Tech Programming in Workforce Education
  - We anticipate nine in our upcoming Career Welding class – thanks, in part, to a renewed Reimagine grant establishing

- scholarships for eight more students.
- Automotive Technology presently has ten students registered for the program. Start date is January 16.
- Women's Conference set for May 21, 2024
  - Over 200 women who have submitted interest sheets; keynote speaker Dr. Laura Carapella secured.
- Fifty-seven Corporate Contracts for the 2023-24 academic year.
  - Sixteen additional contracts in process
  - We conservatively estimate approximately 110 contracts for the 2023-24 academic year.

[Return to Agenda](#)

## **Legislative Relations**

Submitted by Trustee Alan Winston, Chair of External Affairs Committee  
Tuesday, January 23, 2024

1. Federal:
  - C. Higher Ed Update
  - D. ACCT Legislative Summit Upcoming Feb 5-8
  
2. State:
  - C. NYS Budget Update
  - D. NYCAAP/NYCCT – Advocacy Committee Update
  
4. Local: President Mullaney’s Annual Tri-county Legislative Presentations Update

[Return to Agenda](#)

***CORNING COMMUNITY COLLEGE***  
**Regional Board of Trustees**  
**Finance and Facilities Committee**  
**Monday, January 23, 2023**  
**Virtual Meeting**

**AGENDA**

**MISSION:**

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

**ACTION ITEMS:**

- [Resolution #T4895-24](#)-Operating Report for November 2023

**DISCUSSION ITEMS:**

- Operating Report and Dashboard as of November 30, 2023
- FSA Budget Dashboard
- Capital Projects Update
- Auxiliary Campus Services

**NEXT COMMITTEE MEETING: TBD**

**[MEASURABLE STANDARDS](#)**

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

- Review the proposed Budget and recommend action;
- Review the Operating Budget Report at every meeting and recommend action;
- Ensure that resource allocations and spending are consistent with the Colleges Diversity, Equity, Inclusion & Strategic Priorities
- Review capital expenditures and active construction projects quarterly;
- Develop a Three-year Fiscal Operating Plan to be in place for Fiscal Year 2022-2023;
- Develop a dashboard of key financial and Campus metrics to present to RBOT;
- Annually review the audited financial statements of the CCC Development Foundation;
- Review the College's Facilities Master Plan upon completion;
  - Prepare a space utilization study.
- Review the Technology Plan of the College upon completion and monitor annually, including financing and technology policies;
- On a semi-annual basis, receive and review a report of goals and achievements of the departments within Auxiliary Campus Services (Information Technology, Physical Plant, Public Safety and Health Services);
- Receive and review an annual Department of Public Safety training report, including measures related to the 2021 police reform initiative;

[Return to agenda](#)

## Finance and Facilities Committee

January 22, 2024

Virtual Zoom Meeting

### MINUTES

In Attendance:

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

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

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

Discussion Items:

- Review of Operating Summary for November 2023 the revenue projection is similar to the end of last month's report, no big surprises for the Fall semester, review of expenses shows 2 million spent at end of November, expenses are tracking a bit lower seems departments are being cautious on how they are spending
- Review of operating dashboard receivables due are up from prior year, dashboard updated to show the use of fund balance, review of revenue and expenditure lines including tuition & fees, chargebacks, personnel & benefits, equipment and contractual. Fall enrollment reported are same numbers as prior month but able to update the enrollment per county.
- Review of FSA funds, revenue showing a deficit but tracking of expenses for Fall semester shows if we will need control spending in the Spring to stay within our budget at end of fiscal year
- Discussion of capital projects – projects that were completed have been taken off the list including Digital Dome renovations and Facilities Master Plan update, new projects added including Lab Renovations, Softball Field, Spencer Crest and Steuben Lecture Hall.
- Auxiliary Services Update
  - Capital Projects quick update – planning has begun for the projects including Steuben Hall rm. 220 lecture hall upgrades, Spencer Crest entranceway/ramp needs replaced slated to start in the Spring, Softball fields has some required updates, additional labs need upgraded including furniture upgrades.



- Review of auxiliary services report highlighting physical plant is continuing to get makers space ready for Ribbon Cutting, CPP school district did pass referendum and sale of Goff Rd should be completed soon, work has been completed on collaborative learning classroom with a joint effort from IT and Physical Plant. Executive Director Burdick and Director Friebis attended a Public Safety Emergency Management workshop, the college nurses have formed a cardiac response team and completed their first drill.

Trustee Reynolds adjourned the Finance and Facilities Committee meeting at 4:33 p.m.

SUNY Corning Community College  
Operating Dashboard  
FY 24 @ Month End 11/30/23



Cash & Student Receivables

	Cash	# Days of Operations	Total Student AR as of 11/30/23	Fiscal Year Receivable
November 30, 2023	\$ 10,348,117	141	\$ 3,910,839	\$ 1,147,005
November 30, 2022	\$ 11,099,145	148	\$ 3,167,170	\$ 760,120

Revenues & Expenditures @ 11/30/23

	FY 24 Adopted Budget	YTD 10/31/2023	November 23	Fall 2023 Projected
Revenues	\$ 25,457,865	\$ 8,913,052	\$ 1,274,545	\$ 11,757,657
Expenses	\$ 26,857,865	\$ 4,873,750	\$ 2,102,313	\$ 9,744,032
Surplus(Deficit)	\$ (1,400,000)			

Highlights of Revenues & Expenditures

	FY 24 Adopted Budget	YTD 10/31/2023	November 23	Fall 2023 Projected
Tuition & Fees	\$ 11,121,845	\$ 5,891,566	\$ (269,008)	\$ 5,630,274
Chargebacks	\$ 6,486,507	\$ 1,696,297	\$ 914,275	\$ 3,473,488
Personnel & Benefits	\$ 19,675,635	\$ 2,688,584	\$ 1,589,429	\$ 5,956,741
Equipment	\$ 318,695	\$ 8,268	\$ 415	\$ 31,726
Contractuals	\$ 6,863,535	\$ 2,176,898	\$ 512,468	\$ 3,755,565

% of year Complete	17%	25%	33%
% of Revenue Realized	35%	5%	46%
% of Expenditures	18%	8%	36%

Fall Enrollment

	2023-2024 Preliminary	2022-2023 Actual	2021-2022 Actual	3 YR % change
Total Headcount	3841	3663	3813	0.7%
Total FTE	1094.8	1080.1	1103.1	-0.8%
Full-Time FTE	411.2	457.5	441	-6.8%
Part-Time FTE	163.3	135.7	158.8	2.8%
Credit Enrollment FTE (Excluding ACE)	574.5	593.2	599.8	-4.2%
HS Enrollment FTE (ACE)	520.4	486.9	503.3	3.4%
% Chemung County	36.7%	42.3%	43.6%	-15.8%
% Steuben County	43.3%	35.5%	33.9%	27.7%
% Schuyler County	8.1%	5.9%	6.4%	26.6%
% All Other Non-sponsor	11.9%	16.3%	16.1%	-26.1%

**Corning Community College**  
**Report to Finance & Facilities Committee**  
**Unrestricted Operating Summary**



**Month End 11/30/23**

	2023-2024 Budget	2023-2024 11/30/23	2023-2024 Fall 23 Projected @ 11/30/23
<b>REVENUES</b>			
Resident Tuition	\$ 7,512,080	\$ 94,906	\$ 3,276,557
Non Resident Tuition	\$ 607,000	\$ (374,758)	\$ 542,545
ACE Tuition	\$ 1,672,880	\$ (2,720)	\$ 1,214,226
Student Fees	\$ 1,329,885	\$ 13,563	\$ 596,945
State Aid	\$ 7,108,113	\$ 592,343	\$ 2,447,705
Grant Aid & Contracts	\$ -	\$ -	\$ -
Federal appropriations	\$ 8,000	\$ 667	\$ 937
County Operating Chargebacks	\$ 6,486,507	\$ 914,275	\$ 3,473,488
Other sources	\$ 733,400	\$ 36,269	\$ 205,253
Applied Fund Balance	\$ 1,400,000	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ 26,857,865</b>	<b>\$ 1,274,545</b>	<b>\$ 11,757,657</b>
<b>EXPENSES</b>			
Salaries	\$ 14,063,935	\$ 1,154,802	\$ 4,337,842
Employee Benefits	\$ 5,611,700	\$ 434,627	\$ 1,618,899
Equipment	\$ 318,695	\$ 415	\$ 31,726
<b>Contractual Expenditures</b>			
<i>Purchased Services</i>	\$ 292,000	\$ 6,784	\$ 68,179
<i>Materials &amp; Supplies</i>	\$ 615,755	\$ 31,053	\$ 212,632
<i>Marketing</i>	\$ 175,785	\$ 27,101	\$ 60,606
<i>Conference &amp; Travel</i>	\$ 284,675	\$ 18,659	\$ 65,682
<i>Utilities</i>	\$ 600,000	\$ 9,243	\$ 138,482
<i>Maintenance Repairs &amp; Contracts</i>	\$ 616,900	\$ 38,239	\$ 145,969
<i>Software &amp; Contracts</i>	\$ 458,460	\$ 7,170	\$ 172,289
<i>General Institutional</i>	\$ 1,402,960	\$ 66,919	\$ 973,546
<i>Other Expenditures</i>	\$ 639,120	\$ 30,708	\$ 206,478
<i>Scholarships</i>	\$ 1,777,880	\$ 276,593	\$ 1,711,701
<b>Total Contractual Expenses</b>	<b>\$ 6,863,535</b>	<b>\$ 512,468</b>	<b>\$ 3,755,565</b>
<b>Total Expenses</b>	<b>\$ 26,857,865</b>	<b>\$ 2,102,313</b>	<b>\$ 9,744,032</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ (827,767)</b>	<b>\$ 2,013,625</b>

**SUNY CORNING COMMUNITY COLLEGE**  
**Report to Finance & Facilities Committee**  
**FSA FUND DASHBOARD SUMMARY**  
**PERIOD ENDING 11/30/23**



REVENUES	2023-24	@ 11/30/23	2023-24	2023-24
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
<b>STUDENT ACTIVITIES</b>				
<i>Student Life Fee - Student Activities</i>	\$ 137,000	\$ 66,783	\$ 125,000	\$ (12,000)
<i>Fundraising/Misc Sales</i>	\$ 6,000	\$ 2,969	\$ 6,000	\$ -
<b>ATHLETICS</b>			\$ -	\$ -
<i>Student Life Fee - Athletics</i>	\$ 253,000	\$ 124,026	\$ 230,000	\$ (23,000)
<i>Concessions/Gate/Misc</i>	\$ 4,500	\$ 1,114	\$ 3,500	\$ (1,000)
<i>Transfer</i>	\$ 15,000	\$ -	\$ 15,000	\$ -
			\$ -	\$ -
<b>STUDENT SUCCESS PROGRAMS</b>			\$ -	\$ -
<i>Student Life Fee</i>	\$ 46,000	\$ 26,600	\$ 46,000	\$ -
<i>Other Student Fees</i>	\$ 27,000	\$ 14,540	\$ 27,000	\$ -
<b>Total FSA Fund Revenue</b>	<b>\$ 488,500</b>	<b>\$ 236,032</b>	<b>\$ 452,500</b>	<b>\$ (36,000)</b>
			YE Preliminary	
EXPENSES	Budget	23-24 Actual	Forecast	Budget vs Forecast
<b>STUDENT ACTIVITIES</b>				
<i>Student Activities &amp; Governing Board</i>	\$ 94,400	\$ 25,650	\$ 82,400	\$ 12,000
<i>Clubs</i>	\$ 48,600	\$ 12,152	\$ 48,600	\$ -
<b>ATHLETICS</b>				\$ -
<i>General Athletics</i>	\$ 140,700	\$ 47,429	\$ 133,200	\$ 16,500
<i>Athletic Teams</i>	\$ 131,800	\$ 42,091	\$ 115,300	\$ 7,500
<b>STUDENT SUCCESS PROGRAMS</b>				
<i>Commencement</i>	\$ 40,000	\$ 550	\$ 40,000	\$ -
<i>Student Orientation/ID</i>	\$ 33,000	\$ 7,690	\$ 33,000	\$ -
<b>Total FSA Fund Expenses</b>	<b>\$ 488,500</b>	<b>\$ 135,562</b>	<b>\$ 452,500</b>	<b>\$ 36,000</b>
<b>FSA Fund Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 100,470</b>	<b>\$ -</b>	<b>\$ -</b>

**SUNY Corning Community College**  
**Report to Finance & Facilities Committee**  
**FSA FUND - Student Activities**  
**For Period ending 11/30/23**



	2023-24	@ 11/30/23	2023-24	2023-24
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
<b>REVENUES</b>				
Student Activity Fees	\$ 137,000	\$ 66,783	\$ 125,000	\$ (12,000)
Fundraising	\$ -	\$ 435	\$ 500	\$ 500
Miscellaneous Sales	\$ 6,000	\$ 2,534	\$ 5,500	\$ (500)
<b>Total Revenues</b>	<b>\$ 143,000</b>	<b>\$ 69,752</b>	<b>\$ 131,000</b>	<b>\$ (12,000)</b>
<b>EXPENSES</b>				
Salaries	\$ 17,650	\$ 3,369	\$ 14,500	\$ 3,150
Equipment	\$ -			\$ -
<b>Contractual Expenditures</b>				
<i>Purchased Services</i>	\$ 1,500		\$ 1,500	\$ -
<i>Materials &amp; Supplies</i>	\$ 29,500	\$ 6,344	\$ 29,500	\$ -
<i>Special Projects</i>	\$ 17,800	\$ 6,474	\$ 17,800	\$ -
<i>Stipends</i>	\$ 7,000	\$ 1,305	\$ 7,000	\$ -
<i>Conference &amp; Travel</i>	\$ 500		\$ 500	\$ -
<i>Other Expenditures</i>	\$ 69,050	\$ 20,310	\$ 60,200	\$ 8,850
<i>Transfers</i>				\$ -
<b>Total Contractual Expenses</b>	<b>\$ 125,350</b>	<b>\$ 34,433</b>	<b>\$ 116,500</b>	<b>\$ 8,850</b>
<b>Total Expenses</b>	<b>\$ 143,000</b>	<b>\$ 37,802</b>	<b>\$ 131,000</b>	<b>\$ 12,000</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ 31,950</b>	<b>\$ -</b>	<b>\$ -</b>

**Corning Community College**  
**Report to Finance & Facilities Committee**  
**FSA FUND - Athletics**  
**For Period ending 11/30/23**



	2023-24	@ 11/30/23	2023-24	2023-24
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
<b><u>REVENUES</u></b>				
Student Activity Fees	\$ 253,000	\$ 124,026	\$ 230,000	\$ (23,000)
Miscellaneous Sales	\$ 1,500	\$ 1,114	\$ 1,500	\$ -
Gate Revenues	\$ 1,500		\$ 1,000	\$ (500)
Concession Sales	\$ 1,500		\$ 1,000	\$ (500)
Interfund Transfer	\$ 15,000		\$ 15,000	\$ -
<b>Total Revenues</b>	<b>\$ 272,500</b>	<b>\$ 125,140</b>	<b>\$ 248,500</b>	<b>\$ (24,000)</b>
<b><u>EXPENSES</u></b>				
Salaries	\$ 56,800	\$ 20,699	\$ 55,000	\$ 1,800
Equipment	\$ 25,100	\$ 15,540	\$ 23,000	\$ 2,100
Contractual Expenditures				\$ -
<i>Purchased Services</i>	\$ 1,200	\$ -	\$ 1,200	\$ -
<i>Materials &amp; Supplies</i>	\$ 5,200	\$ 1,782	\$ 5,200	\$ -
<i>Special Projects</i>	\$ 1,000		\$ 1,000	\$ -
<i>Stipends</i>	\$ 32,000	\$ 10,876	\$ 30,000	\$ 2,000
<i>Conference &amp; Travel</i>	\$ 138,700	\$ 29,554	\$ 120,600	\$ 18,100
<i>Other Expenditures</i>	\$ 12,500	\$ 11,069	\$ 12,500	\$ -
<i>Transfers</i>				\$ -
<b>Total Contractual Expenses</b>	<b>\$ 190,600</b>	<b>\$ 53,281</b>	<b>\$ 170,500</b>	<b>\$ 20,100</b>
<b>Total Expenses</b>	<b>\$ 272,500</b>	<b>\$ 89,520</b>	<b>\$ 248,500</b>	<b>\$ 24,000</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ 35,620</b>	<b>\$ -</b>	<b>\$ -</b>

**SUNY Corning Community College**  
**Report to Finance & Facilities Committee**  
**FSA FUND - Student Success Programs**  
**For Period ending 11/30/23**



	2023-24	@ 11/30/23	2023-24	2023-24
	Budget	23-24 Actual	YE Preliminary Forecast	Budget vs Forecast
<b><u>REVENUES</u></b>				
Student Activity Fees	\$ 46,000	\$ 26,600	\$ 46,000	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -
Other Student Fees	\$ 27,000	\$ 14,540	\$ 27,000	\$ -
<b>Total Revenues</b>	<b>\$ 73,000</b>	<b>\$ 41,140</b>	<b>\$ 73,000</b>	<b>\$ -</b>
<b><u>EXPENSES</u></b>				
Salaries	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
<b>Contractual Expenditures</b>				\$ -
<i>Purchased Services</i>	\$ -	\$ -	\$ -	\$ -
<i>Materials &amp; Supplies</i>	\$ 4,500	\$ 192	\$ 4,500	\$ -
<i>Special Projects</i>	\$ 3,000		\$ 3,000	\$ -
<i>Stipends</i>	\$ -		\$ -	\$ -
<i>Commencement</i>	\$ 40,000	\$ 550	\$ 40,000	\$ -
<i>Conference &amp; Travel</i>	\$ -		\$ -	\$ -
<i>Other Expenditures</i>	\$ 25,500	\$ 7,498	\$ 25,500	\$ -
<i>Transfers</i>	\$ -		\$ -	\$ -
<b>Total Contractual Expenses</b>	<b>\$ 73,000</b>	<b>\$ 8,240</b>	<b>\$ 73,000</b>	<b>\$ -</b>
<b>Total Expenses</b>	<b>\$ 73,000</b>	<b>\$ 8,240</b>	<b>\$ 73,000</b>	<b>\$ -</b>
<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ 32,900</b>	<b>\$ -</b>	<b>\$ -</b>

**SUNY Corning Community College**  
**Report to Finance & Facilities Committee**  
**Capital Projects**  
**For Period ending 11/30/23**



**Fiscal Year 23-24 Capital Projects**

Debt Obligations	Initial Balance	FY Beginning		Spent to Date FY 23-24	Remaining FY Debt	Remaining Debt 8.31.24
		Balance	Balance			
Library/Commons - USDA Bond Principal	\$ 8,250,000.00	\$ 6,325,000.00	\$ 310,000.00		\$ 310,000.00	\$ 6,325,000.00
Library/Commons - USDA Bond Interest	3.125%	\$ -	\$ 197,656.00	\$ 98,828.00	\$ 98,828.00	
Energy Performance - Siemens Principal	\$ 3,525,000.00	\$ 2,999,000.00	\$ 143,000.00		\$ 143,000.00	\$ 2,999,000.00
Energy Performance - Siemens Interest	3.500%		\$ 104,965.00	\$ 52,482.50	\$ 52,482.50	

Fiscal Year 23-24 Capital Projects	Capital Reserve	SUNY Capital Match	Grants/ Foundation	Total Project Budget	Spent Prior FY's	FY 23-24 Spent to Date 11.30.23	Encumbered	Remaining Budget	% Complete
<b>Renovations &amp; Revitalization III</b>									
<i>Heat, Ventilation, &amp; Air Conditioning</i>									
Schuyler Hall -Chiller	\$ 233,000.00	\$ 829,000.00	\$ 596,200.00	\$ 1,658,200.00	\$ 1,548,549.53	\$ 22,923.89	\$ 86,696.01	\$ -	100%
	\$ -	\$ -	\$ 1,000,000.00	\$ 1,000,000.00	\$ 755,541.40			\$ 244,458.60	76%
<i>Lab Renovations</i>									
Makers Space	\$ -	\$ 150,000.00	\$ 150,000.00	\$ 300,000.00	\$ 217,321.29	\$ 82,678.71	\$ -	\$ -	100%
Mechatronics	\$ -	\$ 150,000.00	\$ 167,905.92	\$ 317,905.92	\$ 317,905.92	\$ -	\$ -	\$ -	100%
Schuyler 104	\$ 125,000.00	\$ 125,000.00	\$ -	\$ 250,000.00	\$ -	\$ -			0%
Schuyler 119	\$ 125,000.00	\$ 125,000.00	\$ -	\$ 250,000.00	\$ -	\$ -			0%
<b>Softball Field</b>	\$ 135,150.00	\$ 135,150.00	\$ -	\$ 270,300.00	\$ -	\$ 10,500.00	\$ 6,780.00	\$ 253,020.00	4%
				\$ -					
<b>Spencer Crest - Entrance &amp; Roof</b>		\$ 40,000.00	\$ 40,000.00	\$ 80,000.00	\$ -	\$ -			0%
<b>Lecture Hall- Steuben 220</b>		\$ 137,000.00	\$ 137,000.00	\$ 274,000.00	\$ -	\$ -			0%



**Campus Auxiliary Services Update  
January 22, 2024**

**Auxiliary Campus Services Update**

**Auxiliary Services**

The Corning Painted Post Area School District capital project vote passed in late December. We are working with the district as they prepare for a late January/early February closing and occupancy at Goff Road.

**Physical Plant and IT**

Work has been completed to create a "Collaborative Learning Classroom" in Schuyler Hall room 222. The room will include updated technology and whiteboards along with furniture that allows flexibility for faculty to include opportunities for group work and student collaboration.

**Public Safety**

AD Friebis and Director Burdick participated in a two-day Emergency Management workshop at Binghamton University. The workshop was attended by Emergency Managers from SUNY Universities and Community Colleges with several presentations regarding incidents that have occurred and lessons learned.

**Health Office**

The nurses have formed a Cardiac Emergency Response Team (CERT) to help the campus community respond to assist someone who is experiencing a cardiac emergency. The team will be conducting regular drills and training. This is part of the grant that was received from the American Heart Association last year.

**CORNING COMMUNITY COLLEGE**  
**Regional Board of Trustees Human Resources and Diversity Committee**  
**January 24, 2023**

**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**

[RESOLUTION #T4891-24-Appointments, Promotions and Separations](#)

**Regular Agenda**

[RESOLUTION #T4896-24-Robert Cooper, Retirement](#)

[RESOLUTION #T4897-24-Julie Dick, Retirement](#)

[RESOLUTION #T4898-24-Sandra Turner-Vicioso, Retirement](#)

**DISCUSSION ITEMS**

- 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**  
**January 24, 2023**  
Via Zoom

**MINUTES**

In attendance: M. Lawrence, H Reynolds, R. Allison, S. Jacoby-Murphy, A. Winston

Senior Staff: President Mullaney, S. Ward, N. Ka-Tandia,

Excused: M. Wayne, Judy McKinney-Cherry

Trustee Lawrence called the HR committee meeting to order at 4:58 pm, noting 3 action items on the agenda. She also discussed current resignations, vacant positions and some opened positions such as the groundkeeper position.

Executive Director Ward noted that Dr. Canfield and Sue Chandler are retiring even though they were categorized as resignation in the resolution.

Executive Director Ward is working on a metric to determine how long it takes to fill a position starting in 2024

Committee agreed to move the three retirement resolutions to the entire board for approval (unanimous)

[RESOLUTION #T4896-24-Robert Cooper, Retirement](#)

[RESOLUTION #T4897-24-Julie Dick, Retirement](#)

[RESOLUTION #T4898-24-Sandra Turner-Vicioso, Retirement](#)

Trustee Lawrence adjourned the HR committee meeting at 5:09 pm

**SUMMARY STATUS OF VACANT FULL TIME POSITIONS** as of January 8, 2024

	Assessing	Closing	Hold	Search in Progress	Vacant Positions (total)
Civil Service/CSEA				1	1
Faculty					
Professional Service		1		4	5
<b>Grand Total</b>		<b>1</b>		<b>6</b>	<b>7</b>

**Open Position Detail:**

**Civil Service/CSEA:** Senior Groundskeeper

**Faculty:** n/a

**Professional Service:** Automotive Tech Program – Success Coach, Director of Finance & Controller, Director of Institutional Research and Effectiveness, Grants Manager, Recruiter (Manufacturing & Battery Tech Program)

[Return to agenda](#)

**HUMAN RESOURCES and DIVERSITY COMMITTEE**

**Appointments, Promotions and Separations**

RESOLUTION #T4891-24

**WHEREAS**, Human Resources has affirmed the eligible qualifications of hires, transfers and promotions;  
**WHEREAS**, Human Resources has verified the adherence to internal policy and procedures related to hires, transfers and promotions;  
**WHEREAS**, Human Resources has reviewed and confirmed the separation of current employees;  
**BE IT RESOLVED**, that the Regional Board of Trustees of Corning Community College hereby ratifies the following employment actions to be taken.

Last Name	First Name	Title	Department	Effective	Action	Grade	Salary	Background
Koble	Dr. Robert	Interim Vice President & Dean	Academic Affairs	1/8/24	Promotion	H	\$105,000	This is a 12-month, full-time, exempt, interim, standard appointment. This promotion was made as a result of an internal search.
Smith	Trevor	Cleaner	Physical Plant	1/3/24	New Hire	301	\$32,364	This is a 12-month full-time, CSEA union position, pay grade 301. This hire was made as a result of an open search.
van Otterloo	John	Makerspace Manager	Innovative Learning Sites	02/05/2024	New Hire	DII	\$54,262	This is a 12-month full-time, exempt position. Hire was made as a result of an open search – Rehire

Andrews	Paul	Director	Recruitment and Admissions	12/30/23	Appointment	F	\$75,000	Paul has served the College for over 14 years, most recently as Interim Director of Recruitment and Admissions. This is a 12-month, full-time, exempt, standard appointment. This appointment was made as a result of an open search.
Cooper	Dr. Robert	Professor	Liberal Arts and Prof. Studies	1/15/24	Retirement	III	\$74,085	Robert Cooper served the College for 18.25 years and is retiring.
Dick	Julie	Professor	Liberal Arts and Prof. Studies	1/16/24	Retirement	IV	\$79,709	Julie Dick served the College for 23.25 years and is retiring; Continuing as Adjunct
Turner-Vicioso	Sandra	Professor	Humanities & Social Sciences	12/15/23	Retirement	IV	\$85,053	Sandra Turner-Vicioso served the College for 22.25 years and is retiring.
Burns	Robert	Senior Groundskeeper	Physical Plant	New Hire 11/13/23	Resignation 01/05/2024	304	\$43,075	Robert Burns served the College for approx. one month, and resigned to return to a previous position.
Canfield	Dr. Barbara	Vice President & Dean	Academic Affairs	1/3/24	Resignation	H	\$128,750	Dr. Barb Canfield served the College for 2.5 years and is retiring.
Chandler	Susan	Executive Director/CFO	Finance	12/31/23	Resignation	H	\$115,880	Sue Chandler served the College for 3 years and is retiring.
Dunbar	Zach	Director	Institutional Research	1/3/24	Resignation	F	\$70,688	Zach Dunbar served the College for two years, and resigned for a teaching opportunity.

			and Effectiveness					
Miller	Tammy	Grants Manager	WEAP	12/15/23	Resignation	E	\$59,876	Tammy Miller served the College for 7 months and resigned to return to previous position.
Owen	Thomas	Associate Professor	Liberal Arts and Prof. Studies	12/15/23	Resignation	III	\$64,330	Tom Owens served the College for 13 years and is retiring.

*\*Resumes are available in the HR folder as a supplement for the HR Committee agenda*



**AUDIT COMMITTEE**

RESOLUTION #T4892-24

[Independent Auditors Report](#)

WHEREAS, the auditing firm of Insero & Co. CPAs completed an examination of the books and records of Corning Community College for the fiscal year ended August 31, 2023 and,

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

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

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

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

**COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**

**RESOLUTION T#4893-24**

**Resolution for Sabbatical for 2024-2025**

BE IT RESOLVED, that the Board of Trustees of Corning Community College hereby approves the following sabbatical leave for the **FALL 2024** Semester:

**PROFESSOR EDWARD DOUGHERTY**

Professor Daugherty's sabbatical proposal gives a number of benefits to the College. The results of his sabbatical will raise awareness about the history of marginalized communities in our region for both our students and the community at large and is in line with the mission, vision, values of the Colleges DEI work. He will share his writing process with his students and the community (through published literature) through the lens of a practitioner that will increase the recognition of SUNY CCC in his published work.

**BACKGROUND NOTES:**

Process: Each spring, the opportunity for sabbatical leave is announced and communicated to the list of faculty eligible for sabbatical leave and invites application. Applications are due in November and are reviewed by the Associate Dean of Instruction and the VP/Dean of Academic Affairs. Recommendations are forwarded to the President. The President's recommendations are presented to the CASS committee of the Regional Board of Trustees. Applicants may indicate preference for a one-semester sabbatical leave with full pay, or a two-semester sabbatical leave for 60% pay. Applications for sabbatical leave must address the benefit to the College, its programming, and its students. Applications typically include proposals for professional development, professional productivity such as writing for publication, performing research, or producing creative works, or significant program/curriculum development.

**COMMITTEE FOR ACADEMIC AND STUDENT SERVICES**

**Resolution #T4894-24**

**Program Renewal Resolution: Directed Studies (A.A.S.)**

BE IT RESOLVED, that the Board of Trustees of Corning Community College renews the Directed Studies (A.A.S.) as a continuing program of Corning Community College, following its successful program review process.

Please see the program review file as reviewed and approved by Sr. Staff/President on the Google Drive: RBOT Folder – Program Review 2023-2024 & Yearly Cycle 2021-2028: Link here for reference:

[https://drive.google.com/drive/folders/1WIqxZ5vsDK\\_WbgWj6wrpEsFypvibyzW6](https://drive.google.com/drive/folders/1WIqxZ5vsDK_WbgWj6wrpEsFypvibyzW6)

**BACKGROUND  
NOTES**

Academic programs are evaluated internally by the program faculty, through governance, and then by Senior Staff and the President prior to being referred to the Regional Board of Trustees of Corning Community College for a program review presentation and consideration for continued offering.

**FINANCE AND FACILITIES COMMITTEE**  
RESOLUTION T#4895-24

**Operating Report**

BE IT RESOLVED, that the Regional Board of Trustees of Corning Community College hereby approves the Operating Report for the period ending November 30, 2023.

**HUMAN RESOURCES COMMITTEE**

RESOLUTION #T4896-24  
Dr. Robert Cooper, Retirement

**BE IT RESOLVED**, that the Regional Board of Trustees of Corning Community College hereby ratifies the retirement of Robert Cooper, Professor of History.

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

**BACKGROUND NOTES**

Dr. Robert Cooper has served the College for over 18 years as a Professor of History. Professor Cooper was also a member of the Houghton Library Research Essay Award Committee, the Academic Standards Committee, and the Faculty/Administration Committee. He served on the Programming Subcommittee of the CCC Campus Ministries Advisory Board. This subcommittee's work resulted in awarding an NEW grant to the CCC Library. In the broader community, he has also participated in a community governance structure, serving as a member of the Board of Trustees of the Congregational Summer Assembly, a summer community in northern Michigan. Professor Cooper has kept the lessons from the past alive and well for generations of students.

**HUMAN RESOURCES COMMITTEE**

RESOLUTION #T4897-24  
Julie Dick, Retirement

**BE IT RESOLVED**, that the Regional Board of Trustees of Corning Community College hereby ratifies the retirement of Julie Dick, Professor of Education Studies.

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

BACKGROUND NOTES

Julie Dick has served the College for over 23 years as a Professor in Education Studies, also serving as the Education Department Chair for many years. One of her most notable accomplishments in this role was her support of the Alfred University – SUNY CCC University Center partnership. Julie had the vision for such an initiative for many years. She also served for more than 20 years as a club advisor for the Future Educator Association Club. Professor Dick had the distinct honor of receiving the RBOT Excellence in Teaching award in 2009.

**HUMAN RESOURCES COMMITTEE**

RESOLUTION #T4898-24  
Sandra Turner-Vicioso, Retirement

**BE IT RESOLVED**, that the Regional Board of Trustees of Corning Community College hereby ratifies the retirement of Sandra Turner-Vicioso, Professor of Modern Languages.

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

BACKGROUND NOTES

Sandra Turner-Vicioso, has served the College for over 22 years as a Professor of Modern Languages, also serving as ACE Liaison for World Languages and a past chair of the Diversity Counsel, Faculty Assembly, and the Language Club. She was also instrumental in creating and coordinating the International Fashion Show.