

Onondaga Community College Board of Trustees
Board Meeting
Tuesday, May 12, 2020
8:00 a.m. – 9:30 a.m.
Via Zoom Meeting
Presiding: Trustee John Sindoni, Chair

Trustees: Jaime Alicea; Dr. Donna DeSiato; Melanie Littlejohn; Paul Mello; Tara Owens; Dawn Penson; John Sindoni; Neil Strodel; Mark Tryniski

Staff: Stephanie Aldrich; Dr. Agatha Awuah; Todd Baker; Kim Blanchet; Nancy Carr; Frank Cetera; Richelle Ciotta; Dr. Casey Crabill; Jacqueline Dacey; Kathleen D'Aprix; Anne DeLand; Sarah Gaffney; Dr. Christina Granato; Jeanine Hagadorn; Julie Hart; Tish Hathaway; Dr. Bridgette Jacob; Dr. Patrick Kenny; Amy Kremenek; Kelly Larrivey; Marta Loomis; Mark Manning; Carol Obernessor; Meghan Peryea; Joan Powers; Dr. Katharine Rumrill-Teece; Kathy Schaefer; Bridget Scholl; Kim Siriano; Timothy Stedman; Kathleen Stress; James Taylor; Sue Tormey; Nina Tamrowski; Jimmy Tran; Anastasia Urtz; Debbie Waters; Dr. Larry Weiskirch

Call to Order

At 8:05 a.m., Trustee Sindoni called the board meeting to order.

Chair's Report

***April 17, 2020 Board Meeting Minutes**

Trustee Sindoni requested a motion to approve the April 17, 2020 Board Meeting Minutes. **On motion by Trustee Alicea and seconded by Trustee Littlejohn, the April 17, 2020 Board Meeting Minutes were unanimously approved.**

Slate of Officers

Trustee Sindoni reminded Trustees that the Nominating Committee consisting of Trustees Littlejohn, DeSiato and Tryniski, will be providing Trustees with a Slate of Officers for the 2020-21 academic year for vote at the June 23, 2020 meeting.

***Board of Trustees Meeting Calendar 2020-21**

On motion by Trustee Owens and seconded by Trustee Alicea, the 2020-21 Board of Trustees Meeting Calendar was unanimously approved.

Resolutions

***Trustee Awards**

On motion by Trustee Strodel and seconded by Trustee Tryniski, the resolution approving the recipients of the Trustees Awards was unanimously approved.

***John H. Mulroy Founder's Awards**

On motion by Dr. DeSiato and seconded by Trustee Littlejohn, the resolution approving the recipients of the John H. Mulroy Founder's Awards was unanimously approved.

*Ralph R. Whitney, Jr. Award

On motion by Trustee Alicea and seconded by Trustee Owens, the resolution approving the recipient of the Ralph R. Whitney, Jr. Award was unanimously approved.

*Student Trustee Dawn Penson

On motion by Dr. DeSiato and seconded by Trustee Alicea, the resolution of appreciation for Student Trustee Dawn Penson was unanimously approved.

*Resolution to Award Degrees for May 2020

On motion by Dr. DeSiato and seconded by Trustee Owens, the resolution to award degrees for May 2020 was unanimously approved.

President's Report

Finance Update – Mark Manning

Dr. Casey Crabill, President, introduced Mark Manning, Senior Vice President and Chief Financial Officer, to provide an update on the proposed 2020-2021 Operating Budget. Mr. Manning began with a review of the proposed tuition rates for the upcoming academic year – full-time tuition increasing \$50 per semester from \$2,495 to \$2,545 (or 2%) and part-time credit hours increasing \$4 from \$208 to \$212 (or 1.92%). He then reviewed enrollment assumptions for both full-time and part-time which included the 2019-20 forecasted and the 2020-21 proposed numbers. Full-time enrollment is budgeted to go down by 7.1% and part-time credit hours by 1.3%. Mr. Manning then provided the Trustees with an overview of the costs of attendance for full-time commuting and residential students with the proposed increases and what the impact to students who are eligible for full Pell and TAP might be. There was a slight increase in the meal plan costs but a slight reduction in Box of Books. He then reviewed revenue, including the status of state funding and the anticipated reduction in that as a result of the financial condition that New York State is in as a result of COVID-19. Combined with that is the fact that the funding floor from last year was eliminated and a base FTE model put back in place for 2020-21. In April the State kept the base state aid flat at \$2,947 per FTE but for the budget we assumed an additional 25% cut to \$2,210 per FTE. The College also budgeted to use the \$2,611,277 that it will be receiving for the institutional federal stimulus money from the CARES Act. The College is also prepared to use up to \$4.4 million of its fund balance to help ensure a balanced budget for the 2020-21 academic year. The total proposed budget for 2020-21 is \$66,607,769. All fees are going to remain the same except for the Technology Fee which is going up from \$150 per semester to \$190 for full-time and from \$12.50 per credit hour to \$16.00 for part-time. The SUNY Online Learning Network Fee of \$11 per credit hour is being eliminated as a result of the increase to the Technology Fee so it should cost students about the same as what they previously paid for these two fees combined.

*Resolution to approve the 2020-21 Operating Budget

On motion by Trustee Alicea and seconded by Trustee Owens, the resolution approving the 2020-21 Operating Budget was unanimously approved.

*Resolution to approve the 2020-21 Tuition & Fee Schedule

On motion by Trustee Owens and seconded by Trustee Tryniski, the resolution approving the 2020-21 Tuition & Fee Schedule was unanimously approved.

Additional Update – Dr. Crabill

Dr. Crabill continued her report with additional updates. She explained that she will host virtual Town Halls for employees so they can learn what the reentry to campus will look like, with one planned for each building. Summer classes have been modified slightly to ensure compliance with the current directives from Onondaga County and New York State. The 5-week sessions that were completely online are still that; the change is with the 10-week sessions which are now 7-week sessions with real-time remote. This provides a set time for instruction each day and the opportunity for the faculty to connect with the students virtually.

*Resolution to approve updates to the College Policy Manual

Dr. Crabill explained that the new policy on telecommuting, I18, provides guidance for employees as we navigate COVID-19 and the need for employees to work from home. This will hopefully be a temporary policy and we will revisit its status again in December.

On motion by Trustee Owens and seconded by Trustee Littlejohn, the resolution approving updates to the College Policy Manual was unanimously approved.

*Resolution to approve the 2020 Voluntary Early Retirement Incentive (VERI)

On motion by Trustee Owens and seconded by Dr. DeSiato, the resolution approving the 2020 Voluntary Early Retirement Incentive (VERI) was unanimously approved.

*Resolution to approve the 2020 Voluntary Separation Incentive (VSI)

On motion by Trustee Owens and seconded by Dr. DeSiato, the resolution approving the 2020 Voluntary Separation Incentive (VSI) was unanimously approved.

*Resolution to approve the 2020 Voluntary Separation Incentive (CESA)

Dr. Crabill explained that this resolution mirrors one being proposed by Onondaga County.

On motion by Trustee Strodel and seconded by Trustee Owens, the resolution approving the 2020 Voluntary Separation Incentive (CSEA) was unanimously approved.

There being no further business, Trustee Sindoni adjourned the board meeting at 9:06 a.m.

Prepared by:

Julie Hart
Secretary, Board of Trustees

Submitted by:

John Sindoni
Chair, Board of Trustees