

**Onondaga Community College Board of Trustees  
Finance, Audit & Compliance Committee Meeting  
Tuesday, September 26, 2023  
8:00 a.m. – 8:30 a.m.  
Whitney 210  
Presiding: Trustee Mark Tryniski, Chair**

**Trustees:** Jaime Alicea; Dr. Donna DeSiato; Dr. Daryll Dykes (teleconference); Paul Mello; Melanie Littlejohn; Tara Owens; Chaiya Renfroe; John Sindoni; Mark Tryniski

**Staff:** Stephanie Aldrich; Dr. Agatha Awuah; Kathy D’Aprix; Derrick Carr; Anne DeLand; Dr. Matthew DelConte; David Furney; Linda Kelley; Mark Manning; Roger Mirabito; Daniel Nemeth-Neumann; Michael O’Connor; Dr. Scott Schuhert; Olin Stratton; Susan Tormey; Anastasia Urtz; Dr. Larry Weiskirch; Monifa Wilcox; Dr. Eunice Williams

**Guests:** Gregg Evans; Jonathan Miller

**Call to Order**

At 8:00 a.m., Trustee Tryniski called the Finance, Audit & Compliance Committee meeting to order.

**Recommendation of the June 27, 2023 Finance, Audit & Compliance Meeting Minutes**

**On motion by Trustee Sindoni and seconded by Trustee Alicea, the June 27, 2023 Finance, Audit & Compliance meeting minutes were unanimously recommended.**

**Updates**

**The Bonadio Group**

Trustee Tryniski introduced Mark Manning, Senior Vice President and Chief Financial Officer, who reviewed the agenda for the meeting and then introduced Jonathan Miller and Gregg Evans from Bonadio to provide an update on the audit process. Mr. Miller and Mr. Evans reviewed the engagement scope and timeline; audit risk scoping; fraud risk and responsibilities; current industry developments; and current accounting developments. They explained that preliminary field work began in July 2023 with final audit fieldwork starting in October 2023 culminating with the final audit presentation to the Board of Trustees in January 2024.

**Old Business**

**Compliance**

Mr. Manning continued his report with an introduction of Daniel Nemeth-Neumann, Assistant Dean of Students, who reviewed NY-129B Enough is Enough reporting requirements. Mr. Nemeth-Neumann began by stating that each year, the College is required to report to New York State incidents of sexual assault, stalking, dating violence and domestic violence that occur. The report shown to the Trustees will be using the data collected during calendar year 2022. Mr. Nemeth-Neumann then reviewed the annual aggregate data report and a comparison to the numbers from 2021.

Mr. Manning continued his report with an update on the Risk Assessment Audit. OCC engaged GreyCastle Security for a Risk Assessment of our Information Technology assets and business

processes in the Spring of 2020 and the findings were reported out in May 2020. As recipients of financial aid, the Gramm-Leach-Bliley Act (“GLBA”) requires that institutions have a comprehensive information security program in place to ensure student information security, integrity, and confidentiality. Non-compliance with GLBA can lead to the loss of eligibility for federal funding. If a compliance audit by the Department of Education finds any areas of non-compliance it will issue a Corrective Action Plan which is something that institutions want to try to avoid. The College has once again engaged GreyCastle for an updated NIST 800-171 Risk Assessment that has the following objectives: identify and prioritize cybersecurity risks; ensure protection of critical assets; ensure compliance with legal, contractual and regulatory requirements; quantify top risks so that they are universally understood and easily communicated; and develop a prioritized list of top risks and an actionable plan for risk mitigation. The assessment will begin later this year and GreyCastle will be delivering an executive level findings presentation at the March 26, 2024 board meeting.

## **New Business**

### **Fall 2023 Preliminary Enrollment Updates**

Mr. Manning continued his report with an update on fall 2023 enrollment. He provided a year-to-year comparison on enrollment with full-time headcount currently up 13%, part-time credit hours up 12.9% and total credit hours up 13.5% as compared to fall 2022. Compared to the budgeted enrollment forecast, the budgeted full-time headcount is up 18.9%, part-time credit hours up 26.4%, and total credit hours up 20.7%. All the above-mentioned figures exclude PTECH, Early College and College Credit Now.

### **Year to Date September 2023 Revenue**

Mr. Manning continued his report with an update on the year-to-date September 2023 revenue. September revenue is up due to an increase in enrollment for fall. Both full-time headcount and part-time credit hours are up, with overall credit hours up 13.5%. Tuition non-aidable is up due to an increase in healthcare programming. Fees are up as they correlate directly with enrollment and chargeback billing and will be posted in October. Grants and other sources show a decline of about \$164,000 compared to September 30, 2022, but this is primarily timing with month-end entries. State aid is up slightly due to rental aid allocation being slightly higher than last year, and sponsor contribution payments begin in January 2024. Overall, revenue is up \$1.89 million.

### **SUNY Transformational Funding**

Mr. Manning continued his report with a review of SUNY Transformation Funding. As part of the 2023-2024 State Budget, SUNY Administration was allotted a \$75 million Transformation Fund to support innovation; help meet the workforce needs of the future; enhance student support services; improve academic programs; and increase enrollment and modernize campus operations. A total of \$60 million was distributed via an allocation methodology with \$32.43 million allocated to the 30 community colleges. Of the remaining \$15 million, \$10 million is being set aside for an Economic Mobility Fund and \$5 million is being set aside for a Strategic Enrollment Initiative Fund. These funds have not been distributed at the current time.

OCC was awarded \$1,185,000 out of the \$60 million allocation. Campuses were required to provide a proposed plan to SUNY Administration by July 29, 2023. OCC’s proposal included: funding two Navigator positions for two years as part of the College’s shift in its student support model; funding two full-time counseling positions for three years to increase the College’s capacity to meet immediate student needs; and the balance of funding to be used for student

facing services/purchases (i.e., bus passes, parent suite supplies and Lyft vouchers), marketing and professional development. Each student enrolled/active in a credit-bearing program of study is eligible to receive ten, \$10 credits per month to use with Lyft to help alleviate transportation issues. Students more financially at risk that have an estimated family contribution of \$0 are eligible for 24 \$10 credits per month.

SUNY formally approved our plan on September 12<sup>th</sup> and the first portion of our allocation will be released shortly.

There being no further business, Trustee Tryniski adjourned the Finance, Audit & Compliance Committee meeting at 8:29 a.m.

Prepared by:

Julie Hart  
Secretary, Board of Trustees

Submitted by:

Mark Tryniski, Chair  
Finance, Audit & Compliance Committee