

FINGER LAKES COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Education and Planning Committee Meeting

May 6, 2026

Finger Lakes Community

Stage 14

Presiding: Trustee George Cushman & Trustee Donna Mihalik

Committee Members Present: Trustee Aman, Trustee Cass, Trustee Cushman, Trustee Geise, (Chair), Trustee Mallard, Trustee Mihalik, Trustee Wille

Trustees: Trustee Astles, Trustee Russell

Excused: Trustee Martin

Staff and Students: Brie Chupalio, Sim Covington, Penny Hamilton, Alyssa LeGrette, Robert Nye, Debora Ortloff, Jason Tack, Carol Urbaitis, Jonathan Wesley

Guests: Meeting had a total of 4 participants at the start of the meeting virtually; some guests joined via livestream link and were unidentified.

Media: none

Trustee Cushman called the meeting to order at 4:30 p.m.

Dr. Nye mentioned that we would like to congratulate the Men's Volleyball Team who won at the National Championship and we are proud of them. Also mentioned the Coach of the Year and the Coach us proud the way the team represents the community by winning and doing it the right way. The team members in attendance introduced themselves, identifying where they were from and their major.

In addition to the Volleyball Team there was also introduction of the Woodsman Team and the amazing things that they do, it was mentioned that the team is recognized historically and the higher Head Coach is amazing.

Review of Minutes

Trustee Mihalik discussed the review of minutes of April 1, 2026, Committee Meeting minutes and inquired if there were any revisions needed; none were noted.

Enrollment Report

Dr. Carol Urbaitis, Vice President of Enrollment reviewed the enrollment report included in the meeting packet, She further discussed data reflected moving int Fall and discussed a lag in numbers and to keep that in mind. There was discussion of SUNY reconnect and the impact that has been made to increase the numbers. Trustee Cushman noted this is good information to take back to legislators as a concentrated focus of discussion.

Supporting Students: Driving Student Success by Sparking Innovation in the Classroom

Slides were shared and reviewed by Patty Rockwell and Jennifer Carney. It was noted that science and technology are driving student success and the talk of AI programming and innovation is a big part of that. Jen & Patty discussed the two different organizational approaches and processes for student learning. The reserve for CTL that was provided through grants allows students to apply for grant money. We had 9 applicants apply for grants of \$2,000 for a project enhancement. Jen further discussed AI as it is thoughtfully incorporated with student learning to enhance instruction in meaningful ways. First phase is in process and pilot imitative with small honorarium using a common assessment measure to hear back about a successful result. The changing

teaching methods finally have tools for individualized learning in terms of cognitive needs and is a learning experience for us. AI enhanced learning allows for more accessible reflection and critical thinking, voice and choice in their learning path, both aimed to increase student success. Trustee Cushman inquired as to how guidelines for the future prove possibilities for the curious educator. Jen discussed that the support of the Board approving funds for AI has allowed us broaden our knowledge and have Dave Ghidui stay on top of things related to AI and we would not be able to do that otherwise. We are informally benchmarking with other institutions, and we are so far ahead, other colleges are asking for mentorship. Trustee Aman inquired Geisha, which course of study has it had the most impact on? Jen explained a few such as anatomy, computer science, business, marketing, English basically it is across the board.

Resolutions

Jonathan Wesley, Chief Human Resources Officer, presented the following resolution. Three positions were discussed and are 12 month positions and part of the Professional Association.

ADJUST THE FINGER LAKES COMMUNITY COLLEGE PROFESSIONAL SERVICE POSITIONS ROSTER WHEREAS, Finger Lakes Community College has updated its position roster that lists position titles determined by the Finger Lakes Community College Board of Trustees in the professional service as defined by §6306 (2) of New York State Higher Education Law as approved by the Chancellor of the State University of New York, and; **WHEREAS**, the following are *revised* job descriptions for previously approved job descriptions for Finger Lakes Community College:

<u>New Title</u>	<u>Previous Title</u>
Assistant Director of Admissions (05/06/2026)	Senior Admissions Counselor
(05/07/2025) Student Success Coach (05/06/2026)	Student Success Coach (PaCE)
(11/22/2022)	
Technical Specialist – Student Success (05/06/2026)	Technical Specialist – Persistence and Completion to Excellence (PaCE) (07/05/2023)

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby requests that the roster of professional service positions be adjusted in the manner described herein.

Laura E. Otiz, Provost presented the following resolution for consideration as a new policy related to student location based on a recent needed identified to have a college policy in place online in programs related to licensure in NYS.

APPROVE ADOPTION OF STUDENT LOCATION POLICY WHEREAS, a formal student location policy is required for institutions offering distance education to students located outside New York State, and WHEREAS, this policy complies with federal professional licensure disclosure requirements for programs leading to professional licensure or certification; and, WHEREAS, this policy maintains FLCC’s eligibility for federal financial aid under Title IV; and, WHEREAS, this policy satisfies NC-SARA membership requirements; and, WHEREAS, this policy establishes clear procedures for determining and updating student location data; NOW, THEREFORE BE IT RESOLVED, that the Finger Lakes Community College Board of Trustees does hereby approve the adoption of the Student Location Policy.

Strategic Thought Presentations

College Council Chair Joselyn Busch discussed a slide presentation noting Title II deadline for 2026. She further discussed subcommittees of college council that provide all different policy updates that come through noting

college credit card for December 11, 2025; Facilities Use Policy for 2/12/26, Camping on Campus Property as a focus. And recently Animals on Campus policy. All related items and recommendations receive institutional guidance. Compliance received and reviewed through email to make Title II compliant ADA, governance committee assessment set aside resolutions. College Council preps people to be leaders of governance. Clearly defined goals based on expectations clarify their roles. Updating college council handbook and title II compliant, emerging any policy needs that are coming through. Continuing to monitor policies and we are in the process of working on the HR hiring policy we are at the beginning stages to focus on compliance and best policies. Trustee Cushman questioned governance assessment related to source compliance or not compliance. Governance sub committee poll campus staff, students, and roles of committee focus on FLCC streamline the committees. Debora Ortloff added that everything Jo has mentioned is true, middle states is the standard for the process and accounted for as formalized work. Governance is driving the work internally and it is a requirement in Middle States.

Academic Senate Chair Milton Johnson discussed an overview of slides. Put forth resolutions based on SUNY Chancellor and when to act at the statewide level. He discussed Bylaws and that they are amended while in a meeting. He discussed emergency sessions and the empowerment to act when emergencies arise. On behalf of executive senate driven by SUNY, response to general education competencies, course of development review and revision. Ball Park AI courses are tied to micro credentials. He mentioned Carey Brewer and Dave Ghidiu and their involvement. SUNY gives us a minimum number of technologies used that are mapped back to SUNY's outcomes. AI micro credentials for example. Trustee Mihalik inquired about what Middle States says about shared governance and that would explain that the Board of Trustees should not be in the weeds at the day-to-day level.

Dr. Ortloff discussed the importance of clearly defined roles, culture, and mission within the College, noting that Middle States emphasizes institutional transparency, governance structure, policy development, and evidence-based practices. She highlighted the value of maintaining a constitution that allows Academic Senate to effectively speak on behalf of faculty and governance bodies.

Discussion continued regarding policy actions and revisions currently underway, including work surrounding micro credentials. It was noted that the College is reviewing opportunities tied to workforce development and federal Pell-eligible credentials, with the expectation that recommendations may be presented at the June meeting. Dr. Ortloff and Trustee Cushman discussed broader SUNY and workforce trends, including the need for responsive programming connected to the State University of New York Reconnect initiative. The College continues exploring stackable credentials, AI-related skills, podcasting, and short-term, aid-eligible programs that can support students entering or re-entering the workforce while also providing pathways into degree completion.

It was noted that governance committees continue to review and discuss curriculum proposals and course changes. One proposal was referred back to committee for additional discussion. The newest governance committee continues related to online learning and the learning environment.

Updates were also shared regarding participation with the Faculty Council of Community Colleges, including conversations surrounding food insecurity, after-hours support, privacy concerns, and research topics affecting community colleges.

Trustee Cushman commented that leadership transitions are always important for the institution, and Dr. Ortloff acknowledged the contributions of Jo and Milt as they prepare to transition into new opportunities. Jo

discussed governance assessment work occurring through College Council and shared concerns about upcoming leadership transitions and supporting newly elected governance leaders through the coming year. Jo noted that while challenges are expected during transitions, the governance structure remains strong and stable.

Trustee Mihalik discussed ongoing conversations regarding capstone outcomes and high-impact practices. She noted that while reflective opportunities are valuable across academic programs, requiring a single capstone model for every program it may not be the best approach. The recommendation instead focuses on ensuring students have meaningful reflective opportunities within their programs without mandating one uniform assignment structure.

Strategic Plan Update – Dr. Ortloff

Dr. Ortloff provided an overview of the College's Strategic Plan progress as the institution enters the third year of implementation. She noted that the College continues making substantial progress across multiple strategic priorities while also refining methods for tracking metrics and outcomes.

She explained the distinction between leading and lagging indicators within higher education and emphasized that student completion outcomes often take years to fully measure. In the meantime, the College is increasingly focused on understanding student momentum, persistence, and barriers that may prevent students from continuing successfully through their academic pathways.

Dr. Ortloff discussed efforts to better understand the student journey by identifying high-barrier courses, achievement gaps, and areas where targeted supports may improve persistence and overall student success. She noted that no single solution exists and that student needs continue to evolve each year, particularly as changes in industries, workforce demands, artificial intelligence, and programs such as SUNY Reconnect reshape higher education.

The College continues examining both curricular and co-curricular student experiences to identify where students may encounter challenges. Examples included assessing critical thinking and evidence-based argument skills across disciplines such as English, Business, and Art in order to better design supports for both faculty and students.

Dr. Ortloff highlighted positive momentum in areas including student persistence, course success rates, and reductions in DFW rates (grades of D, F, and Withdrawals), while acknowledging that some areas still require additional attention and improvement.

Additional discussion focused on innovation and opportunity development within the Strategic Plan. Dr. Ortloff stated that many outcomes connected to innovation, alumni engagement, new programs, grants, and partnerships may take years to fully materialize but are beginning to show meaningful progress. She emphasized that the College has developed a culture of innovation supported by Board-designated funds, grant opportunities, and a willingness to create practical solutions to emerging challenges.

The Strategic Plan also continues emphasizing responsiveness to workforce needs and community partnerships, including new credential development and expanding alumni engagement and visibility within the community. Dr. Ortloff noted that increased attendance at campus events and stronger repeat engagement with community partners demonstrate positive momentum. Brie and her team were recognized for their work increasing alumni engagement and visibility. Discussion emphasized the importance of

understanding how alumni, community members, and partners are connected to the College and how those relationships will continue shaping future strategic priorities.

Single Stop and Student Support Services Presentation

Sara Iszard and Hayley Jacobs provided an update regarding the implementation of the Single Stop platform as part of the College's student support and wraparound services efforts.

Sara demonstrated the Benefits Screener process, explaining how students can complete an online questionnaire regarding demographics, household composition, dependents, and financial circumstances. Based on the responses, students may be connected to information regarding potential benefits and support services, including Pell Grants, SNAP benefits, healthcare assistance, financial planning, tax preparation assistance, and additional community resources.

The platform also includes an interactive community map that identifies local support services and mental health resources. Sara explained that the system is designed to reduce barriers for students by simplifying access to information and directing students to available support.

It was reported that 34 households have already engaged with the system during the early implementation phase, with outreach continuing to students who complete the screener. Hayley discussed marketing strategies intended to increase student awareness and participation, noting that the College hopes to better capture student engagement at the point students complete the screener.

Rich asked whether alumni access could potentially be explored in the future. Sara noted that such opportunities may be possible depending upon future contract discussions with Single Stop.

Paralegal Studies and AI Grant Update

Tomas Gonzalez provided an update regarding grant-supported initiatives within the Paralegal Studies program focused on artificial intelligence and legal research technologies.

Tomas explained that the legal profession is rapidly integrating AI platforms into research and case preparation processes, significantly reducing the time required for legal research and document preparation. He noted that the program initially worked with approximately 20 students and faculty partners but has since expanded to approximately 120 students participating in AI-related legal training opportunities.

The College recently launched implementation of Lexus Plus AI, positioning the program at the forefront of AI integration within legal education. Tomas noted that several students have already received promotions or employment opportunities connected to these newly developed skills, with some students securing positions prior to graduation.

He emphasized that while AI tools are transforming legal research, students must still develop strong analytical, communication, client interaction, and professional judgment skills. The goal is to prepare students to effectively use AI tools while maintaining the critical thinking and ethical standards required within the legal profession.

The grant initiative has also supported additional training opportunities and professional development partnerships. Tomas expressed appreciation for the strategic funding support that has allowed the College to

remain at the leading edge of these developments.

Discussion followed regarding the long-term sustainability of AI-related legal platforms and subscriptions, including the possibility of future institutional licensing, alumni access, and expanded community partnerships through the FLCC library and workforce initiatives.

Advisory Board Enrichment Project Update

Linda Cunningham and Jeremy Tiermini provided an update regarding the Advisory Board Enrichment Project. Linda acknowledged her upcoming retirement and thanked the Advisory Board participants and project partners for their collaboration and support throughout the initiative.

The presenters discussed outreach efforts involving programs such as Creative Arts, New Media, Fine Arts, Healthcare Studies, Music Technology, and Viticulture, as well as connections with local government and workforce partners.

Jeremy shared examples of successful collaborations involving industry professionals and alumni, including partnerships with Ariel D’Vito and the Mosaic Project that created hands-on learning experiences for students involving AI applications, clinical simulations, and career preparation opportunities.

Additional examples included participation from Emily Doi, Assistant Winemaker at Glenora Wine Cellars and an FLCC alumna who continues supporting the Viticulture program through advisory involvement and mentorship opportunities.

The presenters discussed monthly sessions, “Lunch and Learn” events, and partnerships with workforce development organizations designed to strengthen industry connections and community awareness of College programs.

Carrie Brewer was recognized for helping document and organizing advisory board efforts and encouraging broader community education regarding activities occurring across campus.

The group also discussed ongoing work to educate program coordinators regarding advisory board processes, recruitment, communication strategies, and long-term sustainability planning. Recommendations included continued self-assessment practices, expanded alumni and student representation on advisory boards, and ensuring that advisory structures continue aligning with evolving student and workforce needs.

Linda concluded by noting that although she is retiring, she looks forward to remaining involved with the College and continuing to support advisory board initiatives in the future.

Adjourn

There being no further business, Trustee Cushman moved to adjourn the meeting; Trustee Geise seconded. The motion was approved unanimously, and the Education and Planning Committee adjourned at 6:42 PM.

Prepared by,

Penny Hamilton
Assistant Secretary to the Board of Trustees

Submitted by,

Donna Mihalik
Education & Planning Committee

Next Meeting: Wednesday, June 3, 2026 – Stage 14, FLCC , 3325 Marvin Sands Drive, Canandaigua, NY (unless otherwise determined and notice posted before the meeting).

COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
Finance and Facilities Committee
May 6, 2026
Finger Lakes Community College
Stage 14
Presiding: Trustee Astles

Committee Members Present: Trustee Astles, Trustee Cass, Trustee Russell (virtual), Trustee Wille

Trustees: Trustee Aman, Trustee Cushman, Trustee Geise, Trustee Mallard, Trustee Mihalik

Excused: Trustee Martin

Staff and Students: Brie Chupalio, Sim Covington, Penny Hamilton, Robert Nye, Karen Ohlrich, Debora Ortloff, Alyssa LeGrette, Jason Tack, Carol Urbaitis, Jonathan Wesley

Guests: Meeting had a total of 4 participants at the start of the meeting virtual; some guests joined via livestream link and were unidentified.

Media:

Trustee Astles called the FLCC Board of Trustees Finance & Facilities Committee meeting to order at 6:43 P.M.

Review of April 1, 2026, Committee Meeting Minutes

Trustee Astles inquired if there were any changes to the minutes required, none were noted.

FLCC 2025-2026 Operating Budget Update & Finance Report

Results as of March and increase in numbers were related to the reconnect program which drives the fees up. The percentage number of 6.6% increase in course fee revenue as well as utilities are running higher.

Presentation of the 2026-2027 Operational Budget

The slide presentation included in the packet reflected an overall budget increase of approximately 5%, with the associate budget totaling approximately \$1.3 million. The proposed budget includes five new full-time positions supporting Manufacturing and Computer Science programs to ensure the College continues meeting programmatic and workforce needs.

Healthcare benefit costs continue to rise, including a projected 12.5% increase in medical insurance premiums. Salary increases; utility costs, service agreements, software renewals, and other contractual obligations were also identified as major drivers within the proposed budget. Utility costs alone are projected to increase by approximately \$100,000, with little expectation that those expenses will decline in future.

On the revenue side, the proposed tuition rate adjustment would provide approximately \$1.7 million in increased revenue based on full-time equivalent (FTE) enrollment. The County sponsor contribution reflects a 3% increase year over year, totaling approximately \$126,000. Increased enrollment within the Gemini program and proposed technology fee adjustments also contribute to projected revenues.

The technology fee is proposed to increase from \$7 to \$10 per credit hour to support personnel and services connected to the Gemini program and school district partnerships. Salary increases for the next fiscal year are projected within the 3.5% range, with future adjustments to be evaluated in subsequent budget cycles.

The presentation provided a year-over-year snapshot comparing the College's current financial position to

both prior years and pre-COVID enrollment trends. It was noted that while many colleges continue experiencing enrollment declines, the College remains relatively flat and continues building momentum.

A SUNY tuition comparison survey was reviewed, showing the College currently ranks approximately 17th statewide in overall tuition rates among community colleges within the State University of New York. Some institutions had not yet reported final rates. Trustee Astles noted that comparisons with institutions such as Genesee Community College and Monroe Community College should consider differences in county sponsorship support and fee structures. Jason discussed that while some colleges maintain lower tuition rates, they may receive significantly higher county contributions or offset costs through higher student fees.

Dr. Nye commented that if additional state operational funding is received, it may be possible to maintain flat tuition rates. Revenue projections currently estimate an increase of approximately \$70 per FTE for the 2026–2027 fiscal year, though that figure could fluctuate depending upon overall chargeback rates.

Discussion also reviewed the breakdown of revenue sources, noting that as state aid decreases, students increasingly bear a larger portion of institutional costs. The College's overall fund balance remains stable, with enrollment projections remaining relatively flat. Fund balance projections for 2024–2025 total approximately \$14.5 million, including an additional \$1 million attributed largely to the impact of the Reconnect program.

Operating expenses continue to be driven primarily by employee salaries and benefits. Comparative data was also reviewed showing actual costs by functional area relative to other community colleges across New York State. Maintenance and sponsor contributions were discussed in relation to statewide comparisons.

Student fees were reviewed year over year, including contractual increases to adjunct faculty rates and an athletic fee adjustment of \$6.00 per semester to support referees, championships, and athletic association participation. Additional fee adjustments support new personnel, specialized technology courses, and student programming.

The student activity fee increase reflects inflationary pressures after remaining unchanged for approximately ten years. Funding supports both in-person and online student programming, including career preparation initiatives such as professional headshots, resume development, and engagement activities designed to support online learners.

The technology fee is proposed to increase from \$22 to \$27 per credit hour. Online services fees were discussed as being closely aligned with technology-related services and continue to be evaluated collectively.

Budget projections for the next three years were also reviewed. The anticipated budget for 2026–2027 is approximately \$2.7 million. Salaries are budgeted at full staffing levels, though some vacancy savings are anticipated. Enrollment projections remain conservative due to uncertainty surrounding part-time enrollment trends and the continued development of the Reconnect initiative.

The next three slides in the packet outlined the budget development timeline and review process. The County Board of Supervisors is scheduled to adopt the budget on June 18.

Bookstore Renovation and eCampus Transition

Jason provided an update regarding the planned renovation of the bookstore area as the College transitions

to the eCampus electronic bookstore model. The updated model will include an online bookstore and spirit store, with a smaller physical retail footprint on campus. The renovation plans include evaluating possible uses for the front-end space, including potential expansion opportunities for Disability Services and other student support functions. Planning and design discussions for the renovated space remain ongoing.

Resolutions

ACCEPT A PROPOSAL FROM LABELLA ASSOCIATES, D.P.C FOR THE BOOKSTORE AND ACCESSIBILITY

SERVICES RENOVATION WHEREAS, FLCC has identified a need for renovation of the bookstore, accessibility services, and student services areas on the first floor of the Main Campus Student Center; and WHEREAS, the College issued a Request for Proposals for architectural and engineering services for the identified project and received proposals from two qualified firms; and WHEREAS, following review of the proposals, LaBella Associates, D.P.C. was determined to be the lowest bidder while meeting the project costs and requirements; and WHEREAS, LaBella Associates, D.P.C.’s proposal states that LaBella can begin immediately upon notice to proceed, anticipates permit document completion within six weeks, and anticipates construction completion during summer and fall 2026; and WHEREAS, the total proposed fee for these services is \$72,350.00 with no reimbursable expenses anticipated under the proposal;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees here by accepts the proposal from LaBella Associates, D.P.C. for architectural and engineering services for the Bookstore and Accessibility Services Renovation project in an amount not to exceed \$72,350.00.

Shoe 1.3% increse state budget will be passed by then

APPROVE THE FINGER LAKES COMMUNITY COLLEGE 2026-2027 TUITION SCHEDULE BE IT RESOLVED, that the following tuition schedule for the 2026-2027 academic year be, and hereby is, adopted: Tuition: New York State resident student, New York State stationed members of the Armed Forces, their spouses and dependents, and non-New York State resident students having:

CERTIFICATE OF RESIDENCE

Full-time (per semester) Non-Excelsior Recipient	\$2,808.00
Full-time (per semester) Excelsior Recipient	\$2,808.00
Part-time (per credit hour)	\$234.00
High School Concurrent Enrollment Programs (per credit hour)	\$78.00

NO CERTIFICATE OF RESIDENCE

Full-time (per semester) Non-Excelsior Recipient	\$5,488.00
Part-time (per credit hour)	\$457.00
High School Concurrent Enrollment Programs	
Variable Tuition for College Credit (per credit hour)	\$152.00

Tuition: non-New York State resident student.

OUT-OF-STATE TUITION

Full-time (per semester)	\$3,931.00
Part-time (per credit hour)	\$328.0

Changes in packet

APPROVE THE FINGER LAKES COMMUNITY COLLEGE 2026-2027 STUDENT SERVICES FEE SCHEDULE

RESOLVED, that the following student services fee schedule for the 2026-2027 academic year be, and hereby is, adopted:

Student Services Category

<u>Student Services Category</u>	<u>Student Services Fee</u>
Applied Music	\$ 516.00 per course
Athletic	\$ 96.00 per semester
Auxiliary Services	\$ 27.00 per semester
Challenge Examinations	\$ 218.00 per course
Culinary Arts	\$ 150.00 – 300.00 per course
Culinary Arts (Uniform Fee)	\$ 123.00 (\$72 jacket, \$51 pants)
Culinary Arts (Knife Kit)	\$ 177.50 one time
Diploma Replacement Fee	\$ 20.00 per request
EMT Fee Critical Care Transport	\$ 211.00 per course High
School Concurrent Enrollment Program Admin Fee	\$ 10.00 per credit
Independent Study Course Fee (in addition to tuition)	\$ 108.00 per course Late
Payment	\$ 75.00 per semester
Liability-Malpractice Insurance	\$ 15.00 fee annually (estimated)
Music Recording Technology Student Course Fee	\$ 53.00 per semester
Nursing Pre-admission Test – TEAS	\$ 129.00 one time
Nursing ATI	\$ 390.00 - 490.00 per semester, in addition to tuition
Nursing Lab Supply Fee	\$ 124.00 per semester, in addition to tuition
Nursing Exam Soft (Testing Fee)	\$ 43.00 per semester, in addition to tuition
Nursing ACEMAPP	\$ 25.00 per semester, in addition to tuition
Physical Education Fees	\$ 35.00+ (\$250.00 maximum per course)
Returned Check	\$ 50.00 per occurrence
Specialized Course/Laboratory	\$ 5.00+ (320.00 maximum per course)
Student Activity	
Full-time	\$ 108.00 per semester
Part-time	\$ 9.00 per credit
Student Health Fee	\$ 8.00 per semester
Technology Fee	\$ 27.00 per credit hour – up to 12 credit hours
Transcript Fee	\$ 5.00 per official transcript
Wildland Fire Suppression Materials	\$ 6.00 one-time fee, in addition to tuition

ADOPT THE FINGER LAKES COMMUNITY COLLEGE 2026 – 2027 OPERATING BUDGET

WHEREAS, budget allocations for the 2026–2027 fiscal year align College resources with the goals and objectives of Finger Lakes Community College’s Strategic Plan: 2023 - 2028; and **WHEREAS**, the College administration has developed and presented an institutional operating budget request of \$56,037,697 for 2026–2027 with the Sponsor Contribution in the amount of \$4,328,275;

NOW, THEREFORE BE IT RESOLVED, pursuant to Section 6304 of the Education Law of the State of New York, a budget in the amount of \$56,037,697 is hereby adopted for Finger Lakes Community College for the period beginning September 1, 2026 and concluding on August 31, 2027, subject to the approval of the Ontario County Board of Supervisors and the Board of Trustees of the State University of New York.

Informational Items

Printing of Letterhead and Envelopes
Budget transfer Report

Adjourned

There being no further business, Trustee Wille moved to adjourn the meeting; Trustee Cushman seconded. The

motion was approved unanimously, and the Education and Planning Committee adjourned at 7:05 PM.

Prepared by,

Penny Hamilton
Assistant Secretary to the Board of Trustees

Submitted by,

Geoff Astles
Finance and Facilities Committee

Next Meeting: Wednesday, June 3, 2026 – Stage 14, FLCC, 3325 Marvin Sands Drive, Canandaigua, NY (unless otherwise determined and notice posted before the meeting).

FINGER LAKES COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

May , 2026

Finger Lakes Community College

Stage 14

Presiding: Trustee Donald Cass, Chair

Committee Members Present: Trustee Aman, Trustee Astles, Trustee Cass, Trustee Cushman, Trustee Geise, Trustee Mallard Trustee Mihalik, Trustee Russell (Virtual), Trustee Wille

Excused: Trustee Martin

Staff and Students: Brie Chupalio, Sim Covington, Penny Hamilton, Alyssa LeGrette, Robert Nye, Debora Ortloff, Jason Tack, Carol Urbaitis, Jonathan Wesley

Guests: Meeting had a total of 4 participants at the start of the meeting virtual; some guests joined via livestream link and were unidentified.

Media: None

Trustee Cass called the FLCC Board of Trustees meeting to order at 7:05 PM.

Community/Public Comment

Trustee Cass inquired if there was anyone who would like to make a public comment. There were no comments.

Trustee Cass requested a motion to accept the Consent Agenda which includes the Minutes & Resolutions.

Trustee Geise motioned approval, Trustee Astles seconded, and a unanimous vote was approved to accept the Consent Agenda.

Approve the Consent Agenda Minutes & Resolutions

Review April 1, 2026, Minutes

Resolutions on the Consent Agenda:

Adjust the Finger Lakes Community College Professional Service Positions Roster

Approve Adoption of Student Location Policy

Accept a Proposal from LaBella Associates, D.P.C. for the Bookstore and Accessibility Services Renovation

Approve the Finger Lakes Community College 2026-2027 Tuition Schedule

Approve the Finger Lakes Community College 2026-2027 Student Services Fee Schedule

Adopt the Finger Lakes Community College 2026-2027 Operating Budget

Old Business

None

Chair's Report

No report

President's Report

Dr. Nye highlighted four key initiatives and upcoming activities currently underway at the College. He noted that representatives will be attending meetings with the Canandaigua next week, including discussions scheduled for May 11 and May 13 related to the Culinary Center project. Additional details were shared regarding culinary marketing efforts, field operations, and project planning. A groundbreaking ceremony is anticipated in July.

Dr. Nye also provided an update regarding institutional branding and logo development. He explained that the

College's current branding dates back to 2008 and that significant changes have occurred since that time. As a result, the College is pursuing a Request for Proposals (RFP) process to engage a firm that can assist with developing updated branding, logos, signage, and related visual identity materials across campus locations.

As part of those conversations, the College is considering alignment with SUNY-branded identity approaches like institutions such as SUNY Niagara and SUNY Geneseo, including possible use of SUNY orange branding elements.

Dr. Nye also commented on the large number of activities and events currently occurring across campus and thanked those involved for their continued engagement and support. Athletics association reports continue to show significant use of college athletic facilities by outside groups and organizations. Trustee Astles noted that a comprehensive listing of facility usage and activities should be shared with the Board of Supervisors to further demonstrate the level of community engagement occurring on campus. Discussion also included the growing need for conference center space to support increasing campus and community activities.

Nominating Committee

Trustee Astles Trustee Astles thanked Trustees Martin and Mihalik with assistance related to the Slate of Officers to be recommended at the June 3, 2026 Annual Meeting as follows: Trustee Richard Russell, Chair,
Trustee George Cushman, Vice Chair
Trustee Joan Geise, Secretary

The Slate of Officers will be presented at the June 3, 2026, Annual Meeting and voted on.

Student Trustee Report

Trustee Aman – Exciting Student Fair where we had 250 students and 20 faculty and staff involved. Stress relieved events to also were part of the fair and were just drop in type events.

Development Committee

Trustee Mihalik handed out a self-evaluation for the Board of Trustees. Trustees were encouraged to complete the electronic self-test during the evening in order to help determine areas where additional Board development or coaching may be beneficial. It was noted that the Board had previously requested the implementation of Board expectations and governance policies, and that the self-assessment process is intended to support those efforts. Trustees were asked to complete the assessment prior to the June meeting if possible. Mihalik thanked Trustees Russell and Geise for their work related to the AI governance tool and discussions surrounding the Board's current governance status and future coaching needs. The assessment results will help identify areas where governance coaching or additional professional development opportunities may be appropriate. Reference was also made to the Governance Toolkit, including the learning section and self-assessment components designed to assist the Board in evaluating governance practices and identifying opportunities for continued improvement and development.

Audit & ERM Committee

No report

Personnel Committee

We had a discussion nothing really happening with negotiations at this point, committee continues to move forward.

FLCC Association Liaison

Trustee Cass indicated report is in the packet

FLCC Foundation Liaison

Trustee Geise thanked the Foundation for their involvement with the Ribbon Cutting ceremony at Muller Field Station. She also thanked Brie and her team for organizing a Board of Trustees meeting with the Foundation Board.

NYCCT Liaison

Trustee Mihalik discussed Nomination for awards. The NYCCT Liaison reminded Trustees to submit nominations for upcoming awards and encouraged members to forward recommendations as appropriate. An update was also provided regarding the recent Spring Conference. Discussion included the continued delay of the New York State budget and broader conversations occurring at the statewide level regarding governance and future planning within higher education. Mihalik referenced discussions related to policy governance and the importance of positioning Boards to think proactively about the future of higher education. Remarks shared by Terry VanWagoner emphasized the importance of identifying emerging trends and “signals” impacting higher education and understanding how colleges can adapt strategically as both high schools and colleges continue to evolve. The discussion focused on the importance of remaining forward-thinking and responsive in guiding the future direction of the College. Trustees were also reminded to ensure their email addresses are included on the NYCCT monthly report distribution list in order to continue receiving statewide updates and communications.

Student Corporation Liaison

Trustee Cushman thanked Trustee Aman for all that she has done while on the Board of Trustees. An update was also provided regarding a recent Student Assembly resolution connected to proposed legislation involving the Bronson bill. The Student Assembly President discussed efforts to educate students regarding the proposal and encouraged students to carefully consider the issue before taking a position. Following discussion and student advocacy efforts, the resolution was ultimately voted down unanimously. The Student Corporation continues working collaboratively on additional student initiatives and advocacy efforts moving forward.

Adjourned

There being no further business, upon a motion by Trustee Geise and, seconded by Trustee Mihalik, and approved unanimously, the Board of Trustees adjourned its meeting at 7:20 p.m.

Prepared by, Submitted by,

Penny Hamilton
Assistant Secretary to the Board of Trustees

Donald Cass
Chair, Board of Trustees

Next Meeting: Wednesday, June 3, 2026 – Finger Lakes Community College, Stage 14, 3325 Marvin Sands Drive, Canandaigua, NY 14424 (unless otherwise determined and notice posted before the meeting).