

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 *new* job descriptions for previously approved job descriptions for Finger Lakes Community College:

New Title

Assistant Provost of Curriculum and Academic Partnerships (03/10/2026)

Associate Provost of Economic Development and Lifelong Learning (03/10/2026)

WHEREAS, the following is a *revised* job description for previously approved job description for Finger Lakes Community College:

New Title

Associate Provost of Academic Innovation and Learning Resources (03/10/2026)

Previous Title

Associate Provost of Academic Innovation and Learning Resources (05/07/2025)

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.

Approved by the FLCC Board of Trustees by poll vote, dated March 10, 2026 and to be affirmed at the April 1, 2026 FLCC Board of Trustees Meeting.

Approved by the FLCC Board of Trustees by poll vote on March 10, 2026.

March 10, 2026

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on March 10, 2026, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 10^h day of March 2026.

Penny Hamilton, Assistant Secretary of the Board

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>
Digital Content Strategist (04/01/2026)	Digital Content Specialist (08/11/2021)
Director of Workforce, Career and Experiential Learning (04/01/2026)	Director of Workforce, Career and Experiential Learning (06/04/2025)

WHEREAS, the following are *new* job descriptions for Finger Lakes Community College:

Assistant Director of Academic Advising and Transfer Services (04/01/2026)

Assistant Registrar (04/01/2026)

Senior International Student Advisor (04/01/2026) – replacing one of the current Admissions Counselor positions

Associate Provost of Curriculum and Instruction (04/01/2026)

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.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026
Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 1st day of April, 2026.

Penny M. Hamilton, Assistant Secretary of the Board

**GRANT PROFESSIONAL ASSOCIATION ADMINISTRATIVE APPOINTMENT:
MATTHEW HANCE, IT NETWORK SECURITY SPECIALIST**

WHEREAS, Matthew Hance, a Professional Association administrative employee, has successfully completed the probationary period and has received a satisfactory annual evaluation from the immediate supervisor, and;

WHEREAS, the College President recommends Matthew Hance receive an administrative appointment; and

WHEREAS, the FLCC Board of Trustees Education & Planning Committee has reviewed and recommends the Board of Trustees approve this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Finger Lakes Community College Board of Trustees does hereby grant an administrative appointment to Matthew Hance, IT Network Security Specialist, effective October 21, 2026.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026.

April 1, 2026

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College, sponsored by Ontario County, at their regular meeting held on April 1, 2026, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have here unto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board

APPROVE REVISION OF THE CREDIT/CONTACT HOUR POLICY

WHEREAS, Finger Lakes Community College strives to ensure that all credit-bearing courses and programs comply with applicable state and federal regulations governing the award of academic credit; and,

WHEREAS, the Credit/Contact Hour Policy establishes the standards by which the College awards semester credit hours across all instructional types and modalities; and,

WHEREAS the revised policy provides more detailed and equitable credit hour standards across all instructional types (lecture, laboratory, clinical, experiential learning, etc.) and modalities; and,

WHEREAS, the revised policy aligns the College's credit hour definitions with federal regulations (34 CFR § 600.2) and SUNY policy, and introduces clarifying definitions and procedures to support consistent application across departments and programs; and,

WHEREAS, the Academic Senate of Finger Lakes Community College voted to approve the revised Credit/Contact Hour Policy on March 5, 2026;

NOW, THEREFORE BE IT RESOLVED, that the Finger Lakes Community College Board of Trustees does hereby approve the revised Credit/Contact Hour Policy.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board

APPROVE 2026-2027 FACULTY PROMOTIONS

WHEREAS, the FLCC Teaching Faculty collective bargaining agreement states that teaching faculty members may be promoted in their respective positions each year; and

WHEREAS, the Promotion Committee has met and determined that the following teaching faculty meet the minimum requirements for promotion in the 2026-2027 academic year:

From Instructor to Assistant Professor

Melissa Langworthy, Nursing

From Assistant Professor to Associate Professor

Christine D. Quinn, Mathematics

Tina Hamilton, Nursing

Dr. Sarah E. Heidebrink-Bruno, Humanities

From Associate Professor to Professor

Jamie C. Rotter, Business

Delia M. Ackerman, Humanities

Dr. Trevor Johnson-Steigelman, Science/Technology

Paul E. Brock II, Environmental Conservation and Horticulture

Dr. Kimberlie Noyes, Nursing

WHEREAS, the Provost and College President have reviewed the recommended list; and

WHEREAS, the College President recommends FLCC Board of Trustees approval of the aforementioned 2026-2027 faculty promotions;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve these faculty members for promotion in the 2026-2027 academic year.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026 and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board

APPROVE 2026-2027 SABBATICAL LEAVES

WHEREAS, the Sabbatical Committee received, reviewed and ranked faculty sabbatical leave applications for the 2026-2027 academic year; and

WHEREAS, the Sabbatical Committee Chair has presented the committee’s recommendation to the Provost, Vice President of Academic and Student Affairs; and

WHEREAS, three semester-long sabbatical leaves have been requested at full pay and; and

WHEREAS, the College President has reviewed and concurs with the Provost, Vice President of Academic and Student Affairs, and Sabbatical Committee recommendations and requests FLCC Board of Trustees approval; and

WHEREAS, the FLCC Board of Trustees in granting this sabbatical leave affirms that no changes to a sabbatical recipient's proposal can be made without the express written approval of the Provost, Vice President of Academic and Student Affairs and/or President of the College; and

WHEREAS, in approving the aforementioned sabbatical leaves the FLCC Board of Trustees affirms that faculty members being granted sabbatical leave must abide by the conditions as described in the Faculty Alliance Collective Bargaining Agreement;

NOW, BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve sabbatical leaves for the following faculty members for the 2026-2027 academic year:

- Charles Hoffman, Professor, Mathematics (Fall 2026)
- Milton Johnson, Professor, Visual and Performing Arts (Spring 2027)
- Lacey McKinney, Professor, Visual and Performing Arts (Fall 2026)

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026 and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board

**GRANT EMERITUS DISTINCTION TO
HEATHER REECE-TILLACK**

WHEREAS Emeritus status was established to recognize College employees who retire in good standing, have served the College with distinction for a minimum of fifteen years, and their contributions have been widely recognized by the College and the sponsoring community, and;

WHEREAS it is the honor of the FLCC Emeritus Committee to recommend Heather Reece-Tillack, Professor of Nursing, for Emeritus distinction. Professor Reece-Tillack served the College with distinction for over 30 years, culminating in her role as Department Chair. Colleagues describe her tenure as bringing steadiness, predictability, and calm to the department, qualities that defined her entire career and made her an anchor for students and faculty alike;

WHEREAS Heather Reece-Tillack's effectiveness as an educator was evident across the full arc of the nursing curriculum. She taught first-semester nursing courses, a role that demands exceptional patience, clarity, and emotional intelligence, and she excelled in providing new students with the extensive guidance, support, and advisement they needed to be successful. She also served as lead instructor for fourth semester Mental Health Nursing, demonstrating versatility and depth of experience that spanned the entire program. Colleagues consistently described her as a steadfast, reliable, and highly organized educator whose work set a standard of excellence within the department. The demands of nursing education are unlike those of any other discipline, and Professor Reece-Tillack met them with professionalism and composure throughout her career;

WHEREAS Heather Reece-Tillack's transition from dedicated faculty member to department chair is a testament to her strength of character and capacity for professional growth. Her four-year term as Department Chair was marked by steady leadership through a period of significant institutional change. She guided the department through a major redesign of the nursing admissions process, the implementation of a concept-based curriculum, and the expansion of dual admission pathways. She also led the department through the opening of the new Allied Health Center and navigated the considerable challenges of sustaining nursing education during the COVID pandemic. Under her chairmanship, the department's pass rate on the nursing licensure exam increased each year, a meaningful and measurable testament to her ability to unify a team of teaching faculty around a shared commitment to student success. As one colleague noted, she handled all of this while also managing personal setbacks, never losing her composure or her focus on the work;

WHEREAS Heather Reece-Tillack made substantial contributions to professional service and the broader nursing community throughout her career. She attended numerous national and local nursing conferences over her three decades at FLCC and presented at several of them. She was actively involved in multiple nursing curriculum reviews, played a central role in preparation for the recent ACEN accreditation visit, and supported NYS Department of Education accreditation preparation and reviews. She chaired the Outcomes Committee for several years, leading program-level learning outcomes analyses that informed continuous improvement. She also served on the Student Orientation Committee, the Admission Point System Committee, and was involved in faculty union contract negotiations for many years;

WHEREAS Her community and professional service extended beyond campus through her representation of FLCC's nursing program at the ADN Council, where she engaged in both local and statewide conversations about associate degree nursing education. She also participated regularly in RASON meetings, where Rochester area schools of nursing convene to align clinical guidelines and share best practices, ensuring that FLCC remained a collaborative and informed partner in regional nursing education;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby bestow the distinction of Emeritus status upon Heather Reece-Tillack with all the rights and privileges thereof.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have here unto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board

**GRANT EMERITUS DISTINCTION TO
Barbara Schreiber**

WHEREAS Emeritus status was established to recognize College employees who retire in good standing, have served the College with distinction for a minimum of fifteen years, and their contributions have been widely recognized by the College and the sponsoring community, and;

WHEREAS For her unwavering commitment to student success, the FLCC Emeritus Committee is proud to recommend Barbara Schreiber for Emeritus distinction. During her thirty years at the college, Ms. Schreiber served multiple roles, including Professional Advisor and Personal Services Counselor in what is now the Center for Academic Advising and Transfer Services. Across every role she held, her work reflected the best traditions of student-centered practice, empowering students to take ownership of their educational journeys while ensuring they had the support they needed to succeed;

WHEREAS The breadth and depth of Ms. Schreiber's advising work exemplified her professional effectiveness, a contribution recognized by the Chancellor's Award for Excellence in Professional Service in 2002. She served students in multiple capacities, providing academic, personal, and career counseling as institutional needs evolved. As a true mark of distinction, she was able to adapt to institutional change without missing a step. As offices changed and roles shifted, Ms. Schreiber expanded her expertise to include career counseling and meeting students wherever they were on their journey. She was known as the go-to resource for faculty seeking guidance on how to best support students in need, and colleagues consistently praised her ability to listen deeply and advocate effectively. One colleague noted that she demonstrated "a strong commitment to supporting others by sharing her specialized knowledge and helping them navigate complex processes," and that her expertise was instrumental in deepening understanding of advising operations during staff training;

WHEREAS Barbara Schreiber contributed meaningfully to college governance and campus life, serving numerous committees including the Student Intervention Team, Chancellor's Award Committee, and Campus Safety Committee, taking on leadership roles in the Professional Association, and participating in various search committees. As the designated professional advisor for the Business department, her thorough knowledge of academic pathways and her genuine investment in student success earned her the respect of faculty and staff alike. Her broad experience across advising, personal counseling, and career counseling gave her a unique understanding of the student experience at FLCC. Beyond her formal roles, Ms. Schreiber enriched campus culture in meaningful ways, introducing the Clothesline Project to the college and partnering with the ARC to bring therapy dogs to campus;

WHEREAS Ms. Schreiber's most lasting institutional contribution was her role in advancing holistic student support at FLCC. Recognizing that students often face barriers that extend beyond academics, she worked with colleagues to advance the FLCC Cares Program and helped pioneer the emergency loan program through the FLCC Foundation. These initiatives provided critical support to students facing food insecurity, financial hardship, housing instability, and other challenges that threaten academic success. Her attention to students' basic needs helped shape a more compassionate and responsive institutional culture, and her legacy lives in the countless students who were able to persist and succeed because someone in her role was paying attention;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby bestow the distinction of Emeritus status upon Barbara Schreiber with all the rights and privileges thereof.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have here unto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board

**GRANT EMERITUS DISTINCTION TO
Hemen Sweet**

WHEREAS Emeritus status was established to recognize College employees who retire in good standing, have served the College with distinction for a minimum of fifteen years, and their contributions have been widely recognized by the College and the sponsoring community, and;

WHEREAS it is the honor of the Emeritus Committee to recommend Hemen Sweet for Emeritus distinction. Mr. Sweet served FLCC with extraordinary dedication for 20 years, beginning in 2006. His contributions, which exceeded all expectations for a part-time faculty member, have left an enduring mark on our students, our programs, and our community. In 2018, he became the first FLCC recipient of the SUNY Chancellor's Award for Excellence in Adjunct Teaching, a distinction that reflects a career defined by excellence;

WHEREAS Hemen Sweet was the backbone of FLCC's Anthropology program, serving as lead instructor and assessment facilitator for multiple courses. When the retirement of a colleague left the department without an anthropology discipline coordinator, he stepped forward voluntarily and without compensation, a role he maintained until his retirement. On his own initiative, he developed HIS/ANT 206: North American Indian History & Culture, a course that attracted regional interest and distinguished FLCC among its peer institutions, and later debuted ANT 205: Principles of Archaeology. He was also a trailblazer in distance learning, developing the first online history course at FLCC and transitioning all anthropology courses online. His student evaluations were consistently strong, and he earned "Advisor of Distinction" honors in 2012, 2014, 2016, and 2018;

WHEREAS A U.S. Air Force veteran, Hemen Sweet channeled his personal experience into transformative service for FLCC's student veteran population. He co-led the Student Veterans Club and partnered with colleagues to establish the Veterans Advocacy Council, bring a licensed counselor to campus through the VITAL program, and create a dedicated Veterans' Resource Center and Lounge. He was a familiar and beloved presence in FLCC's hallways, regularly raising funds for the Veterans Relief Fund. He transformed the college's annual Veterans Day ceremony into a week-long celebration culminating in an Armed Forces Formal Dinner and Dance, an event that drew well over 140 attendees and became a highlight of the college calendar. In 2022, he helped launch the VA Student Work Study Allowance Program and established the Student Emergency Relief Fund for Veterans. His direct personal intervention on behalf of countless student veterans proved, in many cases, to be life changing;

WHEREAS Hemen Sweet's community engagement brought distinction to FLCC far beyond campus. His advocacy for veterans resonated across Western New York through his service on the Veterans Coalition of the Finger Lakes, partnerships with the Canandaigua VA, VFW Post #7414, American Legion Post #256, and other regional and statewide organizations. He was a consistent presence at FLCC's History, Culture & Diversity series, organized field trips and hands-on archaeological excavations for students across Ontario County. He coordinated numerous Laker Day events that enriched campus life. He also served on three faculty search committees, a rare commitment for any adjunct faculty member;

WHEREAS Mr. Sweet pursued relentless professional growth throughout his career, earning a master's degree in global medieval history and a graduate certificate in ancient and classical studies, both at his own expense, to better serve departmental needs. He spearheaded the Social Science department's alignment with the SUNY General Education Framework, successfully earning a DEI designation for his anthropology courses at a time when few FLCC offerings had done so. He led the development of a SUNY Seamless Transfer pathway for anthropology, represented the department in statewide discussions, and his early mastery of successive learning management systems made him a trusted resource for colleagues navigating institutional transitions;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby bestow the distinction of Emeritus status upon Hemen Sweet with all the rights and privileges thereof.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have here unto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board

**GRANT EMERITUS DISTINCTION TO
Berna Ticonchuk**

WHEREAS Emeritus status was established to recognize College employees who retire in good standing, have served the College with distinction for a minimum of fifteen years, and their contributions have been widely recognized by the College and the sponsoring community, and;

WHEREAS It is the honor of the FLCC Emeritus Committee to recommend Berna Ticonchuk, retired Technical Specialist, Adjunct Instructor, and Coordinator of the Horticulture Program, for Emeritus distinction. Throughout her tenure at FLCC, Ms. Ticonchuk exemplified professional excellence, innovation, and a deep commitment to student success across every role she held. As one colleague put it, "I cannot possibly convey all of the reasons that Berna is deserving of Emeritus status. She embodies the values of FLCC, and everyone who worked with her valued her as a colleague and human being."

WHEREAS Berna Ticonchuk's effectiveness across her many roles is a true mark of distinction. She served simultaneously as technical specialist, greenhouse manager, academic advisor, horticulture program coordinator, and instructor, and she excelled in each capacity. As manager of the department's greenhouse, she transformed it into a living laboratory that enriched teaching and applied learning, often coming in on weekends to tend to it whenever necessary and keeping operations running even as the physical space deteriorated around her. Colleagues noted that she never shied away from difficult jobs, meeting every challenge with a matter of fact, get-it-done attitude. She also helped greenify special events across campus, contributed to the beautification of the arboretum and flowerbeds before graduation, and served as a steady, stabilizing force through the many transitions the department experienced over the years;

WHEREAS Berna Ticonchuk's student-centered approach was at the heart of everything she did. She mentored countless students, encouraging their aspirations and guiding them toward academic and career success with patience, gentleness, and genuine care. Many alumni credit her support and leadership as pivotal to their development. She brought the horticulture industry to life for her students by maintaining deep professional connections across the region and country and translating that practical knowledge directly into the classroom and greenhouse. She also represented the program at high school recruiting events, helping to build the pipeline of future horticulture students at FLCC;

WHEREAS Berna Ticonchuk maintained the highest standards of professional growth throughout her career, keeping her DEC, CNLP, and ISA certifications current through ongoing training and professional development. Her commitment to staying at the forefront of her field was recognized in 2020 when she received the SUNY Chancellor's Award for Excellence in Service, one of the most prestigious honors in the SUNY system

WHEREAS Ms. Ticonchuk's community service was wide-ranging and deeply rooted in environmental stewardship and public education. She served as a mayoral-appointed member of the City of Canandaigua Tree Advisory Board, participated in the Western New York ReLeaf Council, and served on the Sonnenberg Gardens Education Committee. She delivered educational programming connected to the NYS Agricultural Experiment Station and organized a public lecture series, including a notably well-attended event featuring renowned ecologist Doug Tallamy at Stage 14. Since her retirement, she has continued this work, leading a tree inventory initiative in the Village of Naples and offering public pruning workshops through the Naples Library, a testament to a commitment to community that never required a job title to sustain it;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby bestow the distinction of Emeritus status upon Berna Ticonchuk with all the rights and privileges thereof.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have here unto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board

Approve Amended Budgets for Previously Approved Strategic Plan Grants

WHEREAS, on May 1st, 2024 the FLCC Board of Trustees approved the 2024 Strategic Plan Grants under Resolution 28-2024; and

WHEREAS, on April 2nd, 2025 the FLCC Board of Trustees approved the 2025 Strategic Plan Grants under Resolution 18-2025.

WHEREAS, an additional total amount of \$283,000 has been requested to support four separate projects approved in these previously approved resolutions, outlined below;

Project	Applicant	Original Funding Amount	Additional Funds Requested	Purpose
Using iWorx Human Physiology Kits to Improve Student Outcomes	Jeremy Tiermini	\$29,725	\$8,000	Additional online modules for the Kinesiology Program
Culinary Arts Mixed Reality Development	Jamie Rotter Christine Parker	\$41,345.85	\$41,000	Additional module, earmarked for expenditure after first module is completed.
Lexis AI in Paralegal Studies	Tomas Gonzalez	\$34,827.80	\$36,000	Additional licensing for paralegal student access
FLCC CAPS: High School and FLCC Student Applied Learning Opportunities	Jackie Tiermini Liz Brownell	\$180,000	\$198,000	Continuation of Mosaic and Mosaic Downtown project until end of strategic plan.
Total:		\$285,898.65	\$283,000	

WHEREAS, all projects have met their assessment requirements.

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby approves the amended budgets for the previously approved Strategic Plan Grants.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

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Penny M. Hamilton, Assistant Secretary to the Board of Trustees

APPROVAL OF CHANGES TO THE FACILITY USE POLICY

WHEREAS, the College Council has reviewed and endorsed revisions to the existing Facility Use Policy; and

WHEREAS, the proposed revisions update and rename the policy to the “Facility and Grounds Use Policy” to better reflect its scope and application; and

WHEREAS, the revised policy emphasizes improved planning practices, including extended lead times for reservations and clearer expectations to ensure effective coordination of campus events; and

WHEREAS, the revisions introduce enhanced administrative procedures, including updated departmental oversight through the Resource Development Office, standardized processes for audio-visual requests, and consistent handling of external group accommodations; and

WHEREAS, the revised policy establishes additional requirements for auditorium use, including a 90-day advance reservation requirement and mandatory written approval prior to confirmation or promotion; and

WHEREAS, the revisions clarify expectations for conduct and use of College property, including prohibitions on unauthorized camping, requirements for food and beverage procurement, and updated provisions regarding supervision of minors; and

WHEREAS, the revised policy includes an appendix of best practices to support successful event planning and execution.

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby approves the updated “Facility and Grounds Use Policy”; and

BE IT FURTHER RESOLVED, that this policy shall take effect upon approval.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026
Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026 and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board

APPROVAL OF CHANGES TO THE USE OF COLLEGE CREDIT CARD POLICY

WHEREAS, the Use of College Credit Cards policy has been reviewed and revised; and

WHEREAS, the revisions include substantive updates, including reformatting the policy for improved clarity and consistency, and revising roles and responsibilities to reflect the College’s current organizational structure; and

WHEREAS, such revisions are necessary to ensure the policy remains accurate, effective, and reflective of current administrative practices.

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby approves the changes to the Use of College Credit Cards Policy; and

BE IT FURTHER RESOLVED, that this policy shall take effect upon approval.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026
Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026 and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board

AUTHORIZE A CONTRACT RENEWAL FOR DEBT COLLECTION SERVICES

WHEREAS, Finger Lakes Community College has identified the ongoing need for Collection Services; and

WHEREAS, the Ontario County Purchasing Department previously solicited proposals under RFP R23037; and

WHEREAS, the RFP specifications allow for the original term not to exceed thirty-six (36) months from the date of the award (three years), with the College reserving the right to renew any contract resulting from this RFP for up to two additional twelve-month periods for a total of five years, if mutually agreeable by both parties; and

WHEREAS, the College has determined that it is in its best interest to renew its agreement with General Revenue Corporation for the continued provision of collection services for the first additional 12-month period;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby authorizes the renewal of a contract with General Revenue Corporation, 4660 Duke Drive, Suite 200, Mason, Ohio 45040 beginning April 7, 2026 and ending no later than April 6, 2027.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026.

April 1, 2026
Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

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Penny M. Hamilton, Assistant Secretary of the Board

**APPROVAL AND ADOPTION OF SEQR: NEGATIVE DECLARATION OF IMPACT OF EV STATIONS
IN PARKING LOT A**

WHEREAS, FLCC is working with the Ontario County Director of Planning and with JACOMB, LLC and their proven turnkey project development, funding, and installation approach, for the installation of electric vehicle charging stations in Parking Lot A with a combination of funding from RGE's Make-Ready Incentive and the DEC ZEV grant; and

WHEREAS, consolidated funding application (CFA) 144837 was submitted for a DEC ZEV grant for the purchase, installation, and ten years operation and maintenance of fourteen level 2 charging stations in Parking Lot A to provide for students, staff, and the public the opportunity to charge vehicles at FLCC's main campus; and

WHEREAS, Resolution No. 21-2026 established this Board's intent to serve as Lead Agency for the environmental review electric vehicle charging stations in parking lot A and began a coordinated review process of said action all pursuant to SEQR; and

WHEREAS, On April 1, a public hearing was held before this Board during the regularly scheduled Board of Trustees meeting to solicit comments on the establishment of this Board as Lead Agency and on the determination of significance for the adoption of said electric vehicle charging stations in parking lot A pursuant to SEQR; and

WHEREAS, The Clerk of this Board has circulated the EAF, project materials, and a notice to all interested and involved agencies and none have objected to the establishment of this Board as Lead Agency for the environmental review of said project pursuant to SEQR; and

WHEREAS, This Board has reviewed said EAF, and all the information contained therein, comments received in writing and at said public hearing, and the draft findings on file with the Clerk of this Board, and such other documents.

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees is hereby established as Lead Agency pursuant to SEQR for the environmental review of the 2026 electric vehicle charging stations in parking lot A; and

BE IT FURTHER RESOLVED, That the 2026 electric vehicle charging stations in parking lot A is hereby classified as an unlisted action under SEQR; and

BE IT FURTHER RESOLVED, That the EAF on file with the Secretary of this Board in regard to the electric vehicle charging stations in parking lot A is hereby approved and adopted as final; and

BE IT FURTHER RESOLVED, That based on its findings, the EAF, comments received, and other project materials this Board has reviewed, this Board hereby makes a negative declaration of significance for the electric vehicle charging stations in parking lot A pursuant to SEQR, stating that electric vehicle charging stations in parking lot A will not result in any significant adverse environmental impacts and that the impacts identified shall be mitigated to the extent practical; and

BE IT FURTHER RESOLVED, That the Secretary of this Board shall send a copy of the signed EAF and this resolution to all involved and interested agencies and to the Vice President of Administration and Finance at Finger Lakes Community College; and

BE IT FURTHER RESOLVED, That this resolution take effect immediately.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026
Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026 and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board

APPROVAL TO ADVANCE BANNER SAAS IMPLEMENTATION

WHEREAS, SUNY has identified a need to transition community colleges and universities to a multi-tenant, cloud-native SaaS version of Ellucian Banner. The initial cohort includes 5-6 strategically selected campuses relying on disparate student information systems (SIS); and

WHEREAS, this approach enables SUNY to address critical modernization gaps and establish a shared foundation prior to migrating the 21 community colleges that currently utilize on-premise Banner; and

WHEREAS, a key distinction between the SaaS and on-premise deployment lies in how software functionality is packaged and priced. Under the SaaS model, campuses gain access to comprehensive bundles of additional software tools that are included in the overall SaaS subscription fee; and

WHEREAS, SUNY would be responsible for the following fees:

- Estimated \$1.8 - \$2.2 million implementation cost

WHEREAS, FLCC would be responsible for the following fees:

- SaaS Licensing and Platform Fees: \$302,204 (annually with a 5% escalation rate)
- SICAS Membership: \$38,654
- SICAS Conversion Charges: \$92,500
- These fees do not include operating costs for conversion to Banner SaaS and will backfill for continuing operations; and

WHEREAS, the projected launch date for this implementation process is in May of 2026 with services being fully implemented by March of 2028.

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees approve the advancement of Banner SaaS implementation with a projected launch date of May 2026.

Approved by the FLCC Board of Trustees at the meeting on April 1, 2026

April 1, 2026 _____

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 1, 2026 and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 1st day of April 2026.

Penny M. Hamilton, Assistant Secretary of the Board