

**Joint Planning and Budget Committee  
Meeting Minutes  
Thursday, October 10, 2019  
8:30 – 10:30 a.m., 220 Seymour**

**ATTENDEES:**

**Voting Members**

Sondra Aman  
Mike Andriatch  
Frances Dearing  
Kandie Gay  
Scott Haines  
Tom Hernandez  
Sara Kelly  
Jose Maliekal  
Dave Mihalyov  
Kathy Peterson  
Craig Ross  
Ed Ryan  
Susan Stites-Doe  
Elliot Weininger  
Jim Zollweg

**Non-Voting Members**

Denise Copelton: Co-Chair  
Crystal Hallenbeck  
Karen Riotto  
Jim Wall: Co-Chair  
Melissa Wight

**Guests**

Lynda Cochran  
Eileen Daniel –  
*attending on behalf of  
Katy Heyning*  
Karen Podsiadly

**REGRETS:**

**Voting Members**

James Cordeiro  
Katy Heyning  
Meaghan Irving  
Pat Maxwell  
Summer Reiner  
Katy Wilson

**Non-Voting Members**

Cathy Houston-Wilson  
President Macpherson

The meeting was called to order at 8:33 a.m.

**Minutes Meetings from October 3, 2019**

Dr. Copelton announced that the minutes from the October 3, 2019 meeting would be available for discussion and approval at the October 24, 2019 meeting.

## **Announcements**

Dr. Copelton made the following announcements:

- There will be a Town Hall on the Strategic and Operational Plan on October 16, 2019 and a Budget Town Hall on November 7, 2019.
- We have had two volunteers from the committee volunteer to serve on the GROSS Task Force. The goal is to have three committee members on the task force, so we are looking for one more volunteer. This is to safeguard our representation in times of scheduling conflicts, etc. If someone is interested in volunteering, please email either Dr. Copelton or Mr. Wall.

## **Goal Group Presentations and Budget Prioritization Requests**

### **Goal Group 2: To be a College Engaged with its Community Presentation – *Mr. Mike Andriatch, Vice President for Advancement***

*(Note: Presentation is available on Blackboard)*

The following questions and discussion points occurred during the presentation:

- The question was raised regarding what the timeline is for the Carnegie Engagement. Mr. Andriatch stated that it would be after this current Strategic Plan. We are going for the year 2025. Right now, we are trying to build up our processes because this is a very process driven nomination. It is a similar process to Middle States.
- The question was raised regarding the partnerships with local school district where students attend classes on campus and how many undergraduate students this program generates for the College. Mr. Andriatch stated that the 3-1-3 Program is where high school seniors from local school districts take a total number of 24 credits. Half are taking at their high school and the other half here are the College. Dr. Daniel added that about 35% of the students in the 3-1-3 Program enroll at the College. Mr. Andriatch stated that the early college preparation program that he discussed in the presentation is a partnership with Greece Olympia, MCC and the College where students in grades 9-11 and adding grade 12 in the future, participate in this program. There is a total of 120-160 students in the program. It breaks down to be about 30-40 students a year in the program. The hope is that the students will enroll at the College because they have already taken Brockport courses. Dr. Kelly stated that this program has more incentive and structure, so that by the time that the students graduate from high school, they will have completed two years' worth of college credits. The idea is that this program will be more appealing and would generate more matriculation. Dr. Daniel added that this program is a grant-based program so that students do not pay tuition, where with the 3-1-3 Program the students pay tuition. Ms. Riotto added that this is a grant that Greece Olympia holds and applied for. Mr. Andriatch added that this is a pilot program and if it works, the idea is that other schools will follow and apply for the grant to have similar programs.
- The question was raised if there is any way to measure how many students who complete internships in the community are then employed in the community. Mr. Andriatch stated there is a survey that Career Services partners with Alumni to complete that can obtain that information. We do not currently measure that right now, but we could. Dr. Hernandez stated that the difficulty is that once a student graduates, we cannot obtain information from New York State regarding that student. Dr. Peterson stated that she obtains the information herself from students.

Dr. Hernandez stated that it is possible but the difficulty is once students move on from positions, there is not any guarantee that we will know that.

**Goal Group 3: To be a Sustainable Institution for the 21<sup>st</sup> Century Presentation – Mr. Jim Wall, Vice President for Administration and Finance**

*(Note: Presentation is available on Blackboard)*

The following questions and discussion points occurred during the presentation:

- The question was raised how often are we able to complete the Sustainability Tracking, Assessment and Rating System (STARS) rating. Dr. Ross stated that it can be done annually but as a committee, we will discuss our options and try to get it in one more time before the Strategic Plan ends, so we would be looking at completing another one in 2021. There were some little items we missed last time that we could have scored higher on and possibly achieved a gold rating instead of silver. Next time we will have more knowledge and the goal would be to achieve the gold rating.
- The question was raised regarding what MCM stood for. Mr. Wall stated that it stands for Minor Critical Maintenance.
- The question was raised if the funds that are in BASC custody are counted toward the College's total reserve amount. Mr. Wall stated that those funds are counted into the total amount of reserve funding.
- The question was raised how the measurement for research is captured. Mr. Wall stated that this is where the consulting firm will come in and review the detail because there are many subcategories behind this. Dr. Maliekal stated that this relates to the number of research projects that faculty and students are working on that have to do with environmental sustainability.
- The question was raised regarding the status of Morgan Hall. Mr. Wall stated that we have a plan in place that Graduate Studies will be moving over to Rakov and Career Studies will be moving over to Dailey. Once we get the Advancement group back into Allen, then the other moves can take place. In addition, we have to complete safety measures to shut down heat and electric. The goal is to knock the building down next summer or when we start the North Campus Construction Project. The original goal is for the area to become green space. Dr. Copelton asked if we know how much funding this will save. Mr. Wall stated that we are not aware right now because that building is now on an old heating system but once we have updated energy saving information; it can be shared with the committee.

**Discussion and Vote on Budget Prioritization Request 1.8 (Diversity Recruit and Retention Specialist)**

After the brief review of the job description and discussion from the last meeting, members agreed to vote on the endorsement of recommending this budget prioritization request. The following results are from the present voting members:

**Endorse – 12**

**Not Endorse – 0**

**Abstain - 3**

## **Other Items from the Committee**

Dr. Copelton reminded committee members that the committee will review, discuss and complete endorsement votes regarding the rest of the budget prioritization requests at our next meeting. This is completed after the 5-Year Financial Model update so that we will be better informed to make our recommendations.

The meeting was adjourned at 9:30 a.m.

Next Meeting: October 24, 2019; 8:30-10:30 a.m.

DC/JW/mw