



**Board Members:**

**Adebodun Ademoyo, Roxann Buck, Elizabeth Burns, Judy Davison, Arthur Kuckes, Matt McSherry, Schelley Michell-Nunn, Raymond Schlather, Bruce Tytler**

**February 18, 2021**

**Board of Trustees Meeting**

**Open Session @ 6:00 p.m.**

<https://us02web.zoom.us/j/88936897740?pwd=TKl5TEtBYytqWDVsQ2RKdkxFYVRxQT09>

**Agenda**

1. Call to Order
2. Roll Call
3. Welcome Guests
4. Approval of Agenda
5. Public Comment\*\*
6. Approval of January 21, 2021 Regular Meeting Minutes
7. Communications
8. Presentations: Applied Learning
9. Information Items:
  - a. Human Resources Updates
10. CFO/Treasurer's Report
11. Consent Agenda (Action Items):
  - a. Appointment of Personnel
12. Standing Reports:
  - a. Provost & Vice President of Academic Affairs
  - b. Vice President of Student Affairs/Faculty Student Association
  - c. Associate Vice President of Student Services/Senior Diversity Officer
  - d. Associate Vice President of College Relations
  - e. Chief Information Officer (CIO)
  - f. College Senate
  - g. Tompkins Cortland CC Foundation, Inc.
  - h. Chairperson's Report
  - i. Liaison Report – Cortland County
  - j. Liaison Report – Tompkins County
  - k. Student Trustee Report
  - l. President's Report – Will be added
13. Upcoming Events
14. Adjournment

***\*\*Public Comment: Provision is made at this point in the agenda for citizens of the College community to make comments regarding any agenda item to be discussed at that meeting. Citizens will not be recognized at any other time except at the request of the Chairperson after approval for such recognition by a unanimous vote of the Trustees in attendance. No person, not a member of the Board, shall speak for more than five (5) minutes without specific approval of a majority of the Trustees. The minutes shall show that privilege of the floor was granted and shall include a brief statement of the subject matter presented.***

**TOMPKINS CORTLAND COMMUNITY  
COLLEGE BOARD OF TRUSTEES  
Regular Board Meeting  
January 21, 2021  
Executive Session 5:00 p.m.  
Open Session ~6:00 p.m.  
Via Zoom Due to COVID 19**

**PRESENT:** Adebodun Ademoyo, Elizabeth Burns, Roxann Buck, Judy Davison, Matt McSherry, Schelley Michell-Nunn, Raymond Schlather, Bruce Tytler

**EXCUSED:** Arthur Kuckes

**COUNTY,  
LIAISONS:** Kevin Fitch, Michael Lane

**STAFF:** Jan Brhel, Katrina Campbell, Bryan Chambala, Sharon Clark, Kerry Curran, Tim Densmore, Alexis Dengel, David Flaten, Julie Gerg, Amber Gilewski, Darlene Gold, Henry Granison, LaSonya Griggs, Matty Hamel, TJM, Anndrea Mathers, Greg McCalley, Kathleen McConnell, Deb Mohlenhoff, Orinthia Montague, moh8E3RxU, Angela Palumbo, Paul Reifeneiser, Bob Sarachan, Christine Shanks, Mary Sheldon Sue Stafford, Bill Talbot, Malvika Talwar, Seth Thompson, John Troyer, Patty Tvaroha, Susanna Van Sant, Peter Voorhees, Jonathan Walz-Koepfel, Carrie Whitmore, Lucy Yang

**GUESTS:** None

1. **Call to Order:** The meeting was called to order at 5:06 p.m. by Chair Schlather.
2. **Roll Call:** Ms. Brhel called the roll.
3. **Executive Session (to discuss a personnel issue – no action to be taken) –** It was determined that there was quorum. Mr. Tytler moved that the meeting convene in executive session at 5:07 p.m. for discussion of a personnel issue, with no action to be taken; seconded by Ms. Davison. Orinthia Montague, Sharon Clark and Bill Talbot were invited.

Motion to go back into open session moved by Mr. McSherry seconded by Mr. Ademoyo; approved unanimously at 5:40 p.m.

The meeting reconvened in open session at 6:00 p.m.

4. **Welcome Guests:** Chair Schlather welcomed the large contingent of faculty and staff who were in attendance for this meeting.
5. **Approval of Agenda:** Ms. Davison moved that the agenda be approved; seconded by Ms. Burns; motion carried unanimously.

**6. Public Comment:** None

**7. Approval of Minutes – Regular Meeting December 3, 2020:** Mr. Tytler moved that the minutes of the December 3, 2020, Regular meeting be approved as presented; seconded by Ms. Davison; motion approved unanimously.

**8. Communications:** None

**9. Presentations (routine, periodic reports or special topics of interest to the Board of Trustees):** Professor Matty Hamel and Associate Professor Anndrea Mathers reviewed the Introduction, Chapters 1& 2, and the Conclusion of the book, Redesigning America's Community Colleges. A PowerPoint presentation is attached to these minutes. This part of the meeting was recorded and will be sent to all Board members. Chair Schlather thanked them for their clear and educational presentation. Chair Schlather asked about Vertical integration. Brent Doane with College Now is a part of Guided Pathways. It was noted that this needs to start before they arrive on campus. Professor Sue Stafford explained we have a vibrant high school cohort that works with us. Career Day is another example of how this helps. Micro credentials will help students reach goals and give them smaller successes as a potential building block to an Associate's degree or getting a better starting point in the workforce. This part of the meeting was also recorded and will be sent to the BOT members. Workforce Development Grant is a part of this. The College should be looking at a holistic system. We need to look at allocation of more dollars in the up-front advisement. It was noted that we as a college are working on the hand-off from the initial advisement to the next step. Mike Lane inquired about how we help the students who need remedial classes started? Associate Professor Anndrea Mathers explained how there are Co-curricular course (098-100). The College strives to make sure students are placed correctly. One of the main goals of Guided Pathways is to get students through these remedial courses/co-requisite classes in the first year. Chair Schlather asked if there are there specific things the BOT can do to help. Answers included: Advocate for more funding. Any kind of support would be appreciated. Lobbying on behalf of the college. Board members then said to hold them accountable in BOT meetings and make sure this stays a point of discussion/sharing of information moving forward. (PowerPoint attached to these minutes and recording of this section will be saved.)

**10. Information Items:**

**a. Human Resources Updates –** No discussion.

**11. Interim CFO Report –** Written report provided. Mr. Talbot stated we need look at our ability to show commuters that this is the right time to come to TC3. This will take time and the College will need to make multiple impressions on the students. Is there a better way to follow-up with those people who express interest? We need to be creative in how we get them to commit and "lock them in as incoming students." The College should also creatively look at new partnerships with the counties to help their constituents see coming here more effectively. The College should look at the business plan and the market plan and build a budget from there. Ms. Buck stated that the Workforce Office invites people to come in and look at what opportunities TC3 has to offer.

12. **Consent Agenda (Action Items):** Mr. Tytler moved that the Consent Agenda be approved as submitted; seconded by Mr. McSherry; the motion was called and carried unanimously.
  - a. **Capital Payments** – No discussion
  - b. **Appointment of Personnel** – No discussion.
  
13. **Standing Reports:**
  - a. **Provost & Vice President of Academic Affairs** – Written Report provided.
  - b. **Vice President of Student Affairs & Faculty Student Association** – Written report provided. Mr. McCalley stated that the current numbers are a decrease of 26%. The College is seeing increases in new students both full-time and part-time but down by 29% in returning students. 380 students who are not enrolled from the fall may be due to being academically suspended and/or probation; some have financial holds. Retention rate is better for students who live on campus. Part-time retention doing better than full-time. Malvika Talwar gave a break down by county group noting that sponsor counties only a 4% decline. Commuter students' retention is lower than residential. Recruitment was done virtually and it was worth the time/energy/cost put in by the staff.
  - c. **Associate VP Student Services and Chief Diversity Officer** – Written Report provided.
  - d. **Associate VP for College Relations** – Written report provided. Ms. Mohlenhoff talked about workforce and how we have a stronger relationship with both counties. BIZ will be doing a presentation in February at the BOT meeting. A grant approval was specifically for applied learning and the coordinator brought in is in the process of looking at where we are and what we need. We have a "pod" agreement in place with Tompkins County for a vaccination site but they aren't opening any pods at this point. We may be a key player when there are more abundant doses. Our nursing students are helping in both counties. We will put a message out to the communities as public relations information for the school.
  - e. **College Senate** – Written Report provided.
  - f. **Tompkins Cortland Community College Foundation, Inc.** – Written report provided. Foundation struggling with the same issues as the College. 100% of BOT members gave to this year's fundraising request. Foundation Board will challenge the BOT to see who reaches 100% first.
  - g. **Chairperson's Report** – Chairman Schlather had no additional information.
  - h. **Liaison Report (Cortland County)** – No report
  - i. **Liaison Report (Tompkins County)** – Mr. Lane reported TC has reorganized this year and noted the many changes in personnel in Tompkins County Administration/Legislation. Tompkins County is a leader in vaccines and also the COVID testings.
  - j. **Student Trustee's Report** – No written report given. Mr. Ademoyo asked how the College can improve on the campus cleanliness/beautification, especially with regard to the residential halls. President Montague said students can reach out to Bill Talbot and/or Greg McCalley. Students are responsible for their rooms but we can work with them. Ms. Brhel will set up a meeting with Mr. Ademoyo, Bill Talbot and Greg McCalley. Parking lot spaces can't be seen/need to be restriped but with the snow it can be put on the work orders for the spring.

- k. President's Report** – Written report given. President Montague spoke regarding the supplemental funding from the CARES funds but the College needs to wait for further guidance from SUNY on how we can use it. She noted that TC3 Guided Pathways is also a workforce pathway. Without having to go through State Ed. we can get these pathways done quicker. Governor's budget decreased the childcare funding. We need the nuts and bolts of the Governor's budget as we plan financially moving forward. President Montague noted that she can't stress enough the need to keep the faculty in the classroom and perhaps a need to look at new methods of advising. She has been participating in webinars with AACC.
- 14. Upcoming Events** – Welcome Back Zoom Meeting for faculty and staff – January 25, 2021; Next Board of Trustees Meeting – February 11, 2021
- 15. Adjournment:** Ms. Buck moved that the meeting be adjourned; seconded by Mr. Tytler; motion carried unanimously. The meeting adjourned at 7:58 p.m.

Respectfully submitted,

Jan Brhel  
Clerk of the Board of Trustees

# VISION & MISSION

To propose a new, dynamic operation (structure, staffing, policies, services, programming, etc.) that facilitates **career readiness for all TC3 students** through the coordination of inclusive, accessible:

- career education,
- professional development opportunities,
- applied learning, and
- community/employer/alumni collaborations.

*+ Career Readiness  
+ Workforce Development*



# THEME/KEY FINDING

- **Prioritizing career preparation at TC3 is a key tool for:**
  - Students' career satisfaction
  - Positive graduation outcomes
  - Workforce development
  - Economic recovery
  - Recruitment
  - Retention

*Win-Win-Win*

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# NEEDS & OPPORTUNITIES

- Centralized operation to implement the vision & mission
- Utilize technology to streamline opportunities & information to facilitate professional connections & increase DEI
- Build relationships with alumni & employers to facilitate opportunities & connections
- Streamline processes & communications to increase efficiencies, opportunities, and DEI
- Collect & share meaningful data

*(Education + Connections + Experience) (Equitable)*  
*= Value-Add*



# CURRENT TOP RECOMMENDATIONS

- Purchase a **Career Services Management (CSM)** tool that connects students/alumni to employers and opportunities
- Implement **NACE Professional Standards** for University Relations and Recruiting & source **career resources for underrepresented populations**
- Connect **NACE Career Readiness Core Competencies** to career programming, services, & SLOs; academics & applied learning; BIZ offerings; academic advising; & co-curricular transcripts
- **Collect and use data** on student career readiness, career program & service impact, applied learning, & graduate outcomes to demonstrate TC3's value-add
- **Hire staff solely dedicated** to facilitate workforce and alumni connections, cultivate applied learning & professional development opportunities, and provide career education

*(Education + Connections + Experience) (Equitable) = Value-Add*



# NEXT STEPS

## Phase 1: **Internal Assessment** (Fall 2020 – Spring 2021)

- Student, staff, faculty surveys/focus groups/interviews

## Phase 2: **Best Practices** (Ongoing)

- Interviews, online research, webinars, conferences, and data collection

## Phase 3: **The Workforce Connection** (Spring 2021)

- Job market analysis and employer needs study

## Phase 4: **Training** (Spring – Summer 2021)

- Offer training to staff and faculty on career development topics, & recruiter relations standards for those who work with employers

## Phase 5: **Synergize** (Fall 2021)

- Synergize data to develop a comprehensive, customized, informed proposal for a new career preparation structure at TC3



TOMPKINS CORTLAND COMMUNITY COLLEGE

Human Resources Updates - Status of Open Positions

as of January 29, 2021

**UNCLASSIFIED STAFF**

POSITION	DESIRED EMPLOYMENT DATE	ADVERTISED	APPLICATION DEADLINE	CURRENT STATUS
None.				

**CLASSIFIED STAFF**

POSITION	DEPARTMENT	DESIRED EMPLOYMENT DATE	CURRENT STATUS
Administrative Assistant	Provost Office	February 18, 2021	Accepting Applications
Campus Peace Officer (Part-time Permanent)	Campus Police	ASAP	Reviewing Applications
Secretary (.40 FTE, 2-Year Grant Funded)	School Food Grant	ASAP	Accepting Applications

**FACULTY STUDENT ASSOCIATION**

POSITION	DEPARTMENT	DESIRED EMPLOYMENT DATE	CURRENT STATUS
Assistant Coach, Men's Soccer	Athletics & Recreation	January 2021	Hired: Philip "James" Phillips (2/1/21)
Lifeguard	Athletics & Recreation	February 2021	Accepting Applications; Continuous Recruitment
Graduate Assistant	Residence Life/Student Center	February 2021	Accepting Applications; Continuous Recruitment
Substitute Teacher	Childcare	February 2021	Accepting Applications; Continuous Recruitment
Kitchen Assistant	Childcare	January 2021	Hired: Brooke Sweeney (2/1/21)
Campus Card Services Office Assistant	Campus Technology	January 2021	Hired: Jessica Lafever (1/25/21)

**BISTRO**

<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DESIRED EMPLOYMENT DATE</u>	<u>CURRENT STATUS</u>
Banquet Server	TC3 Bistro	February 2021	Accepting Applications
Banquet Bartender	TC3 Bistro	February 2021	Accepting Applications
Banquet Supervisor	TC3 Bistro	February 2021	Accepting Applications
Bartender	TC3 Bistro	February 2021	Accepting Applications
Busser/Food Runner	TC3 Bistro	February 2021	Accepting Applications
Dishwasher	TC3 Bistro	February 2021	Accepting Applications
Line Cook	TC3 Bistro	February 2021	Accepting Applications
Server	TC3 Bistro	February 2021	Accepting Applications
Host/Hostess	TC3 Bistro	February 2021	Accepting Applications

TOMPKINS CORTLAND COMMUNITY COLLEGE

Human Resources Updates  
Status of Grievances  
as of January 29, 2021

**COMPLAINANT**

**SUBJECT**

**DISPOSITION**

None.

**FACULTY ASSOC.**

Faculty Association and Robert Sarachan	Article XIX, Paragraph 19.4 Failure to issue Fall 2020 Chair contracts in a timely manner.
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Faculty Association On behalf of Priscilla Burke	Article 15 Reductions in Staff- Dismissal
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**PAA**

None.

**TC3 ADJUNCT ASSOC.**

None.

## VP of Finance & Administrations Report: February 18, 2021

### **January Preliminary Close (% of Yearly Budget Recognized/Expended):**

Revenues as a % of budget is 55.5% compared to prior year's (PY) 67.8%, representing a \$4.2M shortfall. While large, all but about \$.5M is a timing issue. The State's \$2.0M payment due in December will not be paid out until February. Charges to other counties represents \$.7M, mostly due to the SUNY setting the Chargeback Rate lower in alignment with their requirement to file a College Budget assuming no State cuts. There is approximately \$.9M associated with a timing issue with the billing of concurrent students.

Expenses are favorable to budget by \$2.5M as compared to PY. They are attributable to three areas: 1) Temporary natural savings associated with being predominately remote (e.g., less need for student workers, printing, and travel), 2) Temporary reductions by suspending position backfills, minimizing of overtime, reducing the number of classes, and the waiving of the December Health Care Consortium payment, and 3) Purposeful delay in payments to conserve cash (e.g., Solar Payments, Insurance).

### **Our Introduction of New Financial Analysis:**

The College has always created a yearly budget and reported each month's expenditures as a percent of total year's budget. While this has always provided a relative picture when comparing to PY, this reporting method requires some level of consistency in booking revenues and expenses within the same months year after year. Because we use a Fund Accounting methodology the timing of receipts and payments can create havoc when analyzing monthly results. In our current environment we are experiencing material delays in what would be recognized as revenue while accelerating others to maintain minimum cash levels. Expenses naturally decline in a remote environment but will resume once we return to face-to-face classes. All can mislead the College in its financial assessment.

While we will continue to report as we have above, we will be adding new financial analysis that starts with breaking out the yearly budget into a monthly budget. This will allow us a new view and one that can lead to a monthly forecast in which we can account for the differences in timing issues versus real expected favorable/unfavorable outcomes. This new methodology will improve our forecasting our end-of-year (EOY) results and cash flow. While new for the College I believe with a few months of practical use we will become much more reliant on this "Variance to Monthly Budget" analysis.

As an example, last year Spring Non-Residential Revenues were booked in November at \$.7M because we did not have all the Certificate of Residencies collected (this is normal). By the end of the year we netted \$.2M, so over the year we reversed \$.5M in revenue. That is a material change in revenue.

### **2020-21 End-of-Year (EOY) Forecast using the "Variance to Monthly Budget"**

Revenues are projected to come in \$3.2M unfavorable to budget (+-\$0.5M) while Expenses are projected at \$2.4M favorable to budget (+-\$0.5M). This would leave us with \$.8M deficit, requiring a further draw on Fund Balance. However, this does exclude any favorable outcomes from the State Budget passing, in which we calculate we would realize approximately \$1.5M net incremental revenues. In addition, we have not included any benefits of the CRRSA grant with \$3.3M available in institutional funds. While this may appear to be a windfall, it would be premature to begin allocating these funds until we can complete this year's multi-year Business/Marketing/Budget Planning Cycle over the next 3 three months. Once we have access to CRSSA, we should have adequate cash through the summer. I believe we are at turning point and can close our COVID related financial crisis chapter. I thank each and every College student, employee, TC3 Board member, SUNY staff, Tompkins and Cortland County Legislator and their constituents for their support over these past 11 months. We made it through stronger!

## **2021-22 Budget Process**

As we close one very hard chapter, we begin a new and exciting chapter, “How to realign to market needs and opportunities.” Rather than downsizing/streamlining the business, we are working now to grow the business by serving new clients with new products and services while improving our delivery in existing markets. Rather than creating a budget based on past information we will be developing very simplistic business plans around specific market segments. Once completed, Market, Communication and Enrollment plans will be developed that align with the Academic and Strategic plans. From this, the 2021-22 Budget will be created with a 2-year look forward to ensure sustainability.

Since we are discussing a changes in our business model, including an expansion of Workforce Development, we may require a realignment of existing and/or access to new resources. We have asked our two Sponsoring Counties to be part of the formation of these new business/marketing/budget planning process right from the start. Both Counties welcome this opportunity. We begin within the next few weeks by defining our Markets in March, creating Mini-Business and Market Plans in April, and building a preliminary Budget for May. A Master Plan comprised of facility, IT and classroom needs along with a Cash Flow will accompany the 2021-22 Budget.

TOMPKINS CORTLAND COMMUNITY COLLEGE  
 PRELIMINARY APPROPRIATIONS 2020-2021  
 FINANCIAL REPORT FOR PERIOD ENDING Sunday, January 31, 2021

	Modified Budget 2020-21	Expend to Date 2020-21	Unexpend Balance 2020-21	% Expended 2020-21	Total Exp PY 2019-20	YTD Exp PY to Date 2019-20	PY % Expended 2019-20	Fav Var (Unfav Var) to PY	% Variance to PY
<b>Forecasted Dept. Appropriations</b>									
Personal Services	16,552,997	6,693,973	(9,859,024)	40.4%	16,713,194	7,613,323	45.6%	919,350	5.5%
Equipment	48,480	725	(47,755)	1.5%	110,487	45,138	40.9%	44,413	40.2%
Contractual Expenses	4,719,482	1,665,972	(3,053,510)	35.3%	4,590,741	2,159,019	47.0%	493,047	10.7%
Employee Benefits	8,696,941	3,225,526	(5,471,415)	37.1%	8,647,339	3,793,077	43.9%	567,550	6.6%
<b>Total Forecasted Departmental Appropriations<sup>1</sup></b>	<b>30,017,900</b>	<b>11,586,196</b>	<b>(18,431,704)</b>	<b>38.6%</b>	<b>30,061,761</b>	<b>13,610,557</b>	<b>45.3%</b>	<b>2,024,361</b>	<b>14.9%</b>
	300179	2,004,502					6.7%		
<b>Scholarships &amp; Awards</b>									
Student Services		931	931	0.0%	120,938	181,508	150.1%	180,577	99.5%
Academic Support	3,694,156	1,287,374	(2,406,782)	34.8%	3,133,500	1,900,450	60.6%	613,076	32.3%
<b>Total Scholarships &amp; Awards</b>	<b>3,694,156</b>	<b>1,288,305</b>	<b>(2,405,851)</b>	<b>34.9%</b>	<b>3,254,438</b>	<b>2,081,958</b>	<b>64.0%</b>	<b>793,653</b>	<b>38.1%</b>
<b>Total Forecasted Appropriations<sup>2</sup></b>	<b>33,712,056</b>	<b>12,874,501</b>	<b>(20,837,555)</b>	<b>38.2%</b>	<b>33,316,199</b>	<b>15,692,514</b>	<b>47.1%</b>	<b>2,818,013</b>	<b>18.0%</b>
<b>Adjustments to Approved Budget</b>									
Personal Services	271,403		(271,403)	0.0%			0.0%	0	0.0%
Equipment	0		0	0.0%			0.0%	0	0.0%
Contractual Expenses	590,262		(590,262)	0.0%			0.0%	0	0.0%
Employee Benefits	(50,000)		50,000	0.0%			0.0%	0	0.0%
<b>Total Adjustments to Approved Budget<sup>3</sup> Favorable (Unfav)</b>	<b>811,665</b>	<b>0</b>	<b>(811,665)</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>
<b>Personnel</b>	<b>16,824,400</b>	<b>6,693,973</b>	<b>(10,130,427)</b>	<b>39.8%</b>	<b>16,713,194</b>	<b>7,613,323</b>	<b>45.6%</b>	<b>919,350</b>	<b>5.5%</b>
Equipment	48,480	725	(47,755)	1.5%	110,487	45,138	40.9%	44,413	40.2%
Contractual	5,309,744	1,665,972	(3,643,772)	31.4%	4,590,741	2,159,019	47.0%	493,047	10.7%
Scholarship & Awards Offset	3,694,156	1,288,305	(2,405,851)	34.9%	3,254,438	2,081,958	64.0%	793,653	24.4%
Fringe Benefit	8,646,941	3,225,526	(5,421,415)	37.3%	8,647,339	3,793,077	43.9%	567,550	6.6%
<b>Total Approved Budget Appropriations<sup>4</sup></b>	<b>34,523,721</b>	<b>12,874,501</b>	<b>(21,649,220)</b>	<b>37.3%</b>	<b>33,316,199</b>	<b>15,692,514</b>	<b>47.1%</b>	<b>2,818,013</b>	<b>18.0%</b>

**Explanation of Sub-Totals and Totals:**

1. *Total Forecasted Departmental Appropriations:* Enables an analysis of departmental operating costs.
2. *Total Forecasted Appropriations:* Forecasts the End-of-Year Appropriations for the College.
3. *Total Adjustments to Approved Budget:* Represents the forecasted adjustments to the 2020-21 Appropriations Budget. If positive, less Fund Balance is required. If negative, more Fund Balance is required.
4. *Total Approved Budget Appropriations:* This represents the Approved Budget.



TOMPKINS CORTLAND COMMUNITY COLLEGE  
 PRELIMINARY APPROPRIATIONS 2020-2021  
 FINANCIAL REPORT FOR PERIOD ENDING Sunday, January 31, 2021

	Modified Budget 2020-21	Expend to Date 2020-21	Unexpend Balance 2020-21	% Expended 2020-21	Total Exp PY 2019-20	YTD Exp PY to Date 2019-20	PY % Expended 2019-20	Fav Var (Unfav Var) to PY	% Variance to PY
<b>Instruction</b>									
Personal Services	7,910,517	3,181,379	(4,729,138)	40.2%	7,758,729	3,634,239	46.8%	452,860	12.5%
Equipment	724.75	725	0	100.0%	3958.97	4344.86	109.7%	3,620	83.3%
Contractual Expenses	1,597,035	513,895	(1,083,140)	32.2%	1,224,191	602,962	49.3%	89,067	14.8%
Employee Benefits	4,106,566	1,516,936	(2,589,630)	36.9%	3,978,978	1,795,543	45.1%	278,606	15.5%
<b>Total Instruction</b>	<b>13,614,843</b>	<b>5,212,935</b>	<b>(8,401,908)</b>	<b>38.3%</b>	<b>12,965,857</b>	<b>6,037,089</b>	<b>46.6%</b>	<b>824,154</b>	<b>13.7%</b>
<b>Public Service</b>									
Personal Services	168,000	72,448	(95,552)	43.1%	133,177	44,289	33.3%	(28,159)	-63.6%
Equipment	0	0	0	0.0%	0	0	0.0%	0	0.0%
Contractual Expenses	6550	955	(5,595)	14.6%	1,944	1,390	71.5%	435	31.3%
Employee Benefits	51,175	34,775	(16,400)	68.0%	68,484	21,935	32.0%	(12,840)	-58.5%
<b>Total Public Service</b>	<b>225,725</b>	<b>108,178</b>	<b>(117,547)</b>	<b>47.9%</b>	<b>203,604</b>	<b>67,614</b>	<b>33.2%</b>	<b>(40,564)</b>	<b>-60.0%</b>
<b>Academic Support</b>									
Personal Services	1,588,271	684,323	(903,948)	43.1%	1,641,684	698,669	42.6%	14,346	2.1%
Equipment			0	0.0%	16,158		0.0%	0	0.0%
Contractual Expenses	246,340	57,899	(188,441)	23.5%	237,264	44,942	18.9%	(12,957)	-28.8%
Employee Benefits	838,197	328,468	(509,729)	39.2%	826,366	352,291	42.6%	23,823	6.8%
<b>Total Academic Support</b>	<b>2,672,808</b>	<b>1,070,690</b>	<b>(1,602,118)</b>	<b>40.1%</b>	<b>2,721,472</b>	<b>1,095,902</b>	<b>40.3%</b>	<b>25,212</b>	<b>2.3%</b>
<b>Libraries</b>									
Personal Services	414,637	184,182	(230,455)	44.4%	435,646	193,841	44.5%	9,659	5.0%
Equipment			0	0.0%	1179.13	1179.13	100.0%	1,179	100.0%
Contractual Expenses	194,462	83,338	(111,124)	42.9%	190,166	106,790	56.2%	23,453	22.0%
Employee Benefits	212,191	88,340	(123,851)	41.6%	211,081	96,478	45.7%	8,138	8.4%
<b>Total Libraries</b>	<b>821,290</b>	<b>355,859</b>	<b>(465,431)</b>	<b>43.3%</b>	<b>838,072</b>	<b>398,288</b>	<b>47.5%</b>	<b>42,429</b>	<b>10.7%</b>
<b>Student Services</b>									
Personal Services	1,879,574	799,322	(1,080,252)	42.5%	2,313,030	1,049,796	45.4%	250,473	23.9%
Equipment			0	0.0%	1,152	1,152	100.0%	1,152	100.0%
Contractual Expenses	357,934	96,429	(261,505)	26.9%	599,474	306,102	51.1%	209,672	68.5%
Employee Benefits	1,105,783	383,170	(722,613)	34.7%	1,125,349	524,526	46.6%	141,356	26.9%
<b>Total Student Services</b>	<b>3,343,291</b>	<b>1,278,921</b>	<b>(2,064,370)</b>	<b>38.3%</b>	<b>4,039,005</b>	<b>1,881,575</b>	<b>46.6%</b>	<b>602,653</b>	<b>32.0%</b>
<b>Maintenance and Operations</b>									
Personal Services	1,441,525	596,469	(845,056)	41.4%	1,633,822	796,368	48.7%	199,899	25.1%
Equipment	24,480		(24,480)	0.0%	23,028	17,395	75.5%	17,395	100.0%
Contractual Expenses	903,038	238,237	(664,801)	26.4%	1,003,888	420,606	41.9%	182,369	43.4%
Employee Benefits	781,458	281,346	(500,112)	36.0%	987,157	402,439	40.8%	121,094	30.1%
<b>Total Maintenance and Operations</b>	<b>3,150,501</b>	<b>1,116,051</b>	<b>(2,034,450)</b>	<b>35.4%</b>	<b>3,647,896</b>	<b>1,636,808</b>	<b>44.9%</b>	<b>520,757</b>	<b>31.8%</b>
<b>Institutional Support</b>									
Personal Services	1,652,591	572,555	(1,080,036)	34.6%	1,212,798	520,395	42.9%	(52,160)	-10.0%
Contractual Expenses	439,963	112,237	(327,726)	25.5%	418,224	187,650	44.9%	75,413	40.2%
Employee Benefits	805,637	306,548	(499,089)	38.1%	623,656	260,327	41.7%	(46,221)	(17.8%)
<b>Total Institutional Support</b>	<b>2,898,191</b>	<b>991,339</b>	<b>(1,906,852)</b>	<b>34.2%</b>	<b>2,254,678</b>	<b>968,372</b>	<b>42.9%</b>	<b>(22,968)</b>	<b>(2.4%)</b>
<b>General Institutional Services</b>									
Personal Services	1,497,882	603,295	(894,587)	40.3%	1,584,307	675,727	42.7%	72,432	10.7%
Equipment	23,275		(23,275)	0.0%	65,011	21,067	32.4%	21,067	100.0%
Contractual Expenses	974,160	562,984	(411,176)	57.8%	915,591	488,577	53.4%	(74,406)	(15.2%)
Employee Benefits	795,934	285,943	(509,991)	35.9%	826,267	339,538	41.1%	53,595	15.8%
<b>Total General Institutional Services</b>	<b>3,291,251</b>	<b>1,452,222</b>	<b>(1,839,029)</b>	<b>44.1%</b>	<b>3,391,176</b>	<b>1,524,909</b>	<b>45.0%</b>	<b>72,687</b>	<b>4.8%</b>
<b>Total Forecasted Departmental Appropriations<sup>1</sup></b>	<b>30,017,900</b>	<b>11,586,196</b>	<b>(18,431,704)</b>	<b>38.6%</b>	<b>30,061,761</b>	<b>13,610,557</b>	<b>45.3%</b>	<b>2,024,361</b>	<b>6.7%</b>

2019-2020 APPROPRIATIONS  
 SCHEDULE OF EMPLOYEE BENEFITS  
 Year-To-Date Through Sunday, January 31, 2021

	2020-21 Mod Budget	2020-21 Actual	2020-21 Unexpended Balance	2020-21 % Unexpended	2019-20 Total Exp PY	2019-20 PY to Date	2019-20 PY % Expended	Variance CY to PY Fav(Unfav)	% Variance CY to PY Fav(Unfav)
Retirement Incentive Costs	183,095	134,750	(48,345)	73.6%	401,467	457,888	114.1%	323,138	70.6%
HRA Retiree Benefits		47,331	47,331	0.0%	101,940	57,534	56.4%	10,203	17.7%
State Employee's Retirement	980,000	422,817	(557,183)	43.1%	983,773	466,046	47.4%	43,230	9.3%
State Teacher's Retirement	280,000	69,388	(210,612)	24.8%	126,976	82,027	64.6%	12,639	15.4%
Optional Retirement Fund	920,000	366,508	(553,492)	39.8%	882,011	380,044	43.1%	13,536	3.6%
Social Security	1,318,524	510,715	(807,809)	38.7%	1,301,322	595,466	45.8%	84,752	14.2%
Worker's Compensation	136,000	46,299	(89,701)	34.0%	103,137	70,483	68.3%	24,184	34.3%
Executive Benefits	25,000	29,651	4,651	118.6%	37,674	29,720	78.9%	69	0.2%
Disability Insurance	11,500	3,833	(7,667)	33.3%	9,680	4,115	42.5%	282	6.9%
Hospital and Medical Insurance	2,987,697	945,549	(2,042,148)	31.6%	2,838,714	1,210,635	42.6%	265,087	21.9%
Post Retirement Health Insurance	1,576,625	480,000	(1,096,625)	30.4%	1,396,437	610,000	43.7%	130,000	21.3%
Employee Tuition Benefits	108,500	76,613	(31,888)	70.6%	122,098	100,610	82.4%	23,998	23.9%
Life Insurance	10,000	2,083	(7,917)	20.8%	8,367	3,468	41.4%	1,384	39.9%
Vacation Benefits	120,000	40,000	(80,000)	33.3%	292,436	25,000	8.5%	(15,000)	(60.0%)
Miscellaneous		125	125	0.0%	4,150	3,350	80.7%	3,225	96.3%
Unemployment Insurance	40,000	15,000	(25,000)	37.5%	18,866	15,338	81.3%	338	2.2%
<b>Total Employee Benefits</b>	<b>8,696,941</b>	<b>3,190,661</b>	<b>(5,506,280)</b>	<b>36.7%</b>	<b>8,629,049</b>	<b>4,111,724</b>	<b>47.6%</b>	<b>921,064</b>	<b>22.4%</b>

TOMPkins CORTLAND COMMUNITY COLLEGE  
 YTD REVENUE 2019-2020  
 Sunday, January 31, 2021

	Modified Budget 2020-21	Revenues to Date 2020-21	Unrealized Balance 2020-21	% Realized 2020-21	Total Rev PY 2019-20	YTD Rev PY 2019-20	PY % Realized 2019-20	Fav Var (Unfav Var) to PY	% Variance to PY
<b>Tuition</b>									
Fall & Spring	11,408,279	8,113,631	3,294,648	71.1%	11,225,604	10,395,672	92.6%	(2,282,041)	-22.0%
Winter	264,680	204,000	60,680	77.1%	130,570	133,570	102.3%	70,430	52.7%
Summer	924,819	(1,645)	926,464	-0.2%	582,038		0.0%	(1,645)	0.0%
Nonresident Tuition	893,947	1,171,492	(277,545)	131.0%	605,886	1,235,303	203.9%	(63,810)	-5.2%
Student Fee Revenue	1,177,727	933,741	243,986	79.3%	1,078,264	1,046,661	97.1%	(112,920)	-10.8%
<b>Total Tuition</b>	<b>14,669,452</b>	<b>10,421,219</b>	<b>4,248,233</b>	<b>71.0%</b>	<b>13,622,362</b>	<b>12,811,205</b>	<b>94.0%</b>	<b>(2,389,987)</b>	<b>-18.7%</b>
<b>Government Appropriations</b>									
New York State	8,045,648	2,016,939	6,028,709	25.1%	9,906,511	5,210,208	52.6%	(3,193,269)	-61.3%
Local Sponsors	4,882,882	3,979,549	903,333	81.5%	4,882,882	2,441,441	50.0%	1,538,108	63.0%
Appropriated Cash Surplus	1,011,667	1,011,667	0	100.0%	500,000	500,000	100.0%	511,667	102.3%
Charges to Other Counties	5,325,272	1,558,348	3,766,924	29.3%	4,686,054	1,967,877	42.0%	(409,529)	-20.8%
Board Designated Reserves			0	0.0%	61,872	61,872	100.0%	(61,872)	-100.0%
<b>Total Govt Appropriations</b>	<b>19,265,469</b>	<b>8,566,503</b>	<b>10,698,966</b>	<b>44.5%</b>	<b>20,037,319</b>	<b>10,181,398</b>	<b>50.8%</b>	<b>(1,614,895)</b>	<b>-15.9%</b>
<b>Other Revenues</b>									
Service Fees	98,800	41,074	57,726	41.6%	133,317	56,575	42.4%	(15,501)	-27.4%
Interest Earnings	4,000	2,524	1,476	63.1%	4,766	1,959	41.1%	565	28.8%
Rental of Real Property	27,000	900	26,100	3.3%	19,214	20,314	105.7%	(19,414)	-95.6%
Contract Courses	97,000	56,223	40,777	58.0%	31,852	57,259	179.8%	(1,036)	-1.8%
Noncredit Tuition	143,000	23,422	119,578	16.4%	113,103	73,566	65.0%	(50,144)	-68.2%
Grant Offsets	165,000	38,046	126,954	23.1%	185,218	43,398	23.4%	(5,351)	-12.3%
Unclassified Revenues	54,000	18,320	35,680	33.9%	192,485	32,884	17.1%	(14,564)	-44.3%
<b>Total Other Revenues</b>	<b>588,800</b>	<b>180,509</b>	<b>408,291</b>	<b>30.7%</b>	<b>679,955</b>	<b>285,955</b>	<b>42.1%</b>	<b>(105,446)</b>	<b>-36.9%</b>
<b>TOTAL REVENUES</b>	<b>34,523,721</b>	<b>19,168,231</b>	<b>15,355,490</b>	<b>55.5%</b>	<b>34,339,636</b>	<b>23,278,558</b>	<b>67.8%</b>	<b>(4,110,327)</b>	<b>-17.7%</b>
<b>Student Revenue</b>									
Student Revenue	13,775,505	9,249,726	4,525,779	67.1%	13,016,476	11,575,903	88.9%	(2,326,177)	-20.1%
State Revenue	8,045,648	2,016,939	6,028,709	25.1%	9,906,511	5,210,208	52.6%	(3,193,269)	-61.3%
Local Revenue	11,690,901	6,889,899	4,801,002	58.9%	10,854,776	5,930,575	54.6%	959,323	16.2%
Use of Fund Balance	1,011,667	1,011,667	0	100.0%	561,872	561,872	100.0%	449,795	80.1%
	345237.21	4235117.1		12.3%					
	53252.72	677964.17		12.7%					

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2020-2021-12**

**APPOINTMENT OF PERSONNEL**

**WHEREAS**, The Department of Human Resources has confirmed that each of the individuals identified on the attached list possesses credentials necessary for the appointments indicated, and

**WHEREAS**, it also has been confirmed that each of the listed individuals has accepted all requisite conditions for appointment, and

**WHEREAS**, each of the listed individuals also has been recommended for his or her appointment by the President, be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College hereby appoints the individuals listed on the attachment.

**STATE OF NEW YORK:**                   **I, JAN BRHEL, CLERK** of the Board of  
  **SS:** Trustees of Tompkins Cortland Community College,  
**COUNTY OF TOMPKINS:**           **DO HEREBY CERTIFY** the foregoing resolution is  
  a true copy of a resolution duly adopted by the Board of  
Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the  
18<sup>th</sup> day of February 2021, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 18<sup>th</sup> day of February 2021.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**Appointment of Personnel**  
**Friday, January 29, 2021**  
**Presented to the Board of Trustees**

Employee	Department	Title/Rank	Salary	Employment Dates
<b>January</b>				
Webb, Marilyn	Adjunct Library Assistant	Adjunct	\$6,720.00	1/4/2021 To 5/31/2021
Banks, Paula	Course cancellation less than one week before start - BUAD241-M01	Adjunct	\$150.00	1/21/2021
Gray, Amanda	Professional Tutor	Adjunct	\$10,936.64	1/21/2021 To 5/14/2021
Montgomery, Ashley	Professional Tutor	Adjunct	\$10,253.10	1/21/2021 To 5/14/2021
Donohue, Kathryn	Strong Start to Finish professional development for Developmental ENGL faculty	Adjunct	\$75.00	1/22/2021
Potter, Kristi	Strong Start to Finish professional development for Developmental ENGL faculty	Adjunct	\$75.00	1/22/2021
Tambascio, Theresa	Strong Start to Finish professional development for Developmental ENGL faculty	Adjunct	\$75.00	1/22/2021
Weed, Steve	Strong Start to Finish professional development for Developmental ENGL faculty	Adjunct	\$75.00	1/22/2021
Wolff, Sarah	Strong Start to Finish professional development for Developmental ENGL faculty	Adjunct	\$75.00	1/22/2021
Asta, Tazio	Para-Professional Tutor	Adjunct	\$3,783.00	1/25/2021 To 5/14/2021
Biata, Alainna	Para-Professional Tutor	Adjunct	\$2,910.00	1/25/2021 To 5/14/2021
DeGaetano, Margaret	Professional Tutor	Adjunct	\$13,373.10	1/25/2021 To 5/14/2021
Grossman, Rick	Learning Specialist	Adjunct	\$3,600.45	1/25/2021 To 5/14/2021
Hammond, Marli	Para-Professional Tutor	Adjunct	\$3,783.00	1/25/2021 To 5/14/2021
Haupt, Michael	Para-Professional Tutor	Adjunct	\$2,910.00	1/25/2021 To 5/14/2021
Kelley, Christine	Para-Professional Tutor	Adjunct	\$3,783.00	1/25/2021 To 5/14/2021
Kidder, Jennifer	Professional Tutor	Adjunct	\$3,086.10	1/25/2021 To 5/14/2021
Lyon, Crystal	Professional Tutor	Adjunct	\$6,300.00	1/25/2021 To 5/14/2021
Miranda, Tracy	Para-Professional Tutor	Adjunct	\$6,111.00	1/25/2021 To 5/14/2021
Mucaria, Maria	Access & Equity Adjunct/Professional Tutor	Adjunct	\$9,385.53	1/25/2021 To 5/21/2021
Sabol, Zenta	Professional Tutor	Adjunct	\$4,886.33	1/25/2021 To 5/14/2021
Snyder, Emily	Para-Professional Tutor	Adjunct	\$6,111.00	1/25/2021 To 5/14/2021
Srikrishna, Pinyaphat	Professional Tutor	Adjunct	\$8,281.35	1/25/2021 To 5/14/2021
Weaver, Bobbie	Professional Tutor	Adjunct	\$8,281.35	1/25/2021 To 5/14/2021
Zerilli, Gelsomina	Para-Professional Tutor	Adjunct	\$2,910.00	1/25/2021 To 5/14/2021
Evans, Christine	Course cancellation less than one week before start - SPAN102-M01	Adjunct	\$150.00	1/26/2021
Zaia, Heather	Course cancellation less than one week before start - ENGL101-M02	Adjunct	\$150.00	1/26/2021
Abshire, Christian	BIOL131 HY50BIOL132 ME50	Adjunct	\$9,660.00	1/27/2021 To 5/14/2021
Ahmed, Ahmed	CHEM107 ME50	Adjunct	\$5,400.00	1/27/2021 To 5/14/2021
Akbari, Parviz	CONT216 ME50	Adjunct	\$2,450.00	1/27/2021 To 5/14/2021
Almann, Nancy	BIOL114 M01BIOL132 M01	Adjunct	\$9,900.00	1/27/2021 To 5/14/2021
Altmann, Herman	BIOL102 M01BIOL102 M02	Adjunct	\$4,800.00	1/27/2021 To 5/14/2021
Anderson, Craig	CONT115 M01	Adjunct	\$2,300.00	1/27/2021 To 5/14/2021
Archer, Pamela	CAPS111 BL1CAPS121 BL2CAPS121 BL1CAPS111 BL2	Adjunct	\$5,228.16	1/27/2021 To 4/11/2021
Arnold, Melanie	COMM110 ME50COMM298 M01	Adjunct	\$5,000.40	1/27/2021 To 5/14/2021

Employee	Department	Title/Rank	Salary	Employment Dates
Aspinwall, Breck	BIOL100 BL1BIOL100 M01	Adjunct	\$7,315.00	1/27/2021 To 5/14/2021
Bechtold, Charles	ENSC137 M01MATH122 M01	Adjunct	\$5,400.00	1/27/2021 To 5/14/2021
Bennett, Chauncey	COMM227 ME50COMM235 ME50	Adjunct	\$6,860.00	1/27/2021 To 5/14/2021
Bennett, Nicholas	ENGL200 M01	Adjunct	\$2,940.00	1/27/2021 To 5/14/2021
Blackman, Patrick	CULI160 V01	Adjunct	\$3,220.00	1/27/2021 To 5/14/2021
Buchanan, Patricia	ENGL101 CE66	Adjunct	\$3,600.00	1/27/2021 To 5/14/2021
Carr, Kyle	COMM111 ME50COMM145 ME50COMM112 ME50	Adjunct	\$4,201.20	1/27/2021 To 5/14/2021
Chapman, Robert	POSC104 M01	Adjunct	\$3,600.00	1/27/2021 To 5/14/2021
Christofferson, Martin	CAPS131 BL1CAPS131 HY1	Adjunct	\$2,800.80	1/27/2021 To 3/7/2021
Christopher, Renee	BIOL202 ME50	Adjunct	\$5,145.00	1/27/2021 To 5/14/2021
Cicciarelli, Richard	BIOL101 M01BIOL101 M03BIOL101 M02	Adjunct	\$6,792.50	1/27/2021 To 5/14/2021
Coleman, Cynthia	SOCI101 BL1SOQ101 BL5	Adjunct	\$7,200.00	1/27/2021 To 5/14/2021
Coretti, Justin	Course cancellation less than one week before start - PARA206-BL1	Adjunct	\$150.00	1/27/2021
Cornish, Erin	MATH049 MLC1MATH098 MLC1MATH098 M04MATH098 M01	Adjunct	\$12,000.00	1/27/2021 To 5/14/2021
Cowan, Richard	MATH200 M03MATH200 ME50	Adjunct	\$7,200.00	1/27/2021 To 5/14/2021
DeFranco, Anthony	BUAD203 BL1BUAD203 ME50	Adjunct	\$7,200.00	1/27/2021 To 5/14/2021
DiBartolo, Debra	NURS225-M31 FLD	Adjunct	\$12,320.00	1/27/2021 To 5/14/2021
Doane, Eric	CRJU110 M01	Adjunct	\$2,940.00	1/27/2021 To 5/14/2021
Donohue, Kathryn	ENGL098 EL01ENGL101 ME50ENGL100 M01ENGL100 EL01	Adjunct	\$9,405.00	1/27/2021 To 5/14/2021
Earley, Bernard	ENGL100 BL1ENGL100 BL2	Adjunct	\$7,200.00	1/27/2021 To 5/14/2021
Eisenberg, Seth	CRJU215 BL1PARC216 BL1PARA216 BL1	Adjunct	\$3,600.00	1/27/2021 To 5/14/2021
Esworthy, Barrett	HSTY201 M02	Adjunct	\$3,600.00	1/27/2021 To 5/14/2021
Evans, Christine	ESL 120 M01SPAN101 M02	Adjunct	\$7,840.00	1/27/2021 To 5/14/2021
Falk, Laura	WINE202 V01	Adjunct	\$3,135.00	1/27/2021 To 5/14/2021
Farah, Fred	BIOL101 M02GEOL125 M01BIOL125 M01	Adjunct	\$8,700.00	1/27/2021 To 5/14/2021
Feavearyear, Jody	MATH090 M01MATH090 M02	Adjunct	\$9,600.00	1/27/2021 To 5/14/2021
Galezo, David	PHIL101 BL1	Adjunct	\$3,600.00	1/27/2021 To 5/14/2021
Gammage-Sikora, Gina	SPAN101 BL1SPAN102 BL1	Adjunct	\$7,200.00	1/27/2021 To 5/14/2021
Gilbert, Mary	ENGL102 BL1ENGL102 BL2	Adjunct	\$7,200.00	1/27/2021 To 5/14/2021
Gonzalez Suarez, Jose	CONT210 M01	Adjunct	\$4,140.00	1/27/2021 To 5/14/2021
Granison, Henry	PARA101 BL1PARC101 BL1	Adjunct	\$3,600.00	1/27/2021 To 5/14/2021
Grimm, Mark	ART 254 M01	Adjunct	\$1,960.00	1/27/2021 To 5/14/2021
Ha, Lien	DRAF118 ME50	Adjunct	\$4,441.25	1/27/2021 To 5/14/2021
Hartnett, Gerri-Ann	PSYC103 ME50	Adjunct	\$2,940.00	1/27/2021 To 5/14/2021
Hemingway Jones, Kathy	ENGL101 M10ENGL204 M01	Adjunct	\$6,720.00	1/27/2021 To 5/14/2021
Hollenbeck, Charles	ENGL101 M05	Adjunct	\$3,135.00	1/27/2021 To 5/14/2021
Iacobucci, Christine	ANTH202 M01	Adjunct	\$3,360.00	1/27/2021 To 5/14/2021
Ickes Jackson, Emily	MUSI101 M01	Adjunct	\$2,760.00	1/27/2021 To 5/14/2021
Johnson, John	COMM225 M01	Adjunct	\$1,567.50	1/27/2021 To 5/14/2021
Josef, Keith	CHEM101 HY1CHEM102 HY1	Adjunct	\$3,135.00	1/27/2021 To 5/14/2021
Kelly, Kevin	BUAD201 M01	Adjunct	\$2,940.00	1/27/2021 To 5/14/2021
Kidder, Jennifer	GEOL101 M01	Adjunct	\$4,200.00	1/27/2021 To 5/14/2021
Kobre, Michael	BIOL114 BL1BIOL131 ME50	Adjunct	\$9,900.00	1/27/2021 To 5/14/2021
LaFavor, Erik	SOCI101 CE66SOCI101 M03	Adjunct	\$5,520.00	1/27/2021 To 5/14/2021
Lee, In Shik	ART 110 M01ART 120 M02ART 114 M01	Adjunct	\$12,600.00	1/27/2021 To 5/14/2021
Lemmon, Dean	CONT208 ME50	Adjunct	\$2,760.00	1/27/2021 To 5/14/2021

Employee	Department	Title/Rank	Salary	Employment Dates
Lillard, Marketa	CHEM101 HY1CHEM102 HY1CHEM101 M02	Adjunct	\$10,080.00	1/27/2021 To 5/14/2021
Lyon, Crystal	ART 123 M01	Adjunct	\$3,430.00	1/27/2021 To 5/14/2021
Maggio, Matthew	Provide supervision to NURS120-M32 students while administering medications	Adjunct	\$1,577.40	1/27/2021 To 5/14/2021
Maltz, Allyson	Provide supervision to NURS120-M32 students while administering medications	Adjunct	\$1,577.40	1/27/2021 To 5/14/2021
Marie, Jill	ENGL102 M01ENGL103 HY1	Adjunct	\$7,200.00	1/27/2021 To 5/14/2021
Mast, Holli	MATH098 M03MATH120 ME50	Adjunct	\$7,360.00	1/27/2021 To 5/14/2021
McCabe, Thomas	ENGL101 BL1ENGL101 BL5	Adjunct	\$7,200.00	1/27/2021 To 5/14/2021
McComb, Jared	MATH200 M01MATH200 M02	Adjunct	\$5,520.00	1/27/2021 To 5/14/2021
McIntyre, David	HRMG105 HY1	Adjunct	\$1,045.00	1/27/2021 To 3/7/2021
McLane, Todd	ENVS111 M02ENVS142 F01	Adjunct	\$2,090.00	1/27/2021 To 5/14/2021
McMahon, Maria	ART 120 M01ART 122 M01	Adjunct	\$7,840.00	1/27/2021 To 5/14/2021
Millman-Brown, Randi	ART 104 M01	Adjunct	\$3,600.00	1/27/2021 To 5/14/2021
Moore, Amy	Provide supervision to NURS120-M37 students while administering medications	Adjunct	\$1,577.40	1/27/2021 To 5/14/2021
Mueller, Susan	NURS120-M34 FLD	Adjunct	\$10,780.00	1/27/2021 To 5/14/2021
Myers, Deborah	Provide supervision to NURS120-M33 students while administering medications	Adjunct	\$3,360.00	1/27/2021 To 5/14/2021
Need, Barbara	ENGL101 M01SPAN101 M01ENGL101 M03	Adjunct	\$10,080.00	1/27/2021 To 5/14/2021
Nobles, Jill	COMM140 M02COMM290 M01COMM210 M01	Adjunct	\$9,200.00	1/27/2021 To 5/14/2021
Nottelman, Andrew	Provide supervision to NURS120-M36 & NURS225-M34 students while administering medications	Adjunct	\$3,154.80	1/27/2021 To 5/14/2021
O'Connor, A.L.	PARA220 BL1PARC220 BL1	Adjunct	\$3,135.00	1/27/2021 To 5/14/2021
Opperman, William	ASL 102 M02	Adjunct	\$2,940.00	1/27/2021 To 5/14/2021
Panzer, Nina	SOCI101 BL2	Adjunct	\$3,600.00	1/27/2021 To 5/14/2021
Parks, Paul	ART 102 M01	Adjunct	\$3,600.00	1/27/2021 To 5/14/2021
Payton, L. Christine	NURS225-M35 FLD	Adjunct	\$11,495.00	1/27/2021 To 5/14/2021
Pijanowski, Gregory	ASTR101 BL1	Adjunct	\$3,360.00	1/27/2021 To 5/14/2021
Pillar, Veronica	PHSC105 ME50PHSC211 M01	Adjunct	\$8,820.00	1/27/2021 To 5/14/2021
Potter, Kristi	ENGL098 EL50ENGL100 ME50ENGL100 EL50	Adjunct	\$5,520.00	1/27/2021 To 5/14/2021
Raethka, Timothy	HLTH205 ME50	Adjunct	\$3,360.00	1/27/2021 To 5/14/2021
Read, Kira	Provide supervision to NURS120-M35 students while administering medications	Adjunct	\$1,577.40	1/27/2021 To 5/14/2021
Richards, David	COMM225 M01POSC103 M01POSC103 BL1	Adjunct	\$9,000.00	1/27/2021 To 5/14/2021
Roach, Benjamin	CULI110 V01	Adjunct	\$5,060.00	1/27/2021 To 5/14/2021
Roche Norris, Heather	NURS225-M33 FLD	Adjunct	\$10,120.00	1/27/2021 To 5/14/2021
Sabol, Zenta	ACCT102 M01ACCT120 BL1	Adjunct	\$8,400.00	1/27/2021 To 5/14/2021
Schaffer, Patricia	NURS120-M31 FLD	Adjunct	\$12,320.00	1/27/2021 To 5/14/2021
Schat, Marjolein	ENVS101 M02BIOL102 M02BIOL102 M01ENVS141 M01	Adjunct	\$11,205.60	1/27/2021 To 5/14/2021
Schmid, Joseph	ACCT205 BL1	Adjunct	\$4,800.00	1/27/2021 To 5/14/2021
Schmidt, Kurt	ENVS101 M01	Adjunct	\$3,220.00	1/27/2021 To 5/14/2021
Schultz, Benjamin	PHSC213 M01	Adjunct	\$4,410.00	1/27/2021 To 5/14/2021
Scofield, Elizabeth	NURS120-ME37 FLD	Adjunct	\$10,120.00	1/27/2021 To 5/14/2021
Sewell, Patrick	ENVS105 M01POSC107 M01ENVS107 M01	Adjunct	\$6,720.00	1/27/2021 To 5/14/2021
Seyfried, Matthew	ENGL201 CE66SPMT260 HY1	Adjunct	\$7,200.00	1/27/2021 To 5/14/2021
Sheehan, John	ANTH202 BL2HSTY111 BL1	Adjunct	\$7,200.00	1/27/2021 To 5/14/2021

Employee	Department	Title/Rank	Salary	Employment Dates
Shelton, Caitlin	Provide supervision to NURS225-M36 students while administering medications	Adjunct	\$1,577.40	1/27/2021 To 5/14/2021
Sidle, Jason	CULI270 V01HRMG206 V01	Adjunct	\$4,532.50	1/27/2021 To 5/14/2021
Snyder, Stephen	BIOL101 BL1BIOL101 BL2	Adjunct	\$8,400.00	1/27/2021 To 5/14/2021
Steenburg, Jennifer	NURS208-ME32 FLD	Adjunct	\$11,495.00	1/27/2021 To 5/14/2021
Tambascio, Theresa	ENGL098 EL04ENGL100 M04ENGL100 EL04	Adjunct	\$6,270.00	1/27/2021 To 5/14/2021
Thompson, Jacqueline	NURS120-M32 FLD	Adjunct	\$10,780.00	1/27/2021 To 5/14/2021
Timonin, Michael	HSTY202 M01	Adjunct	\$2,940.00	1/27/2021 To 5/14/2021
Tremaine, Heidi	AMENDMENT to Sp'20 BIOL119 salary agreement	Adjunct	\$485.00	1/27/2021
Tremaine, Heidi	BIOL119 M01	Adjunct	\$3,430.00	1/27/2021 To 5/14/2021
Tremaine, Heidi	AMENDMENT to Sp'19 BIOL119 salary agreement	Adjunct	\$482.50	1/27/2021
Tumolo, Samantha	Provide supervision to NURS225-31 students while administering medications	Adjunct	\$788.70	1/27/2021 To 5/14/2021
Vazenios, George	MATH109 M01MATH120 M01	Adjunct	\$7,840.00	1/27/2021 To 5/14/2021
Villano, Fredric	COMM105 ME50	Adjunct	\$980.00	1/27/2021 To 5/14/2021
Weed, Steve	ENGL101 M15ENGL102 M04	Adjunct	\$6,720.00	1/27/2021 To 5/14/2021
Wei, Sophie	Provide supervision to NURS225-M31 students while administering medications	Adjunct	\$788.70	1/27/2021 To 5/14/2021
Whitecraft, Michele	CHEM101 BL1CHEM101 M01	Adjunct	\$9,000.00	1/27/2021 To 5/14/2021
Whittin, Crystal	Provide supervision to NURS208-ME32 students while administering medications	Adjunct	\$1,577.40	1/27/2021 To 5/14/2021
Williams, Diane	BIOL101 M01	Adjunct	\$2,400.00	1/27/2021 To 5/14/2021
Wilson, Valerie	Provide supervision to NURS225-M35 students while administering medications	Adjunct	\$1,920.00	1/27/2021 To 5/14/2021
Woloszyn, Alexander	ACCT101 M01	Adjunct	\$3,920.00	1/27/2021 To 5/14/2021
Wright, Rachel	NURS208-ME31 FLD	Adjunct	\$11,495.00	1/27/2021 To 5/14/2021
Yavits, Robert	CAPS152 BL1	Adjunct	\$1,400.40	1/27/2021 To 3/22/2021
Young, Tammi	BIOL232 M01RECR285 BL1RECR232 M01RECR112 M01	Adjunct	\$7,315.00	1/27/2021 To 5/14/2021
Zavaski, John	BIOL112 M01BIOL112 M02	Adjunct	\$7,840.00	1/27/2021 To 5/14/2021
Zhao, Jiang	CHEM101 M01CHEM108 M02CHEM108 M01CHEM101 M02	Adjunct	\$8,820.00	1/27/2021 To 5/14/2021
<b>February</b>				
Crowe, William	FITN130 M13FITN230 M23	Adjunct	\$1,380.00	2/17/2021 To 5/14/2021
Marvin, Tracy	ESL 121 M01ESL 122 M01	Adjunct	\$7,360.00	2/17/2021 To 5/14/2021



TOMPKINS CORTLAND COMMUNITY COLLEGE

Presented to the Board of Trustee

February 11, 2021

Resignations/Retirements/Separations

<u>NAME</u>	<u>EFFECTIVE</u>	<u>REASON</u>
Teresa Mix	02/27/21	Retirement
Harry Littell	05/31/21	Retirement
Rochelle Mike	08/31/21	Retirement
Jeanne Cameron	09/01/21	Retirement
Scott Ochs	09/01/21	Retirement
Rebecca Spencer	09/01/21	Retirement

FACULTY STUDENT ASSOCIATION

None.

BISTRO

None.

Retrenchment

<u>NAME</u>	<u>UNION</u>	<u>NOTICE GIVEN</u>	<u>EFFECTIVE DATE</u>
Marie Busby	CSEA	11/12/20	01/12/21
Jada Mister	PAA	11/10/20	04/30/21
<u>Note: Extension Offered</u>		01/27/21	08/31/21
Paul Brenner	PAA	11/10/20	09/10/21
Bryan Chambala	PAA	11/10/20	09/10/21
Marlo Colletto	PAA	11/10/20	09/10/21
Jennica Petrella-Baum	PAA	11/10/20	09/10/21
Peter Voorhees	PAA	11/10/20	09/10/21
Eric Jenes	Faculty Association	11/09/20	08/31/22

NOTE: Retrenchment notifications may be rescinded.

## **Provost Report February 2021**

**Academic Plan:** The most recent draft of the Academic Plan has been reviewed by President's Cabinet, and it is now being reviewed by the full campus. This is an important document. We created it in the 19-20 academic year to give us a roadmap for what we needed to do to meet the needs of our community and increase enrollment, keep our focus on Guided Pathways to retain students at a higher rate, and maintain effective assessment standards. This past semester we reviewed our progress from 19-20 and we mapped out what work we want to accomplish in the current 20-21 academic year.

**Strong Start to Finish Grants:** We are coming up on the last semester of some grant funding related to Guided Pathways and Strong Start to Finish. So far we have been given a total of \$43,000 to help with our efforts to get students to successful completion of Gateway Courses, especially in Math and English. Last year we focused on English, providing some professional development and a dedicated room for our ENGL 098 courses with a computer cart. This year we are more focused on Math, providing computer carts (no dedicated room just yet) and professional development, especially to perform some curriculum redesign. When the grant is finished, I'll be sure to update the campus on the results.

**SUNY Call with CAOs:** I was on a call a few weeks back with the new Provost of SUNY. Much of the focus was on Spring and reopening protocols, and we (the CAOs collectively) await guidance on the Fall. One area of note is that there is a budget proposal to – essentially – cut the State Department of Education out the approval process for most new academic programs. This would be an ENORMOUS benefit if it happens. SUNY typically approves new programs in a few months, but then they can languish at State Ed for years. Fingers crossed on this one that it happens. They also formally announced that Study Abroad was cancelled for the Summer, though we generally knew that was coming.

**HealthCare Related Curriculum:** Last year as part of the Workforce Development Grant, we identified three main areas where local constituents needed our support: Healthcare, Civil Engineering, and Advance Manufacturing. We are still waiting to hear about the grant funding (we were approved through the first round for 3 million dollars), but we still need to keep moving forward in these spaces. I plan to focus my efforts in the coming weeks and months on Healthcare, though I won't be ignoring those other two spaces. We have a variety of possibilities and willing partners, and much of it can be done without a heavy emphasis on that (hopefully still-pending) grant money.

**Assessment Meeting:** We held an assessment meeting on prior to the semester to talk about writing effective Student Learning Outcomes (SLOs) and how to connect to them to Program Learning Outcomes (PLOs) and Institutional Learning Outcomes (ILOs). Folks asked a lot of great questions, and the meeting gives a good view of what we have accomplished for assessment and what work needs yet to be done. We are making good progress in this area. A link to the recording can be found in the [Provost Communication Folder](#); it is in the Spring 2021 Folder

**Curriculum Mapping:** I wrote to our Academic Program Chairs to discuss Curriculum Mapping during the Spring 2021 semester. This is the next main phase of our assessment process. The Assessment Committee is working on a standard template (it is almost finalized) for mapping. It should be out for consideration soon.

**CTC and the CCCATC (AKA: For the Love of Acronyms):** The College Teaching Center (CTC) is bringing back the Connecting, Collaborating, and Celebrating the Art of Teaching Conference, aka CCCAT, with our colleagues at MVCC, FLCC, and other community colleges in the region. The conference will be held virtually on Friday April 16. Please save the date! Our keynote speaker will be David Gooblar, author of the [Pedagogy Unbound column in the Chronicle of Higher Ed](#) and the recent book [The Missing Course: Everything They Never Taught You About College Teaching](#). He is also the Associate Director of the Center for Advancement of Teaching at Temple University and a writing, rhetoric, and literature professor at the University of Iowa. Click the links above to read some of Professor Gooblar's work. Please contact *Eric Jenés* (from whom this paragraph was almost wholesale stolen) for more information.

**Chair and Coordinator List Spring 2021:** Please note that the most current Chair List is also included in the [Provost Communication Folder](#); it is in the Chair List Folder. You will notice that 6 programs that had a chair in the Fall do not have a chair this semester.

**Chair List Revisited:** Last semester, we identified programs that have averaged fewer than 10 Annual Full Time Equivalent Students over the following years: 17-18, 18-19, 19-20. We decided not to appoint a chair in 6 of those programs for the Spring. *This will not close any of these programs.* Any discontinuation of a program would happen through the shared governance process. This is temporary suspension of chair duties in those programs. This is a pause on the work of the chair to save costs during a time when there are very few students in the program. This could be a prelude to a closure of a program or to a revision of a program but that has not yet been formally decided. Still, these are programs that have been identified as needing review and/or support.

**Provosts Hour:** We started our Provosts Hour up again. Please remember that the Provosts Hour are open to all. They are an informal time to ask questions, share concerns, or highlight triumphs. The displaying of pets is highly encouraged.

**Grade Challenges:** We've established a new online form for students who wish to challenge grades after the semester is over. Grade appeals are rare, as most end when students come to understand the parameters for making an appeal. Still, the online approach will streamline this work. The new form can be found here along with instructions for students:

[https://cm.maxient.com/reportingform.php?TompkinsCortlandCC&layout\\_id=33](https://cm.maxient.com/reportingform.php?TompkinsCortlandCC&layout_id=33)

**More Electronic Forms:** The next forms to be converted/organized via an online forms are Academic Dishonesty Reporting and Student Course Feedback/Complaints. Please note that we wrote feedback and complaints separately, because we also want to give students a place to provide positive feedback since we do get more than just complaints.

Vice President for Student Services & FSA BOT report  
February 2021

Below is a department-by-department guide on how the Division of Student Services is supporting students.

## **Health Services**

### **Health**

HWS continues to provide surveillance COVID testing and tracing support. We have moved to saliva sampling for all faculty, staff, and students who come to campus. Our goal is to test 100% weekly. Nurse Angie continues to answer students' medical questions and provide nursing care with on campus and remote services.

Migration to PyraMED is complete. Students are able to upload immunization and other medical documents securely through the PyraMED portal accessible on MyTC3. Technology Services is assisting us in implementing some features including an Outlook interface.

We welcomed Cortland State University Community Health Intern Aaliyah Camp. Aaliyah will be assisting HWS with current and new health promotion initiatives.

### **Counseling**

John and Juliana have proposed two programs (Mindfulness and Parenting during COVID) for Mid-Winter Day.

Counseling will launch a new program next week - Mind: Your Business, a four- week workshop. Mind: Your Business will be offered virtually via Zoom on Tuesdays from 10-11am and on Thursdays from 1-2pm. Anticipated start date is February 16th. Students, faculty, and staff should email John at JW082@tompkinscortland.edu to sign up. ☒ The HWS website is being redesigned and will launch soon.

### **Panther Pantry**

Faculty, staff, and student residents and commuters have been using the Panther Pantry. In the month of January, 136 people were provided food and other items (84 adults and 52 children).

We welcomed our Tompkins Cortland Human Services Panther Intern Abbra DeJesus.

The Panther Pantry is open 16 hours a week using PPE guidelines and cleaning at least twice per shift. The Pantry order form is online for students in quarantine and contactless pickup for commuters is available. The Panther Pantry received \$2,364.64 in grant support for food through our partner agency the Food Bank of the Southern Tier.

## **Recovery Program**

Recovery Coordinator Ashley updated the QuarantEAM website based on new semester changes.

We are planning virtual programming for February - Black Voices Panel and Recovery Ally/Narcan Training. The Recovery Program continues to work in partnership with Youth Voices Matter to promote Recovery Support and the College in our community.

## **Alcohol and other Drug (AOD) Prevention, the Options Program, and Health Promotion**

HWS launched Best Life 2.0, a social media-delivered social norming and health promotion campaign focused on alcohol and drug use, mental health, and COVID safety. Best Life can be found on Facebook, Instagram, YouTube, Blackboard, and other online platforms. Best Life uses targeted advertising and geofencing to tailor the outreach to our campus, Dryden, Cortland, and Ithaca. Since its launch, the Tompkins Cortland Best Life site ([youdefineyourbest.life](http://youdefineyourbest.life)) has received 426 visitors.

HWS conducted SBIRT screens for approximately 20 residents in conjunction with COVID testing. College Prevention Coordinator Kevin and others will be tabling in the cafeteria to promote more AOD screening in coming weeks.

## **Athletics and Campus Rec**

### **Campus Recreation & Aquatics**

Fitness Center, Recreation and Pool operations for our students and employees resumed during the first week of February. Our staff is extremely encouraged by the number of students taking advantage of their in-person activity options with our first week of offerings having excellent attendance (between the snow days).

Our agreement with Ithaca High School Swim has been very successful and has provided opportunity for the IHS athletes where there was not much hope before. The Boy's team will be wrapping up in mid-February and the Girl's team will be ramping up practice and competition at the same time so our relationship with IHS Athletics will continue through March.

### **Athletics Advisory Board & Captains' Council**

Each of TC3's varsity teams competing this spring have been meeting virtually with coaching staff and leadership in prep for this season. The AAB will resume meeting virtually at the beginning of the spring semester when our student members settle into a routine.

## **Intercollegiate Athletics**

On February 1, practices for Men's Soccer, Lacrosse, and Baseball resumed for the Panthers. Women's Soccer, Softball, and Golf are all slated to begin training in mid to late February in preparation for seasons beginning in April.

All plans and protocols for return to play and return to competition have been shared with and reviewed by our partners at the Tompkins County Health Department. Our staff continues to educate and update to keep our campus safe as we move through our seasons this semester.

Several student athletes and A&R staff assisted the TC3 Grounds Team in snow removal from the Residence Hall lots during the week of February 1. This group effort resulted in cars being freed up to leave the lot while giving TC3 snow-movers the opportunity to clear the lots and create a safe environment for our students. Everyone involved agreed, it was fantastic to see this family effort and the exercise in fresh air was a nice bonus.

On Wednesday evening, February 10 TC3 student athletes and coaching staff will participate in two separate presentations by Dr. Joel Fish, Sports Psychologist. Dr. Fish is nationally known as an expert in sport psychology in his working with USA Olympics, NBA, NHL and many large universities over his thirty-year career. The program comes at no cost to TC3 Athletics, as it is funded through NJCAA Region III educational programming.

Please be sure to visit our Athletics page at <https://www.tcpanters.com/landing/index> for all things related to Panthers sports!

## **Student Life**

### **Welcome Week**

Welcome Week started with the tradition of Panther Pride Day, where we ask students to show off their Panther Pride on social media and follow @TCStudentLife to win prizes and panther gear. Additional events included a Campus Groups workshop, 2020 trivia, a virtual spoken word poet show, gift card bingo, and a stuff-a-plush event where students got to pick up kits to take home and make.

### **Event Spotlight**

**Ashlee Haze: Spoken Word Poet** – To kick off Black History Month, Student Activities hosted a virtual spoken word poet show featuring Ashlee Haze. The event fell on a snow day and still had great attendance by students and faculty. Ashlee spoke on a variety of topics ranging from the art of poetry, growing up a black woman, growing up in the south, religion, relationships, heartbreak, and more. The students were energetic and resonated with much of what she said. The energy of engagement was higher than any virtual event so far.

### **New Student Orientation**

Online New Student Orientation was launched on January 25<sup>th</sup>, 2021. Students are able to access the modules at any point in time. To view the Online New Student Orientation, visit: <https://sso.comevo.com/tompkinscortland/launch/2182>

### **Get Connected Fair**

The semi-annual Get Connected Club and Resource Fair will be held virtually from February 10<sup>th</sup>, 2021 to February 14<sup>th</sup>, 2021. Because the booths are virtual, students can access information at their convenience via our student engagement platform, Campus Groups. This tool provides access for students that are fully online, commuters, and students with busy schedules. There will be a “live” portion of the fair on February 10<sup>th</sup>, from 12:30-1:30 PM where students can connect via video chat with representatives from clubs, organizations, departments, and off campus resources. Student Activities will be strongly encouraging the creation of new virtual clubs. The following groups will be representing at the fair:

- Alliance for Recovery Community at Tompkins Cortland (ARCTC Club) – Ashley Dickson
- Baker Learning Commons Tutoring – Scott Bennett, Amanda Gray, and Ashley Montgomery
- Downtown Ithaca Alliance – Allison Graffin, Kristina Thelen, and Darlene Wilber
- Health and Wellness Services: Counseling – John D. Witkiewicz
- Ke’lab Literary & Visual Arts Magazine – Darlene Gold, Christine Shanks, Michelle LaMorte, Crow Goyette, Emma Underwood, and Amelia Kaufman
- Minecraft Club – Benjamin Bates
- New York State Police – Jenn Hahl
- National Society of Leadership and Success – Cheyenne Gorton
- ODESS – Tracey Brunner and Tim Thompson
- Outdoor Adventure Club – Patrick Mercer
- Peer Career Coaches – Christine Matos
- Residence Life – Amber Boulay
- Student Activities – Cheyenne Gorton
- Student Conduct & Community Standards and Title IX – Darese Dosal
- Student Government Association – Julia Gutierrez
- TC3 Foundation – Michele Lopez
- TC3 Library – Lucy Yang and Karla Block
- Transfer and Career – Hal Brown and Heather Stevens
- Strategy Gaming Club – Benjamin Bates
- SUNY Cortland Transfer Path – Zachary Wilson
- Visit Ithaca – Ryan Shehu, Jodi LaPierre, Erin Rafalowski
- Writer’s Guild Club – Alexis Dengel

### **Programming Model**

In an effort to be more collaborative and share resources, the programming model in Student Activities is changing this semester. They will be partnering with Residence Life and ODESS frequently as part of the Student Engagement Team Model. In addition to this collaborative partnership, Student Activities is taking on the role of supervising RA’s for their programming

this semester. Each RA will host a pre-planned event, such as Bingo Night, as well as plan and execute their own creative program. This model will support Student Activities programming and provide a learning experience for Resident Assistants.

### **Student Government Association & Student Trustee**

Student Government is seeking applicants for executive board positions for Spring 2021. The Vice President of Student Involvement for Commuters was selected, congratulations to Emalee Sickles. The first SGA Meeting of the semester will be February 11<sup>th</sup>, 2021. The Assistant Director of Student Activities will begin meeting with the Student Trustee bi-weekly.

### **SGA Executive board Spring 2021**

President – Julia Gutierrez

Vice President of Student Involvement (commuters) – Emalee Sickles

### **SUNY Chancellor Award for Student Excellence**

The Tompkins Cortland Community College selection committee is in the process of submitting nominations to SUNY for review. We will be nominating two students for the award.

## **Child Care Center**

For the Spring 2021 semester that Child Care Center has been able to enroll all TC3 students' children into the center that submitted an application. We will wait 1 more week before we start enrolling community member's children. We always wait 2 weeks into the semester to make sure all students that need care are able to receive it.

Our classrooms are almost full to capacity but when we open spots up to community, we have no doubt that we will be working at full capacity.

We have hired a kitchen assistant. Her name is Brooke Sweeney and she is a graduate of TC3 (May 2020) from the Early Childhood program. She has been a wonderful asset to our staff as she has the experience and love for the classroom so she has been able to shift into classrooms when we need her.

All child care staff are participating in the weekly COVID screenings.

## **Residence Life**

Numbers as of 2/1: We currently have 148 students in housing, including 3 students with outstanding contract release requests.



## Resident Assistant Staff

The RA staff returned to campus on 1/21 for a condensed training weekend before welcoming the residents back to campus.

We were happy to welcome new staff members: Dreyonna Thomas, Marissa Todd, Melody Atchley, and Keiyondre Lester.

This semester, the RAs are cross training with the Student Activities Office in order to provide more comprehensive programming for the campus. In addition to assisting with Welcome Week Events, RAs will be hosting Gift Card Bingos weekly and planning additional opportunities for engagement.

## COVID-19 Testing, Quarantine, and Isolation

We delivered a COVID-19 saliva test to apartments before residents arrived, with the expectation that they were completed and submitted within 24 hours of their arrival to campus.

As of 2/4, 102 residents have completed their COVID-19 test. Due to snow days, there has been a delay in counting tests for the current week. We had 4 out-of-state students in precautionary quarantine who have since been released.

## Driving School

For many years, we have discussed the possibility of bringing a 5-hour course to campus. Many of our resident students want to get their Driver's License but may not have the means. ☑ RD Gio (in collaboration with RHA and Student Activities) will be hosting a 5-hour course for any student who registers and meets the eligibility standards. For students that do not have a Learner's Permit yet, they will also have the opportunity to do so! Students can sign up in CampusGroups and the session will be held in-person.

## Winter Turnover

All Residence Life staff members assisted in end-of-semester closing inspections in all areas of the facilities. As we were on-boarding our new Room Condition System, this was more time-intensive than ever before! Thankfully, this effort will help in future semesters. ☑ Staff completed outreach to students over the break, in order to assist with clearing holds and registration.

Due to decreased occupancy, we consolidated buildings for this semester. Residents in Tioughnioga Hall were relocated to other buildings, based on their preference.

## **Student Conduct and Community Standards**

### **Conduct**

For the month of January, there were 4 conduct incidents involving 6 students. No students were removed from housing, suspended or expelled.

Of the current incidents, 0 have been individuals who were recharged for not completing sanctions.

0 students were involved COVID policy violations in January

As there were a small number of students on campus over break, and we started later, we had very few cases

During January, I worked with the Provost's Office to create online forms in the Maxient system for grade challenges, student course feedback and academic dishonesty reports. Additionally, special consideration forms looking for reduced financial liability and late withdrawals and housing contract releases have been added to Maxient. Students now have easy access to these forms and they are tracked electronically. Maxient has been a great addition to our campus software as we have now adapted it for use beyond its initial areas of conduct, Title IX and CARE reporting.

### **Title IX**

Currently, we are preparing for spring semester education. We provided a virtual Orientation session for incoming students. Additionally, the New York State sexual harassment training is being provided to all new adjuncts for the spring and any new employees. We are planning for upcoming virtual activities such as Yards for Yeardeley, March Sexual Assault Awareness month events, a Take Back the Night event with the Advocacy Center, as well as monthly educational emails to students and employees.

SUNY will again be administering our campus climate survey related to sexual violence. This will be administered online February 15 – March 22. They will send the survey to all employees and students. The data can then be compared to all SUNY institutions.

**VPSS**  
**Board of Trustee Report Addendum**  
**February 17, 2021**

**Enrollment Services**

As of February 16 we have 680 fall 2021 applications, 240 of which were received this month. Eighty-five have been accepted, 180 are pending a nursing decision and 409 are incomplete.

The Enrollment Management Group has been meeting 1-2 times weekly to review and compare enrollment trends and COVID enrollment data to determine innovative outreach strategies for the fall 2021 recruitment cycle. A subgroup is exploring the messaging communicated to both traditional students and adult learners to promote TC3 strengths in providing a liberal arts education focused on professional skills, our strong transfer programs, courses and degrees to retool employees for career advancement, and employability following completion of our career and technical programs. We will be updating our publications for the fall recruitment cycle and begin fall recruitment activity the second week in March.

For the remainder of February, we are focusing on filling 10 and 12-week spring courses. We have registration information sessions for every Tuesday evening from February 16 to March 2. The next session of classes begin March 8. On February 16 we had 5 students signed up the registration information event; three showed up and registered for classes.

We will be hosting the TC3 College Fair on March 16 from 4-7 PM. This event replaces the fall college fair day/night program which was postponed due to COVID. Students from sponsoring and donut counties will be invited to meet with college representatives from institutions participating in the virtual college fair. The invitations just went out to college admission offices with a return deadline of February 26. Students will access the TC3 College Fair from a landing page on our website. TC3 will be one of the colleges at our fair. Our next major event will be open house in April.

## **SENIOR DIVERSITY OFFICER REPORT TO THE BOARD OF TRUSTEES | February 2021**

### **7 Valleys New Tech Academy**

- ❑ 7 Valleys New Tech Academy is one of more than 180 New Tech Schools across the country, located in Cortland, NY. They employ a teaching approach called Project-Based Learning. This means students routinely connect with outside businesses and organizations to engage in relevant and genuine work. We are in the early stages of collaborating to foster peer mentoring opportunities between college students and rising junior and senior high school students. This pilot program will potentially establish a recruitment and retention pipeline with prospective students. We are continuing to plot out the program's logistics and hopes to facilitate at least two sessions between their students and our student peer mentors.

### **Staff Development Committee**

- ❑ This is a new committee charged with being an advisory and coordinating body to ensure all Tompkins Cortland employees are provided with opportunities for staff development that is pertinent or beneficial to their positions. The members of the committee are currently developing the upcoming Mid-Winter Day staff development sessions and activities. Proposals have been submitted and are now being reviewed for concurrent session offerings. The committee has selected Judith Rowe to facilitate a conversation during our plenary session. We are in the process of finalizing the schedule for the day.

### **Campus Strategic Diversity, Equity, and Inclusion Plan**

- ❑ The steering committee is now meeting biweekly and is planning to do so throughout the plan development. A Plan Timeline has been established, which includes milestones. The milestones include progress reports to the Student Government Association, the College Senate, and the Board of Trustees (See attached). The Steering Committee is currently working on milestone 4 of 8 in the 2020 - 2021 timeline. Milestone 4 includes developing a Listening Tour Plan.

### **Diversity Education Programming**

- ❑ February 23rd at 12:30pm – 1:30pm, The Office of Diversity Education & Support Services is back with monthly programming exclusive to TC faculty, staff, and administration titled, "Let's Talk About It!" "Let's talk about it!" is a webinar-based discussion series focused on conversations of polarizing social issues. The series' objective is to normalize difficult dialogue at TC to better support faculty, staff, and most importantly, students. The conversation will be panel-esque to maximize authenticity and engagement. This month we will explore Imposter Syndrome. Imposter syndrome can be

## **SENIOR DIVERSITY OFFICER REPORT TO THE BOARD OF TRUSTEES | February 2021**

defined as feelings of inadequacy that persist despite evident success. 'Imposters' suffer from chronic self-doubt and a sense of fraudulence. The panelist will discuss how imposter syndrome has historically impacted them and their current daily functions during our conversation. As faculty and staff, we can unite and create space to understand and overcome imposter syndrome, imagine the support we can offer our students.

The panelists are as follows:

- Kevin Ramos – Admissions and Financial Aid Advisor
- Tackie (TK) Huff – Student Success Advisor/Retention Specialist
- Seth Thompson – Associate Vice President of Student Services & Senior Diversity Officer
- Caryanne Keenen – Coordinator of Applied learning Initiatives

### **Vector Network Programming**

- Currently collaborating with Student Activities and Residence Life to bring a customized mask event and a paint and sip event that will feature HyFlex instruction to allow all students access to participate.

### **Professional Development**

- Last week, ODESS staff participated in a National Conference on Race and Ethnicity (NCORE) webinar to effectively include staff in diversity and inclusion initiatives.
- In addition, ODESS staff attended a webinar to use MS Excel for Creating Powerful Dashboards, Intelligent Reports & Graphs For Accurate Data Analysis. The session's content will be essential for effectively communicating Tompkins Corland CC diversity, equity, and inclusion performance inside and outside of the classroom.

All the best,

Seth A. Thompson

February 8, 2021

# report

Date: February 8, 2021

To: President Montague

From: Deborah Mohlenhoff  
Associate Vice President for College Relations

RE: Monthly Report to the President and Board of Trustees

## **COMMUNITY ENGAGEMENT & PARTNERSHIPS:**

***Lehman Area Alternative School Potential Partnership*** – We were contacted by the staff of LACS to explore possible partnerships for students at LACS to have a more direct connection to TC3. Several ideas emerged including an expansion of the CollegeNow offerings, a possible information session, and a trades pathway. We will continue meeting to work on these ideas.

***Hangar Theatre*** – I facilitated a meeting between Residence Life, the Foundation, and the Hangar Theatre to discuss and plan for housing summer company staff. We agreed that it was possible to house staff as long as there are agreed upon policies for COVID-19 procedures. The Foundation will work on the contract and logistics.

***Fab 5 Judge*** – I was asked to serve as a judge for the Tompkins Chamber Fab 5 Young Professional Awards. We are pleased that Chef Patrick Blackman is one of the awardees for this year. You can read more about the program here: <https://www.tompkinschamber.org/fab5awards>.

***GiveGab Day of Giving*** – Assisted the Foundation with exploring the possibility of running a campus Day of Giving. GiveGab is a longstanding community partner that runs online giving days across the country and is based in Ithaca. They had expressed an interest in working with us on philanthropy initiatives and alumni engagement. The Foundation is currently exploring the idea to host a Giving Day as a result of our meeting.

***Challenge Workforce Solutions*** – President Montague and I met with representatives of Challenge Workforce Solutions to explore providing College programming for OPWDD (Office for People with Developmental Disabilities) participants. The ideas ranged from a basic 'college experience' program to a fully residential program.

***Cornell/TC3 Hiyer*** – Vice President McCalley and I were contacted by a Cornell University PhD student who is looking to pilot a new college applications platform. We will be exploring this idea further as it develops.

***MLK Celebration*** – attended the GIAC MLK Community Breakfast (1/16)

## **GOVERNMENT RELATIONS & ADVOCACY:**

I continue to represent TC3 at various COVID-19 related community committees and calls including:

- Economic Recovery Cabinet (monthly led by City of Ithaca and TCAD)
- Tompkins County Reopening Task Force (bi-weekly led by Tompkins County)
- Higher Education Reopening Task Force (weekly led by Tompkins County)
- Higher Education Communications subcommittee (weekly led by Tompkins County)
- SUNY Cortland and Cortland Health Dept & Cortland Legislators (monthly led by SUNY Cortland)

Additional Government & Advocacy meetings:

- Town-Gown Conference hosted by Cornell University (1/26)
- SUNY State of the State presentation from Chancellor Malatras (1/26)
- Tompkins Chamber Networking at Noon – State of the County & City address (1/28)
- NYS Budget presentation with Lt. Governor Kathy Hochul (2/5)
- Meeting with NYS Assemblywoman Anna Kelles (2/4)

**NYATEP Legislative Lobbying** – NYATEP (NY State Association of Training and Employment Program) organized several legislative visits for their members. We participated in two sessions: one with staff from Senators Schumer and Gillibrand and a second with Representative Tom Reed. In the session with Representative Reed, we were one of the designated speakers and President Montague was able to present the need for additional funding for community colleges and workforce development.

### **LEADERSHIP TOMPKINS AND LEADERSHIP CORTLAND:**

-Launched the campaign for a modified version of Leadership Tompkins and Leadership Cortland.

### **🍋🍋 LEADERSHIP & LEMONADE 🍋🍋**

**WHEN** – once a month 9am to 10:30am, 2<sup>nd</sup> Friday of the month – on Zoom

**WHAT** – Leaders from both counties telling their lemonade story & a quick leadership lesson

**HOW MUCH** – Buy the PITCHER for \$50 and get all the sessions and lots of super cool swag

Buy each session individually at \$10 a pop and less swag

**REGISTER HERE:** <https://www.eventbrite.com/o/leadership-and-lemonade-31884889729>

**MORE DETAILS HERE:** <http://leadershiptompkins.com>

***Our first one is Friday, February 12 – featuring the Mayors of both Cortland and Ithaca.***



**A flexible, innovative, modified version of the Leadership Cortland & Leadership Tompkins programs for 2021.**

Each month, Community Leaders from Cortland and Tompkins counties will pick a topic and tell us their LEMONADE story. Participants will get to ask questions & will learn about leadership in action. Each month will also have a mini-leadership lesson.

***Sessions will be virtual until it is safe to resume meeting in-person.***

## **COMMUNICATIONS:**

**Annual Report** - Completed "Connecting," the 2020 President's Annual report: <http://tompkinscortland.edu/college-info/presidents-office> .

**New Global Web Presence** - Completed redesign and development of new content for Global website. The site is integrated into the main site, but features self-contained content for international students and partners, as well as a new promotional video developed by adjunct and alum Kyle Carr.

**Community Connections Scholarship** - Beginning in January, we featured the scholarship for new local students on the website banner, in social media, and through a comprehensive advertising campaign that included The Cortland Standard, The Cortland Voice, The Ithaca Voice, Finger Lakes Newspapers, ESPN radio and Tompkins Weekly, Cayuga Radio, and the Cortland-area Shopper. A similar campaign for late-start classes is also underway.

**Showcase Stories** - Developed new slider templates for the website to feature alumni, student, and faculty showcase stories on the homepage banners. We have always developed these stories and shared on social and interior webpages, but this allows for significantly greater visibility for the stories. We plan to rotate every two to three weeks at minimum.

**Re-Opening Article** - We were featured in Tompkins Weekly about our plans for the Spring semester. <https://www.tompkinsweekly.com/articles/colleges-prepare-for-more-challenges-in-spring-semester-2/>

## **WORKFORCE DEVELOPMENT:**

**Hospicare & HHA:** Hospicare reached out to us to see if we would be able to offer HHA (Home Health Aide) certification for their staff. Carrie Whitmore arranged a meeting with the NYSED approval team, and we will be moving forward with an application to offer HHA certification.

**EMSI New Services & Program** – We are working with EMSI (Economic Modeling Specialists, Inc) to assist in developing two new assets:

- (1) **Economic Impact Statement:** create a document that provides data on the contributions the College makes to the local economy.
- (2) **SkillsMatch** – allows potential students to upload skills and experience as well as skills they are seeking and be matched with potential credit & non-credit bearing academic offerings at the College.

## **OTHER MEETINGS:**

- Weekly Cortland Downtown Partnership Board meetings
- Monthly Strategic Tourism Planning Board (STPB) meetings (1/20)
- Monthly STPB Planning and Evaluation Committee meetings (1/20)
- Monthly IAED Board Meetings and HR Committee meetings (1/12, 1/14)
- Monthly Workforce Development Board meetings (1/26)
- Bi-weekly SUNY Government Affairs meeting

## **COVID-19 UPDATES**

**SUNY spring opening plan** – we are still waiting for approval from SUNY, but we have posted the latest version to the website here: <https://www.tompkinscortland.edu/college-info/covid-19-policies-and-updates>

We have also been assigned a point of contact from SUNY Administration and have a daily call to share information, etc.

We are also meeting weekly with all other Health Safety Monitors on the SUNY campuses to receive updates.



## JANUARY ON-CAMPUS TESTING - UPDATES

Since January 11<sup>th</sup> we have tested:

283 Students

138 Faculty & Staff

There have been no positive cases identified from our testing.

We are being asked by SUNY to test weekly 100% of faculty, staff, and students that come to campus for any reason. We are seeing good compliance among Residence Life and Faculty/Staff but need to work on commuter participation.

To make it more convenient for the campus community, we have migrated to a 'self-test' program instead of an in-person appointment program for Spring testing. We intended to hand out kits for our first week of in-person classes, but the snowstorm forced us to cancel some of the days for kit distribution that first week.

Kits are now available in multiple locations on campus in addition to Residence Life and we are sending weekly reminders to all faculty, staff, and students to turn in a test each week they come to campus.

In March, we will be evaluating this method and adjust if we are not meeting our weekly testing goals.



### How to use your self-test kits

## SALIVA TESTING

**01** Pick up your kit(s) – at the Main Entrance, Library, your In-Person Classroom, or in Health & Wellness (118A).

**02** Register your DROP OFF TIME through the Cayuga Health Portal here: <https://bit.ly/TC3testing>

**YOUR SAMPLE IS NOT VALID UNLESS YOU REGISTER THE TEST ONLINE WITH CAYUGA HEALTH SYSTEM.**

**03** Give your Saliva Sample.  
-No food, drink or smoking 30 minutes before.  
-Spit into the tube with the blue lid – no foam!  
-Fill up to the 3ml line.  
-If you are unsure, Health & Wellness staff can help.

**04** Complete your Sample.  
-Follow the directions on the kit.  
-Fill out the sticker on the bag with your info.  
-Put the saliva sample in the bag and seal it.

**05** Drop Off your Sample.  
-Drop off time is the time you signed up for through the Cayuga Med portal.  
-Drop off is at Health & Wellness M-F 8am-4pm.  
-Or Wednesdays 11am-2pm in the Multipurpose Room in the Athletic Facility.

THANK YOU FOR DOING YOUR PART TO KEEP THE CAMPUS SAFE & HEALTHY!

## Digital Divide

During the shift to remote learning we were forced to address the issue of students who have no access to computers or internet service outside of campus computer labs. This problem, commonly referred to as the digital divide, has been present in our student population for many years - but has become acute for those students during our extended online shift.

We have been loaning computers and hotspots to students based on a referral from faculty and staff. We did not announce their general availability to students as our supply is very limited and we attempted to identify the students most in need.

### Laptop Loan Statistics

47 total laptops were loaned in fall 2020

7 devices were returned in/after fall 2020 (1 returned device was damaged, unable to return to inventory)

22 students indicated the need to use the device for spring 2021 and extended loan until May

17 laptops remain unaccounted for. 13 of those 17 are not registered as of 1/26

The above equates to a 38% non-return rate, 14% damage rate

7 laptops have been loaned for spring 2021 (new requests) as of 2/1

13 laptops remain in our inventory

## Classroom Preparations

The sixteen classrooms identified in July 2020 to be outfitted with live streaming technology, for remote synchronize teaching, were all officially completed before the start of the spring semester. While not all these rooms ended up being needed for this academic year, the project nevertheless has greatly expanded the College's ability to offer more sections in new teaching modalities allowing us to meet the demand now and after the pandemic period. We are still planning to complete two more classroom projects at both the IEC and CEC. Many thanks for Don Perkins, Greg Kheil, and Doug Paucke for their significant work on these classrooms – and also our project assistant, and recent TC3 Computer Science grad Jennifer Knowles who has recently accepted a full-time position at CBORD.

## Strong continued demand for Tech Services

About half of the Campus Tech department is working on-site daily. This allows us to provide quick support to the on-campus classroom instructors. Last November we implemented a classroom technology support hotline separate from our normal Tech Support line. The hotline is dedicated for instructors teaching on-campus hybrid remote and has been very successful in improving our response time.

As a department, Campus Tech saw a 20% increase in support requests last fall compared to fall 2019, and the average resolution time was 30% quicker. I'm very impressed with this given the unusual demands on us with fewer staff compared to fall 2019. While the department has done well-prioritizing needs related to the remote work and learning environment, it has come at the cost of the "typical" work of the department. Specifically, we are becoming back-logged with several significant projects related to key software systems, infrastructure, and information security. This is an issue I am continuing to evaluate with my staff.

Respectfully, Tim Densmore  
Chief Information Officer



To: Board of Trustees

Re: Foundation / Alumni and Development Report for February 11, 2021 Meeting

### **Foundation Board and Committees**

A Coltivare Task Force meeting took place on January 20. Discussion took place regarding COVID-19 plans, maintenance issues, and financials.

The property management committee met on January 21. Discussion took place regarding 2021-2022 campus housing room rates. Updates were provided regarding campus housing occupancy, maintenance issues at Coltivare, Ithaca Extension Center and Cortland Extension Center, Farm to Bistro loan, and campus housing bond.

A special Board meeting was held on January 25. Adoption of Resolution 2020-2021-06/Approval of Debt Restructuring Firm and Funds and Resolution 2020-2021-07/Paycheck Protection Program Second Draw – Authorization for Financing (Coltivare) took place.

Campus housing bond work continues with our legal team at Bond, Schoeneck & King. We continue to discuss marketing themes or opportunities to mitigate the potential drop in occupancy we experience in the spring semester.

### **Alumni and Development Office**

#### **Philanthropy**

Two grants from the Park Foundation have been received; more information will be shared after the Park Foundation announces the grants.

Tompkins Cortland Panther facemasks continue to be mailed to friends of the College as a stewardship/cultivation activity. Continual contact with our friends continues to be important to our work.

#### **Communications**

In January, a COVID-19 informational update was mailed to 12,000 people.

#### **Spring Scholarships**

Scholarship selection notifications will be sent by January 29.

#### **Professional development**

One staff member participated in the virtual Council for Advancement and Support of Education (CASE) Marketing and Branding Conference on January 6 and January 20.

#### **Other activities/work**

The Foundation's audit continues.

**Upcoming Meetings**

February 1 – Finance Committee

February 8 – Alumni Committee

April 13 – Board Meeting



TO: Board of Trustees  
FROM: Orinthia Montague, President  
DATE: February 18, 2021  
SUBJECT: President's Report to the Board

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Since the last BOT meeting in January the College resumed classes remotely on January 25<sup>th</sup> and in-person February 1<sup>st</sup>. With the start of the semester however we received notification of several individuals retiring this academic year. While in the past the College has hosted retirement parties this can't happen in light of the COVID-19 restrictions as well as for financial reasons. However, that does not mean we will not celebrate our colleagues. A virtual recognition event is being planned for closer to semesters end. Stay tuned for additional details.

College leaders have begun conversations with several community partners (TST BOCES, OCM . BOCES, Challenge Industries and Mosaic) to investigate opportunities for collaboration in terms of educational pathways.

We continue to await finalized legislative advocacy documents from SUNY system administration. However at the request of state and federal legislators we have met and discussed the College's need at the local and national level.

The College applied and has been selected to participate in the second cohort of rural two-year schools through Project Vision. Project Vision is a National Science Foundation (NSF) funded initiative to help colleges discover and match innovative ideas with NSF funding opportunities led by a seasoned team of NSF ATE experts, former senior college administrators, and former NSF program officers. The goal of Project Vision is to provide two-year colleges with expertise to generate ideas and subsequently support capacity building at each college so that these colleges can regularly submit proposals when appropriate to DUE.

The National Science Foundation (NSF) has sponsored a grant program to assist two-year colleges in building capacity in their STEM workforce endeavors and to empower them to pursue funding from NSF Advance Technical Education program (ATE).

### **Miscellaneous**

- 1/22 Participated in AACC "Tips for Successful Virtual Meetings with Federal Policymakers"
- 1/25 Participated in virtual Congressional Session with Senators Schumer and Gillibrand



- 1/25 Hosted campus Welcome Back Meeting
- 1/25 Participated in SUNY CC 100% Testing Policy meeting
- 1/25 Participated in TC3 Foundation meeting
- 1/27 Attended virtual AACC Workforce Development Institute
- 1/28 Attended virtual AACC Workforce Development Institute
- 2/2 Participated in a meeting with Challenge and Mosaic to discuss possible student engagement pipeline
- 2/4 Met with Assemblyperson Anna Kelles
- 2/5 IC Board Mtg.
- 2/5 Participated in virtual "Pink Goes Red" Ithaca community event
- 2/5 Participated in NYS Budget highlight meeting w/Lt. Gov. Hochul
- 2/10 Hosted a TST BOCES discussion meeting regarding potential collaborations
- 2/11 IC Board Mtg.
- 2/11 Participated in SUNY CC Budget Advocacy meeting
- 2/12 IC Board Mtg.
- 2/16 Participated in a discussion regarding possible walking trail in Dryden
- 2/16 Hosted a OCM BOCES discussion meeting regarding potential collaborations
- 2/16 Participated in Foundation Finance/Investment Executive Committee mtg.
- 2/18 Participated in Project Vision Mtg. regarding National Science Foundation opportunities

