

**APPROVE 2024-2025 SABBATICAL LEAVES**

**WHEREAS**, the Sabbatical Committee received, reviewed and ranked faculty sabbatical leave applications for the 2024-2025 academic year; and

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

**WHEREAS**, sabbatical leaves have been requested for one academic year at half pay and one fall semester at full pay and; and

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

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

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

**NOW, BE IT RESOLVED**, that the FLCC Board of Trustees does hereby approve sabbatical leaves for the following faculty members for the 2024-2025 academic year:

Jon Palzer, Professor, Humanities (Academic Year 2024-2025)  
Christine Parker, Associate Professor, Science and Technology (Fall 2024)

Approved by the FLCC Board of Trustees at the meeting on April 3, 2024

April 3, 2024

Date

\_\_\_\_\_  
Mary Joan Geise, Board Chair

\_\_\_\_\_  
Richard Russell, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on April 3, 2024 and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have hereunto set my hand this 3rd day of April 2024.

\_\_\_\_\_  
Penny Hamilton, Assistant Secretary of the Board

**APPROVE 2023-2024 FACULTY PROMOTIONS**

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

**WHEREAS**, the Promotion Committee has met and determined that the following teaching faculty meet the minimum requirements for promotion in the 2024-2025 academic year:

**From Assistant Professor to Associate Professor**

John Bateman, Conservation  
Derrick Gentry, Humanities  
Michael Van Etten, Humanities  
Jodi Merklinger, Mathematics  
Patrick Rae, Business  
Shawn Kenaley, Conservation  
Daniel Groom, Mathematics

**From Associate Professor to Professor**

Maura Sullivan, Conservation  
Christine Parker, Science and Technology  
Lacey McKinney, Visual and Performing Arts  
Lisa McAnn, Nursing  
Anthony Indorato, Social Science

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

**WHEREAS**, the College President recommends FLCC Board of Trustees approval of the aforementioned 2024-2025 faculty promotions;

**NOW, THEREFORE BE IT RESOLVED**, that the FLCC Board of Trustees does hereby approve the aforementioned faculty members for promotion in the 2024-2025 academic year.

Approved by the FLCC Board of Trustees at the meeting on April 3, 2024

April 3, 2024

Date

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Mary Joan Geise, Board Chair

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Richard Russell, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board

**APPROVE DISCONTINUANCE OF THE HOTEL AND RESORT MANAGEMENT TRACK  
AND THE FOOD AND BEVERAGE TRACK IN THE HOSPITALITY AND TOURISM MANAGEMENT PROGRAM**

**WHEREAS**, Finger Lakes Community College seeks to ensure that we are offering the appropriate mix of programs to ensure students can attain work or transfer; and,

**WHEREAS**, Finger Lakes Community College has other degree programs to fit this need; and,

**WHEREAS**, the Academic Senate of Finger Lakes Community College voted to approve the Discontinuance of THE Hotel and Resort Management Track and the Food and Beverage Track in the Hospitality and Tourism Management Program on March 7th, 2024

**NOW, BE IT RESOLVED**, that the Finger Lakes Community College Board of Trustees does hereby approve the Discontinuance of the Hotel and Resort Management Track and the Food and Beverage Track in the Hospitality and Tourism Management Degree

Approved by the FLCC Board of Trustees at the meeting on April 3, 2024.

April 3, 2024

Date

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Mary Joan Geise, Board Chair

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Richard Russell, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board

Trustee Resolution # \_\_\_\_\_

**GRANT PROFESSIONAL ASSOCIATION ADMINISTRATIVE APPOINTMENT:  
CHRISTEN ACCARDI, DIRECTOR OF MARKETING AND ENROLLMENT COMMUNICATIONS**

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

**WHEREAS**, the College President recommends Christen Accardi receive an administrative appointment; and

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

**NOW, THEREFORE BE IT RESOLVED**, that the Finger Lakes Community College Board of Trustees does hereby grant an administrative appointment to Christen Accardi, Director of Marketing and Enrollment Communications, effective October 14, 2024.

Approved by the FLCC Board of Trustees at the meeting on April 3, 2024.

April 3, 2024  
Date

\_\_\_\_\_  
Mary Joan Geise, Board Chair

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Richard Russell, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College, sponsored by Ontario County, at their regular meeting held on April 3, 2024, and entered in the minutes thereof. That said copy is a true and correct transcript of the whole of said resolution, in witness whereof, I have here unto set my hand this 3<sup>rd</sup> day of April 2024.

\_\_\_\_\_  
Penny Hamilton, Assistant Secretary of the Board

**ADJUST THE FINGER LAKES COMMUNITY COLLEGE PROFESSIONAL SERVICE POSITIONS ROSTER**

**WHEREAS**, Finger Lakes Community College has updated its position roster that lists position titles determined by the Finger Lakes Community College Board of Trustees in the professional service as defined by §6306 (2) of New York State Higher Education Law as approved by the Chancellor of the State University of New York, and;

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

New Title

Previous Title

Director of Enterprise Systems (03/18/2024)

Enterprise Technology Coordinator (09/02/2009)

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

Approved by the FLCC Board of Trustees at the meeting on April 3, 2024

April 3, 2024

Date

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Mary Joan Geise, Board Chair

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Richard Russell, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board

**ACCEPT AUDITOR'S REPORT FOR THE FLCC OPERATING  
FUND FISCAL YEAR 2022-2023**

**WHEREAS**, the Code of Standards and Procedures for the Administration and Operation of Community Colleges under the Program of State University of New York requires that the records and accounts of the community college be audited annually by a certified public independent accounting firm or the agency of the sponsor responsible for the performance of audits; and

**WHEREAS**, the external auditors have completed their review of Finger Lakes Community College's financial statements and related schedules for fiscal year 2022-2023; and

**WHEREAS**, the FLCC Board of Trustees Audit & Enterprise Risk Management Committee has reviewed these financial statements and recommends acceptance of said financial statements by the Finger Lakes Community College Board of Trustees;

**NOW, THEREFORE BE IT RESOLVED**, that the audited financial statements prepared by the College's external auditor for fiscal year 2022-2023 are hereby accepted.

Approved by the FLCC Board of Trustees at the meeting on April 3, 2024

April 3, 2024

Date

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Mary Joan Geise, Board Chair

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Richard Russell, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board

**AUTHORIZATION TO RENEW A LEASE BETWEEN  
FINGER LAKES COMMUNITY COLLEGE AND C LAKE PROPERTIES**

**WHEREAS**, Finger Lakes Community College desires to renew a lease agreement with C Lake Properties, LLC at the property located at 36 Main Street, in the City of Canandaigua, Ontario County, New York; and

**WHEREAS**, the current lease will expire on April 30, 2024; and

**WHEREAS**, this will be a lease renewal amendment to the original lease dated March 18, 2019; and

**WHEREAS**, Finger Lakes Community College and C Lake Properties, LLC, 16 Maple Avenue, Victor, New York have mutually agreed that the terms of said lease shall be renewed for three years from May 1, 2024 through April 30, 2027; and

**WHEREAS**, the term of this lease renewal agreement rental fee schedule is as follows:

May 1, 2024 through April 30, 2026	Annual Rent \$19,200	Monthly Installments \$1,600
May 1, 2026 through April 30, 2027	Annual Rent \$19,800	Monthly Installments \$1,650; and

**WHEREAS**, the College President recommends FLCC Board of Trustees approval of a lease agreement with C Lake Properties, LLC for the aforementioned property; and

**WHEREAS**, the FLCC Board of Trustees Finance & Facilities Committee has reviewed and approved this resolution;

**NOW, THEREFORE, BE IT RESOLVED**, that the FLCC Board of Trustees hereby renews a lease agreement with C Lake Properties, 16 Maple Avenue, Victor, New York 14564 for an additional three year period with the term from May 1, 2024 through April 30, 2027 at rental schedule as follows: May 1, 2024 through April 30, 2026 at \$19,200 per year, \$1,600 per month, May 1, 2026 through April 30, 2027 at \$19,800 per year, \$1,650 per month; and

**BE IT FURTHER RESOLVED**, that certified copies of this resolution be sent to the FLCC Vice President of Administration & Finance, FLCC Controller and FLCC Provost, Vice President of Academic and Student Affairs.

Approved by the FLCC Board of Trustees at the meeting on April 3, 2024

April 3, 2024

Date

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Mary Joan Geise, Board Chair

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Richard Russell, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board

APPROVE FLCC BOARD OF TRUSTEES PROFESSIONAL DEVELOPMENT POLICY

WHEREAS, The Finger Lakes Community College Development Committee of the Finger Lakes Community College Board of Trustees developed a policy related to Board of Trustees Professional Development;

WHEREAS, The Finger Lakes Community College Development Committee reviewed the policy and recommends the policy to be put forth for approval by the Board of Trustees at the Finger Lakes Community College Board of Trustees Meeting for April 3, 2024;

NOW, THEREFORE BE IT RESOLVED, that the Finger Lakes Community College Board of Trustees does hereby approve the Trustee Professional Development Policy effective April 3, 2024.

Approved by the FLCC Board of Trustees at the meeting on April 3, 2024.

April 3, 2024

Date

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Mary Joan Geise, Board Chair

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Richard Russell, Secretary of the Board

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Penny Hamilton, Assistant Secretary of the Board