

ADJUST THE FINGER LAKES COMMUNITY COLLEGE PROFESSIONAL SERVICE POSITIONS ROSTER

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

WHEREAS, the following are *revised* job descriptions for previously approved job descriptions for Finger Lakes Community College:

<u>New Title</u>	<u>Previous Title</u>
Director – Center for Student Success (06/04/2025)	Director of Academic Success & Access Programs (ASAP) (01/23/2015)
Director of Assessment, Planning and Continuous Improvement (06/04/2025)	Director of Assessment, Planning and Continuous Improvement (07/25/2018)
Director of Workforce, Career and Experiential Learning (06/04/2025)	Director of Workforce and Career Solutions (10/22/2019)
Disability Services Manager (06/04/2025)	Disability Services Coordinator (10/19/2015)

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 June 4, 2025

June 4, 2025
Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025, 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 4th day of June, 2025.

Penny M. Hamilton, Assistant Secretary of the Board

**APPROVE MAY 21, 2026, AS THE DATE OF THE 58TH COMMENCEMENT
CEREMONY FOR FINGER LAKES COMMUNITY COLLEGE**

WHEREAS, in compliance with NYS Education Law, §355 (1) (e), Part 604, the Finger Lakes Community College Board of Trustees has the authority to designate the official day of the Finger Lakes Community College Commencement Ceremony; and

WHEREAS, the Finger Lakes Community College Academic Calendar Committee, comprising constituents from across the campus community, recommends changing the 2026 Commencement date to deconflict the ceremony with Memorial Day and provide a greater opportunity for graduates and guests to enjoy the Commencement celebration;

NOW, BE IT RESOLVED, the FLCC Board of Trustees hereby designates May 21, 2026, as the official date for the 58th Finger Lakes Community College Commencement ceremonies.

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025.

June 4, 2025
Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025, 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 4th day of June 2025.

Penny Hamilton, Assistant Secretary of the Board

APPROVE ACADEMIC INTEGRITY AND GRIEVANCE POLICY

WHEREAS, Finger Lakes Community College identified a need to integrate academic integrity into the existing academic grievance policy, creating a revised Academic Integrity and Grievance Policy; and

WHEREAS, Finger Lakes Community College's Academic Senate unanimously endorsed the establishment of the revised Academic Integrity and Grievance Policy; and

WHEREAS, the revised policy maintains alignment with existing SUNY policies while providing clearer guidance for the campus community regarding both academic integrity violations and the academic grievance process;

NOW, BE IT RESOLVED, the Finger Lakes Community College Board of Trustees does hereby approve said policy.

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025.

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025, 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 4th day of June 2025.

Penny M. Hamilton, Assistant Secretary of the Board

AUTHORIZE A CONTRACT RENEWAL WITH FERRILLI FOR COLLEAGUE SYSTEM CORE ADMINISTRATION SERVICES

WHEREAS, Finger Lakes Community College wishes to continue using Ferrilli Services to administer, monitor, update, secure, and communicate with key users around the college of software enhancements, for FLCC's Colleague systems in FY2025-26; and

WHEREAS, Ferrilli has supported FLCC with this service for over five years; and

WHEREAS, Ferrilli possesses unique capabilities and expertise with regard to Ellucian Colleague administrative support; and

WHEREAS, this contract renewal would begin September 1, 2025 and end August 31, 2026 at a total cost not to exceed \$75,420.00;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby awards a contract for Ferrilli System Administration Services with Ferrilli, 414 West State Street, Media, PA 19063 for the Ellucian Colleague enterprise systems for Finger Lakes Community College from September 1, 2025 through August 31, 2026 at a total cost not to exceed \$75,420.00; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC VP of Administration & Finance and FLCC Chief Information Officer.

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025 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 4th day of June 2025.

Penny M. Hamilton, Assistant Secretary of the Board

AUTHORIZE A CONTRACT RENEWAL FOR FERRILLI SERVICES SUPPORT

WHEREAS, FLCC wishes to continue using Ferrilli Services for the Ellucian Colleague Enterprise systems ad-hock and emergency programming support in FY2025-26; and

WHEREAS, Ferrilli has supported FLCC with this service for on demand and emergency support for at least five years; and

WHEREAS, Ferrilli possesses unique capabilities and expertise with regard to Ellucian Colleague support, troubleshooting and programming; and

WHEREAS, this contract renewal would be from September 1, 2025 through August 31, 2026 at a total cost not to exceed \$15,000;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby awards a contract for Ferrilli support services with Ferrilli, 414 West State Street, Media, PA 19063 for on demand programming and emergency support for the Ellucian Colleague enterprise systems for Finger Lakes Community College from September 1, 2025 through August 31, 2026 at a total cost not to exceed \$15,000; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC VP of Administration & Finance and FLCC Chief Information Officer.

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025 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 4th day of June 2025.

Penny M. Hamilton, Assistant Secretary of the Board

Accept Quote for Masthead Sign at Art Space 36

WHEREAS, ArtSpace36 has determined a need for a new masthead sign for above the expanded ArtSpace36 area; and

WHEREAS, Historic Sign Restoration, 492 Harrogate Dr, Rochester NY 14626 was the sole responder to a quote request for this project; and

WHEREAS, the sign will read “College and Community Art Collective” to encompass current and future partnerships and help serve the strategic goals of the space

WHEREAS, the cost of the sign and installation is not to exceed \$5,845.00; and

WHEREAS, the sign meets the historical requirements for Main Street and has been approved by Canandaigua City Council;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby accepts a one-time purchase and installation of a masthead sign from Historic Sign Restoration for above the expanded ArtSpace36 area, with a total cost not to exceed \$5,845.00.

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025 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 4th day of June 2025

Penny M. Hamilton, Assistant Secretary of the Board

AUTHORIZE A CONTRACT RENEWAL FOR TIMELYCARE SERVICES

WHEREAS, FLCC has determined there is a continuing need to provide innovative student-focused healthcare for students; and

WHEREAS, FLCC requested additional quotes from various providers for these services and did not receive any information upon request other than TimelyCare; and

WHEREAS, TimelyCare, a telehealth company focused on keeping higher education populations healthy by providing access to 24/7 quality medical care and counseling, has supported FLCC for the last four years; and

WHEREAS, this contract renewal would last from July 1, 2025 through June 30, 2028 at a cost not to exceed:

7/1/25 – 6/30/26	\$ 156,325
7/1/26 – 6/30/27	\$ 161,015
7/1/27 – 6/30/28	\$ 165,845;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees hereby awards a contract for TimelyCare for telehealth services providing access to 24/7 quality medical care and counseling for FLCC from July 1, 2025 through June 30 2028 at a cost not to exceed \$483,185 for the three year contract; and

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

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025 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 4th day of June 2025.

Penny M. Hamilton, Assistant Secretary of the Board

APPROVE THE FINGER LAKES COMMUNITY COLLEGE 2025-2026 TUITION SCHEDULE

BE IT RESOLVED, that the following tuition schedule for the 2025-2026 academic year be, and hereby is, adopted:

Tuition: New York State resident student, New York State stationed members of the Armed Forces, their spouses and dependents, and non-New York State resident students having:

CERTIFICATE OF RESIDENCE

Full-time (per semester) Non-Excelsior Recipient	\$2,772.00
Full-time (per semester) Excelsior Recipient	\$2,772.00
Part-time (per credit hour)	\$231.00
High School Concurrent Enrollment Programs (per credit hour)	\$77.00

NO CERTIFICATE OF RESIDENCE

Full-time (per semester) Non-Excelsior Recipient	\$5,436.00
Part-time (per credit hour)	\$453.00
High School Concurrent Enrollment Programs	
Variable Tuition for College Credit (per credit hour)	\$151.00

Tuition: non-New York State resident student.

OUT-OF-STATE TUITION

Full-time (per semester)	\$3,900.00
Part-time (per credit hour)	\$325.00

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025 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 4th day of June 2025.

Penny M. Hamilton, Assistant Secretary of the Board

APPROVE FINGER LAKES COMMUNITY COLLEGE 2025-2026 STUDENT SERVICES FEE SCHEDULE

RESOLVED, that the following student services fee schedule for the 2025-2026 academic year be, and hereby is, adopted:

<u>Student Services Category</u>	<u>Student Services Fee</u>
Applied Music	\$ 500.00 per course
Athletic	\$ 90.00 per semester
Auxiliary Services	\$ 27.00 per semester
Challenge Examinations	\$ 218.00 per course
Culinary Arts	\$ 150.00 – 300.00 per course
Culinary Arts (Uniform Fee)	\$ 123.00 (\$72 jacket, \$51 pants)
Culinary Arts (Knife Kit)	\$ 177.50 one time
Diploma Replacement Fee	\$ 20.00 per request
EMT Fee Critical Care Transport	\$ 211.00 per course
High School Concurrent Enrollment Program Admin Fee	\$ 7.00 per credit
Independent Study Course Fee (in addition to tuition)	\$ 108.00 per course
Late Payment	\$ 75.00 per semester
Liability-Malpractice Insurance	\$ 15.00 fee annually (estimated)
Music Recording Technology Student Course Fee	\$ 53.00 per semester
Nursing Assessment Testing & Remediation	\$ 365.00 per course, in addition to tuition
Nursing Pre-admission Test – TEAS	\$ 129.00 one time
Nursing ATI Exam License Fee	\$ 34.00 per course
Nursing Lab Supplies	\$ 124.00 per course, in addition to tuition
Physical Education Fees	\$ 35.00+ (\$250.00 maximum per course)
Returned Check	\$ 50.00 per occurrence
Specialized Course/Laboratory	\$ 5.00+ 300.00 maximum per course)
Student Activity	
Full-time	\$ 84.00 per semester
Part-time	\$ 7.00 per credit
Student Health Fee	\$ 18.00 per semester
Technology Fee	\$ 30.00 per credit hour
Transcript Fee	\$ 5.00 per official transcript
Wildland Fire Suppression Materials	\$ 6.00 one-time fee, in addition to tuition

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025 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 4th day of June 2025.

Penny M. Hamilton, Assistant Secretary of the Board

ADOPT THE FINGER LAKES COMMUNITY COLLEGE 2025 – 2026 OPERATING BUDGET

WHEREAS, budget allocations for the 2025–2026 fiscal year align College resources with the goals and objectives of Finger Lakes Community College’s Strategic Plan: 2023 - 2028; and

WHEREAS, the College administration has developed and presented an institutional operating budget request of \$53,357,383 for 2025–2026 with the Sponsor Contribution in the amount of \$4,197,709;

NOW, THEREFORE BE IT RESOLVED, pursuant to Section 6304 of the Education Law of the State of New York, a budget in the amount of \$53,357,383 is hereby adopted for Finger Lakes Community College for the period beginning September 1, 2025 and concluding on August 31, 2026, subject to the approval of the Ontario County Board of Supervisors and the Board of Trustees of the State University of New York.

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025 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 4th day of June 2025.

Penny M. Hamilton, Assistant Secretary of the Board

APPOINT OFFICERS OF THE 2025-2026 FLCC BOARD OF TRUSTEES

WHEREAS, at the May 7, 2025 FLCC Board of Trustees meeting, Trustee Astles, Chair of the Board Nominating Committee with assistance from Trustee Geise and Trustee Mihalik presented the following proposed slate for Board Officers 2025-2026; and

Chair - Trustee Donald Cass
Vice Chair - Trustee Richard Russell
Secretary - Trustee George Cushman

WHEREAS, in the case that there are other nominees brought forward there would be discussion, if no nominees from the floor the nominations will be closed;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve the appointment of the 2025-2026 slate of Board Officers.

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025 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 4th day of June 2025.

Penny Hamilton, Assistant Secretary of the Board

**APPOINT PENNY M. HAMILTON AS THE 2025-2026
ASSISTANT SECRETARY TO THE FLCC BOARD OF TRUSTEES**

WHEREAS, in accordance with the FLCC Board of Trustees Bylaws, Article VI: The Board of Trustees, Section 12: Duties of the Assistant Secretary: "The Board shall appoint annually an Assistant Secretary who shall not be among the Trustees and shall be an employee of the institution. The Assistant Secretary assists the Secretary in maintaining minutes of all meetings and functions as a clerk to the Board of Trustees in providing information and records to the Board"; and

WHEREAS, it is the intention of the FLCC Board of Trustees to appoint Penny Hamilton as Assistant Secretary of the FLCC Board of Trustees effective June 1, 2025, through May 31, 2026;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve the appointment of Penny Hamilton as Assistant Secretary of the FLCC Board of Trustees effective June 1, 2025, through May 31, 2026.

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025 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 4th day of June 2025.

Penny M. Hamilton, Assistant Secretary of the Board

DESIGNATE THE 2025-2026 FLCC OFFICIAL NEWSPAPERS

WHEREAS, it is the intention of the FLCC Board of Trustees to designate *The Daily Messenger* and *The Finger Lakes Times* as the College's official newspapers for 2025-2026;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby designate *The Daily Messenger* and *The Finger Lakes Times* as the College's official newspapers for 2025-2026.

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025
Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025, 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 4th day of June 2025.

Penny M. Hamilton, Assistant Secretary of the Board

DESIGNATE THE 2025-2026 FLCC OFFICIAL DEPOSITORIES

WHEREAS, FLCC requires the services of financial institutions; and

WHEREAS, Finger Lakes Community College currently utilizes the services of Canandaigua National Bank & Trust, J.P. Morgan Chase, M&T Bank, Key Bank, Vanderbilt Asset Management, American Deposit Management Company and HSBC; and

WHEREAS, Finger Lakes Community College personnel recommend the continuation of Canandaigua National Bank & Trust, J.P. Morgan Chase, M&T Bank, Key Bank, Vanderbilt Asset Management, American Deposit Management Company and HSBC as custodians of college funds for operating, payroll, payables and investing idle funds; 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 does hereby authorize the continuation of Canandaigua National Bank & Trust, J.P. Morgan Chase, M&T Bank, Key Bank, Vanderbilt Asset Management, American Deposit Management Company and HSBC as custodians of college funds for operating, payroll, payables and investing idle funds; and

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025
Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 4, 2025 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 4th day of June 2025.

Penny M. Hamilton, Assistant Secretary of the Board

**APPROVE REIMBURSEMENT OF NECESSARY EXPENSES INCURRED
BY MEMBERS OF THE FLCC BOARD OF TRUSTEES FOR 2025-2026**

WHEREAS, Education Law Section 6306(1), provides that "Trustees shall receive no compensation for their services but shall be reimbursed for their expenses actually and necessarily incurred by them in the performance of their duties under this article;" and

WHEREAS, members of the FLCC Board of Trustees shall be reimbursed for necessary expenses incurred as the result of their attendance at meetings, conferences, retreats and workshops directly related to official Board and/or College business;

NOW, THEREFORE BE IT RESOLVED, that the FLCC Board of Trustees does hereby approve trustee reimbursement for necessary expenses incurred relative to official Board and/or College business for 2025-2026.

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 5, 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 5th day of June 2024.

Penny M. Hamilton, Assistant Secretary of the Board

APPROVE FLCC BOARD OF TRUSTEES EXPECTATIONS FOR STUDENT SUCCESS POLICY

WHEREAS, The Finger Lakes Community College Development Committee of the Finger Lakes Community College Board of Trustees developed Board Expectations for Student Success policy;

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 June 4, 2025;

NOW, THEREFORE BE IT RESOLVED, that the Finger Lakes Community College Board of Trustees does hereby approve the Board Expectations for Student Success Policy effective June 4, 2025.

Approved by the FLCC Board of Trustees at the meeting on June 4, 2025.

June 4, 2025

Date

Richard Russell, Board Vice Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on June 5, 2025, 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 4th day of June 2025.

Penny Hamilton, Assistant Secretary of the Board