

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:

New Title

Previous Title

Adult Education Coordinator (11/18/2024)

Adult Literacy Education Coordinator (05/19/2014)

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

Project Director Title III (11/18/2024)

Coordinator of First-Year Experience (11/18/2024)

Universal Design for Learning Specialist (11/18/2024)

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

Approved by the FLCC Board of Trustees by email poll on November 18, 2024.

November 18, 2024

Date


Donald Cass, Board Chair


George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on November 18, 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 18th day of November, 2024.


Penny M. 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 descriptions for previously approved job descriptions for Finger Lakes Community College:

New Title

Previous Title

Professional Tutor (12/04/2024)

Professional Tutor, Math Center (01/25/2016) and

Professional Tutor, Write Place (01/25/2016)

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

Director of Data Engineering and Analytics Support (12/04/2024)

Financial Aid Specialist (12/04/2024)

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 December 4, 2024

December 4, 2024

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on December 4, 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 4th day of December, 2024.

Penny M. Hamilton, Assistant Secretary of the Board

APPROVE TENURE TRACK FACULTY REAPPOINTMENTS

WHEREAS, the FLCC Tenure Review Committee has completed their deliberations and recommends that the following teaching faculty be approved for reappointment effective 27 August 2025:

Byungmoon Cho	Science and Technology
Melissa Kellogg	Nursing
Melissa Langworthy	Nursing
Ali Cala	Environmental Conservation and Horticultural
David Canose	Social Science
Sarah Heidebrink-Bruno	Humanities
Lynn McNamara	Nursing
Adriana Mucedola	Visual and Performing Arts
Tomás Gonzalez	Business

WHEREAS, the College President and the Provost, Vice President of Academic and Student Affairs have reviewed this list of teaching faculty and concur with the FLCC Tenure Review Committee recommendations; and

WHEREAS, reappointments are ordinarily scheduled to be presented to the Board of Trustees for approval no later than four months after the anniversary date of a faculty member's appointment anniversary date; and

WHEREAS, the College President recommends the Board of Trustees approval of said faculty reappointments;

NOW, THEREFORE BE IT RESOLVED, the FLCC Board of Trustees does hereby approve said faculty members for reappointment effective on the date stated above.

Approved by the FLCC Board of Trustees at the meeting on December 4, 2024.

December 4, 2024

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on December 4, 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 4th day of December 2024.

Penny M. Hamilton, Assistant Secretary of the Board

GRANT TENURE STATUS

WHEREAS, tenure status was established to recognize College faculty who have demonstrated exemplary service to the College and the sponsoring community; and

WHEREAS, the FLCC Tenure Review Committee, the Provost and Vice President of Academic and Student Affairs, and the College President recommend that the Board of Trustees grant tenure status and promotion to Assistant Professor to the faculty members listed below, effective 27 August 2025; and

<u>Name</u>	<u>Current Rank</u>	<u>Department</u>
Tiffani Leyden	Instructor	Nursing
Beth McCabe	Instructor	Humanities

NOW, THEREFORE BE IT RESOLVED, the FLCC Board of Trustees does hereby grant tenure status and promotion to said faculty members effective on the date stated above.

Approved by the FLCC Board of Trustees at the meeting on December 4, 2024.

December 4, 2024

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on December 4, 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 4th day of December 2024.

Penny M. Hamilton, Assistant Secretary of the Board

**APPROVE LEASE AMENDMENT BETWEEN
FINGER LAKES COMMUNITY COLLEGE AND C LAKE PROPERTIES**

WHEREAS, Finger Lakes Community College and C Lake Properties, LLC wish to amend their lease agreement at the property located at 36 Main Street, in the City of Canandaigua, Ontario County, New York; and

WHEREAS, The amended lease will occupy the 32 S. Main St and 36 S. Main St, Canandaigua, NY 14424 units for the remainder of the lease agreement, unless sooner terminated in accordance with the provisions of the Lease.; and

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

WHEREAS, Rent for the 32 S. Main St. unit will follow the schedule outlined below; and

Duration	Total Rent	Monthly Installments
Dec 1, 2024 – Dec 31, 2024	\$500	\$500
Jan 1, 2025 – April 30, 2026	\$16,000	\$1000
May 1, 2026 – April 30, 2027	\$13,200	\$1100

WHEREAS, Ontario County Arts Council will be responsible for reimbursing Finger Lakes Community College for the monthly rent owed for 32 S. Main St; 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 approves a lease amendment to the agreement between C Lake Properties, 16 Maple Avenue, Victor, New York 14564 to include the 32 S. Main St and 36 S. Main St, Canandaigua, NY 14424 units for the remainder of the lease agreement for monthly installments of \$500 in 2024, \$1,000 between January 2025 through April 2026, and \$1,100 from May 2026 through April 30 2027, all of which will be reimbursed by Ontario County Arts Council; 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 December 4, 2024.

December 4, 2024

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on December 4, 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 4th day of December 2024.

Penny M. Hamilton, Assistant Secretary of the Board

**APPROVE A SHORT-TERM CONTRACT FOR INTERPRETING SERVICES
WITH EMPIRE INTERPRETING SERVICE**

WHEREAS, Finger Lakes Community College reached out to several Interpreting Services on State Contract; and

WHEREAS, Empire Interpreting Service was the lowest responder; and

WHEREAS, Empire Interpreting Service, 39 Church St, Cortland, NY 13045 is the current service provider for in-person interpreting services at FLCC through January 6, 2025 for a total cost not to exceed \$10,000; and

WHEREAS, Empire Interpreting Service has expressed interest in continuing services under a short-term contract until August 7, 2025; and

WHEREAS, this would be a seven-month short-term contract for the period of January 7, 2025 through August 7, 2025 under a short-term contract for a total cost estimated at \$15,000; 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 accepts a seven-month short-term contract with Empire Interpreting Service, 39 Church St, Cortland, NY 13045 for in-person interpreting services as needed from January 7, 2025 through August 7, 2025 for a total cost estimated at \$15,000; and

BE IT FURTHER RESOLVED, that certified copies of this resolution be sent to the FLCC VP of Administration & Finance, and the FLCC Director of Academic Success and Access Programs.

Approved by the FLCC Board of Trustees at the meeting on December 4, 2024.

December 4, 2024

Date

Donald Cass, Board Chair

George Cushman, Secretary of the Board

I do hereby certify that I have compared the foregoing copy with the resolution duly adopted by the Board of Trustees of Finger Lakes Community College sponsored by Ontario County at their regular meeting held on December 4, 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 4th day of December 2024.

Penny M. Hamilton, Assistant Secretary of the Board