**BOARD OF TRUSTEES MEETING MINUTES**

September 24, 2021

9:00 AM

Adirondack Interpretive Center

Newcomb, New York

1. **Call to Order, Roll Call and Welcome**

Voting Members:

*Trustees in attendance:* Chair William Fisher; Vice Chair John Bartow; Linda Brown Robinson; Oluwole McFoy; Steven (Rick) Fedrizzi; Vita DeMarchi (Virtual); Lexi Chipules, Undergraduate (Virtual)

*Trustees absent:* Daniel Fitts, Stephen Sloan

Ex-officios/Non-voting Members:

*Attending:* Kent Syverud, Chancellor Syracuse University; Matthew Marko, representing DEC Commissioner Basil Seggos; Patrick Wickersham, Graduate student representative

College Personnel in Attendance:

Joseph Rufo, Secretary to the Board (Virtual); Joanne Mahoney, President; Anne Lombard (Virtual); Brenda Greenfield (Virtual); Danielle Gerhart; David Newman;

John Stella (Virtual); Kelly Berger; Malika Carter (Virtual); Mark Lichtenstein; Matthew Millea; Ragan Squier

Chair Fisher called the meeting to order at 9:15 am and asked Secretary Rufo to begin a roll call. The meeting was stopped briefly to fix zoom audio issues. The meeting was called back to order by Chair Fisher at 9:40 am. Secretary Rufo was asked to give the roll call again. With more than 5 voting members in attendance, Chair Fisher confirmed a quorum. Chair Fisher stated we were streaming live from the Adirondack Interpretive Center on ESF’s Newcomb Campus in the Adirondack Park. Chancellor Kent Syverud offered some welcoming remarks. Chair Fisher welcomed our new trustee Oluwole McFoy and Patrick Wickersham, graduate student representative to the Board.

1. **Consent Agenda – *Chair Fisher***
	1. Approval of the Minutes of the May 14, 2021 Board Meeting
	2. Personnel Actions Presented for Board Review

Trustee Fedrizzi made a motion to advance the consent agenda, seconded by Trustee Brown Robinson. Chair Fisher called for a vote. The motion carried unanimously.

 **RESOLVED** that the items in the consent agenda be approved as presented.

1. **Chair’s Report – *Chair* *Fisher***

 No Chair’s Report was shared by Trustee Fisher.

1. **President’s Report – *Joanie Mahoney***
* Progress on Task Force Recommendations
	+ Orientation Week
		- This is the first year we had orientation leaders specifically for incoming transfer students.
	+ Recess Coffee
		- Mobile Operation on campus for the Fall Semester
		- Café under renovation in Moon Library
	+ Enrollment
		- 2,056 total students enrolled
			* 1,532 Undergraduate Students
			* 361 Graduate Students
			* 163 Online Students & Ranger School Students
		- We have a new employee working permanently in NYC under Kitty McCarthy to help increase our enrollment.
	+ Welcome New Board Members
		- Trustee Oluwole (OJ) McFoy, Buffalo Sewer Authority
		- Lieutenant Governor Brian Benjamin was sworn in as an ex-officio member of our Board of Trustee’s on September 9, 2021
	+ Provost Search
		- Chaired by Lindi Quackenbush
		- Our new Provost Samuel Mukasa starts November 1st, 2021
		- President Mahoney and Chair Fisher thanked Interim Provost David Newman for his service
	+ President Mahoney’s Notable Meetings During the Summer and Early Fall
		- Chancellor Malatras visited our campus in July and met with President Mahoney and executives
		- NYS Comptroller, Tom DiNapoli, visited the campus in September and met with President Mahoney, Matt Millea, UUP leadership and our students
		- President Mahoney attended a private briefing on the 1-81/NYS DOT briefing. ESF sees opportunity for our faculty and students to play a role in the execution of the project. The project, if goes as planned, will help the downtown area and University area connect better.
		- Monday & Thursday Executive Cabinet meetings in June. It was asked that every member of Executive Cabinet take a day to present and bring everybody up to speed on the priorities and initiatives they are working on.
		- The Executive Cabinet went to the Syracuse EOC for a Microsoft overview on July 27th.
		- President Mahoney moderated a panel on the CLCPA
		- Syracuse STEAM school CTE briefing was on campus which will be a great partnership
	+ Update on COVID-19
		- 16 Students have exemptions
		- 9 Students have yet to report their vaccine status
		- As of Monday, students cannot attend if they are not vaccinated
		- Elias Chan has been hired as our COVID Coordinator, making sure all of our students are testing and following the COVID guidelines
	+ Other Notable News
		- Working with Apple to form a partnership to bring technology to ESF students while working in the field
		- We had a joint commencement with Syracuse University recognizing the class of 2020 this past weekend
		- Child Care for faculty, staff and students is a priority
			* Working with SUNY Upstate to see if we can combine age groups and use ESF properties, such as Lafayette to house daycare
		- Campus Conversations, Forums and Podcasts
			* First Podcast Season will be released this semester
		- SUNY has agreed to a new building funded at $3.5 million on Stadium Place
	+ President’s Inauguration
		- President Mahoney has decided to forgo the formal installation
		- She would rather dedicate the use of the funds for faculty and students. She would like to create a space for faculty and highlight faculty. She will ask GSA & USA their top priorities of what they need.
		- Linda Brown-Robinson wants to still be able to celebrate President Mahoney as the first female president.

President Mahoney turned the presentation to Joseph Rufo, CFO, to give the College’s Financial Update.

* + Joe stated he will be going over the 2021 state operating budget compared to the previous 2-year actuals. We are still being challenged by circumstances leading to our on-going structural deficit. We are predicting on a revenue basis in our 21-22 budget to be $36.6 million, expenses to be $44 million, operating on a deficit of $7.4 million. One thing talked about to get the deficit down was to hold department expense to the 2019-2020 level. Joe then talked about the variance explanations 2021-2022 vs. 2019-2020 key drivers. The key drivers are tuition, interest income, PSR, TS, OTPS Marshall Hall Renovation, OTPS Other.
* Five Year State Operating Budget Forecast
	+ A Budget model was built that looks at 98 separate revenue and expense variables. Five different scenarios are run. The first scenario is a base case, and the other four scenarios one or more variables are changed. A forecast of the projected impact over the next 5 years of each scenario represents a real challenge. The challenge is with the 5 scenarios, over five years, there are only 3 boxes that show a surplus/deficit over $0.
	+ Reversing the structural deficit of the current SUNY business model for State Operated Campuses presents a significant challenge. Our state support comprises of 62% of our revenue which is much different than the other state operating campuses. There is no expectation that the $22.6 million state aid will go up in the future.
	+ Other factors are Tuition, Enrollment, Labor, OTPS and Cost of Borrowing.
* Enterprise Risk Management
	+ Topic in the Sustainable Finance committee and the process has already been started
	+ Phase I: NIST 800-53 Compliance, (NIST: National Institute of Standards and Technology) SUNY must be compliant with NIST Standards by 2023. Engaged Grey Castle Security to provide guidance and support to becoming NIST compliant.

President Mahoney finished the report with a summary of the financial position. She stated our assets are up, liabilities are down and the fund balance is up compared to 2020. She also shared slides from the ESF College Foundation Board meeting. She stated her charge to the ESF College Foundation was that she needs the Foundation to raise money that will reduce the deficit of the College and we can show SUNY that we are moving in the right direction.

Questions/Comments:

* The Research is not in the Operating Budget, how do we look as far as the Research Foundation Budget goes? (Trustee Fisher)
	+ Joe Rufo stated The Research Foundation of SUNY is a separate agency, and is not prepared to go into detail.
	+ Matt Millea proposed we prepare to answer this question at the December meeting
	+ Trustee Fisher encouraged trustee’s to sign up to be on one or more of the three committees. He stated the Sustainable Finance Committee look into the Research Foundation and the College Foundation budgets.
* Compliance is very important with cyber security which includes educating the whole campus what type of information should not be included in email, etc. (Trustee DeMarchi)
1. Student Reports
	1. Graduate – *Patrick Wickersham*
	* First paychecks for Research Assistants, Teaching Assistants and Work Study positions
		+ First paychecks are not received until after their fees are due as a student
		+ To reduce the financial burden on students, Patrick advocated to extend the student fee deadline to later in the year
	* Graduate Student Listserv
		+ In the future, GSA would like to reach out to incoming graduate students prior to their arrival on campus. New students do not receive their emails until after the start of the semester

Question:

* What are the best ways for the college to communicate with students? (Chair Fisher)
	+ Social Media: Instagram, LinkedIn, Discord
	1. Undergraduate – *Trustee Chipules*
* USA received an anonymous donation of $10,000. The donation was used to create a Brave Space where students feel safe should be opened in November and have a grand opening next semester.
* Campus Labs: Increase communication for clubs and students
* In person events: Morning Munch & TG
1. Committee Reports
	1. Governance – *Trustee Marko*
* The committee has not met since March 16th, no report at this time.
	1. Diversity, Equity & Inclusion – *Trustees Brown-Robinson and Bartow*
* The committee met on September 10th
* President Mahoney’s request of the committee is to set objectives and goals and hold the administration accountable
1. New Business

 Vice Chair Bartow opened the floor for new business at 11:25 am.

* No new business

 Next Official Board meeting December 10, 2021

1. **Adjournment**

 Meeting adjourned at 11:26 am

 Minutes respectfully submitted by Baylee Woods