



Agenda

Annual Meeting followed by:

Board of Trustees Meeting

July 16, 2026 @ 5:30 p.m.

[Zoom Link](#)

- 1. Call to Order**
- 2. Roll Call**
- 3. Oath of Office – 2026-27 Student Trustee Jose Leon ‘27**
- 4. Election of 2026-27 Board Officers***
- 5. 2026-27 Proposed Board of Trustee and Finance and Audit Committee Meeting Dates***
- 6. Annual Disclosure of Conflict of Interest Forms**
- 7. Other Business**
- 8. Adjournment**

July Board of Trustees Meeting

[Zoom Link](#)

- 1. Call to Order**
- 2. Welcome Guests**
- 3. Approval of Agenda**
- 4. Public Comment****
- 9. Approval of June 18, 2026 Board of Trustees Meeting Minutes***
- 10. Presentations:**
 - a. Adult Learner & Reconnect Center: Wendy Allen, Dean of Admissions and Recruitment, Christian Kull, Director of Adult Student Enrollment & SUNY Reconnect**
- 11. Chair’s Report**
- 12. Treasurer/CFO Report**
 - a. Finance & Budget Update**
 - b. Finance Policy Update**

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Values: Excellence, Inclusion, Community, Integrity and Accountability, Connection, and Equity

13. President's Report

- a. Vice President Reports

14. Consent Agenda*

- a. Revision of FERPA Policy

15. Committee and Affiliate Report

- a. New York Community College Trustees (NYCCT)

16. County Liaison Updates

- a. Cortland County
- b. Tompkins County

17. Adjournment

Informational/Calendar Items

- Board of Trustees Retreat, August 21, 2026
- First Day of Classes, August 24, 2026
- Ribbon Cutting of the Adult Learner Reconnect Center, August 27, 2026
- NYCCT Annual Conference, September 16-18, 2026, Saratoga Casino Hotel
- 20th Annual TC3 Panther Club Golf Tournament, October 2, 2026

***Board action required**

*****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.***

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Memorandum

TO: Members of the Board of Trustees

FROM: Judy Davison, Chair, Board of Trustees

DATE: June 30, 2026

SUBJECT: Future Board Meeting Dates 2026-27

The following is the list of the meetings of the Board of Trustees of Tompkins Cortland Community College for 2026-2027. All Meetings will begin at 5:30 p.m. in the Ronald W. Space Board Room at the College and/or Zoom within state guidelines.

Thursday night

(Third Thursday of every month unless otherwise noted*)

September 24, 2026 *

October 15, 2026

November 19, 2026

December 17, 2026

January 21, 2027

February 18, 2027

March 18, 2027

April 15, 2027

May 20, 2027

June 17, 2027

July 15, 2027 Annual Meeting



Memorandum

TO: Members of the Board of Trustees

FROM: Matt McSherry, Chair, Board of Trustees Finance and Audit Committee

DATE: July 16, 2026

SUBJECT: Future Committee Meeting Dates 2026-27

The following is the list of the meetings of the Board of Trustees Finance and Audit Committee of Tompkins Cortland Community College for 2026-2027. All Meetings will begin at 5:00 p.m. in the Ronald W. Space Board Room at the College and/or Zoom within state guidelines.

September 9, 2026
November 4, 2026
January 13, 2027
March 10, 2027
May 12, 2027



Minutes

Minutes
June 18, 2026
Open Session at 5:30 p.m.

Present: Roxann Buck, Dean Corbin, Sue Dale-Hall, Judy Davison,
 Frank Kruppa, Schelley Michell-Nunn, Lisa Perfetti, Shana Piotti

Excused: Matt McSherry, Seth Peacock

County Liaisons: Reed Cleland and Dan Wakeman

Staff: Heather Clifford, Amy Faben-Wade, John Geer, Penelope Howard,
 Amy Kremenek, Nancy Murphy, Rob Palmieri (v), Kori Post, Aaron Tolbert,
 Susanna VanSant

1. **Call to Order** Meeting was called to order at 5:30 p.m. by Chair Davison.
2. **Roll Call:** Ms. Murphy called roll.
3. **Welcome Guests:** No guests were present. The President introduced Penelope Howard, Interim Vice President of Finance. Penny is a CPA, has her MBA, and will be at TC3 until the end of calendar year.
4. **Approval of Agenda:** Mr. Corbin moved to approve the agenda, seconded by Ms. Michell-Nunn motion approved unanimously.
5. **Public Comment:** There was no public comment.
6. **Approval of May 21, 2026 Board of Trustees Meeting Minutes:** Ms. Buck moved that the minutes from the May 21, 2026 meeting be approved as submitted; seconded by Ms. Perfetti, motion approved unanimously.
7. **Chair's Report**
 - a. Resolution of Appreciation for Student Trustee Shana Piotti: Chair Davison read the resolution to Ms. Piotti and wished her well as she completes her degree in the fall. Ms. Dale-Hall moved that the Resolution of Appreciation for Student Trustee Shana Piotti be approved; seconded by Ms. Buck, motion approved unanimously.

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- b. Resolution of Appreciation Renae Moore, Deputy Clerk to the Board of Trustees: Chair Davison noted that Ms. Moore is retiring after 35 years of service. Ms. Buck moved that the Resolution of Appreciation for Renae Moore, Deputy Clerk to the Board of Trustees be approved; seconded by Ms. Michell-Nunn, motion approved unanimously.
- c. Resolution of Appointment of Deputy Clerk to the Board of Trustees: Chair Davison asked for a motion Ms. Korson be appointed Deputy Clerk to the Board of Trustees. Mr. Corbin moved that the Resolution of Appointment of Deputy Clerk to the Board of Trustees be approved as submitted; seconded by Ms. Buck, approved unanimously.
- d. Board Annual Self-Evaluation: Ms. Murphy emailed the link to the annual self-evaluation to Board members prior to the meeting. Members may also fill out the hard copies. The deadline for completion is July 31; results will be reviewed at the Board retreat on August 21.

8. Treasurer/CFO Report

- a. Finance and Budget Update: Ms. Howard, Interim Vice President of Finance, reported that the Audit produced an unqualified opinion. The Finance Team developed a corrective action plan relative to the financial statements to address timelines. Wages are tracking higher than the benchmark because of higher enrollment and two FSA employees moving to college payroll. The college is also looking at performance contract vendors through our Facilities Master Plan, currently we use natural gas, electric and solar for energy.
- b. New York state Budget FY2027 Overview: President Kremenek shared that the budget passed with a flat base operating aid, the funding floor intact, \$12 million was added by the Assembly to be split 30 ways by Community Colleges (\$288,000 is our share with \$193,000 directed to the Reconnect Program), \$128.1 million in capital for county/state match overall (30 colleges). SUNY Reconnect has added additional programs and expanded institutions to include technical colleges and now offers to those with nursing bachelor's degrees can be eligible to receive another degree exclusively in nursing.
- c. Resolution to Accept the 2025 Audit Corrective Action Plan: Mr. Corbin moved that the resolution to accept the 2025 Audit Corrective Action Plan be approved as submitted; seconded by Mr. Kruppa; motion carried unanimously.

- 9. **Student Trustee's Report:** Ms. Piotti reported that summer classes have started, she has registered for the fall and is ready to return. She will be graduating in December. Ms. Dale-Hall stated there isn't a lot of activity on campus during the summer and asked if it is a time for students to visit the campus. Mr. Palmieri, VP of Enrollment Management and Student Affairs stated the college offers many activities such as Accepted Panther days.

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10. President's Report

- a. Academic Portfolio Review Update: Dr. Tolbert, Provost and VP of Academic Affairs explained his process of taking the suite of programs we offer and how they make a complete picture. Utilizing analysis from Hanover Research and internal work to review based on local jobs and living wage.
- b. Fall 2026 Enrollment Update: Mr. Palmieri, VP of Enrollment Management and Student Affairs, reported that enrollment is currently 6 percent above the budget goal; however, our applications compared to last year are down. This is due to the launch of Reconnect last summer which created inflation. Our numbers in Chemical Dependency, Health Sciences and Computer Sciences have grown significantly with the launch of Reconnect.
- c. Resolution on the Policy on the Development, Approval and Retirement of Policies: President Kremenek shared the policy was developed with assistance from legal counsel and reviewed by College Senate and DEAC who provided feedback. This policy on policies creates a standard for how the college creates, approves and builds policies. Mr. Kruppa moved that the resolution on the Policy on Development, Approval and Retirement of Policies be approved as submitted; seconded by Mr. Corbin; motion carried unanimously.

11. Consent Agenda: Ms. Buck moved the Consent Agenda be approved as submitted; seconded by Ms. Dale-Hall; motion carried unanimously.

- a. Resolution to Approve Cybersecurity A.S.
- b. Resolution to Discontinue Criminal Justice Certificate
- c. Resolution to Discontinue Human Services A.A.S.
- d. Resolution to Determine Professional Service Management Confidential Position Titles
- e. Resolution to Determine Professional Service Professional Administrator Position Titles

12. Committee and Affiliate Updates

- New York Community College Trustees (NYCCT): Ms. Buck reminded everyone of the upcoming conference in Saratoga Springs September 16-18, please send travel requests to Ms. Murphy.
- College Senate: College Senate Co-Chair Amy Faben-Wade shared that the year-end report from President Kremenek covered the Strategic Plan, Achieving the Dream and Middle States. Dr. Talwar, VP for Institutional Effectiveness, presented on the Middle States feedback received from Dr. McMenamin and the Middle States team strategy in response. Merryn Clay, Associate Dean of Academic Affairs presented the Academic Integrity Policy. College Senate voted on the discontinuation of Criminal Justice Certificate and Human Services A.A.S. and the creation of the Cybersecurity A.S. program- all received full support. A resolution

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supporting a faculty senate launch passed, fall will mark the beginning of the provisional year.

13. **County Liaison Update**

- Cortland County: Mr. Cleland thanked Dr. Kremenek and team for the presentation to the Finance Committee and shared that the vote sailed through. He expects the same to happen next week when presented to the full legislature. Matt McSherry's appointment to board passed. Mr. Cleland plans a district tour on every street over legislative vacation. He continues his work on local law for term limits with hopes to go to referendum in November.
- Tompkins County: Mr. Wakeman spoke about a presentation on facilities and infrastructure for the Center Government buildings using geothermal with an open loop system.

14. **Adjournment:** Ms. Schelley-Nunn moved that the meeting be adjourned at 6:57 p.m.; seconded by Ms. Dale-Hall, approved unanimously.

Nancy C. Murphy
Clerk to the Board of Trustees

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Financial and Budget Update

TOMPKINS CORTLAND COMMUNITY COLLEGE
 APPROPRIATIONS 2025-26
 FINANCIAL REPORT FOR PERIOD ENDING SUNDAY, MAY 31, 2026

	2025-26 Modified Budget	2025-26 Actual	2025-26 Unexpended Balance	2025-26 Unexpended %	2024-25 Total Exp PY	2024-25 To Date PY	2024-25 PY % Expended	Variance CY to PY Fav(Unfav)	% Variance CY to PY Fav(Unfav)
Instruction									
Personal Services	6,765,173	6,027,194	737,979	89.1%	7,292,941	6,092,424	83.5%	65,230	1.1%
Equipment			0	0.0%	3,248	1,891	58.2%	1,891	100.0%
Contractual Expenses	642,225	716,509	(74,284)	111.6%	1,612,649	1,211,354	75.1%	494,845	40.9%
Employee Benefits	3,569,257	2,898,242	671,015	81.2%	4,105,284	3,132,049	76.3%	233,807	7.5%
Total Instruction	10,976,655	9,641,945	1,334,710	87.8%	13,014,121	10,437,718	80.2%	795,773	7.6%
Academic Support									
Personal Services	1,518,389	1,229,382	289,007	81.0%	1,685,234	1,247,392	74.0%	18,010	1.4%
Equipment			0	0.0%	13,883	13,152	94.7%	13,152	100.0%
Contractual Expenses	205,768	105,433	100,335	51.2%	202,485	119,406	59.0%	13,973	11.7%
Employee Benefits	898,486	584,090	314,396	65.0%	889,505	626,510	70.4%	42,420	6.8%
Total Academic Support	2,622,643	1,918,905	703,738	73.2%	2,791,108	2,006,460	71.9%	87,555	4.4%
Libraries									
Personal Services	551,274	450,734	100,540	81.8%	642,573	435,195	67.7%	(15,539)	(3.6%)
Contractual Expenses	283,200	234,392	48,808	82.8%	228,658	215,836	94.4%	(18,556)	(8.6%)
Employee Benefits	302,594	216,729	85,865	71.6%	301,751	221,482	73.4%	4,753	2.1%
Total Libraries	1,137,068	901,855	235,213	79.3%	1,172,981	872,513	74.4%	(29,342)	(3.4%)
Student Services									
Personal Services	2,429,016	1,845,723	583,293	76.0%	2,455,240	1,903,158	77.5%	57,435	3.0%
Equipment		42,637	(42,637)	0.0%	9,535	2,032	21.3%	(40,605)	(1998.0%)
Contractual Expenses	744,176	459,384	284,792	61.7%	644,943	416,014	64.5%	(43,370)	(10.4%)
Employee Benefits	1,302,924	882,057	420,867	67.7%	1,413,453	1,014,411	71.8%	132,354	13.0%
Total Student Services	4,476,116	3,229,801	1,246,315	72.2%	4,523,171	3,335,615	73.7%	105,814	3.2%
Maintenance and Operations									
Personal Services	2,137,633	1,849,801	287,832	86.5%	2,112,065	1,594,250	75.5%	(255,551)	(16.0%)
Equipment	65,000	5,903	59,097	9.1%	30,659	21,013	68.5%	15,110	71.9%
Contractual Expenses	1,144,975	980,868	164,107	85.7%	1,190,442	888,877	74.7%	(91,991)	(10.3%)
Employee Benefits	1,004,146	889,409	114,737	88.6%	1,180,001	798,840	67.7%	(90,569)	(11.3%)
Total Maintenance and Operations	4,351,754	3,725,981	625,773	85.6%	4,513,166	3,302,980	73.2%	(423,001)	(12.8%)

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Institutional Support									
Personal Services	1,933,044	1,345,419	587,625	69.6%	1,829,585	1,321,636	72.2%	(23,783)	(1.8%)
Equipment			0	0.0%	11,729	2,682	22.9%	2,682	100.0%
Contractual Expenses	739,600	653,517	86,083	88.4%	601,255	445,908	74.2%	(207,609)	(46.6%)
Employee Benefits	895,670	646,378	249,292	72.2%	973,683	676,202	69.4%	29,823	4.4%
Total Institutional Support	3,568,314	2,645,314	923,000	74.1%	3,416,253	2,446,427	71.6%	(198,887)	(8.1%)
General Institutional Services									
Personal Services	1,602,983	1,238,171	364,812	77.2%	1,640,011	1,233,340	75.2%	(4,831)	(0.4%)
Equipment	30,000	16,626	13,374	55.4%	74,265	38,486	51.8%	21,860	56.8%
Contractual Expenses	2,371,445	1,832,404	539,041	77.3%	2,618,377	1,531,282	58.5%	(301,122)	(19.7%)
Employee Benefits	688,444	596,602	91,842	86.7%	763,132	540,690	70.9%	(55,912)	(10.3%)
Total General Institutional Services	4,692,872	3,683,804	1,009,068	78.5%	5,095,785	3,343,799	65.6%	(340,005)	(10.2%)
Scholarships & Awards									
Student Services		288,683	(288,683)	0.0%	267,906	268,096	100.1%	(20,587)	(7.7%)
Academic Support	3,200,000	3,639,280	(439,280)	113.7%	3,699,845	3,665,540	99.1%	26,260	0.7%
Total Scholarships & Awards	3,200,000	3,927,963	(727,963)	122.7%	3,967,751	3,933,636	99.1%	5,673	0.1%
Total Appropriations before adjustments	35,025,422	29,675,567	5,349,855	84.7%	38,494,335	29,679,147	77.1%	3,580	0.0%
Adjustments to Budget									
Personal Services	(805,480)		(805,480)	0.0%			0.0%	0	0.0%
Contractual Expenses	(85,000)		(85,000)	0.0%			0.0%	0	0.0%
Total Adjustments to Budget	(890,480)	0	(890,480)	0.0%	0	0	0.0%	0	0.0%
Total Appropriations after Adjustments	34,134,942	29,675,567	4,459,375	86.9%	38,494,335	29,679,147	77.1%	3,580	0.0%

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Personnel	16,132,032	13,986,424	2,145,608	86.7%	17,657,648	13,827,394	78.3%	(159,030)	(1.2%)
Equipment	95,000	65,166	29,834	68.6%	143,318	79,257	55.3%	14,091	17.8%
Contractual	6,046,389	4,982,508	1,063,881	82.4%	7,098,809	4,828,678	68.0%	(153,831)	(3.2%)
Scholarship & Awards Offset	3,200,000	3,927,963	(727,963)	122.7%	3,967,751	3,933,636	99.1%	5,673	0.1%
Fringe Benefit	8,661,521	6,713,507	1,948,014	77.5%	9,626,809	7,010,183	72.8%	296,676	4.2%
	34,134,942	29,675,567	4,459,375	86.9%	38,494,335	29,679,147	77.1%	3,580	0.0%

The following update reflects progress toward the 2025-26 Presidential Goals as approved by the Board of Trustees and shared with the campus community in August 2025. The goals are organized according to the four focus areas: Ensuring Middle States Accreditation, Strengthening the Institutional Framework, Building External Support and Investing in the Campus Community.

ENSURING MIDDLE STATES ACCREDITATION

- Final text reviews of the Self-study have been completed. Final selections for an external professional editor and external designer have been secured. The document has been submitted to the editor. The final Self-study is due to Middle States on 8/15.
- The Middle States team is developing a comprehensive communications plan with key audiences of students, faculty and staff. The student engagement plan will be completed by 7/15; faculty/staff by 8/15.
- A new Middle States VP of Institutional Field Relations for TC3 has been named. ALO Malvika Talwar and I meet with VP Kathy Feith on 7/13 for an introductory meeting.
- Planning is underway for the annual Opening Day with faculty and staff on 8/17. Preparation for the Middle States visit will be a key focus area.

STRENGTHENING THE INSTITUTIONAL FRAMEWORK

- The Policy on the Development, Approval and Retirement of Policies was approved by the BOT on 6/18. The process to update existing policies using the new accessible template is underway, providing the groundwork for the annual institutional policy review with the senior leadership team.
- New Chief Advancement Officer/Foundation Executive Director Kelly Tobin '01 begins 7/13. Interim accounting and financial services support has been secured for 90-day period while the search for the permanent Director of Auxiliary Operations is underway. Communication with the Foundation Board officers is coordinated by the President's office during the transition. The next meeting to advance the successor MOA will be confirmed shortly with the Foundation Board Chair.
- The 2025-26 annual evaluation process is underway with the division Vice Presidents and senior leadership team. All performance evaluations and 2026-27 annual goals will be completed by 8/31.
- The Institutional Effectiveness division has developed a new employee onboarding and orientation program. I recorded a welcome video on 6/18 that will be incorporated into the program.
- TC3's Achieving the Dream Action Plan was accepted by ATD on 6/26. Areas of commendation included focus on student retention, high-impact practices and data-driven decision making; areas of continued focus include further engagement with students, faculty and staff, professional development including data literacy skills and a comprehensive monitoring framework. ATD coaches will visit TC3 9/10-9/11.

BUILDING EXTERNAL SUPPORT

- The College's 2026-27 Operating and Capital Budget was presented and approved by the Cortland County Finance Committee (June 16), Tompkins County Legislature (June 16) and Cortland County Legislature (June 26). The final step is the Tompkins County public hearing and final vote (7/21), after which we will submit to SUNY as required.
- Notification has been received from SUNY regarding the required plan to utilize the earmarked \$193,000 allocation for SUNY Reconnect program expansion and evening/weekend classes. The plan is due 7/31.

INVESTING IN THE CAMPUS COMMUNITY

- I traveled to attend the 6/12 graduation of the 2025-26 cohort of the PEAKS Community College Leadership Program: Dave Centro (Campus Tech), Peter Mancarella (Admissions), Karen Rachetta (Access & Equity) and Cheyenne Woodard (Student Activities). The next cohort begins in September.
- The final report of the College Safety Committee was received 6/16. The required attestations for NYS Articles 129A and 129B were submitted. Recommendations for members of the 2026-27 Safety Committee are due to me by 8/14.



Vice President Reports

Board of Trustees Update – July 2026

Administration Division

Human Resources

Human Resources welcomed Tom Avery as the College's new Human Resources Generalist. Tom brings a diverse background in human resources, operations, and compliance and will support benefits administration, onboarding, compensation, and day-to-day HR operations while helping enhance services provided to employees and supervisors across the College. The department also continues to support employee onboarding, recruitment, and process improvements to strengthen service delivery and operational efficiency.

Facilities

Facilities staff remained active throughout June supporting campus operations, office relocations, and summer projects. Environmental Health and Safety coordinated regulatory inspections, advanced multiple workplace safety policies, completed a MaintainX user guide, and continued planning for fire alarm monitoring improvements. Building Maintenance focused on renovations within the President's and Provost's office suites, residence hall preparations for fall occupancy, HVAC repairs, infrastructure maintenance, and campus storage improvements. Grounds crews maintained campus landscaping and athletic facilities while completing preventative equipment maintenance, sidewalk repairs, drainage improvements, and support for more than 35 athletic events. Custodial staff supported BOCES graduation ceremonies, office moves, seasonal residence hall turnover, deep cleaning projects, and initiated a comprehensive campus key inventory project.

Campus Police

Campus Police successfully concluded the College's graduation season, supporting four graduation ceremonies with approximately 3,600 visitors and no reported safety incidents. Officers also partnered with the Dryden Police Department during the Annual Dairy Day and George Jr. Completers parades, reinforcing the department's commitment to community engagement. Recruitment continues for a Campus Peace Officer vacancy, with physical agility testing underway and a projected mid-August start date for the successful candidate. The department also continues expanding the College's security camera system, completing annual block training, preparing for the return of students this fall, and recently published the College's Annual Fire Safety and Security Report in compliance with federal reporting requirements.

Enrollment Update

Core enrollment, measured by full-time equivalent (FTE) enrollment, increased by more than 10% in 2025–26 compared to last year and exceeded the College's budget goal by 6%. Adult learner enrollment (students age 25 and older) increased by 29% in Spring 2026, driven largely by the success of SUNY Reconnect. During the spring semester, 276 SUNY Reconnect-eligible students were enrolled at the College and achieved a median semester GPA of 3.50. These results demonstrate both strong enrollment growth and academic success among adult learners and highlight the impact of targeted recruitment, enrollment, and support strategies designed to increase access, persistence, and completion for post-traditional students.

For Fall 2026, applications remain below last year's levels however, registrations among incoming students continue to outpace the prior year, indicating improved yield and stronger conversion among admitted students. The College remains focused on converting accepted students to enrolled students through proactive outreach, advising, and registration support throughout the summer enrollment cycle.

Adult Learner & Reconnect Center

The College completed a soft launch of the Adult Learner & Reconnect Center during the week of June 22, 2026. Christian Kull began serving as Director of Adult Student Enrollment and SUNY Reconnect on June 15th. Christian brings extensive higher education experience from Monroe Community College, Corning Community College, and most recently Finger Lakes Community College, where he oversaw the One Stop Center. His background includes academic advising, career and veteran counseling, and he holds a master's degree in adult education.

The Center provides coordinated outreach, enrollment, onboarding, coaching, and referral services designed specifically for adult, returning, and post-traditional students. As one of the first integrated adult learner support models within SUNY, the Center positions TC3 as a leader in advancing adult student recruitment, engagement, and success, while strengthening continuity of support across the student lifecycle.

Student Success Leadership Update

The College will welcome Camelia Rubalcada on July 15th as Director of Student Success Services. She brings extensive experience in academic advisement and student support, currently serving as Dean of Student Success at Hood College in Maryland and previously as Associate Dean of Student Success at Luther College in Iowa. Her background also includes leadership in TRIO Student Support Services and student success advising.

Camelia holds a Master of Arts in Education in Postsecondary Education: Student Affairs and has presented nationally through NACADA. Her expertise will support a comprehensive review of academic advisement at TC3, led by Academic Affairs and aligned with both the College's Strategic Plan and the Strategic Enrollment Plan (SEP), with a focus on strengthening student pathways, advising consistency, and student success outcomes.

Athletics, Community Engagement, and 2026–27 Planning and Priorities

Nine student-athletes earned NJCAA Academic All-Region or Academic All-American recognition during 2025–26. Beginning in 2026–27, TC3 will sponsor varsity competition in Women's Soccer, Men's Lacrosse, Baseball, and Softball, reflecting a strategic realignment of athletic programming and resources.

The College successfully hosted OCM BOCES and TST BOCES commencement ceremonies in June and will welcome participants to the 30th year of Panther Sports Camps beginning in July. In addition, nearly 150 youth baseball games are scheduled at Panther Baseball Park this summer through the College's ongoing partnership with Pro Baseball Report (PBR), supporting both community engagement and regional athletic development.

Division offices are finalizing 2025–26 year-end reviews and advancing planning for the 2026–27 fiscal year, including the development of upcoming initiatives, events, and priorities aligned with divisional and institutional goals, and continued implementation of the College's strategic enrollment and student success priorities.

1) Academic Portfolio

Academic Affairs submitted our Cybersecurity A.S. program to SUNY on 6.26.26. We await what we hope will be a fast returned proposal.

In addition, the college is working to use earmarked SUNY dollars to help build a new Cybersecurity Hyflex classroom for January 2027 rollout.

2) Academic Affairs Leadership

The college offered two full-time nursing faculty lines to new faculty, replacing one retired faculty member and converting one teaching line from temporary to standard, ensuring that the faculty needed are staffed in the program to continue full enrollment of students in this critical program.

Dean of the School of Nursing, Allied Health and Life Sciences, Sue Mueller, and Director of Workforce Development, Carrie Whitmore, shared a draft plan for how the school will seek to grow programs in the academic portfolio over the next few years. The plan looks holistically and strategically at how to serve local employer needs with new potential programs. This plan will be taken to school faculty when they return in the fall as well as the Faculty Senate for commentary and feedback. Once finalized for review by executive council, the provost, and the president, it will serve as a guide for how to meet key components of the college's strategic plan.

3) Retention

Faculty engaged in a series of core initiatives in June that relate to retention. First, faculty engaged the college's Achieving the Dream work, helping to complete the college's ATD action plan that lays out the most complete retention strategy for the college. In addition, faculty leaders participated in the President's Cabinet retreat on June 23rd, learning about core change leadership strategies that help institutions navigate systematic, goal-oriented change.



Consent Agenda

**TOMPKINS CORTLAND COMMUNITY COLLEGE
RESOLUTION 2025-2026-55**

Resolution Approving Revisions to the Family Educational Rights and Privacy Act (FERPA) Policy to Incorporate Beau's Law

WHEREAS, the College is committed to protecting the privacy of student education records in accordance with the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g, and its implementing regulations; and

WHEREAS, New York State Education Law § 6438-d ("Beau's Law") requires institutions of higher education to establish and publicly maintain a policy regarding notification of a parent, guardian, or designated emergency contact when a student under the age of twenty-one is involved in certain alcohol- or controlled substance-related violations or medical emergencies, consistent with FERPA; and

WHEREAS, the administration has reviewed the College's existing FERPA policy and recommends revisions to ensure compliance with New York State law while continuing to safeguard student privacy and limit disclosures to those permitted under applicable law; and

WHEREAS, the proposed revisions clarify the circumstances under which the College may notify a parent, guardian, or designated emergency contact of students under the age of twenty-one regarding qualifying alcohol- or controlled substance-related incidents, including violations of institutional policy, violations of law, and alcohol- or controlled substance-related hospitalizations, overdoses, or other significant health or safety emergencies, as authorized by FERPA and New York State Education Law;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees approves the revisions to the College's FERPA Policy to incorporate the requirements of New York State Education Law § 6438-d (Beau's Law), effective July 1, 2026, substantially in the form presented to the Board; and

BE IT FURTHER RESOLVED, that the President is authorized to implement the revised policy, make such non-substantive administrative or technical revisions as may be necessary, ensure the policy is publicly posted as required by law, and take all actions necessary to effectuate this resolution.

STATE OF NEW YORK:
SS:
COUNTY OF TOMPKINS:

I, NANCY MURPHY, CLERK of the Board of Trustee of
Tompkins Cortland Community College,
DO HEREBY CERTIFY that 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 this 16th day of July 2026
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 16th day of July 2026.

Clerk of the Board of Trustees
Tompkins Cortland Community College

TOMPKINS CORTLAND COMMUNITY COLLEGE

POLICY

Policy: Family Educational Rights and Privacy Act (FERPA) Policy

Policy Reference No: A21

Date of Last Update: July 1, 2026

Responsible Division: Provost & VP of Academic Affairs, Vice President of Enrollment Management & Student Affairs

Purpose:

The federal Family Educational Rights and Privacy Act (FERPA) requires Tompkins Cortland Community College, with certain exceptions, to obtain a student's written consent before disclosing educational records with personally identifiable information.

References:

- [FERPA](#)

Contacts:

Aaron Tolbert, PhD, Provost & Vice President of Academic Affairs, at109@tompkinscortland.edu, ext. 4373

Robert Palmieri, Vice President of Enrollment Management & Student Affairs, rp050@tompkinscortland.edu, ext.4440

Policy Statement:

Directory Information

The College may disclose information designated “directory information” without written consent, unless the student has advised the college to the contrary in accordance with college procedures.

Directory information is defined by FERPA as information in an education record of a student that would not generally be considered harmful or an invasion of privacy if released.

TC3 has designated the following information as directory information

- Name
- TC3 email address
- Dates of attendance
- Program of study

- Enrollment status (Full-time/Part-time)
- Degrees awarded
- Honor and awards
- Participation in officially recognized activities and sports
- Athlete height/weight
- Photos or videos taken in public settings or events

If a student does not want the College to disclose directory information from his/her education record without his/her prior written consent, they must complete and submit a signed and dated [Directory Information Withholding Form](#) to Academic Records, Room 229, by the end of the third week of classes in a semester or summer session.

Solomon Amendment

The Solomon Amendment requires the College to provide directory-type information, and including address, phone number, and age or date of birth, on students who are at least 17 years of age, upon request from representatives of the Department of Defense for military recruiting purposes.

Student Rights under FERPA

The law provides students certain rights with respect to their education records.

These rights include:

The right to inspect and review his/her education record within 45 days of the day the college receives a request for access. A student who wishes to review his/her education record must submit a written request to the Registrar that identifies the record(s) they wish to inspect. The Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected.

The right to request amendment of his/her education records. A student may ask the College to amend a record that he/she believes is inaccurate. The student should submit a written request to the Registrar, clearly identify the part of the record they want changed, and specify why the record is inaccurate. If the Registrar decides not to amend the record as requested, the student will be notified of the decision and advised of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The right to provide written consent before the college releases personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent. The college will disclose a student's educational records without prior written consent in the following instances:

To college officials with legitimate educational interests: A college official has a legitimate educational interest if the official needs to review an education record in order to fulfill their professional responsibility. A college official is a person employed by Tompkins Cortland in an administrative, supervisory, academic or research, or support staff position (including public safety/campus police, residence life, and health center staff); a person or company with whom the College has contracted

(such as an attorney, auditor, or collection agent); a person serving on the board of trustees; a person serving as a member of SUNY system administration; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing their tasks.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA.

Disclosure to Parents

The college may release education information to parents, when the student is the parent's financial dependent as defined by the IRS, including in the following circumstances:

Notice of non-academic judicial proceedings may, at the college's discretion, be provided to parents of financially dependent students when the college has determined that disclosure is in the best interests of the student or the college as the result of behavior calling into question the appropriateness of the student's continued living in the residence halls or enrollment at the college.

New York State [Education Law Section 6438-D \(Beau's Law\)](#) requires transparency in New York State institutions of higher education regarding policies involving notice to a parent, guardian, or emergency contact when a student under the age of 21 is involved in:

- Rule infractions;
- Violations of federal, state, or local law; or
- Controlled substance or alcohol-related hospitalizations or overdoses.

Tompkins Cortland Community College maintains a policy regarding the notification of a student's parent(s), guardian(s), or emergency contact(s) when a student under the age of 21 is involved in certain alcohol- or controlled substance-related violations or incidents. Notification decisions are made by authorized institutional offices and are guided by considerations of student health, safety, and welfare, as well as compliance with applicable federal and state laws.

Incidents Subject to Notification

A parent, guardian, or emergency contact **may be notified** when a student under the age of 21 is involved in one or more of the following, including but not limited to:

- Violations of institutional rules or policies related to the use or possession of alcohol or a controlled substance;
- Violations of federal, state, or local laws involving alcohol or controlled substances; and
- Alcohol or controlled substance-related medical emergencies, including:
 - Hospitalization;
 - Overdose; or
 - Other situations presenting a serious risk to the student's health or safety.

Notice of alcohol or controlled substance violations may be provided to parents of all students under 21 years of age at the time of the violation, regardless of financial dependency.

Notice of alcohol or controlled substance violations may be provided to parents of all financially dependent students, regardless of age.

Disclosure to other persons (including parents)

When the college determines that there is a significant threat to the health or safety of a student or other individuals, information from education records may be disclosed to any person whose knowledge of the information is necessary to protect the health or safety of the student or other individuals.

The final results of a disciplinary proceeding conducted against a student who is an alleged perpetrator of a crime of violence or any sex offense may be disclosed to any person when the student is found to have also committed a violation of Tompkins Cortland's codes of conduct with respect to such crime or offense. Such disclosure will include only the name of the student, the violation committed and the sanctions imposed by the College. The results of such a disciplinary proceeding, whether or not a violation is found, will be released to the alleged victim of the offense.

Note: Law enforcement records maintained by the Tompkins Cortland Office of Public Safety/Campus Police are not considered educational records and may be disclosed to any person. The Tompkins Cortland Office of Public Safety/Campus Police is designated as the college's law enforcement unit.

Other Exceptions

The college must disclose records in response to a judicial order or lawfully issued subpoena. The college will attempt to notify the student of the request before providing information.

The college may disclose records, including disciplinary records, to another institution where a student seeks or intends to enroll or is already enrolled. Unless the request is initiated by the student, the college will attempt to notify the student before releasing records. Upon request, a copy of all records disclosed will be provided to the student.

The college may disclose records, under certain circumstances, as required by law, to certain federal, state and local government representatives, accrediting organizations, and other organizations conducting studies for educational agencies or institutions. This includes lawful information requests from federal agencies related to international student compliance with the requirements of the Student and Exchange Visitor Information System.

The college may disclose records in connection with financial aid.

The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

Resolution Number:

Resolution # 2025-2026-55