



Board Members:

Roxann Buck, Elizabeth Burns, Judy Davison, Arthur Kuckes, Matt McSherry, Schelley Michell-Nunn, Raymond Schlather, Bruce Tytler

September 16, 2021

**Executive Session @ 5:00 p.m. followed by:
Regular Board of Trustees Meeting @ ~6:00 p.m.**

Via Zoom link below

<https://us02web.zoom.us/j/81786253133?pwd=YmZub2FPeTZnMGFnUXB6MGFuT290dz09>

Agenda

1. Call to Order
2. Roll Call
3. Welcome Guests
4. Approval of Agenda
5. Public Comment**
6. Approval of August 19 2021 Regular Minutes
7. Communications
8. Presentations (routine, periodic reports or special topics of interest to the Board of Trustees)
NONE
9. Information Items:
 - a. Human Resources Updates
10. CFO/Treasurer's Report Written Report to be added
11. Consent Agenda (Action Items):
 - a. Appointment of Personnel
12. Standing Reports:
 - a. Vice President of Student Affairs/Faculty Student Association – Written Report provided
 - b. Associate VP of Student Services/Senior Diversity Officer – Written Report provided
 - c. Associate Vice President of College Relations – Written Report provided
 - d. Chief Information Officer – Written Report
 - e. College Senate – Written Report provided
 - f. Tompkins Cortland CC Foundation, Inc. – Written Report Provided
 - g. Chairperson's Report
 - h. Liaison Report – Cortland County
 - i. Liaison Report – Tompkins County
 - j. Student Trustee Report – No Report
 - k. Provost & Vice President of Academic Affairs/Administrator in Charge Report – Written Report
13. Upcoming Events: Fall Day, Oct. 12, 2021; Next Board of Trustees Meeting Oct. 21, 2021
14. Adjournment

*****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.***

TOMPKINS CORTLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES
Regular Meeting
August 19, 2021
Via Zoom Due to COVID19
Executive Session 5:00 P.M.
Open Session 6:30 P.M.

PRESENT: Roxann Buck, Elizabeth Burns, Judy Davison, Matt McSherry, Schelley Michell-Nunn, Raymond Schlather

EXCUSED: Arthur Kuckes, Bruce Tytler

COUNTY

LIAISONS: Michael Lane

STAFF: Jan Brhel, Katrina Campbell, Tim Densmore, Julie Gerg, Greg McCalley, Deb Mohlenhoff, Orinthia Montague, Paul Reifenheiser, Bill Talbot, Malvika Talwar, Seth Thompson, Peter Voorhees, Jonathan Walz-Koeppel

GUESTS: None

1. **Call to Order:** The meeting was called to order at 5:03 p.m. by Chair Schlather.
2. **Roll Call:** Ms. Brhel called the roll.
3. **Executive Session (to discuss a personnel issue – action to be taken in open session) –** It was determined that there was quorum. Ms. Michell-Nunn moved that the meeting convene in executive session at 5:05 p.m. for discussion of a personnel issue, with action to be taken; seconded by Ms. Davison. President Montague, Bill Talbot, and Paul Reifenheiser were invited.

Motion to go back into open session moved by Ms. Michell-Nunn seconded by Mr. McSherry; approved unanimously. The meeting reconvened in regular session at 6:44 p.m.
4. **Open Session:** Chair Schlather called the Open Session to order at 6:51 p.m. Ms. Brhel called the role.
5. **Welcome Guests:** Chair Schlather welcomed everyone that had zoomed in for the meeting.
6. **Approval of Agenda:** The agenda was amended to add Resolution 2020-2021-56 Tompkins Cortland CC Civil Service Employees' Association, Inc., Agreement to the Consent Agenda. Mr. McSherry moved that the amended agenda be approved; seconded by Ms. Davison; motion carried unanimously.
7. **Public Comment:** None
8. **Approval of Minutes – July 22, 2021 Annual Meeting:** Ms. Michell-Nunn moved that the minutes of the July 22, 2021, annual meeting be approved as presented; seconded by Ms. Buck; motion approved unanimously.

9. **Approval of Minutes – July 22, 2021 Regular Meeting:** Ms. Davison moved that the minutes of the July 22, 2021, regular meeting be approved as presented; seconded by Ms. Buck; motion approved unanimously
10. **Communications:** None.
11. **Presentations (routine, periodic reports or special topics of interest to the Board of Trustees):** None
12. **Information Items:**
 - a. **Human Resources Updates –** No discussion.
13. **Consent Agenda (Action Items):** Ms. Burns moved that the Consent Agenda be approved with the addition of Resolution 2020-2021-56 Tompkins Cortland CC Civil Service Employees' Association, Inc., Agreement; seconded by Ms. Michell-Nunn; the motion was called and carried unanimously. Chair Schlather requested that 13C be pulled from the Consent Agenda to be voted on separately so the Board could have discussion on this.
 - a. **Appointment of Personnel –** No discussion.
 - b. **Approval of Administrator in Charge –** No discussion.
 - c. **In Appreciation of President Orinthia T. Montague (pulled out of the Consent Agenda to be voted on separately.)**
 - d. **TC3-Civil Service Association Agreement –** No discussion
14. **Standing Reports:** There are no standing reports for this month's meeting. Chair Schlather asked Greg McCalley, VP for Student Services, for an update on enrollment for the Fall 2021. Mr. McCalley said currently the College is down by 10% but there is still instant registration days and SWIM Digital is working on marketing for the fall including late start classes. The biggest decrease is in continuing students. Next week is traditionally a very busy week for registration and enrollment. More COVID uncertainties is creating issues with student decision making. The trip planned for the SUNY Center, NYC isn't as productive as anticipated because the site was moved and is 80% online. Bill Talbot, CFO, gave a brief update on the directions SUNY gave regarding HEERF funds. Deb Mohlenhoff, Associate VP for College Relations, gave an update on the ever changing COVID information. Updates are put on the TC3 website as changes occur. Ms. Mohlenhoff is in direct contact with the County Health Department. There are 2 vaccination clinics scheduled to be on campus – open to the public for the Pfizer vaccine (9/1 & 9/2; 9/22 & 9/23). The College is now under mask mandate for inside the buildings. Provost, Paul Reifenheiser, relayed that at the Cayuga Med. Annual Meeting, TC3 was one of 4 places to receive the Community Partner Award for 2021.
15. **In Appreciation of President Orinthia T. Montague** resolution: Ms. Michell-Nunn moved that this resolution be approved; seconded by Ms. Buck. Each Board member and the Tompkins County Liaison spoke to President Montague with the following remarks:
 - In awe of her capabilities and the leadership team she put together
 - It has been a privilege and honor to work with her
 - She is leaving a positive and an indelible mark on the College
 - Feel good about the place you have brought the College to
 - She has done so much to put TC3 in a more positive light with the communities
 - She has weathered the storms and led us through them
 - We didn't flounder through the crisis, she and her team led us and kept us afloat
 - Transparency, Integrity and Visionary
 - Leaving us is sad for us but we (the Board of Trustees, Legislatures, Community and students) are stronger and more confident for what she brought to TC3
16. **President's Remarks:** President Montague said moving on to Volunteer State CC in Tennessee is bittersweet. She thanked the Board of Trustees for giving her the opportunity as a

new president to grow and develop her leadership skills. She feels blessed to have had a Board of Trustees that was an active and committed team to lead the College forward through some tough times. She was grateful to have a wonderful leadership team, unions that worked with her, students/faculty/staff and two communities that were collaborative and supportive of the school.

17. **Adjournment:** Ms. Michell-Nunn moved that the meeting be adjourned; seconded by Ms. Davison; motion carried unanimously. The meeting adjourned at 8:02 p.m.

Respectfully submitted,

Jan Brhel
Clerk of the Board of Trustees

TOMPKINS CORTLAND COMMUNITY COLLEGE

Human Resources Updates - Status of Open Positions

as of September 16, 2021

UNCLASSIFIED STAFF

POSITION	DESIRED EMPLOYMENT DATE	ADVERTISED	APPLICATION DEADLINE	CURRENT STATUS
Admissions and Financial Aid Advisor	July 2021	May 19, 2021	June 21, 2021	Conducting Interviews
Associate Director of Financial Aid and Compliance Officer	June 2021	June 3, 2021	June 17, 2021	Hired: Sarah Hicks (09/01/21)
Assistant Director for Employer Relations and Experiential Learning	September 2021	July 21, 2021	August 23, 2021	Reviewing Applications
Assistant Provost	August 2021	July 22, 2021	August 22, 2021	Accepting Applications
Comptroller	August 2021	July 1, 2021	August 9, 2021	Accepting Applications
Clinical Counselor	August 18, 2021	July 21, 2021	July 28, 2021	Hired: Juliana Garcia (08/23/21)
Director of Strategic Marketing	ASAP	July 15, 2021	August 16, 2021	Accepting Applications
Director of Student Activities & the Student Center	September 2021	August 10, 2021	August 17, 2021	Hired: Cheyenne Gorton (09/01/21)
Institutional Effectiveness Research Analyst	August 2021	July 7, 2021	August 13, 2021	Accepting Applications

CLASSIFIED STAFF

POSITION	DEPARTMENT	DESIRED EMPLOYMENT DATE	CURRENT STATUS
Building Maintenance Worker (1.0 FTE, Permanent)	Facilities	ASAP	Interviews Concluded
Campus Peace Officer (Part-time, Permanent)	Campus Police	ASAP	Interviews Concluded
Campus Peace Officer (1.0 FTE, Permanent)	Campus Police	ASAP	Hired: Ryan Cochran (08/30/21)
Senior Groundskeeper (1.0 FTE, Permanent)	Buildings & Grounds	ASAP	Committee Forming

FACULTY STUDENT ASSOCIATION

POSITION	DEPARTMENT	DESIRED EMPLOYMENT DATE	CURRENT STATUS
Lifeguard	Athletics & Recreation	September 2021	Accepting Applications; Continuous Recruitment
Graduate Assistant	Residence Life/Student Center	September 2021	Accepting Applications
Substitute Teacher	Childcare	September 2021	Accepting Applications; Continuous Recruitment
Head Teacher	Childcare	September 2021	Accepting Applications; Conducting Interviews Hired: Erin Redfield (8/25/21)
Assistant Teacher	Childcare	September 2021	Accepting Applications; Conducting Interviews
Teacher Aide 10 Month	Childcare	September 2021	Accepting Applications; Conducting Interviews
Head Coach, Men's & Women's Golf	Athletics & Recreation	September 2021	Accepting Applications
Head Coach, Women's Volleyball	Athletics & Recreation	September 2021	Accepting Applications Hired: Dave Stevenson (Interim 9/6-11/5/21)
Assistant Coach, Women's Volleyball	Athletics & Recreation	September 2021	Hired: Amy Voorhees (Interim 9/6-11/5/21)
Residence Director	Residence Life	September 2021	Accepting Applications Hired: James Williamson (8/31/21)
Head Coach, Men's Baseball	Athletics & Recreation	September 2021	Hired: James Williamson (9/27/21)
Recreation & Fitness Assistant	Athletics & Recreations	September 2021	Accepting Applications
Interim Director of Residence Life	Residence Life	August 2021	Hired: Michael Oyelola (8/2/21)

BISTRO

POSITION	DEPARTMENT	DESIRED EMPLOYMENT DATE	CURRENT STATUS
Banquet Server	TC3 Bistro	September 2021	Accepting Applications
Banquet Bartender	TC3 Bistro	September 2021	Accepting Applications
Banquet Supervisor	TC3 Bistro	September 2021	Accepting Applications
Bartender	TC3 Bistro	September 2021	Accepting Applications
Busser/Food Runner	TC3 Bistro	September 2021	Accepting Applications
Dishwasher	TC3 Bistro	September 2021	Accepting Applications
Line Cook	TC3 Bistro	September 2021	Accepting Applications Hired: Corey McNaughton (8/18/21)
Server	TC3 Bistro	September 2021	Accepting Applications Hired: Todd Webster (8/13/21)
Host/Hostess	TC3 Bistro	September 2021	Accepting Applications Hired: Makenzie Baker (8/24/21) Kerdelma James (8/16/21)
Catering and Events Coordinator	TC3 Bistro	September 2021	Accepting Applications; Conducting Interviews

TOMPKINS CORTLAND COMMUNITY COLLEGE

Human Resources Updates
Status of Grievances
as of September 16, 2021

COMPLAINANT

SUBJECT

DISPOSITION

None.

FACULTY ASSOC.

None.

PAA

None.

TC3 ADJUNCT ASSOC.

None.

VP of Finance & Administrations Report: Sept 16, 2021

August Close:

Revenue, excluding CRRSAA “revenue loss” drawdowns, is still trending \$1.7M unfavorable to budget: Student Tuition revenue is \$1.7M below budget, County Chargeback revenue is \$1.7M below budget, Other revenues are \$.2M below budget and New York State aid will be \$1.9M above budget.

Expense are \$4.0M favorable to budget, however none of our accruals associated with an end-of-year close have been estimated and/or processed. Finance is also managing its 2nd transition within the Comptroller’s office and therefore I am sure we are lagging in processing expense transactions.

Wages appear to be \$1.2M favorable to budget as: 1) sections were cancelled in response to our enrollment declines, 2) the filling of open positions were suspended, and 3) we had less student workers to hire in a remote/hybrid environment. Fringes currently reflect a budget underrun of \$1.1M as: 1) our healthcare consortium elected to waive the December medical expenses, and 2) we have less staff with benefits. I anticipate these savings will be lowered once the accruals are processed for the end of year close.

Contractuals are currently \$1.3M favorable to budget. Costs are temporarily lower due to reduced utility, travel, food, printing, and supplies costs from being remote. I anticipate some of these savings will be lowered once the accruals are processed for the end of year close. HEERF’s continued reimbursement of budgeted student related “retention” expenses and COVID PPE & testing have been welcomed, and will carry forward into 2021-22.

If we simply subtract the unfavorable revenue shortage of \$1.7M (excluding the CRRSAA draw against lost revenue) from the favorable expense gain of \$4.0 it will leave us with a favorable end-of-year fund balance of \$2.3M. However, because we haven’t built in any accruals I wish to conservatively suggest we will end the year closer to \$1.5M (+-\$400K).

HEERF:

The College has drawn down \$2.0M from CRRSAA against “lost revenues” generated from summer 2020 to the summer 2021 and will be depositing them into the new created Net Position Account for drawdown in 2022-23. The College’s lost revenues exceed what has been drawn. HEERF III Institutional funds (ARP) will begin to be drawn in 2021-22. SUNY has provided HEERF III drawdown guidance with expectations that the funds must all be used by May 2022. However, I have been granted an extension by the U.S. Department of Education that allows us access to the funds until May 2023. Because of this extension and our use of it to support 12 new staffing positions that will help students better succeed in the COVID environment, I have developed a 4-year HEERF plan that is currently being reviewed by SUNY.

2021-22 Business Market Plan and Budgeting Update:

Our three-year business market plans are focusing on growing core enrollments back to pre-COVID levels. The only way to do this is with an investment in staffing, advertising, system automaton, and contractual support during 2021-22. It is not surprising that the Fall enrollment is lighter than planned. The amount of change required is significant and we did not have a full enrollment cycle to begin these new programs. However, by trying we are learning from and modifying our plans so as to have a much greater impact on the Spring and next Fall semesters. Contingencies were developed within the business plans and the more favorable 2020-21 Fund Balance generated this year, over \$1.0M, may be used to help close the revenue gap. Simply, the College should hold steady, continue to focus on revenue and not consider cost cutting reduction schemes at this point.

Capital Plan:

We are working closely with the two Legislative groups and SUNY to develop a 2021 Capital Plan. We hope to have a methodology and funding scheme outlined within the next month or two.

TOMPKINS CORTLAND COMMUNITY COLLEGE

PRELIMINARY APPROPRIATIONS 2020-2021 - Prior to EOY Adjustments and Close

FINANCIAL REPORT FOR PERIOD ENDING June 30, 2021

	Modified Budget 2020-21	Expend to Date 2020-21	Unexpend Balance 2020-21	% Expended 2020-21	Total Exp PY 2019-20	YTD Exp PY to Date 2019-20	PY % Expended 2019-20	Fav Var (Unfav Var) to PY	% Variance to PY
Forecasted Dept. Appropriations									
Personal Services	16,656,942	15,609,077	(1,047,865)	93.7%	16,713,194	16,713,194	100.0%	1,104,117	6.6%
Equipment	135,417	79,151	(56,266)	58.4%	110,487	110,487	100.0%	31,337	28.4%
Contractual Expenses	4,852,853	3,864,014	(988,840)	79.6%	4,590,741	4,590,741	100.0%	726,728	15.8%
Employee Benefits	8,696,941	7,541,021	(1,155,920)	86.7%	8,647,339	8,647,339	100.0%	1,106,318	12.8%
Total Forecasted Departmental Appropriations¹	30,342,153	27,093,262	(3,248,891)	89.3%	30,061,761	30,061,761	100.0%	2,968,499	9.9%
Scholarships & Awards									
Student Services		94,546	94,546	0.0%	120,938	120,938	100.0%	26,392	21.8%
Academic Support	3,694,156	3,350,082	(344,074)	90.7%	3,133,500	3,133,500	100.0%	(216,582)	(6.9%)
Total Scholarships & Awards	3,694,156	3,444,628	(249,528)	93.2%	3,254,438	3,254,438	100.0%	(190,191)	(0)
Total Forecasted Appropriations²	34,036,309	30,537,890	(3,498,419)	89.7%	33,316,199	33,316,199	100.0%	2,778,308	8.3%
Adjustments to Approved Budget									
Personal Services	177,658		(177,658)	0.0%			0.0%	0	0.0%
Equipment									
Contractual Expenses	359,754		(359,754)	0.0%			0.0%	0	0.0%
Employee Benefits	(50,000)		50,000	0.0%			0.0%	0	0.0%
Total Adjustments to Approved Budget³ Favorable (Unfav)	487,412	0	(487,412)	0.0%	0	0	0.0%	0	0.0%
Total Approved Budget Appropriations⁴	34,523,721	30,537,890	(3,985,831)	88.5%	33,316,199	33,316,199	100.0%	2,778,308	8.3%

Explanation of Sub-Totals and Totals:

- Total Forecasted Departmental Appropriations:* Enables an analysis of departmental operating costs.
- Total Forecasted Appropriations:* Forecasts the End-of-Year Appropriations for the College.
- Total Adjustments to Approved Budget:* Represents the forecasted adjustments to the 2020-21 Appropriations Budget. If positive, less Fund Balance is required. If negative, more Fund Balance is required.
- Total Approved Budget Appropriations:* This represents the Approved Budget.

TOMPKINS CORTLAND COMMUNITY COLLEGE

PRELIMINARY APPROPRIATIONS 2020-2021 - Prior to EOY Adjustments and Close

FINANCIAL REPORT FOR PERIOD ENDING June 30, 2021

	Modified Budget 2020-21	Expend to Date 2020-21	Unexpend Balance 2020-21	% Expended 2020-21	Total Exp PY 2019-20	YTD Exp PY to Date 2019-20	PY % Expended 2019-20	Fav Var (Unfav Var) to PY	% Variance to PY
Instruction									
Personal Services	7,972,031	7,252,983	(719,048)	91.0%	7,758,729	7,758,729	100.0%	505,746	6.5%
Equipment	725	725	0	100.0%	3,959	3,959	100.0%	3,234	81.7%
Contractual Expenses	1,616,487	1,307,625	(308,863)	80.9%	1,224,191	1,224,191	100.0%	(83,434)	(6.8%)
Employee Benefits	4,106,566	3,479,188	(627,378)	84.7%	3,978,978	3,978,978	100.0%	499,790	12.6%
Total Instruction	13,695,809	12,040,520	(1,655,289)	87.9%	12,965,857	12,965,857	100.0%	925,337	7.1%
Public Service									
Personal Services	169,000	175,958	6,958	104.1%	133,177	133,177	100.0%	(42,781)	(32.1%)
Equipment									
Contractual Expenses	20,050	15,094	(4,956)	75.3%	1,944	1,944	100.0%	(13,151)	-676.6%
Employee Benefits	51,175	84,420	33,245	165.0%	68,484	68,484	100.0%	(15,936)	-23.3%
Total Public Service	240,225	275,472	35,247	114.7%	203,604	203,604	100.0%	(71,868)	(35.3%)
Academic Support									
Personal Services	1,611,462	1,608,862	(2,600)	99.8%	1,641,684	1,641,684	100.0%	32,822	2.0%
Equipment	38,679	37,725.57	(953)	97.5%	16,158	16,158	100.0%	(21,567)	(133.5%)
Contractual Expenses	275,155	260,449	(14,706)	94.7%	237,264	237,264	100.0%	(23,185)	(9.8%)
Employee Benefits	838,197	778,206	(59,991)	92.8%	826,366	826,366	100.0%	48,160	5.8%
Total Academic Support	2,763,493	2,685,244	(78,249)	97.2%	2,721,472	2,721,472	100.0%	36,229	1.3%
Libraries									
Personal Services	433,959	431,416	(2,543)	99.4%	435,646	435,646	100.0%	4,230	1.0%
Equipment	1588	1887.99	300	118.9%	1,179	1,179	100.0%	(709)	(60.1%)
Contractual Expenses	192,874	138,319	(54,555)	71.7%	190,166	190,166	100.0%	51,847	27.3%
Employee Benefits	212,191	205,178	(7,013)	96.7%	211,081	211,081	100.0%	5,903	2.8%
Total Libraries	840,612	776,800	(63,812)	92.4%	838,072	838,072	100.0%	61,272	7.3%
Student Services									
Personal Services	1,889,890	1,913,710	23,820	101.3%	2,313,030	2,313,030	100.0%	399,320	17.3%
Equipment	13000	1274.78	(11,725)	9.8%	1,152	1,152	100.0%	(123)	(10.7%)
Contractual Expenses	374,110	246,668	(127,442)	65.9%	599,474	599,474	100.0%	352,806	58.9%
Employee Benefits	1,105,783	919,977	(185,806)	83.2%	1,125,349	1,125,349	100.0%	205,373	18.2%
Total Student Services	3,382,783	3,081,629	(301,154)	91.1%	4,039,005	4,039,005	100.0%	957,376	23.7%
Maintenance and Operations									
Personal Services	1,441,525	1,472,745	31,220	102.2%	1,633,822	1,633,822	100.0%	161,077	9.9%
Equipment	45,266	21,686	(23,580)	47.9%	23,028	23,028	100.0%	1,343	5.8%
Contractual Expenses	903,138	706,990	(196,148)	78.3%	1,003,888	1,003,888	100.0%	296,898	29.6%
Employee Benefits	781,458	741,312	(40,146)	94.9%	987,157	987,157	100.0%	245,845	24.9%
Total Maintenance and Operations	3,171,387	2,942,733	(228,654)	92.8%	3,647,896	3,647,896	100.0%	705,163	19.3%
Institutional Support									
Personal Services	1,652,591	1,302,590	(350,001)	78.8%	1,212,798	1,212,798	100.0%	(89,792)	(7.4%)
Equipment	2,085	2,035	(50)	97.6%			0.0%	(2,035)	0.0%
Contractual Expenses	439,963	286,333	(153,630)	65.1%	418,224	418,224	100.0%	131,891	31.5%
Employee Benefits	805,637	657,451	(148,186)	81.6%	623,656	623,656	100.0%	(33,795)	(5.4%)
Total Institutional Support	2,900,276	2,248,409	(651,867)	77.5%	2,254,678	2,254,678	100.0%	6,268	0.3%
General Institutional Services									
Personal Services	1,486,484	1,450,813	(35,671)	97.6%	1,584,307	1,584,307	100.0%	133,494	8.4%
Equipment	34,074	13,816	(20,258)	40.5%	65,011	65,011	100.0%	51,194	78.7%
Contractual Expenses	1,031,076	902,536	(128,540)	87.5%	915,591	915,591	100.0%	13,056	1.4%
Employee Benefits	795,934	675,289	(120,645)	84.8%	826,267	826,267	100.0%	150,979	18.3%
Total General Institutional Services	3,347,568	3,042,454	(305,115)	90.9%	3,391,176	3,391,176	100.0%	348,723	10.3%
Total Forecasted Departmental Appropriations¹	30,342,153	27,093,262	(3,248,891)	89.3%	30,061,761	30,061,761	100.0%	2,968,499	9.9%

2020-2021 APPROPRIATIONS

SCHEDULE OF EMPLOYEE BENEFITS - Prior to EOY Adjustments and Close

Year-To-Date Through Tuesday, August 31, 2021

	2020-21	2020-21	2020-21	2020-21	2019-20	2019-20	2019-20	Variance	% Variance
	Mod Budget	Actual	Unexpended	<u>%</u> Unexpended	Total Exp PY	PY to Date	<u>PY %</u> Expended	<u>CY to PY</u> Fav(Unfav)	<u>% Variance</u> CY to PY Fav(Unfav)
Retirement Incentive Costs	183,095	143,897	(39,198)	78.6%	401,467	401,467	100.0%	257,570	64.2%
HRA Retiree Benefits		94,899	94,899	0.0%	101,940	101,940	100.0%	7,040	6.9%
State Employee's Retirement	980,000	968,200	(11,800)	98.8%	2,313,603	2,313,603	100.0%	1,345,403	58.2%
State Teacher's Retirement	280,000	157,629	(122,371)	56.3%	388,093	388,093	100.0%	230,464	59.4%
Optional Retirement Fund	920,000	862,469	(57,531)	93.7%	882,011	882,011	100.0%	19,542	2.2%
Social Security	1,318,524	1,184,018	(134,506)	89.8%	1,301,322	1,301,322	100.0%	117,304	9.0%
Worker's Compensation	136,000	67,506	(68,494)	49.6%	103,137	103,137	100.0%	35,631	34.5%
Executive Benefits	25,000	37,397	12,397	149.6%	37,674	37,674	100.0%	276	0.7%
Disability Insurance	11,500	8,401	(3,099)	73.1%	9,680	9,680	100.0%	1,278	13.2%
Hospital and Medical Insurance	2,987,697	2,633,104	(354,593)	88.1%	2,838,714	2,838,714	100.0%	205,610	7.2%
Post Retirement Health Insurance	1,576,625	1,320,000	(256,625)	83.7%	1,396,437	1,396,437	100.0%	76,437	5.5%
Employee Tuition Benefits	108,500	96,245	(12,255)	88.7%	122,098	122,098	100.0%	25,853	21.2%
Life Insurance	10,000	5,281	(4,719)	52.8%	8,367	8,367	100.0%	3,086	36.9%
Vacation Benefits	120,000	110,000	(10,000)	91.7%	292,436	292,436	100.0%	182,436	62.4%
Miscellaneous		1,375	1,375	0.0%	4,150	4,150	100.0%	2,775	66.9%
Unemployment Insurance	40,000	15,000	(25,000)	37.5%	18,866	18,866	100.0%	3,866	20.5%
Total Employee Benefits	8,696,941	7,705,423	(991,518)	88.6%	10,219,996	10,219,996	100.0%	2,514,573	24.6%

TOMPKINS CORTLAND COMMUNITY COLLEGE

YTD REVENUE 2020-2021 - Prior to EOY Adjustments and Close

Tuesday, August 31, 2021

	Modified Budget 2020-21	Revenues to Date 2020-21	Unrealized Balance 2020-21	% Realized 2020-21	Total Rev PY 2019-20	YTD Rev PY 2019-20	PY % Realized 2019-20	Fav Var (Unfav Var) to PY	% Variance to PY
Tuition									
Fall	5,361,891	4,990,099	371,792	93.1%	5,443,169	5,443,169	100.0%	(453,069)	-8.3%
Spring	6,046,388	5,134,846	911,542	84.9%	5,782,436	5,782,436	100.0%	(647,589)	-11.2%
Winter	264,680	204,000	60,680	77.1%	130,570	130,570	100.0%	73,430	56.2%
Summer	924,819	674,472	250,347	72.9%	582,038	582,038	100.0%	92,434	15.9%
Nonresident Tuition	893,947	880,265	13,682	98.5%	605,886	605,886	100.0%	274,379	45.3%
Student Fee Revenue	1,177,727	1,036,571	141,156	88.0%	1,078,264	1,078,264	100.0%	(41,693)	-3.9%
Total Tuition	14,669,452	12,920,254	1,749,198	88.1%	13,622,362	13,622,362	100.0%	(702,109)	-5.2%
Government Appropriations									
New York State	8,045,648	9,967,699	(1,922,051)	123.9%	9,906,511	9,906,511	100.0%	61,188	0.6%
Local Sponsors	4,882,882	4,882,882	0	100.0%	4,882,882	4,882,882	100.0%	0	0.0%
Appropriated Cash Surplus	1,011,667	1,011,667	0	100.0%	500,000	500,000	100.0%	511,667	102.3%
Charges to Other Counties	5,325,272	3,639,897	1,685,375	68.4%	4,686,054	4,686,054	100.0%	(1,046,157)	-22.3%
Federal Aid		2,000,000	(2,000,000)	0.0%			0.0%	2,000,000	0.0%
Board Designated Reserves		21,867	(21,867)	0.0%	61,872	61,872	100.0%	(40,005)	-64.7%
Total Govt Appropriations	19,265,469	21,524,012	(2,258,543)	111.7%	20,037,319	20,037,319	100.0%	1,486,693	107.4%
Other Revenues									
Service Fees	98,800	91,117	7,683	92.2%	133,317	133,317	100.0%	(42,200)	-31.7%
Interest Earnings	4,000	5,112	(1,112)	127.8%	4,766	4,766	100.0%	346	7.3%
Rental of Real Property	27,000	3,400	23,600	12.6%	19,214	19,214	100.0%	(15,814)	-82.3%
Contract Courses	97,000	54,016	42,984	55.7%	31,852	31,852	100.0%	22,164	69.6%
Noncredit Tuition	143,000	63,211	79,789	44.2%	113,103	113,103	100.0%	(49,892)	-44.1%
Grant Offsets	165,000	124,234	40,766	75.3%	185,218	185,218	100.0%	(60,984)	-32.9%
Unclassified Revenues	54,000	47,597	6,403	88.1%	192,485	192,485	100.0%	(144,888)	-75.3%
Total Other Revenues	588,800	388,687	200,113	66.0%	679,955	679,955	100.0%	(291,268)	-42.8%
TOTAL REVENUES	34,523,721	34,832,952	(309,231)	100.9%	34,339,636	34,339,636	100.0%	493,316	101.4%
Total Revenue wo/Fed Aid	34,523,721	32,832,952	1,690,769	95.1%	34,339,636	34,339,636	100.0%	(1,506,684)	-4.4%

**TOMPKINS CORTLAND COMMUNITY COLLEGE
RESOLUTION 2021-2022-1**

APPOINTMENT OF PERSONNEL

WHEREAS, The Department of Human Resources has confirmed that each of the individuals identified on the attached list possesses credentials necessary for the appointments indicated, and

WHEREAS, it also has been confirmed that each of the listed individuals has accepted all requisite conditions for appointment, and

WHEREAS, each of the listed individuals also has been recommended for his or her appointment by the President, be it therefore

RESOLVED, that the Board of Trustees of Tompkins Cortland Community College hereby appoints the individuals listed on the attachment.

STATE OF NEW YORK:

SS:

COUNTY OF TOMPKINS:

I, JAN BRHEL, CLERK of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** 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 the 16th day of September 2021, 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 September 2021.

Clerk of the Board of Trustees
Tompkins Cortland Community College

Appointment of Personnel
Tuesday, September 7, 2021
Presented to the Board of Trustees

Employee	Department	Title/Rank	Salary	Employment Dates
May				
DeGaetano, Margaret	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$7,108.22	5/17/2021 To 8/29/2021
Eckert, Regina	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$1,492.61	5/17/2021 To 8/29/2021
Evans, Christine	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$563.25	5/17/2021 To 8/29/2021
Farah, Fred	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$309.79	5/17/2021 To 8/29/2021
Grossman, Rick	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$168.98	5/17/2021 To 8/29/2021
Ha, Lien	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$2,027.70	5/17/2021 To 8/29/2021
McLane, Todd	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$112.65	5/17/2021 To 8/29/2021
Mucaria, Maria	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$112.65	5/17/2021 To 8/29/2021
Need, Barbara	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$337.95	5/17/2021 To 8/29/2021
Sewell, Patrick	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$56.33	5/17/2021 To 8/29/2021
Tambascio, Theresa	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$168.98	5/17/2021 To 8/29/2021
Whitecraft, Michele	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$591.41	5/17/2021 To 8/29/2021
Young, Tammi	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$1,408.13	5/17/2021 To 8/29/2021
July				
Nightingale, Michelle	Associate Dean of Student Success and Retention	Grade 6	\$96,512.00 *	7/23/2021
Petrella-Baum, Jennica	Digital Content Specialist	Grade 3	\$70,106.00 *	7/23/2021
Voorhees, Peter	Public Information Officer	Grade 3	\$74,766.00 *	7/23/2021
August				
White, Bailey	Access & Equity Adjunct/Professional Tutor	Adjunct	\$683.54	8/16/2021 To 8/20/2021
Asta, Tazio	Para-Professional Tutor	Adjunct	\$4,964.85	8/23/2021 To 12/17/2021
DeGaetano, Margaret	Professional Tutor	Adjunct	\$15,279.94	8/23/2021 To 12/17/2021
Garcia, Juliana	Clinical Counselor	Instructor	\$48,237.00	8/23/2021
Gray, Amanda	Professional Tutor	Adjunct	\$11,682.06	8/23/2021 To 12/17/2021
Hammond, Marli	Para-Professional Tutor	Adjunct	\$8,605.74	8/23/2021 To 12/17/2021
Haupt, Michael	Para-Professional Tutor	Adjunct	\$8,605.74	8/23/2021 To 12/17/2021
Kidder, Jennifer	Professional Tutor	Adjunct	\$2,938.45	8/23/2021 To 12/17/2021
Montgomery, Ashley	Professional Tutor	Adjunct	\$11,682.06	8/23/2021 To 12/17/2021
Sabol, Zenta	Professional Tutor	Adjunct	\$9,696.89	8/23/2021 To 12/17/2021
Srikrishna, Pinyaphat	Professional Tutor	Adjunct	\$11,682.06	8/23/2021 To 12/17/2021
White, Bailey	Access & Equity Adjunct/Professional Tutor	Adjunct	\$12,369.24	8/23/2021 To 12/22/2021
Ahmed, Ahmed	CHEM101 M01CHEM205 ME50CHEM107 M02	Adjunct	\$14,520.00	8/30/2021 To 12/17/2021
Almann, Nancy	BIOL131 M01BIOL131 M02	Adjunct	\$12,705.00	8/30/2021 To 12/17/2021
Altmann, Herman	BIOL101 M01	Adjunct	\$4,235.00	8/30/2021 To 12/17/2021
Anderson, Craig	CONT107 ME50	Adjunct	\$2,775.00	8/30/2021 To 12/17/2021
Archer, Pamela	CAPS111 BL1CAPS111 BL2CAPS121 BL1CAPS121 BL2CAPS121 BL3CAPS121 BL4	Adjunct	\$7,912.26	8/30/2021 To 12/17/2021
Arnold, Melanie	COMM110 ME50	Adjunct	\$1,412.07	8/30/2021 To 10/4/2021
Aspinwall, Breck	BIOL100 BL1BIOL100 M02BIOL100 M01	Adjunct	\$11,077.50	8/30/2021 To 12/17/2021
Bechtold, Charles	ENSC204 M01	Adjunct	\$3,630.00	8/30/2021 To 12/17/2021
Bennett, Chauncey	COMM127 HY2COMM135 ME50	Adjunct	\$6,895.00	8/30/2021 To 12/17/2021
Bennett, Nicholas	ENGL200 BL1	Adjunct	\$2,955.00	8/30/2021 To 12/17/2021
Blackman, Patrick	CULI160 V01	Adjunct	\$915.75	8/30/2021 To 12/17/2021
Bouseman, Alicia	ESL 121 M01	Adjunct	\$3,700.00	8/30/2021 To 12/17/2021

Employee	Department	Title/Rank	Salary	Employment Dates
Britton, Emma	ENGL049 EL30ESL 110 M01ENGL100 M30ENGL100 EL30	Adjunct	\$9,250.00	8/30/2021 To 12/17/2021
Buchanan, Patricia	ENGL098 EL03ENGL100 M03ENGL100 EL03	Adjunct	\$7,260.00	8/30/2021 To 12/17/2021
Christofferson, Martin	CAPS111 HY1CAPS111 HY2CAPS121 HY1CAPS121 HY2CAPS131 HY1CAPS131 HY2	Adjunct	\$8,472.42	8/30/2021 To 12/17/2021
Christopher, Renee	BIOL201 ME50	Adjunct	\$5,171.25	8/30/2021 To 12/17/2021
Cicciarelli, Richard	BIOL104 M01	Adjunct	\$2,769.38	8/30/2021 To 12/17/2021
Cochran, Ryan	Campus Peace Officer	Grade J	\$66,822.26*	8/30/2021
Coleman, Cynthia	SOCI101 BL1	Adjunct	\$3,630.00	8/30/2021 To 12/17/2021
Corbin, Gemma	PARA215 BL1PARC215 BL1	Adjunct	\$2,955.00	8/30/2021 To 12/17/2021
Cornish, Erin	MATH049 MCL1MATH109 M01MATH098 MLC1 MATH098 M01	Adjunct	\$10,890.00	8/30/2021 To 12/17/2021
Cutter, Elizabeth	MATH090 M03	Adjunct	\$3,940.00	8/30/2021 To 12/17/2021
DeGaetano, Amy	Para-Professional Tutor	Adjunct	\$6,619.80	8/30/2021 To 12/17/2021
Doane, Eric	CRJU105 BL1CRJU105 M01	Adjunct	\$5,910.00	8/30/2021 To 12/17/2021
Donohue, Kathryn	ENGL098 EL04ENGL100 M04ENGL100 EL04	Adjunct	\$6,330.00	8/30/2021 To 12/17/2021
Earley, Bernard	ENGL101 BL1ENGL102 BL2	Adjunct	\$7,260.00	8/30/2021 To 12/17/2021
Eckert, Regina	HSTY101 BL2HSTY201 M04HSTY201 BL1	Adjunct	\$9,495.00	8/30/2021 To 12/17/2021
Eisenberg, Seth	PARA101 BL1PARC101 BL1	Adjunct	\$3,630.00	8/30/2021 To 12/17/2021
Epstein, Judith	ENGL201 M02ENGL201 M03	Adjunct	\$7,260.00	8/30/2021 To 12/17/2021
Esworthy, Barrett	HSTY101 M01HSTY201 M01HSTY101 M02	Adjunct	\$10,890.00	8/30/2021 To 12/17/2021
Evans, Christine	ESL 120 M01SPAN101 M02ESL 122 M01	Adjunct	\$12,430.00	8/30/2021 To 12/17/2021
Falk, Laura	WINE120 V01	Adjunct	\$3,165.00	8/30/2021 To 12/17/2021
Farah, Fred	BIOL101 M04	Adjunct	\$4,235.00	8/30/2021 To 12/17/2021
Feavearyear, Jody	MATH090 M01MATH090 M02	Adjunct	\$9,680.00	8/30/2021 To 12/17/2021
Fussner-Kelly, Shirley	MATH095 M05MATH095 ME50	Adjunct	\$8,440.00	8/30/2021 To 12/17/2021
Galezo, David	PHIL101 BL1	Adjunct	\$3,630.00	8/30/2021 To 12/17/2021
Gammage-Sikora, Gina	SPAN101 BL1SPAN102 BL1SPAN101 BL2	Adjunct	\$10,890.00	8/30/2021 To 12/17/2021
Gilbert, Mary	ENGL102 BL3ENGL102 BL4	Adjunct	\$7,260.00	8/30/2021 To 12/17/2021
Gillis, Andrew Grimm, Mark	ART 111 M02ART 255 M01 ART 214 M01	Adjunct	\$8,470.00 \$3,955.00	8/30/2021 To 12/17/2021 8/30/2021 To 12/17/2021
Ha, Lien	DRAF117 ME50	Adjunct	\$4,483.75	8/30/2021 To 12/17/2021
Hamilton, Kathryn	RDNG116 M05	Adjunct	\$2,775.00	8/30/2021 To 12/17/2021
Hemingway Jones, Kathy	ENGL098 EL12ENGL100 M12ENGL100 EL12	Adjunct	\$6,780.00	8/30/2021 To 12/17/2021
Hollenbeck, Charles	ENGL100 M24ENGL101 M06	Adjunct	\$6,780.00	8/30/2021 To 12/17/2021
Iacobucci, Christine	ANTH202 M01	Adjunct	\$3,390.00	8/30/2021 To 12/17/2021
Johnston-Anumonwo, I	GEOG120 M01	Adjunct	\$3,390.00	8/30/2021 To 12/17/2021
Jones, Paula	BIOL114 BL1	Adjunct	\$3,390.00	8/30/2021 To 12/17/2021
Josef, Keith	CHEM101 HY1	Adjunct	\$1,614.15	8/30/2021 To 12/17/2021
Kelly, Kevin	BUAD201 M02	Adjunct	\$2,955.00	8/30/2021 To 12/17/2021
Kidder, Jennifer	MATH095 M01MATH098 M04	Adjunct	\$9,680.00	8/30/2021 To 12/17/2021
Kobre, Michael	BIOL131 ME50BIOL132 HY50	Adjunct	\$12,705.00	8/30/2021 To 12/17/2021
LaFavor, Erik	SOCI101 M02SOCI101 M04	Adjunct	\$5,910.00	8/30/2021 To 12/17/2021
Lee, In Shik	ART 120 M02ART 120 ME50	Adjunct	\$8,470.00	8/30/2021 To 12/17/2021
Lillard, Marketa	CHEM101 HY1	Adjunct	\$3,386.61	8/30/2021 To 12/17/2021
Lipa, Thomas	HLTH207 BL1HLTH208 BL1	Adjunct	\$7,260.00	8/30/2021 To 12/17/2021
Lyon, Crystal	ART 117 M02ART 124 M01	Adjunct	\$6,895.00	8/30/2021 To 12/17/2021

Employee	Department	Title/Rank	Salary	Employment Dates
Lyon, Crystal	Professional Tutor	Adjunct	\$5,381.78	8/30/2021 To 12/17/2021
Marie, Jill	ENGL102 M02ENGL201 M07ENGL103 BL1	Adjunct	\$10,890.00	8/30/2021 To 12/17/2021
Marvin, Tracy	ESL 111 M01ESL 112 M01	Adjunct	\$7,400.00	8/30/2021 To 12/17/2021
Mast, Holli	MATH098 M03	Adjunct	\$3,700.00	8/30/2021 To 12/17/2021
Mast, Holli	BOOST Math Course - BIZ	Adjunct	\$1,189.35	8/30/2021 To 10/8/2021
McIntyre, David	HRMG105 HY1	Adjunct	\$1,055.00	8/30/2021 To 10/4/2021
McMahon, Maria	ART 120 M01	Adjunct	\$3,955.00	8/30/2021 To 12/17/2021
Millman-Brown, Randi	ART 101 M02	Adjunct	\$3,630.00	8/30/2021 To 12/17/2021
Need, Barbara	ENGL101 M01SPAN101 M01	Adjunct	\$6,780.00	8/30/2021 To 12/17/2021
Nobles, Jill	COMM100 M01COMM240 M01	Adjunct	\$6,012.50	8/30/2021 To 12/17/2021
Opperman, William	ASL 101 M01ASL 101 M02	Adjunct	\$5,910.00	8/30/2021 To 12/17/2021
Parks, Paul	ART 101 M01HUMN232 M01	Adjunct	\$7,260.00	8/30/2021 To 12/17/2021
Pijanowski, Gregory	ASTR101 BL1	Adjunct	\$3,390.00	8/30/2021 To 12/17/2021
Pittsley, Jaclyn	ENGL100 M23ENGL101 M05	Adjunct	\$6,780.00	8/30/2021 To 12/17/2021
Potter, Kristi	ENGL098 EL66ENGL100 EL66ENGL100 CE66	Adjunct	\$5,550.00	8/30/2021 To 12/17/2021
Richards, David	POSC103 BL1POSC103 M01	Adjunct	\$7,260.00	8/30/2021 To 12/17/2021
Ritz Deutch, Ute	ANTH202 M03HSTY202 M01	Adjunct	\$7,260.00	8/30/2021 To 12/17/2021
Roach, Benjamin	CULI101 V01	Adjunct	\$3,006.25	8/30/2021 To 12/17/2021
Sabol, Zenta	ACCT101 M02ACCT102 M02	Adjunct	\$9,680.00	8/30/2021 To 12/17/2021
Schat, Marjolein	ENVS101 M01ENVS116 M01ENVS101 M02	Adjunct	\$11,865.00	8/30/2021 To 12/17/2021
Schmid, Joseph	ACCT207 BL1	Adjunct	\$4,840.00	8/30/2021 To 12/17/2021
Sewell, Patrick	ENVS105 M01	Adjunct	\$3,390.00	8/30/2021 To 12/17/2021
Seyfried, Matthew	ENGL204 BL2	Adjunct	\$3,630.00	8/30/2021 To 12/17/2021
Sheehan, John	ANTH202 BL3HSTY111 BL1HSTY101 BL1	Adjunct	\$10,890.00	8/30/2021 To 12/17/2021
Sidle, Jason	HRMG206 BL1	Adjunct	\$2,955.00	8/30/2021 To 12/17/2021
Sloan, Cindy	SOCI101 BL2SOCI101 BL3	Adjunct	\$7,260.00	8/30/2021 To 12/17/2021
Snyder, Emily	Para-Professional Tutor	Adjunct	\$8,605.74	8/30/2021 To 12/17/2021
Snyder, Stephen	BIOL101 BL1BIOL101 BL2	Adjunct	\$8,470.00	8/30/2021 To 12/17/2021
Suben, Mark	CRJU205 M01	Adjunct	\$2,955.00	8/30/2021 To 12/17/2021
Tambascio, Theresa	ENGL049 EL02RDNG116 M01ENGL100 M02 ENGL100 EL02	Adjunct	\$9,495.00	8/30/2021 To 12/17/2021
Timonin, Michael	HSTY201 M03HSTY202 M02	Adjunct	\$5,910.00	8/30/2021 To 12/17/2021
Vazenios, George	MATH109 M02MATH109 ME50	Adjunct	\$6,780.00	8/30/2021 To 12/17/2021
Weed, Steve	ENGL098 EL14ENGL100 M14ENGL100 EL14	Adjunct	\$6,780.00	8/30/2021 To 12/17/2021
Whitecraft, Michele	CHEM101 BL1CHEM101 ME50	Adjunct	\$10,890.00	8/30/2021 To 12/17/2021
Williams, Diane	BIOL101 M02BIOL101 M03	Adjunct	\$8,470.00	8/30/2021 To 12/17/2021
Wong, Haven	Para-Professional Tutor	Adjunct	\$3,115.20	8/30/2021 To 12/17/2021
Young, Tammi	FITN215 M01RECR230 M01	Adjunct	\$4,747.50	8/30/2021 To 12/17/2021
Zaia, Heather	ENGL049 EL01ENGL100 M01ENGL100 EL01	Adjunct	\$8,325.00	8/30/2021 To 12/17/2021
Zavaski, John	BIOL112 ME50	Adjunct	\$3,955.00	8/30/2021 To 12/17/2021
Zerilli, Gelsie	Para-Professional Tutor	Adjunct	\$8,605.74	8/30/2021 To 12/17/2021
Zhao, Jiang	CHEM107 M01CHEM107 M02	Adjunct	\$4,432.50	8/30/2021 To 12/17/2021

September

DeGaetano, Margaret	Facilitation of Rope Challenge Course - Level 2+	Adjunct	\$600.00	9/1/2021 To 8/31/22
Gorton, Cheyenne	Director of Student Activities and the Student Center	Grade 5	\$72,366.00	9/1/2021
Hicks, Sarah	Associate Director of Financial Aid and Compliance Officer	Grade 4	\$79,862.00	9/1/2021
Reining, Shaun	Para-Professional Tutor	Adjunct	\$3,115.20	9/2/2021 To 12/17/2021

October

Woloszyn, Alexander	ACCT101 BL4	Adjunct	\$3,940.00	10/5/2021 To 12/17/2021
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November

Mast, Holli	BOOST Math Course - BIZ	Adjunct	\$1,189.35	11/1/2021 To 12/10/2021
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TOMPKINS CORTLAND COMMUNITY COLLEGE

Presented to the Board of Trustee

September 16, 2021

Resignations/Retirements/Separations

<u>NAME</u>	<u>EFFECTIVE</u>	<u>REASON</u>
None.		

FACULTY STUDENT ASSOCIATION

Robert Rice	08/09/21	Non-renewal
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BISTRO

None.

Retrenchment

<u>NAME</u>	<u>UNION</u>	<u>NOTICE GIVEN</u>	<u>EFFECTIVE DATE</u>
Paul Brenner	PAA	11/10/20	09/10/21

NOTE: Retrenchment notifications may be rescinded.

Vice President for Student Services
September 2021

Below is a department-by-department guide on how the Division of Student Services is supporting students.

Health Services

Health and Wellness Services (HWS) has begun their first semester of fully integrated service delivery on campus in the new Health and Wellness Center to promote inclusive individual and community well-being. HWS now provides expanded offerings, partnerships, and opportunities, including the Best Life Lounge for student, faculty, and staff connections, 24/7 global peer support through a partnership with TalkCampus, and increased and collaborative health promotions and educational programming.

HWS has five distinct areas devoted to student health and wellness support: the Panther Pantry, the Health Center, Mental Health Counseling and Best Life Lounge, Health Education and Alcohol and Drug Prevention, and the Collegiate Recovery Program, located in rooms 116A, 118A, 122, 124, and 178.

We are excited to share information regarding these and other developments with the College community at an Open House in October.

Health Center

- The Health Center is managing COVID-19 vaccines required by SUNY for all students who will be on campus for class or other activities.
- Pop up vaccine clinics were conducted in partnership with the Tompkins County Health Department (TCHD) on September 1st and September 2nd. 54 students received their first dose of vaccine and will receive their second in three weeks when we host TCHD for second dose clinics.
- The Health Center continues to conduct weekly surveillance testing for all unvaccinated faculty, staff, and students who are on campus regularly.
- Flu clinics are scheduled for September 23rd from 8:00 to 12:00 and September 29th from 1:00 to 5:00 in Athletics' Multipurpose Room.
- The Health Center conducted arrival testing for new resident students on Friday, August 27th during move in. During the three days of move in for new and returning students, 158 students were tested with 1 positive.
- Nurse Angie McComb, BSN and other Health and Wellness staff participated in New Student Orientation on Saturday, August 28th.

Counseling

- Juliana Garcia, MSW has returned to HWS as a full-time clinical counselor. Juliana was previously an adjunct clinical counselor during the spring and summer.
- Juliana presented to two groups of 40+ students during New Student Orientation.
- HWS Counseling has partnered with TalkCampus, a global peer support community for students that provides support any time of day via the TalkCampus app.
- Clinical counselors John and Juliana are seeing students in 1:1 sessions.
- Student intern Julia Gutierrez has joined HWS Counseling and will be helping to develop peer support and other programs this fall.
- HWS Counseling is hosting graduate student Aaron Volk for a counseling internship this semester.

Panther Pantry

- The Panther Pantry has expanded service to faculty and staff to meet food security needs and destigmatize the use of the pantry for students.
- The Panther Pantry is open over 20 hours per week this semester.
- The Panther Pantry will be hiring two federal work study students this semester.
- Through strategic purchasing, donations, and partnerships the Panther Pantry provides tens of thousands of pounds of food per year at zero cost to the students, and now faculty and staff. The Pantry provided food to nearly 1,500 people during the spring semester.
- The Panther Pantry continues to serve as a model pantry for college student food insecurity with regular meetings with external stakeholders and colleges seeking to replicate the Panther Pantry in their own communities.
- The Panther Pantry is working with the Cornell Cooperative Extension Center to promote healthy meal preparation and basic life skills such as budgeting and cooking.

Recovery Program

- A Recovery "Snack-n-Share" will be hosted in the Recovery Space on Thursday, September 9th for the College community to meet, connect, and share support.
- College Prevention Associate Ashley Dickson will be presenting NYCB approved LGBTQIA+ & Recovery content to NYS Families Together on September 13th.
- Ashley and Youth Voices Matter partner agency colleagues are conducting Certified Recovery Peer Advocate training for twenty individuals from around the state.
- Recovery Ally trainings are being planned for September.
- As a new partner of Healing Hearts, an Opioid Overdose Prevention Program (OOPP), the Recovery Program may now provide Narcan (naloxone) and fentanyl test strips and training.
- Recovery and Prevention staff delivered two trainings on recovery support and social norms during New Student Orientation.

Alcohol and other Drug (AOD) Prevention, the Options Program, and Health Promotion

- College Prevention Coordinator Kevin Broderick, MSW, will be offering educational programming for AOD and other health and wellness topics during scheduled classes as part of the *Don't Cancel That Class* collaboration with campus and community partners.
- The Environmental Strategies Grant has entered its fifth and final year – sustainability is taking priority to extend benefits of this grant beyond its lifecycle. Funding for equipment and furniture is supporting HWS's development of the Best Life Lounge.
- The College Environmental Survey will be administered for this fall. A random sample of 25% of the student body will be asked to fill out the anonymous survey, with the incentive of four \$50 participation prizes. Data collected will be used for institutional research, informing the environmental strategies in place, as well as used in social norms marketing across various physical and virtual TC spaces.
- The Best Life social norms campaign is in its fourth phase. Students, faculty, staff, and alumni have been asked to share their stories of connection and experience with the College to be communicated with other pro-social and positive health messaging on multiple platforms across campus.
- AOD screenings, brief interventions, and referrals are continuing. 32 students have been screened at HWS's Welcome Table.

Student Success: Advising, Career, & Transfer Services

We concluded the fall 2021 START enrollment cycle (**S**tudent **T**ransition, **A**dvising, **R**egistration & **T**esting) with 617 total scheduled appointments. Of the total 1313 invites sent, that is 47% who scheduled. In previous enrollment cycles, the scheduled percentage typically ranged between 20-25%. This cycle, students who applied appeared to be more serious about attending TC3, hence their completion of the enrollment process and higher percentage of scheduled appointments. We concluded the cycle with enrollment down in all categories except transfer students (+25 transfers, up almost 16% headcount). Our three Saturday Instant Registration Day events in August were very fruitful, registering 109 students (48 on 8/14, 34 on 8/21, and 27 on 8/28). Despite many outreach attempted during the months of August, continuing student enrollment was down by 145 students, 16% by headcount and 22.5% FTE compared to this time last year. When communicating with students who are not returning this fall, COVID related concerns were the most commonly cited reason for taking time off this fall.

We concluded our academic recovery efforts with 189 students completing the Student Success Survey for academic or financial aid probation. Advisors worked with each of the students below academic standards to create an academic recovery plan for this fall semester. This

group included many reinstated students who were coming back to TC3 after many years away, newly motivated to resume their studies.

This fall, 70 Pathways Scholarships were awarded to returning adult students in the amount of just under \$100,000. This included 30 new Pathways recipients and 40 returning Pathways students. Three Pathways Orientation sessions were held during the first week between August 28 and September 1. Each Pathways student is assigned to a Student Success Advisor on our team, and each are scheduling individual meetings with their assigned success advisor.

For summer courses, 41 total tracking items were raised in Starfish. Of these, 27 were flags expressing concerns about student performance. The flags were raised for 19 unique students. The remaining 14 were kudos reinforcing positive academic behaviors. Advisors are following up on these flags. Starfish appointment traffic was very high during the month of August (1071 total meetings) and we also began logging all virtual office students into the Starfish Kiosk for better data collection/tracking purposes. From August 2-September 3, 2021 the following meetings took place:

- 267 Advising
- 181 Admissions, 335 financial aid, 246 Registration & Billing
- 981 were “walk-ins”, 90 were scheduled appointments

Additionally, the Baker Center for Learning (tutoring services) launched use of the Starfish Kiosk to track student tutoring use throughout the fall semester.

The three new Student Success Advisors began on August 16 and August 23. Thus far, they are excellent additions to the Student Success team, jumping in during a very busy time of year to assist wherever possible. Initial training sessions were held with all new staff and all faculty advisors the week of 8/23. We reviewed updates to DegreeWorks that include improved mobile functionality for students, making it easier to track their progress to graduation. Ongoing trainings will take place throughout the month of September as the new advisors continue their transition. A joint advisor training was held on Friday 9/3 for the faculty mental health counselors, student success advisors, and our newest full-time faculty advisor (Cindy Whitney, Criminal Justice). Our online advising tools have been updated for the 2021-2022 academic year, and routine advisor update emails have begun.

Athletics and Campus Recreation

Coaching Staff Updates

We have new team leaders on campus in Athletics & Recreation for the 2021-22 school year! Welcome to Tom Wilk, Head Coach of Men’s Basketball, Ed Dow our Softball Coach and to James Williamson our new Baseball Coach. Attached to this report is the updated directory for Athletics & Recreation. We are excited to have these fantastic new staff members!

Intercollegiate Athletics

Men's Soccer

Coming off the first spring season in NJCAA history, Panthers men's soccer has a solid team of returners and freshmen for the fall 2021 campaign. Coaches Mick McDaniel and Jamie Phillips return on the sideline with first games scheduled for the week of August 30. Read more about the team here

<https://www.tcpanters.com/sports/msoc/index>

Women's Soccer

Due to a lack of participants, TC3 will not sponsor a women's soccer team in fall 2021. We will be searching for a new head coach to recruit for the 22-23 season. We thank Coach Robert Rice for his fine work with this team over the past several years and wish him well in his future endeavors.

Volleyball

With the retirement of long-time coach Alfred Okaru in the spring, Panthers VB will be led on an interim basis by Dave Stevenson and Amy Voorhees. We have more than ten student athletes looking to participate this season after there was no intercollegiate volleyball in our Region in 2020-21 due to the pandemic. Practices begin the first week of September with first game in Buffalo on 9/11. Read more about TC3 Volleyball here

<https://www.tcpanters.com/sports/wvball/index>

Cross Country

With our inaugural class of runners graduating in 2021, Coach Peg Dunham is looking forward to a new group of Panthers on campus to compete this fall. Practices begin in the first week of September with the first meet scheduled for 9/11 at Cortland State. Here is the link for all things XC

<https://www.tcpanters.com/sports/wxc/index>

Winter & Spring Sports

Organizational meetings for both basketball teams, men's lacrosse, softball, baseball and golf are scheduled for the first weeks of classes. Teams will begin to form in September with preseason and fall ball activities.

E Sports

We have been working with Tim Densmore and Bryan Temple on securing a space and identifying needs for our TC3 program in the games of NJCAA eSports. The overall plan is to have space, coach/advisor, promotion and equipment in place this fall to begin our first season of competition in spring 2022.

Fitness | Recreation | Community Groups

Service and space to campus and community patrons and groups during spring & summer 2021 generated about \$26,000. This includes revenue from pool use (rental by Ithaca High School for varsity program was largest contributor) accounting for about 10k, baseball field rental revenue coming in around 11k, AAU Basketball Tournament at 2k and Hangar Theatre at 3k respectively.

Fitness Center

Summer hours were 8am-4pm Monday-Thursday

With the campus re-implementing the mask mandate, we saw a significant decrease in attendance

As student athletes began to return to campus mid-August, we did see several regularly using the facility

For the summer in its entirety (5/21-8/31/21), we had:

596 member visits:

220 community

283 faculty/staff

93 students

Summer Revenue **\$1,205** (5/21-8/31/21)

Multiple faculty/staff have renewed for the fall semester

Fall Details

To comply with the 50% capacity requirement, we will continue to allow a maximum 35 people in the Fitness Center at a time

With the ever-changing restrictions, we will operate with limited hours for the first five weeks of the semester (9/30-10/1/21) to allow for modification once need is assessed

Hours: 8am-6pm Monday-Thursday; 8am-4pm Friday; 2pm-5pm Sunday

Group Fitness Classes will remain on hold until assessing first five weeks

Once the mask mandate lifts, we anticipate an increase in fitness participation

We will continue to monitor the status of the local 24/7 fitness center opening to determine if it will negatively impact our community membership

Recreation & Pool (following all COVID-19 protocols)

TC3 Recreation collaborated with Student Activities to host the Panther Olympics on Sunday, 8/29 and continues to provide late afternoon and evening activities for our student body five days a week. Outdoor activity spaces are available seven days per week at this time. As weather gets colder and days get shorter, additional hours of indoor activity will be added.

The pool will reopen to our campus community during the second week of September. The first week of the year is utilized for lifeguard orientation and training.

Student Life

New Student Orientation

The first in-person New Student Orientation was held since Spring 2020. New Students were asked to first complete the New Student Orientation Online Module, 288 students have completed the online module to date. Attendance at in-person Orientation exceeded our expectations when over 240 new students checked in. The day was energizing, exciting, and brought a sense of hope to the staff and faculty that helped make the day happen. There was a special appearance by Pounce the Mascot who played a major role in the welcome by Administrator in Charge, Paul Reifenheiser. I would like to formally recognize Olivia Hunt, our Graduate Project Assistant for Student Success Advising and Orientation. This would not have been possible without her and her skills, dedication, and creative ideas led to the event being a success. Below is an overview of the content from the in-person Orientation:

Resource Fair – *Over 25 departments, organizations, and resources were present to table in the Field House and provide information for new students.*

Keynote Speaker: Josue “JQ” Quinones’ Success is a Lifestyle - *Professionally trained as a Social Worker and Opportunity Program Counselor, JQ has helped to create the number one graduation rate for college students within the state of New York. JQ now combines his skills for music and proven track record for student success, to create a one of a kind experience that combines Hip Hop and success principles. He empowers students and student leaders to step into their purpose, take control of their stories, heal, and live a quality lifestyle built for success. As founder of the “Success Is A Lifestyle Program” and an advocate for mental health, students leave JQ’s fun and interactive presentations knowing that “Self Care is the Best Care.” JQ teaches them how to live his trademark phrase, “Success Is A Lifestyle!”*

Academic Student Success – *Amanda Bisson, Anna Regula, Chris Xaver, Kelly Wessell, Kerry Curran, Milagros Cartagena-Cook, Patty Tvaroha, Sophia Georgiakaki, and Michelle Nightingale all held Academic breakout sessions for new students. Depending on the program the student was enrolled in or interested in, students were able to meet their faculty and learn more about*

their program. Michelle Nightingale provided a general student success session that provided an overview of academic standards.

Welcome to our CommUNITY – *The team from the Office of Diversity Education and Support Services led an activity about building community and finding commonalities with each other while celebrating differences, which includes Seth Thompson, Tracey Brunner, and Timothy Thompson.*

Setting the Standard – *John Gebo and Darese Doskal partnered up to present information about community standards, the conduct process, Title IX, safety and security, and consent. This information is not only critically important, but legally required to provide at New Student Orientation.*

Health and Wellness – *Matt Kiechle provided an overview of the Health and Wellness services and an update on Covid-19 policies, as well as vaccination information.*

Breakout Sessions – *students were given the option to pick from 2 concurrent sessions from below:*

Destress and Decompress – tools for working through stress, by Juliana Garcia.

Getting Involved and Navigating Campus Groups – *how to get involved and use Campus Groups to find events and clubs, by Leah Tompkins.*

Substance Use – *Resources and tools for navigating substance use or allyship, by Ashley Dickson and Kevin Broderick.*

Your Five Strengths – *an overview of Strengths Quest, by Hal Brown.*

To view the photos from New Student Orientation, check out the Tompkins Cortland Community College Facebook page. Deb Mohlenhoff was our in-house photographer and posted some of her favorites to the page.

Clubs

As a reminder from Spring 2021, we have seen a massive decline in active clubs over the timespan of the pandemic. The main goal of the Get Connected Fair this semester will be to revitalize existing clubs and help students create new ones. Now that we are in-person and clubs can meet traditionally, we expect to see an increase in club participation.

Current registered clubs:

African Caribbean Association – not active

Chemistry Club - not active

CRU – not active, active advisor

Hospitality and Restaurant Association – not active

LGBT Club (renamed to Q&A) – Restarting

Gaming Club – Active and held their first meeting and club event

Outdoor Adventure Club – Active

Recovery Club (renamed to ARCTC) - not active, active advisor

Residence Hall Association

Sport Management Club – Active
STAND – not active, advisor taking a break.

Student Government Association

Student Government continues to hold meetings and events. SGA is holding their first Open House on September 9, 2021 in the Student Center.

Fall 2021 SGA E-board:

President – Julia Gutierrez

Vice President of Finance – Sasha Machmuller

Vice President of Communication – Benjamin Bates

The following seats are vacant and SGA is currently accepting applications:

Vice President of Student Involvement

Vice President of Student Services

Joint Training and CRLA

Student Activities is collaborating with ODESS and Residence Life launched the joint-training series for Student Leaders. The Student Leadership Assistant's, Resident Assistant's, and Vector Network Mentors are required to complete the certification, though all students are welcome to participate. Trainings so far have been Role of the Peer Educator, Peer Educator Do's and Don'ts, Mentoring Boundaries, Conflict Resolution, Health and Safety, Preparing to Study, Programming, Academic Majors and Advising, Learning Styles, Critical Thinking, Problem Solving, Stress Management, Ways of Mentoring, Constructive Criticism, Conferencing Skills, Customer Service, Campus Resources, Establishing Rapport, and Teambuilding. This is an International certification that is highly respected by transfer schools and employers.

Co-Curricular Transcript

A Co-Curricular Transcript (CCT) is an unofficial record generated through Campus Groups® that documents a students' activities and accomplishments that occur outside of the classroom during their time at Tompkins Cortland. In partnership with Caryanne Keenan, we have established a process for students to receive their Co-Curricular Transcript and learn how to apply that to their next steps, whether they be career or transfer. Leah Tompkins, our summer Graduate Project Assistant, built the foundation on Campus Groups and we owe her a huge thanks for all of her hard work.

Child Care Center

Updates:

The child care center is back up and running at full capacity with the students returning to campus. We are also in the process of reopening our child care center inside the main campus

building. With the increased number of children on the waiting list we have been able to offer care to more families. This center will open September 7th. We have hired new staff members with the addition of the 2 new classrooms. We are excited about this and glad that we are able to help out our community. We have been able to help all students with child care who applied by August 27th.

Grants:

We have been able to help 2 essential worker families through the scholarship program.

We have received all of our CARES 3 money.

The Family Empowerment grant will continue this semester. We have a lot of new parents coming to campus and in need of child care.

We will have students on the Federal Block Grant again this semester. We have not found out how much we will be awarded yet.

We have applied for a small \$500 grant to help us buy some gross motor items for the small center.

We were awarded the NYS Stabilization grant of \$13,000 a month for 6 months. This can be used to help pay teacher salaries.

We were approved for the DOL Apprenticeship grant of \$70,000. This money can be used to help pay required wage increases as well salaries for our apprentices.

Additional items:

We will be holding our annual Gertrude Hawk Chocolate fund raiser the end of September and beginning of October. Make sure to find someone to place an order with and help us redo the playgrounds at the main campus site.

Student Conduct and Community Standards

Conduct

August 2021

In preparation for the new year, updates were made to the Student Code of Non-Academic conduct. Most were minor changes. The cannabis/marijuana policies were updated due to change in state laws.

There have been 4 conduct cases for August. One has gone to a board and resulted in a suspension. One is still being investigated but may also go to a board.

Worked with Director of Campus Police, John Gebo, to present on Campus safety/conduct guidelines/title IX for Orientation. About 175 new students were in attendance.

Trained new RA group on student conduct and using our Maxient system for reporting.

Title IX

Trained student leader group (RAs, Student Center Assistants and Vector/ODESS mentors on title ix and other laws that impact their roles.

Trained men's soccer team in accordance with NY Educ. 129-B on title ix, health relationships and bystander intervention. Will be scheduling with other active fall teams asap.

Used SUNY SPARC (Sexual and Interpersonal Violence & Response Course) to train new students on required Title IX/NY Educ. 129-B information online. So far about 1/3 of the new students have completed. This will be monitored and is required for new students.

Issued the NY state mandatory sexual harassment training to all campus employees. Due by October 1. About 20% have completed so far.

Working with college attorney on updates to Title IX based on new OCR information on recent MA case. No longer requiring cross-examination of witnesses in order to include statements and documents.

AVP OF STUDENT SERVICES AND SENIOR DIVERSITY OFFICER REPORT TO THE BOARD OF TRUSTEES | September 2021

Campus Strategic Diversity, Equity, and Inclusion Plan

- The faculty and staff summary report of survey responses is scheduled to be completed in October.

PRODiG Meeting Community college Ag/Tech

- On August 16, 2021, I participated in a meeting with the SUNY system to develop a SUNY-supported community college and Agricultural and Technical College PRODiG development program.

Fall Day - Staff Development Committee

- The Staff development team met to discuss a timeline of expectations for our Fall staff development day scheduled for October 12, 2021. A call for session proposals was sent to all faculty and staff and a few outside community groups.

National Science Foundation LSAMP Grant

- The Priority of the NSF grant first and Foremost is to support increasing the number of students from historically underrepresented backgrounds who earn associates' degrees in science, technology, engineering, and math (STEM).
- TC3 is part of the Central New York Louis Stokes Alliances for Minority Participation (LSAMP) that includes a handful of schools throughout upstate New York, including Ithaca College, SUNY Cortland, ESF, Hobart and William Smith Colleges, Herkimer College and Utica College.
- Highlights
 - TC3's portion of the award is \$238,289 over five years.
 - Expand high-impact practices – including mentoring and student research opportunities
 - Strengthen transfer pathways to the STEM baccalaureate programs and careers
 - Offering faculty training and mentoring best practices in supporting students historically underrepresented backgrounds

New Professional Network

- As we welcome new faculty and staff members to our campus community, the Office of Diversity Education & Support Services is coordinating a New Professionals Network (NPN). The NPN is an initiative to ensure a sense of belonging among new professionals through community building.

September 8, 2021

AVP OF STUDENT SERVICES AND SENIOR DIVERSITY OFFICER REPORT TO THE BOARD OF TRUSTEES | September 2021

- Joining the Network will grant members access to an association to promote networking, professional development, and community service throughout TC, Cortland, and Tompkins Counties.

Challenge Workforce Solutions

- We have opened in agreement with Challenge Workforce Solutions to offer their high school students exposure to college programming.

Vector Network

- This year's cohort consisted of 15 new first-year student mentees who have participated in recent opening week programs that have consisted of team building activities through Team Adventure and a Ice social time management schedule build.

Student Engagement Team (ODESS, Residence Life, Student Activities)

Resident Life

- 199 Students have moved into the residence halls for Fall 21. We have a few more students contracts that have been received and are in the final stages to be assigned rooms.
- Recent Hires
 - Michael Oyelola, MPH from Cornell University
 - James Williamson, Masters of Sport Management from Brockport

Student Leader Training

- Twelve students participated in a wide variety of sessions to support the roles that they will be serving in this academic year. A few of the session topics included: Ways of Mentoring, Stress Management, Community Resources and Referrals, Academic majors and Advising, Mentoring Boundaries, Advocacy for students.

Orientation

- Over 200 students attended New Student Orientation who were quite engaged throughout the day's offerings.
- Opening week activities included Panther Olympics with multiple games and inflatable activities in collaboration with athletics.

All the best,

Seth A. Thompson

September 8, 2021

report

Date: September 3, 2021

To: Paul Reifenheiser, AIC

From: Deborah Mohlenhoff
Associate Vice President for College Relations

RE: Monthly Report to the President/AIC and Board of Trustees

COMMUNITY ENGAGEMENT & PARTNERSHIPS:

Human Services Coalition (7/14/21) – Carrie Whitmore and I met with staff from the Human Services Coalition to hear more about the workforce development needs for local non-profits. We identified several possibilities for micro-credentials and agreed to each do some more research and meet again to start constructing a curriculum. The highest area of interest was around non-profit budget and finance.

Tompkins Consolidated Area Transit (TCAT) Update to TCAT Board (8/26) – Scot Vanderpool, Executive Director of TCAT, reached out to the College to ask for a representative to attend the TCAT Board meeting to review the status of the College with regard to the pandemic and how we anticipated this impacting TCAT ridership. I was able to describe our strategies and we had a good discussion, as well as expressed our gratitude for TCAT being such a crucial piece of the puzzle for our students' success.

GOVERNMENT RELATIONS & ADVOCACY:

Economic Impact Report -Attached to this report is an executive summary and infographic from EMSI-Burning Glass – the company that provided an economic impact report for the College. We used data from 2018-19 before we were impacted from the pandemic to get a truer picture of the College's financial impact on the region. A presentation to the legislatures is planned for 1pm on Tuesday, September 14th.

LEADERSHIP TOMPKINS AND LEADERSHIP CORTLAND:

It was decided that as we are now able to hold in-person gatherings that the Leadership + Lemonade programs would pause for July and August to allow for in-person sessions to be planned in September. Unfortunately, with the uncertainty, we are now pausing September to hope for an October return to in-person sessions. The full cohorts for each program are slated to restart In January of 2022.

MARKETING AND COMMUNICATIONS:

We have convened a search committee for the Director of Strategic Marketing and that position has been posted. We have also revamped the internal process for funneling requests for marketing project to the existing Marketing Team, through two new online forms. There are currently only two staff in the newly reorganized Strategic Marketing Department, a Public Information Officer and a Digital Content Specialist. We are working with Swim Digital, our consultants, to put infrastructure in place so that when the new Director comes on board, we can staff up the rest of the department to a full complement to meet the new structure.

WORKFORCE DEVELOPMENT:

The search for the Assistant Director for Employer Relations & Experiential Learning is underway. First Round interviews will be conducted in late September.

In preparation for this new position, staff is also working on internal infrastructure to support the promotion of job opportunities and to post and recruit for internships and apprenticeships. A revamped Employer Relations page now provides details on some new initiatives. The College has also implemented an online service called Handshake that helps provide easy upload of jobs from local employers and a searchable database for our students.

The Employers Site is here: <https://www.tompkinscortland.edu/academics/employers>

Here are some highlights:

105 students have activated their account

- o Over 1,400 approved employers
- o Over 3,000 nationwide jobs posted

Local employer job postings are automatically approved, all others are manually approved

Posted jobs/internships must

- be in-line with college degrees
- require someone to be working towards a degree or certificate (i.e. no fast food, retail sales jobs)
- not require a Master's degree or higher

Guides will be created for students, faculty and employers

OTHER PROJECTS:

Campus Room Reservations – On September 1, we launched a new Room Reservations Process for both internal and external requests. Staff in the Ithaca Extension center will now be receiving, approving, and routing all room requests for all spaces on campus and in the extension centers. There will also be a group that will meet bi-weekly to review room requests and discuss logistics for larger events.

Southern Tier 8 Funding – We have made it to the next round of the grant application process and have been given very favorable reviews thus far from the grantor. We are editing to accommodate their suggested changes and will resubmit. This would provide \$150,000 for support for a staff member to develop additional micro-credentials and degree programs in the Allied Health fields and to purchase equipment needed for these programs.

OTHER MEETINGS & COMMUNITY EVENTS:

- Weekly Cortland Downtown Partnership Board meetings
- Monthly Strategic Tourism Planning Board (STPB) meetings
- Monthly Workforce Development Board meetings
- Bi-weekly SUNY Government Affairs meeting

COVID-19 UPDATES

Vaccines Now Required for Students Using College Facilities in Person

Tompkins Cortland Community College is now requiring COVID-19 vaccinations for students who will be attending classes on campus, using our facilities – including the Ithaca and Cortland Extension Centers, or living in our residence halls per SUNY (The State University of New York) requirements. This requirement took effect on August 23, 2021 and students have until September 27 to submit proof of vaccination showing that they have had two shots of the Pfizer vaccine, or two shots of the Moderna, or one shot of the Johnson and Johnson.

The College offered a convenient way to be vaccinated on campus through two clinics held September 1 and 2. Students can move-in to residence halls and begin classes if they are unvaccinated but should have registered to receive the vaccination on one of these days. On September 1, 21 students were vaccinated and on September 2, 33 students. Reminders will continue to be sent to any student that has not yet reported their vaccination status by the September 27 deadline. These clinics issues the Pfizer vaccine that requires a second dose. The second dose clinics are also scheduled on campus for September 22 and 23.

Students who fail to show proof of vaccination – except those who have obtained approval for an exemption - will be removed from in-person classes and our residence halls without a refund on September 27. Students who wish to request a medical or religious exemption must contact the Health and Wellness Center at healthcenter@tompkinscortland.edu or 607-844-8222 ext. 4487 and make the request by September 1.

We are continuing to send out weekly messages to all faculty, staff, and students and the most up to date information will always be posted to this website:

<https://www.tompkinscortland.edu/college-info/covid-19-policies-and-updates>

Here is the content from the latest weekly update:



WELCOME BACK – Happy First Day of Classes! We are so happy to see you all back in-person!

We will continue these weekly updates as we navigate the Fall semester with the new policies and procedures related to the ongoing pandemic.

For the most up-to-date protocols, please visit the College's COVID-19 information page:

<https://www.tompkinscortland.edu/college-info/covid-19-policies-and-updates>

MASKS INDOORS

The College is still enforcing the Tompkins County Health Advisory and requiring all faculty, staff, students, and visitors to wear masks in all indoor settings, unless you are alone in your office or private workspace.

SUNY VACCINATION MANDATE

On Monday, 8/23/21, the FDA fully authorized the Pfizer Vaccine. This starts a 35 day clock for all SUNY students to be vaccinated. At this time, there is no mandate for faculty & staff to be vaccinated, but it is strongly encouraged.

(The official announcement is here: <https://www.fda.gov/news-events/press-announcements/fda-approves-first-covid-19-vaccine> and the official SUNY Policy is here: https://www.suny.edu/sunypp/documents.cfm?doc_id=900)

ON CAMPUS VACCINATION CLINICS – THIS WEEK - September 1 & 2

A reminder that we will be hosting vaccination clinics on campus on Sept. 1 & 2. This will allow for any students that still need to be vaccinated to be able to conveniently do so during the first week of classes. Students that opt to get vaccinated at these clinics will be considered in compliance with the SUNY mandate.

FIRST DOSE CLINICS (make appointment here:

<https://apps2.health.ny.gov/doh2/applinks/cdmspr/2/counties?OpID=C9235E660EE703B0E0530A6C7C16F12C>)

- September 1st from 1pm-4pm
- September 2nd from 9:30am-12:30pm

SECOND DOSE CLINICS (you will get your second dose appointment when you get the first dose)

- September 22nd from 1-4pm
- September 23rd from 9:30a-12:30pm

These are also open to the public, so feel free to share this information with family and friends. These are NOT booster vaccination clinics.

VACCINATION STATUS REPORTING

The College is encouraging faculty and staff to submit proof of vaccination through this online form: <https://forms.office.com/r/9A8twmYCWp> .

Students may submit proof of COVID-19 vaccine by uploading it via the Health and Wellness Portal in your MyTC3 account at <https://tompkinscortland.studenthealthportal.com> or call Health and Wellness Services at 607-844-8222 ext. 4487 if you need assistance.

IF YOU LOST YOUR VACCINATION CARD: You can either download an app for your phone that will validate your vaccination status OR access a digital version of your proof of vaccination with the Excelsior Pass Plus. You can do both of those things at this website: <https://epass.ny.gov/home> - a screenshot of your Excelsior Pass is an acceptable form of proof of vaccination for this purpose.

TESTING

If you are unvaccinated, you will need to test weekly. Faculty, staff, and students that are unvaccinated are expected to pick up their saliva test kits at the Health Center and return them weekly.

CAMPUS REPORTING PROTOCOLS

The College has established an email that can be used for any of the following reasons:

- If you wish to report or a student self-reports to you that they are positive or in quarantine
- If you wish to report or a student reports to you that they think another student is positive or in quarantine
- If you wish to report a concern that someone is not following College COVID-19 protocols
- To ask a question regarding any of the College COVID-19 protocols

The email is reportcovid19@tomkinscortland.edu and is listed in Outlook as "COVID19 Reports."

TOMPKINS COUNTY HEALTH DEPARTMENT ONLINE COMMUNITY FORUM

Tompkins County will host a virtual COVID-19 update on Thursday, September 2, 2021 at 4:30pm.

The Forum will focus on the booster shot, updates on community transmission, and tips for parents with kids going back to K-12 schools.

The update can be viewed live on You Tube, <https://www.youtube.com/watch?v=NFsW59Yi2To> and will be archived at the same link.

The Economic Value of Tompkins Cortland Community College



About Tompkins Cortland

8,779 Credit students
 1,377 Non-credit students
 454 Employees

1 out of every **65** jobs in the Tompkins Cortland Sponsor Counties is supported by the activities of Tompkins Cortland and its students.



ECONOMIC IMPACT ANALYSIS

Operations spending impact
Impact of annual payroll and other spending

\$35.3 million
Added income

Enough to buy **1,053** new cars

528 Jobs supported



Student spending impact
Impact of the daily spending of Tompkins Cortland students attracted to or retained in the region

\$31.8 million
Added income

Enough to buy **2,561** families* a year's worth of groceries

573 Jobs supported

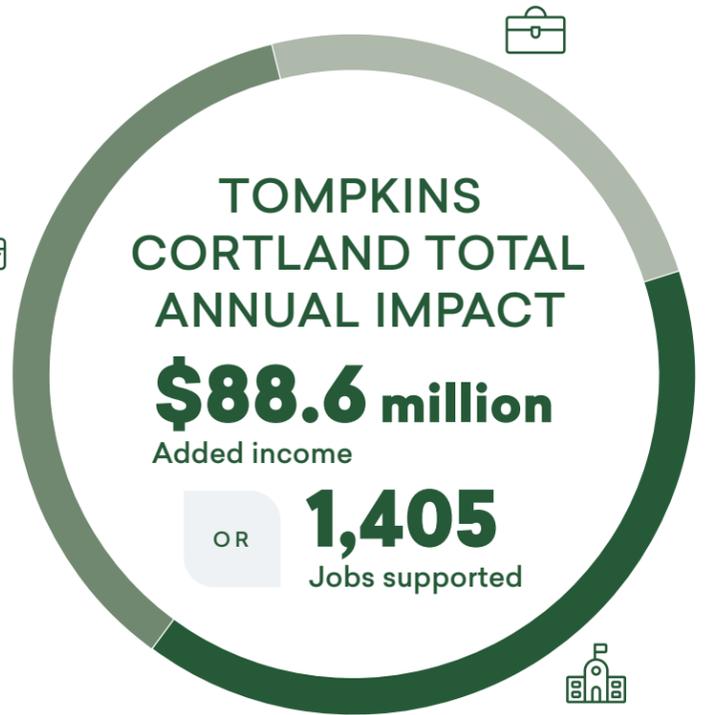


Alumni impact
Impact of the increased earnings of Tompkins Cortland alumni and the businesses they work for

\$21.4 million
Added income

An economic boost similar to hosting the World Series
4x

304 Jobs supported



INVESTMENT ANALYSIS

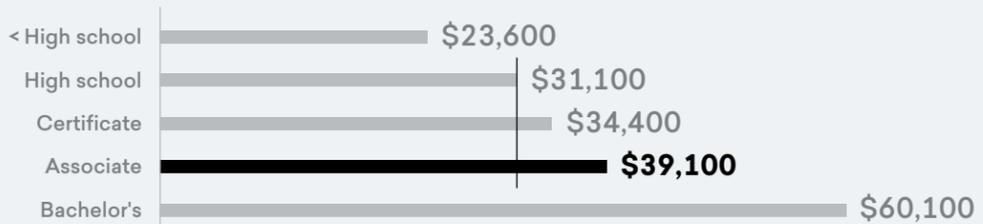
For every \$1...

Students gain **\$4.90** in lifetime earnings

Taxpayers gain **\$1.70** in added tax revenue and public sector savings

Society gains **\$6.50** in added state revenue and social savings

The average associate degree graduate from Tompkins Cortland will see an increase in earnings of **\$8,000** each year compared to someone with a high school diploma or equivalent working in New York.



The Economic Value of Tompkins Cortland Community College

Tompkins Cortland Community College (Tompkins Cortland) creates a significant positive impact on the business community and generates a return on investment to its major stakeholder groups—students, taxpayers, and society. Using a two-pronged approach that involves an economic impact analysis and an investment analysis, this study calculates the benefits received by each of these groups. Results of the analysis reflect fiscal year (FY) 2018-19.



ECONOMIC IMPACT ANALYSIS

In FY 2018-19, Tompkins Cortland added **\$88.6 million** in income to the Tompkins Cortland Sponsor Counties' economy, a value approximately equal to **1.1%** of the region's total gross regional product (GRP). Expressed in terms of jobs, Tompkins Cortland's impact supported **1,405 jobs**. For perspective, the activities of Tompkins Cortland and its students support **one out of every 65 jobs** in the Tompkins Cortland Sponsor Counties.

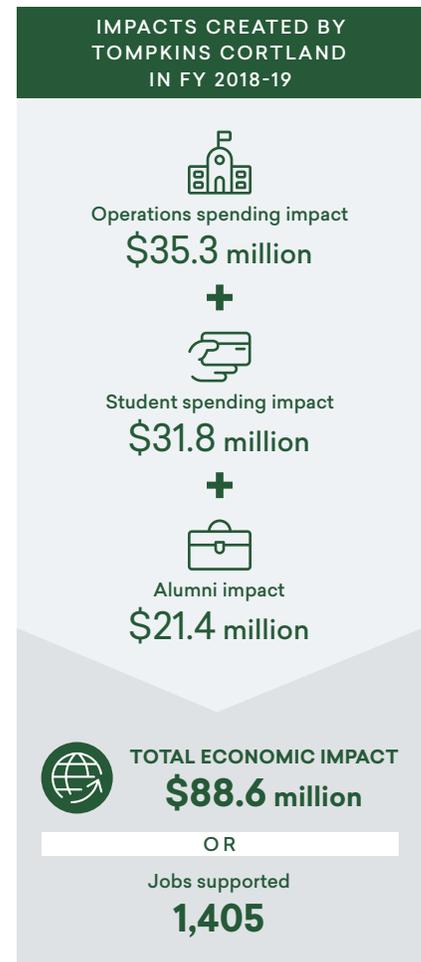
OPERATIONS SPENDING IMPACT

- Tompkins Cortland employed 454 full-time and part-time faculty and staff. Payroll amounted to \$28.3 million, much of which was spent in the region for groceries, mortgage and rent payments, dining out, and other household expenses. The college spent another \$18.9 million on day-to-day expenses related to facilities, supplies, and professional services.
- The net impact of the college's operations spending added **\$35.3 million** in income to the regional economy in FY 2018-19.

STUDENT SPENDING IMPACT

- Around 54% of credit students attending Tompkins Cortland originated from outside the region. Some of these students relocated to the Tompkins Cortland Sponsor Counties. In addition, some in-region students, referred to as retained students, would have left the Tompkins Cortland Sponsor Counties for other educational opportunities if not for Tompkins Cortland. These relocated and retained students spent money on groceries, mortgage and rent payments, and other living expenses at regional businesses.

* For the purposes of this analysis, the Tompkins Cortland Sponsor Counties is comprised of Tompkins and Cortland Counties.



- The expenditures of relocated and retained students in FY 2018-19 added **\$31.8 million** in income to the Tompkins Cortland Sponsor Counties economy.

ALUMNI IMPACT

- Over the years, students have studied at Tompkins Cortland and entered or re-entered the workforce with newly-acquired knowledge and skills. Today, thousands of these former students are employed in the Tompkins Cortland Sponsor Counties.
- The net impact of Tompkins Cortland's former students currently employed in the regional workforce amounted to **\$21.4 million** in added income in FY 2018-19.



INVESTMENT ANALYSIS

STUDENT PERSPECTIVE

- Tompkins Cortland's FY 2018-19 students paid a present value of **\$13.2 million** to cover the cost of tuition, fees, supplies, and interest on student loans. They also forwent **\$10 million** in money that they would have earned had they been working instead of attending college.
- In return for their investment, students will receive **\$114.6 million** in increased earnings over their working lives. This translates to a return of **\$4.90** in higher future earnings for every dollar students invest in their education. Students' average annual rate of return is **18.6%**.

TAXPAYER PERSPECTIVE

- Taxpayers provided Tompkins Cortland with **\$24.4 million** of funding in FY 2018-19. In return, they will benefit from added tax revenue, stemming from students' higher lifetime earnings and increased business output, amounting to **\$36.3 million**. A reduced demand for government-funded services in New York will add another **\$5.6 million** in benefits to taxpayers.
- For every dollar of public money invested in Tompkins Cortland, taxpayers will receive **\$1.70** in return, over the course of students' working lives. The average annual rate of return for taxpayers is **4.5%**.

SOCIAL PERSPECTIVE

- In FY 2018-19, New York invested **\$61.6 million** to support Tompkins Cortland. In turn, the New York economy will grow by **\$390.2 million**, over the course of students' working lives. Society will also benefit from **\$10.2 million** of public and private sector savings.
- For every dollar invested in Tompkins Cortland in FY 2018-19, people in New York will receive **\$6.50** in return, for as long as Tompkins Cortland's FY 2018-19 students remain active in the state workforce.

STUDENTS SEE A HIGH RATE OF RETURN FOR THEIR INVESTMENT IN TOMPKINS CORTLAND



Average annual return for Tompkins Cortland students
18.6%



Stock market 30-year average annual return
9.9%



Interest earned on savings account (National Rate Cap)
0.8%

Source: Forbes' S&P 500, 1989-2018. FDIC.gov, 6-2019.

For every \$1...



Students gain in lifetime earnings
\$4.90



Taxpayers gain in added tax revenue and public sector savings
\$1.70



Society gains in added income and social savings
\$6.50



The Economic Value of Tompkins Cortland Community College



TOMPKINS CORTLAND COMMUNITY COLLEGE (Tompkins Cortland) creates value in many ways. The college plays a key role in helping students increase their employability and achieve their individual potential. The college draws students to the region, generating new dollars and opportunities for the Tompkins Cortland Sponsor Counties.* Tompkins Cortland provides students with the education, training, and skills they need to have fulfilling and prosperous careers. Furthermore, Tompkins Cortland is a place for students to meet new people, increase their self-confidence, and promote their overall health and well-being.

Tompkins Cortland influences both the lives of its students and the regional economy. The college supports a variety of industries in the Tompkins Cortland Sponsor Counties, serves regional businesses, and benefits society as a whole in New York from an expanded economy and improved quality of life. The benefits created by Tompkins Cortland even extend to the state and local government through increased tax revenues and public sector savings.

This study measures the economic impacts created by Tompkins Cortland on the business community and the benefits the college generates in return for the investments made by its key stakeholder groups—students, taxpayers, and society. The following two analyses are presented:



Tompkins Cortland influences both the **lives of its students** and the **regional economy**.



Economic impact analysis



Investment analysis

All results reflect employee, student, and financial data, provided by the college, for fiscal year (FY) 2018-19. Impacts on the Tompkins Cortland Sponsor Counties economy are reported under the economic impact analysis and are measured in terms of added income. The returns on investment to students, taxpayers, and society in New York are reported under the investment analysis.

* For the purposes of this analysis, the Tompkins Cortland Sponsor Counties is comprised of Tompkins and Cortland Counties.

ECONOMIC IMPACT ANALYSIS



Tompkins Cortland promotes economic growth in the Tompkins Cortland Sponsor Counties through its direct expenditures and the resulting expenditures of students and regional businesses. The college serves as an employer and buyer of goods and services for its day-to-day operations. The college's activities attract students from outside the Tompkins Cortland Sponsor Counties, whose expenditures benefit regional vendors. In addition, Tompkins Cortland is a primary source of higher education to the Tompkins Cortland Sponsor Counties residents and a supplier of trained workers to regional industries, enhancing overall productivity in the regional workforce.

Operations spending impact



Tompkins Cortland adds economic value to the Tompkins Cortland Sponsor Counties as an employer of regional residents and a large-scale buyer of goods and services. In FY 2018-19, the college employed 454 full-time and part-time faculty and staff, 68% of whom lived in the Tompkins Cortland Sponsor Counties. Total payroll at Tompkins Cortland was \$28.3 million, much of which was spent in the region for groceries, mortgage and rent payments, dining out, and other household expenses. In addition, the college spent \$18.9 million on day-to-day expenses related to facilities, supplies, and professional services.

Tompkins Cortland's day-to-day operations spending added \$35.3 million in income to the region during the analysis year. This figure represents the college's payroll, the multiplier effects generated by the in-region spending of the college and its employees, and a downward adjustment to account for funding that the college received from regional sources. The \$35.3 million in added income is equivalent to supporting 528 jobs in the region.

Student spending impact



Around 54% of credit students attending Tompkins Cortland originated from outside the region in FY 2018-19, and some of these students relocated to the Tompkins Cortland Sponsor Counties to attend Tompkins Cortland. These students may not have come to the region if the college did not exist. In addition, some in-region students, referred to as retained students, would have left the Tompkins Cortland Sponsor Counties if not for the existence of Tompkins Cortland. While attending the college, these relocated and retained students spent money on groceries, accommodation,

IMPACTS CREATED BY TOMPKINS CORTLAND IN FY 2018-19



Operations spending impact

\$35.3 million



Student spending impact

\$31.8 million



Alumni impact

\$21.4 million



TOTAL ECONOMIC IMPACT

\$88.6 million

OR

Jobs supported

1,405

transportation, and other household expenses. This spending generated \$31.8 million in added income for the regional economy in FY 2018-19, which supported 573 jobs in the Tompkins Cortland Sponsor Counties.

Alumni impact



Since its establishment, students have studied at Tompkins Cortland and entered the regional workforce with greater knowledge and new skills. Today, thousands of former Tompkins Cortland students are employed in the Tompkins Cortland Sponsor Counties. As a result of their Tompkins Cortland educations, the students receive higher earnings and increase the productivity of the businesses that employ them. In FY 2018-19, Tompkins Cortland alumni generated \$21.4 million in added income for the regional economy, which is equivalent to supporting 304 jobs.

Total impact

Tompkins Cortland added \$88.6 million in income to the Tompkins Cortland Sponsor Counties economy during the analysis year, equal to the sum of the operations spending impact, the student spending impact, and the alumni impact. For context, the \$88.6 million impact was equal to approximately 1.1% of the total gross regional product (GRP) of the Tompkins Cortland Sponsor Counties. This contribution that the college provided on its own is larger than the Arts, Entertainment, & Recreation industry in the region.

Tompkins Cortland's total impact can also be expressed in terms of jobs supported. The \$88.6 million impact supported 1,405 regional jobs, using the jobs-to-sales ratios specific to each industry in the region. This means that one out of every 65 jobs in the Tompkins Cortland Sponsor Counties is supported by the activities of Tompkins Cortland and its students. In addition, the \$88.6 million, or 1,405 supported jobs, stemmed from different industry sectors. Among non-education industry sectors, Tompkins Cortland's spending and alumni in the Accommodation & Food Services industry sector supported 411 jobs in FY 2018-19. These are impacts that would not have been generated without the college's presence in the Tompkins Cortland Sponsor Counties.

TOMPKINS CORTLAND IMPACTS BY INDUSTRY (JOBS SUPPORTED)



One out of every 65 jobs in the Tompkins Cortland Sponsor Counties is supported by the activities of Tompkins Cortland and its students.



An investment analysis evaluates the costs associated with a proposed venture against its expected benefits. If the benefits outweigh the costs, then the investment is financially worthwhile. The analysis presented here considers Tompkins Cortland as an investment from the perspectives of students, taxpayers, and society in New York.

Student perspective



In FY 2018-19, Tompkins Cortland served 8,779 credit and 1,377 non-credit students. In order to attend the college, the students paid for tuition, fees, books, and supplies. They also took out loans and will incur interest on those loans. Additionally, students gave up money they would have otherwise earned had they been working instead of attending college. The total investment made by Tompkins Cortland's students in FY 2018-19 amounted to a present value of \$23.2 million, equal to \$13.2 million in out-of-pocket expenses (including future principal and interest on student loans) and \$10 million in forgone time and money.

In return for their investment, Tompkins Cortland's students will receive a stream of higher future earnings that will continue to grow throughout their working lives. For example, the average Tompkins Cortland associate degree graduate from FY 2018-19 will see annual earnings that are \$8,000 higher than a person with a high school diploma or equivalent working in New York. Over a working lifetime, the benefits of the associate degree over a high school diploma will amount to an undiscounted value of \$376 thousand in higher earnings per graduate. The present value of the cumulative higher future earnings that Tompkins Cortland's FY 2018-19 students will receive over their working careers is \$114.6 million.

The students' benefit-cost ratio is 4.9. In other words, for every dollar students invest in Tompkins Cortland, in the form of out-of-pocket expenses and forgone time and money, they will receive a cumulative value of \$4.90 in higher future

STUDENTS SEE A HIGH RATE OF RETURN FOR THEIR INVESTMENT IN TOMPKINS CORTLAND



Average annual return for Tompkins Cortland students
18.6%



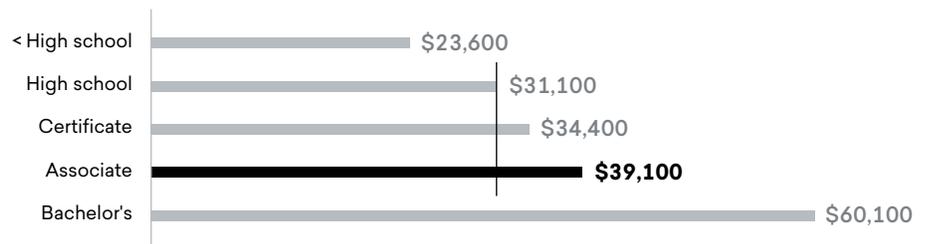
Stock market 30-year average annual return
9.9%



Interest earned on savings account (National Rate Cap)
0.8%

Source: Forbes' S&P 500, 1989-2018. FDIC.gov, 6-2019.

The average associate degree graduate from Tompkins Cortland will see an increase in earnings of **\$8,000** each year compared to a person with a high school diploma or equivalent working in New York. The average certificate graduate will see an increase in earnings of **\$3,300** each year. This demonstrates the long-term benefits that students experience by investing in an education at Tompkins Cortland.



Source: Emsi Burning Glass employment data.

earnings. Annually, the students' investment in Tompkins Cortland has an average annual internal rate of return of 18.6%, which is impressive compared to the U.S. stock market's 30-year average rate of return of 9.9%.

Taxpayer perspective



Tompkins Cortland generates more in tax revenue than it takes. These benefits to taxpayers consist primarily of taxes that the state and local government will collect from the added revenue created in the state. As Tompkins Cortland students will earn more, they will make higher tax payments throughout their working lives. Students' employers will also make higher tax payments as they increase their output and purchases of goods and services. By the end of the FY 2018-19 students' working lives, the state and local government will have collected a present value of \$36.3 million in added taxes.

Benefits to taxpayers will also consist of savings generated by the improved lifestyles of Tompkins Cortland students and the corresponding reduced government services. Education is statistically correlated with a variety of lifestyle changes. Students' Tompkins Cortland educations will generate savings in three main categories: 1) healthcare, 2) crime, and 3) income assistance. Improved health will lower students' demand for national health care services. In addition, students will be less likely to interact with the criminal justice system, resulting in a reduced demand for law enforcement and victim costs. Tompkins Cortland students will be more employable, so their reduced demand for income assistance such as welfare and unemployment benefits will benefit taxpayers. For a list of study references, contact the college for a copy of the main report. Altogether, the present value of the benefits associated with a Tompkins Cortland education will generate \$5.6 million in savings to state and local taxpayers.

Total taxpayer benefits amount to \$41.9 million, the present value sum of the added taxes and public sector savings. Taxpayer costs are \$24.4 million, equal to the amount of state and local government funding Tompkins Cortland received in FY 2018-19. These benefits and costs yield a benefit-cost ratio of 1.7. This means that for every dollar of public money invested in Tompkins Cortland in FY 2018-19, taxpayers will receive a cumulative value of \$1.70 over the course of the students' working lives. The average annual internal rate of return for taxpayers is 4.5%, which compares favorably to other long-term investments in the public and private sectors.

Social perspective



Society as a whole in New York benefits from the presence of Tompkins Cortland in two major ways. Primarily, society benefits from an increased economic base in the state. This is attributed to the added income from students' increased lifetime earnings (added student income) and increased business output (added business income), which raise economic prosperity in New York.

Benefits to society also consist of the savings generated by the improved lifestyles of Tompkins Cortland students. As discussed in the previous section, education

For every dollar of public money invested in Tompkins Cortland, taxpayers will receive a cumulative value of **\$1.70** over the course of the students' working lives.

is statistically correlated with a variety of lifestyle changes that generate social savings. Note that these costs are avoided by the consumers but are distinct from the costs avoided by the taxpayers outlined above. Healthcare savings include avoided medical costs associated with smoking, alcohol dependence, obesity, drug abuse, and depression. Savings related to crime include reduced security expenditures and insurance administration, lower victim costs, and reduced expenditures by the criminal justice system. Income assistance savings include reduced welfare and unemployment claims. For a list of study references, contact the college for a copy of the main report.

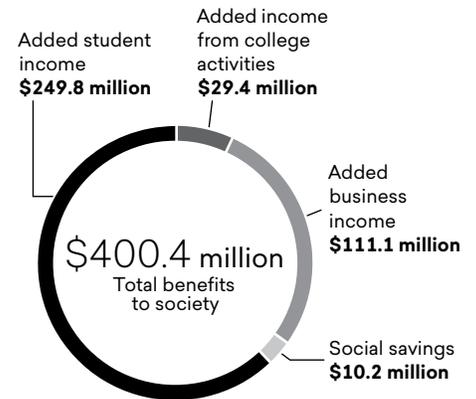
Altogether, the social benefits of Tompkins Cortland equal a present value of \$400.4 million. These benefits include \$249.8 million in added student income, \$111.1 million in added business income, \$29.4 million in added income from college activities, as well as \$10.2 million in social savings related to health, crime, and income assistance in New York. People in New York invested a present value total of \$61.6 million in Tompkins Cortland in FY 2018-19. The cost includes all the college and student costs.

The benefit-cost ratio for society is 6.5, equal to the \$400.4 million in benefits divided by the \$61.6 million in costs. In other words, for every dollar invested in Tompkins Cortland, people in New York will receive a cumulative value of \$6.50 in benefits. The benefits of this investment will occur for as long as Tompkins Cortland's FY 2018-19 students remain employed in the state workforce.

Summary of investment analysis results

The results of the analysis demonstrate that Tompkins Cortland is a strong investment for all three major stakeholder groups—students, taxpayers, and society. As shown, students receive a great return for their investments in a Tompkins Cortland education. At the same time, taxpayers' investment in Tompkins Cortland returns more to government budgets than it costs and creates a wide range of social benefits throughout New York.

SOCIAL BENEFITS IN NEW YORK FROM TOMPKINS CORTLAND



Source: Emsi Burning Glass impact model.



STUDENT PERSPECTIVE

Present value benefits
\$114.6 million

Present value costs
\$23.2 million

Net present value
\$91.4 million



TAXPAYER PERSPECTIVE

Present value benefits
\$41.9 million

Present value costs
\$24.4 million

Net present value
\$17.5 million



SOCIAL PERSPECTIVE

Present value benefits
\$400.4 million

Present value costs
\$61.6 million

Net present value
\$338.9 million

STUDENT PERSPECTIVE		TAXPAYER PERSPECTIVE		SOCIAL PERSPECTIVE	
Benefit-cost ratio	Rate of return	Benefit-cost ratio	Rate of return	Benefit-cost ratio	Rate of return
4.9	18.6%	1.7	4.5%	6.5	n/a*

* The rate of return is not reported for the social perspective because the beneficiaries of the investment are not necessarily the same as the original investors.

CONCLUSION

The results of this study demonstrate that Tompkins Cortland creates value from multiple perspectives. The college benefits regional businesses by increasing consumer spending in the region and supplying a steady flow of qualified, trained workers to the workforce. Tompkins Cortland enriches the lives of students by raising their lifetime earnings and helping them achieve their individual potential. The college benefits state and local taxpayers through increased tax receipts and a reduced demand for government-supported social services. Finally, Tompkins Cortland benefits society as a whole in New York by creating a more prosperous economy and generating a variety of savings through the improved lifestyles of students.

About the study

Data and assumptions used in the study are based on several sources, including the FY 2018-19 academic and financial reports from Tompkins Cortland, industry and employment data from the U.S. Bureau of Labor Statistics and U.S. Census Bureau, outputs of Emsi Burning Glass' Multi-Regional Social Accounting Matrix model, and a variety of studies and surveys relating education to social behavior. The study applies a conservative methodology and follows standard practice using only the most recognized indicators of economic impact and investment effectiveness. For a full description of the data and approach used in the study, please contact the college for a copy of the main report.

The results of this study demonstrate that Tompkins Cortland creates value from **multiple perspectives.**



Emsi Burning Glass provides colleges and universities with labor market data that helps create better outcomes for students, businesses, and communities. Our data, which cover more than 99% of the U.S. workforce, are compiled from a wide variety of government sources, job postings, and online profiles and résumés. Hundreds of institutions use Emsi Burning Glass to align programs with regional needs, drive enrollment, connect students with in-demand careers, track their alumni's employment outcomes, and demonstrate their institution's economic impact on their region. Visit economicmodeling.com/higher-education to learn more or connect with us.

CIO Report to Board of Trustees – September 2021

Staffing Changes

Campus Tech is currently searching for a new Systems Administrator after the resignation of Chris Armitage effective Sept 1st. Chris was a valuable member of our team for seven years. Most recently he played the lead role in deploying our course enrollment integration with Microsoft Teams and remote virtual desktops – projects which were critical to the remote instruction modalities. We wish Chris all the best in his new endeavor.

We are starting the fall with three fewer staff members than we did at the end of summer 2020 which has been very challenging for the remaining team. We continue to evaluate both our structure and utilization of contracted partners to best meet the needs of the College. Related, we issued a Request for Proposal for IT Managed Network Services for Tompkins Cortland Community College on 8/30. The RFP is to select a vendor that would remotely manage our core IT networking infrastructure including firewall, switches, and Wi-Fi.

Information Security

Information Security continues to be a challenging area in terms of allocating sufficient staff resources to information security projects. This year we joined the SUNY Information Security Operation Center (SUNY SOC) as a full member. The SOC membership provides us with access to tools and services as well as guidance and expertise to help protect us against cyber-threats. In August, we began the on-boarding process for the SOC to establish perimeter monitoring and conduct other vulnerability assessments.

Expanded Services and Programs for Students and Classroom Tech

Our new normal includes several new approaches and solutions related to technology this semester, and accordingly we have had growing pains and stumbles along the way as we learn and try new things:

Lecture Capture Rooms

The lecture capture classrooms (LCR) were designed to deliver quality in-class instruction to remote learners. Using Microsoft Teams, classroom participants can communicate with remote learners and instructors can easily share content. Last academic year we were supporting eight (8) LCRs on average. We have opened this semester with twenty (20) LCRs. I cannot emphasize enough the level of commitment and effort that was required to make the LCR project a success. With support for Greg Kiehl – David Fish, Don Perkins, Keith Hall, Patty Vande Bogart, Bryan Temple and Wesley Lewis (CT Project Assistant) deserve special recognition for their roles in the LCR build-out.

Computer Carts

We are expanding the number of computer carts for Fall 2021 to meet expected demand. The carts are available for instructors to reserve – they contain anywhere between 11 and 20 laptops with Wi-Fi, commonly used software, and printing is available in some cases.

Laptop Loan Program

Throughout the pandemic emergency, Campus Tech was able to provide long-term laptop loans to many students. Those laptop loans were made possible by a large one-time grant of laptops purchased by SUNY. The loans were essential given that students were completely unprepared for the shift to remote learning and our on-site computers were not as accessible as they normally are. Even then, we were only able to serve about 1.5% of our students per semester.

We recognize that the lack of access to computers has been an ongoing barrier for our students long before the pandemic and will continue to be so. Unfortunately, the resources required to equip every student in need are not financially feasible for us. We have developed a new laptop loan program with parameters we can sustain. We are now providing temporary laptop loans of 60 days for students who meet the following criteria: Students must be taking a minimum of 6 credits, matriculated in a degree program, and have zero Expected Family Contribution (EFC) on the FAFSA. This program allows time for a student to plan how they will meet their computer needs – for example to bridge a student until their financial aid refund arrives, or to help a student who unexpectedly loses access to a computer during the semester.

Loaning computers directly to students was a new program for our team starting in spring 2020, I want to recognize the efforts of Mellora Paucke, Kierra Martin, Marie Busby and others in the Tech Support team.

The Commons Service Desk

Campus Technology and the Library have historically both utilized student-workers to supplement our service to students – services that often overlap. Patty Vande Bogart (Campus Tech) and Lucy Yang (Library) have been working on an initiative to share student workers between the Library and Campus Tech. This includes establishing a student-worker staffed service desk in the Baker Commons that would provide frontline help directly to students regarding questions about library, technology, and other academic support services. Unfortunately, this effort has been stymied by the lack of student-workers available to hire. While we are hiring students into this new cross-functional role in both the Library and in Tech Support, but we will not yet be staffing a shared service desk.

Respectfully,

Tim Densmore

College Senate Report
Board of Trustees
September 8th, 2021

The College Senate will be holding the first meeting of the semester on September 24th at 12:30pm via Microsoft Teams.

The anticipated meeting dates are listed below:

September 24th
October 8th
October 22nd
November 5th
November 12th
December 3rd
December 17th

Dates will be voted on for approval at the first meeting. All meetings are expected to be held on Microsoft Teams for the Fall semester.



To: Board of Trustees
September 16, 2021 Meeting

Foundation Board and Committees

Doug Bentley, alumni committee chair, College staff and GiveGab representatives continue to meet to discuss the fall Day of Giving, scheduled for Wednesday, October 20 from 8 am – 8 pm. The alumni committee met on August 23 to identify online ambassadors categories for the Day of Giving.

A board development committee meeting took place on July 7 and August 11. Discussion took place regarding the current composition of the Board and upcoming areas of need.

The Board met on July 13. An investment portfolio update was provided. Approved were resolutions regarding the 2021-2022 budget and approval of additional bond legal funds. Amy Lanzilotta was approved to serve on the finance/audit/investment committee, as a community member. Updates were provided regarding the filing of the 990, Char500 status, fall campus housing occupancy, Coltivare's Regional Development Economic Grant, Coltivare, and miscellaneous legal advice. The Board went into executive session to discuss the campus-housing bond and the Farm-to-Bistro loan.

A finance/audit/investment committee meeting took place on July 26. The investment policies and the investment workflow were reviewed. Updates were provided on the 990, CHAR 500, Coltivare, and fall campus housing occupancy, College, and Foundation. The committee entered into executive session to discuss the campus-housing bond and the Farm-to-Bistro loan.

The property management committee met on July 28. An Eagle Scout presented a path project. Updates were provided regarding the various facilities, financials and deferred campus housing maintenance.

Campus housing bond work continues with our legal team at Bond, Schoeneck & King.

Upcoming Meetings

September 8 – Board Strategic Planning
September 27 – Finance/Audit/Investment Committee
September 30 – Executive Committee
October 12 – Board

Alumni and Development Office

Philanthropy

Outreach to Board of Trustees and Foundation Board members for 100% giving.

Communications

The next direct mail piece will highlight career readiness and workforce development work. This piece is anticipated to be mailed late August or early September.

Fall Scholarships

Fall scholarship recipients have been notified.

Boot Camp Grant

Tompkins County school K-12 cafeteria workers and directors attended Boot Camp at Coltivare, August 16-18 through a Park Foundation Grant. Other attendees were Park Foundation representatives, school superintendents, school business officers, county food pantry directors, and representatives from various county agencies. A total of 72 people attended Boot Camp.

Submitted: August 27, 2021

AIC and Provost Report September 2021

AIC Approach: I have some experience with interim appointments, as I have worked for Interim Presidents and I have been an Interim CAO. When I was an interim, I prioritized the day-in-day out work that had to happen to keep the office running. I worked on clearly established priorities and completion of projects that were already underway or planned when I took over. I didn't move on new long-term projects without broad collaborative backing. In other words, I didn't see my job as to re-do the strategic plan of the office or shift away from agreed upon plans. There were some things that I simply noted it would need to be completed by the next CAO and not an interim. So a lot got done; the office kept moving; and a few small things were put on the back-burner for the next person. I think that is a fairly standard approach for schools that have clear goals and plans in place. So I wanted to share that my general approach to being AIC will be in line with what I listed above. This doesn't mean we won't be open to new approaches or seize on unique opportunities; it does mean that I wouldn't do that without a broad consensus of the key constituents involved. We have a strong plan; we have a great team; and my goal is to show all of this to the BOT and to the next President (interim or otherwise) of the College.

However, I must note that I have decided to commandeer the authority to create official mascots for departments, procedures, protocols, staplers, and whatever else we can think of! This started because I dubbed Hattie the Hedgehog (Patty Tvaroha's pet) as the official mascot of the Provost Hour, and Ms. Bean (Jasmine LaMontain's pup) as the mascot of the Provost Office. This led to more requests for official mascot-dom, and I'm so down with this.

One Big Thing: I am super crazy excited to announce that the College learned this week that we have been awarded a 3.12 million dollar SUNY 2020 grant to help support workforce development! That is a lot of zeros after that 3.12 people! We applied for this grant and the Job Linkage Grant (already approved) just before the pandemic. So this has been a long-time coming, but it is most welcome. The Job linkage grant will allow us to build curriculum and hire a faculty member in our Applied Science and Technology degree program; that increases our ability to branch out into Electrical Engineering, Clean Energy, Machining, Civil Engineering, Public Works, Concrete Mixing and Testing, Mechatronics, and Geographic Information Systems. The 3.12 million SUNY 2020 grant may be used to renovate our lab spaces, including Electrical Engineering, Chemistry, Physics, Construction Technology, and Biology. In particular, those first four are in absolutely dire need of upgrades.

Please note that this message is an internal announcement only. We are working on a press release and some marketing in conjunction with SUNY. So you'll hear more about this soon. In the meantime, I want to thank the following folks who took lead in working on the grant: Carrie Coates-Whitmore. Sophia Georgiakaki, Deb Mohlenhoff, Malvika Talwar, Bill Talbot, and Kate Donohue. If I missed anyone please tell me, as I know we consulted with some other folks as well.

Some Seriously Ginormous Mascots: A big grant needs a lot of big mascots. Thus, I hereby dub Carrie-Coates Whitmore's St. Bernards as the official mascots of this workforce development grant. Their names are Baloo, Moose, Belle, and Minnie (who is posthumously being named a mascot). This is fairly apt, because I annoying made Carrie show me these pooches anytime I was on a Teams call with her during the pandemic.

Pandemic Response: We have been working incredibly hard to implement the vaccine mandate and to advertise and enforce our health protocols. This has been a heavy lift in short order, but the team pulled together incredibly well and is continually working to pivot as things evolve. We have set up procedures for students, staff, and faculty to show proof of vaccination. We will test all staff and faculty weekly who do not show proof of vaccination. Students without proof of vaccination will be tested weekly until September 27th, at which time they will no longer be allowed to come to campus unless they have an exemption. We tested all of our residence hall students upon move-in, and we set up two pop-up vaccine clinics for the Pfizer vaccine. The Health and Wellness department deserves huge shout-outs for this great work. I believe we are on solid ground to have a safe semester, and we are prepared for going remote if needed.

One More Mascot: I hereby dub Ginger – Deb Mohlenhoff’s dog– as the official mascot of our Covid Response. If you don’t know, Deb Mohlenhoff has done substantive and exhausting work to keep us up-to-date with health/government guidance and to adapt our protocols. This involves wading into way-too-many formal meetings with way-too-many different entities, reading constantly changing documents/guidance, and taking health department phone calls at all hours. I mean this sincerely: we would not have made it through the pandemic without Deb. She was/is the right person in the exact right role. All this coordination essentially fell into her lap, as we needed someone at the Cabinet level to take on this work. She has done it with great aplomb and little fanfare. And just as she/we thought we had turned a corner, COVID came roaring back. Alas, at least this time we have the vaccines to help us with this fight. Thank you Deb (and Ginger).

Southern Tier 8: Deb Mohlenhoff, Carrie Coates-Whitemore, Malvika, and I have been working on a grant application for 150K in matching funds for our move into the Allied Health field. The grant is associated with the Southern Tier 8, a state group that is affiliated with the Appalachian Regional Council, a federal entity. In particular, Carrie has been working crazy-hard on the application this week. So I really wanted to give her a shout-out. Thank you Carrie. We have passed a very preliminary early round with this grant opportunity, but this application is the big one. As you may recall, our academic plan identified Advanced Manufacturing, Civil Engineering, and Health-Care as core spaces of need for our constituents. The Job Linkage grant I have written about in the past can help with the first two, but we need more support to move into Allied Health. This grant, coupled with a hire of a faculty member in this area, are key steps towards that. The Provost’s Office is currently working on that job description to get a search going this Fall. The grant provides matching funds that could help pay for equipment and/or the salary of a faculty member for up to 150K (if we are awarded that much). It is an exciting possibility and we have heard good preliminary things (they like micro-credentials it seems), but it is a grant application, so fingers crossed! Regardless of the grant outcome, we will start a screening committee to hire a teaching faculty member in Allied Health this fall.

Faculty Hires/Screening Committees: We are planning on welcoming at least four new teaching faculty during the next academic year. We’ve finalized a hire in Criminal Justice (YAY). In previous posts, I’ve mentioned the Job Linkage grant, which will provide seed money for a teaching faculty position in AST. I mentioned the Allied Health care hiring in my previous paragraph. Finally, we plan to restart the search for a faculty member in Bio/Chem this fall as well; that search was suspended last year. I’ll work to keep you updated on each of these searches.

Criminal Justice: I am pleased to introduce our newest teaching faculty member: Cindy Whitney. She provided me with the bio below. Please join me in welcoming her when you see her on campus next month!

“Hi there! I'm Dr. Cindy Whitney. I'm a Colorado native who grew up in a tiny little town whose claim to fame is Jack Dempsey. Over the years I've managed to live in Minnesota, Kansas, New York (Buffalo), and now Cortland. I'm still trying to figure out how I keep living in cold places with lots of snow.

I do have my PhD, although I rarely use the title. I answer to anything except any variation of Miss, Ms., or Mrs. I earned my PhD in Sociology with emphases in Criminology and Gender from Kansas State University in Manhattan, KS. My MS degree is in Sociology/Higher Education from Minnesota State University at Mankato, and my BA from Adams State College, now Adams State University.

Teaching has always been a passion of mine. I've been teaching in some fashion or the other since I was 16. I GA'd as a managing editor for the *Gender & Society* journal as a doctoral student so I understand the publishing world, I just strangely prefer grading and prepping for class.

I would like to say that as a Colorado native I'm ridiculously in shape and an outdoorsy person, the reality is that my partner and I spend most of our free time traveling in search of new breweries and places with great wings. We're also both avid homebrewers. My dissertation is on Women and Gun Ownership, and I grew up shooting sporting clays on weekends. I like to joke that I like beer and guns, just not at the same time.”

Gen Ed Diversity Outcome: I've been asked to be the Community College CAO rep on a SUNY Committee reviewing the Gen Ed Diversity component. It appears they thought our campus feedback from last year was helpful.

Jedi Council: The Jedi Council on Registration Day had some recommendations, and one of them was to craft programming for students to help with registration, career, transfer etc. We've formed a sub-committee to work on that and sort out the buckets of programming we'd like to see.

One of the Jedi Council recommendations was to block out some time for the programming to help students with registration. We'll be blocking out the College Hour for a two week stretch (Monday through Thursday) for that programming and asking that folks hold no meetings unless approved by their supervisor. The goal is to allow folks to take part in that programming without creating conflicts. The dates have not been set, but I'll send out information about that soon.

Farm to Bistro: We have been taking part in some sessions around strategic planning for our Farm to Bistro programming. We are working on increasing collaboration and communication across the academic programs associated with farm-to-bistro, with the Foundation, with the Farm, and with Coltivare. Much has changed since the Farm and Coltivare started, and this is a good time to make sure we are on the same page and moving forward

Teaching Manual: We were able to update the Teaching Manual, and I have included it in the Provost Communications Folder, which can be found here:

<https://mymailtc3.sharepoint.com/PCS2020/SitePages/Home.aspx>

We changed the format of the manual this year, made it much shorter, and revised out-dated information.

Community Partner Award: We were awarded a Community Partner Award from Cayuga Health System this week, and I was honored to represent the College and accept the award (virtually). Cayuga honored TC3, Cornell, Ithaca College, and the Tompkins County Health Department. That is a rock-star line up if you ask me, and I was pleased to see us included. We worked really hard last year to make sure our campus was safe, and Cayuga Health was a key partner. We also have a lot more we can do with them in the field of Allied Health and workforce development.

Welcome Back: *I sent the following message out to the campus before classes started: "As we welcome students back, let's focus on two things: kindness and fun. I know I've asked folks to think about kindness as a default before, but it is worth repeating. Here is what we know: the first weeks of classes are always a bit unpredictable. So if stuff happens, let's respond with kindness to those around us. So many people have working really hard for so long. It helps to remember that we are, indeed, all in this together and here to help each other.*

Let's also remember that College is supposed to be fun. If this pandemic sucks the fun out of our lives, then we will have suffered an incalculable loss. My hope is that you find those pockets of joy that making working in higher ed an experience like no other. May you be quick with a laugh and smile during the coming days, weeks, and months."

Energy: The Saturday before classes I was able to spend time on campus with a bunch of students for orientation. It was nothing short of energizing. Cheyenne Gorton and Olivia Hunt planned a fantastic day, and I think everyone was just happy to return to a modicum of normalcy.

Meetings: Malvika and I held some meetings in the week before classes started. The links and short descriptions are below:

[Academic Updates Meeting:](#) This was a brief meeting, with some quick updates from Malvika and Paul and an update from a group working on the recommendations from the Jedi Council on Registration Day.

[Academic Plan Overview:](#) Malvika and Paul spent an about an hour going over the academic plan and fielding some questions.

[Academic Chair and Coordinator Meeting:](#) This was a brief meeting with updates from Malvika and Paul for academic chairs, mostly about some pending meetings and scheduling.

Provosts Hour: Provosts Hour is back in full swing. Again, please know that Provosts Hour is open to all, will take place each Thursday at 12:30, and you can access it by [following this link](#). The purpose of the meeting is to create a forum for folks to ask questions, express concerns, and share triumphs. Pets are welcome!

Challenge Workforce Solution: I am pleased to announce that we are working with [Challenge](#) on an agreement for them to bring a cohort of students to our campus this academic year. They won't be taking any of our classes, but they will be renting a classroom from us (280C), and they are looking to

immerse their students in the College experience, including taking part in campus activities. We should have the agreements done next week. I hope that it may be the first step in a long term partnership.