

**Onondaga Community College Board of Trustees  
Finance, Audit & Compliance Committee Meeting  
Tuesday, June 25, 2024  
8:00 a.m. – 8:30 a.m.  
Whitney 210  
Presiding: Trustee Mark Tryniski, Chair**

**Trustees:** Jaime Alicea; Paul Mello; Mark Tryniski

**Staff:** Stephanie Aldrich; Dr. Agatha Awuah; Dr. Karen Fabrizio; David Furney; Julie Hart; Dr. Warren Hilton; Linda Kelley; Roger Mirabito; Daniel Nemeth-Neumann; Michael O'Connor; Dr. Scott Schuhert; Olin Stratton; Anastasia Urtz; Dr. Sean Vormwald; Dr. Larry Weiskirch; Steve Wiley

**Call to Order**

At 8:01 a.m., Trustee Tryniski called the Finance, Audit & Compliance Committee meeting to order.

**Recommendation of the May 14, 2024 Finance, Audit & Compliance Meeting Minutes**  
**On motion by Trustee Mello and seconded by Trustee Alicea, the May 14, 2024 Finance, Audit & Compliance meeting minutes were unanimously recommended.**

**Updates**

**Compliance**

Trustee Tryniski introduced Daniel Nemeth-Neumann, Assistant Dean of Students, and Julie Hart, Chief of Staff, to provide an update on college policy updates. Ms. Hart began with new policy B21 – Student Success, which Trustees were familiar with as this policy has been reviewed numerous times throughout the academic year. Additional revisions to policies I3 – Americans with Disabilities Act (ADA) and Americans with Disabilities Act Amendments Act, I4 – FMLA, and I11 – Background Checks, were edited to be sure the language was relevant and current with any changes to legislation and/or necessary laws. Mr. Nemeth-Neumann discussed the additional of policy N8 – Name, Image, and Likeness which is now required due to NJCAA regulations. Additional revisions to policies D4 – Investigation of Violent Felony Offenses and Reports of Missing Students, D6 – Sexual Assault, Domestic Violence, and Stalking Prevention, and D8 – Bias Related and Hate Crime Prevention, were discussed and include revisions to be sure the College is in compliance with NY 129A & B.

**Resolution approving updates to the College Policy Manual**

**On motion by Trustee Alicea and seconded by Trustee Mello, the resolution to approve updates to the College Policy Manual was unanimously recommended.**

**2024-2025 Budget**

Trustee Tryniski introduced Stephanie Aldrich, Vice President of Finance, to provide an update on the 2024-2025 budget. Ms. Aldrich stated that the Onondaga County Legislature unanimously approved the College's operating budget for 2024-2025 of \$64,258,989 on June 4, 2024. In response to a request by the SUNY community colleges for additional support, SUNY Administration is providing funding of \$8 million split between the 30 colleges. OCC will

receive \$100,000 to support the hiring of new mental health staff along with wellness initiatives. The remaining \$5 million of the allotment provides OCC with \$300,000 to use in patient facing health care programs such as Nursing and Allied Health. OCC will submit a written plan on the planned use of these funds by July 15, 2024, and the funds are considered part of the College's restricted budget and not additional base aid. SUNY has also informed the colleges that these funds have been identified as recurring in the State's financial plan and are not just one-time funding.

**New Business**

**YTD May 2024 Financials**

Ms. Aldrich continued her report with an update on the year-to-date May 2024 financials. She began with revenue and explained that tuition for fall, winter, spring, and summer are all up, as is tuition non-aidable. Fees are also up, which correlates with higher enrollment, and chargebacks are also up, due to both higher enrollment and a rate increase. Grants and other sources are up due to interest income, as are refund of prior year, grant indirects and affiliate recoveries. The final drawdown of HERRF stimulus funds was completed last year and sponsor payments from the State and County are being made as scheduled. We are currently at 87.34% of the approved budget compared to 79.11% last year at this time. Ms. Aldrich continued with expenses and explained that salaries, wages, and benefits are all up primarily due to a timing difference as this year we have had 16 payrolls posted versus 15 last year at this same time. Maintenance of plant and site and supplies are both down and is primarily a timing difference, while all other expenses such as travel, equipment maintenance, insurance, IT/AV software, and rents are showing modest increases. Utilities are trending lower due to a mild winter. Fees for services are up due to transportation costs for the College for Living program where we are waiting on reimbursement, and the remainder is costs associated with our EMS Program at Upstate which is a timing difference. Currently, we are at 68.06% of the approved budget for expenses compared to 65.28% last year at this time.

**Gramm-Leach-Bliley Risk Assessment - DeepSeas**

Trustee Tryniski introduced Steve Wiley, Assistant Vice President, Information Technology Services, to provide an update on our Cybersecurity Program Initialization with DeepSeas. Mr. Wiley began with an overview of the program management that will be provided by DeepSeas as part of their contract with OCC, including program objectives, deliverables, and an overview of the 3-year program, which includes a breakdown of services in year 1, 2 and 3. Mr. Wiley then reviewed the VCISO Strategy and Governance along with Policy Development and project objectives and deliverables for the same. The keys to the success of the project include being prepared for working sessions, that roadblocks are addressed with clear communication, and use of the Security Road Map (SRM) to track document progress. Mr. Wiley completed his report with a review of the current project status and next steps. Reports will be made periodically to Trustees throughout the year.

There being no further business, Trustee Tryniski adjourned the Finance, Audit & Compliance Committee meeting at 8:29 a.m.

Prepared by:

Julie Hart  
Secretary, Board of Trustees

Submitted by:

Mark Tryniski, Chair  
Finance, Audit & Compliance Committee