

Minutes

The Board of Trustees meeting of Columbia-Greene Community College was held on **October 16, 2017** on the college campus, 4400 Route 23, Hudson, NY 12534 at 5:30pm.

Present: Edward Schneier, Chairman; William Haltermann, Vice Chairman; Mr. Phil Abitabile, Bruce Bohnsack, Rosemary Lewis, Barbara Slutzky, Peter O'Hara, Kenneth Wilber, Sabra Simon, Student Trustee

Others James Campion, President; Phyllis Carito, Vice President and Dean of Academic Affairs;

Present: Dianne Topples, Vice President and Dean of Administration; Joseph Watson, Vice President and Dean of Students and Enrollment Management; Robert Bodratti, Director of Community Service; Jaclyn Stevenson, Director of Public Relations; Michael Phippen, Professor of Transitional Studies; Christy Ward, Bursar, Christine Perry, Executive Secretary to the Board

1. The meeting was called to order at 5:30pm by Edward Schneier, Chairman

2. Roll Call, quorum present

3. Pledge of Allegiance

4. Motion to add item to Agenda

Motion: Mr. Abitabile

Seconded: Mr. O'Hara

Vote: Yes: 9 No: 0 Abstention(s):

Resolution: Accepted Rejected Tabled

5. Approval of Agenda

Motion: Mr. Bohnsack

Seconded: Ms. Slutzky

Vote: Yes: 9 No: 0 Abstention(s):

Resolution: Accepted Rejected Tabled

6. Approval of Minutes from September 20, 2017

Motion: Mr. Haltermann

Seconded: Ms. Slutzky

Vote: Yes: 9 No: 0 Abstention(s):

Resolution: Accepted Rejected Tabled

7. Introduction of Guests and Items from the Floor

Chairman Schneier welcomed guests including Deputy Resource Officer Patrick Mayo. Jim introduced Deputy Mayo and filled the Board in on his role at the college. Deputy Mayo served eight years in the Marines and graduated in 2007 from the Zone 14 policy academy here at the college. He has been with the Columbia County Sheriff's Department for six years. He was welcomed by the Board.

8. Financial Report

Ms. Topple went through the financial reports including Warrant 09-17.

9. Operating Warrant Approval

a. Warrant No. 09-17

Motion: Mr. O'Hara **Seconded:** Ms. Slutzky

Vote: Yes: 9 No: 0 **Abstention(s):**

Resolution: Accepted Rejected Tabled

10. President's Report

- *The capital projects are moving forward as both counties gave their approval and now the proposal is at SUNY. From there it goes to the Governor and then the Legislature. It is important that when the State Budget is approved, that the college is ready to go with the capital improvements because our funding year is different from the State. The Counties will need to have our Year 1 estimates in place for their budgets.*
- *President Campion reported on recent meetings with members of our business community looking at potential collaboration. In a period of declining enrollment, we need programs that lead to gainful employment whether they lead to an AAS, certificate, and/or transfer to a 4-year school. The counties are supportive, and we have kept them informed, however, they will be holding us accountable. They do not want to get into program development, we need to find the balance between what programs lead to careers and what students are looking for. We can have the best ideas and investments but if it is not what students want, that is an issue.*
- *The new Fundamentals of Agribusiness course will be offered for the Spring semester.*
- *President Campion asked Bob Bodratti to talk about the two resolutions. Mr. Bodratti explained that the painting titled Conway Road is from circa 1955 and was painted by Ralph G. Lockwood who was a caretaker of the property on which the college now sits. His daughters donated the painting to the College's collection. President Campion added that Gary Mazzacano helped to facilitate the donation of this painting to the college. The painting will hang in the President's office. Mr. Bodratti then explained that this grant will help pay for supervisory training for 2 local businesses, totaling about 20 students.*

11. Resolutions

a. Resolution No. 0917-2062 To Accept A Donation Of An Original Painting

WHEREAS, the Board of Trustees of Columbia-Greene Community College must approve acceptance of gifts and donations, and

WHEREAS, Beverly Lockwood Beebe and Linda Lockwood have offered to donate the original framed oil painting titled Conway Road, to the College art collection for public display, and

WHEREAS, the College is honored to add this generous donation of local art to the collection,

THEREFORE, BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College approve the acceptance of this donation and thanks Beverly Lockwood Beebe and Linda Lockwood.

Motion: Mr. Haltermann **Seconded:** Ms. Slutzky
Vote: Yes: 9 No: 0 **Abstention(s):**
Resolution: Accepted Rejected Tabled

b. Resolution No. 0917-2063 To Accept SUNY Community College Workforce Development Grant in the Office of Community Services: Supervising in the Contemporary Workplace

WHEREAS, the Board of Trustees of Columbia-Greene Community College must approve acceptance of all grants, and

WHEREAS, the Office of Community Services has been selected by the SUNY Office of Community Colleges to administer a grant to provide employees of Digifab shop and COARC with supervisory training in order to upgrade employee skills and increase productivity within the organization, and it is to receive a grant in the amount of \$3,888.00 to conduct this instruction.

THEREFORE BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College approve the receipt of this training award in the amount of \$3,888.00.

Motion: Mr. O'Hara **Seconded:** Mr. Bohnsack
Vote: Yes: 9 No: 0 **Abstention(s):**
Resolution: Accepted Rejected Tabled

12. Trustee Reports

Chairman Schneier reported that he will be attending the NY Community College Trustees (NYCCT) conference in Syracuse October 19-22.

Student Trustee Simon reported:

- *College Night is Tuesday, October 17, 6:00-7:30pm. 60+ colleges will be in attendance and is takes place in the gymnasium.*
- *Transfer Workshop is Thursday, October 19, 12:30 - 1:50pm (During Activities Period) in Room 136.*
- *The Student Veterans Club 22 pushup challenge runs until November 13th.*
- *The first meeting of the Cultural Diversity Club was Thursday, October 12. The next meeting will be held on Tuesday, October 31.*
- *Degreeworks is now available. This program lets students use their blackboard profiles to access an outline of what they have completed, and what courses are needed or required to be taken. It provides specifics such as the course code or subject and credits needed or required for SUNY Concentration and Graduation Requirements.*
- *Appointments for spring class registration started today, with meetings beginning on October 23.*
- *The Girls Basketball Team scrimmage was in Roxbury, Massachusetts on Saturday, October 14 and the girls won 2 of the 3 games including Roxbury who are the 2016 National Champions and 2017 Runner up for NCAA Division III Champions. Their 2nd scrimmage was at Mohawk Valley where again they won 2 out of 3.*
- *Boys Basketball team won 2 out of 3 games at the Mohawk Valley Scrimmage on Saturday, October 14th*

13. Dean Reports

Phyllis Carito, Vice President and Dean of Academic Affairs reported:

- *Ongoing Faculty Professional Development the end of September and into October included Assistant Professor Dawn Defino attending the Human Services Educator's Annual meeting in Syracuse, NY; Professor Dawn Wrigley attending the Council of Associate Degree Nursing meeting in Albany; and Assistant Professor Stephanie Olstad attending the Quantway/Statway Conference: 2017 SUNY Pathways Fall Institute (math pathways) in Albany, NY.*
- *On October 10, 2017 President Campion and I visited with District Questar Superintendent Gladys Cruz to review ways we can collaborate with Questar as they implement the (ESSA) Every Student Succeeds Act, which increases continual assessment of each academic area as the revised standards fold into grades K-12. Discussion also explored new programming at each institution and expanding our articulation agreements.*
- *Degree Works – a student portal for student mobility and transfer paths is now available for students to review their degree program and the courses they need to attain their degrees. Appreciation goes to Gail Shader, Registrar, Jan Winig, Associate for Computer Information Services, and Leslie Rousseau, Assistant Professor of Advising for all their work on this SUNY initiative.*
- *As our faculty ad-hoc programming committee continues to look at, not only new programs, but also, expanding or restructuring programs, Dean Carito shared a revision of a computer security program to a more concentrated Cyber Security program with direct transfer for students. Professor Bill Mathews and Associate Professor Clinton Mossman redefined this program to meet the liberal arts A.S. requirements. It is also structured to meet the demands in this fast-moving field with increased professional job openings forecast over the next 10 years.*
- *On October 4, 2017 Professor William Mathews, Chair of Advising spent time at UAlbany to secure a Transfer Articulation for Cyber Security. The College is ready to send this program to SUNY for review in the hope that we can begin offering it to students by Fall of 2018.*

Joseph Watson, Vice President & Dean of Students and Enrollment Management reported:

- *Almost 500 students are registered for College in the High School courses for fall of 2017, and Verification is in progress. The Admissions & Registration and Financial Aid staff is cleaning all the data.*
- *Applications continue to be processed for Spring 2018.*
- *Recruitment and outreach continues with Admissions and Financial Aid nights, with thanks to Faculty members Barbie Shaffer, Nicole Childrose and William DeLuca for going with the staff to Catskill High night.*
- *SUNY WIDE FINANCIAL DAY will be November 18 2017. This day is set up for prospective students to come to campus to speak with Financial Aid staff.*

- *College Night/ Fall Open House is October 17th, and we have over 65 colleges that will be in attendance. We will have Faculty and Staff from our Financial Aid Office there as well. All local high school Junior and Senior students have been invited, and postcards were sent out to potential students within a one- hour radius from the college.*
- *October is Domestic Violence Awareness Month and the REACH Center, and the college are promoting the importance of addressing this issue. As part of Shine the Light, we are asking people to wear purple on Thursday this week to heighten awareness.*
- *Student Life Committee will be offering free Mocktails for students during the activities period. There will also be free literature for students as a part of National Collegiate Alcohol Awareness Week.*
- *Students have been administratively withdrawn for Measles Mumps and Rubella noncompliance.*
- *Daycare says thank you to everyone for helping with their last fundraiser and they have begun another, the Wreath Sale.*

14. Other

The Unit Assessment Plan was discussed as the timeline needs to be reviewed. Mr. O'Hara asked if this ties into the Capital improvement Plan, to which President Campion replied yes, and that the UA stays within the college's Strategic Plan.

The 5-year revenue projections were completed by the Bonadio Group, with the State Aid piece being the moving piece in this projection. The Mr. Bohnsack referenced the top 5 careers/programs mentioned in the Master Plan, with Mr. Abitabile asking how many program plans are being considered. Dean Carito answered that a group of faculty and staff meets to talk about programming. Trying to find the right programs has no simple answer, we have to go through all the possibilities. Finding internal "champions" of programs to move them along the process is very important. We have added a brief survey to the on-line testing that we do for high school juniors, asking them what programs they want to take in college. This month the Director of Applied Learning has arranged a luncheon with local businesses to highlight jobs in the finance field. We are looking to do something like this each semester. In addition, in order to be considered an on-line institution per Middle States, we need to offer another on-line program.

Mr. O'Hara suggested a public relations push to bring in business leaders and individuals with backgrounds in our areas of interest to share their knowledge and offer advice. Mr. Bohnsack asked if the counties look at the Foundation and fundraising, to which President Campion answered that in the past they have not. Mr. O'Hara asked President Campion to invite the President of the Foundation Board to a meeting, to which Mr. Haltermann agreed.

President Campion asked the Director of Public Relations to talk about the Fulton-Montgomery Community College videos. Ms. Stevenson told the Board that an anonymous donor gave FMCC money to make videos that promote community college to career opportunities. After watching the video, you click on the college you are interested in attending. Important that we be a part of this, and to be a member of the community college "club". In addition, Ms. Stevenson let the Board know that she is doing more outreach into the northern areas for Columbia and Greene Counties and the capital region.

Mr. Bohnsack spoke about the sessions on the opioid epidemic that have been taking place in both counties. He attended a session and was amazed at what Columbia County is doing, and asked if we need to do more to address this issue. Dean Watson said Dawn DeFino, with the Student Life Committee leads "Brown Bag" lunches about this topic and the Director of Health Services, Joni Groll is a member of the substance abuse task force in Greene County. Mr. Bodratti let Board know that he is working with faculty members Dawn DeFino, Bill DeLuca and Frankie Beaver-Timmons and an agency in Newburgh for a Recovery Coach training class. There was a class scheduled, but unfortunately even though it was offered to students and community members, there was not enough enrollment for the class to run. Mr. Bohnsack said the college needs to promote what it is doing to address this crisis.

15. President's Travel Approval List

Travel requests approved by President Campion were reviewed.

16. News Release Summary

The summary from the Public Relations department was reviewed.

17. Announcement of November meeting

The next Board of Trustee meeting will be held on Monday, November 20, 2017 at 5:30pm in the Board Room.

18. Executive Session

An executive session was called for discussions regarding proposed, pending or current litigation

Motion: Mr. O'Hara **Seconded:** Mr. Bohnsack

Vote: Yes: 8 No: **Abstention(s):**

Resolution: Accepted Rejected Tabled

Time Entered: 6:50pm

Motion: Mr. Wilber **Seconded:** Ms. Abitabile

Vote: Yes: 8 No: 0 **Abstention(s):**

Resolution: Accepted Rejected Tabled

Time Exited: 7:13pm

19. Adjournment

Motion: Mr. O'Hara **Seconded:** Mr. Abitabile

Vote: Yes: 8 No: 0 **Abstention(s):**

Resolution: Accepted Rejected Tabled

Meeting adjourned at 7:14 pm



Edward Schneier
Chairman, Board of Trustees

Christine Perry
Executive Secretary to the Board