

BOARD MEETING

*The regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, July 15, 2019 at 3:30 p.m.** or thereafter in the Board Room on the college campus, 4400 Route 23 Hudson, New York, the following matters were submitted for consideration and action.*

Present: Ned Schneier, Chairman, Peter O’Hara, Bruce Bohnsack, Phil Abitabile, Rick Bianchi, Peter Markou, Maryanne Lee, and Sean Berry, Student Trustee

Excused: Barbara Slutzky

Others Present: Carlee Drummer, President; George Timmons, Vice President and Dean of Academic Affairs; Dianne Topple, Vice President and Dean of Administration and Joseph Watson, Vice President and Dean of Students & Enrollment Management

1. **Call to Order**, 3:34 p.m.

2. **Roll Call**, quorum present

3. **Pledge of Allegiance**

4. **Request for Approval of Agenda**

Motion: Mr. Abitabile; Seconded: Mr. Bohnsack

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

5. **Request for Approval of the Items in the Consent Agenda**

Motion: Ms. Lee; Seconded: Mr. Abitabile

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

6. **Introduction of Guests and Items from the Floor**

Casey O’Brien, Assistant Dean of Planning and Institutional Effectiveness; Joan Koweek, Director of Development and Alumni Services; Jaclyn Stevenson, Director of Public Relations; Gregg Berninger, Professor of English and Michael Phippen, Professor of Transitional Studies and Director of the Honors Studies Program

7. **Moment of Silence**

Dr. Terry A. Cline:

In April 1989, Dr. Terry A. Cline became the College’s fourth President. Dr. Cline presided over more than 40 degree and certificate programs and oversaw the addition of the Ford Asset program in 1992.

8. **Resolutions**

a. **Resolutions No. 0719-2128 to Accept the Bid for the General Construction**

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

WHEREAS, Columbia-Greene Community College as part of its Capital Improvement Project needs to solicit bids related to the Critical Infrastructure Projects, and

WHEREAS the Board of Trustees authorized the Office of the Dean of Administration to solicit bids related to the Critical Infrastructure Projects, and

WHEREAS the low bidder for General Construction has completely and correctly submitted their bid,

THEREFORE, BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College approves the acceptance of the bid from VMJR Companies, LLC, in the total amount of \$3,690,000.

Motion: Mr. Markou; **Seconded:** Ms. Lee

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

b. Resolution No. 0719-2129 to Accept the Bid for the Plumbing

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

WHEREAS, Columbia-Greene Community College as part of its Capital Improvement Project needs to solicit bids related to the Plumbing Critical Infrastructure Projects, and

WHEREAS the Board of Trustees authorized the Office of the Dean of Administration to solicit bids related to the Critical Infrastructure Projects, and

WHEREAS the low bidder for Plumbing has completely and correctly submitted their bid,

THEREFORE, BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College approves the acceptance of the bid from P&J Corp Mechanical Contractors in the total amount of \$224,300 for the Plumbing for the Critical Infrastructure Projects.

Motion: Mr. Markou; **Seconded:** Ms. Lee

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

c. Resolution No. 0719-2130 to Accept the Bid for Heating, Ventilation and Air Conditioning (HVAC)

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

WHEREAS, Columbia-Greene Community College as part of its Capital Improvement Project needs to solicit bids related to the Heating, Ventilation, Air Conditioning (HVAC) for the Critical Infrastructure Projects, and

WHEREAS the Board of Trustees authorized the Office of the Dean of Administration to solicit bids related to the construction of the Critical Infrastructure Projects, and

WHEREAS the low bidder for the Heating, Ventilation, Air Conditioning (HVAC) has completely and correctly submitted their bid,

THEREFORE, BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College approves the acceptance of the bid from P&J Corp Mechanical Contractors in the total amount of \$2,297,000 for the for the Heating, Ventilation, Air Conditioning (HVAC) Critical Infrastructure Projects.

Motion: Mr. Markou; **Seconded:** Ms. Lee

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

d. Resolution No. 0719-2131 to Accept the Bid for Electrical

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

WHEREAS, Columbia-Greene Community College as part of its Capital Improvement Project needs to solicit bids related to the Electrical Construction for the Critical Infrastructure Projects, and

WHEREAS the Board of Trustees authorized the Office of the Dean of Administration to solicit bids related to the construction of the Critical Infrastructure Projects, and

WHEREAS the low bidder for Electrical Construction has completely and correctly submitted their bid,

THEREFORE, BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College approves the acceptance of the bid from J. McBain, Inc. in the total amount of \$275,071 for the Electrical Construction for the Critical Infrastructure Projects.

Motion: Mr. Markou; **Seconded:** Ms. Lee

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

e. Resolution No. 0719-2132 to Change the Authorized Signatories for the Columbia-Greene Community College TD Bank Accounts

WHEREAS, Columbia-Greene Community College has funds held by TD Bank, and

WHEREAS, the authorized signatories require updating, and

WHEREAS, the following persons are hereby authorized to sign/execute and submit all necessary documents to TD Bank as may be required for day-to-day transaction, operation and correspondence:

Carlee R. Drummer, President

Dianne M. Tople, Vice President and Dean of Administration

George Timmons, Vice President and Dean of Academic Affairs

THEREFORE, BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College approves the action needed to update the authorized persons listed for all TD Bank accounts

Motion: Mr. Bohnsack; **Seconded:** Mr. Bianchi

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

9. President's Report

- *President Drummer thanked everyone for the continued support she has received since becoming President. Dr. Drummer has had several appointments and meetings:*
 - *Chancellor's meeting in Albany*
 - *Jeff Hunt, Columbia County Chamber of Commerce*
 - *Paul Freeman, the College's Attorney*
 - *Rick Bianchi, President of the Foundation and a Board of Trustee member*
 - *David Darling, Catskill Chief of Police*
 - *Don Gibson, Bank of Greene County*
- *Dr. Drummer attended her first Columbia County Board meeting, which went smoothly with the passing of our budget.*
- *Dr. Drummer also spoke at the recognition ceremony of the graduates of the Toyota T-TEN Automotive Program.*
- *Dr. Drummer informed the Board of Trustees, that Chancellor Johnson will be visiting our campus, on Tuesday, July 23.*

10. Trustee Reports

- *Chairman Schneier publicly thanked Allison Koskey for her service on the Board and welcomed our new Board Member, Mr. Peter Markou.*
- *Chairman Schneier also acknowledge Phyllis Carito, Dean of Emeritus has a new poetry book out.*
- *The Board is looking to schedule a retreat in September.*
- *Student Trustee, Sean Berry reported:*
 - *The Summer High School Basketball leagues have started.*
 - *This week was the starting of the CGCC Summer Sports Camps.*
 - *Our Student Senate is looking for new Senators for the upcoming year.*
- *Joan Koweek reported that the sponsor letters for the Gala were sent out 2 weeks ago.*

11. Vice Presidents Report

Vice President and Dean of Administration, Dianne Topple reported:

- *The Construction Technology building is still on schedule for completion*
- *Claims audit was reviewed*
- *The Banner project is well on its way. The project has been a huge undertaking and challenging for our folks here at CGCC. Dean Topple truly appreciates their patience and dedication in the learning of this new software. They are looking at August 2020 as a completion date for the software.*

Vice President and Dean of Academic Affairs, George Timmons reported:

- *All the newly hired faculty are in the process of being on board to the college and into their respective responsibilities.*
- *Upgrades and minor renovations are in progress for room 125 to support the Cyber Security/ Digital Forensics program.*

- *Dr. Drummer and Dr. Timmons provided words of encouragement to the graduates of the Toyota T-Ten automotive program as part of the Automotive Department recognition ceremony. Also, in attendance were officials from the Toyota Corporation.*
- *The Dean attended the SUNY Spectrum Conference held at the Albany Convention Center on July 8 & 9.*
- *The Office of Academic Affairs in collaboration with the President's Office and the Chair of the Faculty Council, are in the planning stages for the All College and Faculty meetings scheduled for August 20 & 21.*
- *Dawn-Marie Blasl, Transitional Studies Division Chairperson, Associate Professor and Director of College -in-the-High School has been selected to participated in the SUNY Leadership Coaching Academy's first cohort (a SUNY Student Success Initiative). There were over 40 applicant's system wide and only 18 were selected. The Academy is out of the SUNY Student Success Center.*

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

- *The Summer II semester is well on its way. The head count for today is 392, with FTE at almost even at 4.7*
- *We have 745 students registered for the Fall semester, but we are down 92 accepted students.*
- *Professor and Advisor William Mathews, reports the Construction Technology Program is full.*
- *The Admissions Office continues to be open on Saturday's from 9:00 a.m.-2:00 p.m.*
- *The Admissions Office have been calling pending students personally or by robo calls, as well. This will encourage pending students to make appointments for the Zone 2 registration.*
- *We are in the process of reaching out to Student Orientation Leaders for the Fall Orientation on Friday, August 23.*
- *On July 25-28, we will be at the Greene County Youth Fair. We will be part of the opening ceremony and have a table staffed the during the Fair.*
- *Dr. George Timmons and DawnMarie Blasl, Associate Professor, attended the Multiple Measures Conference in Albany, NY.*
- *Karen Fiducia, Associate for Student Activities attended a workshop for Student Activities Professionals at the Culinary Institute last week.*
- *Summer Sports Camps started on July 8th.*
- *The Women's and Men's Summer High School Basketball leagues are in full swing. The Admissions Office will have a table outside of the gym, full of information on the College.*

12. New Business/Other

Plan a retreat for a September weekend

13. President's Travel Approval List

The list was reviewed by the Board

14. News Release Summary

The listed was reviewed by the Board

15. Facility Use Report

The list was reviewed by the Board

16. Announcement of the August Meeting

Monday, August 19, 2019 at 3:30 p.m.

17. Adjournment:

Motion: Mr. O’Hara; Seconded: Mr. Bohnsack

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution Accepted

Adjournment at: 4:15 p.m.

Edward Schneier

Edward Schneier
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary

Consent Agenda

July 15, 2019

Approval of the Minutes from the June 17, 2019 Board Meeting

Capital Fund Expenditures

- a. Warrant No. 4, Upgrade Enterprise Student Information Systems CO6140
- b. Warrant No. 10, Renovations and Improvements CO6138