

## BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, April 18, 2022 at 3:30 p.m.** or thereafter in **Room 614** on the College campus, 4400 Route 23 Hudson, New York. The following matters were submitted for consideration and action.*

**Present:** Ned Schneier, Chairman; Bruce Bohnsack, Doreen Davis, Maryanne Lee, Peter O’Hara, Barbara Slutzky and Laura Best-Macia, Student Trustee

**Excused:** Kelly Konsul and Peter Markou

**Others Present:** Carlee Drummer, President; George Timmons, Provost and Senior Vice President for Academic and Student Affairs; Dianne Topple, Vice President of Administration and Chief Financial Officer; and Mary Garafalo, Secretary to the Board of Trustees

1. **Call to Order, 3:31 p.m.**
2. **Roll Call, quorum present**
3. **Pledge of Allegiance**
4. **Request for Approval of Agenda**  
**Motion:** Ms. Slutzky; **Seconded:** Mr. Bohnsack  
**Vote:** Yes - 7; No - 0; Abstention(s) - 0  
**Resolution: Accepted**
5. **Request for Approval of the Items in the Consent Agenda**  
**Motion:** Mr. O’Hara; **Seconded:** Ms. Lee  
**Vote:** Yes - 7; No - 0; Abstention(s) – 0  
**Resolution: Accepted**
6. **Introduction of Guests and Items from the Floor**
7. **Moment of Silence**  
*Diane Koenig*

## 8. **President's Report**

### ***Environmental Field Station***

During a special County Resources meeting last Monday evening, the Greene County Legislature approved a resolution to submit an application for state funding that would allow the County to upgrade the Cohotate Preserve that houses the Environmental Field Station used by the College for classes and special events. The application for \$750,000 includes \$100,000 from State Senator Michelle Hinchey; \$400,000 from Greene County Soil and Water Conservation District funds; and a commitment of \$250,000 from Greene County to fund the preliminary Phase One efforts to upgrade the Field Station to include heat, water, and toilet facilities. The goal is to make the Field Station usable year-round. Thanks to Dr. Rebecca Pinder, who uses the Field Station for her environmental science classes and special projects with K-12 students, who delivered a moving argument to the Legislators about the importance of this project.

### ***Special Events***

- At the end of March, Dr. Nicole Childrose's Western Civilization and History students organized a program addressing Ukrainian history, culture, and the human dynamics of former Empire assertion of power in Eastern Europe. Featured presenters were the Very Reverend Dr. Ivan Kaszczak (pastor of the Holy Trinity Ukrainian Catholic Church in Kerhonkson, NY), and Halyna Shepko, an educator and herbalist from Shawangunk Ridge Farm in New Paltz. After the session one student commented, "I was very touched by Dr. Kaszczak's observation, 'The boundaries of good and evil run through the human heart and not the country.'"
- Also, at the end of March, the IDEA Committee sponsored a dynamic program, "Women Who Make a Difference", in honor of Women's History Month. Panelists Dr. Dorothy Urschel, Chief Operations Officer at Columbia Memorial Health; Jaqueline Salvatore, an alumna and Undersheriff in the Columbia County Sheriff's Office; and Dr. Maria Suttmeier, also an alumna and recently retired Superintendent of Hudson City Schools, shared inspirational stories about their respective journeys that led to their current careers.
- On the first Saturday in April, the Admissions Office welcomed 186 prospective students and their families to the first post-pandemic Open House. Once again, the hallways teemed with energy and high spirits as various groups received a warm reception from the Columbia-Greene "family", toured the campus, and met with various faculty and staff. Many parents shared that because of the Open House, their child had made the decision to attend CoGreene!
- On April 5, the College hosted a tabletop exercise facilitated by David Harrison, Director of Columbia County Emergency Management. Including representatives from the College, more than 20 agencies from Columbia and Greene Counties as well as New York State participated in an active shooter training discussion that provided the opportunity to enhance preparedness, response, and recovery for an unexpected emergency.

### ***Campus Visitors***

- At the end of March, Achieving the Dream Data and Leadership Coaches, Donna Kragt and Mary Ostrye respectively, conducted the first Site Visit at Columbia-Greene to measure progress since the College received the grant in January 2021. The Coaches met with numerous groups including students, Core Team members, Institutional Research, Records and Registration, and Executive Leadership.
- Last week, two representatives from the Medical Assisting Education Review Board, Barbara Machelletta from Eastern Maine Community College, and Jane O’Grady from Northwestern Connecticut Community College, conducted a Site Visit to determine accreditation status for the Medical Assisting program. The visit went very well and hopefully will lead to a higher level of accreditation from CAAHEP (Commission on Accreditation of Allied Health Education Programs). With CAAHEP accreditation, Columbia-Greene Medical Assisting students will be eligible to become a registered Medical Assistant rather than a certified medical assistant leading to better paying jobs and more opportunities for employment.

### ***Budget Outlook***

- The newly enacted State budget resulted in disappointments as well as victories for the community college sector. Vice President Topple will provide more details.

### ***Hudson Correctional Institution Graduation***

- Last Thursday, President Drummer had the honor of addressing graduates at the Hudson Correctional Institution. Ten inmates completed their high school equivalency in small engines, barbering, masonry, and computer operator, and one received his high school diploma. During the reception following the ceremony, all of the graduates indicated a strong motivation to continue their education.

### ***Board Retreat***

- The date for the Board of Trustees’ Retreat has been set for Saturday, June 4, from 9 a.m. to 2 p.m. The Retreat will be facilitated by Dr. Peter Smith from AGB (Association of Governing Boards). During his long tenure in higher education, Dr. Smith was the founding President of Community College of Vermont. The tentative agenda will focus on projecting community workforce needs; recruiting and retaining students; discussing the outlook for technical and career education programs (Auto Technology, Building Construction Technology, Medical Assisting, Business, and Agriculture and Tourism); and developing action plans and defining roles of the Trustees and Foundation Board Members.

## **9. Trustee Report**

Student Trustee, Laura Best-Macia reported:

### ***Athletics***

The rained-out baseball games from this past Saturday, April 16, will be played today at 2:00 p.m. and 4:00 p.m.

The Twins baseball season is in full swing, with the next game planned for April 21 at SUNY Adirondack.

***Student Activities***

- On Thursday, April 14, the Human Services Club held a bake sale raising funds for the following upcoming events:
  1. Next Hope Rocks Co Greene event.
  2. The upcoming Hope and Healing Conference for students, faculty and staff.
  3. To create a healthy balance for their food insufficiency fund for CGCC student families and isolated elderly.
- The Criminal Justice Club sponsored a Student Snack Day on Tuesday, April 5.
- The Columbia-Greene Community College's Spring Student Art Show will have an opening reception Thursday, April 21, 4 - 6 p.m. in the Foundation Gallery.

***Psychology Club***

- The Psychology Club enhances the appreciation and understanding of psychology in all areas of life through a variety of social and educational opportunities. Students are encouraged to create and engage in activities that help foster this goal in a diverse, collaborative, and engaging setting.
- They've had some difficulty transitioning the club to a remote venue. Pre-pandemic activities have included sponsoring and enabling students to present their research at a conference of their peers. Professor Berne Bendel and Professor Barbie Shaffer hope to return to this tradition in the near future and support students who would like to share the results of their research projects at the SUNY Undergraduate Research Conference (SURC).

**10. Vice President's Report**

- a. Provost and Senior Vice President for Academic and Student Affairs, George Timmons reported:

***Academic Affairs***

- Middle States Update: The final drafts of all seven working groups' have now been combined into one document. Maureen Sager-Johns, our new Director of Marketing and Communications, is working closely with Drs. Steven Gavlik and Casey O'Brien as well as Frances Winig our Evidence Manager to begin the edit planning process.

A Team Chair has been chosen for leading the review of C-GCC's self-study. Dr. Mark McCormick, President of Middlesex College in New Jersey, came highly recommended from our SUNY contacts, and we're working on setting up an introduction meeting with Dr. McCormick to meet our team.

- Our Automotive Department is working hard on its five-year renewal application for continued recognition by the Automotive Service Excellence Education Foundation. A special thank you to Marc Gilbert, Ed Smith, Margaret Choinsky-Farrell, and Kevin Roebke for their dedication to distinguishing our automotive program in the region.
- Our project for converting from Blackboard to a new digital learning environment, Brightspace, is making significant progress. Dr. Nicole Childrose, Joe Scampoli, and our new "Virtual Innovative Teaching and Learning" committee are working hard to meet our go-live target of Fall 2022.

- Student Art Show is being held on Thursday, April 21, from 4 – 6 p.m., where we'll showcase work from our Fine Arts students. Thanks to Gloria Houg for helping to organize this event.
- A Graduation ceremony for our Community First students will be held virtually on April 26. This celebrated and rewarding program provides educational experiences to students in our community that normally would not have the opportunity to engage in The College Experience. Many thanks to Dawn DeFino and Tina-Marie Shafer for helping coordinate this program and making it a successful event.
- A Non-Credit Electrical Course offering meeting was held. We have identified an instructor who will develop curricula for residential and commercial micro-credential programs. The courses will be offered nights and weekends to better utilize the new construction tech building. In addition, there is potential to exploring offering complementary course to the Construction Technology Program in the future.
- Update on Campus Works – As you are aware Campus Works has concluded its assessment of our I.T. Division and have made several recommendations. We continue to work through a set of options for implementation. They have been instrumental with assisting with the implementation of a couple of strategic I.T. Initiatives specifically Multi Factored Authentication and the expediting mobile laptop deployment.
- On Wednesday, April 13, 2022, the Provost attended the Hudson Link Benefit Committee Reception. This event was attended by dignitaries from SUNY Administration, New York State Officials, partners, and friends of Hudson Link. During the Reception the expansion of the partnership between Hudson Link and Columbia Greene Community College was reveal with the launching of a new academic program at Green Haven Correctional Facility and the organization's new transitional housing program.

### ***Student Services Update***

#### *Phi Theta Kappa*

- Two of our students, Emily Kirch and Christina Rivas, were recognized at the annual All-New York Phi Theta Kappa Awards Ceremony on Wednesday, April 13, at Onondaga Community College. Both students are recipients of a silver-level scholarship in the amount of \$1,250 to put toward future studies.

#### *Accessibility Services*

- The Office of Accessibility Services hosted the annual 'It's All in The Planning!' conference on April 8. Over 30 students from neighboring school districts, including Catskill, Hudson, and Round Top, were in attendance. Topics covered were - registering for accommodations; the value of time management skills; and using assistive technology to meet academic needs. This conference is hosted in collaboration with SUNY Delhi and Bard College.

#### *Health Services*

- The College has had 0 positive cases identified in over a month through the weekly COVID-19 pool testing for students and employees.

#### *Student Activities*

- Caitlin Twomey began in her role as Director of Student Activities and Leadership Development on Monday, April 11. Caitlin is already hard at work assisting with new student orientation preparation, re-mobilizing the student senate, coordinating co-curricular offerings for next year, and assisting with the next iteration of the Student Handbook.

- b. Vice President for Administration and Chief Financial Officer, Dianne Topple reported.

The NYS budget has been enacted at the Executive proposal level, which means a funding floor has been established at the higher of 100 percent of 2021/22 Approved Base Aid or Per FTE funding held flat at \$2,997/FTE. We will benefit from the funding floor, establishing our state aid at \$2.75 million for 2022-23. Although this was not the most favorable option on the table, this is \$332k more than the amount based on the per FTE calculation.

The most favorable options would have been the Assembly proposal to increase the per FTE rate by \$850 or the Senate floor establishing 100% back to 2018-19 levels.

The enacted budget also includes the expansion of the TAP program for part-time students and restoration of TAP awards for incarcerated individuals.

Vice President Topple, would like to remind everyone that the Board will need to approve our 2022-23 Operating Budget at the Board meeting on June 20<sup>th</sup>. She would like to give the board, a preview of the budget prior to that date. This will allow the board the opportunity to ask questions and having time for changes, if necessary. She will work with Mary to find a date and time that works for most.

#### **HEERF Funds Summary:**

100% of the student portion of HEERF funds have been awarded. A total of 1,643 students received funding through HEERF Emergency Grants.

A special thanks again to the Financial Aid and Bursar's offices for their hard work on administering these funds to students.

#### **New Employees:**

Three new employees in Building & Grounds: Carmine Rotolo and Kevin Hammond, Cleaners and Ethan Lang, Assistant Director.

**11. Announcement of the May Meeting**

Monday, May 16, 2022 at 3:30 p.m.

**12. Executive Session**

To discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.

**Motion:** Mr. Bohnsack; **Seconded:** Ms. Slutzky

**Vote:** Yes – 7; No - 0; Abstention(s) – 0

**Resolution: Accepted**

**Entered Executive Session at: 4:17 p.m.**

**Motion:** Ms. Davis; **Seconded:** Mr. O’Hara

**Vote:** Yes - 7; No - 0; Abstention(s) – 0

**Resolution: Accepted**

**Exited Executive Sessions at: 5:14 p.m.**

**13. Adjournment**

**Motion:** Mr. O’Hara; **Seconded:** Ms. Lee

**Vote:** Yes - 7; No - 0; Abstention(s) – 0

**Resolution Accepted**

**Adjournment at: 5:15 p.m.**

*Edward Schneier*

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Edward Schneier  
Chairman, Board of Trustees

*Mary E. Garafalo*

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Mary E. Garafalo  
Executive Secretary to the Board

## **CONSENT AGENDA**

**April 18, 2022**

**Approval of the Minutes from March 21, 2022 Board Meeting**

**Capital Fund Expenditures**

- a. Warrant No. 44, Renovations and Improvements C06138

**Operating Warrant Approval**

- a. Warrant No. 03-22, Operating Warrant