

BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, June 20, 2022 at 4:00 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, Kelly Konsul, Maryanne Lee, Peter Markou, Peter O’Hara, and Barbara Slutzky

Excused: Laura Best-Macia, Student Trustee

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, 4:03 p.m.**

2. **Roll Call, quorum present**

3. **Pledge of Allegiance**

4. **Request for Approval of Agenda**

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

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

Resolution: Accepted

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

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

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

Resolution: Accepted

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

7. **President’s Report**

Farewell, Trustee Slutzky!

Sincere thanks to Trustee Slutzky for her many contributions to the College. She will be sorely missed!

Retreat Summary

Enclosed in your packet contains a brief summary of discussions at the Retreat on June 4, 2022. We plan to continue these conversations in the fall and invite faculty, staff, and Advisory Committee members to participate.

Accreditation Visit

The Middle States Accreditation Visit will be March 26 through March 29, 2023. The Team Evaluation Chair is Dr. Mark McCormick, President of Middlesex Community College in New Jersey. As it turns out, Dr. McCormick served on the site visit in 2011 so is familiar with Columbia-Greene. We believe he will be impressed by the progress made in the past ten years.

Juneteenth Celebration

The College celebrated Juneteenth 2022 with the donation of books about this important day to each of the 10 Head Start Classrooms in Columbia and Greene Counties and to the 144 children enrolled in the program. Each child in the Day Care Center received a book as well. The Library and the Foundation provided the funding, and each book contained a nameplate that reads: *Columbia-Greene Community College Presents This Book To You In Honor Of Juneteenth.*

Use of Force Simulator Training Update

Since opening the Use of Force Decision Making Simulator Room in 2021, Professor of Criminal Justice Bill DeLuca has welcomed 183 law enforcement officers from Columbia, Greene, and Albany Counties who have come to the campus for training. In addition, the College recently hosted the Domestic Violence Instructor Certification Course that certifies law enforcement officers to conduct training in the response to rising domestic violence incidents. Attendees represented law enforcement agencies in Columbia, Greene, and Ulster Counties.

Tomorrow instructors from the New York State Division of Criminal Justice Services, Office of Public Safety, will be on campus to conduct an Impaired Driving seminar. Law enforcement officers from the Capital District and the Hudson Valley regions will be attending.

Starting in July, the College will be offering a new certificate in Police Basic Training. The two-semester program provides the knowledge and skills students need to secure employment as a police officer.

Instant Admissions

The Office of Admissions is sponsoring “Every Student Matters”, an initiative that provides “instant admission” to the College and creates a destination beyond graduation for high school seniors. The program launched at Hudson High School in early June and will be offered this fall to seniors in the other 12 high schools in the Twin Counties.

Greene Correctional Institution Graduation

On Wednesday, Provost Timmons, Dean O’Brien, Carol Doerfer, and I will be at the Greene Correctional Facility to celebrate new graduates. Three inmates completed their associate of applied science in individual studies degree and we hope they will continue their educational journey.

8. Resolutions

a. Resolution No. 0622-2206 Approve the Discontinuance of the Information Technology A.A.S. Degree Program

WHEREAS, the Board of Trustees of Columbia-Greene Community College must be advised of all curricula to be discontinued at this institution; and

WHEREAS, the Curriculum Committee, the Faculty Council, and the Curriculum Committee of the Board of Trustees have examined the factors leading to the proposed discontinuance of the Information Technology A.A.S. degree program; and

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Columbia-Greene Community College supports the discontinuance of this program and submission of this request to SUNY and the New York Education Department.

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

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

Resolution: Accepted

b. Resolution No. 0622-2207 Approve the Salary Schedule for Administrators and Classified-Exempt Staff

WHEREAS, Columbia-Greene Community College has a need for administrators and classified-exempt staff and

WHEREAS, it is the responsibility and duty of the Board of Trustees to set the salary schedule for administrators and classified-exempt staff and

WHEREAS, the Administration and Classified Exempt Staff at the College have served the institution with trust and expertise and have contributed to the positive momentum of the College

THEREFORE, BE IT RESOLVED that all full-time Administrators and Classified Exempt Staff (excluding the College President), employed on or before September 1, 2021, receive a two-and-a-half percent (2.5%) increase computed on their base salary plus a fixed dollar amount of \$1,700 retroactive to September 1, 2021, for the fiscal year ending August 31, 2022.

Motion: Ms. Slutzky; **Seconded:** Ms. Lee

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

Resolution: Accepted

c. Resolution No. 0622-2208 Approve the 2022-2023 Proposed Operating Budget of the College

WHEREAS, it is the responsibility and duty of the Board of Trustees of community colleges to approve budgets for colleges under Section 604.2, Codes, Rules and Regulations of the State of New York, 8 Education (B) and

WHEREAS, an operating budget for Columbia-Greene Community College for 2022-2023 has been prepared under the guidance of the President for presentation to the Board for approval, and

WHEREAS, the college is proposing an operating budget in the amount of \$19,128,307

THEREFORE, BE IT RESOLVED that the attached 2022-2023 Operating Budget of the college in the amount of \$19,128,307 be approved and subsequently be submitted to the sponsors and to the State University of New York for their approval.

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

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

Resolution: Accepted

d. Resolution No. 0622-2209 Approve the 2022-2023 Tuition and Fee Schedule

WHEREAS, it is the responsibility and duty of the Board of Trustees of community colleges to establish tuition and fees under Section 604.2, Codes, Rules, and Regulations of the State of New York, 8 Education (B), and

WHEREAS, it is the intent of the Board that tuition and fees remain nominal to attract local students to the college and

WHEREAS, the college recommends the adoption of the attached schedule of tuition and fees,

THEREFORE, BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College agree that the attached schedule of tuition and fees for 2022-2023 be approved for submission to the counties with a recommendation for their approval.

Motion: Ms. Lee; **Seconded:** Ms. Slutzky

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

Resolution: Accepted

e. Request for Approval of the Slate of Officers for the Board of Trustees for the year 2022-2023.

Mr. Peter O'Hara – Chairman
Mr. Bruce Bohnsack – Vice Chairman
Ms. Maryanne Lee – Secretary

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

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

Resolution: Accepted

9. Trustee Report

Board nominee for CGCC Foundation Board

A motion was made by Chairman Schneier and seconded by Mr. Markou to recommend Doreen Davis as the Greene County Representative from the Board of Trustees for the Foundation Board.

In absence of Student Trustee, Laura Best-Macia, Provost Timmons provided the Student Trustee report:

The athletics department launched a new website: www.cgctwins.com. It has a much more polished, accessible interface which will provide real-time updates and serve as a recruitment tool for prospective athletes.

CGCC Twins Baseball player, Kasey Moore, was named to the 2022 All-Mountain Valley Conference Team. This team is comprised of 12 players from various teams in the Mountain Valley Conference who stood out among their peers. Kasey was selected as one of the best three outfielders in the entire Conference.

10. Vice President's Report

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

Academic Affairs

- Middle States Update: Dr. Casey O'Brien and Dr. Steve Gavlik are working closely with Berne Bendel and Michael Phippen, who have graciously agreed to tackle the project of editing the 130-page draft self-study document. The editing process is expected to take some time, but the final draft of the self-study will be shared with the Board and the broader campus community as soon as possible.
- After meeting with its business advisory committee, our Automotive Department successfully passed its midpoint compliance review by the Automotive Service Excellence Education Foundation. Special thanks to Marc Gilbert, Ed Smith, Margaret Choinsky-Farrell, and Kevin Roebke for their hard work and dedication to distinguishing our automotive program in the region.
- We're excited to announce that the New York State Education Department has approved our Police Basic Training Certificate program. We want to thank Bill DeLuca and Bill Mathews for their work in putting together a comprehensive and successful application.

- We would like to welcome three faculty members joining the College this September. Melchiorre Bruschetti, a recently retired Lieutenant from the Poughkeepsie Police Department, will be on board as an Instructor of Criminal Justice, replacing Bill DeLuca, who retired at the end of this academic year. Also, Michael Cotrone will be joining us as a full-time, temporary assistant professor in biological sciences. Living in Germantown, Michael is also an avid farmer, bringing real-world experience in agribusiness along with his teaching experience in the biological sciences. Finally, Jackie Bair, who has served in a temporary role for us as an Assistant Professor of Chemistry, has accepted a position as a tenure-track faculty member.

Student Development

- *Accessibility Services*

The College has received \$2,129 from NYSED for the "Enhancing Supports and Services for Students with Disabilities for Postsecondary Success Effort." Funding was appropriated to enhance support and services for students with disabilities enrolled in New York State degree-granting colleges and universities. Our allocation will be used to supplement existing services. Specifically, we will establish a "sensory room" for students with unique sensory needs, including those on the Autism Spectrum and those with mental health impairments. Sensory rooms are a leading practice for students with learning differences in higher education and establishing this space will show our commitment to holistic student success. The room will be initially equipped with low-impact lighting, white noise machines, soft seating, etc.

- *Director of Student Success Search*

We are pleased to share that the search process for a Director of Student Success has concluded. Our new hire will be joining us on July 18 and brings to the table a wealth of academic advising and academic support services experience. Ember Traino served as a critical member of the Center for Global Learning Team at Herkimer Community College. She supported caseloads of underrepresented student populations, including English Language Learners and International Students. She is nearing the end of her doctoral studies, working toward a degree in Educational Leadership with a focus in Higher Education Administration from Northeastern University.

- *Commencement*

The 49th Commencement Ceremony was a great success! 190 individuals have been warmly welcomed into our Alumni Association. Many members of the campus community are to be thanked for their contributions, notably our Board of Trustees, for your ongoing support in the lead-up and at the event. We are also grateful to the Commencement Planning Committee for their commitment to ensuring a positive student experience in the true C-GCC spirit.

- b. Vice President for Administration and Chief Financial Officer, Dianne Topple submitted her report at the Finance Committee Meeting

- 11. Announcement of the August Meeting**
Monday, August 15, 2022 at 3:30 p.m.

- 12. Adjournment**
Motion: Ms. Davis; Seconded: Ms. Lee
Vote: Yes - 0; No - 0 ; Abstention(s) – 0
Adjournment at: 4:26 p.m.

Edward Schneier

Edward Schneier
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary to the Board

CONSENT AGENDA

June 20, 2022

Approval of the Minutes from April 18, 2022 Board Meeting

Capital Fund Expenditures

- a. Warrant No. 45, Renovations and Improvements CO6138

Operating Warrant Approval

- a. Warrant No. 04-22, Operating Warrant
- b. Warrant No. 05-22, Operating Warrant