

## BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, December 16, 2019 at 4:00 p.m.** or thereafter in the Staff Cafeteria on the college campus, 4400 Route 23 Hudson, New York, the following matters are submitted for consideration and action.*

**Present:** Peter O’Hara, Vice Chairman, Bruce Bohnsack, Phil Abitabile, Rick Bianchi, Maryann Lee, Peter Markou, Barbara Slutzky, and Sean Berry, Student Trustee

**Excused:** Ned Schneier

**Others Present:** Carlee Drummer, President, George Timmons, Provost and Vice President of Academic Affairs, Joseph Watson, Vice President for Student Services and Dean of Students, Dianne Tople, Vice President for Administration and Mary Garafalo, Executive Secretary to the Board

**1. Call to Order, 4:00 p.m.**

**2. Roll Call, quorum present**

**3. Pledge of Allegiance**

**4. Request for Approval of Agenda**

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

**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:** Ms. Slutzky

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

**Resolution: Accepted**

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

Michael Phippen, Professor of Transitional Studies, Jaclyn Stevenson, Director of Marketing and Communications, Joan Koweek, Director of Development and Alumni Services, Christine Perry, Acting Director of Alumni Relations and Ann Bruno, Assistant Dean of Enrollment Management

**7. Moment of Silence**

Mr. James LeCain

*James LeCain, retired director of the Brookwood College Program and long-time C-GCC adjunct faculty member passed away on November 11, 2019. Mr. LeCain was instrumental in the development of the long-standing college program at Brookwood Secure Center and Columbia Girls Secure Center. His contribution to the College and our students will not be forgotten.*

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

### **NYCCT News:**

*SUNY Resolution for fiscal support and SUNY Fact Sheet on the Financial Future of the Community Colleges Working Group. College Presidents will be advised when to move forward with outreach to our elected officials and County legislators / supervisors regarding funding.*

### **Gap Analysis:**

*Vice President Timmons will be providing an update. (EMSI has delivered a sneak preview of the program areas offering the most promise for the Twin Counties: Business and Construction Technology. We anticipate receiving the final document by the end of the month.)*

### **New Partnerships:**

*Vice President Timmons will be discussing a number of amazing opportunities for us in 2020. We completed our visits with the Superintendents (Gladys Cruz at Questar III and Leslie Whitcomb at New Lebanon). In January, we will convene all of the Superintendents to share what we've heard and discuss next steps with respect to new and enhanced partnerships and collaborations.*

### **Activities:**

*Attended the American Association of Community Colleges' Commission meeting in November and the Middle States annual conference last week. The AACCC meeting focused on the continued challenges facing the nation's underserved populations as well as social phenomena including opioid addiction and mental health problems. (Twenty-five percent of community college students are battling mental health issues and thirty-three percent are taking some kind of medication.) I am happy to report that the College is a vanguard with respect to opioid education and treatment. And, starting in January, C-GCC will be a destination for the Greene County Recovery Van initiative. The Van will be on display at the All-College Meeting on January 14 to acquaint faculty and staff about the "Greener Pathways" program.*

*The Middle States conference provided a great opportunity for eight of us to attend sessions that will inform the development of the next Self-Study that will begin in fall 2020 as we prepare for the next accreditation visit in 2023.*

### **All-College Meeting:**

*Will focus on change, with Dr. Randall VanWagoner, President of Mohawk Valley Community College, facilitating. He is the author of a widely respected book, *Competing on Culture: Driving Change in Community Colleges* and is the co-facilitator of the Strategic Horizon Network, a consortium of forward-thinking community colleges focused on learning about disruptive innovation and the future of postsecondary education. Among his tasks will be to lead the College through its first SWOT since 2016.*

### **Enrollment:**

*Ann Bruno and her admissions team, along with Jaclyn Stevenson, have been busy developing a recruitment strategy for spring 2020. Sending a postcard, "Go Finish", to those who have applied but have not submitted all the necessary paperwork; and a holiday card to those who have been accepted.*

**Housing:**

*Thanks to Peter Markou's suggestion, we met with Wayne Parks' son-in-law regarding the availability of housing for C-GCC students in general and the Toyota T-Ten students in particular. He was very receptive and will be back in touch with us.*

**Personal:**

*I have been nominated for the Columbia Memorial Health Board of Trustees and await approval from Albany Med; will be joining the Catskill Rotary and the Boards of the Chambers of Commerce in both counties.*

**Columbia-Greene's Giving Tuesday:**

*The Thanksgiving holiday and the subsequent snow event that closed the College for two days derailed our plan for the Giving Tuesday fundraising initiative. So we have proclaimed tomorrow, December 17, our Giving Tuesday. We hope to raise \$10,000, and Michael and I have kicked off the event with the offer to match every dollar raised up to \$3,000. We will hope for the best as we face another snow event!*

**9. Trustee Reports**

Student Trustee, Sean Berry reported:

- The Holiday Party, Multicultural Day and Dodgeball were enjoyed by all.
- Student Senate is currently at full capacity
- Athletics:

- Men's Basketball have a 5-8 record
- (2) Catskill High School Women Soccer players signed for the fall semester
- Baseball team fund raiser currently still taking place

Trustee, Rick Bianchi reported:

- The Foundation is very active and is reviewing its policies and procedures
- (2) New board members have been approved for the Foundation.
- We are proud to welcome back Christine Perry, who will be working on the Raiser's Edge software.
- Goals for 2020 for the Foundation – make things happen and formalize and structure to the goals.
- April 24 was an agreed date for the Board of Trustees retreat. A facilitator was suggested for this retreat. The Board would like to meet with the Executive Staff and Casey O'Brien at the retreat. Also, they would like to meet with Faculty Council and the College Senate.

**10. Vice President's Report**

Vice President Topple presented her report at the Finance meeting, prior to this meeting.

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

- I. *Our meeting at SUNY Delhi on November 25, 2019 went very well. I am happy to report they have agreed to having an additional location at C-GCC. SUNY Delhi at C-GCC is anticipated to be begin in the Fall of 2020. We have confirmed a ceremonial signing date for January 30, 2020 with the President and Provost of SUNY Delhi. Until then, there is still additional work to be done.*

*We have completed the task of aligning C-GCC curriculum with SUNY Delhi. This gives a comprehensive articulation agreement in Criminal Justice, Business and Nursing that will accept up to 70 credits in transfer. The MOU stills needs to be drafted and signed.*

- II. My meeting with the Chief Academic Officer at Questar III was very productive. After the holidays we will schedule a time to update and expand to a comprehensive articulation (curriculum alignment) agreement. Programs being considered as part of this strategic partnership include Cyber Security, Criminal Justice, Automotive, EMT/Paramedic, CAN and Construction Technology. Once this partnership is finalized, this will make C-GCC very attractive to place-bound students. Students from either Questar III and the two counties high schools can attend C-GCC and earn college credit while in high school, earn a college credential and move to four-year affordable state institution without leaving the twin counties.*
- III. We have received the preliminary results for program gap analysis. The full report is being finalized and will be available after the holidays. That said, the program with the most potential at the associate degree level is business administration and management (general). The study showed that with area completions there is still 2,851 jobs available for the region. The program with the most potential at the certificate level is Construction Technology. The study showed that with area completions there is 858 jobs available in the region. The College will share and discuss the results of the program gap analysis at a future Board meeting.*
- IV. Several faculty and staff attended the Annual Middle States Conference. The theme of the conference was "Innovating for Student Success" New Ideas, Practices and Services in Higher Education. My two important take away from the conference was how to create a systems approach to student success (aligning human capital, financial physical and technological resources priorities) and understanding the changing nature of the degree or credential:*

*From:*

- Credits tied to seat*
- Major and GE*
- Grades*
- Knowledge transmission*
- Limited access to engaged learning*

*To:*

- Competency or proficiency*
- Entire educational pathway*
- Demonstrated through actual work over-time*
- Meaning-making, sense making*
- High impact practices for all everywhere*

Vice President for Student Services and Dean of Students, Joseph Watson reported:

- *Student Senate and Student leaders of organizations had their mandatory training of Title IX and the Enough is Enough Act in November. Alumni State Trooper and Senior Investigator, Comisene's conducted this training.*
- *The Safety and Security Committee held their last meeting of the semester today. The committee is hoping to address issues as they occur, which may mean to have to meet more often. The goal is to have a better communication for all who are involved in issues on campus.*
- *Orientation for new students will be online this year for the spring. Also, new students will have to complete a separate Safety and Wellness training as well.*
- *The SUNY wide Food Insecurity Task Force report is out.*
- *I will be attending a Mental Health Conference sponsored by SUNY Central in January.*

#### **Student Life**

- *Student Life Committee and the Student Activities offices are continuing to work on their Strategic Plan.*
- *There was an end of year celebration which occurred with students and student Senate*

#### **Community**

- *Operation Unite had their annual holiday dinner for the residence of Providence Hall. CGCC work study students, wrapped 50 donated gifts for the residents. A special thanks to Karen Fiducia and our CGCC students who assisted me with this project.*
- *Starting early in the Spring semester, President Drummer and the Diversity Committee (AWARE) will be inviting Community leaders from both counties to begin a Diversity Advisory Group.*

#### **Athletics**

- *The Athletic Office and Task Force are continuing to work on their Strategic Plan.*
- *The Men's Basketball team finished the semester, 13- 15 going into the break.*
- *Women's Soccer Coaches signed two Catskill students for this fall.*
- *Women's Basketball Coach Tanisha Edge, is recruiting for next year.*

## **11. New Business/Other**

### **Junior Career Institute:**

*The Junior Career Institute was created by Carol Wilber, Director of Marketing & Communications, CEDC. The purpose of this program is to focus on promising high school juniors which includes students that are underserved. All of these high school juniors come with a recommendation from their high school superintendent. Kelly Ann Radzik, Director of Applied Learning and Job Development, was asked to assist with the development and implementation of the 2019 program. Ms. Radzik and Ms. Wilber collaborated on an expanded/enhanced curriculum, and the Columbia County Chamber of Commerce is in the process of arranging internships. Columbia-Greene Community College has been the host for the 2019 program with the enrollment of 13 student participating.*

**12. President’s Travel Approval List**

**13. News Release Summary**

**14. Facility Use Report**

**15. Announcement of the January Meeting**

*Monday, January 27, 2020 at 3:30 p.m.*

**16. 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. Markou; Seconded: Ms. Lee**

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

**Resolution Accepted**

**Entered Executive Session at 5:12 p.m.**

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

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

**Resolution Accepted**

**Exited Executive Sessions at: 5:13 p.m.**

**Adjournment:**

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

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

**Resolution Accepted**

**Adjournment at: 5:33 p.m.**

*Peter O’Hara*

Peter O’Hara  
Vice Chairman, Board of Trustees

*Mary E. Garafalo*

Mary E. Garafalo  
Executive Secretary

## **Consent Agenda**

**December 16, 2019**

### **Approval of the Minutes from November 18, 2019 Board Meeting**

#### **Capital Fund Expenditures**

- a. Warrant No. 6, Upgrade Enterprise Student Information System C06140
- b. Warrant No. 17, Renovations and Improvements C06138

#### **Operating Warrant Approval**

- a. Warrant No. 11-19

#### **Resolution**

- a. Resolution No. 1219-2151 to Accept the SUNY Child Care Development and Block Grant Funds