

BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, September 21, 2020 at 4:00 p.m.** or thereafter via Zoom <https://us02web.zoom.us/j/85207047718> or Call: 1-646-876-9923/Meeting ID: 852 0704 7718 the following matters were submitted for consideration and action.*

Present: Ned Schneier, Chairman, Phil Abitabile, Rick Bianchi, Bruce Bohnsack, Maryanne Lee, Peter O’Hara and Barbara Slutzky

Excused: Peter Markou

Others Present: Carlee Drummer, President; George Timmons, Provost and Vice President of Academic Affairs; Dianne Topple, Vice President of Administration and Mary Garafalo, Executive Secretary to the Board

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

2. Roll Call, quorum present

3. Request for Approval of Agenda

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

Vote: Yes – 6; No – 0; Abstention(s) – 0

Resolution: Accepted

4. Request for Approval of the Items in the Consent Agenda

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

Vote: Yes – 6; No – 0; Abstention(s) – 0

Resolution: Accepted

5. Introduction of Guests and Items from the Floor

Gregg Berninger, Professor of English, Matthew Green, Assistant Dean of Enrollment Management; Joan Koweek, Executive Director of the C-GCC Foundation; Casey O’Brien, Interim Assistant Dean of Academic Affairs and Assistant Dean of Planning and Institutional Effectiveness; Michael Phippen, Professor of Transitional Studies; Jaclyn Stevenson, Director of Marketing and Communications, Christy Ward, Bursar and 4 community members

6. Resolution:

a. Resolution No. 0920-2171 to Approve an Individual Studies A.O.S. Degree

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

WHEREAS, the curriculum committee of the Faculty Council, the Faculty Council, and the Curriculum Committee of the Board of Trustees have examined and approved the proposed curriculum for Individual Studies A.O.S. degree, as attached.

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Columbia-Greene Community College approved this curriculum for submission to SUNY and the New York Education Department.

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

Vote: Yes – 6; No 0; Abstention(s) – 0

Resolution: Accepted

Trustee, Phil Abitabile joined the meeting at 4:06 p.m.

7. President's Report

By any measure, the fall semester is off to a great start! Many thanks to Chairman Schneier for crafting the thoughtful op-ed printed in yesterday's Times-Union.

New Hire

Earlier this month, the College welcomed a new Nurse/Director of Health Services, Laura Sangi. Laura comes to C-GCC from WestPoint and is a nursing alumna.

Operations Updates

At the beginning of September, as a number of SUNY Universities began experiencing serious COVID-19 outbreaks, Chancellor Malatras ordered all colleges and universities to begin testing all students as well as employees on campus. He asked the Presidents to develop and submit COVID-19 Testing Plans to the System Office by September 10. After investigating testing options – and consulting with the Departments of Health in Columbia and Greene Counties – the Executive Team determined that the Surveillance Pooled Testing method would be the most appropriate for C-GCC. SUNY Upstate Medical will be sending the test kits and then will be processing the results within one or two days after receiving the samples. Testing will occur in cohorts over a two-day period every other week starting at the end of the month or at the beginning of October. The Departments of Health in both counties have agreed to help with the process. Fortunately, the College does not have any positive cases of the virus at this time.

Enrollment

With respect to enrollment, the fall numbers are still in flux, as the College in the High School students have not registered yet because of the delay in opening the public schools. My prediction is that we will end somewhat close to last fall. The community colleges are experiencing declines as many students have elected to take a "gap year" instead of learning remotely.

Foundation News

Some 19 students have applied for scholarships through the Greene County Cares Fund. Marketing launched a very aggressive campaign targeting all residents in Greene County – including distributing postcards at a recent event sponsored by CREATE at the Greenville Drive-in – and we expect many more students will express an interest for the spring semester.

The C-GCC Foundation was one of 14 in the SUNY System invited to apply for a special Impact Grant designated to help students who have experienced dire hardships because of the pandemic. If the application is successful, the Foundation will receive \$50,000 for the spring 2021 semester. From the Challenge Grant funding the Foundation received during the summer, 23 students have applied for assistance. In addition, the Foundation will receive a \$2,500 discretionary grant from the Broadway Cares/Dancers Responding to AIDS organization to support the Foundation's efforts to assist students in need.

Marketing

Jaclyn Stevenson reported some very impressive numbers since the last Board meeting. More than 2.7 million people saw the news stories sent to the media, with a total estimated advertising value of about \$24,000.

Copyright Donation

In 1982-1983, under the leadership of President Van Winkle, the College received materials related to the production, "A Leaf from the Town Record", that aired on PBS' "Americana" series. The gentleman involved with that film, Jack Ofield, would like to give the copyright to C-GCC so that the College would own it outright and can produce DVDs for scholarly use and sale. Mr. Ofield's e-mail states, "This would ensure that a film that captured Hudson, NY, at a particular moment in its history would 'go home' to its place of origin." He goes on to say that he would supply a BETA master of the film (30 minutes), a BETA master of the 1977 television interview with him and others about the controversy prompted by the film, and a binder of information about the film's production, correspondence, photographs, brochure, and related materials. My recommendation is that the copyright be given to the Foundation -- so that we can take advantage of the opportunity to sell DVDs -- but the Library would have the physical materials in its collection. Would you have any misgivings about this transaction? Paul Freeman has agreed to review the paperwork if we agree to proceed.

Junior Career Institute

Columbia-Greene once again is a partner for the Junior Career Institute initiative sponsored by the CEDC, Greene County Economic Development, and the Chambers of Commerce. (This is the first year that Greene County students will be included.) Students from high schools in the counties will be participating.

Academic Affairs

Last week, the Nursing Department virtually welcomed representatives from ACEN, the Accreditation Commission for Education in Nursing. The three-day accreditation visit went very well, and Provost Timmons will have more details in a few minutes.

8. Trustee Reports

N/A

9. Vice President's Report

Vice President for Administration, Dianne Toppie reported:

- Presented her Financial report during the Financial Committee meeting

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

Academic Affairs

- *The Office of Academic Affairs has identified the members of the Columbia-Greene Community College Middle State Steering Committee. The Steering Committee will be chaired by President Drummer and Dr. Steve Gavlik, a Science faculty member. Several members of the CGCC Steering Committee will participate in the Middle States Self-Study Institute, a series of virtual workshops during the fall semester.*
- *The Nursing Division concluded its three-day ACEN virtual Accreditation visit where they were deemed to comply with all six standards. The formal accreditation will be confirmed in July. I would like to thank our Nursing faculty and all those who participated in the successful outcome of the visit.*
- *Thus far, we have had a successful start to the fall semester many students are doing well with the remote and online learning environment. That said, we have instituted a couple of late start classes to allow students who may be having difficulty with taking certain disciplines in this environment, the opportunity to take courses more amenable. On-campus, we have 182 students and 16 faculty in the areas of Automotive, Construction Technology, Medical Assisting, Nursing, and Arts Courses.*

Student Services Update

- *Beverly Burka is working with the Bursar and Records and Registration offices to develop a more efficient process for students who wish to withdraw after the withdrawal period. (Compassionate Withdrawal) The goal is to develop a universal form that can be used by Bursar, Registration, and Financial Aid.*
- *I am happy to announce the College has hired Laura Sangi as the part-time Director of Health Services. She is a 2011 CGCC graduate. Laura's most recent experience work was as a nurse at the United States Military Academy. Since her arrival, Laura has been working diligently on updating the immunization records of incoming students in preparation for a report due to New York State in October. Laura will play a vital role in working with the implementation of the SUNY mandatory COVID-19 testing.*
- *Our coaches are hard at work engaging our athletes during the pandemic as well as compiling spreadsheets for current and future recruiting. The new E-Sports program had an information session the week of September 13 that focused on the eligibility requirements for E-Sports. Athletic workshops are scheduled for the week of September 28 for incoming freshmen and returning athletes. These workshops will introduce students to the college student support services, and other beneficial topics such as Respect Yourself/Protect Yourself, Covid-19 protocols, Sexual Assault prevention, Title IX, addressing the Media/using social media, and the Student Athletic Code of Conduct. Finally, our softball coach, Peter Detric, has retired. We are working on finding a new softball coach.*
- *Voter registration information, including a voter registration form, absentee ballot, and instructions will be mailed to each student, enrolled in credit and non-credit classes.*
- *As you can imagine the Pandemic has made it difficult to recruit students regarding the Student Trustee Position and the Student Senate. We will continue to explore additional strategies for recruitment.*

10. New Business/Other

11. News Release Summary

12. Announcement of the October Meeting

Monday, October 19, 2020 at 3:30 p.m.

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

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

Resolution: Accepted

Entered Executive Session at: 4:35 p.m.

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

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

Resolution: Accepted

Exited Executive Sessions at: 4:46 p.m.

14. Adjournment:

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

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

Resolution Accepted

Adjournment at: 4:47 p.m.

Edward Schneier

Edward Schneier
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary to the Board

Consent Agenda

September 21, 2020

Approval of the Minutes from August 17, 2020 Board Meeting

Capital Fund Expenditures

- a. Warrant No. 14, Renovations and Improvements C06140
- b. Warrant No. 26, Renovations and Improvements C06138

Operating Warrant Approval

- a. Warrant No. 08-20, Operating Warrant

Resolution

- a. Resolution No. 0920-2172 to Accept Toyota Donation to the Automotive Program
- b. Resolution No. 0920-2173 to Accept Vehicle Donation to the Automotive Program