

BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, January 25, 2021 at 3:30 p.m.** or thereafter via <https://us02web.zoom.us/j/84958337614> OR Call: (1) 646-876-9923/Meeting ID: 849 5833 7614 the following matters were submitted for consideration and action.*

Present: Ned Schneier, Chairman, Peter O’Hara, Peter Markou, Rick Bianchi, Bruce Bohnsack, Phil Abitabile, MaryAnne Lee, Barbara Slutzky and Emily Kratz, Student Trustee

Excused: N/A

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 of Trustees

- 1. Call to Order, 3:32 p.m.**
- 2. Roll Call, quorum present**
- 3. Request for Approval of Agenda**

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

Vote: Yes – 9; No – 0; Abstention(s) – 0

Resolution: Accepted

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

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

Vote: Yes – 9; No – 0; Abstention(s) – 0

Resolution: Accepted

- 5. Introduction of Guests and Items from the Floor**

Casey O’Brien, Interim Assistant Dean of Academic Affairs, Gregg Berninger, Professor of English; Joan Koweek, Executive Director, Columbia-Greene Community College Foundation; Michael Phippen, Professor of Transitional Studies; Matt Green, Assistant Dean of Enrollment Management; J. Theodore Hilscher, Professor of History; and 5 community members

- 6. Moment of Silence**

Doug Jones

7. Resolution:

a. Resolution No. 0121-2177 to Designating Professor of Emeritus

WHEREAS, the Board of Trustees of Columbia-Greene Community College at its meeting on May 27, 1986 authorized the granting of emeritus status to faculty who have retired from the College after at least 15 years of service, who had held the title of Professor prior to retiring, and whose service had been judged exemplary, and

WHEREAS, Professor J. Theodore Hilscher has retired from the College after 28 years of outstanding service, and

WHEREAS, Professor J. Theodore Hilscher obtained the rank of full Professor and

WHEREAS, during his employment at the College, Professor J. Theodore Hilscher served as the legal counsel for the college for 13 years, partook College Committees, acted as Co-Division Chair, participated in developing a DVD commemorating Columbia-Greene Community College's 40th anniversary, helped the College library create its first digital collection, and

THEREFORE, BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College hereby bestows upon Professor J. Theodore Hilscher the designation of Professor Emeritus effective upon passage of this Resolution, with all rights, privileges, and honors thereto pertaining, and

BE IT FURTHER RESOLVED that the Board of Trustees of Columbia-Greene Community College directs that J. Theodore Hilscher being named with the designation of Professor Emeritus be so noted in appropriate publications of the College henceforth.

Motion: Ms. Slutzky; **Seconded:** Mr. O'Hara

Vote: Yes - 9; No - 0; Abstention(s) – 0

Resolution: Accepted

8. President's Report

Happy last week of January to all – and the start of the spring 2021 semester!

Enrollment

As of today, the College is down 15 percent in enrollment – BUT the College in the High School students have not yet been recorded. My prediction is that we will decline approximately 10 percent – putting C-GCC way ahead of our sister SUNY community colleges that are reporting declines of more than 20 – and in a couple of cases – 30 percent. Although students learning remotely report a very satisfactory experience during fall 2020, the major just do not like the virtual environment and are choosing to take a “gap semester”. National statistics speak to this as well. The National Student Clearinghouse Research Center reports community college enrollments across the country dropped 10.1 percent in fall 2020. In the meantime, Matt Green and his A-Team pulled out all the stops this month to reach current and former students with personal phone calls, e-mails, social media blasts, and weekly Virtual Information Sessions.

Operations Updates

Given a SUNY directive, the College is now conducting COVID-19 tests every week, and with some students returning to campus, testing will occur every day this week and next to make certain students have not been exposed to the virus. Thankfully, during this month, no employees have tested positive, although one employee is in quarantine because of a spouse that contracted the virus. We are extremely grateful to the Columbia and Greene County Departments of Health for their help and guidance.

Since our meeting last month, Columbia-Greene has become a vaccination clinic site for the Columbia County Department of Health. Vaccine distribution began the first week in January and will continue until further notice. This coming Saturday begins the first round of second doses to those who received their shots on January 2. We are proud that several C-GCC second-year nursing students are helping to administer the vaccine.

All-College Meeting

Last Monday, all employees attended the All-College Meeting entitled Moving Forward. Together. David Liebschutz, Professor of Public Policy at UAlbany, adjunct professor of management at Siena College, and a strategic planning expert facilitated the half-day event that focused on strategic planning and identifying the top priorities for the College to pursue during the next three years. This work informs the development of the next Strategic Plan that will be the blueprint guiding the College's preparation of the Self-Study required by Middle States for the upcoming Accreditation Visit in spring 2023 (two short years from now). Many thanks to Chairman Schneier and Trustees Abitabile, Bohnsack, Lee, and Slutzky for attending and participating in this vital meeting.

Personnel

Dawn Bucci, the Assistant Director of Accounting and Fiscal Manager for the Workforce Investment Office, will be retiring from the College at the end of this week. Dawn, who has been at Columbia-Greene for xx years, will be sorely missed.

Jasmine Yang, the Director of Institutional Research, Planning, and Effectiveness, also will be leaving the College at the end of this week to pursue a new opportunity that will be better for her family. A search is underway for her replacement. We wish Dawn and Jasmine Godspeed as they open new chapters in their lives.

The Assistant Director of Community Engagement and Professional Development search reopened last week, as the applicants in the first round did not yield any appropriate candidates.

Miscellany

The Values Statement Committee is now working on compiling responses to the survey released last month, so hopefully we will have more to report at the February meeting. Many thanks to Trustee Slutzky for serving on this Committee!

Personal News

Last week I was elected to the Crandell Theatre Board and am excited by this opportunity to build awareness for this treasured resource in Chatham and the possibilities for involving credit as well as non-credit students. On Saturday I participated in a provocative discussion about Virginia Woolf's Mrs. Dalloway led by Columbia Supervisor Linda Mussmann at the Time and Space Limited Theatre in Hudson.

Other

Provost Timmons and Vice President Topple will share additional news about some new hires and other updates for their respective areas (Olana Partnership / Budget / Telephone System).

9. Trustee Reports

Student Trustee, Emily Kratz reported:

Athletic Report from Nick Dyer:

Columbia-Greene Community College and the Athletic Department have made the difficult decision to cancel intercollegiate athletic competition for the remainder of the 2020-21 academic year. Currently the college and athletic department plan on having all sports participate in the 2021-22 seasons.

E-sports will start up again, and unfortunately, we will be looking for a new basketball coach. Robert Coleman has taken another position.

Trustee Kratz's Update:

Trustee Kratz has successfully worked on "Ready, Set, Go Online" video with Professor Childrose and wrote a statement recommending the program.

Also, she has been working on a letter to prospective students (asked by Matt Green for admissions and agreed on by President Drummer) detailing her experiences at Co-Greene, benefits, involvement, etc.

The Student Trustee email is now created and ready for use. Trustee Kratz is looking for direction on how she can use the email effectively in reaching students.

10. Vice President's Report

Vice President for Administration, Dianne Topple reported:

Finance Update:

Vice President Topple, is pleased to report that we have received approval from the NYS Division of Budget for the funding to upgrade our wi-fi infrastructure. We hope to get started on that project in the near future.

Also, Vice President Topple is pleased to report that we will be receiving another round of stimulus funding. This is referred to as the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA). We are waiting on our friends at SUNY to provide further guidance on how these funds should be disbursed to students and other appropriate spending categories.

Personnel:

I am also very pleased to report that we have successfully hired a replacement for Dawn Bucci whose last day is this Thursday. Our new hire comes from Ulster County Community College and brings experience with the Banner software system, in addition to grant fund experience. She will begin on February 15th.

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

Academic Affairs

Dr. Stacey Hills, Assistant Professor of Business, and Provost Timmons are scheduled to have an interview with a reporter from Greenville Pioneer paper to discuss the Business program and specifically, our collaboration with Cairo Library to offer Greene County residents a micro-credential in Entrepreneurship.

The College continues to work with the SUNY College in the Prison Program and Hudson Link to explore ways to offer courses amid the pandemic and expand access. It is anticipated we will resume operations at the Greene Correctional facility with a limited offering of courses this Spring semester via a video conferencing platform.

The Middle States Self-Study Steering Committee is continuing its work on the Self-Study Design. Sub-committees will gain momentum with regularly scheduled meetings for the Spring semester. The meeting with Dr. Bob Bonfiglio, our Vice President Liaison from the Middle States Commission on Higher Education was rescheduled to Friday, January 29, 2021.

We had a very productive All College Meeting. The strategic planning consultant did an excellent job highlighting the importance of strategic planning and updating the SWOT matrix. The next step in the process will be to synthesis the scribe notes from the small groups and identify institutional priorities.

Faculty and/or Staff recognition – I would like to bring to the Board's attention: that Gregg Berninger was featured in the January edition of the Hudson Connection for his role as an English Professor and the Town of Ghent Historian. Also, Diane Johnson was recognized for assisting a student with the Petition for Credit for Life Experience process.

Student Services Update

The Office of the Interim Vice President for Student Services is assisting the President with coordinating on-campus students' return to classes and following all SUNY and NYS mandates. On-campus students were sent a letter informing them they must quarantine 7 days before returning to campus and provide our office with a verification form. Students who are unable to quarantine because they are working are asked to have their employer send a letter stating what COVID-19 safety protocols they are following.

Accessibility Services

“It’s All in the Planning!” –This transition event for college-bound high school students with disabilities is planned for March 9th, 2021, in a virtual setting and in partnership with the SUNY Delhi Office of Access and Equity. Digital invitations have been sent to all area Directors of Special Education at our surrounding high schools. Registration opens 01/25/21.

11. New Business/Other

12. Announcement of the February Meeting

Monday, February 22, 2021 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: Mr. O’Hara; **Seconded:** Ms. Lee

Vote: Yes - 9; No - 0 ; **Abstention(s):** – 0

Resolution: Accepted

Entered Executive Session at: 4:12 p.m.

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

Vote: Yes - 9; No - 0; **Abstention(s):** – 0

Resolution: Accepted

Exited Executive Sessions at: 4:32 p.m.

14. Adjournment:

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

Vote: Yes – 9; No – 0; **Abstention(s):** - 0

Resolution: Accepted

Adjournment at: 4:33 p.m.

Edward Schneier

Edward Schneier
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary to the Board

Consent Agenda

January 25, 2021

Approval of the Minutes from December 21, 2020 Board Meeting

Capital Fund Expenditures

- a. Warrant No. 17, Operating Warrant CO6140
- b. Warrant No. 30, Renovations and Improvements C06138

Operating Warrant Approval

Warrant No. 12-20, Operating Warrant