

BOARD MEETING

For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on Monday, February 22, 2021 at 3:30 p.m. or thereafter via <https://us02web.zoom.us/j/81081738770> OR [Call: \(1\) 646 876 9923](tel:16468769923) /Meeting ID: [810 8173 8770](tel:81081738770) the following matters were submitted for consideration and action.

Present: Ned Schneier, Chairman; Rick Bianchi, Peter Markou, Peter O’Hara, 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 Topples, Vice President of Administration; and Mary Garafalo, Executive Secretary to the Board of Trustees

1. Call to Order, 3:30 p.m.

2. Roll Call, quorum present

3. Request for Approval of Agenda

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

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

Resolution: Accepted

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

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

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; DawnMarie Blasl, Director of College-in-the-High School; Berne Bendel, Associate Professor of Education/Psychology

6. **President's Report** **Enrollment**

For the spring semester, the College is down 10 percent in headcount and 17 percent in FTE. As reported last month, C-GCC is way ahead of our sister SUNY community colleges that are reporting declines of more than 20 – and in a couple of cases – 30 percent. We are following the national trend with respect to COVID – more students taking a “gap semester” and more part-time students instead of full time. The part-time enrollment for spring is 76.6% -- meaning that three-quarters of our students are only taking one or two courses at a time.

Operations Updates

The College continues to give COVID-19 tests every week, and since the beginning of the spring semester, only one on-campus student has tested positive. Columbia County Department of Health continues to use Columbia-Greene as a POD (Point of Distribution), and Chairman Murell has sent an appeal to Governor Cuomo requesting that C-GCC become a “mass” vaccination site distributing 1,000 doses/week – depending, of course, on the amount of vaccine received. We continue to be proud that a number of C-GCC second-year nursing students are helping to administer the vaccine.

Achieving the Dream

Last week, members of the Achieving the Dream core team attended the virtual ATD annual conference. We also have met with the ATD Leadership and Data coaches several times, so work is underway for the Building Resiliency in Rural Community Colleges for the Future of Work initiative.

Miscellany

- *Special shout out to Trustee Slutzky, for her important contributions that resulted in the Values Statement.*
- *Hearty congratulations to Student Trustee Emily Kratz for being nominated for the 2021 Chancellor's Award for Excellence.*
- *Two faculty members, Nicole Childrose and Stacey Hills collaborated on a project entitled “Ready, Set, Go . . . Online”: Passport Experience to help students navigate the virtual learning environment. Their concept has been noticed among educators, and they will be presenting at the upcoming SUNY Education Week. The League for Innovation, an international nonprofit organization with a mission to cultivate innovation in the community college environment, also invited Nicole and Stacey to present at its annual conference.*

7. **Trustee Reports**

Student Trustee, Emily Kratz reported:

Student Activities:

- *The Student Activities Office collaborated with the Student Life Committee to offer students free coffee for the first week of classes, practicing social distancing, of course. We had a handful of students stop by.*
- *A trivia contest celebrating Black History Month was sent to all students via e-mail, which resulted in a good response. A \$30 Walmart gift card was sent to the winner. We will be sending out another round of trivia soon.*
- *New students are making appointments and coming in for their student IDs.*

Athletics Department:

There is not much to update, coaches are working hard recruiting. The baseball team has signed 4 student athletes to letter of intents, and the soccer team has had some college visits. The E-Sports team is now 2 and 2, winning their last 2 in a row. The next E-Sports team match is scheduled on Wednesday.

Personal:

I am continuing to work with the SUNY Director of Student Wellness, regarding social media outreaches and campus resources during COVID-19. Also, I'm participating on the CGCC Mission Statement Ad-Hoc Committee, in the developing of a new mission statement.

8. **Vice President's Report**

Vice President for Administration, Dianne Topple reported:

Finance Update:

- *Welcome Chrissy Mergendahl, Assistant Director of Accounting.*
- *We have started development of our 2021-22 budget. The Department Chairs and Directors have received their files and will begin developing the expense side of the budget. I'm hoping to have more definitive information on the revenue side soon. As it stands now, we continue to wait for action by the federal government.*
- *We continue to work on the phone system upgrade, the wi-fi upgrade and new bleachers in the gymnasium.*

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

Academic Affairs

The Columbia-Greene Community College Mission Statement Ad-Hoc Committee is underway and actively developing draft mission statements. Once the final wordsmithing is complete, the final drafts will be shared with the College community for input and the Board of Trustees for approval.

The College's Strategic Planning Committee met with David Liebschutz, Strategic Planning Consultant to confirm and identify the institutional priorities that resulted from the SWOT analysis and scribes notes from the All-College meeting. The following areas Curriculum, Diversity, Equity and Inclusion, Enrollment Management, Student Success, Facilities and Technical Infrastructure will lay the foundation for the strategic plan. The next phase will consist of the Strategic Planning Committee developing nomenclature in the form of S.M.A.R.T goals for the institutional priorities.

It is with excitement that I report SUNY and the New York State Education Department, has approved A.O.S in Individuals Studies. This will serve as a gateway and allow the college to pilot student interest in technical programs. I would like to thank Bill Matthews for taking the lead on this initiative and bringing this important work to fruition.

Once the value statement, the revised mission statement, and the institutional priorities are finalized, the Middle States Self-Study Steering Committee and the sub-committees will be able to continue their work in earnest.

The College ATD core team had an amazing experience at the Dream 21 Conference. We participated in several meaningful sessions on how to improve student success. Also, we had robust conversations with coaches. The team was charged with developing a summary statement that we could share with the College community to describe the ATD initiative and the following was developed. "ATD will be the unifying force in holistic, organized, cohesive, and transformative data-driven change in us, in our students, and in our community now and in the future".

Student Services Update

The Graduation Committee is exploring an alternative to a virtual graduation. The committee is assessing the feasibility and the logistics for a drive-by graduation. A recommendation will be presented to President Drummer in March.

The College has officially established an E-sports team. On Thursday, February 18, 2021, the team recorded its first win against Iowa Central Community College giving us a record of 1-2.

Accessibility Services (Enhancing Supports for Students with Disabilities in Higher Education)

On Thursday, February 25th, 2021, Catherine Carlson, our Director of Accessibility Services, will be providing opening remarks on behalf of The New York State Disability Services Council at Student Empowerment Day. Catherine is partnering with The New York State Department of Education, The NYSED Board of Regents, The SUNY Office of University Life, and the CUNY Council on Student Disability Services to request funding through the New York State budget to support services for students with disabilities enrolled in college courses across all sectors of the higher education community. This in-person event drew over 250 students to the State Capitol in 2019 and 2020. This year's event is a virtual event planned by NYS Assembly-member Epstein's office.

9. New Business/Other

10. Announcement of the March Meeting

Monday, March 15, 2021 at 3:30 p.m.

11. 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:** Mr. Markou

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

Resolution: Accepted

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

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

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

Resolution: Accepted

Exited Executive Sessions at: 4:40 p.m.

12. Adjournment:

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

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

Resolution Accepted

Adjournment at: 4:44 p.m.

Edward Schneier

Edward Schneier
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary to the Board

Consent Agenda

February 22, 2021

Approval of the Minutes from January 25, 2021 Board Meeting

Capital Fund Expenditures

- a. Warrant No. 18, Operating Warrant CO6140
- b. Warrant No. 31, Renovations and Improvements C06138

Operating Warrant Approval

- a. Warrant No. 01-21, Operating Warrant