

BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, March 15, 2021 at 3:30 p.m.** or thereafter via <https://us02web.zoom.us/j/88125274551>
OR **Call: (1) 646 876 9923/Meeting ID:88125274551**
the following matters were submitted for consideration and action.*

Present: Ned Schneier, Chairman; Bruce Bohnsack, Phil Abitabile, Maryanne Lee, Barbara Slutzky, Kelly Konsul and Emily Kratz, Student Trustee

Excused: Peter O’Hara and 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 of Trustees

- 1. Call to Order, 3:33 p.m.**
- 2. Roll Call, quorum present**

A request was made and approved to move the Resolutions to the beginning of this meeting, when a quorum was present. All in favor.

- 3. Request for Approval of Agenda**

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

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

Resolution: Accepted

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

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

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

Resolution: Accepted

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

Andy Baker, Technical Assistant for Admissions; Gregg Berninger, Professor of English; DawnMarie Blasl, Director of College-in-the-High-School; Cathy Carlson, Director of Accessibility Services; William DeLuca, Professor of Criminal Justice; Joan Koweek, Executive Director, Columbia-Greene Community Foundation; Casey O’Brien, Interim Assistant Dean of Academic Affairs; Michael Phippen, Professor of Transitional Studies; Barbara Shaffer, Associate Professor of Psychology/Sociology; Jaclyn Stevenson, Director of Marketing and Communications; Christy Ward, Bursar

6. Resolution:

- a. Resolution No. 0321-2178 Approval of Tenure and Promotion

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

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

Resolution: Accepted

- b. Resolution No. 0321-2179 Approval of Value Statement

WHEREAS, the Board of Trustees of Columbia-Greene Community College are empowered to adopt general policies for the operation of the College, and

WHEREAS, the Board Policy and Procedures Manual has been adopted by the Board of Trustees, and

WHEREAS, the addition of a Values Statement to the Board Policy and Procedures Manual has been recommended by the College President and the College Senate, and,

WHEREAS, the Board of Trustees has reviewed said Statement,

Columbia-Greene Community College models the following values:

1. Service based on a foundation of empathy, caring, and compassion;
2. Knowledge that includes critical judgement;
3. Transformation to promote personal growth;
4. Commitment to the communities served;
5. Purpose and passion as principles for decisions and actions; and
6. Respect, integrity, and inclusiveness as attributes of morality and justice.

THEREFORE, BE IT RESOLVED the Board of Trustees approve the Values Statement and approve the addition of the Statement to the Board Policy and Procedures Manual to be housed in ARTICLE II, Section 1.0.

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

Vote: Yes – 7; No - 0; Abstention(s)

Resolution: Accepted

Trustee Abitabile exited the meeting at 3:36 p.m.

7. **President's Report**

Welcome to the Board of Trustees, Kelly Konsul

Enrollment

College in the High School enrollments increased, so the College is now down 9 percent in headcount and 15 percent in FTE against last month's report of being down 10 percent in headcount and 17 percent in FTE. C-GCC continues to outpace its sister SUNY community colleges that are still reporting steep declines of more than 20 – and in a couple of cases – 30 percent. The part-time enrollment for spring is up to 77.3% from last month's report of 76.6%.

Registration for the summer and fall 2021 semesters opens next Monday, March 22. Last Monday, Chancellor Malatras announced that SUNY plans to offer in-person classes in the fall, keeping in mind the appropriate protocols including social distancing, wearing masks, and the like. The College has a team of people working on a fall schedule that will permit more students to return to campus – but it's challenging right now given the socially-distanced classroom configurations that limit most classes to 10 students. As things will continue to change, we will continue to be nimble and make adjustments accordingly.

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. The Columbia County Department of Health continues to use Columbia-Greene as a vaccination POD (Point of Distribution), and as of last week has distributed more than 5,000 doses of the vaccine. DOH also is welcoming second-year nursing students who are helping to administer the vaccine.

Miscellany

- *Thank the Trustees for adopting the Vision Statement and hearty applause to the Vision Statement Committee that included Trustee Slutzky – for their very hard work.*
- *Greater Hudson Promise Neighborhood has included the College as a partner in a grant application to the Department of Education that will advance higher education opportunities for Hudson High School and Questar III students who live in Hudson. The grant is for five years and could be between \$20 and \$35 million.*
- *For Employee Recognition Day on March 5, I sent each employee a mask with a personal note from me thanking everyone for their amazing resolve and resilience over the past year. If for some reason you did not receive your mask, please let Mary Garafalo know.*
- *Web overhaul is finally underway!*
- *Provost Timmons will provide information on the Partnership with Olana that will launch this fall*

8. **Trustee Reports**

Chairman Schneier reported:

Chairman Schneier introduced recently appointed to the Board by the Greene County Legislature, Ms. Kelly Konsul. Ms. Konsul thanked everyone for her warm welcome. Ms. Konsul is a School Counselor at the Catskill Senior High School since 2007. Trustee Konsul earned an M.S. in School Counseling from Sage Graduate School and a B.S. in Accounting from Babson College. Ms. Konsul succeeds Rick Bianchi whose term expired last year.

Each board member introduced themselves and welcomed Ms. Konsul to the Board. Chairman Schneier with a unanimous vote from the Board, will be sending a letter to Rick Bianchi to thank him for his dedication and appreciation on the behalf of the Board of Trustees.

Student Trustee, Emily Kratz reported:

Student Activities:

In celebration of Women's History Month, we are doing a virtual word puzzle and a trivia contest. There will be prizes for the winners of each contest.

Athletics Department:

The Esports team is tied for 2nd place with HVCC in Warzone.

The Baseball and Women's Soccer teams had 2 Letters of intent signings last week.

Personal:

Trustee Kratz is very honored to receive the Chancellor's award for student excellence. She is working on composing the required video submission to SUNY, needed for this recognition.

9. **Vice President's Report**

Vice President for Administration, Dianne Topple reported:

We received a summary this morning of the Senate and Assembly response to the Executive Budget otherwise known as the One House Bills. This is somewhat good news as both chambers are proposing additional funding for community colleges. The Assembly is proposing a flat per FTE funding with the establishment of a 100% floor. The Senate is proposing a \$250/FTE increase and the establishment of a 98% floor. Both chambers have proposed restoring childcare funding, which would be great news for our daycare. Both chambers also propose increasing the maximum TAP award by \$1,000. We will watch over the next several weeks to see how this unfolds.

We have a finance committee meeting scheduled for April where we tentatively scheduled to have our auditors present our financial statements for fiscal year ending 8/31/2020. They just started their field work last week, so the April 19th meeting may be too soon for final financials. If it's ok with the finance committee, I would like to suggest that we keep the April meeting scheduled just in case it works out, if not, I can report out on the current year and provide an update if any on the status of the state budget and possibly schedule an additional finance committee meeting in May for the audit presentation.

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

Academic Affairs

- *The Olana Partnership received a generous two-year grant directed by Kate Gubelmann to formalize a ladder of lifelong learning and engagement. This grant will support in-part a new work development and internship program in partnership with N.Y.S Parks and Columbia-Greene Community College. The academic programs participating in this grant will be Business, Environmental Studies, and the Arts.*
- *Since Chancellor Malatras announcement, that SUNY will resume on-campus operations in Fall 2021, the President, Provost, Division Chairs, and the core Academic Advisors have been meeting to develop a schedule that will allow the flexibility of offering on-campus, remote and asynchronous instruction while still comporting with safety guidelines. The logistics in achieving this task are very complex.*
- *The Columbia-Greene Community College Mission Statement Ad-Hoc Committee completed its work by submitting two mission statements for the College Senate to review. The Senate will make some revisions, and President Drummer will present it to the Board of Trustees for approval.*
- *The Middle States Self-Study Steering Committee met at the beginning of March to discuss the College's identified institutional priorities. The steering committee is making progress as the development of the self-study design document has begun. The seven working groups, along with our Communication and Evidence Managers, have been assigned to complete various sections of the document, which is due to Middle States at the end of the Spring semester.*
- *The College's Strategic Planning Committee (SPC) met to revise the language for each of the five institutional priorities. The SPC agreed additional work is required in defining student success at C-GCC. Furthermore, the SPC will need to complete the S.M.A.R.T goal for Facilities and Technical infrastructure. The updated version of the institutional priorities will be sent to the strategic planning consultant for review and comments.*
- *Several new program concentrations are working their way through the internal approval process before being submitted to SUNY. Maya Greene developed a communication concentration in Liberal Arts and Science (A.A.) degree. Bill Mathews, Academic Advisor in cooperation with the Natural Science Division, Liberal Arts and Science/Health Science Concentrations.*

Health Science

Chiropractic Medicine

Medical Imaging/X-ray or Ultrasound

Physical Therapy

Occupational Therapy

Pharmacy

Physician Assistant

Many of the concentrations will be made up of existing courses requiring minimal investment. These concentrations prepare students for transfer into a variety of health science bachelor's degree programs. Intensive advisement is provided to help students make intelligent, reality-based transfer and career decisions.

Student Services Update

- *The Graduation Committee has recommended and, with the President's approval, to conduct a drive-by graduation, Caravan Commencement. The graduation will include graduates from the classes of 2020 and 2021. The location will be the parking lot of PAC Building, and the committee is working on the logistics.*
- I am excited to report the partnership between CGCC and Columbia County Mental Health Center to offer on-campus mental health services for students again. The county will provide the College with one Licensed Social Worker to provide up 350 hours for the academic year. The start date is to be determined.
- The Office of Accessibility Services has filled a vacant position, left open upon the retirement of a long-term employee, to gear up for the Fall 2021 semester. The vacancy has been filled by Gavin Barker, a part-time, 10-month, Technical Assistant for The Office of Accessibility Services. The part-time position supports students with disabilities and the Faculty to ensure access to all learning materials for students with disabilities.
- Welcome to Katie Davis. Katie joined us this week as the Assistant Director of Community Engagement and Professional Development. Please join me in welcoming her to the CGCC team.
- The College has onboarded Joni Groll, temporarily to assist Laura Sangi, Director of Health Services, due to the additional work associated with the mandatory SUNY COVID testing.

10. New Business/Other**11. Announcement of the April Meeting**

Monday, April 19, 2021 at 3:30 p.m.

12. 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. Bohnsack; **Seconded:** Ms. Konsul

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

Resolution: Accepted

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

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

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

Resolution: Accepted

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

13. Adjournment:

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

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

Resolution: Accepted

Adjournment at: 4:41 p.m.

Edward Schneier

Edward Schneier
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary to the Board

Consent Agenda

March 15, 2021

Approval of the Minutes from February 22, 2021 Board Meeting

Capital Fund Expenditures

- a. Warrant No. 19, Operating Warrant CO6140
- b. Warrant No. 32, Renovations and Improvements C06138

Operating Warrant Approval

- a. Warrant No. 02-21, Operating Warrant