

# BOARD MEETING

## Minutes

### September 17, 2018

The Board of Trustees meeting of Columbia-Greene Community College was held on **September 17, 2018** on the college campus, 4400 Route 23, Hudson, NY 12534 at 3:00 pm.

**Present:** Edward Schneier, Chairman; Philip Abitabile, Bruce Bohnsack, Allison Koskey, Maryanne Lee, Barbara Slutzky, Deirdre Barkley, Student Trustee

**Excused:** Peter O’Hara, Ken Wilber

**Others Present:** James Campion, President; Carol Doerfer, Acting Vice President and Dean of Academic Affairs; Dianne Topple, Vice President and Dean of Administration; Joseph Watson, Vice President and Dean of Students and Enrollment Management; Joan Koweek, Executive Director, C-GCC Foundation; Jaclyn Stevenson, Director of Public Relations; Michael Phippen, Professor of Transitional Studies

**1. The meeting was called to order at 5:30 pm by Edward Schneier, Chairman**

**2. Roll Call,** quorum present

**3. Pledge of Allegiance**

**4. Request for Approval of Agenda**

<b>Motion:</b>	Mr. Abitabile	<b>Seconded:</b>	Ms. Slutzky
<b>Vote:</b>	Yes 7	No 0	Abstention(s) 0
<b>Resolution:</b>	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected	<input type="checkbox"/> Tabled

**5. Request for Approval of the Items in the Consent Agenda**

<b>Motion:</b>	Ms. Lee	<b>Seconded:</b>	Ms. Slutzky
<b>Vote:</b>	Yes 7	No 0	Abstention(s) 0
<b>Resolution:</b>	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected	<input type="checkbox"/> Tabled

**6. Proclamation for Mr. James Le Cain**

*Dean Doerfer spoke about the proclamation, and that a classroom at the Brookwood Secure Center will be dedicated to Mr. Le Cain and the framed proclamation will be donated to be displayed in the room.*

## **7. Introduction of Guests and Items from the Floor**

Joan Koweek, Director of the Columbia-Greene Community Foundation and representative for Administrative Council, Professor Michael Phippen, representing the Faculty Council, Jaclyn Stevenson, Director of Public Relations

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

- *President Campion reported that several years ago the community colleges convened to begin work on an economic impact study. There is a PR piece, the economic effects the college has on the area, and a persuasion piece which helps explain the economic piece along with value-added pieces. We have commissioned a new study that will start soon and should be wrapped up in late December. Probably won't use it until mid-to late-winter as will have the most impact around budget time. It's startling how much we contribute to the economy from payroll to purchases, etc.*

- *The Academic Dean Search committee has reactivated. Currently over forty applications have been received. Skype interviews will begin in early October, with campus visits of the 3 finalists in November.*

- *Voter registration is occurring on campus now via registration forms, Student Activities work-study students, and other outreach. This time of year, we have many groups who would love to do voter-registration drives. This can be construed as campaigning, so if it comes up, the college does its own voter registration drives.*

## **9. Trustee Reports**

- *Chairman Schneier reported that he attended a political science convention and learned about new programs he wasn't aware of, such as Fulbright Scholar programs that bring international students here as opposed to the converse. They push getting out to as many locales as possible while the scholar is in a particular country. It is his hope to attract local Fulbright Scholars to the campus for a lecture or something similar. Fulbright scholars in Bangladesh could also promote C-GCC while they are in the country.*

- *Student Trustee, Ms. Barkley, let the rest of the board know that the 1<sup>st</sup> Student Senate meeting was last Thursday, with three returning senators. Applications for four new members have been approved. Elections for officers are this Thursday.*

## **10. Dean Reports**

Acting Vice President and Dean of Academic Affairs, Carol Doerfer reported:

- *The Fall 2018 semester is off to a good start. We are offering courses on-campus, and online, at Brookwood Secure Center, Greene Correctional Facility, and in all our local high schools as part of our College in the High School Program.*

- *On Friday, September 14, Acting VP/Dean of Academic Affairs Carol Doerfer, Associate Professor Barbie Shaffer and Director of Development and Alumni Services Joan Koweek traveled to the Fashion Institute of Technology in New York City to attend the inauguration of SUNY Chancellor Dr. Kristina Johnson.*

- *We will be applying for 2018-19 funding through SUNY Open Educational Resources (OER). Open Educational Resources (OER) are teaching, learning, and research resources that reside in the public domain or have been released under an intellectual property license that permits repurposing by others. Funding has been distributed to SUNY and CUNY in an effort to offer free or low-cost textbooks to students to help them save money. Faculty have found using OER materials allows them access to up-to-date information with the ability to customize their courses to what works*

*best for them rather than being restricted to what's contained in a traditional textbook. At August's faculty meeting, Michael Daly, Campus Strategist, Trainer and Mentor for SUNY OER Services, along with four faculty members from Dutchess, Herkimer, and Tompkins-Cortland Community Colleges, gave a presentation entitled "Open by Choice: OER, SUNY, and You." Although we already had a number of faculty expressing interest in utilizing OER materials, as a result of this presentation, even more faculty are excited about OER possibilities.*

*- Dr. Mary-Teresa Heath, Director of the Academic Support Center, reports the non-credit ESL program is going well, with 15 students actively participating. This grant-funded initiative gives these students the opportunity to improve their reading, speaking, and writing skills in preparation for applying to college. Dr. Heath, in collaboration with Bob Bodratti, Director of Community Services, is working on scheduling another cycle of this program.*

*- The 2018 Fall Faculty Art Show is currently on display in the Foundation Gallery in our Arts Center. Amazing works by our full-time and adjunct faculty – Steven Careau, Daniel Connor, Yura Adams, and Fred Koschetzki are available for viewing through October 5.*

*- On Saturday, September 29, 2018 at 7:00 p.m. in the Arts Center Theatre, bassist Malcolm Cecil and cellist Garfield Moore will be presenting "Bach to Rock and Back." This evening will be a great opportunity to see and hear these critically acclaimed musicians.*

*-Professor of English Gregg Berninger had a busy summer. As Town of Ghent historian, he has led a number of Hamlet History Walks over the summer. A piece by journalist Ralph Gardner, Jr. entitled "Strolling Through History" can be heard by visiting [www.wamc.org](http://www.wamc.org). Gregg spent time visiting Ghent, Belgium and Amsterdam and Buren in The Netherlands, all areas that share a direct connection with Ghent and Kinderhook right here in Columbia County. Jan de Boer, mayor of Buren, visited Kinderhook this summer. Included in his stay was a tour of Lindenwald, conducted by Gregg in his role as Park Ranger!*

VP and Dean of Students and Enrollment Management reported:

*- Web-cam covers have been created to help promote the new Cybersecurity program. A brief demonstration was done for the board.*

*- Orientation took place at the start of the school year and "we were jammed". Currently looking for new ways to accommodate a larger crowd. Not complaining as it was good problem to have.*

*- Admissions is now making high school visits. Some high schools are showing new or renewed interest, such as Selkirk, Pine Plains, and Webutuck.*

*- We are sending e-blasts and evaluating data via Constant Contact to assist with enrollment management.*

*- Admissions had a presence at the Columbia County Fair, the Youth Fair, and the Bangladesh Festival.*

*- Open House has been moved to October this year with the college fair moving to March.*

*- As part of our retention tool, faculty are letting the registrar's office know which students not attending class, and in turn the students are being contacted.*

*- There is a Student of Concern committee that meets every other week to assess student- and community-needs.*

*- Nancy Leonard and Dawn Bucci met with Rita Everts from the Salvation Army met this past Thursday. They will be sharing their surplus with us. Today, they dropped off 1,000 utensils, napkins, plates, and bowls in addition to snacks, soups, shelf-milk, and coupons for free milk from Stewarts. There will also be a mobile truck coming on Oct. 4 full of fresh vegetables.*

- There was a Student-Athlete workshop conducted for all student-athletes on Sept. 7.
- There will be a women's soccer team, playing as a club team.
- Nick Dyer, acting Athletic Director, attended the Region 3 Director's Meeting in the Thousand Islands.
- To celebrate Constitution Day tomorrow there will be a Brown Bag Discussion presented by the AWARE committee.
- The Daycare is full at 38 students.
- Chairman Schneier asked about enrollment numbers. Dean Watson responded that once the College in the High School students are added into the mix, we will break-even, or be a bit over last year. President Campion said he thinks "the numbers look pretty good right now."

#### 11. New Business/Other

Jaclyn Stevenson introduced the newly designed fall newsletter.

#### 12. President's Travel Approval List

The list was reviewed by the Board

#### 13. News Release Summary

The list was reviewed by the Board

#### 14. Announcement of October Meeting

Monday, October 15, 2018 at 5:30 pm

#### 15. 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;

<b>Motion:</b>	Mr. Abitable	<b>Seconded:</b>	Ms. Lee
<b>Vote:</b>	Yes 7	No 0	Abstention(s) 0
<b>Resolution:</b>	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected	<input type="checkbox"/> Tabled
<b>Entered Executive Session at: 6:09 pm</b>			

<b>Motion:</b>	Ms. Lee	<b>Seconded:</b>	Mr. Bohnsack
<b>Vote:</b>	Yes 7	No 0	Abstention(s) 0
<b>Resolution:</b>	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected	<input type="checkbox"/> Tabled
<b>Exited Executive Session at: 6:20 pm</b>			

**16. Adjournment**

<b>Motion:</b>	Mr. Abitable	<b>Seconded:</b>	Ms. Slutzky
<b>Vote:</b>	Yes 7	No 0	Abstention(s) 0
<b>Resolution:</b>	<input checked="" type="checkbox"/> Accepted	<input type="checkbox"/> Rejected	<input type="checkbox"/> Tabled
<b>Adjournment at: 6:21 pm</b>			

*Edward Schneier*

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Edward Schneier,  
Chairman, Board of Trustees

*Jaclyn Stevenson*

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Jaclyn Stevenson  
Took minutes for Christine Perry

## Consent Agenda

September 17, 2018

### Approval of the Minutes from the August Board Meeting

#### Operating Warrant Approval

- a. Warrant No. 08-18

#### Capital Fund Expenditures

- a. Warrant No. 2, Renovations and Improvements C06138

#### Resolutions

##### a. Resolution No. 0918-2106 to Accept the Bid for the Renovation of the Arts Building

**WHEREAS**, the Board of Trustees of Columbia-Greene Community College must approve the acceptance of bids, and

**WHEREAS**, Columbia-Greene Community College as part of its Capital Improvement Project, is renovating the Arts Building, and

**WHEREAS** the Board of Trustees authorized the Office of the Dean of Administration to solicit bids related to the renovation of the Arts Building, and

**WHEREAS**, Sam Greco Construction Inc. was awarded the bid,

**THEREFORE, BE IT RESOLVED** that the Board of Trustees of Columbia-Greene Community College approves the acceptance of the bid from Sam Greco Construction, Inc. in the amount of \$198,985 for the renovation of the Arts Building.

##### b. Resolution No. 0918-2107 to Accept the Bid for the Construction of the New Storage Building

**WHEREAS, the Board of Trustees of** Columbia-Greene Community College must approve the acceptance of bids, and

**WHEREAS**, Columbia-Greene Community College as part of its Capital Improvement Project, is constructing the new Storage Building, and

**WHEREAS** the Board of Trustees authorized the Office of the Dean of Administration to solicit bids related to the construction of the New Storage Building, and

**WHEREAS**, LD Coon & Son, Inc. was awarded the bid,

**THEREFORE, BE IT RESOLVED** that the Board of Trustees of Columbia-Greene Community College approves the acceptance of the bid from LD Coon & Son, Inc. in the amount of \$274,500 to construct the new Storage Building.