

BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held **Monday, September 16, 2019 at 4:00 p.m.** or thereafter in the Board Room on the college campus, 4400 Route 23 Hudson, New York, the following matters are submitted for consideration and action.*

Present: Peter O’Hara, Vice Chairman, Peter Markou, Bruce Bohnsack, Phil Abitabile, Maryann Lee, Barbara Slutzky and Sean Berry, Student Trustee

Ned Schneier, Chairman arrived at 4:19 p.m.

Excused: Rick Bianchi

Others Present: Carlee Drummer, President, Dianne Toppie, Vice President and Dean of Administration, George Timmons, Vice President and Dean of Academic Affairs and Joseph Watson, Vice President and Dean of Students and Enrollment Management

1. **Call to Order**, 3:54 p.m.
2. **Roll Call**, quorum present
3. **Pledge of Allegiance**
4. **Request for Approval of Agenda**
Motion: Mr. Bohnsack; **Seconded:** Ms. Slutzky
Vote: Yes – 8; No – 0; Abstention(s) – 0
Resolution: Accepted
5. **Request for Approval of the Items in the Consent Agenda**
Motion: Ms. Lee; **Seconded:** Mr. Abitabile
Vote: Yes – 8; No – 0; Abstention(s) – 0
Resolution: Accepted
6. **Introduction of Guests and Items from the Floor**
Jaelyn Stevenson, Director of Public Relations, Gregg Berninger, Professor of English, Michael Phippen, Professor of Transitional Studies; Director of Honor Studies Program, Anita Broast, Professor of Business

7. Resolutions

Resolution #0919-2143 Designation Professor Emeritus to Anita Broast

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

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

Resolution #0919-2144 Accept R.C. Lacy and Sons Donations to the Automotive Program

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

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

Resolution #0919-2145 Accept Subaru U Donations to the Automotive Program

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

Vote: Yes – 8; No – 0; Abstention(s) – 0

Resolution: Accepted

8. President's Report

Scholars' Ball

Thank everyone for coming – still waiting on final numbers, but the prognosis is good!

Budget

Greene County Legislators quickly approved the C-G budget for 2020.

Beginnings: 50 Years of Class in Session (Tuesday at 12:30 p.m.)

Panelists of current and retired employees; PAC Building – Room 614

Program Needs Analysis

Contracting with EMSI, same firm that conducted the Economic Impact Study

New York Community College Trustees' Meeting

Chairman Schneier and I will be attending the meeting this Friday and Saturday.

Cruisin' Rocktober: Fall Festival and Open House

"Super Saturday" event featuring Admissions Open House, Hope Rocks the Campus, and a Car Show on October 19

"Listening Tour" continues:

- *Superintendents from Coxsackie-Athens, Hudson, Ichabod Crane, Taconic Hills*
- *Congressman Delgado*
- *Assemblyman Tague*
- *Joyce Lapenn – Berkshire Taconic Foundation*
- *Elena Mosely – Operation Unite*
- *Peter Frank – Hudson Out of School Time (H.O.S.T.)*
- *Brenda Adams – Habitat for Humanity*
- *Dan Kent – Galvan Foundation*

Other:

- *Launched "Friday Footnotes" – an update to the campus community about past and future events.*
- *Enrollment: As of last Friday, down 179 in headcount and 123.9 in FTE. Top priority. I will be collaborating with Dean Watson and his team to develop an Enrollment Management and Retention Plan for spring and fall 2020.*
- *Also, enrollment related: Toyota T-Ten program – "reboot" mode.*
- *Excelsior Task Force for Automotive Technology – formed by Governor Cuomo.*

- *Dean Timmons and I are serving.*
- *C-5: Regrouping with the C-5 initiative – meeting this week at the NYCCT meeting.*
- *Web site redesign / upgrades: Web Site Task Force formed; will be meeting October 1.*

9. Trustee Reports

Student Trustee, Sean Berry reported:

- *“Beginnings”: 50 Years of Class-in-Session of CGCC will be tomorrow at 12:30 pm in room 614.*
- *A game show on Tuesday, September 24.*
- *APCA (Association for the Promotion of Campus Activities) Conference, October 4-6, 2019, in New Jersey.*
- *We presently have 12 senators for Student Senate.*
- *Election of officers for Student Senate will be this Thursday.*
- *Women’s Soccer Team is 1 in 5. They play Tompkins-Cortland tomorrow.*
- *Women’s Soccer goalie, Keegan Deyo is Nationally Ranked*
- *Athletic workshops all went well*

10. Vice President’s Report

Vice President and Dean of Administration, Dianne Topple reported:

- *Dean Topple presented her report at the Finance meeting, prior to this meeting.*

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

- *Due to enrollment challenges the Toyota T-TEN program is being restructured. The College is working with the leadership of Toyota T-TEN program to explore solutions that will position C-GCC for sustainability.*
- *Academic affairs had a successful launch to the semester. Dr. Estrella-Luna who holds a Ph.D. in Law and Social Policy from Northeastern University gave a very thought-provoking presentation on implicit bias and microaggressions. That led to an active conversation about creating a culture of equity, inclusion, and belonging. I received several positive comments from faculty and staff regarding Dr. Luna’s delivery of a sensitive topic.*
- *The Faculty meeting was productive and informative. We invited Cynthia Proctor, Director of Communication and Academic Policy Development from the SUNY Provost Office who will help launch C-GCC’s micro-credentialing initiative.*

A SUNY micro-credential is:

- 1. Competency-based, reflecting skills and competencies mastered;*
- 2. Endorsed by the issuing institution as a whole;*
- 3. Developed through local faculty governance processes; and*
- 4. Meaningful and of high quality, with learning standards, assessments, and clear documentation of skills mastered that have meaning beyond one classroom, one program or the institution. Students can use a SUNY micro-credential to share their expertise to prospective employers, those hiring for internship opportunities, and to other academic institutions.*

Ad-Hoc Committee has been created, with the specific tasks of creating an infrastructure for implementation for the Fall. The Spring will be dedicated to development and approval with a Fall 2020 launch of micro-credentialing.

- *Gregg Berninger, in his role as President of the Faculty Council, will lead a college-wide ad-hoc committee to review the process for committee selection, viability of current*

- committees (make recommendations for eliminations, establish a criterion for standing vs ad-hoc committee). Ensure every standing committee has a purpose and charge.*
- *As the library has transitioned to the new Alma and Primo system mandated by SUNY. There is need for additional training and workflow consultation for staff to maximize the effectiveness of the new system.*
 - *Dr. Drummer sent an email to faculty asking for participation in open-house scheduled for October 19th, so we can showcase why Columbia-Greene is the # 1 Community College in New York – and the 10th best in the country! The intent is to use this opportunity to have faculty promote their programs and generate excitement with prospective students and their families.*
 - *The College has submitted a Letter of Interest to the USDOE to apply as a participant in the Second Chance Pell Experimental Sites Initiative. If selected, we would be able to offer financial aid to identified populations within the prison community.*

Vice President and Dean of Students and Enrollment Management, Joseph Watson reported:

Enrollment

- *Admissions Applications and registered students that has translated to having more part-time than full-time students*
- *College in the High School/concurrent enrollment program, we are continuing to accept and register students.*
- *Zone Registrations and Late Registration occurred during the summer and faculty and staff met with over 80 students.*
- *Non-attending reporting is taking place right now and the faculty report to Registration, designating who are non-attenders in their classes.*
- *Daycare reports they have children and are gearing up for their payroll deduction donations and wreath fundraiser is coming up soon.*

Recruitment & Outreach

- *The Admission Staff have begun their fall recruitment season visiting high school and other recruitment events in the community. We have expanded our footprint beyond our two counties. This includes working with our academic and non-academic departments to achieve this.*
- *We were at the Columbia County Fair and sponsored “Friday - Columbia-Greene Community College Day” and the Schoolgirl Queen pageant.*
- *Bangladesh Cultural Festival and the Greene County Youth Fair, as well as others.*
- *Saturday, October 19 Hope Rocks Open House Festival*

Retention

- *9/11 Remembrance occurred this past week*
- *Safe talk for suicide prevention training occurred last week*
- *Constitutions Day is tomorrow, there will be copies of constitutions available outside the dining hall*
- *Mentor Program: we have a mentee with employees who volunteer as mentors. Mentor/Mentee mixer will be coming up soon*
- *Student-Athlete Workshops have been held*
- *Student of Concern (BCAT)-Behavior Intervention Assessment Team will continue to meet this semester*

Orientations

- *The Adult Student and New Student Orientations were very well received. A thank you to everyone who assisted in these orientations.*

Athletics

- *Nichols Dyer is at the NJCAA Region III Athletic Director meeting currently.*
- *Women's Soccer actively playing their scheduled games.*

11. New Business/Other

12. President's Travel Approval List

13. News Release Summary

14. Facility Use Report

15. Announcement of the October Meeting

Monday, October 21, 2019 at 3:30 p.m.

16. 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. Bohnsack

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

Resolution Accepted

Entered Executive Session at: 4:54 pm

Motion: Mr. Abitabile; Seconded: Mr. Bohnsack

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

Resolution Accepted

Exited Executive Sessions at: 5:45pm

17. Adjournment:

Motion: Mr. Abitabile; Seconded: Mr. Bohnsack

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

Resolution Accepted

Adjournment at: 5:46pm

Edward Schneier

Edward Schneier
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary

Consent Agenda

September 16, 2019

Approval of the Minutes from the August 19, 2019 Board Meeting

Capital Fund Expenditures

- a. Warrant No. 14, Renovations and Improvements C06138

Operating Warrant Approval

- a. Warrant No. 08-19