

BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, January 27, 2020 at 3:30 p.m.** or thereafter in the Boardroom on the college campus, 4400 Route 23 Hudson, New York, the following matters are submitted for consideration and action.*

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

Excused: Carlee Drummer, President

Others Present: George Timmons, Provost and Vice President of Academic Affairs, Joseph Watson, Vice President for Student Services and Dean of Students, Dianne Topples, Vice President for Administration and Mary Garafalo, Executive Secretary to the Board

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

2. Roll Call, quorum present

3. Pledge of Allegiance

4. Request for Approval of Agenda

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

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

Resolution: Accepted

5. 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

6. Introduction of Guests and Items from the Floor

Michael Phippen, Professor of Transitional Studies, Jaclyn Stevenson, Director of Marketing and Communications, Joan Koweek, Director of Development and Alumni Services, Ann Bruno, Acting Assistant Dean of Enrollment Management, Gregg Berninger, Professor of English and Casey O’Brien, Assistant Dean of Planning and Institutional Effectiveness

7. **Moment of Silence**

Joyce Teator

Joyce Brooks Teator passed away peacefully on January 17. She and her family were sponsors of an award they created in 2007 to honor their mother, the Ruth Schoonmaker Brooks Award. Ms. Teator had much pride in CGCC, especially having two alumni in her family: her brother graduated in C-GCC's first graduating class and her grandson much more recently with a Criminal Justice degree.

8. **President's Report**

Report presented by Provost Timmons in absence of President Drummer:

*SUNY News:

The SUNY Executive Budget for 2021 eliminated the 2020 appropriation for the 98 percent funding floor.

*SUNY Delhi Signing Event:

The SUNY Delhi Signing Event will be on Thursday at 11:00 a.m. in Room 612. A light lunch will follow. SUNY Delhi added three programs to the original articulation agreement of Nursing, Criminal Justice, and Business: Computer Science, Environmental Studies, and Building Construction Technology.

*Additional Partnerships:

On Saturday, 13 high school juniors from Columbia County high schools graduated from the Junior Career Institute. This initiative, organized by the Columbia County Chamber of Commerce, Columbia Economic Development Corporation, and the College, with funding from the Berkshire Taconic Community Foundation, focuses on career awareness, soft skills training, and leadership development during four Saturdays in September, October, November, and January. The students are now eligible for a six-week paid internship this spring.

Provost Timmons will provide an update on partnerships with Averill Park High School, Cairo Library, and Questar III. In the pipeline are the Basilica and Proctors' Theater (Creative Economy), Coxsackie-Athens (Early College Opportunity), and HFM Boces (auto technology).

*Other Outreach Activities:

CoGreene highlighted the Building Construction Technology program at the "Campus Showcase" event before Chancellor Johnson's State of the University System Address last week in Albany.

I met with leadership from Toyota T-Ten; New York Theatre Ballet; the new Hudson Mayor (and alumnus!) Kamal Johnson; and the Greylock Federal Credit Union opening a branch in Hudson on Fairview Avenue.

Community Forums: Education Forum (sponsored by the Berkshire Taconic Community Foundation) and Economic Summit (sponsored by Columbia and Greene County Economic Development). The former will be in fall 2020, with an invitation extended to Malcolm Gladwell to be keynote speaker. The latter may be in early May 2020; exact date to be confirmed at the initial planning meeting this week.

Cairo Library Satellite Classes: curriculum plan to be presented to the Cairo Library Task Force, with projected start date of fall 2020.

I am now serving on three Boards: Columbia Memorial Health, Columbia County Chamber of Commerce, and Greene County Chamber of Commerce. Also joined the Catskill Rotary.

**All-College Meeting Recap:*

Dr. Randall VanWagoner, President of Mohawk Valley Community College, delivered an outstanding overview of disruptive innovation and change in higher education at the All-College Meeting on January 14. SWOT responses have been recorded (36 pages!).

Next step: sort by category and present at a Town-Hall Meeting.

**Enrollment:*

Waiting on College in the High School applications (deadline is January 31, 2020).

Forecast: break even or perhaps recognize a modest gain from Spring 2019.

**Personnel:*

-Assistant Director of Marketing: Search Committee vetted applications and interviewed five semi-finalists last week. Three finalists will be on campus this week to meet with the Executive Cabinet and take a writing test.

-Director of Workforce Investment Office: MA has returned as interim; job has been posted; Search Committee has been selected.

-Assistant Dean of Enrollment Management: Job will be posted the first week in February.

**Save the Dates:*

-April 16: Ribbon Cutting Ceremony for Building Construction Technology Center

-April 24: Board of Trustees' and Foundation Board Retreat

-May 16: Commencement

Review of Program Demand Gap Analysis (PDGA)/via Zoom with Stephen Poole:

**Analysis is broken down into (3) parts for each program analysis: Economic Overview, Program Demand Gap Analysis and Program Additions. The Twin Counties Analysis some of the recommendations were: Continuing the Information Technology program, also a need for Automobile/Automobile Mechanics/Technology/Technicians. Some of the strength in our region's economy and offers college insight for employment opportunities are: Nursing and Residential Care Facilities and Building Material & Supplies Dealers. In the program demand analysis-the study showed Corrections, Accounting Technology/Bookkeeping and Health Services with a high program demand, for program completers.*

**The Extended Region Analysis Report: there is a high demand for Registered Nurses and Business Administration & Management. Some of the top subsectors for college insight into potential employment is State Government, Educational Services, Nursing & Residential Care Facilities, etc. The program demand gap analysis showed gaps for non-credit programs in Corrections, Accounting Technology, Health Services/Allied Health.*

-Provost Timmons stated our Automotive and Business degrees are in high demand for both Analysis's, and he plans to refresh the programs.

-Columbia-Greene will be using this study to further review the growths and strengths of the twin counties and the extended region.

9. **Trustee Reports**

Student Trustee, Sean Berry reported:

*Student Senate currently has 13 active Senators

*Upcoming Events for the semester – A Magician, Tea for Two, Club Fair, Ice Cream Social

*Athletics:

-Cameron Thomas – Athlete of the Week

-Men’s Basketball current record is 7 – 11.

-Baseball and Softball Teams: (24) athletes had a 3.0 gpa and (3) a 4.0 gpa.

Chairman Schneier reported:

**Reminding the Board of the retreat on April 24. The Foundation Board will also be invited.*

**Upon his suggestion to the Board, everyone needs to reach out to our local assembly member to voice our concern of restoration of funding, with the decreasing in community colleges.*

10. **Vice President’s Report**

Vice President of Administration, Dianne Topple reported:

**The Executive budget – 98% prior aid was removed, which has caused another challenge for us.*

**The audited financial statement had a lack of resources and will be presented at the February’s meeting.*

**Capital project – still coming along. They are currently in the southeast corner and front entrance. The next phase will be in the area of the foundation office. We are still ahead of schedule and hoping it will continue.*

**A discussion with the President’s Staff, of a security assessment which was completed by Anthony Brahm, Sheriff’s office. President’s Staff will be discussing the results and prioritizing what needs to be completed.*

Vice President for Student Services and Dean of Students, Joseph Watson reported:

*Retention

-New Students are completing the online Orientation and Title IX Enough is Enough for the Spring. Students who complete both and can come to my office (Dean of Students) to get a \$10.00 voucher for the Café.

*Athletics

-Men’s Basketball continues to play on

-Coaches VS Cancer this weekend: we had numerous high schools here.

*Student Activities and Athletics

-They have completed first drafts of their own Strategic Plan for the next three years. President Drummer will be reviewing them.

*Welcome week:

-Student enjoyed giveaways, food and a mentalist for the first week of classes.

**Mental Health Counselor*

-A day has been added to Brianna Halleran's schedule, which is as follows for Spring term:

Monday 10:00 am to 3:00 pm

Tuesday 9:00 am to 12:00 pm

Thursday 10:00 am to 3:00 pm

**Health Services*

Joni Groll has arranged the following:

-On the All College Day, over 20 employees toured the Mobile Clinic Van (sponsored by local county agencies), which was located in the South parking lot. The van will be here on campus on February 6th 9:00 a.m. - Noon and February 20th, 1:00 p.m.-4:00 p.m.

-Joni participated last week in a SUNY wide webinar on the outbreak in China, and what are SUNY campuses outbreak chances. Joni will let us know if she receives any further information.

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

**Columbia-Greene Community College (C-GCC) offered 21 sections of Open Educational Resources during the Fall 2019 semester. The sections enrolled 426 students and saved \$46,502 in textbook savings for students.*

**The Ad-Hoc Micro-credential committee will be concluding its work in the Spring 2020 semester. The remaining goals include finalizing the College's Micro-credential Policy and review of sample proposals. It is expected the College will launch its first micro-credential in the Fall of 2020.*

**C-GCC is exploring the feasibility of an additional location at the Cairo Library to offer a Small Business micro-credential. The three courses for the micro-credential include: Foundations of Business, Entrepreneurship, and Business Professional Development, an internal meeting is scheduled in February to discuss the logistics.*

**Just a reminder: This Thursday we invite you to attend the ceremonial signing between Columbia-Greene Community College and SUNY Delhi in room 614 in the PAC building. We are very excited that this partnership will offer current students, future students, alumni and members of the community who are place-bound the opportunity to earn a four degree.*

**The College received permission from SUNY and Hudson Valley Community College to provide College in the High School courses to students at Averill Park High School, which is outside our service area. We are expecting to get an additional 50 students taking C-GCC courses this Spring 2020 semester.*

**C-GCC and Questar III are collaborating to submit a grant to the New York State Department of Education for resources up to \$500,000. The purpose of the grant is to offer access to advance courses to challenged populations. If approved, courses would be offered via distance learning and on C-GCC campus. The expectation is to expose high school students to C-GCC in hopes that through a positive learning experience student will consider enrolling at C-GCC.*

11. **New Business/Other**
12. **President's Travel Approval List**
13. **News Release Summary**
14. **Facility Use Report**
15. **Announcement of the February Meeting**
Monday, February 24, 2020 at 3:30 p.m.
16. **Motion:** Mr. Markou; **Seconded:** Mr. Bohnsack
Vote: Yes – 9; No – 0; Abstention(s) - 0
Adjournment at: 4:58 p.m.

Edward Schneier

Edward Schneier
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary to the Board

Consent Agenda

January 27, 2020

Approval of the Minutes from December 16, 2019 Board Meeting

Capital Fund Expenditures

- a. Warrant No. 18, Renovations and Improvements C06138

Operating Warrant Approval

- a. Warrant No. 12-19 Operating Warrant

Resolution

- a. Resolution No. 0120-2153 to Accept Ruge's Subaru Donations to the Automotive Program
- b. Resolution No. 0120-2154 to Accept R.C. Lacy and Sons Donation to the Automotive Program
- c. Resolution No. 0120-2155 to Accept NAPA Auto Parts Donation to the Automotive Program