

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – February 13, 2023

Vice Chair Gregory called the meeting to order at 6:00 p.m. in the Robert McLaughlin College Center, Room 282/283.

Trustees Attending: Dr. Ainsworth (virtual); Mrs. Crandall (virtual); Mr. Gregory; Mr. Poulos; Ms. Prymas; Mr. Reardon; Mr. Russell; Mr. Stalteri; Mr. Testa

In Attendance: Dr. McColgin; Mr. Dutcher; Ms. Iglesias; Mr. Laino; Mr. Oriolo; Ms. Ruffing

Also Present: Dr. Lisa Elwood-Farber; Cynthia Gabriel; Dr. Robin Riecker; Kyle Roepnack (arrived at 7:28 p.m.); Katie Stables

CONSENT AGENDA

Vice Chair Gregory presented the following consent agenda items for Board approval:

- a. Minutes
 - i. November 14, 2022 Regular Meeting
 - ii. November 30, 2022 Special Meeting
 - iii. January 18, 2023 Special Meeting
- b. Campus Reports
 - i. Division Updates
 - ii. Statement of Revenues and Expenditures as of 1/31/2023
 - iii. President's Activities

Mr. Russell moved that the consent agenda items for the February 13, 2023 regular meeting be approved.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

CORRESPONDENCE

Dr. McColgin shared a note from Grace Osborne, who expressed her appreciation to the Foundation and Dining Services for the success of the Danú concert.

PRESIDENT'S REPORT

Academic Senate:

Dr. Elwood reported that the Faculty Council for Community Colleges (FCCC) will be hosting their annual summit at Herkimer College on March 30 – April 1. Community college Faculty Senate presidents, delegates and the SUNY Chancellor will be in attendance. One of the topics to be discussed will be the GenEd categories that campuses are working on. Faculty here are currently about halfway through the process, which Dr. Elwood explained in more detail. The goal is to have the process completed before April 4, 2023.

Trustee Prymas asked who creates new programs. Dr. Elwood responded that the Senate would “love” it to come from faculty, but programs also come from deans. Chairwoman Crandall asked if there was any way the board could support the Academic Senate to come up with new programs. Dr. Elwood remarked that they are always open for discussion and ideas.

Academic Affairs:

Esports Management

State Ed approved Esports Management on January 27, 2023. Ms. Ruffing spoke about the marketing plan for this new program, which was announced today on social media and posted on the College’s website. Public Relations is working on media interviews with several radio stations, as well as working on paid media advertising and digital billboard advertising. Vice Chair Gregory asked that the board be informed of the broadcast dates for the interviews. A visit to ELITE Gaming in Syracuse to meet with the team there and to tour the facility is also being planned. Chairwoman Crandall added that it may be worth the investment to advertise the Esports Management program widely, as Herkimer is the only college in New York State offering this program. A discussion with SUNY Canton regarding the creation of a partnership will also take place.

College in Prison Program

This program is in its sixth year with a current headcount of 97. The average student GPA is 3.53, and students receive President’s and Dean’s list letters.

Resolution 22-12 – New Program – English A.A. was presented. Provost Oriolo gave an overview of a program feasibility analysis for English A.A., which will prepare students to transfer to a four-year program in English. This new program will be effective Fall 2023.

Mr. Testa moved to approve Resolution 22-12.

Mr. Stalteri seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 22-13 – New Program – Environmental Sustainability A.S. was presented. Provost Oriolo reviewed a program feasibility analysis for Environmental Sustainability A.S., which could transfer to SUNY ESF’s Sustainability Management (B.S.) program. Pending fall approval, this program will be effective spring 2024.

Mrs. Crandall moved to approve Resolution 22-13.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 22-11 – New Program – Marketing Certificate was presented. The establishment of this certificate will create an avenue to provide stackable credentials that appeal to both students and industry alike. Pending fall approval, this program will be effective spring 2024.

Mr. Reardon moved to approve Resolution 22-11.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

College Now/P-Tech Updates

Provost Oriolo presented information on new P-Tech programs: Business Administration A.A.S.; Esports Management A.A.S.; Electrical Technology A.A.S.; Computer Networking and Security A.A.S. These programs will help enrollment.

Information on a Veterinary Science Technology A.A.S. program was also shared with the board for their review and consideration. A Radiologic Technology program was suggested by area guidance counselors, but neighboring institutions already have this program. Provost Oriolo believes the College should move forward with a Data Analytics program. Two other programs, Lineman and Gas Training, are being discussed with workforce development and National Grid representatives.

Global Foundries

On March 15th, Dr. McColgin, Provost Oriolo and Mr. McDonald will be visiting Global Foundries to discuss an internship program in Industrial Maintenance Technician. While completing the internship (16-24 months), students would work for pay and be enrolled in 4 credit hours, which would be paid for by Global Foundries. Upon completion of the internship, students receive a journeyman license and are employed. The possibility of having a pre-apprenticeship program will also be discussed. It is hoped that this internship program could be available to start in the fall.

Residency Requirements

The number of credit hours students have to take at Herkimer College is currently 30. Provost Oriolo is looking to reduce this number, as several institutions have reduced their requirements to 25% or less. The board expressed their support of this.

Administration and Finance:

FY 2022 Financials

Mr. Laino gave an unaudited update as to where finances landed in FY 2021-2022.

President's Update:

Advocacy Update

Dr. McColgin gave an update on advocacy for investment needs and priorities for 2023. A letter template has been developed and will be provided to board members to send to respective leaders by February 16th. An Advocacy Breakfast will be held at the College on February 23rd to help reinforce SUNY community colleges' message to state elected officials regarding funding priorities for this year's state budget.

Strategic Planning: Key Performance Indicators; IPEDS Report

Key Performance Indicators are: 1) access; 2) affordability; 3) student success; and 4) fiscal stability. Dr. McColgin reviewed the IPEDS (Integrated Postsecondary Education Data System) Report with the Board. The data included a comparison group of institutions similar in size to Herkimer College and reported on enrollment (headcount and FTE); distance education; retention, transfer out and graduation rates; endowment assets; student faculty ratio; and in-state student costs.

Board Documents

As Generals Online is no longer an option to post secured board documents, the board decided that board packets should be mailed to them, and they will then bring the packet with them to board meetings. Binders will, therefore, no longer be necessary for board meetings. It was also decided to have board materials archived in Teams. The board asked to be provided with a tutorial on how to obtain these documents in Teams.

CHAIR'S REPORT

Student Trustee Report

Vice Chair Gregory thanked Mr. Poulos for the campus tours that he recently conducted for board members. Chairwoman Crandall noted that an invitation to join a tour had also been extended to Foundation Board and Housing Corporation members. If any board members still have not had an opportunity to take a tour, they should contact Mr. Poulos.

FOUNDATION & AUXILIARY REPORTS

College Foundation:

The Foundation completed a successful audit this year.

Housing Corporation:

Mr. Laino reported a loss of approximately \$300,000 - \$350,000 in Housing this past year; occupancy is currently around 255. Capital expenditures are being prioritized and managed closely. Creative ways are being looked at to bring revenue to Housing, and Mr. Laino will bring to the Housing Corporation his thoughts on this. A discussion ensued about giving local students an incentive to have them stay on campus. Mr. Laino will bring this to the Housing Corporation and Foundation Board.

EXECUTIVE SESSION

Mr. Reardon moved, at 8:50 p.m., that the board adjourn to Executive Session to discuss, under provisions of Section 105e of Article 7 of the Public Officers Law, collective negotiations pursuant to article fourteen of the civil service law; and Section 105f of Article 7 of the Public Officers Law, matters leading to the appointment, employment, promotion demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Mr. Stalteri seconded the motion.

Vote-Unanimous. Motion adopted.

Dr. Ainsworth made a motion to accept a Memorandum of Agreement with the Herkimer County Community College Administrative Association regarding positions.

Mrs. Crandall seconded the motion.

A discussion regarding the Memorandum of Agreement took place.

Mr. Testa made a motion to amend the Memorandum of Agreement with the Herkimer County Community College Administrative Association to include removing the Associate Dean title.

Mr. Russell seconded the motion.

Vote - Ayes-8: Trustees Ainsworth, Crandall, Gregory, Reardon, Russell, Stalteri, Testa, Poulos

Nayes-1: Trustee Prymas

Motion adopted.

At 10:12 p.m., Ms. Prymas moved that the board reconvene.
Mr. Russell seconded the motion.
Vote-Unanimous. Motion adopted.

ADJOURNMENT

Mr. Poulos moved to adjourn the meeting.
Mr. Testa seconded the motion.
Vote-Unanimous. Motion adopted.
The meeting adjourned at 10:13 p.m.

slh