

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – September 25, 2023

Chairman Stalteri called the meeting to order at 6:07 p.m. in the Robert McLaughlin College Center, Room 282/282.

Trustees Attending: Dr. Ainsworth; Miss Cingranelli; Mrs. Crandall (virtually); Mr. Gregory; Ms. Prymas; Mr. Reardon; Mr. Russell; Mr. Stalteri

Trustees Absent: Mr. Testa

In Attendance: Mr. Laino; Mr. Dutcher; Mr. Oriolo; Ms. Ruffing

Guests (Virtually for Executive Session Only): Dr. Angela Provart, President, Pauly Group

Also Present: Ms. Jackie Woudenberg; Dr. Robin Riecker; Ms. Karen Ayouch

Chairman Stalteri called on Mr. Gregory to lead the Board in the Pledge of Allegiance

CONSENT AGENDA

Chairman Stalteri presented the following consent agenda item for Board approval:

- a. Minutes
 - i. July 6, 2023 Regular Meeting

Mr. Gregory moved that the consent agenda items for the September 25, 2023 regular meeting be approved.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

OFFICER-IN-CHARGE'S REPORT

Administration and Finance:

Mr. Laino reported that the new academic year is off to a good start. Seven capital projects are in place with the local sponsor:

Resolution 23-1 Physical Education Roof Replacement – The Physical Education roof has over 75% of surface area failures and has significant leaking. The condition of the roof has deteriorated to a point where it now represents a safety concern. It is recommended that the Board of Trustees approve the establishment of the Physical Education Roof Replacement Project with a capital project estimate of \$4,795,551, to be funded 50% from Herkimer County and 50% from the state; and that the Herkimer County Legislature be requested to approve a similar resolution at their next regularly scheduled meeting.

Resolution 23-2 Parking Lot/Road Reconstruction - The main parking lot is in a failed state with asphalt deterioration and poor stormwater runoff, and reconstruction of the parking lot will greatly improve pedestrian and vehicle safety and stormwater management. It is recommended that the Board of Trustees approve the establishment of the Parking Lot/Road Reconstruction

Project with a capital project estimate of \$7,731,863.00, to be funded 50% from Herkimer County and 50% from the state; and that the Herkimer County Legislature be requested to approve a similar resolution at their next regularly scheduled meeting.

Resolution 23-3 Locker Room Renovation - The original men's and women's locker rooms are in dire need of improvements to bring them up to current standards. These improvements will further enhance the appearance and functionality of the facility to support all sports teams and retain students. It is recommended that the Board of Trustees approve the establishment of Locker Room Renovation Project with a capital project estimate of \$2,674,221.00, to be funded 50% from Herkimer County and 50% from the state; and that the Herkimer County Legislature be requested to approve a similar resolution at their next regularly scheduled meeting.

Resolution 23-4 Technology Center Chiller Replacement - The original chiller is still in service at this time (1990) and needs major repairs and is at its end of life. With newer technology, a new chiller will have greater efficiencies at lower utility costs with possible energy savings rebates. It is recommended that the Board of Trustees approve the establishment of the Technology Center Chiller Replacement Project with a capital project estimate of \$530,000.00, to be funded 50% from Herkimer County and 50% from the state; and that the Herkimer County Legislature be requested to approve a similar resolution at their next regularly scheduled meeting.

Resolution 23-5 Training Room Renovation - The current training room is no longer functional to meet the needs and demands of the College. A more improved training room will give students and staff a better use of space to meet those ever-growing demands. It is recommended that the Board of Trustees approve the establishment of the Training Room Renovation Project with a capital project estimate of \$300,128.00, to be funded 50% from Herkimer County and 50% from the state; and that the Herkimer County Legislature be requested to approve a similar resolution at their next regularly scheduled meeting.

Resolution 23-6 Baseball Field Replacement - The current baseball field has been in use for more than 20 years and has poor drainage issues which makes the surface unplayable at times for the teams and looking for other venues to hold games. Replacement of the field will lead to a new state of the art ball field with a dependable surface to play on, thereby providing many opportunities for the College to host national events and increase recruiting. It is recommended that the Board of Trustees approve the establishment of the Baseball Field Replacement Project with a capital project estimate of \$4,607,083.00, to be funded 50% from Herkimer County and 50% from the state; and that the Herkimer County Legislature be requested to approve a similar resolution at their next regularly scheduled meeting.

Resolution 23-7 Softball Field Replacement - The current softball field has been in use for more than 20 years with poor drainage issues and is no longer dependable. A new softball field will provide many opportunities for Herkimer College and will also result in recruiting efforts thereby increasing enrollment. It is recommended that the Board of Trustees approve the establishment of the Softball Field Replacement Project with a capital project estimate of \$3,588,446.00, to be funded 50% from Herkimer County and 50% from the state; and that the Herkimer County Legislature be requested to approve a similar resolution at their next regularly scheduled meeting.

Mr. Russell moved to approve Resolutions 23-1, 23-2, 23-3, 23-4, 23-5, 23-6 and 23-7.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Reardon remarked that it was wonderful to have the County's support for these capital projects. Mr. Laino thanked Mr. Russell for laying the foundation, as well as the legislature and Mr. Wallace, who were very supportive. The Executive Cabinet will be working on a press conference to be held in the near future to thank the County for their support.

Chief Academic Officer Update:

Provost Oriolo reported that Competitive Analytics A.A.S., English A.A., Human Services Certificate, and Marketing Certificate are new programs and certificates being proposed or currently going through shared governance. New Microcredentials include Logistic Management Essentials, Digital Content, Media Production, and Human Services. SUNY approved the Microcredential policy so that the College may move forward with these.

The College approved a formal Prior Learning Assessment (PLA) policy. A PLA workgroup has been formed and started identifying initial programs.

BOCES approved the Business Administration Pathway.

Provost Oriolo reported that the College was successful in obtaining funds for a grant through SUNY for retention efforts. These efforts include: 1) ASAP (Accelerated Study in Associate Programs) model, in which the College must have 150 students in the program, starting with 50 in the spring, 100 in the fall, then a total of 150 the following spring; 2) a part-time person will be given to Dr. Riecker to update all transfer agreements for seamless transfers; 3) a full-time person will be hired to reach out to students who left and want to come back ("re-entry advisement").

The Board was reminded of the ribbon cutting ceremony for the Law Enforcement Training Center at the College on October 3rd in the Technology Center. The Law Enforcement Training Center will feature a VirTra simulator, which offers hundreds of fully interactive scenarios for training and testing officers. In addition to training students in the College's Pre-Employment Police Basic Training Program, the system will also be available for use by law enforcement agencies and other organizations.

Chief Student Services Officer Update:

Mr. Laino introduced Karen Ayouch, Dean of Academic Affairs - Assessment, Institutional Effectiveness and Research. Ms. Ayouch reviewed the new enrollment reports with the Board.

Mr. Dutcher reported that student services offices were open during Move-In weekend to handle outstanding payment issues. Mr. Laino recognized Dr. Riecker for her efforts with enrollment for the College in Prison Program. Mr. Dutcher also reported successful student orientations, as well as the Herkimer County Out of the Darkness Walk on September 23rd. Upcoming events include Fall Fest on September 30th, Open House on November 3rd and Information Sessions on October 14th and November 10th. Both men's and women's soccer teams are in the

top 10 of the national rankings, and the women's cross country team is the among the top five in NJCAA. There are currently 250 student athletes on campus. Mr. Laino acknowledged the Foundation for seed money for Phase 1 of the Esports lab, which is almost complete. The College is applying for a grant to bring Herkimer County youths to campus to attend sporting clinics.

Housing numbers are nearly at the budgeted goal. Activities are provided every Saturday to students living on campus.

Campus Safety performed a successful Shelter in Place drill and are currently working on Clery Act reports. Staff members are being trained for the Judicial Board.

Controller Update:

Ms. Woudenberg reported that the Business Office is in the process of closing all entries and preparing to provide final numbers for FY 2023. It appears that approximately \$1.7 to \$2.0 million of the fund balance will be used. Financial statements provided to the Board will move to a new format, which was shared with the board's Executive Committee.

CHAIR'S REPORT

Chairman Stalteri announced that the October 23rd board workshop is cancelled due to scheduling conflicts with the presidential search committee.

A link to the Board of Trustees self assessment, which is done on a yearly basis, will be provided to the Board this week. Results will be discussed at the November 27th board meeting.

FOUNDATION & AUXILIARY REPORTS

College Foundation/Housing Corporation:

The 4 Star General Program was officially launched with generous support from the HCC Foundation to cover the cost of 15 \$500 scholarships for the next two years. Housing reduced their deficit after other venues for resources were sought. Mr. Laino targeted donors to come together at a September 27-28th event to help with funding for the Athletic Endowment Fund.

NYCCT

Mr. Laino shared that the state Department of Budget for 2024-25 will be extremely challenging. Mr. Gregory reviewed the agenda for the NYCCT conference being held on November 3-4.

EXECUTIVE SESSION

Mr. Reardon moved, at 7:20 p.m., that the board adjourn to Executive Session to discuss, under provisions of 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. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Gregory moved, at 9:10 p.m., that the board reconvene.

Miss Cingranelli seconded the motion.

Vote-Unanimous. Motion adopted.

ADJOURNMENT

Ms. Prymas moved to adjourn the meeting.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 9:10 p.m.

slh