HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES
Regular Meeting – April 27, 2026

Chairman Reardon called the meeting to order at 6:07 p.m. in the Robert McLaughlin College Center, Room 282/283.

Trustees Attending: Kurt Ackerman; Dr. Mark Ainsworth; Isabella Crandall; Robert Drumm; William Gregory; Joan Prymas; Daniel Reardon; Michael Stalteri

Trustees Absent: Olivia Stromecki

In Attendance: Dr. Terri Grates Day; Donald Dutcher; Michael Jory; William McDonald; Michael Oriolo; Rebecca Ruffing; Scott Scheible; Jackie Woudenberg

Also Present: Trish Lucas, auditor of D'Arcangelo & Co., LLP; Cynthia Bennett; Cynthia Gabriel; Jeffrey Steele; Jessicca Fiore; Colleen Bentley-Ciccone; Robert Batson

APPROVAL OF MINUTES
Mrs. Crandall moved that the board minutes for the March 23, 2026 regular meeting be approved.
Mr. Ackerman seconded the motion.
Vote-Unanimous. Motion adopted.

PUBLIC COMMENT
Mr. Robert Batson, representing the Poland Central School District, asked for the College's consideration to provide high school students with zero-tuition or low-tuition for the College Now program for the 2026-2027 academic year, as many families in the area are not fortunate enough to be able to pay for college. Mr. Reardon thanked Mr. Batson for his remarks.

PRESIDENT'S REPORT
Academic Senate Report:

Mr. Steele reported on the recent FCCC Plenary. Highlights included Artificial Intelligence (AI) and the different perspectives on this topic, the well-being of faculty and staff, and SUNY's proposal of a new transfer policy.

Budget Update:

Trish Lucas, auditor of D'Arcangelo & Co., LLP, reviewed the Audit Report for the year ended August 31, 2025 for Herkimer County Community College. A summary of audit results include:

- The auditor's report expresses an unmodified opinion on the financial statement of HCCC.
- No significant deficiencies or material weaknesses were noted relating to the audit of the financial statements.
- HCCC qualified as a low-risk auditee.

Although there was an instance of noncompliance material disclosed during the audit, this is currently being taken care of as a corrective action. Chairman Reardon thanked the County for their help in getting the College back on track.

Mr. Drumm moved to accept the audit report for the year ended August 31, 2025, as presented.
Mr. Gregory seconded the motion.
Vote-Unanimous. Motion adopted.

Ms. Woudenberg created a new financial dashboard for the Board's review. This will be provided to the Board every month.

Resolutions:

Resolution 25-10: Tuition and Fee Schedule 2026-2027 was presented. Ms. Woudenberg reviewed the proposed changes in tuition and fees. The last time tuition was increased was in 2018. Mr. Drumm spoke to the Board about why he was voting against an increase in tuition.

Ms. Prymas moved to approve Resolution 25-10, as presented.
Mr. Gregory seconded the motion.
Vote-Ayes-7: Trustees Ackerman, Ainsworth, Crandall, Gregory, Prymas, Reardon, Stalteri
Nayes-1: Trustee Drumm
Motion adopted.

Resolution 25-11: Adoption of Policy HR 25-11 Outside Employment Policy was presented. The College recognizes that employees may engage in professional, business, or other employment activities outside of their College responsibilities. The purpose of this policy is to ensure that such activities do not interfere with the employee's obligations to the College, create conflicts of interest or commitment, or compromise the integrity of the institution.

Mrs. Crandall moved to approve Resolution 25-11, as presented.
Mr. Ackerman seconded the motion.
Vote-Unanimous. Motion adopted.

Resolution 25-13: Addition of a New Job Title and Grade Level Assignments for Two Current Titles was presented. The following new title was presented to the Board for approval: Associate Director of Athletics. It was also recommended that the grade level and salary ranges for Dean of Students and Director of Athletics be approved.

Dr. Ainsworth moved to approve Resolution 25-13, as presented.
Mr. Drumm seconded the motion.
Vote-Unanimous. Motion adopted.

Academic Affairs:

Resolution 25-12: Proposal to Deactivate: Emergency Management Certificate and Business: Fashion Buying and Merchandising A.A.S. was presented. This proposal is based on a sustained and significant decline in student enrollment over multiple years, plus lack of full-time faculty program leads. These deactivations will be effective Fall 2026.
Mr. Ackerman moved to approve Resolution 25-12, as presented.

Mr. Gregory seconded the motion.
Vote-Ayes-7: Trustees Ackerman, Ainsworth, Crandall, Gregory, Prymas, Reardon, Stalteri
Abstained-1: Trustee Drumm
Motion adopted.

CHAIR'S REPORT

Student Trustee Report:

Mr. Dutcher announced that Miss Stromecki and Jeremy Bell were honored today at the Chancellor's Award for Student Excellence ceremony. SGA elections were held, and Elizabeth Messett was named as the new SGA president and student trustee for the Board of Trustees.

FOUNDATION AND AUXILIARY REPORTS

Foundation:

Chairman Reardon reported that Mr. Kapusta resigned from the Foundation Board on April 1 and is no longer a member of the Foundation or Housing Boards.

Housing Corporation:

Mr. McDonald and Dr. Grates Day are now members of the Housing Board. The FSA and the Housing Corporation have agreed to be affiliates of the College. A roof replacement project for the Reservoir Run dorms will take place.

NYCCT:

Mr. Gregory announced that nominations for the NYCCT annual awards need to be submitted by June 17th.

NEW BUSINESS

Resolution 25-14: Academic Program Review for Regional Alignment, sponsored by Trustees Ackerman and Drumm, was developed to better align the College's academic programs with the needs of the College's service area.

Ms. Prymas moved to approve Resolution 25-14, as presented.
Mrs. Crandall seconded the motion.
Vote-Unanimous. Motion adopted.

INFORMATIONAL ITEMS

The Late Night Breakfast will be held on May 11.

EXECUTIVE SESSION

Mr. Drumm moved, at 7:47 p.m., that the board adjourn to Executive Session to discuss, under provisions of Section 105f of Article 7 of the Public Officers Law, 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.

Mr. Gregory seconded the motion.
Vote-Unanimous. Motion adopted.

At 9:02 p.m., Mr. Ackerman moved that the board reconvene.
Mr. Drumm seconded the motion.
Vote-Unanimous. Motion adopted.

Mr. Drumm moved to accept the slate of promotions and tenure recommended by the President.
Mr. Gregory seconded the motion.
Vote-Ayes-7: Trustees Ainsworth, Crandall, Drumm, Gregory, Prymas, Reardon, Stalteri
Nayes-1: Trustee Ackerman
Motion adopted.

Resolution 25-15: Addition of Two New Job Titles was presented. The following new titles were presented to the Board for approval: Vice President for Academic and Student Affairs and Assistant Vice President for Academic Affairs.

Mrs. Crandall moved to approve Resolution 25-15, as presented.
Mr. Drumm seconded the motion.
Vote-Unanimous. Motion adopted.

ADJOURNMENT
Mrs. Crandall moved to adjourn the meeting.
Mr. Drumm seconded the motion.
Vote-Unanimous. Motion adopted.

The meeting adjourned at 9:09 p.m.

slh