

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – September 29, 2025

Chairman Reardon called the meeting to order at 6:02 p.m. in RMCC 282/283.

Trustees Attending: Mr. Ackerman; Dr. Ainsworth; Mrs. Crandall; Mr. Drumm; Mr. Gregory; Ms. Prymas; Mr. Reardon; Mr. Stalteri; Miss Stromecki

Trustees Absent: Mr. Testa

In Attendance: Dr. Grates Day; Mr. Dutcher; Mr. Laino; Mr. Noori; Mr. Oriolo; Ms. Ruffing

Also Present: Cynthia Gabriel; Robert Gassmann; Jeffrey Steele

Dr. Grates Day led the Board in the Pledge of Allegiance.

SWEARING IN OF NEW TRUSTEE

Vice Chair Stalteri introduced and welcomed student trustee, Olivia Stromecki, who was sworn in as a member of the Board of Trustees of Herkimer County Community College. Miss Stromecki also served on the Presidential Search Committee earlier this year.

APPROVAL OF MINUTES

Mr. Ackerman moved that the board minutes for the July 23, 2025 special meeting be approved.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

PRESIDENT'S REPORT

Academic Senate Report:

Cynthia Gabriel, Secretary of the Academic Senate, welcomed Dr. Grates Day and expressed the Senate's appreciation for her open communication, transparency, and engagement in the community and shared governance. The Academic Senate feels seen, heard and validated.

President's Update:

Dr. Grates Day announced that today is Day 30 of her presidency. She has been conducting a listening tour, has met with the Academic Affairs team, as well as other internal and external people, and will continue meeting with additional staff members. A four-week transitional plan with Mr. Laino has been completed, and a President's Extended Leadership Team (PELT) has been formed. This group, which had its first meeting today, brings together executive cabinet members and unit leaders from across the college with the goal to build a stronger, more united college community.

The Enrollment Report was reviewed, indicating that as of 9/29/2025, enrollment is up by 249 students in headcount and up in FTE by 60.8 from last year.

Herkimer County Community College began offering free enrollment this fall for eligible adult learners through the SUNY Reconnect initiative. This initiative aims to increase access to higher education and prepare adults for careers in high-demand industries across the state. There are some issues being worked on, and a meeting will take place to discuss these points.

Increasing enrollment is a priority, and the Office of Institutional Research continues to review programs offered at the College.

Dr. Grates Day gave a personnel update:

- Jessica Fiore has been promoted to Dean of Enrollment Management.
- Michael Jory has been hired as Director of Campus Safety.
- Pending positions: 1) Executive Director of Workforce and Economic Development;
2) Director of Human Resources

The September 19th Mohawk Valley Gives campaign achieved \$47,627 from a total of 110 donors.

Board members are welcome to have an updated photo taken on Thursday, October 2nd, 11 a.m. until noon in the Cogar Gallery.

A link to the annual Board of Trustees Self Assessment will be sent to board members this week.

Administration/Finance:

Resolution 25-1: Addition of New Title for Executive Director of Workforce and Economic Development was presented.

Mr. Stalteri moved to approve Resolution 25-1, as presented.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

This title will now go to SUNY for approval. If approved, the anticipated start date is December 1, 2025, and the position will report to the President of the College.

CHAIR'S REPORT

Student Trustee Report:

Olivia Stromecki reported that the Student Government Association's (SGA) main goal is to increase student participation and involvement. A survey will be conducted to determine the top three ways students hear about what is going on at campus. Bimonthly SGA meetings will be held, as well as bimonthly office hours on opposite weeks of the meetings.

FOUNDATION & AUXILIARY REPORTS

College Foundation:

Chairman Reardon reported on the last Foundation Board meeting. Mr. Fowler completed paperwork necessary for the start up of raffles and asked the Foundation Board to come up with ideas for raffling.

Housing:

Mr. Laino reported on a successful opening for Housing with 305 students. A couple of capital projects—roofing and internet for housing—are being worked on.

NYCCT:

Mr. Gregory shared an NYCCT press release and reported on the NYCCT conference that he and Mrs. Crandall recently attended. Mrs. Crandall stressed what a great opportunity it is for board members to attend trustee conferences.

EXECUTIVE SESSION

Mr. Gregory moved, at 6:53 p.m., that the board adjourn to Executive Session to discuss, under provisions of 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.

Mrs. Crandall seconded the motion.

Vote-Unanimous. Motion adopted.

At 8:45 p.m., Mr. Gregory moved that the board reconvene.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

ADJOURNMENT

Ms. Prymas moved to adjourn the meeting.

Mr. Drumm seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 8:46 p.m.

slh