

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – March 22, 2017

Madam Chair Crandall called the meeting to order at 6:28 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

Trustees Attending: Dr. Ainsworth; Ms. Albright; Mr. Barbato (via Skype); Miss Bellico; Mrs. Crandall; Mr. Gregory; Ms. Prymas; Mr. Testa

Trustees Absent: Mr. Ackerman; Mr. Roche

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

Also Present: Ms. Daria Mallin, Ms. Kelly Klopfer and Dr. William Murabito from Envision Architects; Mr. Jeff Steele; Mr. Steven Mezik

CONSENT AGENDA

Madam Chair Crandall presented the following consent agenda items for Board approval:

- a. Minutes
 - i. January 25, 2017 Regular Meeting
- b. Campus Reports
 - i. Academics
 - ii. Student Affairs
 - iii. Enrollment Management
 - iv. Administration & Finance
 - v. Public Relations
 - vi. President's Activities

Ms. Prymas moved that the consent agenda items for the March 22, 2017 regular meeting be approved.

Ms. Albright seconded the motion.

Vote-Unanimous. Motion adopted.

PRESENTATIONS

Ms. Daria Mallin, Ms. Kelly Klopfer and Dr. William Murabito from Envision Architects presented a condensed final version of the Campus Master Plan. The plan was presented earlier in the day to faculty and staff. Envision Architects is available for guidance and to assist with priorities. Dr. Murabito spoke about the relationship between the College and the community and feels that the College is in a good position to move forward; the Campus Master Plan will help with that. Ms. Mallin presented a PowerPoint, which outlined remediation work, capital work, campus green initiatives, and probable costs. Dr. Murabito reviewed the SWOT analysis with the board.

PRESIDENT'S REPORT

Academic Senate Report: Mr. Steele reported that the Academic Policies Committee is working on the scheduling of the academic calendar. The Academic Senate endorsed FCCC's resolution that encourages the state legislature not to make any cuts and to make sure that our child daycare is funded. An FCCC workshop will be held at Herkimer College on April 29th. A

study on the impact of GPA's was done. Ms. Craig will soon be speaking to the Academic Senate about enrollment. Elections will be held in the next couple of weeks.

President's Update: Dr. McColgin read a proclamation, honoring the College's 50 years of education, received from Congresswoman Elise Stefanik.

Dr. McColgin will be attending the Chancellor's Award for Student Excellence Ceremony next month with our student recipients, Justin Harley and Milnalis Diese.

FCCC, NYCCT and NYCCAP are advocating for colleges to be "held harmless" so state funding would remain the same as last year. The assembly is in support of an increase of \$100 per FTE, and the Senate is in favor of \$50 per FTE, which is not what colleges were hoping for.

A bill was introduced to the Senate for community colleges to obtain permission from the Regional Councils to approve new and revised academic programs. Dr. McColgin expressed her displeasure with this bill, which goes against the College's mission, and urged Assemblyman Butler to defeat this in the Assembly.

Dr. McColgin is attending Governor Cuomo's announcement on March 24th. (This event was subsequently postponed.)

An Employee Recognition Ceremony will take place on May 16, 2017 at 3:00 p.m. in the Amphitheater. Faculty and staff, including retirees, will be publicly recognized. The Board will receive a formal invitation soon.

Dr. McColgin reported on the status of two federal grants and a state grant that the College applied for. They are all currently under review.

The MSCHE Progress Report, which was sent to the Board of Trustees for review, is due on April 1st.

Ms. Prymas made a motion to approve the Progress Report, as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Dr. McColgin thanked the writing team and the three individuals in charge of putting it together: Mary Ann Carroll, Karen Ayouch and Daniel Sargent.

CHAIR'S REPORT

Student Trustee Report: Miss Bellico reported that the SGA met with club presidents before spring break and received feedback about their activities. There was good participation at a recent club showcase, and applications to join clubs were made available. Miss Bellico expressed her and our students' appreciation for the improvements made on campus, particularly the wireless infrastructure. The SGA is excited to participate in the upcoming Open House. Nominations for SGA officers will take place soon.

BOT Self Assessment: Mr. Gregory distributed a proposed self assessment for the board's review. The ad hoc committee felt that this survey, which will be voted on at next month's board meeting, would be easier to work with. Any feedback should be given prior to the

April 26th board meeting. Chairwoman Crandall thanked the committee for their time and dedication toward this effort.

BOT Bylaws: It was suggested that the board enter into their bylaws guidelines for electronic meetings. Dr. McColgin will work on the language according to Robert's Rules, and a draft will be made available to the Board prior to the next meeting.

Other: Chairwoman Crandall reported on the success of the 50th Anniversary Luncheon with John Zogby, which was held earlier this month. An Advocacy Breakfast with elected state officials also took place recently, and much information was shared. The main focus point was the governor's free tuition plan.

The 50th Anniversary Gala will be held on April 29th, and the General's Open will take place on June 12th at the Stonebridge Golf & Country Club. A Commencement handout with importation information was given to each trustee.

COMMITTEE REPORTS

Administration and Finance Committee:

Mr. Gregory reported on expenditures and revenues as of February 28, 2017. The College's budget short by \$4.3 million. Mr. Laino reported that health insurance is trending to budget.

Dr. Ainsworth made a motion to approve the Statement of Revenues and Expenditures (as of February 28, 2017), as presented.

Mrs. Crandall seconded the motion.

Vote-Unanimous. Motion adopted.

Dr. McColgin reported that historically, the board received a list of reappointment recommendations. As these recommendations go through a very comprehensive vetting process, Dr. McColgin asked that moving forward, if this is something that the board could receive as information but not formally vote on.

Mr. Gregory moved that the board, moving forward, will not approve reappointments on an annual basis and that it is sufficient for the president to provide this information in the president's report at Board of Trustees meetings.

Mrs. Crandall seconded the motion.

Vote-7 in favor, 1 opposed. Motion adopted.

Academic and Student Affairs Committee:

Ms. Prymas gave an update on the Academic and Student Affairs Committee.

Resolution 16-8: New Program Proposal - Quality Assurance-Property and Asset Management (Certificate) was presented.

Mrs. Crandall made a motion to approve Resolution 16-8, as presented.

Ms. Albright seconded the motion.

Vote-Unanimous. Motion adopted.

Foundation and Auxiliary Report:

NYCCT: Chairwoman Crandall reminded the board about the recent survey sent out by NYCCT and that the deadline to complete and return it is March 24th. NYCCT is also asking for representation on several committees.

Mr. Barbato left at this juncture of the meeting.

Regional Councils: Ms. Prymas reported that there is no new information in regard to the Regional Council.

EXECUTIVE SESSION

Mr. Gregory moved, at 8:03 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.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Gregory made a motion to approve the MOA between the Professional Association and the president of Herkimer College to hire a JV Coach at a stipend of \$5,000.

Ms. Albright seconded the motion.

Vote-Unanimous. Motion adopted.

At 9:05 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. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 9:06 p.m.

slh