

**HERKIMER COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

Regular Meeting – November 29, 2017

Madam Chair Crandall called the meeting to order at 6:34 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

**Trustees Attending:** Dr. Ainsworth; Mrs. Crandall; Dr. DeCarlo; Mr. Gregory; Mr. Murphy; Ms. Prymas

**Trustees Absent:** Mr. Ackerman; Ms. Albright; Mr. Roche; Mr. Testa

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

**Also Present:** Jeff Steele; Suzanne Paddock

**PUBLIC COMMENT**

None at this meeting.

**CONSENT AGENDA**

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

- a. Minutes
  - i. September 27, 2017 Regular Meeting
- b. Campus Reports
  - i. Academics
  - ii. Student Affairs
  - iii. Enrollment Management
  - iv. Administration & Finance
  - v. Public Relations
  - vi. President's Activities

Dr. DeCarlo moved that the consent agenda items for the November 29, 2017 regular meeting be approved.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

**PRESENTATIONS**

Suzanne Paddock, Counselor, gave a presentation about the services that the Career Counseling Center offers, including career exploration, career programming and events, and transition into the work force. Dr. McColgin remarked that Ms. Paddock and her department were recently recognized by the Genesis Group as one of our stellar educational organizations in the community.

**PRESIDENT'S REPORT**

**Academic Senate Report:** Mr. Steele reported that the Academic Senate continues to look at the program prioritization process, as well as recommendations regarding the College calendar. Mr. Steele reported that the Faculty Council of Community Colleges fall plenary included discussions about Guided Pathways, a new proposal for a funding system for community colleges, and legislative advocacy. An FCCC newsletter was provided to the Board.

**President's Update:** Dr. McColgin gave an update on the College's strategic plan and provided a presentation on the College's goals, institutional priorities and key performance indicators.

### **CHAIR'S REPORT**

**Student Trustee Report:** Mr. Murphy reported that SGA members recently met with Executive Council to discuss any concerns.

**BOT Self Assessment:** Chairwoman Crandall reported that the results of the Board of Trustees Self Assessment did not show anything negative, but there were a couple areas that could be improved upon. An informal group (Ms. Prymas, Dr. Ainsworth, Mr. Gregory, Mrs. Crandall) volunteered to meet after the holidays to work on this. The Board expressed their appreciation for Ms. Ayouch's assistance in creating the monkey survey for the self assessment.

**BOT Workshops:** Board members expressed an interest in two workshops per year. Dr. McColgin recommended a spring workshop to discuss the design of the self study and institutional priorities. A doodle poll with March dates (Saturdays) will be sent to board members. Chairwoman Crandall asked that two workshops per year now be included in future Board of Trustees meeting schedules.

**April 2018 BOT Meeting:** A doodle poll will be sent to board members to move the April 25, 2018 board meeting to either April 18, 2018 or May 2, 2018.

The provision in the board bylaws regarding board member attendance at meetings was discussed.

### **COMMITTEE REPORTS**

#### **Administration and Finance Committee:**

Dr. DeCarlo made a motion to approve the Statements of Revenues and Expenditures (as of July 31, 2017 and October 31, 2017), as presented.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

*Resolution 17-3: Replacement of Turf at Wehrum Stadium* was presented.

Ms. Crandall made a motion to approve Resolution 17-3, as presented.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

*Resolution 17-4: Approval of Architect – Replace RMCC and Technology Center Roofs* was presented.

Ms. Crandall made a motion to approve Resolution 17-4, as presented.

Dr. Ainsworth seconded the motion

Vote-Unanimous. Motion adopted.

*Resolution 17-5: Approval of Consultant – Smart Grid Laboratory* was presented.

Dr. Ainsworth made a motion to approve Resolution 17-5, as presented.

Mr. Murphy seconded the motion.

Vote-Unanimous. Motion adopted.

*Resolution 17-6: Approval of Architect – Review and Management of The Field Turf Replacement Project* was presented.

Dr. DeCarlo made a motion to approve Resolution 17-6, as presented.

Ms. Prymas seconded the motion

Vote-Unanimous. Motion adopted.

**Academic and Student Affairs Committee:**

Ms. Prymas reported that updates are reflected in the reports previously provided to the Board.

As a quorum of the Academic and Student Affairs Committee was present at the regular board meeting, Ms. Crandall made a motion to approve the minutes of the Academic and Student Affairs Committee meeting on September 27, 2017, as previously presented.

Mr. Murphy seconded the motion.

Vote-Unanimous. Motion adopted.

**NYCCT Report:**

Dr. McColgin reported that Karen Mosher will be getting back to her regarding gubernatorial appointments.

**Foundation & Auxiliary Reports:** Ms. Crandall reported that the Foundation has postponed a smaller group meeting of the two boards to establish an agenda for a joint meeting until after December 7<sup>th</sup>.

**Informational Items:** Board members are to contact the Foundation Office for tickets if they are interested in attending the Danu Concert on December 15<sup>th</sup>.

Dr. McColgin provided the board with an FAQ sheet with facts about Herkimer College.

**ADJOURNMENT**

Dr. DeCarlo moved to adjourn the meeting.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 8:37 p.m.

slh