

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – March 21, 2018

Madam Chair Crandall called the meeting to order at 6:30 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

Trustees Attending: Dr. Ainsworth; Ms. Albright; Mrs. Crandall; Mr. Gregory; Mr. Murphy; Ms. Prymas; Mr. Russell; Mr. Testa

Trustees Absent: Dr. DeCarlo; Mr. Roche

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

Also Present: Jeff Steele, Julie DelMedico

Madam Chair Crandall welcomed new trustee, Patrick Russell. Mr. Russell was sworn in as a member of the Board of Trustees of Herkimer County Community College.

PUBLIC COMMENT

None at this meeting.

CONSENT AGENDA

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

- a. Minutes
 - i. January 24, 2018 Regular Meeting
- b. Campus Reports
 - i. Academics
 - ii. Student Affairs
 - iii. Enrollment Management
 - iv. Administration & Finance
 - v. Public Relations
 - vi. President's Activities

Dr. Ainsworth moved that the consent agenda items for the March 21, 2018 regular meeting be approved.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

PRESENTATION

Julie DelMedico, Academic Support Center Specialist-Academic Coach, gave an overview of academic coaching at Herkimer College, as well as a presentation on the Starfish Early Alert Software system and its impact on academic outreach. She also spoke about academic coaching versus academic advising. The Board thanked Ms. DelMedico for a very informative presentation.

PRESIDENT'S REPORT

Academic Senate Report: At the February meeting of the Faculty Council of Community Colleges, the following resolutions were passed: support of the new funding model; support

to accommodate student absences due to military obligations; and support to restore legislation for community college child care centers. The Academic Policies Committee is questioning what exactly are “internet only students” and has requested that the “Master Schedule” for upcoming semesters be available to faculty two weeks before advisement and registration begins.

President’s Update: Dr. McColgin reported that the community college presidents, along with NYCCCT, FCCC, and the SUNY Board of Trustees, supported a redesign of the SUNY community college’s state funding model. Last week, the Assembly and Senate proposed not to approve the funding redesign but instead provide a \$100 per FTE increase. This is not sustainable for community colleges.

In addition to our Middle States VP/Liaison being on campus on April 3, Chancellor Johnson has also requested to visit Herkimer College from 10:00 a.m. until 1:00 p.m. the same day. Dr. Pugliese will meet with various groups on campus and will look at our Self-Study Design. He will also meet with the Executive Council and any board members available at 10:00 a.m. – 10:50 a.m. in the president’s conference room. Chancellor Johnson will also be meeting with different groups and will have an Open Forum at 12:30 p.m. in the Amphitheater.

Dr. McColgin recognized Brendan Murphy and Emma Vanderwerken as this year’s recipients of the SUNY Chancellor’s Award for Student Excellence. Dr. McColgin and Dr. Hawes will accompany Brendan, Emma and their families to the Award Ceremony on April 10th in Albany.

Dr. McColgin presented Board of Trustees policies that were recommended to be either amended or removed.

Resolution 17-9: Removal of Board Policy – Official Board Communications was presented.

Mr. Testa made a motion to approve Resolution 17-9, as presented.

Ms. Prymas seconded the motion.

Vote – Ayes-6: Trustees Albright, Ainsworth, Crandall, Murphy, Prymas, and Testa

Nays-2: Trustees Gregory and Russell

Motion adopted.

Resolution 17-10: Removal of Board Policy: Herkimer County Community College’s Torchbearer Awards was presented.

Mr. Russell made a motion to table Resolution 17-10 until further information could be obtained.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 17-11: Amending Policy CR 03-14 Public Comment was presented.

Mr. Russell made a motion to approve Resolution 17-11, as presented.

Mr. Gregory seconded the motion.

Vote – Ayes-7: Trustees Albright, Crandall, Gregory, Murphy, Prymas, Russell, and Testa

Nays-1: Trustee Ainsworth

Motion adopted.

Resolution 17-12: Amending Policy SA 80-01, Student Behavior was presented.

Mr. Murphy made a motion to approve Resolution 17-12, as presented.

Ms. Albright seconded the motion.

Vote-Unanimous. Motion adopted.

Policy SA 87-30A – Student Medical Withdrawal was presented with an amendment to align language with the appropriate position title.

Mr. Russell made a motion to approve Policy SA 87-30A, as amended.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

Policy SA 88-15 – Blood-Borne Pathogen Diseases Statement was presented with an amendment to align language with the appropriate position title.

Ms. Prymas made a motion to approve Policy SA 88-15, as amended.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Policy SA 90-03A – Withdrawal for Students Called to Emergency Active Duty was presented with an amendment to align language with the appropriate position title.

Ms. Prymas made a motion to approve Policy SA 90-03A, as amended, and to also delete the word “Emergency” from the title of the policy and in the second paragraph under Option 1.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Middle States Self-Study Design – Changes to the Middle States Self-Study Design will be made once Dr. Pugliese comes to campus on April 3rd to provide his comments and recommendations. A final copy will then be brought to the Board for approval.

CHAIR’S REPORT

Student Trustee Report: Mr. Murphy reported that SGA will be discussing students’ issues through a student survey. One area of concern is the lack of American flags in classrooms. Once feedback is received from students, results will be brought to the Board.

Dr. McColgin added that the College will be conducting a CCSSE survey (given every three years) for students regarding their experiences on campus. This is an in-class survey randomly selected by CCSSE.

Board of Trustees Bylaws: Chairwoman Crandall asked that any proposed changes to the bylaws be given to her and Dr. McColgin at least 10 days prior to the May 2nd annual board meeting.

COMMITTEE REPORTS

Administration and Finance Committee:

Mrs. Crandall made a motion to approve the Statement of Revenues and Expenditures as of February 28, 2018, as presented.

Ms. Albright seconded the motion.

Vote-Unanimous. Motion adopted.

A list of reappointments for 2018 was provided to the Board for their information.

Resolution 17-8 – Addition of New Title: Director Pre-Employment Police Basic Training Certificate Program was presented.

Mrs. Crandall made a motion to approve Resolution 17-8, as presented.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

Academic and Student Affairs Committee:

Ms. Prymas reported that in-depth reports from Enrollment Management, Academic Affairs, and Student Affairs were previously given at the Academic and Student Affairs Committee meeting.

Resolution 17-13: New Program Proposal – Health Professions A.S. was presented.

Mr. Russell made a motion to approve Resolution 17-13, as presented.

Mrs. Crandall seconded the motion.

Vote-Unanimous. Motion adopted.

Foundation & Auxiliary Reports: Ms. Crandall reported that there was a presentation this morning regarding donor development and shared responsibility of the leadership of all boards on campus. A template with questions and information to use as a guide was recommended when having a conversation with donors. The topic of “Sixth Degree of Separation” to expand the pool in making connections was also discussed.

NYCCT: Mrs. Crandall will attend the NYCCT Annual Board of Directors meeting in Syracuse on April 28th. She will report back at the next board meeting.

EXECUTIVE SESSION

Mr. Gregory moved, at 8:22 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 bargaining negotiations conducted pursuant to article fourteen of the civil service law.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

At 9:40 p.m., Mr. Russell moved that the Board reconvene.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

ADJOURNMENT

Mr. Testa moved to adjourn the meeting.

Ms. Albright seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 9:42 p.m.

slh