

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – January 16, 2019

Chairwoman Crandall called the meeting to order at 6:04 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

Trustees Attending: Ms. Crandall, Mr. Gregory, Mr. Jones, Ms. Prymas, Mr. Roche (via video conference), Mr. Stalteri, Mr. Testa

Trustees Absent: Dr. Ainsworth, Ms. Albright, Mr. Russell

In Attendance: Dr. McColgin, Mr. Laino, Mr. Oriolo, Dr. Stickrod

Also Present: Ms. Tricia Lucas, Mr. Jeff Steele, Jackie Woudenberg, Dr. Robin Riecker, Stacie Shepardson, Sandra Mowers, Lori Dolly, Rebecca Socolof, Debra Sutliff, Julie Todd, Susan Tripp, John Lasher, Aaron Alford, Jaelyn Harrington, Kyle Roepnack, Bill McDonald, Don Dutcher

PUBLIC COMMENT

Dr. Riecker spoke as Acting President for the Herkimer County Community College Administrative Association and introduced the acting officers: Acting Vice President: Don Dutcher; Acting Vice President of Membership: Kyle Roepnack; Acting Secretary: Jan Fuhrer; Acting Treasurer: Lori Dolly. Chairwoman Crandall thanked everyone for attending.

PRESENTATION

Mr. Laino introduced Tricia Lucas from D’Arcangelo & Co., LLP, as the lead auditor for the College’s audit. Ms. Lucas reviewed the management letter regarding the audit findings and the status as of the end of the fiscal year. The Unaudited Statement of Changes to the Unrestricted Fund Balance was reviewed. The fund balance on this statement is significantly different from the financial statements given to the Board at each board meeting due to pension liabilities and OPED liabilities. The audit went extremely well and showed no new findings or recommendations. Mr. Laino acknowledged Ms. Woudenberg and her team. Mr. Roche and the rest of the Board recognized Mr. Laino, Ms. Woudenberg and their team for an outstanding job. The Board thanked Ms. Lucas for her time.

CONSENT AGENDA

Chairwoman Crandall presented the following consent agenda items for Board approval:

- a. Minutes
 - i. November 29, 2018 Regular Meeting
- b. Campus Reports
 - i. Academics
 - ii. Admissions
 - iii. Administration & Finance
 - iv. Public Relations
 - v. President’s Activities

Mr. Testa moved that the consent agenda items for the January 16, 2019 regular meeting be approved.

Mr. Jones seconded the motion.

Vote-Unanimous. Motion adopted.

PRESIDENT'S REPORT

Academic Senate Report: Mr. Steele reported on the College's out-of-county admissions requirements and shared that a majority of the Academic Senate felt it would be best to keep some sort of admissions requirements and perhaps update the policy. One of the reasons for this recommendation is that they feel the College is unique in being the only community college with a GPA requirement, and this could be a selling point to show how the College is "premier." There was a discussion about the changes in community colleges since they were first established. The Academic Senate would like to see a clearer appeal process to identify students who have the self discipline to overcome hurdles. Mr. Stalteri cautioned about the large special education population and the NYS passing standards for this group. Dr. McColgin added that recent numbers show that there were more students from Herkimer and Oneida Counties that were academically dismissed than from other counties. Mrs. Crandall felt that the College is at a disadvantage right now as students may attend other institutions due to the out-of-county admissions requirements. Dr. McColgin reported that there have been discussions among the Academic Senate officers, the Provost, and her regarding this topic. Should the Board decide to approve the resolution to remove the current GPA requirement, the administration is committed to providing adequate support and work with the Academic Senate to identify appropriate first semester courses for academically at-risk students

Resolution 18-14: Change to Out-of-County Admissions Requirements was presented.

Mr. Gregory made a motion to approve Resolution 18-14 as presented.

Mr. Stalteri seconded the motion.

Vote – Ayes-6: Trustees Crandall, Gregory, Jones, Prymas, Roche and Stalteri

Nayes-1: Trustee Testa

Motion adopted.

Academic Affairs:

Resolution 18-6: New Program Proposal: Pre-Employment Corrections Basic Training Certificate was presented. Provost Oriolo distributed for the Board's review the New Program Feasibility Analysis – Pre-Employment Corrections Basic Training Certificate. Resolution 18-6 was tabled from the last board meeting, and changes were made to make this program a 24 credit hour certificate program to enable students to receive financial aid.

Ms. Prymas made a motion to approve Resolution 18-6, as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 18-12: Proposal to Discontinue: Laboratory Technician A.A.S. was presented.

Mr. Gregory made a motion to approve Resolution 18-12, as presented.

Mr. Jones seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 18-15: New Program Proposal: Art Education A.S. was presented.

Mr. Jones made a motion to approve Resolution 18-15, as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Administration & Finance:

The Statement of Revenues and Expenditures – as of December 31, 2018 was presented.

Mr. Laino reviewed the Executive Summary Statement of Revenues and Expenditures and

discussed the unreserved fund balance, operating chargebacks, and medical care benefits. The Finance department is closely monitoring the operating budget.

Mr. Testa made a motion to approve the Statement of Revenues and Expenditures as of December 31, 2018 as presented.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 18-16: Adoption of Revised Discriminatory Harassment Prevention Policy was presented. The College's Discriminatory Harassment Prevention Policy will be updated to reflect SUNY's revisions and will become part of the Board of Trustees Policy Manual.

Mr. Roche made a motion to approve Resolution 18-16, as presented.

Mr. Jones seconded the motion.

Vote-Unanimous. Motion adopted.

Consensual Relationship Policy – A proposed Consensual Relationship Policy will be brought back to the Board for action in March once administration has had a chance to meet with organized labor groups to discuss the policy.

President's Update:

Dr. McColgin spoke about the Governor's State of the State Address and how his points do not benefit community colleges. The College will still advocate for a predictable funding formula, and advocacy meetings will be scheduled with elected state officials.

Resolution 18-13: Approval of Selected Nominees for 2019 Torchbearer Awards was presented.

Dr. McColgin recognized and thanked Dan Sargent as the facilitator and coordinator of the Torchbearer Awards committee and for presenting a wonderful slate of nominees.

Ms. Prymas made a motion to approve Resolution 18-13, as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

CHAIR'S REPORT

Student Trustee Report: Mr. Jones reported that SUNYSA Advocacy Week will take place in February, and he is trying to get SGA members to attend. There is also a push to get more students involved in SGA by attending more meetings.

Board of Trustees Self-Assessment: Chairwoman Crandall urged board members to submit their Board of Trustees Self-Assessment, as some have still not responded.

Board of Trustees Goals for 2018-2019: A draft of the 2018-2019 Board of Trustees goals were shared at November's board meeting. A Conflict of Interest Policy is still being developed.

Mr. Jones moved that the 2018-2019 Board of Trustees Goals be accepted, as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

FOUNDATION & AUXILIARY REPORTS

College Foundation: Chairwoman Crandall reported that several members of the Board of Trustees and the Foundation met this morning and discussed the results of the "Dotmocracy" exercise that was conducted at the November All-Campus meeting. The top projects in each category were reviewed. The Board identified the projects to bring forward to the Foundation, and they will address these in their capital campaign. Associated costs will be determined.

Housing Corp.: Mr. Laino provided an update on Spring 2019 housing occupancy. A discussion ensued on potential cost-saving measures.

EXECUTIVE SESSION

Ms. Prymas moved, at 8:50 p.m., that the Board adjourn to Executive Session to discuss under provisions of Section 105e and 105f of Article 7 of the Public Officers Law.

Mr. Stalteri seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Stalteri moved that *Resolution 18-17 Card Check and Voluntary Recognition Agreement* be approved.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted

At 10:00 p.m., Mr. Gregory moved that the Board reconvene.

Mr. Jones seconded the motion.

Vote-Unanimous. Motion adopted.

ADJOURNMENT

Mr. Testa moved to adjourn the meeting.

Mr. Jones seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 10:00 p.m.

slh