

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting –November 29, 2018

Vice Chair Gregory called the meeting to order at 6:01 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

Trustees Attending: Dr. Ainsworth, Mr. Gregory, Mr. Jones, Ms. Prymas, Mr. Stalteri, Mr. Testa

Trustees Absent: Ms. Albright, Ms. Crandall, Mr. Roche, Mr. Russell

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

Also Present: Attorney Bill Wallens, Mr. Jeff Steele

Vice Chair Gregory introduced and welcomed new trustee, Mr. Michael Stalteri. Mr. Stalteri was sworn in as a member of the Board of Trustees of Herkimer County Community College. He stated that he was honored and humbled to be part of a distinguished board and looks forward to a great future with them.

CONSENT AGENDA

Vice Chair Gregory presented the following consent agenda items for Board approval:

- a. Minutes
 - i. September 19, 2018 Regular Meeting
 - ii. October 20, 2018 Special Meeting
- b. Campus Reports
 - i. Academics
 - ii. Student Affairs
 - iii. Admissions
 - iv. Administration & Finance
 - v. Statement of Revenues and Expenditures – as of October 31, 2018
 - vi. Public Relations
 - vii. President's Activities

The Enrollment Report was removed from the consent agenda for further discussion.

Dr. Ainsworth moved that the consent agenda items for the November 29, 2018 regular meeting be approved.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

EXECUTIVE SESSION

Dr. Ainsworth moved, at 6:07 p.m., that the Board adjourn to Executive Session, pursuant to article fourteen of the civil service law; and under provisions of Section 105f of Article 7 of the Public Officers Law.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Dr. Ainsworth moved that legal counsel move forward to begin discussions with the NYSUT representative in regard to their request to recognize the Herkimer County Community College Administrative Association/NYSUT/AFT/NEA.

Mr. Stalteri seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Testa moved to discontinue the operations of the Herkimer College Children's Center, effective May 31, 2019, due to continued significant financial loss over the past seven years.

Mr. Jones seconded the motion.

Vote-Unanimous. Motion adopted.

At 7:19 p.m., Mr. Gregory moved that the Board reconvene.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

PRESIDENT'S REPORT

Academic Senate Report: Mr. Steele reported that the Academic Senate has had discussions regarding out-of-county admissions requirements. They endorsed the faculty's local support for two resolutions that were passed by FCCC. One resolution was for a new funding formula from the state for an increase in FTE aid, and the other resolution was to increase funding for child care at SUNY. Mr. Steele recently attended a SUNY Voices conference in Syracuse. The Academic Senate will be discussing SUNY's consensual relationship policy.

Academic Affairs:

Dr. McColgin announced that Resolution 18-6: Pre-Employment Corrections Basic Training Certificate will be tabled until a decision has been made as to whether the program should be offered as non-credit or credit bearing.

Ms. Prymas made a motion to combine all emeritus recognition resolutions to vote on.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Testa made a motion to approve the following Resolutions: Resolution 18-7: Emeritus Status for Nora Dusseault; Resolution 18-8: Emeritus Status for Paul Dusseault; Resolution 18-9: Emeritus Status for Karen Nagle; Resolution 18-10: Emeritus Status for Gale Farley; and Resolution 18-11: Emeritus Status for William Pelz.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

Ms. Prymas moved to approve the minutes from the final Academic and Student Affairs Committee meeting held on September 19, 2018.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Dr. McColgin reviewed the Enrollment Report with the Board. Dr. Stickrod gave an update on winter enrollment, which is up about 12% in applications and about 6% in acceptances from the same time last year. For Fall 2019, applications are up 14.7%, and acceptance are up 51% from this time last year.

Administration & Finance:

Resolution 16-6A: Smart Grid Laboratory – Amended was presented.

Ms. Prymas made a motion to approve Resolution 16-6A as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 17-5A: Approval of Extension for Consultant – Smart Grid Laboratory was presented.

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

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 18-4: Swimming Pool Equipment Infrastructure Upgrades was presented.

Mr. Testa made a motion to approve Resolution 18-4 as presented.

Mr. Stalteri seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 18-5: Replacement of the Library Stairs was presented.

Mr. Jones made a motion to approve Resolution 18-5 as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 16-19A: 2017-2018 Operating Budget - Amended was presented. Mr. Laino recognized the budget managers in each department for their efforts toward realizing a savings. Employees are doing more with less.

Dr. Ainsworth moved that a letter be drafted to show the Board's appreciation for the budget managers' efforts in savings.

Mr. Jones seconded the motion.

Vote-Unanimous. Motion adopted.

EXECUTIVE SESSION

Mr. Stalteri moved, at 8:00 p.m., that the Board adjourn to Executive Session to discuss under provisions of Section 105f of Article 7 of the Public Officers Law.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Stalteri made a motion that all full-time non-bargaining unit employees receive a 1.50% increase on their individual base salaries.

Ms. Prymas seconded the motion.

Vote – Ayes-2: Trustees Stalteri and Prymas

Nayes-3: Trustees Gregory, Jones and Testa

Abstain-1: Trustee Ainsworth

Motion failed.

The Board will obtain legal counsel and have further discussion when a complete board is in attendance.

At 8:34 p.m., Mr. Jones moved that the Board reconvene.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

Dr. Ainsworth moved to approve the minutes from the final Administration and Finance Committee held meeting on September 19, 2018.

Mr. Jones seconded the motion.

Vote-Unanimous. Motion adopted.

President's Update:

Dr. McColgin spoke about a "Dotmocracy" exercise that was recently conducted at the November 26, 2018 All-Campus meeting. A brief background on the Facilities Master Plan recommendations was given. Employees were provided with a list of categories to review and vote on: PE Building Renovations; Student Life and Activities Enhancements; Classroom Enhancements; and Clean Campus Enhancements. The next step will be to share the results with the Foundation directors so that when a campaign is started, the first and second priorities will be the areas that will be concentrated on.

Notification was recently received that Herkimer College is the recipient of the Truth Initiative Tobacco-Free College Program grant in the amount of \$19,943. By 2020, the College should be a totally smoke- and tobacco-free campus. Mr. Sargent furnished the vast majority of writing for this grant.

Dr. McColgin spoke about the current out-of-county admissions requirements. She and Provost Oriolo met with the Academic Senate officers to discuss this topic and to bring forth a recommendation as to whether the College should eliminate the out-of-county admission requirements. Dr. McColgin has concerns about this requirement and believes it is the College's responsibility to provide an educational opportunity for all students. There has been discussion about putting a plan in place to enhance academic support. A lengthy discussion took place among the board regarding the pros and cons. As this is a board policy, any changes would need to go through a resolution. This topic will be brought back to the January board meeting.

CHAIR'S REPORT

Student Trustee Report: Mr. Jones reported that he recently attended a SUNYSA conference. He brought back many ideas to SGA. Students still feel there is a great atmosphere on campus, and SGA is working on getting more involvement from students. They are also interested in getting more groups of students talking about student opinions.

A Midnight Breakfast for students will be held on Friday, December 14th at 10:00 p.m.

Board of Trustees Self-Assessment: Trustees were advised to send in a hard copy of the Board of Trustees Self-Assessment so that results may be tallied.

Foundation Annual Giving: Vice Chair Gregory spoke about the Foundation's annual giving and their mission. The Foundation would like to see 100% participation from the College's leadership.

Board of Trustees Goals for 2018-2019: These goals were discussed at the Board's October workshop. Dr. McColgin reviewed the chart of goals with the Board. The Board is to review this chart so that it may be brought up at the January board meeting for approval.

FOUNDATION & AUXILIARY REPORTS

Housing Corp: Mr. Laino reported that occupancy is not good this year and has been steadily declining since 2016.

NYCCT: Ideas from the NYCCT fall workshop were discussed at the Board's October workshop.

INFORMATIONAL ITEMS

The Board was provided with handouts of *College Facts*, the Honor's Program, the Robert H. Wood Great Artists Series concert, and the Holiday Gathering.

ADJOURNMENT

Mr. Testa moved to adjourn the meeting.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 9:35 p.m.

slh