

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – July 11, 2018

Madam Chair Crandall called the meeting to order at 5:59 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

Trustees Attending: Dr. Ainsworth, Ms. Albright, Ms. Crandall, Mr. Murphy, Ms. Prymas, Mr. Roche (via video conference), Mr. Russell, Mr. Testa

Trustees Absent: Dr. DeCarlo, Mr. Gregory

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

Also Present: Mr. Jeff Steele

PUBLIC COMMENT

None at this meeting.

CONSENT AGENDA

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

- a. Minutes
 - i. May 2, 2018 Annual Meeting
 - ii. May 2, 2018 Regular Meeting
- b. Campus Reports
 - i. Academics
 - ii. Student Affairs
 - iii. Enrollment Management
 - iv. Administration & Finance
 - v. Statement of Revenues and Expenditures – as of June 30, 2018
 - vi. Public Relations
 - vii. President's Activities

Mr. Testa moved that the consent agenda items for the July 11, 2018 regular meeting be approved.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

COMMITTEE REPORTS

Academic and Student Affairs Committee:

Resolution 17-22 – New Program Proposal – Communication & Media A.S. was presented.

Mr. Russell made a motion to approve Resolution 17-22, as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Ms. Prymas made a motion to approve the 2018-2019 Faculty-Staff Handbook.

Ms. Albright seconded the motion.

Vote-Unanimous. Motion adopted.

Administration and Finance Committee:

Mr. Russell made a motion to combine all emeritus recognition resolutions to vote on.

Mr. Murphy seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Roche made a motion to approve the following Resolutions: Resolution 17-25: Emeritus Status for Patricia McDaniel; Resolution 17-26: Emeritus Status for Sharon Howell; Resolution 17-27: Emeritus Status for MaryJo Kelley.

Mr. Murphy seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 17-23: FY 2018-2019 Community Education Service, Facilities Utilization, Child Care and Non-Credit Programming Fees was presented. The only change proposed was to provide a 10% sibling discount to community members.

Ms. Albright made a motion to approve Resolution 17-23, as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 17-24: 2018-2019 Proposed Operating Budget was presented.

Mr. Laino and Ms. Woudenberg reviewed the proposed operating budget with the Board. The budget is based on an FTE of 1,975.0, which is 36 FTEs less than last year. Our funded FTE for FY 2018 was 2231.15, and is 2121.8 for FY 2019. The importance of a fund balance was stressed.

Mr. Testa made a motion to approve Resolution 17-24, as presented.

Mr. Murphy seconded the motion.

Vote-Unanimous. Motion adopted.

PRESIDENT'S REPORT

Academic Senate Report: The Senate officers are maintaining their monthly meetings with Dr. McColgin over the summer. In the fall, the Academic Senate will be discussing the College's admissions requirements, as well as reviewing the Senate bylaws.

Strategic Plan: Dr. McColgin reviewed the revised Strategic Plan for 2018-2021. It was the recommendation of our Middle States liaison to refresh the plan and to let the Self Study inform our next Strategic Plan.

Ms. Prymas made a motion to approve the Revised Strategic Plan 2018-2021.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

Proposed Membership for 2019 Torchbearer Awards Committee: The next Torchbearer Awards Ceremony will take place in 2019. According to Herkimer County Community College Board of Trustees' Policy CR 02-20, the Board will designate a committee. A list of proposed members was given to the Board for consideration.

Dr. Ainsworth made a motion to accept the list of proposed members for the 2019 Torchbearer Awards committee.

Mr. Murphy seconded the motion.

Vote-Unanimous. Motion adopted.

Executive Council 2017-2018 Priorities: Several goals for the academic year were identified last summer by the Executive Council. A final copy of the status/progress of these goals was

presented to the Board. This document, as well as the 2017-2018 Institutional Highlights and Accomplishments, were provided to the Board for consideration and review for all the progress that has been made this academic year at Herkimer College.

2017-2018 Institutional Highlights and Accomplishments: Dr. McColgin shared the College's accomplishments with the Board. Herkimer College continues to be ranked on the national level as one of the top 150 community colleges. The College was just notified today that its Human Services degree program (on-line) is ranked as one of the best Associate Degree programs in the nation. Herkimer College is now fully approved by the Middle States Commission on Higher Education to have an additional location at Mohawk Correctional Facility.

CHAIR'S REPORT

President's Evaluation – Discussion and Timeline: Chairwoman Crandall announced that a survey link for the president's evaluation will go live tomorrow and requested that the Board complete the survey by July 26, 2018. Ms. Hunt will provide the Board with the link.

Student Trustee Report: As this is Mr. Murphy's last board meeting, Chairwoman Crandall thanked him for his service and expressed the Board's appreciation for his input. Mr. Murphy will be transferring to Siena College in the fall, and he expressed his appreciation for his time on the Board, that it was very informative and an experience that he will take with him in his career. Justin Jones was elected as the new SGA president for the 2018-2019 academic year and will serve as the Board's new student trustee.

NYCCT Fall Conference: The Board was provided with information about the upcoming NYCCT annual conference, to be held September 21 – 23, 2018 in Saratoga Springs. New trustees should strongly consider attending

Conflict of Interest Board Policy: It was decided to table this topic.

Ms. Prymas made a motion to table the Conflict of Interest Board Policy to the next board meeting.

Ms. Albright seconded the motion.

Vote-Unanimous. Motion adopted.

FOUNDATION & AUXILIARY REPORTS

College Foundation: Some board members from both the Board of Trustees and the Foundation Board, as well as a couple of College administrators, will meet on Friday morning, July 13th, to discuss how the Foundation can assist the College.

EXECUTIVE SESSION

Mr. Testa moved, at 7:10 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.

Mr. Murphy seconded the motion.

Vote-Unanimous. Motion adopted.

At 7:33 p.m., Mr. Testa moved that the Board reconvene.

Mr. Murphy seconded the motion.

Vote-Unanimous. Motion adopted.

INFORMATIONAL ITEMS

Dr. McColgin distributed an article regarding developmental education for the Board's perusal.

ADJOURNMENT

Mr. Testa moved to adjourn the meeting.

Mr. Murphy seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 7:35 p.m.

slh