

**HERKIMER COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

Regular Meeting – March 9, 2020

Chairwoman Crandall called the meeting to order at 6:00 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

**Trustees Attending:** Dr. Ainsworth; Mrs. Crandall; Mr. Gregory (via video conference); Miss Hoskins; Ms. Prymas; Mr. Reardon; Mr. Russell; Mr. Stalteri; Mr. Testa

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

**Also Present:** William Wallens; Tim Rogers; Shea Manley; Trish Lucas (D'Arcangelo & Co., LLP); Jackie Woudenberg; James Salamy; April Harris; Dr. Robin Riecker; Steve Mezik; Jason McMahan; Dan Elthorp; Stacey Hensley; Tom Carinci; John Klimacek; Matthew Jodway

**PRESENTATIONS**

A proclamation was presented to Campus Safety Peace Officer Shea Manley in recognition of his meritorious and life-saving action in an emergency situation. Officer Manley was also recognized at the All Campus meeting earlier today. The Board of Trustees conveyed their sincere appreciation for his service.

Ms. Trish Lucas distributed the Comprehensive Annual Report and Compliance Reports for the Year Ended August 31, 2019. The Independent Auditor's Report, findings and recommendations, and the schedule of findings and questioned costs for federal compliance requirements were reviewed with the Board. The auditor's report expressed an unmodified opinion on the financial statements of the College, and the College qualified as a low-risk auditee.

Mr. Russell moved to accept the audit report, as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

**EXECUTIVE SESSION**

Dr. Ainsworth moved, at 6:30 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, contractual issues and personnel.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Russell requested that the record shows that he disagrees with Attorney Wallen's interpretation of the Professional Contract that the president of the College has the

authority to decide on merit and the Board does not. The president of the College will move forward to bring merit award recipients' names to the Board for their information.

At 8:58 p.m., Ms. Prymas moved that the Board reconvene.  
Dr. Ainsworth seconded the motion.  
Vote-Unanimous. Motion adopted.

### **CONSENT AGENDA**

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

- a. Minutes
  - i. January 15, 2020 Regular Meeting
- b. Campus Reports
  - i. Academics
  - ii. Student Affairs
  - iii. Administration & Finance
  - iv. Statement of Revenues and Expenditures as of 2/29/2020
  - v. Public Relations
  - vi. President's Activities

Dr. Ainsworth moved that the consent agenda items for the March 9, 2020 regular meeting be approved.  
Mr. Stalteri seconded the motion.  
Vote-Unanimous. Motion adopted.

### **CHAIR'S REPORT**

#### **2020-2021 Board of Trustees Meeting Schedule:**

Potential board meeting dates for the 2020-2021 academic year were reviewed. A change from Wednesday to Monday evening meetings was proposed. The second and fourth Mondays of the month will be considered, and a final meeting schedule will be brought to the Board for a vote at their annual meeting in April.

### **PRESIDENT'S REPORT**

#### **Admissions:**

Dr. Stickrod gave an update on admissions and enrollment. There was good growth with new and transfer students for the spring semester. CRM Slate is now live, with more information to come. There was a discussion about the projection of students and the "knowns" (new programs, new initiatives, retention, etc.) and the "unknowns." One variable that is known is high school demographics.

Dr. McColgin reviewed the Enrollment vs. Budget charts, as well as an Enrollment Data graph, as requested by Mr. Gregory.

#### **Academics:**

*Resolution 19-15: Microcredential to Cybersecurity and Digital Forensics A.S. Program* was presented. It was recommended that the inclusion of the CompTIA Security+ certification microcredential to the Cybersecurity and Digital Forensics A.S. program be approved.

Mr. Russell made a motion to approve Resolution 19-15, as presented.  
Dr. Ainsworth seconded the motion.  
Vote: Unanimous. Motion adopted.

**Administration & Finance:**

*Resolution 19-14: Esports Center* was presented. It was recommended that the establishment of an Esports Center, located in the Technology Building, in the amount of \$140,000 with 50% of the local share coming from the Herkimer County College Foundation, Inc., and 50% from the state, be approved.

Mr. Russell made a motion to approve Resolution 19-14, as presented.  
Mr. Testa seconded the motion.  
Vote-Unanimous. Motion adopted.

Mr. Laino thanked Mr. Russell and the County Legislature in supporting this initiative.

**President's Update:**

Dr. McColgin noted the listing of reappointments for 2020 that was included in the trustees' binders.

As the review of all Board of Trustees policies takes place at the annual board meeting in April, Dr. McColgin distributed a packet of updated and new policies. Trustees were asked to review these prior to the next board meeting, when they will be presented for board approval. Some of the policies were removed from the Faculty Staff Handbook and placed in the Board of Trustees Policies Library.

Dr. McColgin brought forth a resolution from the Student Government Association to ban tobacco use at Herkimer College. This will be voted on at the April board meeting.

An MSCHE Self-Study Visit Prep packet, prepared by Self-Study Steering Committee Co-Chairs Mary Ann Carroll and Dr. Nicole McDaniels, was distributed to the Board for their review. The Board is scheduled to meet with the Middle States team on Monday, March 30, 2020, 4:00 - 5:00 p.m.

Administration has been in close contact with SUNY regarding Coronavirus. SUNY is recommending that colleges stay in close contact with their local county public health department. There has been a travel ban to Level 2 and 3 countries for SUNY employees. At present, there is no ban on travel within the U.S. The County Health Department is currently not recommending that any large events be banned. Information continues to be released as it is learned.

**FOUNDATION & AUXILIARY REPORTS**

**Housing Corporation:** Mr. Laino reported that there is concern with some movement in Building 3 of College Hill. A decision will be made whether to correct it or to take it down. The Board will be updated as the decision is made.

**NYCCT:** The executive committee of the NYCCT continued its discussion last week with NYCCAP regarding the formation of a joint executive committee. More discussion will follow. The first meeting will be held in June. The annual NYCCT Board of Directors meeting will take place on April 18, 2020 in Syracuse.

**ADJOURNMENT**

Dr. Ainsworth moved to adjourn the meeting.

Mr. Stalteri seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 9:33 p.m.

slh