

**HERKIMER COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

Regular Meeting – November 20, 2019

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; Ms. Crandall; Mr. Gregory; Ms. Prymas; Mr. Reardon; Mr. Stalteri; Mr. Testa; Miss Hoskins

**Trustees Absent:** Mr. Russell

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

**Also Present:** April Harris; Dr. Robin Riecker; Laura Jacquays; Jasmine Finch; Amanda Podlas

**SWEARING IN OF NEW STUDENT TRUSTEE:** Chairwoman Crandall introduced and welcomed new trustee, Daniel Reardon. Mr. Reardon was sworn in as a member of the Board of Trustees of Herkimer County Community College.

**CONSENT AGENDA**

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

- a. Minutes
  - i. September 18, 2019 Regular Meeting
  - ii. October 3, 2019 Special Meeting
  - iii. October 30, 2019 Special Meeting
- b. Campus Reports
  - i. Academics
  - ii. Student Affairs
  - iii. Admissions/Enrollment
  - iv. Administration & Finance
  - v. Statement of Revenues and Expenditures as of 9/30/2019
  - vi. Public Relations
  - vii. President's Activities

Dr. Ainsworth moved that the consent agenda items for the November 20, 2019 regular meeting be approved.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

**PRESIDENT'S REPORT**

**Academic Senate Report:** Dr. McColgin shared that at the most recent Faculty Council of Community Colleges (FCCC) plenary, three resolutions were adopted: 1) support of

the new funding model for community colleges; 2) gender inclusivity throughout SUNY campuses; and 3) support of child care funding to support students who have children. All resolutions will be put forth to the Chancellor.

**Academics:**

*Resolution 19-7: New Program Proposal – Psychology A.A.* was presented. Provost Oriolo shared with the Board the New Program Feasibility Analysis for Psychology A.A.

Mr. Gregory made a motion to approve Resolution 19-7, as presented.

Mr. Stalteri seconded the motion.

Vote: Ayes-7 - Trustees Ainsworth, Crandall, Hoskins, Gregory, Prymas, Reardon, Stalteri

Abstain-1 - Trustee Testa

Motion adopted.

*Resolution 19-9: Proposal to Reactivate Program – Engineering Science* was presented. As Cree Inc. has committed to create over 600 new jobs within eight years and provide internships and research opportunities for SUNY students, administration is recommending that the Engineering Science program be reactivated. Herkimer College is working with SUNY Poly to articulate our Engineering Science program with theirs to provide our students with equal opportunities within SUNY for future employment in this field

Mr. Testa made a motion to approve Resolution 19-9, as presented.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

**Administration & Finance:**

*Resolution 19-5 – Swimming Pool and Structural Repairs at Physical Education Building* was presented. The capital budget for the swimming pool and structural repairs at the Physical Education Building is \$140,000, with 50% of the local share coming from Herkimer County and 50% from the state.

Mr. Gregory made a motion to approve Resolution 19-5, as presented.

Mr. Stalteri seconded the motion.

Vote-Unanimous. Motion adopted.

Chairwoman Crandall expressed the Board's appreciation for the support of the County and requested that an official letter of appreciation for going above and beyond be sent to them.

*Resolution 19-8 – Adopting the Updated Policies and Procedures for the Purchasing of Goods and Services* was presented. Mr. Laino explained that there previously was a College policy and a County policy. The County policy will now be used by the College.

Dr. Ainsworth made a motion to approve Resolution 19-8, as presented.

Miss Hoskins seconded the motion.

Vote-Unanimous. Motion adopted.

**President's Update:**

**MSCHE Team Chair's Preliminary Visit:** Dr. McColgin updated the Board on the College's Middle States accreditation, which will take place this spring. Dr. Phillips, team chair, recently visited the campus to get a sense of where the institution is in progress. She met with the co-chairs of the Self Study Steering Committee, the Self-Study Steering Committee itself, a group of students, and Dr. McColgin. The visit was very helpful, as Dr. Phillips shared with Dr. McColgin where she felt the College was in its progress. She noted that the Self-Study document is very easy to read, and the College's Strategic Plan has been indicated across the campus. One recommendation was the need to start filling in with clear evidence for the claims made in the Self Study. Dr. McColgin remarked that what she is most proud of is that Dr. Phillips loved meeting with the students. The students expressed that they do not feel like a number here, that they feel cared for and supported, and they appreciate the diversity at Herkimer College. Dr. Phillips was impressed with the acknowledgement that the College understands the seriousness of mental health issues. Miss Hoskins added that students appreciate the campus clubs, including STAR Recovery and SADD, as well as the new Advisement and Counseling Centers.

The full Middle States team roster was recently received. The team will arrive on Sunday, March 29, 2020, and an evening reception will be held then. They will then be on campus March 30<sup>th</sup> and 31<sup>st</sup> to interview groups, including the Board of Trustees. On April 1, 2020, the team's exit report will be given to the campus community, and the committee's findings will be discussed. The College will next have an opportunity to read the exit report and make any factual adjustments. A report of the team's findings then goes to the Commission in June for their approval.

**Truth Initiative Grant Update:** Dr. McColgin introduced Laura Jacquays, Project Lead for the Truth Initiative Grant, and college student leaders Jasmine Finch and Amanda Podlas. Ms. Jacquays gave a Truth Initiative Grant presentation, including: a brief overview; the Truth Initiative Taskforce; College leaders role and campus events; April 2019 tobacco usage survey results; tobacco-free policy highlights; resources available for people that use tobacco; and a timeline for a campus-wide tobacco-free policy. Dr. McColgin thanked Ms. Jacquays, the student leaders and the taskforce for their efforts. The Board was given the results of the tobacco usage survey, and a proposal to the Board will be forthcoming later in the academic year.

**Other Updates:** Dr. McColgin reported that she recently attended a reception for Cree Inc., a company based out of Durham, NC, that is investing in building a new facility in the Utica area. They have already posted 160 positions out of a projected total of 600.

The Mohawk Valley Community College Board of Trustees is interested in a joint meeting with the Herkimer College Board of Trustees. The Board is agreeable to this; the presidents from both institutions will meet to establish an agenda.

### **CHAIR'S REPORT**

*Resolution 19-6 – Service Resolution of Alison Eyre Albright* was read to the Board.

Dr. Ainsworth made a motion to approve Resolution 19-6, as presented.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

*Resolution 19-10 – Conflict of Interest Policy* was presented. A committee of several board members was formed to research and draft a Conflict of Interest Policy, as it is Middle States' recommendation that the Board have one. The committee vetted the policy through the County attorney, the College's own attorney, and SUNY counsel. After discussion among the board members, it was decided to seek more direction from SUNY counsel and to table the resolution until then.

**Board of Trustees Workshop:** Due to scheduling conflicts, the Board of Trustees workshop scheduled for February 8, 2020 will be moved to Saturday, February 1, 2020. An agenda will be drafted by the January 2020 board meeting.

### **FOUNDATION & AUXILIARY REPORTS**

**Housing Corporation:** Mr. Laino reported low housing occupancy. One entire building is not in use, and housing positions have not been filled. Although this is concerning, it is being dealt with. It was noted that our institution has one of the least amounts of long-term debt among our sister institutions and has one of the lowest rent in the sector.

**NYCCT:** Dr. McColgin attended the New York Community College Trustees (NYCCT) fall conference. There was a very preliminary discussion about the NYCCT merging with the New York Community College Association of Presidents (NYCCAP) to enhance communication and efficiencies.

### **INFORMATIONAL ITEMS:**

Mr. Dutcher shared that Jason Palkovic and the women's soccer team have won the inaugural U.S. Coaches Team Pinnacle Award. According to the organization, teams must have received the Platinum, Gold, Silver or Bronze version of the College Team Ethics and Sportsmanship Award; achieved recognition in the classroom as a recipient of the College Team Academic Award; and recorded a winning percentage of .750 or higher during the respective season to be considered for the Team Pinnacle Award.

The women's basketball team is currently ranked #9 in the country. Coach Coffey has turned the program around in her three short years as coach.

Dr. Stickrod shared the new admissions student acceptance packet with the Board.

Dr. McColgin informed the Board that the Holiday Gathering will take place on Tuesday, December 10, 2019, 4:30 – 7:30 p.m. at the Miner's Table in Middleville. Tickets can be picked up from Sharon Gregory or the Foundation Office.

The Wood Concert Series holiday concert will take place on Friday, December 13, 2019, at 7:00 p.m., followed by a reception. The Late Night Breakfast will be held the same night, beginning at 10:00 p.m.

After completing a cost-use analysis and a careful consideration of our student needs, the Faculty-Student Association voted to discontinue the bus shuttle service. A communication plan regarding this will be rolled out this week.

### **EXECUTIVE SESSION**

Mr. Gregory moved, at 7:53 p.m., that the Board adjourn to Executive Session to discuss, under provisions of Section 105e of Article 7 of the Public Officers Law, contractual issues.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

At 9:07 p.m., Mr. Stalteri moved that the Board reconvene.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

### **ADJOURNMENT**

Ms. Prymas moved to adjourn the meeting.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 9:07 p.m.

slh