

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – September 20, 2021

Chairwoman Crandall called the meeting to order at 6:01 p.m. in the Robert McLaughlin College Center, Room 217.

Trustees Attending: Dr. Ainsworth; Mrs. Crandall; Ms. Prymas; Mr. Reardon; Mr. Russell (via conference phone); Mr. Stalteri; Mr. Testa

Trustees Absent: Mr. Gregory

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

Also Present: Dr. Lisa Elwood-Farber, President, Academic Senate; Mr. Kyle Roepnack, Vice President, HCCCAA; Katie Stables, President, Professional Association; Mr. Jeffrey Steele, Secretary, Academic Senate/FCCC delegate

CONSENT AGENDA

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

- a. Minutes
 - i. June 28, 2021 Regular Meeting
- b. Campus Reports
 - i. Division Updates
 - ii. President's Activities

Ms. Prymas moved that the consent agenda items for the September 20, 2021 regular meeting be approved.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

PRESIDENT'S REPORT

Administration and Finance:

Resolution 21-2: Approval of Professional Association Contract 2021-2024 was presented.

Dr. Ainsworth made a motion to approve Resolution 21-2, as presented.

Mr. Reardon seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 21-3: Approval of Administrative Association Contract 2021-2024 was presented.

Mr. Stalteri made a motion to approve Resolution 21-3, as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 21-4: 2021-2022 Management/Confidential Salary Adjustments was presented. Mr. Reardon made a motion to approve Resolution 21-4, as presented. Ms. Prymas seconded the motion. Vote-Unanimous. Motion adopted.

Mr. Laino reported that Resolution 21-4 refers to 11 full-time and one part-time Management/Confidential employees.

Resolution 21-1: Adjunct Teaching Faculty Pay Scale was presented. Mr. Testa made a motion to approve Resolution 21-1, as presented. Dr. Ainsworth seconded the motion. Vote-Unanimous. Motion adopted.

Dr. McColgin personally acknowledged those from both units (Professional Association and Administrative Association) who participated in negotiations, as well as Mr. Laino, Mr. Oriolo, Mr. Dutcher, Ms. Woudenberg and Mr. Salamy. Everyone was professional, collegial and efficient. Chairwoman Crandall, on behalf of the Board, expressed her appreciation for everyone's efforts and positivity. Trustee Russell inquired about the monetary items in the contracts and remarked that the College is going to have to do some work to get the revenue back.

Enrollment:

Dr. McColgin remarked that the College is in the first three weeks of the fall semester where students may not show up. FTEs to date are down by 25 but are still above budget. College Now students are just starting to register. Much outreach to students has been accomplished.

Academic Senate:

Dr. McColgin introduced Dr. Lisa Elwood-Farber, president of Academic Senate, and Jeffrey Steele, Secretary of Academic Senate/FCCC delegate. Dr. Elwood-Farber informed the board that the Academic Senate had their first meeting of the semester today and had discussions regarding various committees and filling roles, summer course scheduling, past real-time remote and on-line courses, mandated vaccine, CCRC, and the plan for revised SUNY General Education (GENED) requirements.. They also shared ideas regarding retention and enrollment. Dr. McColgin spoke about the SUNY GENED requirements, which will be changing and implemented for new students effective Fall 2023. Dr. McColgin thanked Dr. Elwood-Farber and Mr. Steele for steering this topic in the right direction.

President's Update

Fall 2021 Restart Plan:

Dr. McColgin explained the details of the SUNY resolution that all students participating on campus must be fully vaccinated or be approved for a medical/religious exemption. Chancellor Malatras' task force outlined recommendations for colleges regarding masks and baseline testing, and Herkimer College is following these recommendations. Mr. Dutcher spoke about Move-In weekend. Seven people tested positive, five of whom were family members. Currently, there are 84 commuter students who have not provided their vaccination status, and attempts are being made to contact these students. The College has partnered with Herkimer County Public Health to come to campus on September 24 and 27 to administer second doses of the COVID-19 vaccination. Six hundred seven students currently have their vaccinations on file.

Text reminders are sent to students reminding them to complete their weekly surveillance testing. On the deadline date (for vaccinations) of September 28th, the remaining students who have not done anything will need to attend a mandatory meeting. Faculty reported that students seem to be happy to be back on campus. Classroom phones are in working order in the Classroom Administration building, and athletic events are taking place.

Mr. Dutcher reported that vaccinated community members may use the Fitness Center (50% capacity) and indoor track, effective September 21, 2021.

Faculty/Staff Handbook:

The Faculty/Staff Handbook was reviewed by the Executive Council, and the Board was provided with only three changes noted for the 2021-2022 handbook.

Emeritus Luncheon:

Dr. McColgin reported that she was recently approached by a Professor Emeritus regarding a luncheon that in past years was held for emeriti as a way for them to connect to the College and each other. This was discussed with the Executive Council and the Executive Committee of the Board of Trustees, and the decision was made that an Emeritus Luncheon will once again be held, beginning in June 2022, for all emeriti. The Board will be invited as well.

Other:

Ms. Ruffing provided the Board with new Public Relations material.

Trustees were invited to attend Herkimer Downtown Chowdown in Myers Park on September 27th. Herkimer College is sponsoring the music, and bus runs will be provided to students so they may attend.

Dr. McColgin spoke about the Commit to Complete program. There are approximately 80+ students currently participating.

CHAIR'S REPORT

Board of Trustees Self-Assessment: Results of the self-assessment will be tabulated and presented to the Board for discussion at the October 23rd workshop. The self-assessment will be sent out tomorrow by Ms. Ayouch; Chairwoman Crandall asked that all board members complete this.

NYCCT Fall Conference: Chairwoman Crandall highly recommended that any trustee who has never attended an NYCCT conference to attend the fall conference on November 5-6 at the Saratoga Casino Hotel. Trustees are to RSVP to Ms. Hunt, and she will handle the registration.

FOUNDATION & AUXILIARY REPORTS

Foundation:

Mr. Laino reported that the Foundation is looking at ways to create more revenue to add to the endowment.

Regional Councils:

Dr. McColgin remarked that there may be a resurgence in the Regional Councils now that Governor Hochul is in office, as she had spearheaded this when she was Lieutenant Governor.

Housing Corporation:

Mr. Laino informed the Board that there are 305 residential students. Rooms are also being set aside for isolation, if needed.

EXECUTIVE SESSION

Ms. Prymas moved, at 7:20 p.m., that the board adjourn to Executive Session to discuss, under provisions of Section 105f of Article 7 of the Public Officers Law, a particular person, pursuant to article fourteen of the civil service law.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

At 7:45 p.m., Mr. Stalteri moved that the board reconvene.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Copies of the president's annual evaluation were distributed to board members. Compensation for the president for 2021-2022 will mirror the Management/Confidential salary adjustment.

ADJOURNMENT

Mr. Reardon moved to adjourn the meeting.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 7:45 p.m.

slh