

BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, November 18, 2019 at 3:30 p.m.** or thereafter in Room 612 of the Professional Academic Center on the college campus, 4400 Route 23 Hudson, New York, the following matters are submitted for consideration and action.*

Present: Ned Schneier, Chairman, Peter O’Hara, Bruce Bohnsack, Phil Abitabile, Rick Bianchi, Peter Markou, Maryann Lee, Barbara Slutzky, Sean Berry, Student Trustee

Excused: N/A

Others Present: Carlee Drummer, President, George Timmons, Provost and Vice President of Academic Affairs, Joseph Watson, Vice President for Student Services and Dean of Students, Dianne Topple, Vice President of Administration and Mary Garafalo, Executive Secretary to the Board.

1. Call to Order, 3:32 p.m.

2. Roll Call, quorum present

3. Pledge of Allegiance

4. Request for Approval of Agenda

Motion: Mr. Abitabile; **Seconded:** Mr. O’Hara

Vote: Yes – 9; No – 0; Abstention(s) – 0

Resolution: Accepted

5. Request for Approval of the Items in the Consent Agenda

Motion: Mr. O’Hara; **Seconded:** Ms. Lee

Vote: Yes 9; No – 0; Abstention(s) – 0

Resolution: Accepted

6. Introduction of Guests and Items from the Floor

Michael Phippen, Professor of Transitional Studies and Director of Honor Studies Program; Gregg Berninger, Professor of English; Casey O’Brien, Assistant Dean of Planning and Institutional Effectiveness; Joan Koweek, Director of Development and Alumni Services; Jaclyn Stevenson, Director of Marketing and Communications and Ann Bruno, Acting Assisting Dean of Enrollment Management

7. Resolutions

- Resolution #1119-2150 Supporting a Permanent Funding Floor for Community College Base State Aid Formula – Fiscal Year 2020

Motion: Mr. Markou; **Seconded:** Mr. O’Hara

Vote: Yes – 9; No – 0; Abstention(s) – 0

Resolution: Accepted

SUNY Presidents will be voting on this resolution on November 18, 2019.

8. President’s Report

Kudos to Dr. Timmons – Appointed to SUNY Provost Laursen’s General Education Advisory Committee, representing the Community Colleges. Nominated by his peers.

Joint Supervisors’ Meeting – end of October; attended by leadership from the Twin Counties. Representing Columbia County were Arthur Bassin, Ancram; Robert Beaury, Germantown; Ronald Caponera, controller/auditor; and P. J. Keeler, Treasurer. Attending from Greene County were Shaun Groden, administrator; Matthew Luvera, Catskill, and Trustee Markou, treasurer.

Veterans’ Celebration last week – a very moving tribute to our Veterans past and present. Thank you, Bruce Bohnsack and Mary Ann Lee, for attending.

Never Forget Series sponsored “50 Years and Forward: Conversations About Stonewall”, a gripping program that earned significant media coverage and galvanized conversation among faculty and staff for several days.

Faculty Recognition – the new Claverack Library unveiled the **Ted Hilscher** Claverack History Room, paying tribute to Professor Hilscher’s devotion to history and his efforts to make the new Library a reality. **Bill Mathews** presented “How to Fight Back the Villains of Decision Making” at the Student Success Summit in Albany. Also presenting at that conference was **Nicole Childrose** with her topic, “Leveraging Strengths and Opportunities: The Role of Meaningful Assessment”.

Dawn DeFino has been tapped to serve on the SUNY Task Force for Mental Health. **Dean Emerita Phyllis Carito** read poems from her new collection, *The Stability of Trees in the Winds of Grief*.

Student Recognition – Keegan Deyo, a second-year student, has been named to the Mountain Valley Conference soccer team – among the best goalies in Division III!

Assistant Director of Marketing – Search closed on Friday, November 8, 2019; 68 applications received.

Foundation News – the Auction on November 2 raised \$12,000. This past Saturday, the Holiday Craft Fair attracted some 300 people. Looking ahead: “Giving Tuesday” on December 3.

Field Station

Received word from Greene County that the County would be giving 2.31 acres of land, formerly part of the Athens Generating Power Plant, to the College as part of the 99-year lease. This will result in a shorter access road to the facility, along with a shortened distance for an electrical line to be run to the station. Provost Timmons and I are meeting this week with faculty and staff to ascertain the potential for offering classes and/or special events at the Field Station before we begin investigating the cost of bringing the facility up to ADA code.

“Listening Tour” continues:

- *Provost Timmons and I completed our meetings with Superintendents this week: Leslie Whitcomb at New Lebanon; and Gladys Cruz from Questar III.*

Other:

- *Second Fall Immunization Clinic – this Wednesday sponsored by Hannaford.*
- *Nominated for the Columbia Memorial Hospital Board of Trustees; interview this week with the Board. Will be joining the Columbia County Chamber of Commerce next week, replacing Carol Doerfer whose term is up next month.*

9. Trustee Reports

Student Trustee, Sean Berry reported:

- *SUNY Got Your Back – went very well. Our goal for next year will be to fill 1,000 bags*
- *Pop-Up Events on Campus:*
 - * *Cupcake Decorating*
 - * *Paint and Snack*
 - * *Day of the Dead*
 - * *Upcoming- Board Games*
- *Student Senate has currently 14 active senators*
- *Student Senate and Club Advisors attended Title IX training*
- *Discussion of having a multicultural holiday. There will be decorating of a tree by everyone, including our own DayCare students.*

Upcoming Events:

- *Thanksgiving lunch for all. The luncheon will be served by our Faculty, Staff and Administrators on Thursday, November 21.*
- *Holiday cards to send to the troops will be available starting December 3*
- *Holiday refreshments for our night students will be available December 2-5.*

Athletics:

- *Men’s Basketball have a 4-3 record*
 - * *The Goldberg Classic we came in 2nd place*
 - * *Next home games is November 24 against Jefferson Community College*
- *Women’s Soccer*
 - * *Keegan Deyo, made all-conference team as a goalie. She is currently 2nd in the nation with 219 saves.*

Trustee Bianchi gave an update on the Finance/Investment Report for the Foundation:

- *The 2018 report was reviewed which was submitted by the auditors*
- *A plan of how the giving aspect will help increase growing endowment*
- *Investment Committee members are: Charles Millar, Carlee Drummer, Rick Bianchi, Peter O’Hara, Christine Cummings, James Finch, Joan Koweek and Alan Gosule. They are developing the policies and procedures of the investment committee.*
- *A discussion of creating brochures for our local attorney’s and CPA’s, to help market donors.*
- *A discussion of using Raiser’s Edge, which will be a tremendous resource for our donors.*

Chairman, Schneier :

- *A discussion of a possible retreat in the Spring, possibly in March?*

- *A discussion of changing the monthly board hard copy paperwork to only have the agenda, prior meeting minutes to be approved and any financial paperwork. Ms. Lee motion, with a second by Mr. Bohnsack, Everyone approved. The electronic version of the Board packet will still be emailed for review.*
- *A discussion of the use of IPAD's for Board meetings was reviewed*

10. Vice President's Report

Vice President for Administration, Dianne Topple reported:

- *HVAC – Phase 3 – well on its way*
- *Auditors will be on campus this week*
- *3 + 1 program*
- *Audit and Revenue report in December*
- *Finance meeting in December*
- *Financial statement in January*

Provost and Vice President of Academic Affairs, George Timmons reported:

- *The College was approached by a local company that expressed interest in assisting/supporting the College in launching the program. We are exploring the feasibility of a Paramedic program. This idea is also supported by Columbia and Greene County Legislators. That said, we must be mindful of other institutions that have the program and not to be seen a duplicative program by SUNY.*
- *We continue to have a lot of community interest in our Construction Technology Program. I have had and have several meetings scheduled to discuss experiential learning/internships or partnership opportunities with various organization. To include: DigiFab area high schools (ICHS, and the Questar III). A meeting with the Provost for Academic programs at Questar III is scheduled to discuss and explore ways to collaborate and support the goals of each organization. I would like to create comprehensive pathways for several programs. Programs being considered as part of a strategic approach include Cyber Security, Automotive, EMT/Paramedic, Construction Technology, and other potential programs.*
- *We are working with several organizations to improve retention and student success with a comprehensive strategy. Campus Labs for Student Success is a complete solution to manage a retention strategy and provide a comprehensive framework of what student success is at CGCC.*
- *Motimatic- is a tool that helps guide students toward completing their education. The platform addresses any situation, offering guidance about deadlines and milestones, by motivating busy students to stay on top of their assignments, and even directing students toward available resources. This is achieved by overcoming the limitations of existing communication methods by instead using social media outlets to communicate custom messages, meeting students where there are. Motimatic improves engagement to deliver better, ongoing results.*

Vice President for Student Service and Dean of Students, Joseph Watson reported:

- I attended **HOST** (Hudson Out of School Time) this past Thursday. This was a great opportunity to network with community leaders and organizations concerning, success out of the classroom.
- **SUNY'S Got Your Back**, 500 bags were made and distributed in our community. Thank you to everyone who helped with this event
- **Thanksgiving Dinner** will be held this Thursday. Thanks to everyone who have volunteered to serve. The Student Life Committee is collecting food, recyclables and monetary donations during the Thanksgiving Dinner.
- **Operation Turkey Drop** organized by Dawn DeFino and Joan Koweek will be this week for students who otherwise not have a Thanksgiving dinner.
- **Student Coat Program** is available for students in need of an winter coat. They would contact myself, Michele DeCarlo, Karen Fiducia, or Joan Koweek.
- **Student of The Month** for September and October are Meredith Cavanagh and Dominick Minoli.
- **Student Senate and Student leaders** of organizations had their mandatory training of Title IX/ Enough is enough Act for the semester. Alumni State Trooper and Senior Investigator, Comisene's conducted this training.
- **Men's Basketball Team** went 1 for 1 this past weekend, they are 4-3. I thank everyone who was involved in organizing of the Goldberg Basketball Classic.

11. New Business/Other

12. President's Travel Approval List

13. News Release Summary

14. Facility Use Report

15. Announcement of the December Meeting
Monday, December 16, 2019 at 3:30 p.m.

16. Adjournment: 4:50 p.m.

Motion: Mr. O'Hara; **Seconded:** Mr. Bianchi

Vote: Yes – 9; No – 0; Abstention(s) – 0

Edward Schneier

Edward Schneier
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary

Consent Agenda

November 18, 2019

Approval of the Minutes from October 21, 2019 Board Meeting

Capital Fund Expenditures

- a. Warrant No. 16, Renovations and Improvements C06138

Operating Warrant Approval

- b. Warrant No. 10-19

Resolution:

- a. Resolution No. 1119-2149 to Amend the Policy Manual