

BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, February 24, 2020 at 4:00 p.m.** or thereafter in the Boardroom 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, Barbara Slutzky, Phil Abitabile, Bruce Bohnsack, Peter Markou and Sean Berry, Student Trustee

Excused: Rick Bianchi and Maryanne Lee

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 Toppie, Vice President for Administration and Mary Garafalo, Executive Secretary to the Board

1. Call to Order, 4:07 p.m.

2. Roll Call, quorum present

3. Pledge of Allegiance

4. Request for Approval of Agenda

Motion: Mr. Bohnsack; Seconded: Mr. O'Hara

Vote: Yes – 7; No – 0; Abstention(s) - 0

Resolution: Accepted

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

Motion: Ms. Slutzky; Seconded: Mr. Abitabile

Vote: Yes – 7; No – 0; Abstention(s) - 0

Resolution: Accepted

6. Introduction of Guests and Items from the Floor

Casey O'Brien, Assistant Dean of Planning and Institutional Effectiveness,
Michael Phippen, Professor of Transitional Studies, Gregg Berninger, Professor of English,
Jaclyn Stevenson, Director of Marketing and Communications, Joan Koweek, Director of
Development and Alumni Services and Ann Bruno, Acting Assistant Dean of Enrollment
Management and Nancy Rudberg, Director of Accounting

7. Moment of Silence

John Caggianelli

The college lost a friend on Sunday, January 26, John A. Caggianelli. John and his wife Mavis were sponsors of two of our Nursing awards. The “Shelly Caggianelli Award” was given in memory of John’s sister, Shelly. Shelly was a beloved nurse and adjunct nursing instructor for the C-GCC nursing program for many years.

Also, the Caggianelli’s sponsored the “Mavis and John Caggianelli Nursing Award”, to a student who possesses a good bedside manner, a calm demeanor and all-around professional aptitude. This award was given by Mavis, a prior graduate of the C-GCC nursing program.

8. President’s Report

Enrollment: *The College will be launching a new marketing initiative for fall 2020 recruitment that involves an aggressive direct mail campaign (print and digital). The College is hosting a Career Day for high school students on March 16. Also, in March, Ann Bruno and Marc Miller will be visiting with all Guidance Counselors in the Twin Counties.*

Labor Commissioner Reardon Visit:

Last week, Labor Commissioner Roberta Reardon was on campus to present Governor Cuomo’s State of the State and Executive Budget. About 40 community members attended, and we had the perfect opportunity to put in a plug to restore the “funding floor” appropriation that the colleges received last year. Also, to express concern about the NY State Thruway Authority taking over the NYS Bridge Authority which could result in dramatically increased tolls on the Rip Van Winkle Bridge.

SUNY Delhi:

Some 150 first- and second-year nursing students attended an information session with Delhi, and 25 criminal justice students have expressed an interest in the BA program. We are off to a great start!

Additional Partnerships:

The College has a record number of high school students enrolled this semester – 585, up from 400 last year. We are hosting a breakfast for the Superintendents and Principals in our service area on April 3, and I hope you will be able to join us.

Students from Colonie High School in Albany will be visiting the campus on March 3 to tour the Automotive Technology department. Other high schools interested in creating a pipeline to C-GCC’s Auto Tech program include Ichabod Crane and Questar III.

Other Outreach Activities:

We are partnering with Columbia and Greene Counties to host an Economic Development Summit this fall. On March 12, Stephen Poole will be on campus to present the findings from the EMSI Gap Analysis Study, and I invite you to attend that event as well.

The Education Forum (sponsored by the Berkshire Taconic Community Foundation) Planning Committee had its second meeting, and we are solidifying the candidates for Keynote Speaker and/or panel discussions. I will keep you posted about the date – probably in early October.

Cairo Library Satellite Classes: The curriculum plan will be presented to the Cairo Library Task Force, tentatively on March 10, 2020.

Personnel:

Foundation appointed two new Board members: Christen Kersten, a retired fundraising professional with experience in public and private colleges and universities; and Carol Wilbur, Director of Marketing for CEDC and former Chair of the Chatham Central District School Board.

Assistant Director of Marketing: Charity Mack will begin this new role on Wednesday, February 26, 2020.

Save the Dates:

In addition to March 12 and April 3:

April 16: Ribbon Cutting Ceremony for Building Construction Technology Center

April 24: Board of Trustees' and Foundation Board Retreat

May 16: Commencement

9. Trustee Reports

Student Trustee, Sean Berry reported:

-Mardi Gras Pop-up event – 12:30pm

-Student Senators attending APCA Conference March 13-14

-Budget hearings March 9-12

Athletics:

-Men's Basketball last game was on Saturday

-Men's Baseball are getting ready to head to Florida, during Spring Break

-Women's Softball getting ready for their upcoming season.

-Sean Berry is heading to West Virginia tomorrow, to visit Salem University

10. Vice President's Report

Vice President of Administration, Dianne Topple reported:

-Vice President Topple thanked her Business Office staff for doing an exceptional job on the results of the audit. Also, she reminded everyone that departments budgets are due this Friday.

-The Construction project is still ahead of schedule. Ms. Topple wanted to acknowledge the dedication and professionalism of Lori Mashaw, in her role of constantly changing and finding room availability during this construction process.

-The Banner software project is still advancing. Finance has been using Banner and is continually moving forward with the software. Ms. Topple noted that everyone has been doing a fabulous job in the transition of the software.

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

-Search updates: currently there are 39 applications for the Business faculty position, 6 applications for the Director of WIO position, and 17 applications for the one-year full-time temporary Asst. Director for Business Operations.

-The results of the Gap Analysis are in the process of being shared with key stakeholders. to date information has been shared with Provost Staff, Faculty Council and some County Sponsor Administrators.

- Tomorrow the College will have a visit from The Middle States Commission of Higher Education to see one of the College in the High School sites. Casey O' Brien, Dawn-Marie Blasl and the Provost will spend the bulk of the day at Ichabod Crane High School. This is follow-up visit from our previous Middle States Visit.
- The College is in the final stages of securing our partnership with SUNY Delhi. A draft MOU is being drafted and the current plan is to proceed with a Fall 2020 launch.
- A lot of work and time continues to be put toward the implementation of Banner. We had a mock registration exercise with several offices, and we will continue to move toward a successful launch.
- On February 26, 2020, I will be attending the Human Services Advisory Council for Assemblywoman Didi Barrett. The purpose of this sub-committee is to make recommendations on activities that can address challenges and opportunities of the Human Service Field.

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

- Our College Nurse, Joni Groll is participating in weekly webinars from the CDC & NYS Department of Health on the Coronavirus
- On February 14, the campus participated in a "Go Red Day", to support the awareness of heart disease in women. A photo was taken of all the students, faculty, and staff that wore red in support of this day of awareness.

Student Activities:

- Mascot Madness begins soon with Rip defending his crown. Please watch for more details.
- Student senate sponsoring a spirt week.

Athletics:

- Men's Basketball team finished their regular season this past Saturday. They are in the first round of the region playoffs and will play North County Community College.
- Women's Softball and Men's Baseball are still practicing and getting ready for their upcoming season.
- The Men's Baseball team, is getting ready to travel to Florida over spring break.

- 11. New Business/Other**
- 12. President's Travel Approval List**
- 13. News Release Summary**
- 14. Facility Use Report**
- 15. Announcement of the March Meeting**
Monday, March 16, 2020 at 3:30 p.m.

16. Executive Session

To discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation;

Motion: Mr. Markou ; **Seconded:** Ms. Slutzky

Vote: Yes – 7; No – 0; Abstention(s) - 0

Resolution Accepted

Entered Executive Session at: 4:42 p.m.

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

Vote: Yes – 7; No – 0; Abstention(s) - 0

Resolution Accepted

Exited Executive Sessions at: 4:56 p.m.

Adjournment:

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

Vote: Yes – 7; No – 0; Abstention(s) - 0

Resolution Accepted

Adjournment at: 4:57 p.m.

Edward Schneier

Edward Schneier
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary to the Board

Consent Agenda

February 24, 2020

Approval of the Minutes from January 27, 2020 Board Meeting

Capital Fund Expenditures

- a. Warrant No. 7, Renovations and Improvements C06140
- b. Warrant No.19, Renovations and Improvements C06138

Operating Warrant Approval

- a. Warrant No 01-20, Operating Warrant

Resolutions

- a. Resolution No. 0220-2156 to Amend Unclassified Professional Title