

## BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, October 18, 2021 at 3:30 p.m.** or thereafter in **Room 614** on the College campus, 4400 Route 23 Hudson, New York. The following matters were submitted for consideration and action.*

**Present:** Peter O'Hara, Vice-Chairman; Philip Abitabile, Bruce Bohnsack, Doreen Davis, Kelly Konsul, Maryanne Lee, Peter Markou, Barbara Slutzky and Laura Best-Macia, Student Trustee

**Excused:** Ned Schneier, Chairman

**Others Present:** Carlee Drummer, President; George Timmons, Provost and Senior Vice President for Academic and Student Affairs; and Mary Garafalo, Secretary to the Board of Trustees

**1. Call to Order, 3:30 p.m.**

**2. Roll Call, quorum present**

**3. Pledge of Allegiance**

**4. Request for Approval of Agenda**

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

**Vote:** Yes - 9; No - 0; Abstention(s) - 0

**Resolution: Accepted**

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

**Motion:** Ms. Davis; **Seconded:** Ms. Slutzky

**Vote:** Yes - 9; No - 0; Abstention(s) - 0

**Resolution: Accepted**

**6. Introduction of Guests and Items from the Floor**

Gregg Berninger, Professor of English; Geralynn Demarest, Professor and Co-Chair of Strategic Planning; Joan Koweek, Executive Director of Columbia-Greene Community Foundation; Andrew Ledoux, Dean of Student Development; William Mathews, Professor, Counselor and Department Chairperson for Advising, Career and Transfer Studies, Carl Nabozny, Multi-Media Coordinator; Krista Nevil, Technical Assistant for Records and Registration and Chair of CGCC College Senate; Casey O'Brien, Dean of Academic Affairs; Michael Phippen, Professor of Transitional Studies; and Cindy White, Account Clerk, Business Office and Co-Chair of Strategic Planning

**7. Moment of Silence**

*Honorable John G. Connor*

**8. President's Report**

By any measure, a highlight of the past month is the Town Hall meeting hosted last week by the Strategic Planning Committee. Nearly 100 employees and key community stakeholders attended to provide input on *Change Matters*, the College's new strategic plan for 2021 – 2024. Many thanks to Bruce Bohnsack, Doreen Davis, Peter Markou, and Peter O'Hara for attending. Heartfelt thanks as well to the Strategic Planning Committee Co-Chairs GERALYNN Demarest and Cindy White and their team members who have been working tirelessly since fall 2019 – including the summers! – to identify the institutional priorities that will guide the work of Columbia-Greene for the next three years, including preparation for the upcoming accreditation visit from Middle States Inspiring 2023.

***Operations Updates***

As of September 27, 2021, the SUNY mandate is now in place for all on-campus students to be vaccinated. Of the 31 unvaccinated students who were taking in-person classes, all but one was placed in virtual class sections. Required weekly COVID-19 testing continues for all unvaccinated employees, along with monthly testing for vaccinated individuals.

***Enrollment***

As of this morning, FTE enrollment is down by five percent. While being in negative numbers is not something to celebrate, we did anticipate a drop and budgeted for a nine percent decline. We are hopeful that the pandemic will be in a different place by the beginning of the spring semester, and we will see more students taking classes.

***Achieving the Dream***

This week the Achieving the Dream coaches will be conducting a virtual visit that includes the Capacity Café on Thursday, October 21, 2021, from 1 to 4 p.m. to discuss the results of the ICAT survey. Seventy percent of employees completed the survey (Institutional Capacities Assessment Tool) that assesses seven capacities that must be in place to create a student-focused culture that promotes their success. If you would like to attend part of the Café, we recommend sitting in on the first 90 minutes.

***Foundation***

In the coming weeks, you will be receiving the packet launching the Annual Appeal entitled Igniting Dreams. Included in the packet are a solicitation letter and a video featuring 10 students who tell their stories and the importance of the scholarships they received to keep them on track with their studies.

### ***Miscellany***

A number of personnel changes are in the works. In late September, Jaclyn Stevenson, Director of Marketing, submitted her resignation and will be moving to Shakespeare and Company in Lenox, Massachusetts, very close to her home.

Dawn-Marie Blasl, Director of College in the High School, announced last week that she will be leaving Columbia-Greene to pursue an opportunity with Albany Medical College. In late summer, Karen Fiducia retired, so the College is looking for a Director of Student Activities. Nancy Leonard, the Payroll Officer, will be retiring at the end of this month. All of these positions are crucial to campus operations, and we hope for strong candidate pools. In the meantime, we wish our former employees best wishes and thank them for their hard work during their time at Columbia-Greene. Provost Timmons also will have some further updates with respect to personnel.

Deputy Sheriff Patrick Mayo is sponsoring a Drug Takeback Day for all employees this coming Thursday, October 21, from 7:30 a.m.– 4 p.m. If you're interested in cleaning out your medicine cabinets, bring the unused drugs to the Security Office.

## **9. Trustee Report**

Student Trustee, Laura Best-Macia reported:

### ***Athletics***

1. Academic Progress Report requests have been sent to all faculty instructing student athletes. Results from these progress reports will allow for early identification of students who might benefit from academic support. All student athletes are required to participate in team study halls, which are hosted in collaboration with College faculty.
2. Baseball:  
Men's Baseball played its last fall game vs Massachusetts College of Liberal Arts on October 9th. The Spring season is scheduled to begin March 26th  
Construction of the fencing for the baseball field will begin in November 2021.
3. Basketball:  
Men's Basketball season begins on October 21st with a scrimmage vs Orange Community College, 7 :00pm.

### ***Student Activities***

A Director for Student Activities and Leadership Development will be posted this week. This role will support co-curricular offerings in a nurturing, holistic, and inclusive environment and the ideal candidate will have a demonstrated ability to develop and assess student engagement opportunities for a diverse student demographic. Members of the search committee will include representatives from the student body.

Student clubs and organizations have been active this semester, both in-person and virtually. Some upcoming activities include:

1. The Gender Sexuality Alliance is hosting Speed Friending a networking event, on October 19th
2. The Human Services Club and the Hope Rocks team participated in the Out of the Dark Walk to help fight suicide in Early October. Preparations are underway for the annual Thanksgiving Turkey Drop-off and Holiday Giving Tree.
3. The Student Veterans Club is hosting the 22 Push-up Challenge, October 18th-November 9th, and Veterans Day Ceremony, November 9th, 12:30 p.m.

The Office of the Dean of Students is working to identify students interested in serving on the Student Senate for the 2021-2022 Academic Year.

## **10. Vice President's Report** ***Academic Affairs***

- Middle States Update: Each of the seven working groups tasked with identifying evidence demonstrating the College's compliance with the seven accreditation standards submitted their initial drafts to the Steering Committee last week. The Steering Committee will continue to support the working groups and monitor the submission of all narrative components of the self-study. A final draft of the working groups' reports will be completed in December, and a full draft of the self-study will be delivered to the campus community in May. Also, information about the self-study has been posted to the College website in the "About C-GCC" section.
- Gloria Houg, Assistant Professor of Fine Arts, is planning an end-of-semester student artwork showcase that will take place in the Foundation Gallery. At this time, the event will be limited to students and employees to adhere to safety protocols. Once the pandemic is behind us, we plan to return to a larger student art showcase.
- C-GCC has elected to participate in SUNY's Fall 2022 cohort to implement a new learning management system. As a result of a new SUNY contract, C-GCC will be sunsetting Blackboard and implementing the Desire 2 Learn (D2L) digital learning environment platform. SUNY "anticipates that the D2L tool will create far more consistency across courses and between institutions than [has been possible with Blackboard], thereby encouraging ease of student transition across programs and between colleges and allowing for team teaching pedagogies and other innovative uses."
- Led by Associate Professor of History, Dr. Nicole Childrose—in collaboration with the Provost's Office and members of the Institutional Assessment Planning Group—the College has submitted its plans to SUNY for implementing their new general education framework. A multi-year process, work on this major project will begin this semester and continue through 2024.

- Julia Podpora has accepted the Instructor; Academic Advisor and Transfer and Career Counselor position. Julia will start on Tuesday, October 19, 2021. She is a recent graduate of SUNY New Paltz with a Masters in School Counseling. We are pleased to welcome her to the C-GCC.
- Rachel Arnwine has accepted the Associate for Admissions position. Rachel is a 2019 C-GCC graduate and soon-to-be graduate of SUNY Cobleskill, receiving a bachelors' degree in Communications in Technology. She will start the position on October 25, 2021.
- Amanda Karch has accepted the position of Director of Community Engagement and Professional Development. Amanda was the Interim Director of CEPD and served as the Coordinator of Special Events.

### ***Student Services Update***

- **Achieving the Dream**
  1. Results are in from Columbia-Greene's deployment of the Institutional Capacity Assessment Tool (ICAT) Survey. We are grateful to Board members who completed the survey, and to that end, we are proud to report a 64% survey response rate. ICAT responses show C-GCC has "Strong Capacity" across the seven sectors: Leadership and Vision, Teaching and Learning, Equity, Data and Technology, Engagement and Communication, Strategy and Planning, Policies and Practices.
  2. C-GCC will be hosting a 2-day virtual site visit, on October 21st and 22nd, with our liaisons from Achieving the Dream. In addition to the ICAT responses, the site visit will contribute to campus-wide goal settings aimed toward creating meaningful contributions that will bolster the student experience, particularly to underrepresented populations.
- **Career Services and Experiential Learning**

Kelly Ann Radzik submitted a \$75,000 grant proposal to the Berkshire Taconic Community Foundation to help support the new Career Connections program for three years. Formerly the Junior Career Institute, Career Connections will enable high school juniors and seniors in Columbia and Greene Counties to expand career-oriented learning to bolster the region's workforce.
- **Health Services has continued to navigate SUNY's COVID-19 vaccine regulations.**

C-GCC is 100% compliant with vaccination regulations, with only a small number of on-campus students approved for medical or religious exemption.
- **Registration and Records are working closely with Academic Advising to prepare for Spring 2022 registration, which will begin on October 25.**

## **11. New Business/Other**

**12. Announcement of the November Meeting**

Monday, November 15, 2021 at 3:30 p.m.

**13. 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:** Ms. Lee; **Seconded:** Mr. Bohnsack

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

**Resolution: Accepted**

**Entered Executive Session at: 3:57 p.m.**

**Motion:** Ms. Lee; **Seconded:** Ms. Davis

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

**Resolution: Accepted**

**Exited Executive Sessions at: 4:32 p.m.**

**14. Adjournment:**

**Motion:** Ms. Lee; **Seconded:** Mr. Bohnsack

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

**Resolution Accepted**

**Adjournment at: 4:33 p.m.**

*Edward Schneier*

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Edward Schneier  
Chairman, Board of Trustees

*Mary E. Garafalo*

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Mary E. Garafalo  
Executive Secretary to the Board

## **Consent Agenda**

**October 18, 2021**

**Approval of the Minutes from September 20, 2021 Board Meeting**

**Operating Warrant Approval**

- a. Warrant No. 09-21, Operating Warrant