

Board Meeting Minutes

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College was held on **Monday, October 17, 2022, 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, Chairman, Laura Best-Macia, Bruce Bohnsack, Doreen Davis, Kelly Konsul, Maryanne Lee, Charlie Millar, and Ned Schneier

Excused: Peter Markou

Others Present: Carlee Drummer, President; George Timmons, Provost and Senior Vice President for Academic and Student Affairs; Dianne Topple, Vice President of Administration and Chief Financial Officer; and Mary Garafalo, Secretary to the Board of Trustees

1. **Call to order 3:31 p.m.**
2. **Roll Call, quorum present**
3. **Pledge of Allegiance**
4. **Motion for Approval of Agenda**
Motion: Ms. Lee; **Seconded:** Mr. Bohnsack
Vote: Yes - 8; No - 0; Abstention(s) – 0
Resolution: Accepted
5. **Motion for Approval of the Items in the Consent Agenda**
Motion: Mr. Schneier; **Seconded:** Ms. Davis
Vote: Yes – 8; No - 0; Abstention(s) – 0
Resolution: Accepted
6. **Introduction of Guests and Items from the Floor**
7. **Moment of Silence**
Maureen Boutin
John L. Drabick Sr.
Marcia Sullivan

8. Resolutions:

a. Resolution No. 1022-2221 Designating Professor of Emeritus Status to Daniel Connor

WHEREAS, the Board of Trustees of Columbia-Greene Community College at its meeting on May 27, 1986, authorized the granting of Emeritus status to faculty who have retired from the College after at least 15 years of service, who had held the title of Professor prior to retiring, and whose service had been judged exemplary, and

WHEREAS, Professor Daniel Connor obtained the rank of full Professor, and

WHEREAS, during his employment at the College, Professor Connor demonstrated consistently superior service to the College's mission, possessed an unwavering commitment to the success of students, and prepared the next generation of professionals in computer graphics and digital design. Professor Connor served for five years as the Coordinator of Fine Arts, was instrumental in the redesign of the College's new computer graphics classroom and helped organize many exhibitions to promote and celebrate student artwork.

THEREFORE BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College hereby bestows upon Professor Daniel Connor the designation of Professor Emeritus effective upon passage of this Resolution, with all rights, privileges, and honors thereto pertaining; and

BE IT FURTHER RESOLVED that the Board of Trustees of Columbia-Greene Community College directs that Daniel Connor being named with the designation of Professor Emeritus be so noted in appropriate publications of the College henceforth.

Motion: Mr. Schneier; Seconded: Mr. Bohnsack

Vote: Yes - 8; No - 0; Abstention(s) – 0

Resolution: Accepted

b. Resolution No. 1022-2222 Designating Professor of Emeritus Status to Anna Cortese

WHEREAS, the Board of Trustees of Columbia-Greene Community College at its meeting on May 27, 1986, authorized the granting of Emeritus status to faculty who have retired from the College after at least 15 years of service, who had held the title of Professor prior to retiring, and whose service had been judged exemplary, and

WHEREAS, Professor Anna Cortese obtained the rank of full Professor, and

WHEREAS, during her employment at the College, Professor Cortese served honorably as a standing member of the Veteran Affairs Task Force, advocated for the College's Veteran and active-duty student population, and educated hundreds of nursing students with compassion, respect, and dedication. Such accomplishments earned Professor Cortese the President's Award for Faculty in 2017 and the Chancellor's Award for Excellence in Teaching in 2018.

THEREFORE BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College hereby bestows upon Professor Anna Cortese the designation of Professor Emerita effective upon passage of this Resolution, with all rights, privileges, and honors thereto pertaining; and

BE IT FURTHER RESOLVED that the Board of Trustees of Columbia-Greene Community College directs that Anna Cortese being named with the designation of Professor Emerita be so noted in appropriate publications of the College henceforth.

Motion: Ms. Lee; Seconded: Ms. Davis

Vote: Yes - 8; No - 0; Abstention(s) – 0

Resolution: Accepted

c. Resolution No. 1022-2223 Designating Professor of Emeritus Status to William DeLuca

WHEREAS, the Board of Trustees of Columbia-Greene Community College at its meeting on May 27, 1986, authorized the granting of Emeritus status to faculty who have retired from the College after at least 15 years of service, who had held the title of Professor prior to retiring, and whose service had been judged exemplary, and

WHEREAS, Professor William DeLuca obtained the rank of full Professor, and

WHEREAS, during his employment at the College, Professor DeLuca educated hundreds of students to serve professionally in the field of criminal justice, collaborated with students outside of class as an advisor for the Criminal Justice Club, served for three years as Chairperson for the Behavioral and Social Science Division, and launched multiple programs and services that would enhance the field of criminal justice. Such accomplishments earned Professor DeLuca the President’s Award for Faculty in 2013, the Chancellor’s Award for Excellence in Teaching in 2015, and the Assessy Award for Excellence in Assessment in 2019.

THEREFORE BE IT RESOLVED that the Board of Trustees of Columbia-Greene Community College hereby bestows upon Professor William DeLuca the designation of Professor Emeritus effective upon passage of this Resolution, with all rights, privileges, and honors thereto pertaining, and

BE IT FURTHER RESOLVED that the Board of Trustees of Columbia-Greene Community College directs that William DeLuca being named with the designation of Professor Emeritus be so noted in appropriate publications of the College henceforth.

Motion: Ms. Konsul; Seconded: Mr. Schneier

Vote: Yes - 8; No - 0; Abstention(s) – 0

Resolution: Accepted

9. President's Report

a. Associate Professor of Communication/English, Maya Greene reported:

Associate Professor Greene explained the Cannabis Microcredentials programs. With the assistance of our community partners of John Ng, Hudson Valley Fish Farm; Bill Hughes and Sushanta Parikh, TEVA Inc.; and George Vlamis, QUBE, they have aided our students with retail and sales experience and cultivation and processing. Also, with the assistance of Mike Doyle, instructing *Introduction to the Cannabis Industry*, and Dianna Dixon, instructing *Cannabis Retail Operations and Sales* and Associate Professor Greene, they have brought their experience and knowledge in instructing these classes.

Maureen Sager, Director of Communications and Marketing, developed a strategy of producing a mini site on the cannabis program on our website. This strategy allowed us to run social media ads promoting the program, with amazing results of interest. We are looking forward to the future of this program, with a possible 15 credit certificate.

A suggestion was made to Associate Professor Greene, to further educate our connecting counties of this new program, by attending town hall meetings.

b. Matt Hertzog, Chief Information Officer (CampusWorks) reported:

Dr. Hertzog did a PowerPoint presentation for the Board of Trustees to explain his role here at CGCC. When first hired, he faced many challenges of monitoring tools to safeguard against intrusions, end of life cycle for infrastructure devices, lack of redundancy of fiber and firewall infrastructure.

Dr. Hertzog major accomplishments have been the core switched are deployed and configured, new WIFIs deployed, Subnet infrastructure, BrightSpace migration completed, and the Helpdesk request system deployed. The Board was appreciative of his accomplishments in such a brief period of time.

c. President Drummer reported:

Enrollment

Enrollment as of Saturday, October 15, 2022, shows a significant increase in enrollment – up 8 percent in headcount and 9 percent in FTE. These are extraordinary numbers compared with many of our sister community colleges. To be sure, this outcome reflects the true spirit of teamwork from every department on campus.

Middle States Pre-Accreditation Visit

The Middle States Accreditation Visit Team Chair, Dr. Mark McCormick, will be visiting the campus next Monday, October 24, 2022. The Board of Trustees are scheduled to meet with Dr. McCormick at 10:00 a.m.

“Every Student Matters”

Since the last Board meeting, Windham-Ashland-Jewett, Catskill, and New Lebanon Schools launched their “Every Student Matters” with the College providing “Instant Admission” for all seniors. This initiative provides a wonderful opportunity for those who are planning to enroll in college, for those who are undecided about their next step, or for those who want to have Columbia-Greene as a backup option. Among the

three schools, 165 students received certificates of admission – and as of today, 99 have completed the paperwork! Next up is Coxsackie-Athens on November 8, 2022.

Gymnasium Dedication

100 students, employees, and community dignitaries attended the Athletics Outreach Day and Dedication of the Gymnasium on September 21, 2022. Highlights of the event included the official ribbon cutting and the unveiling of the new scorers' table donated by The Bank of Greene County.

Great News for Medical Assisting

As recommended by the Medical Assisting Education Review Board (MAERB), the Medical Assisting Program earned accreditation from The Commission on Accreditation of Allied Health Education Programs (CAAHEP). CAAHEP is the nation's preeminent accreditor for health sciences and health professions education.

Grants

The College will be receiving a SUNY grant of \$305,398 allocated through Governor Hochul's Incremental Budget for workforce development initiatives. The grant will enable the Automotive Technology Program to expand its offerings by adding Hybrid and Electric Vehicle Certification – skills already in demand and ones that will be needed even more when the automobile industry switches from gas powered to hybrid and electric engines starting in 2025.

Partnership Retreat

As per the presentation from Professor Matthew Kenny last month, he launched a "strategic partnership pilot" as part of the Achieving the Dream Action Plan. Professor Kenny visited 19 businesses and organizations, where he engaged in conversations with floor managers, human resources personnel, and business owners to discuss opportunities for collaboration and raise awareness about the College's role in shaping the local workforce. Last Friday, four Columbia-Greene partners – Columbia Memorial Health, Ferguson Distribution Center, Olana, and Workforce New York – gathered for a retreat to discuss credit and/or non-credit programs to consider as the College strives to meet employers' needs.

Strategic Planning

The Strategic Planning Committee met last week to determine next steps with respect to documenting progress made toward advancing the five overarching goals of *Change Matters*. The All-College Meeting in January 2023 will feature an update about the accomplishments realized during the fall semester.

Miscellany

The *Skilling the Gap* Forum is this Friday sponsored by the College, Berkshire Taconic Community Foundation, and Columbia Economic Development Corporation.

10. Trustee Report

Student Trustee, Laura Best-Macia reported:

- The Men's Baseball fall season ended on October 9 and will resume on March 25, 2023.
- The Men's Basketball team will play their first regular season game on November 2.
- The Gender Sexuality Alliance (GSA) and the Psychology Club invited members of the campus community on Tuesday, October 11 to celebrate National Coming Out day!

- On Wednesday, October 12 there was an on-campus petting zoo. This is a traveling animal program whose purpose is to educate the public about animals, their welfare and conservation. This program fosters kindness and empathy for all living things.
- *October is Socktober!* The Student Success Center (SSC), in collaboration with the CARE Team, is collecting socks for members of our communities in need. Donations will be accepted up to Monday, October 31, 2022, and will be distributed to Columbia Opportunities, and Community Action of Greene County.
- Veterans Day Ceremony, Thursday, November 10 at 12:30pm, Campus Theater.

11. Vice President's Report

- a. Provost and Senior Vice President for Academic and Student Affairs, George Timmons reported:

Academic Affairs:

The preliminary visit regarding our Middle States Self-Study with team chair, Dr. Mark McCormick is scheduled for next Monday, October 24. This will be the College's first official meeting related to the self-study visit. Dr. McCormick will meet with the executive leadership team, current students, members of the board, the college senate, faculty council, union, and shared governance leaders, and finally, with the self-study steering committee. The day will end with a campus tour. In addition, Dr. McCormick was provided a draft of the final self-study report last week, and he is expected to make suggestions for how we can improve the self-study draft before its final submission. Once all necessary revisions have been made, the final self-study draft will be shared with the campus community. The entire team site visit takes place at the end of March.

- The College's senior leadership has been having regular meetings with the administration at Columbia Memorial Health to identify ways to strengthen and formalize our existing partnership. Primarily, CMH hopes to expand and strengthen its workforce and work closely with the College to address their needs.
- On October 20, an opening reception will be held to launch a sculpture exhibit by Professor Emeritus Steve Careau titled *Balances and Measures*. The event will take place in the Foundation Gallery from 4:00 p.m.-6:00 p.m. All are invited to attend.
- The College has applied for a grant to allow us to offer Google Career Certificates in Digital Marketing/E-commerce as well as Information Technology Support. Google's primary objective in offering their career certificates through participating community colleges is to support learners to enter high-growth, high-demand jobs, especially those who identify as Black, Latinx, non-male, or other groups currently underrepresented in these fields. These highly marketable industry credentials can be integrated into our existing curricula to enhance students' employability, a priority of the academic affairs' strategic plan. A national education and workforce development nonprofit, "*Jobs for the Future*", is a critical partner in this initiative.

Student Development

- *Achieving the Dream*
During the summer, Achieving the Dream Co-Chair Matthew Kenny launched a "strategic partnership pilot" as part of the ATD Action Plan. Visiting 19 businesses and

organizations, he engaged in conversations with floor managers, human resources personnel, and business owners to discuss opportunities for collaboration and raise awareness about the College's role in shaping the local workforce. Last Friday, Columbia-Greene partners – Columbia Memorial Health, Ferguson Distribution Center, Olana, and Workforce New York – gathered for a retreat to discuss ideas about expanding these relationships. President Drummer, Provost Timmons and the members of the ATD Core Team, welcomed Bryanna Scali, Vice President of Human Resources, Columbia Memorial Health; Dale Calyer, Safety Manager, Ferguson Distribution Center; Carolyn Keogh, Director of Education and Public Programs, The Olana Partnership; and Melanie Hasbrook, Director of Advancement and Marketing, The Olana Partnership. They provided their perspectives about possible credit and/or non-credit programs to consider as the College strives to meet employers' needs.

- *Career Success*

The Office of Career Success and Experiential Learning will host Kelly Mace, Director of Clinical Quality Assurance Programs for CareMount Medical, and Hudson Valley's 2018 Businesswoman of the Year, for this month's "Career Q&A," taking place on October 26th. Kelly will provide insight to students and answer questions about the Business and Healthcare industries.

- *Health Services*

Columbia-Greene has entered a partnership with SUNY Upstate Medical University's Tele Counseling Network. The Tele Counseling Network provides psychiatric care through HIPAA-compliant Zoom, including med management and psychotherapy (Cognitive Behavioral Therapy (CBT) and Dialectical Behavioral Therapy (DBT) as well as regular therapy). These services are free for SUNY students, and 38 other campuses have joined this network. Tele Counseling Services will be available to students on campus and virtually from 8:00 a.m. to 9:00 p.m.

On October 5th, Columbia-Greene welcomed the Greener Pathways R.V. back to campus. The R.V. will be in the Quad from 8:30 a.m. to 11:30 a.m. on the first Monday and third Wednesday of each month. Some services include STI screening and education, reproductive health education; substance use disorder and prevention outreach and referrals; Narcan education and distribution; and smoking cessation.

- *Student Success*

Provost Timmons is proud to report that the Student Success Center has seen the highest in-person student engagement since before the pandemic. Tutoring Services are available to students in the subject areas of Anatomy and Physiology, College Algebra, Composition, Literature, Human Biology, Chemistry, Mathematics Fundamentals, Pre-Statistics, Pre-Algebra, and Statistics. Additionally, the SSC has rolled out academic coaching sessions, Professional ESL Support, and a Walk-in Writing Studio.

This month's Student Success Workshop, "Tips and Tricks for Effective Notetaking," was well attended. The next workshop, "Citation Matters: Research & Academic Writing Workshop (MLA & APA)," will be held on November 12th.

- b. Vice President for Administration and Chief Financial Officer, Dianne Topple reported:
We are still collaborating with the auditors on dates that they will be on campus.
Food Service – COARC will be having a “grab and go” – Monday thru Thursday from 9:00 a.m.-1:00 p.m. Vice President Topple personally thanked the amazing work done by Lesa Milson and Kevin Hammond in cleaning the entire kitchen.

12. Announcement of the November 2022 Meeting

Monday, November 21, 2022, 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. Davis; **Seconded:** Mr. Bohnsack

Vote: Yes - 8; No - 0; Abstention(s) – 0

Resolution: Accepted

Entered Executive Session at: 4:14 p.m.

Motion: Ms. Davis; **Seconded:** Mr. Millar

Vote: Yes - 8; No - 0; Abstention(s) – 0

Resolution: Accepted

Exited Executive Sessions at: 4:50 p.m.

14. Adjournment:

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

Vote: Yes - 8; No - 0; Abstention(s) – 0

Resolution Accepted

Adjournment at: 4:51 p.m.

Peter O’Hara

Peter O’Hara
Chairman, Board of Trustees

Mary E. Garafalo

Mary E. Garafalo
Executive Secretary to the Board

CONSENT AGENDA

October 17, 2022

Approval of the Minutes from September 19, 2022, Board Meeting

Operating Warrant Approval

- a. Warrant No. 09-22, Operating Warrant