

BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College on **Monday, October 16, 2023, at 4:00 p.m. 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; Bruce Bohnsack, Doreen Davis, Kelly Konsul, Maryanne Lee, Ned Schneier and Michael Liddy, Student Trustee

Excused: Peter Markou and Charles Millar

Others Present: Carlee Drummer, President; Matt Green, Dean of Enrollment Management; Andrew Ledoux, Dean of Student Development; Casey O’Brien, Dean of Academic Affairs; Victoria Walsh, Vice President of Student Affairs, Student Development, and Strategic Initiatives; and Mary Garafalo, Secretary to the Board of Trustees

1. Call to Order, 4:00 p.m.

2. Roll Call, quorum present

3. Pledge of Allegiance

4. Request for Approval of Agenda

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

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

Resolution: Accepted

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

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

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

Resolution: Accepted

6. Introduction of Guests and Items from the Floor

7. President’s Report

a. President, Carlee Drummer

Welcome, New Student Trustee – Michael Liddy

Michael is a psychology major who will graduate in December and be heading to Columbia University!

Welcome, Victoria!

Columbia-Greene is delighted to welcome Dr. Victoria Walsh, the new Vice President for Academic Affairs, Student Development, and Strategic Initiatives to the family.

Farewell, Casey . . .

At the same time of welcome, we bid a fond farewell to Dr. Casey O'Brien whose last day is next Monday, October 23, 2023. Thankfully Casey will remain in the SUNY System where he will be sharing his talents with 64 institutions. His contributions to Columbia-Greene since arriving at the College 10 years ago are significant and lasting.

Thank You

Heartfelt thanks to Nancy Rudberg for filling in so capably during the transition.

ACCT Leadership Congress Update

Trustee Charlie Millar and President Drummer attended the ACCT Leadership Congress in Las Vegas last week where they served on an Achieving the Dream panel discussion with Dr. Ellen Kennedy, the President of Berkshire Community College. During the session, they focused on the importance of Achieving the Dream to student success and Columbia-Greene's significant breakthrough in cultivating new partnerships with businesses and organizations in our community.

CASE Global Taskforce

President Drummer participated in the Council for the Advancement and Support of Education's – better known as CASE – Taskforce to study the importance of expanding CASE's global reach.

Chaired by Dr. Andy Hamilton, the recently retired President of New York University, the Task Force is charged with producing a report for the CASE Board of Trustees in March 2024. President Drummer's role now is to serve on the Global Growth working group and develop a data-informed ten-year plan for global growth and penetration into new markets.

Enrollment

Enrollment is up 16.9 percent for the fall semester! President Drummer thanked the team effort by administrators, faculty, and staff playing a key role not only in attracting but also retaining students.

Freedom to Read Exhibition

To commemorate Banned Books Week, the *Freedom to Read* auction exhibition in the Kaaterskill Gallery that featured artist Ryan Sheffield's portraits of 15 authors whose books have been banned, and memorable quotations from their works was a huge success! The auction brought in \$1,485 to support the Library.

Columbia-Media Archive

Columbia Media group will be donating its microfilm collection and bound copies of the earliest years of the *Register Star* newspaper dating between 1792 and 1900 to the College! The archive will become part of the Library's New York Heritage collection.

NYCCT Conference

The annual New York Community College Trustees' Conference is coming up on November 3-4, 2023 in Saratoga Springs. The keynote speakers are SUNY Chancellor John B. King and North Carolina Community College System President Dr. Jeff Cox. If you would like to attend, please contact Mary Garafalo.

- b. Chair of the Strategic Planning Committee, Geralynn Demarest
Geralynn discussed and an update was given on the (5) Strategic Goals for 2022-2025 of Student Success, Academic Programs, Equity, Diversity, and Inclusion, Enrollment, and Technical and Computing Environment. Also, she explained how the strategic plan framework is built by visions, targets, tactics, timelines, and analysis.
- c. Director of Institutional Research, Planning, and Effectiveness, Racheal Chubb
Racheal added to Geralynn report that they will be presenting the Annual Report at the All College meeting in January 2024.

8. Trustees Report

Student Trustee, Michael Liddy reported:

Athletics

Men's and Women's Basketball: Both teams have commenced their season, engaging in competitive plays and exhibiting exemplary sportsmanship. The Men's team will have its first home game against Rockland Community College this Saturday, October 21st at 1:00 p.m. The Women's Team will compete on the same day at Rockland Community College.

E-sports Team: An informative meeting was held for all individuals expressing interest, discussing potential events and team structure.

Student Activities and Leadership Development

New Student Lounge: Now operational and gaining popularity as a multifunctional space for lounging, studying, and gaming. The Lounge has created new employment opportunities for students at Columbia-Greene with five students covering various shifts. During its first week, the space was visited by 76 students and the E-Sports Room averages 7-10 visits per day.

Student Senate Meeting (October 5th): Addressed a multitude of topics, including leadership workshops, senate member confirmations, and planning for an event to honor the national day for truth and reconciliation. Furthermore, several clubs are in the process of obtaining approval, and the potential re-introduction of the pumpkin walk to Olana castle was discussed, possibly involving the daycare in carving/painting pumpkins.

Psi Beta Chapter Establishment: Professor Barbie Shaffer and Professor Berne Bendel, with endorsement from Doctor Drummer, have been approved to initiate a Psi Beta chapter on campus, providing a platform for psychology students to engage in research, scholarship, and community service, alongside fostering professional development.

Upcoming Events

Transfer Fair (October 19, 2023): Scheduled from 10:30 a.m. to 2 p.m. in the HRBT Foundation Dining Hall and Corridor, featuring admissions counselors from 16 colleges and universities, with attendance yielding a free pizza lunch and an opportunity to participate in Transfer Trivia.

Advisory Appointments: Upcoming advising appointments will be available for both matriculated and non-matriculated students concerning the Spring 2024 semester.

Acknowledgements and Staff Updates

On behalf of Columbia-Greene's students, we would like to share our warmest wishes and a fond farewell to Dr. Casey O'Brien. We are grateful for his multiple roles and contributions to the College.

We would also like to extend a hearty welcome to Dr. Victoria Walsh, Vice President for Academic Affairs, Student Development, and Strategic Initiatives. Our students are excited to have her on board and we hope to see her in the classroom.

9. Vice President's/Deans' Report**a. Vice President for Academic Affairs, Student Development, and Strategic Initiatives, Dr. Victoria Walsh**

Vice President Walsh thanked everyone for their support for her 1st week at C-GCC. Her priority for the Academic Affairs Office is to cover the absence of Dr. O'Brien's title.

Dr. Walsh welcome Michael Liddy as our new Student Trustee. Also, recognizing Ember Traino who will start tomorrow as the new Assistant Dean of Academic Affairs. We are pursuing a HudsonLink Partnership with Coxsackie Correctional. Also, we are looking to work with SUNY New Paltz – 2+2 with Green Haven Correctional.

b. Dean of Student Development, Andrew Ledoux:**Achieving the Dream**

The College underwent its 7th, and final, site visit with Achieving the Dream Coaches, Donna Kragt and Mary Ostrye earlier this month.

The coaches had glowing remarks and offered constructive feedback in preparation of our final report of the grant cycle due next month and offered recommendations for keeping the momentum in student success and equity efforts.

Accessibility Services

On September 26th, The Office of Accessibility Services partnered with Dylan Emmons, founder of "Actualize Autism", to provide a professional development opportunity for all faculty and staff to build acceptance and opportunity for students affected by Autism.

Career Success

The Office of Career Success has partnered with the Medical Assisting faculty to host a line-up of programming during Medical Assisting Week, October 16th-20th.

Students enrolled in the Basic Police Training Certificate completed their required coaching sessions with the Office of Career Success over the past two weeks. 45-minute presentations about internships, information interviews and professional resume standards were delivered in 5 College Experience classes and 1 Financial Literacy Course.

Health Services

Unfortunately, the number of reported COVID cases have surpassed the total reported this time last year. Maria Ostrander, Director of Health Services, continues to test symptomatic students and employees in the health office as well as providing free at-home tests.

Student Records

Records and Registration will be moving forward with the integration of Parchment electronic transcript delivery. The addition of this service will allow students to electronically request and deliver their transcripts to institutions and employers within 24 hours. Additionally, the service will come at no additional cost to the college.

Veterans Services

Last week, the College received an amazing donation of artwork from Brian Withers, whose father, George Withers, was a World War II book, magazine, and newspaper illustrator. Kevin Kropp, Veteran and Military Affairs Advisor, has invited the donor to join us at the annual Veterans' Day celebration scheduled for Thursday, November 9th.

c. Dean of Enrollment Management, Matthew Green

Enrollment Highlights:

Headcount: 1692 compared to 1447 last fall. Up 17%

Adult Learners: 479 compared to 409 last fall. Up 17%

Diversity: Asian up 16%, Black or African American up 60%, and Hispanic up 14%

Enrollment Management

Assessment on Enrollment Marketing Platform (Fall Semester)

Communication Audit (Admissions) (Fall Semester)

Scholarships

\$14,000 in scholarships have been awarded

Admissions and Recruitment

Preparing for the All Students Matter events for November and December

College Fairs and High School Visit (October and November):

- Capital Region BOCES
- SUNY Fair in Albany
- Columbia-Greene High Schools
- Bethlam High School
- Webutuck High School
- Rhinebeck High School
- Questar III
- Averil Park High School
- Kingston High School

Attended the SUNY OpInform

SUNY Free Application this week

Financial Aid

Fall 2023 Aid disbursed and refunded (aid will continue to disburse weekly)

Student employment:

24 (4 additions since last report) students have been placed in jobs across campus (Admissions, library, athletics, student activities, ceramics lab & peer tutoring)

Professional Development:

The 55th Annual New York State Financial Aid Administrators Association (NYSFAAA) Conference in Albany (10/10-10/13)

Upcoming training: SUNY FAFSA Summit (10/18)-FAFSA Simplification Workshop

SUNY's Office of Higher Education in Prison Fall Convening in Albany (10/10-10/11) at the SUNY System Administration Building

Marketing

Editing recruitment materials and campaigns to include that we are the #1 SUNY College

Alumni Art Show

New Logo rollout

Salary Data software is being added under Academic Programs

10. Announcement of the Monthly November 2023 Meeting

Monday, November 20, 2023, at 3:30 p.m.

11. Public Comment

12. 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. Konsul; **Seconded:** Mr. Schneier

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

Resolution: Accepted

Entered Executive Session at: 5:05 p.m.

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

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

Resolution: Accepted

Exited Executive Sessions at: 5:49 p.m.

Adjournment:

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

Vote: Yes ; No ; Abstention(s) -

Resolution Accepted

Adjournment at: 5:50 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 16, 2023

Approval of the Minutes from September 18, 2023 Board Meeting

Capital Fund Expenditure

Warrant No. 53, Renovations and Improvements C06138

Operating Warrant Approval

Warrant No. 09-23, Operating Warrant