

BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College on **Monday, March 18, 2024, 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, Maryanne Lee, Charles Millar, and Ned Schneier

Excused: Kelly Konsul, Peter Markou, and Marvin Morales

Others Present: Carlee Drummer, President; Amanda Bishop, Vice President for Administration and Finance/CFO; Victoria Walsh, Provost and Senior Vice President; 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: Mr. Bohnsack; **Seconded:** Mr. Millar
Vote: Yes - 6; No - 0; Abstention(s) - 0
Resolution: Accepted
5. **Request for Approval of the Items in the Consent Agenda**
Motion: Mr. Millar; **Seconded:** Ms. Lee
Vote: Yes - 6; No- 0; Abstention(s) - 0
Resolution: Accepted
6. **Introduction of Guests and Items from the Floor**
7. **President's Report**
President, Carlee Drummer:
To comply with enrollment protocols, the Records Office is now entering CITHS enrollment in the fall semester.

GED Testing Site Approved

Columbia-Greene is now a GED Testing Site, the only institution to provide this service between Kingston and Albany.

High School Counselors' Workshop Recap

Fifteen counselors representing Cairo-Durham, Catskill, Coxsackie-Athens, Greenville, Hudson, New Lebanon, Taconic Hills, and Windham-Ashland-Jewett heard Academic Affairs and Student Development updates from key administrators and then had the opportunity to ask questions. This was the first gathering of the Counselors on campus since November 2022.

Personnel Updates

To streamline operations in Enrollment Management and Student Development, the College recently combined functions.

- Christy Ward has added administrative oversight of the Prison Education Program to her role as Director of College in the High School, thereby combining these two external programs now overseen by Dean Phelps.
- The Office of Accessibility Services will become part of the Student Success Center, and Catherine Carlson has agreed to serve as the Center's Interim Director.

VIPs on Campus

- On Wednesday, SUNY Chancellor King will be visiting the campus. He will be visiting the Use of Force Simulator Training Room, Welcome Center, Student Lounge, Wellness Center, Serenity Room, Kaaterskill Gallery, and the Library.
- Congressman Marc Molinaro will be another visitor on April 8, 2024, and will have a similar itinerary to Chancellor King, depending on the amount of time he can spend on campus.

Solar Eclipse

The Great North American Eclipse is on April 8, 2024! Astronomy instructor Kelly Ann Radzik is organizing special programs that will include a live stream from the Dining Hall. The library is purchasing special glasses to keep viewers out of harm's way.

Reminder!

On April 13, the NYCCT Board of Directors will be hosting its spring meeting at Onondaga Community College in Syracuse. Each community college will have one vote on all matters of business.

8. Trustees Report

Dean of Students, Drew Ledoux gave the report in the absence of Student Trustee, Marvin Morales:

Athletics

The recruiting for Baseball, Men's and Women's Basketball is still underway.

The Athletics department is close to hiring a new softball coach.

For the golf team, they are currently seeking courses to practice on.

Student Activities and Leadership Development

We started March off with a negotiation workshop, showing individuals how to research a target salary, highlight specific accomplishments, and negotiate for better benefits and pay, Irish cultural music that was performed by The Hudson River Ceili, a program called Values, Purpose, Strategy: Turning Passion to Action which is designed to empower women at any stage in life.

Activities planned for the week is: Workshop in the Wellness Lounge on processing grief and Loss, stress management, sleep hygiene and sound bath relaxation experience; the annual Easter egg hunt.

The deadline to register for students graduating in May is March 22nd, as always, the Student Activity Fee covers the costs of all student regalia and diploma covers.

We are also working on solidifying dates for Tilt36T's visit to campus to host focus groups for faculty, staff and administrators, students, campus leadership, and then we will do an online zoom focus group for alumni.

9. **Vice President's Report**

a. Provost and Senior Vice President, Victoria Walsh:

Academic Affairs

- Presentation of faculty recommended for promotion, sabbatical, and tenure.
- Dean Nester is reviewing the organization of our academic divisions to assess their effectiveness and to ensure the structure is appropriate for advancing our programs, developing new offerings, and enhancing teaching and learning experiences.
- SUNY New Paltz is deregistering the Jointly Registered Teacher Education Program (JR TEP), and as a result, we are reviewing our education-focused curricula and attempting to restructure those programs to maximize student transferability to education programs at various four-year schools in the area.

Enrollment Management

- Dean Phelps is working to refresh and organize the Enrollment Management Team. We have two admissions counselors in place, an interim director of financial aid, and are about to appoint an enrollment management operations specialist.
- College in the High School and the Prison Education Program have been restructured under enrollment management to ensure these external programs are appropriately and effectively managed. Christy Ward will assume administrative responsibility for both programs, and she is developing systems and processes to ensure students and faculty are supported with the assistance of the Office of Academic Affairs.
- Our Spring Open House is scheduled for April 13. Dean Phelps is leading our efforts to promote our academic programs and the benefits of a C-GCC learning experience.
- Dean Phelps is working with her team and fellow deans to plan a full year recruitment schedule for the 2024-2025 academic year.

Institutional Research, Assessment, and Planning

- We are now 18 months into our strategic plan, Change Matters 2022-2025. A sub-group of the Strategic Planning Committee is assessing the effectiveness of the work of the plan to advance the institution.
- Racheal Chubb is working with campus stakeholders to review the results of the Community College Survey on Student Engagement (CCSSE). This survey is conducted every three years and provides us with important insights from students on their experience at C-GCC.

Student Affairs

- The Department of Student Development will be changed to Student Affairs. This change will include a change in title for the Dean of the department to Dean of Students. These two changes ensure the department is more in-keeping with the industry and national organizations of student affairs administrators and educators, particularly NASPA.

b. Vice President for Administration and Finance, Amanda Bishop:
Vice President Bishop gave her financial report during the Finance Committee Meeting.

10. Announcement of the Monthly April 2024 Meeting

Monday, April 15, 2024, 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. Davis; **Seconded:** Mr. Schneier

Vote: Yes - 6; No - 0; Abstention(s) - 0

Resolution: Accepted

Entered Executive Session at: 4:34 p.m.

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

Vote: Yes – 6; No - 0; Abstention(s) - 0

Resolution: Accepted

Exited Executive Sessions at: 4:52 p.m.

Resolution:

Resolution No. 0324-2257 Approve Tenure and Promotion

Motion: Mr. Bohnsack; **Seconded:** Mr. Millar

Vote: Yes - 6; No - 0; Abstention(s) - 0

Resolution: Accepted

Adjournment:

Motion: Mr. Bohnsack; **Seconded:** Mr. Millar

Vote: Yes – 6; No - 0; Abstention(s) - 0

Resolution Accepted

Adjournment at: 4:57 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

March 18, 2024

Approval of the Minutes from February 26, 2024, Board Meeting

Capital Fund Expenditure

Warrant No. 58, Renovations, and Improvements C06138

Operating Warrant Approval

Warrant No. 02-24, Operating Warrant