

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – November 19, 2015

Madam Chair Crandall called the meeting to order at 7:22 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

Trustees Attending: Mr. Ackerman, Dr. Ainsworth, Mr. Barbato, Mr. Brenchley, Mrs. Crandall, Mr. Gregory, Ms. Prymas, Mr. Roche (via video conference), Miss Steele

Trustees Absent: Mr. Testa

In Attendance: Dr. McColgin, Dr. Hawes, Mr. Laino, Mrs. Ruffing

Also Present: Mr. Jim Bono, Mr. Frank Kapusta, Ms. Sevim Morawski, Ms. Rebecca Smith, Mr. Rob Fowler, Attorney Rob Malone, Mr. Jeff Steele, Mr. Steve Mezik

CONSENT AGENDA

Madam Chair Crandall presented the following consent agenda items for Board approval:

1. Minutes
 - a. September 23, 2015 Regular Meeting
2. Correspondence
 - a. Appreciation Note from Ainsworth Family

Mr. Ackerman moved that the consent agenda items for the November 19, 2015 regular meeting be approved.

Mr. Barbato seconded the motion.

Vote-Unanimous

PUBLIC COMMENT

There was no public comment at this meeting.

PRESENTATIONS

There were no presentations at this meeting.

PRESIDENT'S REPORT

Academics

Mr. Oriolo was not in attendance this evening due to the Genesis Group's Celebration of Education being held the same evening. Jennifer Herzog, Assistant Professor, was selected as an Outstanding Educator and was being honored at this event.

Resolution 15-7: Proposal to Deactivate Program (Art Studies A.A.). This academic program does not comply with the newly revised SUNY transfer pathway. Since the revised transfer pathway is 30 credits, we are unable to adequately reconcile the conflicting mandates between SUNY requirements and our local degree requirements. Thus, it is recommended the program be deactivated and no new students be accepted. Students currently enrolled will be offered the opportunity to complete their program or transfer into another program offered at the College.

Mr. Brenchley made a motion to approve Resolution 15-7 as presented.

Mr. Roche seconded the motion.

Vote-Unanimous

Mr. Steele gave an update on the Academic Senate. They are reviewing their bylaws and the Academic Integrity Policy, as well as working on an initiative with the Academic/Student Services Committee to evaluate and prioritize academic programs on an annual basis.

Student Affairs

Dr. Ainsworth made a motion to approve the Student Affairs Report as presented.

Mr. Roche seconded the motion.

Vote-Unanimous

Enrollment

Mr. Barbato made a motion to approve the Enrollment and Admissions Reports.

Dr. Ainsworth seconded the motion.

Vote-Unanimous

Administration & Finance

Mr. Roche made a motion to approve the Statement of Revenues and Expenditures, and the Petty Cash Report (as of November 3, 2015), as presented.

Ms. Prymas seconded the motion.

Vote-Unanimous

Public Relations

Ms. Prymas made a motion to approve the Public Relations Report.

Dr. Ainsworth seconded the motion.

Vote-Unanimous

President's Update

Dr. McColgin will be joining the Community Foundation, United Way Board of Directors, and MVEdge as a board member, allowing her to better partner with our greater community.

The Board was updated on the College Advisory Council, who is currently developing their bylaws and starting to review certain policies and practices.

The College's Strategic Plan and past Institutional Effectiveness (IE) Report Card are being reviewed. The Board of Trustees will be provided with a dashboard of the targets the College has set for itself.

COMMITTEE REPORTS

Finance, Facilities and Audit:

Resolution 15-3: Campus Master Plan Update, which was tabled from the September 23, 2015 meeting, was presented. The development of a Campus Master Plan meets one of the Fundamental Elements of Standard 3 requirements of the Middle States Commission on Higher Education and is strongly recommended by them.

On December 20, 2001, the last Campus Master Plan Update was developed for the period 2002-2008 and was completed and approved by the Board of Trustees. (An original Campus Master Plan was done in August of 1994 on existing conditions of the campus facilities, and at the time enrollment projections were through 2000.)

Based on current enrollment projections and the need to address exterior and interior facility needs, it is now desirable for the College to update the Campus Master Plan. Total projected amount is \$100,000, with 50% funding from the state and 50% funding from the Herkimer County College Foundation.

Mr. Roche made a motion to approve Resolution 15-3 as presented.

Dr. Ainsworth seconded the motion.

Vote—8 in favor, 1 opposed. Motion carried.

CHAIR'S REPORT

Madam Chair Crandall recommended that the current Finance, Facilities and Audit Committee and the Personnel Committee be combined and referred to as the Administration and Finance Committee. It was also recommended that an Academic and Student Affairs Committee be formed so that any reports or updates from those areas can be discussed before being brought to the Board. These recommendations, which will create a change in the bylaws, will be brought forth for approval at the annual board meeting in April.

Student Trustee Report

Miss Steele gave an update on the SUNY Student Assembly she attended this past weekend and spoke about the resolutions that passed and failed.

EXECUTIVE SESSION

Mr. Barbato moved, at 7:40 p.m., that the board adjourn to Executive Session to discuss, under provisions of Section 105 of Article 7 of the Public Officers law, as follows:

- 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.

Mr. Ackerman seconded the motion.

Vote-Unanimous

At 9:00 p.m., Mr. Roche moved that the board reconvene.

Mr. Gregory seconded the motion.

Vote-Unanimous

ADJOURNMENT

Dr. Ainsworth moved to adjourn the meeting.

Mr. Gregory seconded the motion.

Vote-Unanimous

The meeting adjourned at 9:33 p.m.

slh