

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – July 10, 2019

Chairwoman Crandall called the meeting to order at 6:00 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

Trustees Attending: Dr. Ainsworth; Ms. Crandall; Mr. Gregory (via video conference); Ms. Prymas; Dr. Roche; Mr. Russell; Mr. Stalteri; Mr. Testa

Trustees Absent: Ms. Albright

In Attendance: Dr. McColgin; Mr. Dutcher; Mr. Laino; Mr. Oriolo; Ms. Ruffing; Dr. Stickrod

Also Present: Charles Spagnoli (Frank Miller Law Firm); April Harris; Kyle Roepnack; Jeff Steele; Jackie Woudenberg

EXECUTIVE SESSION

Dr. Roche moved, at 6:00 p.m., that the Board adjourn to Executive Session to discuss, under provisions of Section 105f of Article 7 of the Public Officers Law, personnel matters.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

At 7:21 p.m., Dr. Roche moved that the Board reconvene.

Mr. Stalteri seconded the motion.

Vote-Unanimous. Motion adopted.

CONSENT AGENDA

Chairwoman Crandall presented the following consent agenda items for Board approval:

- a. Minutes
 - i. April 25, 2019 Regular Meeting
 - ii. April 25, 2019 Annual Meeting
- b. Campus Reports
 - i. Academics
 - ii. Student Affairs
 - iii. Admissions/Enrollment
 - iv. Administration & Finance
 - v. Statement of Revenues and Expenditures – as of June 30, 2019
 - vi. Public Relations
 - vii. President's Activities

Mr. Russell moved that the consent agenda items for the July 10, 2019 regular meeting be approved.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

PRESIDENT'S REPORT

Academic Senate Report: Mr. Steele reported that this is his last board meeting attending as president of the Academic Senate and introduced Professor April Harris as incoming president. Mr. Steele remains a delegate of Faculty Council of Community Colleges (FCCC) and would be happy to attend any future board meetings in that capacity should the Board have any questions about FCCC.

Academic Affairs:

Provost Oriolo announced that the Associate in Applied Science in Electrical Technology has been approved by SUNY and the State Education Department. A new faculty member has been hired and will begin this fall semester. This new program is now ready to be promoted publicly, as the College is prepared to accept new students for the Spring 2020 semester.

Administration & Finance:

Resolution 18-26: 2019-2020 Proposed Operating Budget was presented. Mr. Laino commented on the challenges in preparing the budget and noted that input was received from areas which included Admissions, Institutional Research, and the Executive Council. Dr. Ainsworth commended the faculty and staff in keeping the College viable.

Dr. Roche made a motion to approve Resolution 18-26, as presented.

Mr. Testa seconded the motion.

Vote-Unanimous. Motion adopted.

Resolution 18-27: Approval of 2019-2020 Tuition and Fee Schedule was presented.

Ms. Prymas made a motion to approve Resolution 18-27, as presented.

Dr. Roche seconded the motion.

Vote – Ayes-7: Trustees Ainsworth, Crandall, Gregory, Roche, Russell, Stalteri, Testa

Nayes-1: Trustee Prymas

Motion adopted.

Resolution 18-28: FY 2019-2020 Community Education Service, Facilities Utilization and Non-Credit Programming Fees was presented.

Dr. Roche made a motion to approve Resolution 18-28, as presented.

Ms. Prymas seconded the motion.

Vote – Ayes-7: Trustees Ainsworth, Crandall, Gregory, Roche, Russell, Stalteri, Testa

Nayes-1: Trustee Prymas

Motion adopted.

Resolution 18-29: Part Time Employee Pay Scale was presented.

Mr. Russell made a motion to approve Resolution 18-29, as presented.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted

Resolution 18-30: 2019-2020 Management/Confidential Salary Adjustments was presented.

Mr. Stalteri made a motion to approve Resolution 18-30, as presented.

Mr. Testa seconded the motion.

Vote – Ayes-6: Trustees Ainsworth, Crandall, Gregory, Russell, Stalteri, and Testa

Nays-2: Trustees Prymas and Roche

Motion adopted.

Resolution 18-31: New Titles Included in the Herkimer County Community College Administrative Association was presented.

Mr. Testa made a motion to approve Resolution 18-31, as presented.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted

President's Update:

Dr. McColgin presented a summary of the 2018-2019 Executive Council priorities and institutional accomplishments, which is part of the president's annual evaluation. These two documents, along with a survey monkey, will be send to the Board tomorrow. The results will then be compiled by the Director of Institutional Research and shared with the Chairwoman of the Board.

Mr. Russell asked that administration start tracking the number of students from each Herkimer County high school that is participating in the College Now program and determining whether those students ultimately attend Herkimer College.

Mr. Russell left at this juncture of the meeting.

CHAIR'S REPORT

Change in Board of Trustees Meeting Dates: The March 18, 2020 board meeting was changed to Monday, March 9, 2020.

Bylaws: Dr. McColgin clarified Article IV, Section 1.e. of the Board of Trustees Bylaws.

Ms. Prymas made a motion to approve the Bylaws as presented.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

Conflict of Interest Board Policy: A draft Conflict of Interest Policy and questionnaire were received by counsel for the Board's consideration. Chairwoman Crandall would like the ad hoc committee to meet to review these documents. Dr. Roche believes that the Board needs to start complying with the ethics set up by SUNY. Dr. McColgin noted that she will send the documents to SUNY counsel.

FOUNDATION & AUXILIARY REPORTS

NYCCT: Chairwoman Crandall announced the resignation of Karen Ryan as Executive Director of NYCCT.

ADJOURNMENT

Dr. Ainsworth moved to adjourn the meeting.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 8:53 p.m.

slh