

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – February 7, 2022

Vice Chair Gregory called the meeting to order at 6:00 p.m. in the Robert McLaughlin College Center, Room 217.

Trustees Attending: Mrs. Crandall (virtual); Mr. Gregory; Mr. Packard; Ms. Prymas; Mr. Reardon; Mr. Stalteri

Trustees Absent: Dr. Ainsworth; Mr. Russell; Mr. Testa

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

Also Present: Dr. Lisa Elwood-Farber, President, Academic Senate; Katie Stables, President, Professional Association; Jackie Woudenberg

CONSENT AGENDA

Vice Chair Gregory presented the following consent agenda items for Board approval:

- a. Minutes
 - i. November 8, 2021 Regular Meeting
 - ii. December 8, 2021 Special Meeting
- b. Campus Reports
 - i. Division Updates
 - ii. Statement of Revenues and Expenditures as of 12/31/2021
 - iii. President's Activities

Ms. Prymas moved that the consent agenda items for the February 7, 2022 regular meeting be approved.

Mr. Reardon seconded the motion.

Vote-Unanimous. Motion adopted.

PRESIDENT'S REPORT

Administration and Finance:

Mr. Laino provided an update on the fund balance and explained that the Higher Education Emergency Relief Fund (HEERF), a one-time opportunity, will have a great impact on the College's fiscal position. The College is maximizing what can be obtained from federal funds for COVID-related expenses instead of using the general fund. Ms. Woudenberg reviewed the *Preliminary Year End Revenue/Expense Summary* for the period September 1, 2020 – August 31, 2021, as well as the *Unaudited Statement of Changes to Unrestricted Fund Balance* as of August 31, 2022.

Academic Senate:

Dr. Elwood-Farber reported that the Academic Senate last met in December. They are equally excited about enrollment and want to invite Admissions to come to the Academic Senate meeting

to see how faculty can help. Faculty are interested in recruiting students in the community and are also interested in recommending programs. Through the Senate and Community College Research Center (CCRC), they hope to communicate that message and are ready to start working on solutions to have students come back to Herkimer College. There is also interest in continuing to offer some real-time remote courses, as well as hybrid classes. The College will be hosting an information session for parents of high school students who are in a College Now course. Dr. Elwood-Farber has agreed to be part of that session.

Academic Services:

Provost Oriolo reported that a new program, Esports Management, is being developed and is currently going through the shared governance process. No other community college has this program. He also discussed the new SUNY Board of Trustees resolution on SUNY General Education Requirements, including: a history on the SUNY General Education requirement and the three phases; an overview of the SUNY General Education Framework; SUNY General Education knowledge and skills areas and competencies; SUNY General Education framework compared to current SUNY General Education requirement and Middle States Commission on Higher Education (MSCHE) identified skills and proficiencies; and the General Education implementation plan for 2021-2025.

Enrollment:

Dr. McColgin reviewed the enrollment chart, “2021-2022 Actual Preliminary Enrollment Versus Budget,” as well as “2020-2021 Current Enrollment Versus 2021-2022 Actual Enrollment.” Dr. Stickrod gave a synopsis of how enrollment is looking for fall 2022. There has been a positive trend with number of applications up approximately 200 same time last year.

President’s Update

SUNY Honorary Degree: Dr. McColgin reviewed the criteria and process for nominating SUNY Honorary Degree candidates. All nominations must be kept in strict confidence.

Commencement 2022: Dr. McColgin reported that the Commencement committee is recommending two in-person ceremonies—one in the morning and one in the afternoon for each division—to maintain social distancing.

Governor Appointments: Dr. McColgin reported that there is a new liaison at SUNY for gubernatorial appointments, and these appointments are close to being filled.

Strategic Plan Update: Mrs. Carroll gave a presentation on the College’s proposed Strategic Plan for 2022-2027 and stressed that the College needs to be careful to stay relevant. She reviewed Herkimer College’s Mission and Vision, as well as: the process – Society for College and University Planning (SCUP) and Institutional Effectiveness (IE) planning committees; inclusive process; IE committee strategic plan development for spring 2022; fixed priorities (Key Performance Indicators [KPIs]); Strategic Plan 2022-2027 – building on our legacy and investing in the future; proposed key strategies – strategic goals (KPIs--choices, opportunities, connections, resources); core values (quality standards); example of outcomes and action plans; and essential areas of focus. Dr. McColgin commended the IE committee, SCUP and all the focus groups for work done behind the scenes and expressed her excitement about the plan being very broad, aspirational, and very strategic in nature.

Mrs. Crandall moved to adopt the Strategic Plan goals as set forth in the *Strategic Plan 2022-2027 – Building on our Legacy; Investing in the Future* document.

Mr. Reardon seconded the motion.

Vote-Unanimous. Motion adopted.

Updates will continue to be brought forward to the Board as the College moves forward with the goals.

FOUNDATION & AUXILIARY REPORTS

College Foundation and Housing Corporation: Mr. Laino reported that focus has been on the concern of low occupancy in Housing. Housing brings 5% funding to the Foundation. As occupancy has had records low, long-term debt was remortgaged from four years to 10 years. The mortgage will mature in January 2031. There has been some discussion about exploring the option of selling College Hill. The endowment has increased by \$1 million.

NYCCT

Vice Chair Gregory announced that a Zoom session with Senator Majority Leader Chuck Schumer will take place tomorrow at 11 a.m. Information on this session was previously provided to the Board.

ADJOURNMENT

Mr. Stalteri moved to adjourn the meeting.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 8:44 p.m.

slh