

**HERKIMER COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

Regular Meeting – April 18, 2023

Chairman Stalteri called the meeting to order at 6:14 p.m. in the Robert McLaughlin College Center, Room 282/282.

**Trustees Attending:** Dr. Ainsworth; Mrs. Crandall; Mr. Gregory; Mr. Poulos; Ms. Prymas; Mr. Reardon; Mr. Russell; Mr. Stalteri; Mr. Testa

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

**Also Present:** Ms. Sandra Sherwood, District Superintendent, Herkimer-Fulton-Hamilton-Otsego BOCES; Laura Dutton, Superintendent, Poland Central School District; Mr. Robert Batson, President, Poland CSD Board of Education; Dr. Lisa Elwood-Farber; Kathleen Stables; Jeffrey Steele; Cynthia Gabriel; Kyle Roepnack; Matthew Powers

**CONSENT AGENDA**

Chairman Stalteri presented the following consent agenda items for Board approval:

- a. Minutes
  - i. February 13, 2023 Regular Meeting
  - ii. March 14, 2203 Special Meeting
- b. Campus Reports
  - i. Division Updates
  - ii. Statement of Revenues and Expenditures as of 3/31/2023
  - iii. President’s Activities

Mrs. Crandall moved that the consent agenda items for the April 18, 2023 regular meeting be approved.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted

**PUBLIC COMMENT**

Superintendent Laura Dutton, Poland Central School District, extended her appreciation to the Board for their support of the College Now program for many years. She shared the impact that this program has made on students. Twenty percent of high school students are living below poverty level. When students come back and give advice, they talk about the opportunity to challenge themselves and to explore opportunities, and they always speak about the impact of enrolling in College Now Programs. Mr. Russell asked how the Board can get these students to come to Herkimer College. Ms. Dutton believes the Board is impacting the local community and generations of students that remain in Herkimer County in a way that many do not realize. Mr. Batson and Ms. Sherwood also offered their thoughts and praise. Chairman Stalteri thanked them for sharing their thoughts.

**CORRESPONDENCE**

Dr. McColgin shared a note from Chancellor King regarding his recent visit to Herkimer College. He thanked everyone who was able to spend time with him, and it was clear from his note that he was paying attention and was thoroughly engaged with everyone he met with.

## **PRESIDENT'S REPORT**

### **Academic Senate:**

Dr. Elwood reported that Chancellor King also attended part of the Faculty Council for Community Colleges (FCCC) summit held recently on campus. Fifty to sixty community college representatives attended and talked about the initiatives going on with the SUNY system. Currently, 19% of current community college students are age 25 or older. Topics discussed at the summit included faculty burnout, over-utilization of employees due to enrollment being down, and mental well-being. Dr. Van Wagoner, liaison for NYCCAP, spoke about enrollment initiatives.

At the last Academic Senate meeting, a couple changes with Academic Policies occurred. A significant overhaul of GenEd took place, and faculty stepped up to the plate. Dr. McColgin extended her appreciation to the faculty for all their work on revising the SUNY General Education curriculum requirements.

### **Admissions:**

#### *Slate CRM*

Ms. Iglesias gave a presentation on Slate CRM and how Admissions uses Slate everyday. The Admissions team has the ability to see all information on every student, which is helpful if a student's counselor is not available when they are seeking assistance. Slate also identifies demographics on students, as well as mailing information, and has proven to be a great tool. The Board thanked Ms. Iglesias for her informative presentation.

### **Academic Affairs:**

#### *Feasibility Analysis for Data Analytics*

Provost Oriolo provided a new program feasibility analysis for Data Analytic. This program was recommended by guidance counselors in Herkimer County, as they indicated that students were interested in this program and workforce opportunities. The program proposal will go to shared governance in August, and administration is asking for permission to move forward.

*Resolution 22-14 – New Program – Data Analytics A.A.S.* was presented. This program is designed to teach students the skills necessary to analyze company data to achieve competitive advantage.

Mr. Russell moved to approve Resolution 22-14.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

*Resolution 22-15 – Proposal to Deactivate Business Accounting A.S.* was presented. The Business: Business Accounting A.S. program and its components mirror the Business: Business Administration A.S. program.

Mr. Testa moved to approve Resolution 22-15.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

*EOP Program Proposal*

The EOP program is offered by, and must be approved by, the state. Provost Oriolo explained that this program offers academic support and supplemental financial assistance to make higher education possible for many students who have potential. Students who are under-resourced and have the promise to succeed are identified through the Financial Aid Office.

**Administration and Finance:**

*Resolution 22-16 – New Title-Grant Administrator.* A consortium (US DOL Strengthening Community College’s Consortium Grant with Onondaga Community College) was created to address the shortage in the health care work force and was tasked to create a pathway within the SUNY system to get students through various health care fields. A Grant Administrator would work with full and part-time faculty on aligning HCSA programs and career pathways. This title could also be used for future grants.

Mrs. Crandall moved to approve Resolution 22-16.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

*Resolution 22-17 – FY 2024 Tuition and Fee Schedule* was presented.

Mrs. Crandall moved to amend Resolution 22-17 to reflect the change in the College in Prison fee by **\$50** from \$25 to **\$75** per credit hour.

Mr. Reardon seconded the motion.

Vote-Unanimous. Motion adopted.

Mrs. Crandall moved to approve Resolution 22-17, as amended.

Mr. Gregory seconded the motion.

Vote-Unanimous. Motion adopted.

**President’s Update:**

*Advocacy Update*

Dr. McColgin thanked board members who sent letters to state officials and the legislators, NYCCT and FCCC for all their efforts in advocating for community colleges. Everyone came together early and were one voice with one message. Both the Senate and Assembly included everything that community colleges advocated for in their respective One House bills.

*Promotion:* Michael Oriolo provided a background on the faculty candidate recommended for promotion.

Promotion as presented:

Promoted from Assistant Professor to Associate Professor:

- Justin Como – Studio Art

Mr. Testa made a motion to approve Promotion Recommendations, effective September 1, 2023, as presented.

Ms. Prymas seconded the motion.

Vote-Unanimous. Motion adopted.

*Merit:* Merit awards, effective September 1, 2023, are as follows: Lynda Diehl, Gail Smith, William Zeiter, Erin Bailey, and William McDonald.

*Emeritus Status:*

Provost Oriolo shared Ms. Carroll's 37-year history with the College.

*Resolution 22-18: Emeritus Status for Mary Ann Carroll* was presented.

Ms. Prymas moved to approve Resolution 22-18.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

*Reappointments:*

Dr. McColgin noted the listing of individuals who have been reappointed, effective September 1, 2023.

*Emeriti Luncheon:*

An Emeriti Luncheon will be held in Cogar Gallery on June 21, 2023. Board members received a Save-the-Date postcard and were reminded to mark their calendars.

**CHAIR'S REPORT**

*Student Trustee Report*

Mr. Poulos shared that he and Andrew Rathbun, VP for Student Government, approached the Foundation to request assistance with finances for activities and extra-curricular programs. Mr. Fowler reassured them that the Foundation would do their best, as they have continuously done. Mr. Poulos thanked the board for the experience to serve as student trustee this academic year. Mr. Russell thanked Mr. Poulos for his service and wished him the best in the future. Dr. McColgin extended her thanks as well and announced that Mr. Poulos was one of two recipients of this year's Chancellor Award for Student Excellence.

*NYCCT*

Mr. Gregory reported on upcoming NYCCT events, including the annual conference November 3-4. Mrs. Crandall suggested that the Board consider adding to the board bylaws that one of the board members attend NYCCT conferences in an effort to continue to be educated.

Mr. Russell thanked Mrs. Crandall and Mr. Gregory for their hard work over the years serving as board officers and wished Mrs. Crandall well with her surgery. Mrs. Crandall thanked the board for their support over the years and remarked that it is a team effort.

*Board Documents*

Dr. McColgin provided the board with a tutorial on how to obtain archived board documents in Microsoft Teams.

**FOUNDATION & AUXILIARY REPORTS**

**College Foundation/Housing Corporation:**

Mr. Laino reported that Julie Lewis recently retired after 20 years. Ms. Lewis dedicated herself to the success of the Foundation, Housing Corporation, Faculty Student Association, College, and the students at Herkimer County Community College.

Mr. Laino reported on a low housing occupancy of 250-260. Other avenues of revenue over the summer are being sought.

Mr. Russell asked about a National Grid project, and he was informed that outreach has occurred.

### **EXECUTIVE SESSION**

Mr. Gregory moved, at 7:54 p.m., that the board adjourn to Executive Session to discuss, under provisions of 105f of Article 7 of the Public Officers Law, matters leading to the appointment, employment, promotion demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Mrs. Crandall seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Russell made a motion to interview RPA Inc., RH Perry and Associates, and Pauly Group, Inc. for the presidential search.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

Mr. Russell made a motion to appoint Senior Vice President for Administration and Finance Nicholas Laino as Officer in Charge as of May 19, 2023.

Mr. Testa seconded the motion.

After much discussion, Mr. Russell called the question.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted to call the question.

Vote-Unanimous. Motion approved to appoint Senior Vice President for Administration and Finance Nicholas Laino as Officer in Charge as of May 19, 2023.

Dr. Ainsworth moved, at 9:04 p.m., that the board reconvene.

Mr. Gregory second the motion.

Vote-Unanimous. Motion adopted.

### **ADJOURNMENT**

Mr. Poulos moved to adjourn the meeting.

Dr. Ainsworth seconded the motion.

Vote-Unanimous. Motion adopted.

The meeting adjourned at 9:05 p.m.

slh