

## BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College on **Monday, October 21, 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; Doreen Davis, Kelly Konsul, Maryanne Lee, Marvin Morales, Ned Schneier, and Susan Timan

**Excused:** Charles Millar

**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**

**3. Pledge of Allegiance**

**4. Request for Approval of Agenda**

**Motion:** Ms. Lee; **Seconded:** Ms. Tinman

**Vote:** Yes - 7; No - 0; Abstention(s) - 0

**Resolution:** Accepted

**5. Request for Approval of the Items in the Consent Agenda**

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

**Vote:** Yes - 7; No - 0; Abstention(s) - 0

**Resolution:** Accepted

**6. Introduction of Guests and Items from the Floor**

**7. President’s Report**

President, Carlee Drummer:

The Admissions’ Open House on September 28 had an attendance of 100 prospective students and their guests. The Admissions Office is also having a Health Care Career Open House on Saturday, November 2, co-sponsored by Columbia Memorial Health.

**Achieving the Dream News**

The College’s Achieving the Dream Data Coach Donna Kragt was on campus meeting with the ATD Core Team Members to ascertain the progress made since the spring semester.

Dr. Karen Stout, the President of Achieving the Dream, invited the College to apply for status as a Leader College. Being an ATD Leader College would be among the greatest accomplishments of Columbia-Greene during its 55-year history as only 60 community colleges carry this distinction out of the 600 in the ATD network.

#### **Partnerships**

President Drummer and Provost Walsh met with University of Albany, President Havidan Rodriguez, to solidify pathways for the RN to BSN, “refresh” the existing program in cybersecurity, and investigate the possibilities for criminal justice students to continue their education at Albany in emergency management or homeland security programs.

Also, President Drummer and Dr. Walsh met with Assemblymember Didi Barrett and RUPCO’s President Kevin O’Connor, to explore connections between the College’s Building Construction Technology Program and Sustainable Housing.

#### **Foundation News**

The Foundation unveiled its upgraded web site last month: [www.givecolumbiagreene.org](http://www.givecolumbiagreene.org).

The Foundation also will be participating in the annual Giving Tuesday event right after Thanksgiving on December 3. This year the focus is on raising funds to assist students with food insecurities.

#### **Miscellany**

- On September 21, Assistant Professor of Fine Arts Gloria Houg and five of her students displayed their artwork and promoted the College’s Fine Arts program during the Skywalk Arts Festival at the Catskill entrance to the Rip Van Winkle Bridge.

- The Student Veterans’ and Criminal Justice Clubs participated in the American Foundation for Suicide Prevention’s “Out of the Darkness” walk at the Henry Hudson Riverside Park. The Veterans carried a stretcher holding a helmet and boots with the number 22 displayed to remind those in attendance that 22 Veterans daily take their own lives.

- The EMS Flight for Life Team participated in a training drill on campus with Greenport Rescue.

#### **Personnel Updates**

- Congratulations to the new leadership for the Faculty Union: Barbie Shaffer, President; Jessica Curley, Vice President; Stephanie Olstad, Treasurer; and Dawn Wrigley, Secretary.

- Provost Walsh has been invited by the Middle States Commission on Higher Education to be part of a visiting team to a member institution.

- New hires include Dr. Latasha Powell who will be the Dean of Nursing and Allied Health starting on January 1, 2025; Frank Gazeley, Accounting and Operations Manager for the Foundation; and Axel Lucas-Garcia, Associate for Financial Aid.

- Congratulations to Caitlin Twomey who begins her new role today as the Assistant Dean of Students, and to Rebecca Preusser, who has been appointed Interim Director of Workforce New York.

## 8. Trustees Report

Student Trustee, Marvin Morales:

### **Athletics**

The basketball team had an exhibition game against The Saratoga Racers.

The basketball team has their first scrimmage at Middlesex College on October 26.

CGCC Men's Basketball regular season begins on Nov. 3rd.

The athletic department is currently seeking a coach for the golf team.

### **Student Activities and Leadership Development**

Many student-run clubs have begun meeting on a consistent basis.

Student Senate has discussed streamlining vending machines located on campus to include payment via debit/credit card or through mobile payment.

With the increasing influx of students occupying the student lounge, Student Senate has decided to provide students with more amenities such as free water and juice soon.

A survey is continuously being shared with students regarding student trip suggestions.

Mascot updates: A meeting with Rob from Tilt36t via Zoom is scheduled on Oct. 24<sup>th</sup> to discuss further steps on C-GCC mascot.

The Criminal Justice Club is hosting its annual Winter Clothing Donation Drive over the next month.

## 9. Provost and Vice President Reports

a. Provost and Senior Vice President, Victoria Walsh:

### **Enrollment Management**

- On Sat. Nov 2, C-GCC along with CMH will be co-hosting a Health Care Career Event. This event will be an opportunity for current & future students to explore all C-GCC programs related to the healthcare field. Community partners have also been invited to table at the event (The Child Advocacy Center of Columbia and Greene Counties, The REACH Center, Twin County Recovery Services, Greene County Community & Mental Health Services).
- Admissions has moved to a new, larger space in the Main Building. The Admissions Office has been on the road visiting high schools, attending college fairs, conducting Instant Admit days and welcoming various groups to campus.
- Enrollment Strategy Group continues to meet on a weekly basis. Spring 2025 registration begins 10/28; the committee currently has a campaign that supports early registration with less pressure on the "paying part".
- Financial Aid welcomed new Staff Associate, Axel Lucas-Garcia to the Welcome Center on Monday October 14.

Financial Aid continues to conduct FAFSA workshops every Tuesday, 4-7pm. Students receive hands on assistance with the FAFSA and TAP applications.

The 2025-2026 FAFSA has been delayed until 12/31. Staff are preparing to help students navigate the timing of the release and complete the forms.

### **Academic Affairs**

On October 17<sup>th</sup>, the Automotive program welcomed NATEF accreditors for a site visit. The Office of Academic Affairs and the Curriculum Committee are working to integrate SUNY General Education core competencies related to Information Literacy and Civic Discourse.

A task force devoted to the planning and implementation of Guided Pathways has been meeting throughout the fall semester. This task force will help all areas of the campus to build better pathways for students throughout their time at C-GCC. A major component of Guided Pathways relates to re-envisioning the curriculum to form clearly defined and articulated pathways to student success and completion. Throughout this academic year and the next, faculty members will be working to build clearly defined program pathways designed to more effectively help students stay on their chosen path to graduate, and to either transfer or immediately enter the job market.

The Spring 2025 Schedule of Classes is now available for students.

A group of faculty members is working to develop an agricultural-related degree with various tracks, which will bridge the gap between non-credit and credit coursework. The degree will feature stackable credentials (moving from micro credentials and certificates to the full associate degree program in agricultural business.)

### **Institutional Research**

Finalizing a Program Review Dashboard that will be made available to the Academic Dean to share as appropriate. This dashboard will produce report-ready documents displaying 5 years of trend data to include program admissions data, program enrollment data, enrollment further disaggregated by student groups (age, race, ft/pt, student type), retention rates, graduation rates, course capacity rates, course modality comparisons, and so on.

### **Student Affairs**

- The Office of the Dean of Students will soon launch a Student Wellness Center. This space will integrate Domestic Violence, Prevention Specialist, Mental Health Counseling, and Spiritual Direction support services in a therapeutic, accessible environment.
- The College is slated to use its recent SUNY allocation to increase the number of in-person mental health counseling availability from a part-time to a full-time basis.
- Planning for the 55<sup>th</sup> Commencement Ceremony is underway for May 10, 2025.
- Congratulations to Caitlin Twomey for beginning in her new role as Assistant Dean of Students, effective today, October 21st.
- The Office of Health Services has been actively engaged across the campus community this semester. Maria Ostrander has conducted classroom presentations, workshops at Day Care, blood pressure clinics in the Wellness Room, and most recently a presentation for the Center for Innovation, Teaching, and Learning on the topic of self-care for higher education professionals. Health Services hosted its second vaccine clinic last week resulting 103 vaccines given this fall including flu, COVID, RSV, Shingles, and Tdap.
- The CARES Team has begun outreach to over 265 students identified through direct referrals and the Early Alerts Program to assist learners with addressing potential risk factors to their academic success.

- The Student Affairs team has been working collaboratively with departments across campus to raise awareness about civic engagement opportunities in the lead-up to the 2024 Presidential Election.

#### **Office of Accessibility Services**

- Catherine Carlson is involved in conversations with the Fiscal Committee of the Advisory Council of the NYS Board of Regents on Students with Disabilities in Higher Education to establish annual baseline funding in the NYS Budget to facilitate meaningful advancement in the success of college students with disabilities.
- The 2025 Student with Disabilities Empowerment Day, at the NYS Capitol, will be in February 2025. Student Empowerment Day is the kick-off event to garnish support among the NYS Senate and the NYS Assembly for budget inclusion.
- So far this fall, 90 exams have been administered through the Office of Accessibility Services, 81 students have registered, and 55 students have received access plans.

#### **Office of Academic Advising**

- Registration for the Spring 2025 semester opens October 28.
- Building upon the College's integrated student success model, the Office of Academic Advising has moved into the Student Success Center, joining Accessibility Services, Career Success, and Academic Support.

#### **Student Success Center**

- The Student Success Center has administered 92 Tutoring and Coaching Connections, or appointments, where our academic coaches on staff and student tutors assist students who are struggling with college skills and course content.
- 60 laptop loans and 92 scientific and graphing calculator loans have been issued this semester, along with personalized sessions to show students how to use these technologies.

#### **b. Vice President of Administration and CFO, Amanda Bishop:**

Vice President Bishop gave her Financial Report during the Finance Committee Meeting.

#### **10. Announcement of the Monthly November 2024 Meeting**

Monday, November 18, 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. Lee; Seconded: Ms. Davis**

**Vote: Yes - 7; No - 0; Abstention(s) - 0**

**Resolution: Accepted**

**Entered Executive Session at: 4:22 p.m.**

**Motion: Ms. Lee; Seconded: Ms. Konsul**

**Vote: Yes - 7; No - 0; Abstention(s) - 0**

**Resolution: Accepted**

**Exited Executive Sessions at: 5:05 p.m.**

**As per the Executive Session, the conversation of extending the leave of absence for the following:**

- **Mel Bruschetti – 1 year**
- **Dari Cook-McGibbon – 3 years**

**Motion: Ms. Lee; Seconded: Ms. Davis**

**Vote: Yes - 7; No - 0; Abstention(s) – 0**

**Accepted**

**Resolution:**

**a. Resolution No. 1024-2279 Approve Supervisory Authority of the Board of Trustees**

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

**Vote: Yes - 7; No - 0; Abstention(s) - 0**

**Resolution Accepted**

**Adjournment:**

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

**Vote: Yes - 7; No - 0; Abstention(s) - 0**

**Resolution Accepted**

**Adjournment at: 5:07 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**

**October 21, 2024**

**Approval of the Minutes of September 16, 2024, Board Meeting**

**Operating Warrants Approval:**

- a. Warrant No. 09-24, Operating Warrant