

# BOARD MEETING

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College on **Monday, November 18, 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, Charlies Millar, Ned Schneier, and Susan Timan

**Excused:** Marvin Morales, Student Trustee

**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, 4:14 p.m.**

**2. Roll Call**

**3. Pledge of Allegiance**

**4. Request for Approval of Agenda**

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

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

**Resolution: Accepted**

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

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

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

**Resolution: Accepted**

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

**7. Resolutions**

**a. Resolution No. 1124-2280 Amend Unclassified Professional Titles**

**WHEREAS**, pursuant to the provision of Section 35 of the Civil Service Law, the Board of Trustees of Columbia-Greene Community College is required to determine the positions which should be included under professional service as defined in Section 6306 of Education Law; and

**WHEREAS**, the Board of Trustees of Columbia-Greene Community College is required to amend job titles approved in professional service when necessary;

**THEREFORE, BE IT RESOLVED** that in accordance with Amendment to Section 35G and 35I of the Civil Service Law in relation to the unclassified positions in the community college the following title amendments should be made to the previously approved list of unclassified positions (professional) positions of Columbia-Greene Community College.

**ADDITION (s):**

- **Director of Student Engagement**
- **Senior Research Analyst**

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

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

**Resolution: Accepted**

**b. Resolution No. 1124-2281 Accept A 3D Printer for the Allied Health Services Program**

**WHEREAS**, the Board of Trustees of Columbia-Greene Community College must approve acceptance of all donations; and

**WHEREAS**, one 3D Printer was donated by Dr. Joseph Pilatich to be used in the Allied Health Services Program at Columbia-Greene Community College;

**THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Columbia-Greene Community College approves the acceptance of a SprintRay 3D Printer for use in the Allied Health Services Program.

**Motion:** Ms. Timan; **Seconded:** Mr. Millar

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

**Resolution: Accepted**

**c. Resolution No. 1124-2282 Accept a Donation of a Proof Press**

**WHEREAS**, the Board of Trustees of Columbia-Greene Community College must approve acceptance of all donations; and

**WHEREAS**, one used Proof Press was donated by Fred M. Lyon to be used in the Fine Arts Program at Columbia-Greene Community College;

**THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Columbia-Greene Community College approves the acceptance of a used Proof Press for use in the Fine Arts Program.

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

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

**Resolution: Accepted**

## **8. President's Report**

### **Grand Opening**

The re-opening of the Environmental Field Station in the Cohotate Preserve in Athens was on November 13. Pat Linger, Chair of the Greene County Legislature, welcomed Greene County leaders and members of the Columbia-Greene community. The \$1.3 million renovation, funded by Greene County through DASNY, and a \$100,000 grant from Senator Michelle Hinchey, included adding climate control, plumbing, and high-speed internet service.

### **55<sup>th</sup> Anniversary Preparations**

The College is commemorating its 55<sup>th</sup> anniversary since opening its doors in an old schoolhouse in Athens in 1969 – as well as the 50<sup>th</sup> anniversary of relocating to Hudson in 1974.

### **Veterans' Celebration**

Last Monday, Columbia-Greene had an observance of Veterans' Day organized by Catherine Carlson, Chair of the Veterans' Affairs Task Force. The event honored the heroism of those who have served or are serving in the United States military. Congratulations to Student Trustee and Marine Corps Veteran Marvin Morales for receiving the Columbia-Greene Veterans' Scholarship. Two other Marine Corps Veteran students, Patrick Mooney and Daryl Morris, earned the Charlie Cattell and Marine Sergeant James A. Haggerty Scholarships, respectively.

### **On the Move**

The College relocated offices to enhance student accessibility and foster stronger communication among departments:

- The Admissions Office now occupies the space formerly assigned to Continuing Education by the Visitors' entrance.
- Dean of Students Drew Ledoux and Senior Associate for the Dean Beverly Conklin joined Assistant Dean of Students Caitlyn Twomey in Suite 302 between the new Student Lounge and the HRBT Foundation Dining Hall
- Dean of Academic Affairs Dr. Michael Nester and Assistant Dean of Academic Affairs Ember Traino moved into the Faculty Office suite, the former home of Admissions.
- Advising is now part of the Student Success Center.

### **Welcome Aboard**

The College welcomed Pam Christman, the new Chief Information Officer, who is replacing the Interim CIO Dan Duffy who will be moving on to a new assignment in December.

### **Additional News**

- The Health Care Careers Open House on November 2. Many thanks to Columbia-Memorial Health for co-sponsoring the event.
- The Fall Student Art Exhibition opened last Thursday and will be on display in the Foundation Gallery through December 12.
- The annual Thanksgiving lunch for students and employees will be this coming Thursday. Attendees will be asked to write messages on a holiday card that will be sent to senior citizens and Veterans in our community.
- A new publication, *My Community Guidebook*, debuted in Hudson published by Capital Region Independent Media.

- The Foundation 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.
- The College will be closed from Monday, December 23, 2024, through Friday, January 3, 2025.

## 9. Trustees Report

As per agreement with the entire Board of Trustees, Charles Millar was approved to represent Columbia County on the Columbia-Greene Community College Foundation Board.

## 10. Provost and Vice President Reports

a. Provost and Senior Vice President, Victoria Walsh:

### Enrollment Management

- The Admissions office has relocated to its new space in the main building.
- There will be a 2025-26 FAFSA “soft” roll out early December.
- The Admissions office held its first Health Care Career Event on November 2. Campus welcomed over 50 prospective students and their guests to campus to learn about all things CGCC Health Care.
- The Admissions Office to hold “December Decide” Instant Admit Day on Tuesday, December 10 from 9-7.
- Admissions staff will be out in both Columbia & Greene Counties spreading holiday cheer to all HS guidance counselors in early December.
- The campus has been abuzz with groups visiting campus. We have welcomed over 100 students to campus during Oct & Nov alone.

### Academic Affairs

- We have a signed Articulation Agreement with SUNY New Paltz for our PEP programs: The CGCC AAS Degree in Individual Studies leads to the New Paltz BA/BA in Sociology.
- The Automotive Technology program was re-accredited through ASE.
- The Student Art Show is currently occurring in The Foundation Gallery of the Arts Center

### Student Affairs

- The Department of Student Affairs and volunteers from across campus will be assembling holiday-themed care packages for students to take home before the Thanksgiving recess.
- The Office of Academic Advising is assisting students with their academic and transfer goals for the Spring 2025 semester. Julia Podpora has facilitated nearly 70 appointments since registration opened on October 28<sup>th</sup>. Special purpose advisors, Professors Bendel, Berninger, Demarest, and Wrigley have also been balancing advising sessions with their full-time responsibilities.
- The Office of Career Success has launched *Career Choices Studio Sessions* to enable students to identify potential career opportunities.
- The Office of Health Services hosted Seizure First Aid Training for all members of the campus community this afternoon in the Wellness Room.

- The College seeks a Director of Student Engagement to strategically lead co-curricular offerings for learners. This position is primarily responsible for managing activities and programming as well as student mentorship and leadership initiatives.
- The Registrar has processed nearly 40 general student population graduation applications for Spring 2025 and 8 for Prison Education Program students who are completing degree requirements this semester.

b. Vice President for Administration and Finance and CFO, Amanda Bishop:  
Vice President Bishop reviewed the monthly Financial Statements of October 2024

**11. Announcement of the Monthly December 2024 Meeting**

Monday, December 16, 2024, at 3:30 p.m.

**12. Public Comment**

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

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

**Resolution: Accepted**

**Entered Executive Session at: 4:39 p.m.**

**Motion:** Mr. Millar; **Seconded:** Ms. Konsul

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

**Resolution: Accepted**

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

**Adjournment:**

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

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

**Resolution Accepted**

**Adjournment at: 5:06 p.m.**

*Peter O'Hara*

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Peter O'Hara  
Chairman, Board of Trustees

*Mary E. Garafalo*

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Mary E. Garafalo  
Executive Secretary to the Board

# **CONSENT AGENDA**

**November 18, 2024**

**Approval of the Minutes of October 21, 2024, Board Meeting**

**Capital Fund Expenditure**

Warrant No. 62, Renovations, and Improvement C06138

**Operating Warrant Approval**

Warrant No. 10-24, Operating Warrant