

BOARD MEETING MINUTES

*For the regular meeting of the Board of Trustees of Columbia-Greene Community College on **Monday, December 16, 2024, at 3:30 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, Charlie Millar, Marvin Morales, Student Trustee; Ned Schneier, and Susan Timan

Others Present: Carlee Drummer, President; Lori Mashaw, Senior Associate for Academic Affairs, and Victoria Walsh, Provost and Senior Vice President

1. Call to Order, 3:30 p.m.

2. Roll Call

3. Pledge of Allegiance

4. Request for Approval of Agenda

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

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

Resolution: Accepted

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

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

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

Resolution: Accepted

6. Introduction of Guests and Items from the Floor

7. Foundation Update

Laura Goodwin, Executive Director of Columbia-Greene Community College Foundation

2024 Year in Review

Building on the strategic plan provided by Brakeley Briscoe, the Foundation has made progress in the four areas of concentration identified in that plan:

- 1 - Evaluate and segment
- 2 - Identify and pursue
- 3 - Increase annual unrestricted support
- 4 - Build operational capacity

Fundraising results to date

The Foundation has experienced significant growth in giving from the Board, Foundations, Corporate/Business and the Community at large, with the biggest gains in support for unrestricted scholarships and support for college operations in general.

2025 Foundation Goals

After a year of explosive growth in the Foundation, The Foundation goal will increase by a more modest 5% in 2025 and is predicated on continued support from HRBT Foundation.

She showed how the strategic goals are linked to the kinds of activities we want to concentrate on.

Mr. Schneier asked why alumni giving is low. Alumni giving is a challenge throughout the Community College sector, with both an evolution in the definition of who counts as an alumnus and lower levels of identification with Community College as an Alma Mater.

The Foundation will add three new members in 2025, two of whom are mid-career and are alumni of CGCC.

Mr. O'Hara said that he would like to see the Foundation support a general mailing of the President's Yearly Report.

8. President's Report

Farewell, Student Trustee Morales

Congratulations and a fond farewell to Columbia-Greene's Student Trustee, Marvin Morales, who is transferring to Siena College where he has earned a full scholarship. Marvin, we deeply appreciate your dedicated service, not only to the Board but also to your fellow students. You will be sorely missed, and we wish you nothing but the best.

President asked Caitlin Twomey if she had anything to add. Caitlyn said that Marvin was a pleasure to have on the Student Senate and that he would be greatly missed.

Registration Day

For the first time since the pandemic, the College hosted Registration Day in the Student Success Center from 9 a.m. to 7 p.m. Sixty-four students took advantage of this opportunity to sign up for Spring 2025 classes before leaving for the holiday break. Thank you to Bev, Caitlyn, Vicky, Julia, Wanda, Gregg.

Tiny House Designs Project

At the beginning of the semester, Andrew Soltano announced to his Construction Drawings and Blueprints class that the students would be required to work with Columbia-Greene "clients" who shared their visions for a particular kind of Tiny House. On December 5 and December 10, sixteen students presented final blueprints and renderings for these imaginary 8' x 30' dwellings to their clients. The variety was amazing – from spaces without a sleeping loft to a dwelling without a kitchen! By far the most unusual Tiny House

transformation was the design for a Food Truck requested by Carl Nabozny who envisions this type of life in his retirement. Assemblymember Didi Barrett surprised the first group of presenting students by visiting the class and offering high praise for the students' work. Assemblymember Barrett has been an avid supporter of the Building Construction Technology program since its inception in 2019.

Common Read Concludes

This fall, the College's Common Read selections were *Crow Mary* and *Between the World and Me* authored by Kathleen Grissom and Ta-Nehisi Coates respectively. Both books provided the opportunity for deep discussion and reflection about cultural identity, racism, and social justice. Common Read participants were particularly enriched to have author Grissom join the discussion and share her experience of gathering information over two decades before bringing *Crow Mary's* story to life. Students in Carl Nabozny's Sociology 101 class studied Ta-Nehisi's work and delivered various presentations to their classmates focused on the Black experience in America.

Subaru University Update

Provost Walsh, Dean Nester, and President Drummer met with the region's Subaru representatives to discuss the auto manufacturer's dire shortage of technicians. Columbia-Greene is the only community college in the Capital District offering Subaru training, and this spring the College will be targeting high school students in the Albany area including Albany, Rensselaer, and Schenectady Counties.

International Human Rights Day Observance

Columbia-Greene observed International Human Rights Day on December 10, the day in 1948 when the United Nations General Assembly adopted the Universal Declaration in "response to the atrocities witnessed during World War II". The Center for Innovation, Teaching, and Learning and the Political Science Club sponsored the event that featured three distinguished speakers affiliated with the United Nations and Amnesty International.

Looking Ahead

Save the date for the All-College meeting that will kick off the Spring 2025 semester on Tuesday, January 14, at 9 a.m.

9. Trustees Report

Student Trustee, Marvin Morales's last board meeting.

Athletics

- The CGCC basketball team will start again on January 15th at Herkimer.
- Baseball and softball teams are excited to start practices when we get back from break.
- Our head men's basketball coach Davaughn Johnson has taken on 2 roles in the department as head coach for both the men's and women's basketball team. He is currently recruiting for both teams.

Student Activities and Leadership Development

- Health Services welcomed Sergeant Edelman and Wrigs, the therapy dog, from Hudson City Police on Wednesday, December 11. Wrigs brought immense comfort and joy to our students and employees during a stressful time.
- 64 current students participated in the Registration Day event on December 11 and met with academic advisors during walk-in meetings to register for spring classes.
- Orientation for new students will be on Thursday, January 16 when we will host an Accepted Student Event.
- Student Senate has a few updates:
 - They held an election for a new Vice President of Programming (Jayden Cross) and Treasurer (Maurice Haylett) for the spring semester. Marvin spoke with a current Senator who is interested in the Student Trustee role. She will meet with Dean Ledoux to discuss more about the role.
 - A vote of support for the new campus mascot and moniker was also administered. A campus-wide mascot update is planned to be provided at the All-College event in January.
 - The Student Senate will continue to work with the Association to address campus vending options and pricing to better serve the student body.
- On-campus interviews for the Director of Student Engagement role are occurring today (December 16) and tomorrow (December 17). We hope to have a successful candidate in place this January and February.
- 85 students visited the student lounge in November & December. This space also now features free beverages provided by the Student Senate for students in the space.

Chairman O'Hara and President Drummer present Marvin Morales with a plaque and thanked him for serving as the Student Trustee.

10. Provost's Report Academic Affairs

On track for the Academic 25-26 year for the LPN program. We paused on the non-credit version for a for-credit version. It is in the best interest of the students to offer the LPN as a credit program.

The Nursing program will receive approximately \$21,500 from the SUNY High Needs Nursing Funding for Campus Simulation Support.

Approximately, 50 students have been preliminarily certified for December graduation - 13 of which are incarcerated. Final numbers will be available in the New Year. In 2025, greater attention will be given to degree completion rates, including time taken to complete degrees.

The College has drafted a Credit for Prior Learning Implementation Action Plan and is on target to submit to SUNY System for review and feedback by the 12/31 deadline. This document was collaboratively authored by the CPL working group and will help to focus our strategy for increasing enrollment.

The Curriculum Committee has recommended a pause be placed of the Assessment of the Major process for 1-year to allow for a comprehensive review of the assessment process. The assessment sub-committee, led by Dr. Stacey Hills, has begun to examine the program review process from partner SUNY institutions to identify common and best practices that can be adapted for use at CGCC. Concurrently, the General Education assessment committee, led by Assistant Dean Ember Traino, is working to identify courses that fulfill the newly revised core competencies released by the SUNY System. Additionally, they are examining the general education assessment processes at partner SUNY institutions to identify best practices that can be utilized at CGCC. Recommendations for changes to our assessment processes will be compiled in January. Subsequent meetings will then focus on revising processes for full implementation in the 2025-2026 academic year. Provost Walsh is satisfied that the College is sufficiently far enough away from our next MSCHE peer review to enable this important 'assessment of assessment' to take place.

Testing of bi-directional Transfer Finder in DegreeWorks has proven successful. Full integration of this tool is planned for mid-February/early-March - in time for Summer 2024/Fall 2025 registration. This functionality will allow potential transfer students to use DegreeWorks to see how their transfer credits will apply to potential CGCC programs.

Enrollment Management Fall 2024 enrollment was down approximately 5% in headcount. The Office of Institutional Research had projected this decrease which is largely the result of the Prison Education Program not registering students until Spring 2025. There are positive signs of growth in enrollment. For example, first time students were up 4% and returning students were up 25%. The Enrollment Strategy Group are closely monitoring Spring 2025 enrollment.

Admissions

Fall travel ended this week-the team is gearing up for Spring 2025

The fall semester saw an increase in the number of student groups coming to the campus-visiting with faculty, observing classes, simulation lab, library, and cafeteria services.

The number of events attended by admissions over fall was a significant increase year on year. The redesigned enrollment team are making great strides in establishing a regular admissions cycle.

Spring Open House will be held Saturday, April 12, 2025, more details to come.

Financial Aid

2024-25 FAFSA completion Workshops were well attended this semester. We continue to see an increase in FAFSA completion rate for CGCC. 2025-26 FAFSA is open, students are successfully completing the form with little to no issue (as of now).

The Financial Aid Office is working closely with Columbia & Greene County High Schools to schedule and conduct FAFSA workshops.

SUNY Financial Aid Day at CGCC will be Saturday, February 8, 2025.

Student Affairs

Student Affairs issued holiday-themed care packages and gift cards to students in need before the holiday recess. Recipients were identified through the CARES Team and faculty/staff referral, and we are grateful to those who contributed.

Earlier this month, the College received a generous donation of food and personal hygiene items to stock the Food Pantry and Community Cupboard, a grab and go station, from the Day Care Center. We are grateful to Bronwyn Taylor, the Center's Director, for fundraising these items among her students' families.

To support spring enrollment goals, the Office of Academic Advising hosted its December Registration Day Event last Thursday. 64 students attended and were able to meet with an academic advisor in a timely manner. Advisors are booked with sessions through the new year and continue to advise students in person and digitally. Our next registration day is scheduled for January 16th.

The Office of Career Success has launched *Career Choices Studio Sessions* to enable students to identify potential career opportunities. Students have the option to register for weekly in-person and online sessions via the virtual Student Success Center. Over the course of the fall semester, the Office of the Dean of Students received 78 requests for funding through the Student Persistence Program to support those experiencing unforeseen hardship impeding their academic progression. Nearly \$17,000.00 in funding was used to help individuals with goal attainment. Examples of hardship include but are not limited to transportation and vehicular challenges, medical ailments, and loss of employment resulting in food insecurity.

11. Announcement of the Monthly January 2025 Meeting

Monday, January 27, 2025, 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. Davis **Seconded:** Mr. Schneier

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

Resolution: Accepted

Entered Executive Session at: 4:06 p.m.

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

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

Resolution: Accepted

Exited Executive Session at: 4:40 p.m.

Resolution:

Resolution No. 1224-2283 Approve Unclassified Professional Titles

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

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

Resolution Accepted

Adjournment:

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

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

Adjournment at: 4:48 p.m.

Peter O'Hara

Peter O'Hara
Chairman, Board of Trustees

Lori Mashaw

Lori Mashaw
Senior Associate for Academic Affairs

CONSENT AGENDA

December 16, 2024

Approval of the Minutes of November 18, 2024, Board Meeting