



Board of Trustees Minutes | Friday, September 27, 2019 | Saranac Lake Campus

Board Members Present: Steve Reed, Tim Burpoe, Mary Irene Lee, Pete Suttmeier, Jerry Griffin, Anne McDonald.

Excused: Mark Moeller and Dan Kelleher

Others Present: Joe Keegan, Stacie Hurwitch, Bob Farmer, Sarah Maroun, Chris Knight, Erik Harvey, Shir Filler, Lee Susice, Kyle Johnston, Lisa Symonds, Diana Fortune, Sandra Gothard, David St. Germain.

Board Chair, Steve Reed, called the meeting to order at 11:00 a.m.

Meeting Minutes

Anne McDonald moved to approve the August 2019 meeting minutes as they were shared. Tim Burpoe seconded the motion. The August 2019 meeting minutes were approved unanimously. (6-0-0).

NCCCAP

Lee Susice reported:

- Labor Management recently met with the NCCCAP team. There was progress made with updating MOUs.

College Senate

Shir Filler reported:

- Senate will be addressing a new method of use regarding emails.

CSEA

No report.

Board Chair Report

Steve Reed reported:

- Both Steve Reed and Pete Suttmeier attended the session with the Middle States Liaison regarding the upcoming self-study report which the College is due to work on and complete by 2021. The board will work together on what needs to be done by their group. Working group VII will need a representative.

Interim Vice President for Academic Affairs

Sarah Maroun reported:

- Sarah Maroun shared with the board a list of 16 different degree programs and certificates and their potential fit with the College.

- * For each program Selina LeMay-Klippel rated the feasibility both long/short term to introduce these to the College.

- * Kyle Johnston and Selina LeMay-Klippel are connecting to investigate these items further. Selina will be working with faculty and departments as well.

- * Members of the Board spoke briefly about the potential for a Cyber Security major.

- * The board will be regularly updated on the progress of these potential programs.

- During his recent visit, Bob Bonfiglio, the Colleges Middle States representative, was impressed by the knowledge of the board. Across the board he was happy to see those present were on board and eager to work on the project.

Vice President for Marketing and Enrollment Management

Kyle Johnston was welcomed to the College by Steve Reed and the Board.

- Kyle has been pleased with the College and the Community thus far. His experience has been welcoming and positive. He's frequently visiting the campuses and speaking with the College Community on how to continue the forward momentum of the College.

Vice President for Administration/CFO:

Bob Farmer reported:

Condense Bob's email

- 18/19 on hold – forecast remains the same and expects no significant changes

- 19/20 outlook – ftes short. Team has met frequently and has refocused and developed a budget at 945. Should exceed tuition revenue

- some budgets ear marked. Leaving some left to balance the budget.

- Strategic initiatives were mentioned. More soccer players, increase out of state student scholarships increased 42 to 67.

Adult learners coming in (st. joes rehab, etc.)

- Work from Kyle will be instrumental in the success in these new initiatives.

- Board spoke briefly regarding College Bridge, Second Chance Pell, credentialing/certifications, and our current retention rates.
- Sarah will look into school districts which are not maximizing the Bridge Program – there is a big incentive that goes both ways.

NCCC Foundation:

No report.

NCCC Association:

Bob Farmer reported that today is Beth Quinns last day. A new director, Shannon Warren, has been hired and is due to being in November 1st, 2019. Bob Farmer, Lisa Symonds and Kim Irland will manage the duties of the position until Shannon begins.

The board thanked her for hard work and dedication to the College.

President's Report:

Joe Keegan reported:

- Joe shared with the board a document identifying NCCC Board of Trustees appointments dating back to 1966. The board discussed the findings and discussed its accuracy. It was noted that a student trustee should be voted upon in the coming week by the student body. Jim Brooks will be reviewing and an update will be sent out to the board soon. The board discussed the progress in the vacancy. Joe will reach out to Beth (SUNY Legal) for support.
- Joe shared with the board the College's revised the Mission/Vision/Values and discussed the importance of the new revision. President's Council, College Senate and other entities of the College community were involved in this new proposed mission. The board discussed the proposal and highlighted the need to include student success. This will be revisited in a month.
- Joe shared with the board the strategic opportunities that were discussed at the beginning of the academic year with the College community. The board discussed the document and the importance of the board being involved in the planning aspects moving forward.
- Joe shared that Bob Farmer has been leading weekly meetings discussing the budget and initiatives of the College, and that Kyle Johnston is leading a task force on enrollment and marketing initiatives weekly as well.

Old Business

Steve Reed discussed the suggested revision to the BoT meeting by-laws. There is a significant change in the committee structure. The board discussed the revisions. Members of the board had no objections to the proposed revisions. Steve will work with Stacie regarding these updates.

New Business

Joe Keegan reported there are new Chairs and Vice Chairs for the SUNY Board of Trustees.

Executive Session

Jerry Griffin made the motion to enter Executive Session at 11:55 a.m. in relation to *collective bargaining negotiations conducted pursuant to Article 14 of the Civil Service Law; and 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*. Mary Irene Lee seconded the motion. The motion was passed unanimously (6-0-0). Joe Keegan was invited to join the meeting at 11:55 a.m.

Jerry Griffin made a motion to adjourn executive session at 1:40p.m. Mary Irene Lee seconded the motion. The motion was approved unanimously (6-0-0).

Adjourn

Jerry Griffin made a motion to adjourn the meeting. Mary Irene Lee seconded the motion. The motion was approved unanimously (6-0-0). The Board meeting was adjourned at 1:40 p.m.

Respectfully Submitted,



Stacie G. Hurwitch

Assistant Secretary to the Board of Trustees

Friday, November 22nd, 2019

Motion: Anne McDonald

Second: Mark Moeller

Action: Approved (8-0-0)