

Board of Trustees Meeting Agenda

11:00 a.m. | Thursday, June 24, 2021

Meeting Held Via ZOOM due to COVID-19 (Information Below)

- I. Call to Order
- II. Approval May 27, 2021 Minutes
- III. Liaison Reports
 - College Senate
 - NCCCAP
 - CSEA
- IV. College Reports
 - Board Chair
 - Interim Vice President for Academic Affairs
 - Resolution | Appointment: Nursing Instructor
 - Resolution | Appointment: Math Instructor
 - Vice President for Marketing & Enrollment Management
 - Interim CFO
 - May 2021 Financials
 - Proposal | 2021-2022 budget
 - Interim Associate Vice President of Student Affairs
 - President
 - Campus Access Policy
- V. Representative Reports
 - NCCC Association
 - NCCC Foundation
- VI. Old Business
- VII. New Business
 - Proposal | 2021-2022 NCCC Board of Trustee meeting schedule
- VIII. Public Comment*
- IX. Executive Session
- X. Adjourn

An Executive Session of the Board of Trustees may be called pursuant to Article 7 of the Public Officer's Law 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 and collective bargaining negotiations conducted pursuant to Article 14 of the Civil Service Law. (Public Officers Law §105).** Public Comment: Visitors are requested to sign in before the beginning of the meeting. Provision is made at this point in the agenda for citizens of the community to make comments regarding any agenda item to be discussed at that meeting. Citizens will not be recognized at any other time. No person, not a member of the Board, shall speak for more than five (5) minutes. The minutes shall show that privilege of the floor was granted and shall include a brief statement of the subject matter presented.

Time: Jun 24, 2021 11:00 AM Eastern Time

Join Zoom Meeting: <https://uso2web.zoom.us/j/82821246082?pwd=SEk5ZEtoWlIETDFYNoRZNTZiUFdhUTog>

Meeting ID: 828 2124 6082 | **Passcode:** 302163

One tap mobile | +16465588656,,82821246082#,,,,*302163# US



Board of Trustees Meeting Minutes | May 27th, 2021
Meeting Held Via Zoom Due to the COVID-19 Pandemic

Board Members Present: Steve Reed, Mark Moeller, Donna Wadsworth, Dan Kelleher, Pete Suttmeier, Mary Irene Lee

Excused: Jerry Griffin, Jessica Kemp

Others Present: Joe Keegan, Stacie Hurwitch, Sarah Maroun, Chris Knight, Erik Harvey, Tara Smith, Diana Fortune, Kyle Johnston,

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

Minutes

Mark Moeller made the motion to accept the April 30th, 2021 meeting minutes as they were presented. Pete Suttmeier seconded the motion. The April 30th, 2021 meeting minutes were unanimously approved (6-0-0).

College Senate

No report

NCCCAP

No report

CSEA

No report

Board Chair Report

Steve Reed reported:

- Diana Fortune, Director of the College Foundation, will be retiring on October 31st, 2021. Steve extended, on behalf of himself and the board, thanks, and support for the College. Joe Keegan, Steve Reed, Donna Wadsworth and Pete Suttmeier had a productive discussion with the Foundation Board as they plan for the future of the Foundation once Diana retires.

Interim Vice President for Academic Affairs

- The board briefly discussed the P-Tech program, which was noted in Sarah's report.
- The board spoke of job placement services available for our student graduates.

Board moved to approve the following resolutions:

Dan Kelleher made a motion that the North Country Community College Board of Trustees hereby approves the temporary appointment of Stephanie Wilbur, to the full-time, 164-day, exempt appointment as Nursing Instructor for a one-year term for the 2021/22 academic year at an annual salary of \$44,602. This position is currently funded in the 2021/22 operating budget. In accordance with the current NCCCAP agreement Article VII-Appointment and Promotions, this appointment will expire at the conclusion of the 2021/22 academic year and will not be renewed. Mary Irene Lee seconded the motion. The motion was approved unanimously (6-0-0).

Dan Kelleher made a motion that the North Country Community College Board of Trustees hereby approves the NCCC to submit the new certificate program titled *Digital Advertising & Design* to SUNY and NYSED for approval. Pete Suttmeier

seconded the motion. The motion was approved unanimously (6-0-0)

Pete Suttmeier made a motion that the North Country Community College Board of Trustees hereby approves the submission of a program title change to SUNY and NYSED for NCCC to change the title of the AAS in Computer Graphics & Design program to an AAS Digital Arts & Design program. Mary Irene Lee seconded the motion. The motion was approved unanimously (6-0-0)

- Mary Irene Lee spoke of the discussion the Senate had at their last meeting regarding these changes. It was apparent that shared governance was at the forefront of the meeting.

Vice President for Marketing and Enrollment Management

Kyle Johnston added to his report:

- The healthcare program campaign is wrapping up this week.
- The digital and fine arts campaign starts next week.
- The entrepreneurial certificate program ad campaign is in design and will be promoted soon.
- All marketing efforts are designed to interact with all the students. There is an alarming concern across the country and here at North Country that the missing class of 2020 high school graduates, many who did not attend college in historic fashion, will remain on the sidelines again. There is also a concern that it and anticipate it again in 2021. That led to purchase of graduate names as an additional effort to reach those potential students. Some of the lead generation efforts are designed in finding those students in more direct and personal ways, expected to kick-off in June 2021. The board acknowledged these nationwide concerns and discussed these efforts that the College is making to help.

Interim CFO:

Erik Harvey highlighted his report:

- For the 2020–2021 year,
 - o expense reductions committed to have been realized and monies have been returned from State Aid. Thus, we are projecting that the College will break even and the fund balance will end at \$4.3 million for the year.
 - o Review of 2020-2021 enrollment indicated we will be down 7% overall, with in-state numbers flat. The College fared well when compared to our sister schools when it comes to enrollment.
 - o Salary and benefits showed a roughly \$400,000 reduction cost.
- For the 2021-2022 budget,
 - o there is more work to be done when looking at budget in relation to historical trends and the effects of the pandemic. Current rough projections show an \$800,000 deficit. There are opportunities when looking at the big picture to include using federal stimulus funds to recover costs related to COVID-19 pandemic, recovering lost revenue, possibility to pay down student dept accounts with the institutional portion of the monies, and a policy for remote work and instruction which would reduce expenditures.
 - o NYS Aid next year will be \$100,000 more this year which puts us behind by \$100,000 when compared to last year. The state also created a 98% floor.
 - o The College needs to look at initiatives, and in-state enrollment.
 - o The College needs to review contractual increases for salaries that the College wants to honor this year, which is another expense.
 - o shared his projections for the 2021-2022 budget highlighting and showing trends in FTE enrollment, revenues, personnel, and non-personnel expenses as far back as 2015-2016.
 - o shared the five-year plan that is still in progress as it becomes clearer it will be shared again in June.

The board discussed the reports with Erik as they were presented. The board voiced their appreciation for the level of detail that Erik put into these reports as well. Erik explained to the board the reasoning for requesting the cancellation of online fees and to have it waved for 2021-2022.

Pete Suttmeier made a motion to approve the cancellation of online fees for 2021-2022 as it was presented. Mark Moeller seconded the motion. The motion was approved unanimously (6-0-0)

Mary Irene Lee made a motion to approve the March and April financial reports as they were shared and presented. Pete Suttmeier seconded the motion. The motion was approved unanimously (6-0-0)

Associate Vice President of Student Life

No report.

President's Report:

- Joe Keegan thanked the board for their ongoing support as the College continues to navigate through guideline changes related to the COVID-19 Pandemic.
- Joe reported that the Commencement Celebration was spectacular. He made a special note of thanks for Chris Knight and Stacie Hurwitch; as well as the Nursing staff in their efforts of making a memorable nursing pinning experience.
- There were four SUNY Chancellor awards given to those of the College: Pete Nelson (*Excellence in Adjunct Teaching*), Shir Filler (*Excellence in Faculty Service*), Scott Harwood (*Excellence in Professional Service*), and the *Shared Governance Award* for the College. Brian O'Connor received an *Excellence in Librarianship* award from the Northern New York Library Network at their May 2021 meeting.
- SUNY will officially award NCCC for *Shared Governance Award* on June 7, 2021; a link to the virtual event will be shared soon.
- Essex town supervisors met with Joe Keegan, Sarah Maroun, and Pete Suttmeier to discuss the future of the College and anticipated success.
- Expressed his thanks and appreciation to Diana Fortune for her role with the Foundation.
- Congressionally Directed Spending requests were made to Senator Schumer Senator Gillibrand to support nursing lab upgrades and a non-traditional student scholarship. These are above and beyond the Community Funding Requests made to Rep Stefanik's office earlier in the semester.
- Spoke with JMZ on how to tactically use funds awarded to the College in enhancing areas of the College; more news will be shared with the board as it becomes available.

Board moved to approve the following resolutions:

Pete Suttmeier made a motion that the North Country Community College Board of Trustees hereby approves the temporary appointment of Leonard O'Shields, to the full-time, 221-day, exempt appointment as Technology Support Specialist for a one-year term for the 2021/22 academic year, at an annual salary of \$53,639. This position is currently funded in the 2021/22 operating budget. In accordance with the current NCCCAP agreement Article VII-Appointment and Promotions, this appointment will expire at the conclusion of the 2021/22 academic year and will not be renewed. Mary Irene Lee seconded the motion. The motion was approved unanimously (6-0-0).

Pete Suttmeier made a motion that the North Country Community College Board of Trustees hereby approves the updated *Timely Warning and Emergency Notification Policy*. Mark Moeller seconded the motion. The motion was approved unanimously (6-0-0).

Mark Moeller made a motion that the North Country Community College Board of Trustees hereby supports the Women's Volleyball Discontinuance Proposal as it was presented to the floor. Dan Kelleher seconded the motion. The motion was approved unanimously (6-0-0).

NCCC Association:

Joe notified the board that the NCCC Association Board are redesigning positions to better position the Association in its work. The Executive Director position will now include direct management of the food service operations and the College will return dorm operations staffing exclusively to the Association. More news to follow as it becomes available.

NCCC Foundation:

No report.

Old Business

None

New Business

None

Public Comment

None

Executive Session

Mary Irene Lee made the motion to enter Executive Session at 12:00 p.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. Dan Kelleher seconded the motion. The motion was passed unanimously (6-0-0). Joe Keegan was invited to join the meeting at 12:00 p.m.

Pete Suttmeier made a motion to adjourn executive session at 12:45 p.m. Mark Moeller seconded the motion. The motion was approved unanimously (6-0-0).

Adjourn

Pete Suttmeier made a motion to adjourn the meeting. Mark Moeller seconded the motion. The motion was approved unanimously (6-0-0). The Board meeting was adjourned at 12:45 p.m.

Respectfully Submitted,



Stacie G. Hurwitch
Assistant Secretary to the Board of Trustees

6/24/2021

Motion:

Second:

Action:



Board of Trustees | 2021-2022 Meeting Schedule

Friday, September 24, 2021 | 11:00 am

Friday, October 29, 2021 | 11:00 am

Friday, November 19, 2021 | 11:00 am

Friday, December 17, 2021 | 11:00 am

Friday, January 28, 2022 | 11:00 am

Friday, February 25, 2022 | 11:00 am

Friday, March 25, 2022 | 11:00 am

Friday, April 29, 2022 | 11:00 am

Thursday, May 26, 2022 | 11:00 am

Thursday, June 30, 2022 | 11:00 am

Thursday, July 28, 2022 | 11:00 am

Friday, August 26, 2022 | 11:00 am

Unless otherwise noted, all meetings will be held through the Zoom platform. Links can be found every month on College's website | <https://www.nccc.edu/board-of-trustees/index.html>



Interim VPAA Report to the Board of Trustees

June 24, 2021

Please find the following report from the Academic Area below.

Academic Planning, Programs and Policies

- **Summer and Fall Course Registrations:** Continuing and new student registrations are underway for the fall semester. We see interest in both on-campus and online/remote classes. As we see COVID-19 restrictions lifting around the state, we continue to watch on-campus course enrollments to see where student preference seems to be. Currently, registrations seem to be equally split between online and remote/on-campus courses.
 - **Professional Development:** We have almost 20 faculty signed up for an On Course workshop focused on student success strategies. While there is a focus on pedagogy for the redesigned first-year seminar course (College Success Program), the strategies can be integrated across multiple courses. Additional trainings will be offered throughout the summer, including techniques for universal course design to help increase student retention.
 - **SUNY Mandatory Vaccination Policy:** On May 10th, Governor Cuomo announced that SUNY will institute a mandatory vaccination policy for on-campus students for fall 2021. Enactment of the policy depends upon full FDA approval of the current vaccines. More information will follow shortly. **No new updates.**
-
- **Continuing Education**

Kim Duffey and the Business Department created a professional skills workshop for local businesses. Kim has been connecting with local businesses in Malone, and there seems to be a high degree of interest in the offerings.
 - **Middle States: Self-Study**
 - **Timeline:** Self-study virtual visit: October 4-6, 2021.
 - **Process Updates:** We will be working on the Middle States draft throughout the summer for a late August submission of the final document to Middle States. The Middle States Steering Committee met for a second writing day on Thursday, June 17th to work on revising the draft. We will meet again throughout the next two months to produce the final draft.

Grants and Experiments:

Here is a brief update on our grants:

- **Second Chance PELL:** Summer courses are underway and recruitment for fall courses continues.
- **Northern Borders Regional Commission Grant:** Planning for the Basic Operations course continues.
- **PTECH:** On June 15th, we had the honor of attending an awards ceremony for P-TECH students who finished the high school portion of the program. We continue to collaborate to plan for the fall 2021 semester.
- **Strong Start to Finish:** As noted last month, the funding from this grant provided support for the redesign of the College Success Program. The On Course professional development workshop on June 24th, is an additional step in the process. Enrolments in the College Success Program look strong with eight courses scheduled for Fall 2021.

Respectfully submitted,

Sarah Maroun
Interim Vice President for Academic Affairs

**NORTH COUNTRY COMMUNITY COLLEGE
RESOLUTION**

WHEREAS the Interim Nursing Program Director recommends the temporary appointment of Erin Streiff, to the full-time, 164-day, exempt appointment as Nursing Instructor for a one year term for the 2021/22 academic year, at an annual salary of \$44,602,

WHEREAS the Interim VP of Academic Affairs hereby concurs in this recommendation,

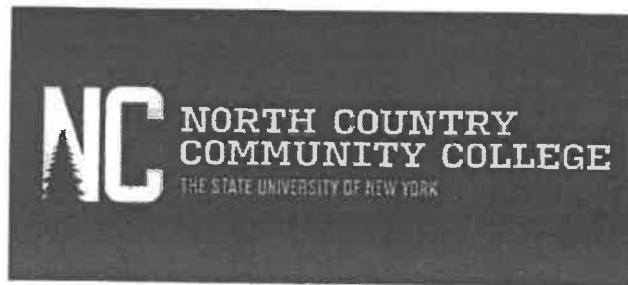
WHEREAS the President hereby concurs in this recommendation,

NOW, THEREFORE, BE IT

RESOLVED that the North Country Community College Board of Trustees hereby approves the temporary appointment of Erin Streiff, to the full-time, 164-day, exempt appointment as Nursing Instructor for a one year term for the 2021/22 academic year, at an annual salary of \$44,602.

This position is currently funded in the 2021/22 operating budget. In accordance with the current NCCCAP agreement Article VII-Appointment and Promotions, this appointment will expire at the conclusion of the 2021/22 academic year and will not be renewed.

2021/22
MOTION:
ACTION:
Yeas:
Nays:
Abstentions:
DATE:



SARANAC LAKE . MALONE . TICONDEROGA

May 28, 2021

Ms. Erin Streiff
21 Brown Street
Malone, NY 12953

Dear Ms. Streiff:

Pending approval by the North Country Community College Board of Trustees at their June 2021 meeting, I am pleased to offer you a temporary, full-time, nine-month (164 days) exempt appointment as Nursing Instructor for a one-year term during the 2021-2022 academic year. Faculty members are expected to report on August 23, 2021.

As a member of the North Country Community College Association of Professionals (NCCCAP) bargaining unit, your compensation and benefits are detailed in your collective bargaining agreement (CBA) between the College and NCCCAP. Should you accept this appointment, your pay grade for this appointment is Step 8 on Schedule C of the 2021-2022 CBA, which is an annualized base salary of \$44,602. Your per-diem rate based on 164 days is \$271.96.

Professional staff members shall not be assigned to more than two campus locations without their consent. Your base campus is Malone. Your immediate supervisor is Tana Hare, Interim Nursing Program Director, and your area supervisor is Sarah Maroun, Interim Vice President for Academic Affairs.

To acknowledge the terms of your appointment, sign and return this Letter of Appointment no later than June 11, 2021.

Sincerely,

A handwritten signature in black ink that reads 'Joe Keegan'.

Joe Keegan,
President

cc: Personnel File / Payroll File

A handwritten signature in black ink, appearing to be 'MS. DL', written over a horizontal line.
Employee Signature

A handwritten date in black ink that reads '6/1/2021', written over a horizontal line.
Date

ERIN STREIFF, MS, RN

21 Brown St, Malone, NY 12953 | (646) 761-0611 | streiff.erin@gmail.com

SUMMARY

Systems-thinker with extensive experience in communication, problem solving, and implementing forward-thinking initiatives. Detail oriented with outstanding work prioritization skills. Expertise in working with a broad range of stakeholders and community organizations to achieve positive health-related outcomes by making the healthy choice the easy choice.

EDUCATION

- *BSN, New York University, 2006*
- *MS, Community Health, SUNY Potsdam, 2016*
- RN, New York State License #570894

EXPERIENCE

Program Improvement Specialist, Franklin County Public Health September 2020- Present
Malone, NY

- Utilized evidence based public health interventions to manage the COVID-19 response including implementation of the Federal Emergency Management Agency Incident Command System.
- Provided public education and information through coordination with the press and web-based platforms.
- Developed expanding agency response plan including staffing plan to manage case surge.
- Implemented medical countermeasures plan to provide COVID-19 vaccine to county residents.

Director of Health Care Services, Clinton County Health Department May 2019-September 2020
Plattsburgh, NY

- Leadership, supervision, monitoring, and education of 27 employees in the Health Care Services Division including oversight of the following programs: Communicable Disease Prevention Program, Immunization Program, Maternal Child Health Program, Lead Poisoning Prevention Program, Children with Special Health Care Needs Program, Women Infants and Children Program, Early Intervention Program, and Preschool Special Education Program.
- Development of staff continuing education.
- Organization and direction of public health efforts to influence health policy, public attitudes, and behavior in regards to community health needs in conjunction with community partners.
- Planning of health programs and improving effectiveness of services.
- Lead county public health emergency preparedness and response to COVID-19 pandemic.

Public Health Program Coordinator, Franklin County Public Health March 2016-May 2019
Malone, NY

- Wrote and Implemented Community Health Improvement Plan, Chronic Disease and Injury Prevention Work Plans, Quality Improvement and Performance Management Plans, Agency Strategic Plan.

- Implemented first public bike share program in the county by securing funding and leveraging public and private partnerships; secured grant funding that had been lost under previous leadership to ensure continuance of Franklin County Traffic Safety Board.
- Presented at 2017 New York State Public Health Association and Adirondack Health Institute Annual Summit to teach lessons learned and experience in principles of healthy community design and partnering with diverse stakeholders to achieve improved population health outcomes.
- Served as liaison with community agencies and professionals to address social determinants of health and wellness promotion including access to health care, nutrition and safe opportunities for physical activity.
- Educated municipal officials on essential public health services and core functions in order to garner support for the implementation of policies, systems, and environmental changes to support population health and resilience.
- Supervised students and interns in best practice clinical and educational curriculum.

Supervisor, Family Health Services, Franklin County Public Health

August 2013-March 2016

Malone, NY

- Developed and implemented prenatal to age five Nurse Home Visiting Program to educate and support families in addressing health issues from immunizations and nutrition to child abuse prevention and parenting practices in order to promote and improve health and safety.
- Oversight and management of grant budget and programmatic policy development and activities for Early Intervention Program, Children with Special Health Care Needs and Physically Handicapped Children's Program, and Lead Poisoning Prevention Program.
- Supervised registered nurses including setting performance standards, conducting performance evaluation, and initiating performance improvement plans as needed; saved money by improving work accountability and increasing staff productivity.

Community Health Nurse, Preventive Health Services, Franklin County Public Health

June 2011-July 2013

Malone, NY

- Investigation and control of acute and communicable diseases in compliance with requirements of public health law and title 10 NYCRR.
- Managed NYS DOH Rabies Grant; responsible for rabies prevention and control in county, initiated first DEC Campground educational curriculum on animal bite prevention and rabies risk awareness in vector species.
- Implementation of Immunization Program including provider outreach and education, running of community immunization clinics.
- Conducted group and individual wellness promotion/disease prevention activities; applied principles of behavioral sciences to foster population health improvement practices and eliminate risk factors associated with preventable illness through education of disease prevention activities.

Community Health Nurse, Home Care, Franklin County Public Health

April 2010-June 2011

Malone, NY

- Planned, implemented, coordinated medial home care programs per CHHA regulations in rural, medically underserved community.
- Disease management with emphasis on education of patients and families to maintain optimal functioning in the community and prevent re-hospitalization, achieving improvement of patient experience, reduction of costs, and improvement of population health outcomes.
- Initiated and completed the development of a Congestive Heart Failure Management Plan, which agency adopted as protocol for all patients with CHF diagnosis, decreasing patient morbidity and introducing use of best practice patient care algorithms to agency.

Public Health Nurse, Visiting Nurse Service of New York

March 2008-September 2009

New York, NY

- Acute in-home nursing care covering the East Side of Manhattan from public housing to private residences.
- Coordination of care between patients, families, in- and out-patient facilities, health care providers, therapists, and aide services.
- Detailed computerized documentation using advanced electronic health record technology in the field.

Staff Nurse, Elmhurst Hospital Emergency Department

March 2006-March 2008

Queens, NY

- Critical care nursing at level one trauma center and Magnet Hospital of NYC Health and Hospitals Corporation.
- Collaboration and teamwork in high-stress environment to ensure appropriate and timely patient care.
- Deployed, oriented, supervised, and evaluated paraprofessional staff.

ACTIVITIES

- Special Advisor to the National Network of Libraries of Medicine Mid-Atlantic Region Health Professionals and Public Health Workers Group; Member of the Cloudsplitter Foundation Human Well-Being Advisory Group; Former Member of the Mooers Library Board

**NORTH COUNTRY COMMUNITY COLLEGE
RESOLUTION**

WHEREAS the Mathematics Department Chair recommends the temporary appointment of Marcus Painter, to the full-time, exempt appointment as Math Instructor for the Fall 2021 Semester, at an pro-rated annual salary of \$20,948,

WHEREAS the Interim VP of Academic Affairs hereby concurs in this recommendation,

WHEREAS the President hereby concurs in this recommendation,

NOW, THEREFORE, BE IT

RESOLVED that the North Country Community College Board of Trustees hereby approves the temporary appointment of Marcus Painter, to the full-time, exempt appointment as Math Instructor for the Fall 2021 Semester, at an pro-rated annual salary of \$20,948.

This position is currently funded in the 2021/22 operating budget. In accordance with the current NCCCAP agreement Article VII-Appointment and Promotions, this appointment will expire at the conclusion of the Fall 2021 Semester and will not be renewed.

2021/22
MOTION:
ACTION:
Yeas:
Nays:
Abstentions:
DATE:



SARANAC LAKE . MALONE . TICONDEROGA

June 7, 2021

Mr. Marcus Painter
4470 S Lemay Ave, Apt 810
Fort Collins, CO 80525

Dear Mr. Painter:

Pending approval by the North Country Community College Board of Trustees at their June 2021 meeting, I am pleased to offer you a temporary, full-time, exempt appointment as Math Instructor for the Fall 2021 Semester. Faculty members are expected to report on August 23, 2021.

As a member of the North Country Community College Association of Professionals (NCCCAP) bargaining unit, your compensation and benefits are detailed in your collective bargaining agreement (CBA) between the College and NCCCAP. Should you accept this appointment, your pay grade for this appointment is Step 6 on Schedule C of the 2021-2022 CBA, which is an annualized base salary of \$41,896. Your per-diem rate based on 164 days is \$255.46. As there are 82 days in the Fall 2021 semester, your salary for this appointment will be \$20,948.

Professional staff members shall not be assigned to more than two campus locations without their consent. Your base campus is Saranac Lake. Your immediate supervisor/department chair is Allison Warner, and your area supervisor is Sarah Maroun, Interim Vice President for Academic Affairs.

To acknowledge the terms of your appointment, sign and return this Letter of Appointment no later than June 25, 2021.

Sincerely,

Joe Keegan,
President

cc: Personnel File / Payroll File

Employee Signature

Date

Marcus Painter

4470 S Lemay Ave.
Apartment 810
Fort Collins, Colorado
(315)771-5135

painter.marcus37@gmail.com

Current Employment:

Mathematics instructor at North Country Community College

Date: August 2018-Present

Duties:

- 1) Taught a variety of courses, with an emphasis on developmental math and statistics with a typical load of 15-18 credits per semester
- 2) Worked within the Second Chance Pell program to deliver mathematics instruction at two prisons near NCCC
- 3) Senate secretary for 2 years (August 2019-present)
- 4) Senate representative for the math dept. (August 2019-present)
- 5) Delivered remote instruction via YouTube and BlackBoard throughout the COVID19 pandemic
- 6) Advisor to ~15-20 advisees each semester, duties included creating schedules and ensuring they are on track to graduate in their degree program
- 7) Member of the curriculum committee representing the math dept.
- 8) Worked as part of a small committee to prepare documents pertaining to the Middle States Commission on Higher Ed
- 9) Member of the diversity task force whose duties varied, with a main goal of increasing inclusivity and diversity across the campus and community
- 10) Below is a list of courses I have taught, as well as when I taught them. Additionally, I highlighted which sections were remote and which sections were taught at local prisons:
 - a) MAT095: Prealgebra
 - i) Fall 2018 (1 section), Fall 2019 (1 section), Spring 2020 (1 section, remote for second half of semester), Fall 2020 (2 remote sections)
 - b) MAT100: Elementary Algebra
 - i) Fall 2018 (2 sections), Spring 2019 (2 sections), Fall 2019 (2 sections), Spring 2020 (2 sections, both remote for second half), Fall 2020 (2 remote sections), Spring 2021 (3 remote sections)
 - c) MAT120: Intro Math Concepts
 - i) Fall 2018 (1 section), Spring 2019 (2 sections, 1 of which was at a local prison), Fall 2019 (1 section), Spring 2020 (2 sections, both at local prisons, both remote for the second half), Fall 2020 (1 remote section), Spring 2021 (1 remote section)

- d) MAT121: Elementary Statistics
 - i) Fall 2018 (2 sections), Spring 2019 (1 section), Summer 2019 (2 sections, both at local prisons), Fall 2019 (1 section), Spring 2020 (1 section, remote for second half), Fall 2020 (1 remote section), Spring 2021 (1 remote section)
- e) MAT129: Intermediate Algebra
 - i) Spring 2019 (1 section)

Past Work Experience:

- 1) MATH 223/224/225 Instructor of Record at Binghamton University
 - a) Date: August 2017-May 2018
 - b) Duties: Taught calculus 1, wrote quizzes, graded exams, assigned homework, scheduled and ran review sessions, held office hours
- 2) MATH 130 Teaching Assistant at Binghamton University
 - a) Date: August 2016-May 2017
 - b) Duties: Ran a discussion section for an intro level math course, wrote exams, assigned homework, wrote quizzes, graded assignments, held office hours
- 3) TRiO Support Tutor at SUNY Potsdam
 - a) Date: August 2015-May 2016
 - b) Duties: Created study guides for students in multiple intro level math courses and assisted in their understanding/learning of the material
- 4) Mathematics Tutor at SUNY Potsdam math lab
 - a) Date: August 2015-May 2016
 - b) Duties: Assisted students with understanding course materials from Calculus 1 and 2
- 5) Mathematics Tutor at Mohawk Valley Community College
 - a) Date: August 2012-December 2014
 - b) Duties: Tutored students in Calculus 1,2,3, Differential Equations, and Linear Algebra
- 6) Sales Assistant at B&B Burnables candle company
 - a) Date: May 2005-June 2016
 - b) Duties: took inventory, handled sales, answered calls from customers, occasionally helped in production of candles

Volunteer Work:

- 1) Utica Rescue Mission (raised money through B&B Burnables Light of Hope program)
 - a) Date: Every December from 2005-2016
 - b) Duties: Help create candles, assisted in selling the candles, raised donation money
- 2) Various Races (5k's, marathons, etc.)
 - a) Date: Varies
 - b) Duties: directing traffic and/or handing out water and aid station supplies

Academics:

- 1) M.A. in Mathematics from SUNY Binghamton(May 2018)
- 2) B.A. in Mathematics from SUNY Potsdam(May 2016)
- 3) B.A. in Psychology from SUNY Potsdam(May 2016)
- 4) A.S. in Mathematics from Mohawk Valley Community College(Dec 2014)

Additional Work and Skills:

- 1) Have a basic understanding of Java, C++, and Python
- 2) Excellent computer skills (office, email, troubleshooting etc.) former CompTIA A+ certification
- 3) Former leading member of the Binghamton Univ. Running Club
- 4) Former president of the Math Club at Mohawk Valley Community College helped organise and budget a 3 day trip to New York City for the club
- 5) Was an active member of the Track Club at SUNY Potsdam where I helped organise a track meet between SUNY Potsdam and Clarkson U
- 6) Student senator at Mohawk Valley Community College
- 7) SkillsUSA representative for Lewis County BOCES
- 8) Placed 1st in NY state and 17th in national SkillsUSA related technical math contest
- 9) Former CPR certification

References

Allison Warner

Chair of math dept at NCCC
Email: awarner@nccc.edu
Phone: (518)891-2915x1309

Summer Dorr

English instructor at NCCC
Email: sdorr@nccc.edu
Phone: (315)261-2542

Amy Hannahan

Math instructor at SUNY Oswego, colleague from SUNY Binghamton
Email: hannahan@oswego.edu
Phone: (315)877-3398

Vice President of Marketing and Enrollment

Report to the Board of Trustees

Created June 21, 2021

Enrollment and Financial Aid Team Updates:

- Major project updates:
 - **SLATE CRM (Customer Relationship Management):** We are now using the new inquiry form for lead generation and our automated responses are popping out of SLATE. This past week we did our first prospect load into SLATE which were students that showed interest through our CampusReel project. We scrubbed the prospects to remove spam and duplicate entries and arrived at 145 prospects for this first run. We recently created our first branded marketing emails that we will start using this week to follow-up with this group which will hopefully generate some traffic. Our next project will be a list of 2020 and 2021 high school grads from a 5-county area that I will be able to report on next month. Also, we have begun the build of the new SLATE application and hope to be testing that out in July.
 - **OMNI CMS (Content Management System):** Most of the recent work has been to circle back to program pages to further develop them out with the new template in mind. We also created the new landing page for the Digital and Fine Arts Campaign (www.nccc.edu/create) and we've been making updates to the /scholarship, /finish and /fall campaign landing pages in anticipation of those upcoming campaigns.
 - **North Country Navigator:** The enrollment team has been mainly working stages 1-3 in this process to push students towards their advising and registration. Student Affairs and Information Technology have recently put together small teams to address the onboarding that will happen in stages 4 & 5 which includes updates to the Online Orientation and further development of the IT Checklist that students will walk through prior to their start. The onboarding portion of this project will be very heavy in July and August.
- **The Enrollment Team** has been busy with an up-tick in application volume due to our aggressive campaign schedule that's been running since this Spring. We have gained a lot of ground since the very dismal Fall semester out-pacing last year's monthly figures consistently. At this point, if we can catch last year's numbers, I believe we will look pretty good on our in-take for the Fall. We're circling back to do some heavy prospecting by reaching out to the CampusReel, Bridge Student, Non-Completer Student and purchased leads. We are also going to be helping to push continuing student registration in the near future.
- **The Financial Aid team** has been awarding incoming students at a pace faster than last year even though we had a slightly later start (due to many technological upgrades that we wanted in place before awarding this year). The team worked through the SAP process this past week and began awarding to continuing students which should help them with their continued financial planning. We also brought together a team recently to take a look at our Opportunity Scholarship process for awarding and we were able to make some nice improvements there. We have already started awarding the scholarship in an ongoing process versus the batch awarding that we did last year in September. This will help students with their decision to return to North Country.

Marketing and Web Team Updates:

- The "Digital and Fine Arts" campaign (www.nccc.edu/create) has been running throughout June and we recently kicked off the "Scholarships Opportunities" campaign (www.nccc.edu/scholarships) that will run

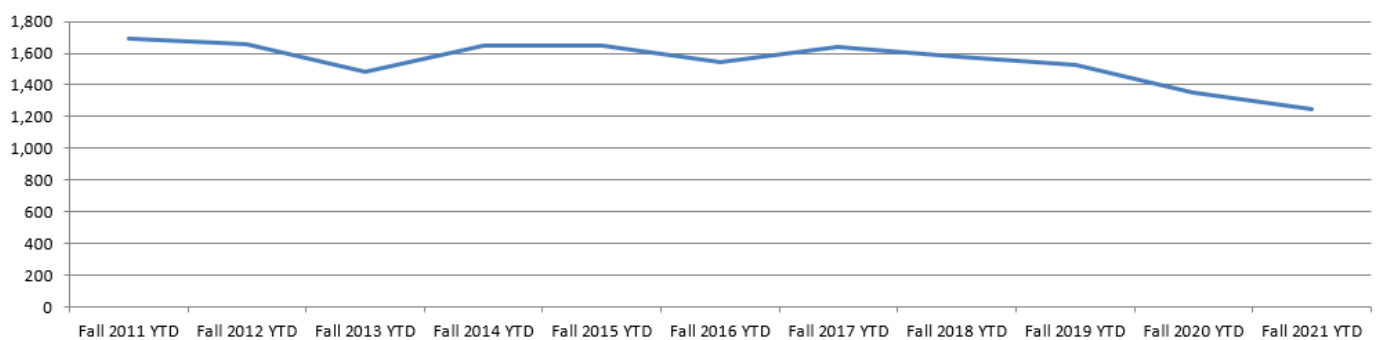
through mid-July. We've also been working with the athletics department to create a plan for the marketing funds that have been allocated to them. We've been working on this "Athletics Re-Branding Project" to come up with new design concepts that were shared with a smaller group in early June. I will be conducting a webinar on June 30th at 1 o'clock to walk interested employees through our process and will show some preliminary designs for feedback.

- We've also been working on four targeted micro-campaigns that will be sent out in June, July and August. The four are postcard/email/call campaigns that will target unregistered current students, non-completer students, Bridge students and all remaining students in our enrollment pipeline in mid-August.
- North Country Live 2.0 has been created and delivered to the Administration Team for consideration. This week we moved our attention towards next Fall's series and we have a number of ideas that we're floating to potential presenters at this point. We hope to have a finalized list of sessions by the end-of-August so we can begin our promotional activities.

Application Pipeline

Current Year: 2021																					
Data Date: 6/21/2021 *Rough estimate based on available data in CAMS																					
	Fall 2011 YTD	Fall 2012 YTD	Fall 2013 YTD	Fall 2014 YTD	Fall 2015 YTD	Fall 2016 YTD	Fall 2017 YTD	Fall 2018 YTD	Fall 2019 YTD	Fall 2020 YTD	Fall 2021 YTD	Fall 2011 Final	Fall 2012 Final	Fall 2013 Final	Fall 2015 Final	Fall 2015 Final	Fall 2016 Final	Fall 2017 Final	Fall 2018 Final	Fall 2019 Final	Fall 2020 Final
Fall Applications (YTD)	1,688	1,656	1,481	1,647	1,647	1,540	1,636	1,577	1,522	1,354	1,245	1,843	1,740	1,673	1,921	1,882	1,927	1,898	1,802	1,713	1,671
Deposits	429	466	341	409	416	382	367	337	337	398	466	449	479	351	481	472	533	451	405	390	613
Admits	651	621	644	689	604	621	633	529	592	443	338	696	653	771	797	694	762	724	522	572	304
Wait List (Nursing, RAD)	26	3	24	56	75	63	62	36	61	34	39	27	4	24	38	63	39	59	17	49	0
Other Application Status	0	251	31	139	0	0	0	0	0	1	0	16	253	32	3	1	3	0	0	0	0
Received Applications	1	4	6	21	9	19	23	77	13	1	13	2	4	9	1	24	7	4	8	12	0
Incomplete Application	116	182	339	273	407	305	333	540	372	385	203	170	217	390	14	233	342	322	597	367	187
Application Withdrawn	123	110	74	56	129	37	38	52	144	92	111	131	109	76	581	181	68	74	237	321	390
Inactive Application	0	0	0	0	0	111	177	3	1	0	75	0	0	0	0	0	167	260	12	1	176
Application Rejected	342	19	22	4	7	2	3	3	2	0	0	352	21	20	6	214	6	4	4	1	1
Registered First Time, Transfer	0	0	0	0	0	0	0	0	313	309	403*	628	640	510	575	469	443	456	426	412	422
												*146 Continuing Registered	34%	37%	30%	30%	25%	23%	24%	24%	25%

Fall Applications (YTD)



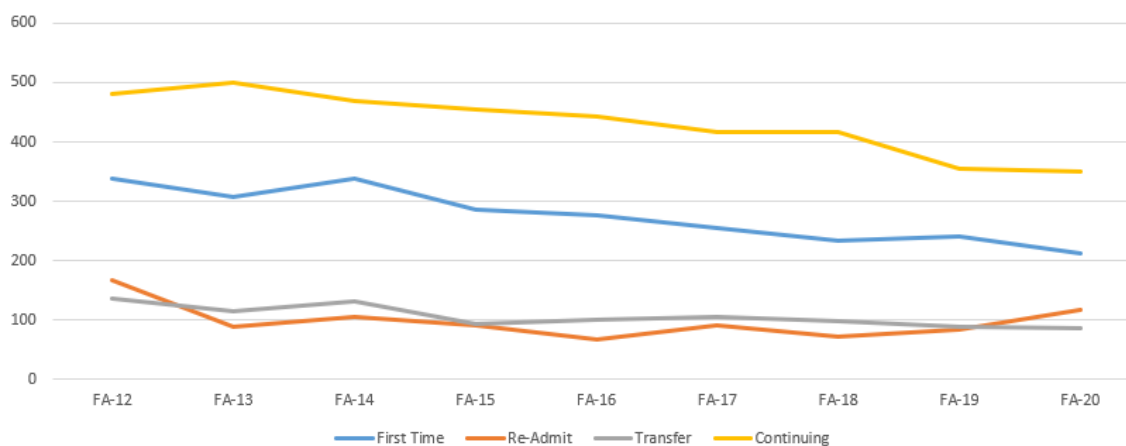
Enrollment Pipeline

Report Date: 6/21/2021

	Final at verificatio	Final at verificatio	Final at verificatio	Final at verificatio	Final at verificatio	Final at verificatio	Final at verificatio	Final at verificatio	Final at verificatio	Final at verificatio	YTD	2 years prior	1 year prior
	FA-12	FA-13	FA-14	FA-15	FA-16	FA-17	FA-18	FA-19	FA-20	FA-21	FA-21	FA-19	FA-20
First Time	338	306	339	285	276	254	234	241	212	137	137	196	138
Re-Admit	166	89	106	91	67	90	71	83	116	61	61	56	44
Transfer	136	115	130	93	100	104	97	88	86	74	74	61	28
Continuing	482	501	469	455	442	416	417	355	349	274	274	309	302
Total:	1122	1011	1044	924	885	864	819	767	763	546	546	622	512
Intake Totals:	640	510	575	469	443	448	402	412	414	272	272	313	210

*unverified data

Students by Enrollment Status - Historical vs YTD



Financial Aid Awarding

INCOMING	Fin Aid Offers Sent	Fin Aid Offers Accepted	FAFSA Incomplete (unable)	
	146/109 (SV) =			
Fall 2021	255	35	52	6/17/2021
Fall 2020	227	41	41	6/17/2020
Fall 2019	301	74	45	6/19/2019
Fall 2018	280 (63 PTP)	61	48	5/24/2018

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Calling all art and design fans! North Country Community College's Digital & Fine Arts programs are now accepting applications.




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Fuel Your Creative Passion
Reach Higher at North County

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Get hands on art and design experience while pursuing your degree or preparing to transfer to a four-year school at North Country.




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Digital & Fine Arts Majors
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REACH HIGHER » OWN YOUR FUTURE

Learn traditional design skills while mastering modern techniques when you enroll in a Digital or Fine Arts program at North Country Community College. Translate your love of art and design into a career that fuels your passion for creation.

Three engaging programs offer hands-on skills development, thorough grounding in traditional art forms, and specialized instruction to prepare you for a career or transfer to a four-year college. North Country students have earned internships with prestigious studios like Pixar Animation, while others have secured scholarships at elite design schools like Pratt Institute.

Now enrolling students into these sensational programs:

- Fine Arts-Studio
- Computer Graphics and Design
- Computer Graphics and Design – Certificate

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95% of our students at North Country Community College receive financial aid. Find out how we can help you pay for college today!



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**North Country Community College
Interim CFO's Report to the Board of Trustees
June 24, 2021**

Greetings,

As always, I hope this report finds you well. The focus for this month's report will be on the 2021-22 budget and 5-year financial plan. I would also like to ask for the board's approval of the financial statements for the month ending May 31, 2021.

2020-21 Financial Statements May *(for review and approval)*

- The fund balance is expected to finish August 31, 2021 at \$4.3 million maintaining the 28-29% of normal net operating cost ratio.

2020-21 Forecast *(no material changes from last forecast)*

- Included is an updated financial forecast for the year ending August 31, 2021, as of June.
- Enrollment declines related to the pandemic are being mitigated by expense savings.
- There is projected to be a \$20K surplus for 2020-21.
- Latest enrollment trends:
 - Projected total FTE of 980 is 70 or 7% less than budget.
 - Projected In/Out of state FTE of 612 is 23 or 4% less than budget.
 - Projected Concurrent Enrollment FTE of 234 is 16 or 6% less than budget.
 - Projected Pell Prison FTE of 133 is 32 or 19% less than budget.
- Projected Revenue:
 - \$500K loss of tuition and fee related revenue due to enrollment declines.
 - \$200K increase in revenue vs. budget due to more part time enrollment vs. full time. Part time students pay more per credit hour.
 - \$205K NYS aid cut included, which is 5%.
- Projected Expenses:
 - \$400K reduction of Salary and Benefit expenses for reduced casual labor pools, early retirements, and not filling open positions.
 - \$95K reduction of Travel costs reduced due to mostly online delivery of instruction.
 - \$50K reduction of Utility costs reduced do to mostly online delivery of instruction.
 - \$14K reduction of recruiting related travel expenses.


2021-22 NCCC Budget

- Highlights
 - In-State tuition, as well as college and course fee rates are frozen at the 20-21 level. If NCCC had increased tuition rates 3% in 2021-22 it would increase revenue by \$100K.
 - In April, NYS passed its annual budget and NYS aid to colleges was restored. NCCC will receive the better of a \$50/FTE increase in base aid or a floor of 98% of prior year base aid. NCCC will use the \$50/FTE base aid increase. All state aid, including rental and low enrollment, is expected to increase \$110K vs. 2020-21.
 - We take no solace in this but, NCCC's enrollment decline during the pandemic was not as drastic as most of the other community colleges in New York State.
 - Out of State tuition was reduced to 1.5x In-State rate – less scholarships will be awarded to mitigate the reduction.
- Risks
 - Projected in-State FA21 enrollment is 9.5% worse than FA20 at this same point in time.
 - On campus costs are being restored such as casual labor pools, travel, utilities, and instructional supplies.
 - Contractual labor increases as well as rate increases for medical and retirement benefits.
- Opportunities
 - Using federal stimulus funding to reimburse for
 - The cost of increased labor pools related to additional class sections to create social distancing due to the pandemic.
 - Lost revenues related to tuition and fees.
 - Paying students in need accounts down that would otherwise hit bad debt and leave a mark on the student's credit.
 - In-State enrollment impacts if it improves as we get closer to FA21.
 - \$100K increase in revenue at 7% in-state enrollment decline for FA21 vs FA20.
 - \$175K increase in revenue at 5% in-state enrollment decline for FA21 vs FA20.
 - \$250K increase in revenue at 3% in-state enrollment decline for FA21 vs FA20.
 - Extension of second chance Pell and full Pell restoration by 7/21/23.
 - Instituting a remote work policy that would reduce operating costs.

5-Year Financial Plan

- Fund Balance is projected to be \$4.3 million as of August 31, 2021, 28-30% of NOC.
- Fund Balance is projected to be \$2.1 million as of August 31, 2025, 13% of NOC.
- Projection assumptions can be found on 5-year plan report.

Best regards,



Erik Harvey
Interim CFO

2021-22 BUDGET
21-22 OPERATING BUDGET

	2021-22 Budget	2020-21 Forecast	2020-21 Budget	21-22 More (Less) vs. 20-21 Forecast	
REVENUES					
Tuition - In-State	\$4,080,202	\$ 4,057,365	\$ 3,970,572	\$ 22,837	1%
Tuition - Out-of-State	396,000	411,761	747,053	(15,761)	-4%
Tuition - Concurrent Enrollment	555,000	520,368	150,000	34,632	7%
College and Course Fees	1,141,021	1,148,831	1,209,821	(7,810)	-1%
Sponsors' Contribution	2,380,000	2,380,000	2,380,000	-	0%
Chargebacks	710,000	709,547	695,600	453	0%
State Aid	3,954,516	3,845,658	4,050,609	108,858	3%
Contributions & Other Income	1,172,840	1,127,840	1,153,500	45,000	4%
Total Revenues	14,389,579	14,201,370	14,357,155	188,209	1%
EXPENDITURES					
Salaries	7,190,717	6,894,534	7,134,020	296,183	4%
Benefits					
Payroll Taxes	550,090	509,002	545,752	41,088	8%
Medical	2,011,394	1,910,632	2,057,012	100,762	5%
Retirement	696,646	677,111	620,050	19,535	3%
Other	116,180	72,343	107,535	43,837	61%
Total Benefits	3,374,310	3,169,088	3,330,350	205,222	6%
Equipment	15,000	34,050	34,050	(19,050)	-56%
Contractual					
Rental	1,557,992	1,546,280	1,448,480	11,712	1%
Utilities	301,500	251,500	301,500	50,000	20%
Maintenance	165,300	162,150	167,150	3,150	2%
Office & General Supplies	52,220	69,810	69,810	(17,590)	-25%
Advertising	184,300	202,050	206,050	(17,750)	-9%
Professional Services	112,500	104,200	118,200	8,300	8%
Information Technology	295,300	291,370	291,370	3,930	1%
Library and Instructional Supplies	354,060	336,410	347,510	17,650	5%
Scholarships	275,000	384,877	485,000	(109,877)	-29%
Scholarships - Concurrent Enrollment	414,105	388,265	-	25,840	7%
Travel	75,000	7,078	101,550	67,923	960%
Property & Liability Insurance	146,000	143,805	145,000	2,195	2%
Miscellaneous	172,615	195,807	207,817	(23,192)	-12%
Total Contractual	4,105,892	4,083,601	3,889,437	22,291	1%
Total Expenditures	14,685,919	14,181,274	14,387,856	504,645	4%
Transfer from Fund Balance	296,341	-	30,701	296,341	-
Surplus / (Deficit)	\$ -	\$ 20,096	\$ -	\$ (20,096)	-100%

2021-22 BUDGET
21-22 CAPITAL BUDGET

	2021-22 Budget
REVENUES	
State Approved Match	\$ 150,000
County Portion	100,000
Chargeback Revenues	50,000
Total Revenues	\$ 300,000
 PROJECTS	
Critical Infrastructure and Maintenance Upgrades	
Academics - Laerdal - SimPad PLUS units and LLEAP for Nursing	9,591
Academics - 3D Printers for Art Classes	8,498
Student Life - Classroom Work Table upgrades	8,285
Student Life - Study lounge and Art furniture upgrades	23,800
Student Life - Residence Halls Generator	49,826
Information Technology - College Wide Phone System Upgrade	85,000
Facilities - Vestibules; Doors and Locks; Security Cameras Phase II	45,000
Facilities - Gymnasium Floor Refurbishment and Fire Alarm System Upg	30,000
Facilities - HVAC, Roofing, and Flooring Emergency Critiical Maintenance	20,000
Facilities - Tractor for Snow Removal, Mowing, etc. replacement	20,000
Total Expenditures	\$ 300,000
Net Surplus/(Deficit)	\$ -

North Country Community College

5-Year Financial Plan

For the 5 years ending August 31, 2025

	20-21	21-22	22-23	23-24	24-25
FTE Students					
In-State	581	554	541	532	536
Out-of-State	31	50	60	70	75
Subtotal In/Out-of-State	612	604	601	602	611
Concurrent Enrollment (bridge)	234	250	255	255	255
Subtotal Core Operating	847	854	856	857	866
Pell Program	133	150	150	150	150
Total FTE	980	1,004	1,006	1,007	1,016

in thousands

Unrestricted Fund					
Revenues	\$ 14,201	\$ 14,390	\$ 14,780	\$ 14,925	\$ 15,146
Expenses	14,181	14,686	15,124	15,564	16,025
Operating Surplus (Deficit)	20	(296)	(344)	(638)	(880)
Non-Operating	-	-	-	-	-
Unrestricted Fund Surplus (Deficit)	\$ 20	\$ (296)	\$ (344)	\$ (638)	\$ (880)

Fund Balance Beginning 9/1	\$ 4,284	\$ 4,304	\$ 4,007	\$ 3,663	\$ 3,025
Changes to Net Position	20	(296)	(344)	(638)	(880)
Fund Balance Ending 8/31	\$ 4,304	\$ 4,007	\$ 3,663	\$ 3,025	\$ 2,145
Fund Balance NOC %	30.3%	27.3%	24.2%	19.4%	13.4%

Assumptions:

FTE's	In State declines by 5% in 21-22 vs. 20-21 pandemic levels. Out-of-State gets back up to pre-pandemic levels in 24-25. Concurrent enrollment (bridge students) and the Pell prison program bounce back to normal pre-pandemic levels 21-25.
Tuition	0% Increase year over year after 20-21. (3% = \$100K revenue)
Fees	Assumed same rates as 20-21, proportionate to FTEs.
County Aid	Assumed to remain flat.
State Aid	Base aid rate includes the greater benefit of \$50/FTE in annual increments or the 98% floor rule 2021-25. NYS Restored 21-22. Rental aid increases 2% each year to correspond with 2% rent increase to NCCC Foundation
Salaries	2.5% increase per year.
Benefits	7% increase per year.
Contractual	.5% increase per year.
Prison Program	Assumed to continue - favorable legislation has been passed ensuring Pell extension by 7/21/23.
Donations	\$100K from NCCC Foundation in each years 20-21 and 21-22, not included above, placed in restricted funds to help drive non traditional student enrollment.



North Country Community College
Sponsored by Franklin and Essex Counties

OPERATING FUND FINANCIAL REPORT
As of May 31, 2021

SUBMITTED TO THE BOARD OF TRUSTEES
June 24, 2021

ERIK HARVEY
Interim CFO

North Country Community College Balance Sheet MAY 31, 2021				
	Current Year Actual	Prior Year Actual	Current Year Inc (Dec)	
Assets				
Cash	\$ 3,844,208	\$ 4,905,748	\$ (1,061,540)	
Accounts Receivable-Students	728,551	275,055	453,496	
Due From NCCC Association	439,084	242,336	196,748	
Due From NCCC Foundation (Contributions)	1,403,977	880,487	523,490	
Due From Other Funds	259,729	583,948	(324,219)	
Due From Governments (State & Fed Fin Aid)	967,743	639,582	328,160	
Prepaid Expenses	234,132	51,778	182,354	
Total Assets	\$ 7,877,424	\$ 7,578,935	\$ 298,489	
Liabilities				
Accounts Payable	\$ 15,272	\$ (20,806)	\$ 36,078	
Payroll & Benefits Liabilities	66,508	98,439	(31,931)	
Due to NCCC Association (Room, Meals, Books)	754	402,333	(401,579)	
Due to NCCC Foundation (Rent)	886,375	314,412	571,963	
Due to Other Funds	60	120	(60)	
Due to Retirement	227,136	289,753	(62,617)	
Compensated Absences	289,672	256,362	33,310	
Other Liabilities	282,757	476,432	(193,675)	
Total Liabilities	\$ 1,768,534	\$ 1,817,045	\$ (48,511)	
Month End Equity	\$ 6,108,890	\$ 5,761,890		
Total Liabilities & Equity	\$ 7,877,424	\$ 7,578,935		
Fund Balance Summary				
Prelim Fund Balance as of 09/01/20	\$ 4,283,578			
Estimated 20-21 Surplus (Deficit)	\$ 20,097			
Projected Fund Balance as of 09/01/21 ¹	\$ 4,303,675			

¹ GAS 75 is an accounting and financial reporting provision requiring government employers to measure and report "Other Post-Employment Benefits". Currently, NCCC would be responsible for \$15,856,548.

North Country Community College Revenues & Expenditures MAY 31, 2021				
	Annual Budget	YTD Actual	19-20 Actual M (L)	% of Budget
Revenues				
Tuition & Fees	\$ 5,330,393	\$ 6,123,757	\$ 793,363	115%
Sponsors' Contribution	2,380,000	1,776,667	(603,333)	75%
Chargebacks	695,600	684,547	(11,053)	98%
Out-of-State Tuition	747,053	411,761	(335,292)	55%
State Aid	4,050,609	3,075,227	(975,382)	76%
Contributions	1,153,500	851,385	(302,115)	74%
Total Revenues	\$ 14,357,155	\$ 12,923,343	\$ (1,433,812)	90%
Expenditures				
Salaries	\$ 7,134,020	\$ 5,044,710	\$ 2,089,310	71%
Payroll Taxes	545,752	346,677	199,075	64%
Medical	2,057,012	1,395,474	661,538	68%
Retirement	620,050	475,958	144,093	77%
Other	107,535	174,818	(67,283)	163%
Equipment	34,050	24,441	9,609	72%
Facility Leases	1,448,480	1,159,749	288,731	80%
Utilities	301,500	210,116	91,384	70%
Maintenance	167,150	96,519	70,631	58%
Office & General Supplies	69,810	27,240	42,570	39%
Advertising	206,050	76,039	130,011	37%
Professional Services	118,200	42,448	75,752	36%
Information Technology	291,370	246,050	45,320	84%
Library & Instructional Supplies	347,510	204,010	143,500	59%
Scholarships	485,000	857,332	(372,332)	177%
Travel	101,550	2,309	99,241	2%
Property & Liability Ins.	145,000	104,047	40,953	72%
Miscellaneous	207,817	215,689	(7,872)	104%
Total Expenditures	\$ 14,387,856	\$ 10,703,625	\$ 3,684,231	74%
Operating Surplus (Deficit)	\$ (30,701)	\$ 2,219,718	\$ 2,250,419	-7330%
Non-Operating Activity	-	67,226	67,226	NA
Total Fund Surplus (Deficit)	\$ (30,701)	\$ 2,286,943	\$ 2,317,645	-7549%

North Country Community College

June Forecast

For the year ending August 31, 2021

FTE	Budget	Forecast	More (Less) vs. Budget	
In-State	575	581	6	1%
Out of State	60	31	(29)	-92%
In/Out of State FTE	635	612	(23)	-4%
Concurrent Enrollment	250	234	(16)	-7%
Core Operating FTE	885	847	(38)	-5%
Pell Prison Program	165	133	(32)	-24%
Total FTE	1,050	980	(70)	-7%

Unrestricted Fund <i>(in thousands)</i>	Budget	Forecast	More (Less) vs. Budget	
Revenues				
Tuition	\$ 5,107	\$ 5,228	\$ 121	2%
Fees	1,210	1,160	(49)	-4%
Sponsor's Contribution	2,380	2,380	-	0%
Chargebacks to Other Counties	696	710	14	2%
State Aid	4,051	3,846	(205)	-5%
Contributions & Other Income	1,154	1,128	(26)	-2%
Reserve for Bad Debt	(239)	(250)	(11)	4%
Total Revenues	14,357	14,201	(156)	-1%
Expenditures				
Salaries	7,134	6,895	(239)	-3%
Payroll Taxes	514	478	(37)	-7%
Medical	2,025	1,881	(144)	-7%
Retirement	600	655	55	9%
Other	191	156	(35)	-18%
Equipment	34	34	-	0%
Facility Leases	1,448	1,546	98	7%
Utilities	302	252	(50)	-17%
Maintenance	167	162	(5)	-3%
Office & General Supplies	70	70	-	0%
Advertising	206	202	(4)	-2%
Professional Services	118	104	(14)	-12%
Information Technology	291	291	-	0%
Library & Instructional Supplies	188	176	(11)	-6%
Scholarships	485	385	(100)	-21%
Scholarships - Concurrent Enrollment	-	388	388	NA
Travel	64	6	(57)	-90%
Property & Liability Ins.	145	144	(1)	-1%
Miscellaneous	406	357	(49)	-12%
Total Expenditures	14,388	14,181	(207)	-1%
Unrestricted Fund Surplus / (Deficit)	\$ (31)	\$ 20	\$ 51	165%

**North Country Community College
President's Report to the Board of Trustees
June 24th, 2021**

Greetings to you all,

I hope this finds you and yours well. The long days and short nights of the season are most welcome as are the waning of many of the COVID-era restrictions. While we are not ready to celebrate and let down our guard, particularly given the emergence of new and more transmittable variants of the virus, there is a collective sigh of relief and optimism for better days to come.

The first summer session will soon be drawing to a close, and the second one slated to begin in early July. This is the season of reviewing the year gone by, taking note of lessons learned, and preparing for the new one. Recent guidance from New York State regarding relaxation of many COVID protocols has us readying ourselves for reopening the campuses in a much less restrictive way. This is most welcome news.

The 2021-2022 proposed budget will be in front of you this month for your review as will a new Campus Access Policy, along with many other items and updates. We look forward to being with you soon.

Please find updates from our area below. Respectfully yours,

Joe

★ **Board Matters**

- *Board Appointments:* we have heard that some of our community college colleagues have begun to see new BoT appointments from the Governor's Office and are hopeful that we will hear about the status of those that we recommended.
- *Board Bios and Photos:* Many thanks to all who have submitted photos and bios to Stacie Hurwitch, Executive Assistant to the President. If you have not yet done so, please let us know if you need any help.
- *Board Policies:* Stacie Hurwitch is continuing to inventory of all approved Board of Trustees policies since the founding of the College.

★ **Campus and External Relations**

Here are some highlights of events, contacts, and interactions that I have participated in over the last few weeks:

Date	With	Location
01 June 21	NCCCAP Negotiations Meeting	Teams
01 June 21	Diana Fortune, NCCC Foundation	Teams
01 June 21	Franklin County Community Services Board	Webex
02 June 21	NCCC Foundation Meeting	Zoom
02 June 21	BoT/Foundation Joint Workgroup	Zoom
03 June 21	Association Dorms Walkthrough	SL
07 June 21	NYCCAP Meeting	Onon CC
07 June 21	SUNY Voices Shared Governance Award Recognition	Zoom
08 June 21	Joe Pete Wilson, Essex County Liaison	Zoom
08 June 21	Nicholas Hunt-Bull, Paul Smith's College Provost	SL
09 June 21	CV-TEC: New Visions Applied Engineering Planning	Zoom
09 June 21	MSCHE Planning	Teams
09 June 21	"Value of Higher Education" – Insider Higher Ed	Zoom
14 June 21	Rob Rathbun, NCCC Association	SL
14 June 21	Association Dorms Walkthrough and Planning	SL
15 June 21	Tenee Casaccio and Karin Greene, JMZ Architects	Zoom
15 June 21	P-TECH Graduation Ceremony	Malone
16 June 21	HEERF Webinar	Zoom
16 June 21	NCCC Audit Committee	Zoom
17 June 21	MSCHE Steering Committee Writing Day	Zoom
17 June 21	President's Council	Teams
17 June 21	Aspire Technologies	Teams
17 June 21	AdkAction Broadband	Zoom
17 June 21	COVID-19 Task Force	Teams
21 June 21	Essex County Finance Committee Meeting	E-town
22 June 21	Joe Pete Wilson, Essex County Liaison	Zoom
23 June 21	NYCCAP Advocacy Meeting	Zoom
23 June 21	NCCCAP LMR	Teams
23 June 21	MSCHE Steering Committee Writing Day	Zoom
24 June 21	NCCC Retirees Breakfast	Zoom

★ **Fall 2021 Enrollment**

The Enrollment team continues its efforts recruiting students including targeted marketing campaigns including the Opportunity Scholarship, program-specific marketing, hosting on-campus visits, and developing strategies to help continuing students register. SUNY has rolled out a digital recruitment plan for the community colleges once again this year.

★ **20-21 College Budget**

As Erik Harvey (Interim CFO) reported last month, projections for this year's *actual* spending relative to budget is much more favorable than we could have predicted at the start of the year and suggest that we will end the year without a deficit and likely to add to the fund balance. This is the result of a mixture of College efforts (i.e. reducing staffing costs, prudent spending, and cost reductions related to being mostly online) combined with federal stimulus funding that reversed unbudgeted deficits due to COVID-19.

★ 2021-2022 Budget

Erik Harvey will present the proposed 2021-2022 budget for you today which projects a \$225,000 deficit. While our desire is to present a balanced budget, much of this projected deficit is due to the uncertainty that remains as we emerge from COVID-19 including whether in-state enrollment will rebound. A contributing factor is whether graduating high schoolers will follow the path that last year's did, which involved sitting out or not returning at the rate we are previously accustomed to. We also expect to see some costs return as we return with a stronger on-campus presence. Thus, we are using conservative modeling to predict and build the budget. If there is a silver lining, the federal stimulus funding allows us to reimburse ourselves for lost revenue and other expenses, which are projected to be at least \$225,000, thus negating the real impact of the proposed deficit on the fund balance.

In other budget-related news:

- *Expanded Pell Eligibility to Incarcerated Individuals*: Second Chance Pell rules have been relaxed further to include removing the requirement to have registered for the Selective Service, and no longer restricting participation if one were convicted of a drug-related offense while receiving Pell. Whether these will have direct impact on our program remains to be seen.
- *Supplemental CARES Funding (CARES II)*: The majority of the \$555,641 in funding for students has been distributed. The remaining \$1.66M (*institutional portion*) is being used to defray expenses associated with coronavirus including lost revenue, reimbursement for expenses, technology costs associated with a transition to distance education, faculty and staff trainings, and payroll. We have contracted to update classrooms on each campus to support high-flex instruction for the start of the Fall 2021 semester.
- *American Rescue Plan (CARES III)*: We have been learning more about the options available regarding the 3rd round of stimulus funding, the American Rescue Plan, and will be mapping out those plans shortly. Our award was for \$3,842,198 allocated as follows:
 - ★ *Student Portion*: \$1,929,417
 - ★ *Institutional Portion*: \$1,912,781

★ Foundation

With the retirement of the Foundation Director, Diana Fortune, in Fall 2021, the administration is working with a small group of members of the Board of Trustees and the Foundation Board to consider how to fill the vacancy in a way that aligns with the College's strategic plan. Chairman Reed met with President's Council last week to present the proposed changes that the BoT and the Foundation Board have been discussing, which include providing administrative support for the Foundation which is expected to help broaden the philanthropic giving to the College.

★ Strategic Plan

Our administrative team continues to prioritize initiatives and explore how various departments/areas can contribute to help put those into action. Some initiatives underway including:

- ❑ *Ongoing Professional Development* (there are several professional development opportunities for the faculty over the summer break)
- ❑ *New Academic Programs* (the Entrepreneurship Certificate approved by NYSED is queued up for marketing by Kyle Johnston; the AS Business Administration – Healthcare Administration track remains at NYSED; new programs in graphics and animation, and healthcare related fields are being explored; Perkins funding was requested to continue to support Selina LeMay Klippel’s position as a CTE Coordinator)
- ❑ *Create 1-2 state-of-the-art classrooms* to support high-flex model of teaching and learning (this work is underway and expected to start in mid-July and be completed by fall)
- ❑ *Streamlining and improving the College’s student onboarding*: through the North Country Navigator program is underway.
- ❑ Submitted a second grant request to *modernize Nursing Labs* on all three campuses as well as a grant for additional scholarship funding for non-traditional students, and
- ❑ *Alternative revenue streams*: exploring how the Foundation and College can rethink the Foundation and its role in helping the College remain sustainable.
- ❑ *Improved Institutional Research capabilities*: Initial steps include standardized data needs for all academic programs as part of ongoing program assessment;
- ❑ *Reinvest in health careers and health science programs*: aforementioned nursing lab modernization and new academic program work.

★ **Opportunities and Partnerships**

- ❑ *Community Projects Funding requests*: no update on the status of this request to update our nursing labs proposal. Rep. Stefanik moved it forward to the House Appropriations Committee as one of ten projects from her office. The Appropriations Committee set maximum award amounts to \$1M, thus our request was reduced to \$975,000. The original request had been \$1.8M.
- ❑ *Congressionally Directed Spending proposals*: no update on the status of two requests submitted to Sen. Gillibrand and Sen. Schumer. The first was the nursing labs proposal for the full \$1.8M, and the second was for \$100K to fund non-traditional scholarships for the 2022 year. Both align with our strategic plan objectives.
- ❑ *Perkins Grant (2021-2022)*: we submitted our Perkins Grant application last week aligned with previous assessments and with strategic objectives in areas related to new academic programs (CTE Coordinator), improved IR reporting on alumni, career services supports, and professional development for faculty members related to supporting diverse learning styles. Our funding for 2021-2022 looks to be increased slightly to \$143K.
- ❑ *The North Country CC-Workforce Development Partnership*: no updates.

★ **COVID-19 Matters**

With the Governor’s announcement last week relaxing many COVID-19 era restrictions, the landscape for our operations and planning has shifted significantly. Here is a brief summary of what we are know and are planning for:

- *Reopening the Campuses*: We are aiming to reopen the campuses for students, employees, and the public on Monday, June 28th, 2021.
- *Vaccine Requirements*: SUNY will be requiring students studying on campus in Fall 2021 to be fully vaccinated, provided that one or more of the vaccines receive full approval from the FDA. There are no similar requirements for Summer 2021.
- *Protocols and Practices*:
 - ✦ *COVID-19 Cleaning and Sanitation Protocols*: these are relaxed. We will assess which have value, retain those and no longer perform the others.
 - ✦ *COVID-19 Daily Screening*: no longer required for employees, students, or visitors.
 - ✦ *COVID-19 Mandatory Testing*: no longer required for those who are vaccinated. We propose scaling back testing significantly to offer it less frequently (i.e. once every two weeks to those who wish to be tested) or possibly discontinue entirely.
 - ✦ *Masking*: New York State is still requiring unvaccinated individuals to wear masks and conduct social distancing. We trust our employees will do what is right as they have demonstrated throughout the course of the pandemic and thus, we will use the honor system. This will apply to students and visitors this summer as well. Disposable masks will be provided at select entryways.
 - ✦ *Social Distancing*: New York has retained social distancing guidelines of 6' for those who are not vaccinated inside all College buildings and outside on any College property where social distancing cannot be maintained. As with masking, we are trusting our employees and colleagues to follow those guidelines on the honor system.
 - ✦ *Gatekeepers/Monitors*: We will not employ gatekeepers or monitors. We trust our colleagues will do what is right to keep others safe, including remaining home if symptomatic and wearing a mask if unvaccinated.
- *COVID-19 Task Force*: The Task Force met last week and much of the focus was on the communications plan for Summer 21 related to on-campus availability. As the guidance and our planning for Fall 21 comes into greater focus, we will host a campus-wide meeting to share what we know.

★ **Facilities Planning**

- *Facilities Inventory*: Our Facilities Department is fine-tuning the inventory our campuses, identifying the current state of the infrastructure and cataloging it uniformly.
- *Classroom and IT Upgrades*: A working group from the College met with Aspire Technologies, the contractor who will be installing the high-flex academic technology in six (6) classrooms. There is work on our end to prepare for the installation which is set to begin in July.
- *JMZ*: We met again with JMZ Architects regarding three facilities projects: the SL science labs, the nursing labs, and our HVAC needs on all campuses. JMZ has an understanding of our college and community through earlier work on our SL Facilities Master Plan. I hoping to have a proposal for the BoT meeting to review.

★ **Information Technology (IT)**

- *IT Restructuring:* Scott Harwood, Associate Dean of Information Technology and Institutional Research, has implemented several changes in the IT area:
 - ✦ hiring a Student Support professional who joins us in August,
 - ✦ preparing to hire a Help Desk Technician to support our Malone campus students, faculty, and staff, and
 - ✦ preparing to fill a vacancy for a Hardware Support position.
- *Academic Technology:* See above under Facilities.
- *Infrastructure:* A capital project to upgrade switching in Saranac Lake is underway. An upgrade of our telephones and new cabling to support improved wireless in the residence halls is also taking place.

★ **NCCCAP**

Negotiations

Negotiations are underway with NCCCAP for a successor contract to the 2019-2021 CBA. We expect those to continue into the fall.

2019-2021 Contract Extension

We notified both counties regarding our desire to extend the 2019-2021 contract with NCCCAP for one year. We are expecting to be presented to the counties at the same time as the 2021-2022 budget is presented.

★ **Middle States/SUNY/NYSED**

MSCHE Updates

The Steering Committee met on June 17th for a writing day using Dr. Bishop's observations to further improve the self-study document. We are awaiting news on the rounding out our self-study team.

SUNY

In SUNY matters:

- *Community College Marketing Campaign:* Once again this year, SUNY is standing up and supporting a statewide marketing campaign for the community college sector. Their efforts will be tied into our as well.
- *Fall 2021 Plan:* We are expecting guidance from SUNY regarding the steps we'll need to take to be ready for Fall 2021. Given the recent changes in state guidance, we expect this to take some time to be formalized.
- *SUNY Shared Governance Award:* The 2020-2021 Shared Governance Award was presented to North Country CC on Monday, June 7th, 2021 by Chancellor Malatras at the SUNY Voices Conference. Several North Country CC colleagues attended several who served as Senate Chair including Shir Filler, Bruce Rowe, and Sarah Kilby.

★ **Resolutions**

There is one resolution for the Board to consider today. It has moved its way through our Shared Governance Process, including a college-wide policy review committee, President's Council, and the College Senate. It is:

- *Campus Access Policy:* As part of the College's mission and our communities while at the same time ensuring the safety and security of our students and employees, the College has guidelines on campus access by the College community as well as the larger general public. This policy spells those out.

That's all for now. Gratefully yours,

Joe

Joe Keegan
President
North Country Community

**NORTH COUNTRY COMMUNITY COLLEGE
RESOLUTION**

WHEREAS the College is committed to providing access to our campuses, in line with our mission and desire to serve our communities, and

WHEREAS the College is committed to ensuring the safety and security of our students and employees, and

WHEREAS in order to meet those commitments, the College needed to establish guidelines regarding campus access by the College community as well as the larger general public, and

WHEREAS the NCCC Policy Review Committee has reviewed and supports the policy, and

WHEREAS the policy has been vetted through shared governance, including the College Senate, and

WHEREAS the policy has been reviewed and is supported by the President,

NOW, THEREFORE, BE IT

RESOLVED that the North Country Community College Board of Trustees hereby approves the *Campus Access Policy*.

2020/21

MOTION:

ACTION:

Yeas:

Nays:

Abstentions:

DATE:

POLICY: Campus Access Policy
DRAFTED: October 30, 2019
ADOPTED:

I. POLICY STATEMENT

North County Community College, sponsored by Essex County and Franklin County, is part of the State University of New York (SUNY) system. The establishment of policies is the responsibility of the North Country Community College Board of Trustees, while ensuring compliance with those policies is the responsibility of the College administration. We maintain and affirm that the most equitable and fair policies are those that involve shared governance, and we are committed to engaging the College community in the development/modification of established policies wherever possible. This policy follows that process.

As part of the College's mission and our desire to most effectively serve our communities, while at the same time ensuring the safety and security of our students and employees, the College has limitations on campus access by the College community as well as the larger general public. This policy should not be confused with *Use of Facilities Policy* by non-college organizations and groups. There are many occasions when outside organizations or groups desire to use the College's facilities, and as a public institution with an open access policy, it is our desire to accommodate those requests, where possible. For more on that, see our *Use of Facilities Policy*.

II. SCOPE

The policy applies to all full-time and part-time students and employees of the College and those affiliated groups which support the College, including the members and employees of the North Country Community College Association and the North Country Community College Foundation. It also applies to all members of the public. The use of College facilities is monitored and regulated by procedures enforced by the Vice President for Academic Affairs, Chief Financial Officer, the Associate Vice President of Student Affairs, Vice President of Marketing and Enrollment, and/or the Campus Coordinators.

III. POLICY

It is the policy of North Country Community College that students, faculty, staff and affiliated groups have access to the academic, administrative and recreational facilities during normal operating/open hours at each of our campuses. Faculty and staff who desire to use the College facilities off-hours for non-college related activities, need to request access in advance of the use by written request to their respective supervisor(s).

As part of the educational process, guest speakers/visitors are regularly invited to the College to participate in or lead a classroom discussion or presentation, to serve on program/campus advisory boards, to enrich the student life experience, to host job fairs and transfer fairs, and to lead professional development, among other things. In all of these cases, the individual is invited to the College by a member of the campus community and any and all approvals are secured in advance of the use by written request to the appropriate supervisor/office.

The general public is welcome to attend athletic, cultural, recreational and other-related College and community events that are held on-campus, many of which are advertised.

The public can also access the libraries on each campus and may utilize the Sparks Athletic Complex at the Saranac Lake campus as part of Community Recreation upon payment of the fee associated with this use.

With the exception of athletic and other open college events, visitors may be required to sign in and provide identification for security purposes.

All those using the College's facilities, whether employed by the College or an affiliated group, or a guest of the College, are required to abide by a common set of behavioral guidelines which are outlined in the Code of Conduct of the College. Specific activities that are prohibited include, but are not limited to, the following:

- Failure to comply with directions of a College official or approved vendor acting in the performance of their duties.
- Failure to show proper identification to a requesting College official or approved vendor acting in the performance of their duties.
- Falsifying information, including forgery, alteration, or intentional misuse of College documents, records, or identification or failure to provide required records as requested.
- Theft or damage to College property or property of a member of the College Community, including guests.
- Unauthorized possession, duplication, or use of keys to any College property, premises, or vehicles or unauthorized entry or use of any College facilities.
- Disorderly, lewd, indecent, or obscene conduct or aiding or procuring another individual to breach the peace or act in such prohibited fashion.
- Disruption of teaching, programming, administration, elections, judicial proceedings, or any other College sanctioned activity or the normal operations of a College event on campus.
- Tampering with safety equipment, including but not limited to fire alarms, fire extinguishers, or emergency exits.
- Possession of or being under the influence of alcohol or other mood-altering drugs. We are an alcohol and drug-free campus, thus possession of any non-prescribed mood-altering drug is not allowed and alcohol on campus is permitted only with the express prior written approval of the College President or the Board of Trustees.
- Unauthorized possession of firearms and other dangerous weapons as defined by New York State's Penal Law Article 265 or explosives, or dangerous chemicals while on the campuses/sites of the College or at sanctioned off-campus events.
- Unauthorized use of the name of North Country Community College or a College related organization, or claiming to speak or act in the name of the College or any related departments. All official North Country Community College news releases (other than drama or athletic activities) shall be first approved and channeled through the President's Office. All news releases will be prepared and distributed by the College staff member designated by the President.

Note: The College has a separate policy for Children on Campus.

Existing Policy

USE OF COLLEGE FACILITIES

The use of College facilities is monitored and regulated by procedures enforced by the Director of Campus & Student Life, the Vice President for Academic Affairs, the Vice President for Fiscal Operations and/or the Site Coordinators. Those offices can provide copies of the procedures for use of any facility. Those procedures are incorporated herein by reference. Specific activities prohibited include, but are not limited to, the following:

- Any failure to comply with directions of a College official or approved vendor acting in the performance of their duties.
- Failure to show proper identification to a requesting College official or approved vendor acting in the performance of their duties.
- Falsifying information such as forgery, alteration, or intentional misuse of College documents, records, or identification or failure to provide required records as requested.
- Theft or damage to College property or property of a member of the College Community, including guests.
- Unauthorized possession, duplication, or use of keys to any College property, premises, or vehicles or unauthorized entry or use of any College facilities.
 - Disorderly, lewd, indecent, or obscene conduct or aiding or procuring another individual to breach the peace.
- Disruption of teaching, programming, administration, elections, judicial proceedings, or any other College sanctioned activity or the normal operations of a College event, whether on or off-campus.
- Tampering with safety equipment, including but not limited to fire alarms, fire extinguishers, or emergency exits.
- Unlawful possession of firearms and other dangerous weapons as defined by New York State's Penal Law Article 265 or explosives, or dangerous chemicals while on the campuses/sites of the College or at sanctioned off-campus events.
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Board of Trustees | 2021-2022 Meeting Schedule

Friday, September 24, 2021 | 11:00 am

Friday, October 29, 2021 | 11:00 am

Friday, November 19, 2021 | 11:00 am

Friday, December 17, 2021 | 11:00 am

Friday, January 28, 2022 | 11:00 am

Friday, February 25, 2022 | 11:00 am

Friday, March 25, 2022 | 11:00 am

Friday, April 29, 2022 | 11:00 am

Thursday, May 26, 2022 | 11:00 am

Thursday, June 30, 2022 | 11:00 am

Thursday, July 28, 2022 | 11:00 am

Friday, August 26, 2022 | 11:00 am

Unless otherwise noted, all meetings will be held through the Zoom platform. Links can be found every month on College's website | <https://www.nccc.edu/board-of-trustees/index.html>