

**BOARD OF TRUSTEES MEETING**  
**11:00a.m., Friday, May 12, 2017**  
**Saranac Lake Campus**  
**AGENDA**

- I. Call to Order
- II. Approval of April 28, 2017 minutes
- III. Liaison Reports
  - a. College Senate
  - b. NCCCAP
  - c. CSEA
- IV. College Reports
  - a. Board Chair
  - b. Interim Vice President for Academic Affairs
  - c. Dean of Admissions
  - d. Interim Vice President for Administration & Fiscal Operations
    - i. Resolution – 2017/2018 Budget & Fees
    - ii. Resolution – 2017/2018 Tuition
    - iii. Resolution – 2017/2018 Excelsior Program – College Fee
  - e. President
  - f. Representative Reports
    - i. NCCC Association
    - ii. NCCC Foundation
- V. Old Business
- VI. New Business
  - a. Student Governments and Shared Governance
- VII. Public Comment\*
- VIII. Executive Session
- IX. 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.

**NORTH COUNTRY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MINUTES  
Friday, April 28<sup>th</sup>, 2017 | Saranac Lake Campus**

**Board Members Present:** Stephen Reed, Tim Burpoe, Anne McDonald, Mark Moeller, Mary Irene Lee, Daniel Kelleher, Jerry Griffin, Joseph Costa, Richard Suttmeier

**Excused:** Mary Kay Tulloch

**Others Present:** Dr. Steve Tyrell, Stacie Hurwitch, Bob Farmer, Joe Keegan, Chris Tacea, Diana Fortune (NCCC Foundation), Elizabeth Quinn (NCCCA), Lee Susice, Sarah Shoemaker

---

Chair, Stephen Reed, called the meeting to order at 11:01 a.m.

**Oath of Office**

Stephen Reed administered the Oath of Office to trustee Richard P. Suttmeier. Barbara Collier attended as notary public.

**Approval of Minutes**

Anne McDonald made a motion to approve the March 17<sup>th</sup>, 2017 minutes. Jerry Griffin seconded the motion. The March 17<sup>th</sup>, 2017 minutes were approved unanimously (8-0-0).

**College Senate**

Sarah Shoemaker reports members of the College Senate recently deliberated the physical reorganization of both College and Hodson Halls in order to streamline processes and to create a more welcoming facility. The request has been sent to College Administration for review.

On behalf of the College Senate, Sarah Shoemaker extended their appreciation for board representation at their monthly meetings.

**NCCCAP**

NCCAP President Lee Susice thanked board chair, Stephen Reed, for his willingness to meet with his management team and hopes to continue such meetings in the future. The gesture and time was greatly appreciated.

**CSEA**

No report.

**Board Chair Report**

Stephen Reed reports that he recently met with the management team of NCCCAP. He found the open discussion very informative and it offered historical perspective.

Recently attended the Assessing the Effectiveness of Shared Governance meeting with the committee. He saw potential for this becoming a useful tool for openness and community involvement. He stated it is imperative that we understand what “shared governance” means to us as a College. He encouraged the board to express their interest and share suggestions.

Stephen Reed reported he will be attending the New York Community College Trustees (NYCCT) Board of Directors meeting tomorrow in Syracuse, New York.

#### **Interim Vice President for Academic Affairs**

Joe Keegan presented his report and highlighted:

Nursing pinning ceremonies and student award ceremony are May 10<sup>th</sup> – 12<sup>th</sup>.

Selena LeMay-Klippel and Judy Steinberg had a successful visit to Honduras last month.

Since 2<sup>nd</sup> Chance Pell is in full swing, we will be revisiting a number of new academic program ideas over the summer.

NCCC has potential to co-locate with SUNY Potsdam. Currently exploring options and the possibility of offering the following programs on their campus: Business, Humanities & Social Science, Liberal Arts and Criminal Justice. In order to be in compliance, NCCC would hire our own instructors to reside on the Potsdam campus. This design would allow students who desire a 2 year degree the opportunity to seamlessly move to a 4 year degree at Potsdam. SUNY Potsdam would offer all other services such as room and board, etc.

The SUNY suggestion that Applied Learning become a graduation requirement for all students NCCC has been tabled at this time.

The following resolutions for Academic Affairs were acted upon by the board:

- Jerry Griffin recommended Resolution 2016/17-66 that North Country Community College Board of Trustees hereby approves the appointment of David Merrick, to the full-time, nine-month, 164-day, exempt appointment as Criminal Justice Instructor for a one year term effective with the start of the 2017/18 academic year, at a base salary of \$37,450 and at Rank A5, Step 9A. Mark Moeller seconded the motion. The resolution was approved unanimously (8-0-0).
- Jerry Griffin recommended Resolution 2016/17-67 that North Country Community College Board of Trustees hereby approves the appointment of Lori Bennett, to the full-time, nine-month, 164-day, exempt appointment as Nursing Clinical Coordinator for a one year term effective with the start of the 2017-18 academic year, at an annual salary of \$50,125.00 and at Rank A5, Step 12A. Mary Irene Lee seconded the motion. The resolution was approved unanimously (8-0-0).

#### **Dean of Admissions Report**

Chris Tacea shared his report and highlighted:

Applications are trending and are equal to where we were last year. Deposits and admits are up as well.

Currently working on a partnership with Paul Smiths College (PSC) with the premise of keeping local students local. The proposal is for any NCCC graduate to attend PSC at a reduced cost. Once finalized, this would present a huge opportunity for residents in both Essex and Franklin County.

A proposal with a suggested redesign of the Franklin and Essex County Scholarships will be presented soon. Its goal will be to better advertise to students that are eligible for free tuition, which will make NCCC more competitive and in line with area colleges.

Director of Financial Aid candidate was offered and accepted the position, they will start by the end of May. Our FAS consultant, Dawn Langdon, had left the position this week.

### **Interim Vice President for Administration/CFO:**

Bob Farmer reports:

Audited 2015/16 financials were distributed to attendees. The audit committee met this week with the auditor. The meeting went well, showing no significant deficiencies and there were no compliance issues. There was a recorded surplus of \$861,000 for 2015/16, and a \$4,100,000 fund balance.

- Anne McDonald recommended that North Country Community College Board of Trustees hereby approves 2015/2016 Audit report. Tim Burpoe seconded the motion. The 2015/2016 Audit Report was approved unanimously (8-0-0).

The 5 year plan was presented to the board for review. Bob noted the forecast does not include 2<sup>nd</sup> Chance Pell numbers as it is not guaranteed beyond the offered three years.

The software purchases for PowerFacts and payroll will help exponentially in regards to efficiency, control and compliance. Currently awaiting to see if these purchases are eligible for State match.

Bob reports the impact the Excelsior Program will have on our budget. The program has frozen our tuition at FY16/17 rates for four years. There are possible 100-110 students that could possibly qualify for this program. The way the State structured the program the College anticipated the loss of revenue as a result of residents participating in the Excelsior program. The Excelsior program participants will pay the College mandatory fee at a rate of \$100 more than non-Excelsior students as a way to close this budget shortfall.

Bob presents the financials for February 2017 and March 2017. Mark Moeller moved to accept the financial reports. Mary Irene Lee seconded the motion. The motion was approved unanimously (8-0-0).

### **President's Report:**

Dr. Tyrell shared his written report and highlighted:

Dr. Tyrell voiced concerns with regards to the Excelsior Program and it's consideration of the financial impact on community colleges. He agrees that college affordability is a big deal in this country and needs to be addressed, however this current program has problems.

Strategic plan will be finalized this weekend with a more concise report for the College to review before the end of the semester. There are many great work plans created and implemented.

Kudos to the Chris Tacea, Joe Keegan and Bob Farmer for their work with exploring the opportunity to co-locate at SUNY Potsdam. Looking forward to furthering the discussion on Monday when the President of Potsdam and their representatives visit the Saranac Lake campus.

During the recent meeting of Assessing the Effectiveness of Shared Governance, the committee decided that they would launch the American Association of University Professors (AAUP) survey on shared governance. This survey measures how the community feels on our effectiveness of shared governance. The group also unanimously agreed that they believe the request to complete the survey should be sent by Stephen Reed. Stephen Reed agreed as well and will be sending out the request to the College to complete the survey next week.

\* 12:10 Joe Costa joins the meeting from Ticonderoga. Stephen Reed welcomes him and guest Mary Demers.

Dr. Tyrell reported that the College receives 1.2 million from counties Essex and Franklin each year. Through our bridge program, we give back 52-60% of this funding to county residents in the form of scholarships and tuition discounts.

The following resolution for Student Life was acted upon by the board:

- Jerry Griffin recommended Resolution 2016/17-66 that North Country Community College Board of Trustees hereby approves the appointment of Angela Brice, to the full-time, twelve-month, 221-day, exempt appointment as Assistant Director of Student Life for a one year term effective August 14, 2017, at annual salary of \$43,897.23 and at Rank A6, Step 4A. Anne McDonald seconded the motion. The resolution was approved (8-1-0).

**NCCC Foundation:**

Diana Fortune reported-

Student Awards for Excellence: \$9,900 in underwriting has been raised for 79 student awards. The contributions were secured from 50 individuals and 28 organizations and businesses. 60% of the individual donors are NCCC faculty and staff and the Foundation is grateful for their continued and impressive support. The Student Awards for Excellence Ceremony which is organized by Campus and Student Life will take place on Friday, May 12 starting with a reception at 3:00 p.m. in the gym. Special thanks to Kathy Goodrow, Kim Irland, Meredith Chapman and Lisa Symonds for their dedicated work on this program.

Malone Campus 50<sup>th</sup> Anniversary Kick-off Event will be part of the May 5 Celebration of the Arts from 5 – 7:00 .m. Malone Mayor Joe Riccio will present a proclamation honoring NCCC at the event. All are invited to participate.

Deadlines for Foundation Scholarships are May 1, student recipients are notified in early July.

Jeri Cayan, wife of former NCCC president Peter Cayan, gifted a watercolor of Hodson Hall to the Foundation which had hung in President's Cayan's office. This watercolor is now on display in the NCCC Boardroom.

**NCCC Association:**

Elizabeth Quinn reported:

Anticipating a decision next week for the Residence Life position. There were many great applicants.

After a recent building inspection identified the need for new furniture, the Association Board approved upgrades to one of the residence halls. The upgrade will include new mattresses, furniture, etc.

Resolved \$13,995 in outstanding debt.

**Old Business:**

The following resolution for the Association was acted upon by the board:

Mary Irene Lee recommended Resolution 2016/17-69 that North Country Community College Board of Trustees hereby approves the agreement between the College and the College Association and where

the agreement is for a three year term. Jerry Griffin seconded the motion. The resolution was approved (8-1-0).

Joseph Costa recommended that North Country Community College Board of Trustees hereby approves the proposed 2017/2018 Board of Trustees Meeting Calendar. Tim Burpoe seconded the motion. The calendar was approved (9-0-0).

Dr. Tyrell reports the board self-evaluation questionnaire has been designed for the board to review and a draft will be presented during the executive session. It will be officially sent next week via Survey Monkey. Board will meet to discuss results during the June board meeting.

**New Business:**

None.

**Public Comment:**

Mary Demers, an LPN student in Ticonderoga, reports concern with the delay of receiving refund checks. During the Fall semester she waited 8 weeks, and this Spring 3 months. She requests that the delay be investigated and to also re-evaluate the refund check process so future students do not encounter the same delays.

The Board thanks Mary for bringing this to their attention. Bob Farmer agreed and noted there is a significant frustration with the refund process in general and a more streamlined process is being evaluated. He assured Ms. Demers that this process will be fixed. Chris Tacea also noted that in this particular case the delay started with the lender. The College didn't receive the lenders check until the beginning of March and Chris will work with them to rectify this issue.

**Executive Session**

Tim Burpoe made the motion to enter Executive Session at 12:44 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.*** Mary Irene Lee seconded the motion. The motion was passed unanimously (9-0-0). Steve Tyrell was invited in to join executive session at 12:45 p.m.

Tim Burpoe made a motion to adjourn executive session at 2:06pm. Jerry Griffin seconded the motion. The motion were approved unanimously (9-0-0).

**Adjourn**

Mark Moeller made a motion to adjourn the meeting. Mary Irene seconded the motion. The motion were approved unanimously (8-0-0). The Board meeting was adjourned at 2:07 p.m.

Respectfully Submitted,

Stacie Hurwitch  
Assistant Secretary to the Board of Trustees

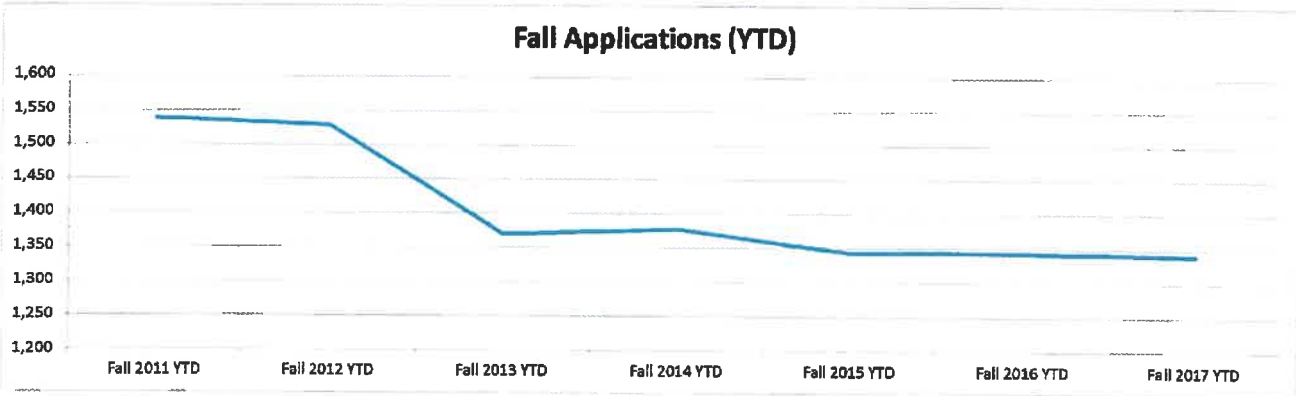
UNAPPROVED

**BOT May Report**  
5/1/2017  
Office of Admissions  
Chris Tacea

Current Year: 2017

Data Date: 5/1/2017 \*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 2011 Final	Fall 2012 Final	Fall 2013 Final	Fall 2014 Final	Fall 2015 Final	Fall 2016 Final
<b>Fall Applications (YTD)</b>	<b>1,538</b>	<b>1,528</b>	<b>1,368</b>	<b>1,376</b>	<b>1,342</b>	<b>1,342</b>	<b>1,339</b>	<b>1,843</b>	<b>1,740</b>	<b>1,673</b>	<b>1,921</b>	<b>1,882</b>	<b>1,927</b>
Deposits	400	435	323	255	243	201	245	449	479	351	481	472	533
Admits	585	595	600	608	508	516	491	696	653	771	797	694	762
Wait List (Nursing, RAD)	27	4	24	71	96	64	52	27	4	24	38	63	39
Other Application Status	16	258	30	36	0	0	0	16	253	32	3	1	3
Received Applications Pending Review	1	4	6	24	17	43	17	2	4	9	1	24	7
Incomplete Applications	69	115	296	357	458	408	415	170	217	390	14	233	342
Application Withdrawn	112	100	67	22	16	16	25	131	109	76	581	181	68
Inactive Application	0	0	0	0	0	90	117	0	0	0	0	0	167
Application Rejected	328	17	22	3	4	4	3	352	21	20	6	214	6
Registered First Time, Transfer and Readmit	0	0	0	0	0	0	0	628	640	510	575	469	443



Breakouts YTD:	Fall 2017	Fall 2016	#/% Difference
Applications:	1339	1342	-3/-0.2%
Deposits:	245	201	44/21.9%
Admits:	491	516	-25/-4.8%
Incompletes:	415	408	7/1.7%

**PSA:**

Friendly reminder that weekly admission numbers, the enrollment action plan, high school/community college data/webinars, staff travel, and other useful enrollment resources are on Faculty SharePoint under the folder of Admissions.

## **NORTH COUNTRY COMMUNITY COLLEGE RESOLUTION**

WHEREAS the Fee Schedule for 2017-2018 has been developed as part of the 2017-2018 operating budget; and

WHEREAS it is required that the College submit the approved Fee Schedule to the State University of New York when it submits its budget,

NOW, THEREFORE, BE IT

RESOLVED that the North Country Community College Board of Trustees hereby approves the attached Operating Budget and Fee Schedule for the academic year beginning September 1, 2017 and ending August 31, 2018.

2016/17

May 12, 2017

Motion:

Seconded:

Motion Passed/Postponed: (0-0-0)



REVENUE AND EXPENDITURE BUDGET  
FISCAL YEAR 2016 - 2017

	2015 - 2016 Budget	2015 - 2016 Actual	2016 - 2017 Budget	2017-2018 Budget	\$ Change	% Change
<b>REVENUES</b>						
Tuition & Fees	\$ 5,383,840	\$ 5,184,729	\$ 4,436,500	\$ 5,596,360	\$ 1,159,860	26.1%
Sponsors' Contribution	2,480,000	2,480,000	2,480,000	2,580,000	\$ 100,000	4.0%
Chargebacks	611,000	691,128	622,800	682,500	\$ 59,700	9.6%
Out-of-State Tuition	369,060	357,268	596,750	608,685	\$ 11,935	2.0%
State Aid	3,849,148	3,877,309	3,787,682	4,116,376	\$ 328,694	8.7%
Offset to Expense	139,547	(106,175)	-	-	\$ -	
Contributions & Other Income	732,000	1,030,027	947,450	991,450	\$ 44,000	4.6%
<b>Total Revenues</b>	<u>13,564,595</u>	<u>13,514,286</u>	<u>12,871,182</u>	<u>14,575,371</u>	<u>1,704,189</u>	<u>13.2%</u>
<b>EXPENDITURES</b>						
<b>Salaries</b>						
Full Time	5,305,196	6,002,888	4,911,141	6,010,237	\$ 1,099,096	22.4%
Part Time	1,165,700	-	1,144,400	1,088,100	\$ (56,300)	-4.9%
<b>Total Salaries</b>	<u>6,470,896</u>	<u>6,002,888</u>	<u>6,055,541</u>	<u>7,098,337</u>	<u>1,042,796</u>	<u>17.2%</u>
<b>Benefits</b>						
Payroll Taxes	495,559	446,827	460,281	525,065	\$ 64,784	14.1%
Medical	1,615,775	1,506,836	1,547,849	1,431,094	\$ (116,756)	-7.5%
Retirement	751,103	689,494	570,716	712,619	\$ 141,903	24.9%
Other	207,768	144,119	177,557	130,635	\$ (46,922)	-26.4%
<b>Total Benefits</b>	<u>3,070,205</u>	<u>2,787,276</u>	<u>2,756,403</u>	<u>2,799,412</u>	<u>43,009</u>	<u>1.6%</u>
Equipment	64,115	65,458	53,165	151,330	\$ 98,165	184.6%
<b>Contractual</b>						
Rental	1,357,400	1,439,027	1,456,200	1,455,380	\$ (820)	-0.1%
Utilities	581,300	302,346	510,300	388,800	\$ (121,500)	-23.8%
Maintenance	280,900	272,132	253,310	219,650	\$ (33,660)	-13.3%
Office & General Supplies	102,490	58,114	103,156	108,124	\$ 4,968	4.8%
Advertising	243,800	126,115	214,675	224,575	\$ 9,900	4.6%
Professional Services	196,950	232,901	198,530	227,950	\$ 29,420	14.8%
Information Technology	214,000	335,236	154,162	195,950	\$ 41,788	27.1%
Library and Instructional Supplies	249,591	244,879	228,255	603,720	\$ 375,465	164.5%
Scholarships	400,000	387,721	340,000	360,000	\$ 20,000	5.9%
Travel	181,256	77,447	184,075	358,810	\$ 174,735	94.9%
Property & Liability Insurance	145,000	135,173	145,000	145,000	\$ -	0.0%
Miscellaneous	206,285	186,478	216,887	181,213	\$ (35,674)	-16.4%
<b>Total Contractual</b>	<u>4,158,972</u>	<u>3,797,569</u>	<u>4,004,550</u>	<u>4,469,172</u>	<u>464,622</u>	<u>11.6%</u>
<b>Total Expenditures</b>	<u>13,764,188</u>	<u>12,653,191</u>	<u>12,869,659</u>	<u>14,518,251</u>	<u>1,648,592</u>	<u>12.8%</u>
<b>Surplus / (Deficit)</b>	<u>\$ (199,593)</u>	<u>\$ 861,095</u>	<u>\$ 1,523</u>	<u>\$ 57,120</u>	<u>\$ 55,597</u>	<u>3650.5%</u>
<b>Actual Surplus / (Deficit)</b>	<u>\$ 861,095</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>		



**NORTH COUNTRY COMMUNITY COLLEGE  
2017-2018 Fee Schedule**

<b>ART 101-104-105-108-111-125-131-150-151-155-169-201-202-203-206-220-245-251</b>	
Course Related Fee	\$75.00
Lab Fee	\$90.00
<b>STUDIO ART KIT - ART 101-111-206</b>	\$60.00
<b>STUDIO ART KIT - ART 104-131-155</b>	\$75.00
<b>STUDIO ART KIT - ART 150-151-203-220</b>	\$80.00
<b>ART 205 DIGITAL PAINTING</b>	
Course Related Fee	\$75.00
Lab Fee	\$105.00
<b>ART 235 3-D COMPUTER MODELING</b>	
Course Related Fee	\$75.00
Lab Fee	\$85.00
<b>BIO 101-102-108-109-112-125-160-201-205-215-216-230-240</b>	
Course Related Fee	\$75.00
Lab Fee	\$70.00
<b>BUS 221 COMPUTERIZED ACCOUNTING</b>	\$55.00
<b>CHE 101-102-201-202</b>	
Course Related Fee	\$75.00
Lab Fee	\$70.00
<b>CIS - All other CIS courses (3 CREDITS)</b>	\$55.00
<b>DISTANCE LEARNING FEE (PER COURSE)</b>	\$50.00
<b>EAS 101 COLLEGE GEOLOGY LAB</b>	
Lab Fee	\$70.00
<b>ENG 100 ESS EFFECTIVE WRITING</b>	
Course Related Fee	\$75.00
<b>ENG 101 ENGLISH COMP I</b>	
Course Related Fee	\$75.00
<b>ENV 108-125-204-205</b>	
Course Related Fee	\$75.00
Lab Fee	\$70.00
<b>HED 160 WILDERNESS FIRST RESPONDERS</b>	\$550.00
<b>HED 161 WILDERNESS FIRST AID</b>	\$185.00
<b>NURSING FEE</b>	\$475.00
<b>OFT 101-102-118-124</b>	\$55.00

**NORTH COUNTRY COMMUNITY COLLEGE  
2017-2018 Fee Schedule**

\*\*\*ALL PED CLASSES INCLUDING THE ONES LISTED BELOW RECEIVE THE (EXCLUDE INTERCOLLEGIATE SPORTS )

Course Related Fee of	\$37.50
<b>PED 129-155-199-229 ROCK CLIMBING</b>	<b>\$80.00</b>
<b>PED 149 WHITEWATER GUIDE TRAINING</b>	<b>\$50.00</b>
<b>PED 151 ADIRONDACK HIKING &amp; YOGA</b>	<b>\$55.00</b>
<b>PED 153 ORIENTEERING</b>	<b>\$30.00</b>
<b>PED 154 SNOW SHOEING</b>	<b>\$55.00</b>
<b>PED 155 ICE SKATING</b>	<b>\$80.00</b>
<b>PED 167 LIFE GUARDING</b>	<b>\$40.00</b>
<b>PED 171 ADIRONDACK HIKING</b>	<b>\$55.00</b>
<b>PED 175 INTRO TO OLYMPIC WINTER SPORTS</b>	<b>\$55.00</b>
<b>PED 178 BACKPACKING</b>	<b>\$85.00</b>
<b>PED 179 SNOWBOARDING</b>	<b>\$80.00</b>
<b>PED 146 ALPINE SNOW SPORTS</b>	<b>\$80.00</b>
<b>PED 183-186-189-192-193-283-292-293 SPORTS FEE</b>	<b>\$55.00</b>
<b>PED 184 BOWLING</b>	<b>\$70.00</b>
<b>PED 185 CANOEING</b>	<b>\$45.00</b>
<b>PED 187 CROSS COUNTRY SKIING</b>	<b>\$115.00</b>
<b>PED 188 GOLF</b>	<b>\$40.00</b>
<b>PED 190 PHYSICAL CONDITIONING</b>	<b>\$35.00</b>
<b>PED 196 TENNIS</b>	<b>\$12.00</b>
<b>PED 198 KAYAKING</b>	<b>\$125.00</b>
<b>PED 199 MOUNTAIN BIKING</b>	<b>\$80.00</b>
<b>PED 229 INTERMEDIATE ROCK CLIMBING</b>	<b>\$80.00</b>
<b>PHY 100-101-102 PHYSICS</b>	
Course Related Fee	\$75.00
Lab Fee	\$70.00
<b>RAD 120 RADIOLOGIC PROCEDURES I</b>	<b>\$75.00</b>
<b>RAD140 RADIOLOGIC PROCEDURE II</b>	<b>\$75.00</b>
<b>REC 118 BACKCOUNTRY NAVIGATION WITH GPS</b>	<b>\$105.00</b>
<b>REC 240 WILDERNESS RECREATION LEADERSHIP/FALL PRACTICUM</b>	<b>\$890.00</b>
<b>REC 249 WILDERNESS RECREATION LEADERSHIP/WINTER PRACTICUM</b>	<b>\$550.00</b>
<b>SCI 110 FORENSIC SCIENCE LAB FEE</b>	<b>\$45.00</b>

Add/Drop Fee (per course or transaction)	\$20.00
Alumni Dues (per semester)	\$7.00
Allied Health Program Fee	Academic year \$365.00 Spring Only \$260.00
Online Kaplan NCLEX Resource Fee	per semester \$175.00
Excess Course Credit Administration Fee – Per Credit Hour over 18 Credit hours each semester:	
NYS Residents With Certificate of Residency	\$130.00
Resident w/o Certificate of residency	\$275.00
Non- NYS Resident/International	\$275.00
Faxing Fee (Per Page)	\$2.00
Excess Printing Fee	\$8.00
Graduation Fee	\$45.00
Immunization Form Fee	\$7.00
Insufficient Fund Fee	\$40.00
Late Payment Fee	\$75.00
New Student Fee	\$125.00
Security & Parking Fee	Full Year \$75.00 Spring Only \$55.00
Parking Fines - per violation	\$25.00 - \$75.00
Sickness Insurance (Optional)	Rate per policy
ID Replacement Fee	\$15.00
Transcript Fee	\$7.00

# NORTH COUNTRY COMMUNITY COLLEGE RESOLUTION

WHEREAS the President recommends full-time tuition for the 2017-2018 academic year be \$4,692.00 for New York State residents with Certificate of Residency; \$11,068.00 for New York State residents without Certificate of Residency; and \$11,068.00 for non-New York State Residents or International; and

WHEREAS the President recommends part-time tuition for the 2017-2018 academic year be \$196.00 per credit hour for New York State residents with Certificate of Residency; \$462.00 per credit hour for New York State Residents without Certificate of Residency; \$462.00 per credit hour for non-New York State residents; and

NOW, THEREFORE, BE IT

RESOLVED that the Board of Trustees of North Country Community College hereby approves the full-time and part-time tuition rates for the 2017-2018 academic year.

2016/17  
May 12, 2017

Motion:

Seconded:

Motion Passed or Postponed: (0-0-0)

## NORTH COUNTRY COMMUNITY COLLEGE

**DRAFT**

### 2017-2018 FULL-TIME TUITION & CHARGES

<u>RESIDENT</u>	<u>TUITION</u>	<u>INSURANCE</u>	<u>STU/FEE</u>	<u>COLL/FEE</u>	<u>TOTAL</u>
FALL	2,346.00	50.00	98.00	338.00	2,832.00
SPRING	2,346.00		98.00	338.00	2,782.00
SPRING ONLY	2,346.00	35.00	98.00	338.00	2,817.00
SUMMER	PER CREDIT				

<u>NON-RESIDENT</u>	<u>TUITION</u>	<u>INSURANCE</u>	<u>STU/FEE</u>	<u>COLL/FEE</u>	<u>TOTAL</u>
FALL	5,534.00	50.00	98.00	338.00	6,020.00
SPRING	5,534.00		98.00	338.00	5,970.00
SPRING ONLY	5,534.00	35.00	98.00	338.00	6,005.00
SUMMER	PER CREDIT				

### 2017-2018 PART-TIME TUITION & CHARGES

<u>CREDITS</u>	<u>RESIDENT TUITION</u>	<u>NON-RES TUITION</u>	<u>STUDENT FEE</u>	<u>COLLEGE FEE</u>	<u>RESIDENT TOTAL</u>	<u>NON-RES TOTAL</u>
0.5	98.00	231.00	7.00	15.00	120.00	253.00
1	196.00	462.00	14.00	29.00	239.00	505.00
2	392.00	924.00	28.00	58.00	478.00	1,010.00
3	588.00	1,386.00	42.00	87.00	717.00	1,515.00
4	784.00	1,848.00	56.00	116.00	956.00	2,020.00
5	980.00	2,310.00	70.00	145.00	1,195.00	2,525.00
6	1,176.00	2,772.00	84.00	174.00	1,434.00	3,030.00
7	1,372.00	3,234.00	98.00	203.00	1,673.00	3,535.00
8	1,568.00	3,696.00	98.00	232.00	1,898.00	4,026.00
9	1,764.00	4,158.00	98.00	261.00	2,123.00	4,517.00
10	1,960.00	4,620.00	98.00	290.00	2,348.00	5,008.00
11	2,156.00	5,082.00	98.00	319.00	2,573.00	5,499.00

#### INSURANCE

- 1 Accident insurance is mandatory for all full-time students
- 2 Accident insurance is optional for part-time students

#### SENIOR CITIZENS-AGE 60 YEARS AND OVER

- 1 Free tuition and no student fee
- 2 Course or lab fee will be charged
- 3 Free tuition if space is available

#### COLLEGE FEE DESCRIPTION

Ticonderoga and Malone Recreation Fee  
 Use of Athletic Facilities  
 Student use of college printers in LAC  
 Hardware and software updates including Library

## **NORTH COUNTRY COMMUNITY COLLEGE RESOLUTION**

**WHEREAS** the State of New York established the Excelsior Scholarship for 2018-19; and whereas the State of New York's enacted budget freezes tuition for community college students at the 2016-17 rate of \$4,600 for New York State Residents, the Administration recommended to the President to charge a different College Fee for Excelsior Scholarship students; and

**WHEREAS** the President concurs and recommends the College fee rate for Excelsior program recipients be set for these full-time enrolled NYS residents at \$388; and

**NOW, THEREFORE, BE IT**

**RESOLVED** that the Board of Trustees of North Country Community College hereby approves the full-time College Fee rate for Excelsior Scholarship recipients (see attached fee schedule for Excelsior Scholarship students).

2016/17  
May 12, 2017

Motion:

Seconded:

Motion Passed or Postponed: (0-0-0)

**NORTH COUNTRY COMMUNITY COLLEGE**  
**EXCELSIOR PROGRAM**

**DRAFT**

**2017-2018 FULL-TIME TUITION & CHARGES**

<u>RESIDENT</u>	<u>TUITION</u>	<u>INSURANCE</u>	<u>STU/FEE</u>	<u>COLL/FEE</u>	<u>TOTAL</u>
FALL	2,300.00	50.00	98.00	388.00	2,836.00
SPRING	2,300.00		98.00	388.00	2,786.00
SPRING ONLY	2,300.00	35.00	98.00	388.00	2,821.00
SUMMER	PER CREDIT				

<u>NON-RESIDENT</u>	<u>TUITION</u>	<u>INSURANCE</u>	<u>STU/FEE</u>	<u>COLL/FEE</u>	<u>TOTAL</u>
FALL	5,425.00	50.00	98.00	388.00	5,961.00
SPRING	5,425.00		98.00	388.00	5,911.00
SPRING ONLY	5,425.00	35.00	98.00	388.00	5,946.00
SUMMER	PER CREDIT				

**2017-2018 PART-TIME TUITION & CHARGES**

<u>CREDITS</u>	<u>RESIDENT TUITION</u>	<u>NON-RES TUITION</u>	<u>STUDENT FEE</u>	<u>COLLEGE FEE</u>	<u>RESIDENT TOTAL</u>	<u>NON-RES TOTAL</u>
0.5	96.00	227.00	7.00	17.00	120.00	251.00
1	192.00	453.00	14.00	33.00	239.00	500.00
2	384.00	906.00	28.00	66.00	478.00	1,000.00
3	576.00	1,359.00	42.00	99.00	717.00	1,500.00
4	768.00	1,812.00	56.00	132.00	956.00	2,000.00
5	960.00	2,265.00	70.00	165.00	1,195.00	2,500.00
6	1,152.00	2,718.00	84.00	198.00	1,434.00	3,000.00
7	1,344.00	3,171.00	98.00	231.00	1,673.00	3,500.00
8	1,536.00	3,624.00	98.00	264.00	1,898.00	3,986.00
9	1,728.00	4,077.00	98.00	297.00	2,123.00	4,472.00
10	1,920.00	4,530.00	98.00	330.00	2,348.00	4,958.00
11	2,112.00	4,983.00	98.00	363.00	2,573.00	5,444.00

**INSURANCE**

- 1 Accident insurance is mandatory for all full-time students
- 2 Accident insurance is optional for part-time students

**SENIOR CITIZENS-AGE 60 YEARS AND OVER**

- 1 Free tuition and no student fee
- 2 Course or lab fee will be charged
- 3 Free tuition if space is available

**COLLEGE FEE DESCRIPTION**

- Ticonderoga and Malone Recreation Fee
- Use of Athletic Facilities
- Student use of college printers in LAC
- Hardware and software updates including Library



## President's Report to the Board of Trustees

May 4, 2017

Dr. Steve Tyrell

- 1) **Campus and External Relations:** community sessions attended, presentations made, and "meet and greets" completed listed below.

<b>Date:</b>	<b>With:</b>	<b>Location:</b>
May 1 <sup>st</sup>	2 <sup>nd</sup> Meeting with SUNY Potsdam	Saranac Lake, NY
May 3 <sup>rd</sup>	Retirees Breakfast	Saranac Lake, NY
May 4 <sup>th</sup>	Franklin County Legislature – CSEA Contract	Malone, NY
May 5 <sup>th</sup>	Celebration of the Arts	Malone, NY
May 10 <sup>th</sup>	Nursing Program Pinning Ceremony	Malone, NY
May 11 <sup>th</sup>	Nursing Program Pinning Ceremony	Saranac Lake, NY
May 12 <sup>th</sup>	Student Awards Ceremony	Saranac Lake, NY
May 13 <sup>th</sup>	Commencement	Saranac Lake, NY

- 2) **Governor's Excelsior Scholarship Program & 2017-18 State Budget** – I have no updates on the Governor's Excelsior Scholarship Program. We believe there will be information coming from HESC shortly that students can access on how to apply for the scholarship. We also received notice earlier this week that the Governor may ask his staff to host an Excelsior Scholarship event at North Country Community College in the days ahead. We will let you know when we hear any further details on this proposed event.
- 3) **Strategic Planning** – I sent out to the College community an updated draft of the strategic plan. Focused on short term goals for the institution through 2019, the current draft reflects the work and feedback of many across the College community. Please know that all work plans and earlier documents related to the development of this strategic plan are located on the SharePoint site titled Strategic Planning. At this time, we ask that you provide feedback to any working group lead so that we can continue to refine the current draft over the summer. We will also send you revisions right up to the time faculty return in late August; and where we will have a final review and prior to submission of the draft (or final) to Middle States on September 1<sup>st</sup>. As a reminder, working group leads include Joe Keegan, Kim Irland, Bob Farmer, Scott Harwood, Chris Tacea, Bruce Rowe and I.
- 4) **Update on SUNY Potsdam Visit** – We had our second meeting with SUNY Potsdam on May 1<sup>st</sup>. In attendance from NCCC was myself, Bob Farmer, Joe Keegan and Chris Tacea. There are still many details to work out, but thus far; the concept of co-locating NCCC academic programs on the SUNY Potsdam campus remains plausible. We did agree that the earliest that we could launch this program is fall 2018. Three-five programs are being considered by our team at this time as best candidates for our review – CRJ, the new psych track, LAS in Social Sciences and Humanities, and child and family services, and possibly AS in business administration. The two colleges have agreed to form smaller work teams to study the following items more closely – academic programs and services; financial implications and student services, enrollment and

marketing, and communications with peer institutions and SUNY. We have tentatively scheduled a third meeting on June 8<sup>th</sup>.

- 5) **Shared Governance Survey** – President's Council met in March and April to discuss how best to assess the effectiveness of shared governance. As many of you know from Joe's email message earlier this month, we will be sending out the AAUP survey on shared governance to all members of the College community this week. This summer a group of faculty, staff and a representative from the Board of Trustees will analyze the survey results and share it with the College community. We will also draft this summer a list of successes, challenges and recommendations in regard to shared governance and begin to draft flowcharts of how decisions are supposed to occur within various shared governance activities at the College. Attached to this report is a diagram of the various shared governance entities and who else they interact with when enacting shared governance. The diagram illustrates the strength, complexity and challenge associated with describing and fully assessing shared governance at the College – and that is a good place to start for the work group that will document our efforts and analyze our survey results. One of the areas that we will need to address in the upcoming year is how the student governments are better tied into the shared governance process.
  
- 6) **College Railroad Corridor Update** - DEC has met with Jim Brooks, the College attorney in April. At this point in time, DEC has indicated that they wish to take ownership of the College property where the rails are located. College staff and DEC representatives will do a site walk thru later this month and at that time, I believe we will have a clear picture of what is being proposed to the College.
  
- 7) **Commencement** – As a follow-up to the conversation at the April meeting of Senate, Joe Keegan and Lynne Fisher-Kemp are preparing an employee list as an insert into the Commencement program. As Stacie Hurwitch shared at the April Senate meeting, the committee will look at this request more closely for the 50<sup>th</sup> Anniversary Commencement.
  
- 8) **Facilities Master Planning & Office Relocations** – As you saw earlier this week from Bob Farmer, there are a number of facilities review activities getting underway at this time. Some of these activities are tied to the 2010 Capital Plan developed for Saranac Lake, while other conversations will serve as setting the stage for exploring the Capital Plan needs for the Malone and Saranac Lake campuses. Bob will be convening a group to look at all proposals related to the current conversation regarding the relocation of offices in Hodson Hall and College Hall. I want to thank Lee Susice for putting together a thoughtful proposal on this matter. Bob and a group of faculty and staff will also be conducting a facilities walk thru of the Malone campus on the 16<sup>th</sup> of May. A similar walk thru will be scheduled for the Ticonderoga campus in the near future.

Best wishes on wrapping up classes and end of the year activities next week and I hope to see many of you at the nursing pinning ceremonies (May 10-11<sup>th</sup>), the student awards ceremony (May 12<sup>th</sup>) and of course, Commencement (May 13<sup>th</sup>). In addition, the 2016-17 Employee Recognition program is scheduled for Monday, May 15<sup>th</sup>. Details will follow shortly on this breakfast event!

**Cross-Entities | Assessment of the Effectiveness of Shared Governance**

