



Board of Trustees

April 22, 2025 | 11:00 a.m.

Saranac Lake Campus & Zoom access by request

- I. Call to Order
- II. Oath of Office
- III. Approval of February 28, 2025 Meeting Minutes
- IV. Liaison Reports
 - a. College Senate
 - b. NCCC Association of Professionals (NCCCAP)
 - c. Civil Service Employee Association (CSEA)
- V. College Reports
 - a. Board Chair
 - b. Interim Vice President for Academic Affairs
 - c. Vice President for Marketing and Enrollment
 - d. Interim Chief Financial Officer
 - e. Interim Associate Vice President for Student Affairs
 - f. College President
 - i. Resolution | Policy - Student Identification Card
- VI. Representative Reports
 - a. NCCC Association
 - b. NCCC Foundation
- VII. Old Business
- VIII. New Business
- IX. Public Comment
- X. Executive Session
- XI. 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.



SARANAC LAKE | MALONE | TICONDEROGA

Oath of Office

I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New York, and that I will faithfully discharge the duties as a member of the ***Board of Trustees of North Country Community College*** according to the best of my ability. And I do further solemnly swear that I have not directly or indirectly paid, offered or promised to pay, contributed or offered or promised to contribute, any money or other valuable thing as a consideration or reward for the giving or withholding a vote at the election if any at which I was elected or appointed to said office, and have not made any promise to influence the giving or withholding of any such vote.

Trustee Signature

David McNally

Printed Name

Sworn and subscribed before me on this day: _____

Signature of Notarial Officer:

Affix notary seal/stamp here



Board of Trustees Meeting Minutes

Friday, February 28th, 2025 | 11:00am

Board Members Present: Pete Suttmeier, Donna Wadsworth, Seth McGowan, Linda Beers, Tricia Preston, Todd LaPage

Excused: Dan Kelleher and Shia Bright

Others Present: Mary Irene Lee, Joe Keegan, Stacie Hurwitch, Sarah Maroun, Tara Evans, Erik Harvey, Kyle Johnston, Jackie VanBrunt, Chris Knight, Scott Harwood, and Chad LaDue. Members of the College community joined as well.

Board Chair, Pete Suttmeier called the meeting to order at 11:04 a.m. after quorum was met.

Oath of Office

Tricia Preston was sworn in as an NCCC Board of Trustee member:

- This is a Governor's appointment, relieving Trustee Mary Irene Lee of her long-term position with the College.
- Tricia introduced herself to the Board, and members of the college. She was warmly welcomed by all.

College Senate Chair | Chad LaDue

- An Ad Hoc committee has been formed to identify ways to prepare students for college by designing summer programs focused on strengthening English and math skills, aiming to improve their chances of success.
- The Board briefly discussed this new initiative.

NCCCAP President | Lee Susice

No report.

CSEA President | Dianna Trummer

No report.

Minutes

Linda Beers made the motion to accept November 22nd, 2024, meeting minutes. Seth McGowan seconded the motion. November 22nd, 2024, meeting minutes were unanimously (6-0-0).

Board Chair Report | Pete Suttmeier

Today, February 28th, is the final day for the NCCC Board to join NYCCT and other Community College Boards in accepting representation from Ingerman Smith LLP.

Interim Vice President for Academic Affairs | Sarah Maroun

- Malone will host an event today at noon for the business and human services community, focusing on apprenticeship opportunities.
- Two program advisory boards will be held this month.
 - March 7th – Human Services
 - March 21st – Combined meeting for Arts, Graphics, and Business programs.
- The recent NYS Corrections Officers' strike has halted operations at four nearby facilities, forcing a shift to distance learning until it's safe to resume in-person activities. SUNY and State Education are involved.
- Sarah and the Board discussed AI-related professional development opportunities for faculty and explored ways to incentivize participation.

The Board moved to approve the following resolutions:

Seth McGowan made a motion to the floor that the North Country Community College Board of Trustees hereby approves the temporary appointment of Courtney Roy, to the full-time, nine month (164-day), exempt appointment as Nursing Instructor for the remainder of 2024/25 academic year, at an annual salary of \$49,554 (prorated to reflect 1/21/2024 start date). This position is currently funded in the 2024/25 operating budget. In accordance with the current NCCCAP agreement Article VII-Appointment and Promotions, this appointment will expire at the conclusion of the 2024/2025 academic year and will not be renewed. Linda Beers seconded the motion. The motion was unanimously approved (6-0-0).

Linda Beers made a motion to the floor that the North Country Community College Board of Trustees hereby NCCC's Academic Credit by Evaluation Policy. Donna Wadsworth seconded the motion. The motion was unanimously approved (6-0-0).

- Members discussed the benefits of this policy and how students would be evaluated.

Seth McGowan made a motion to the floor that the North Country Community College Board of Trustees hereby approves NCCC to submit a request to SUNY and NYSED to discontinue the *AA Liberal Arts: Humanities and Social Science* at the Elizabethtown Campus. Linda Beers seconded the motion. The motion was unanimously approved (6-0-0).

- Members of the board discussed the history of the Elizabethtown campus.

Seth McGowan made a motion to the floor that the North Country Community College Board of Trustees hereby approves NCCC to submit a request to SUNY and NYSED to change title of the *AAS Chemical Dependency Counseling* degree to *AAS Addictions Counseling*. Linda Beers seconded the motion. The motion was unanimously approved (6-0-0).

Seth McGowan made a motion to the floor that the North Country Community College Board of Trustees hereby approved the discontinuance of the *AAS Business: Office Technology* degree program and the *Certificate: Office Technology* program. Linda Beers seconded the motion. The motion was unanimously approved (6-0-0).

Vice President for Marketing and Enrollment Management | Kyle Johnston

- Ongoing campaign efforts for various college programs continue.
- Planning is underway for a new transfer initiative with Plattsburgh, supported by a grant. A cooperative marketing campaign will run from April through mid-summer.
- After a quick turnaround time, SUNY awarded NCCC a \$50,000 grant to advertise programs

for adult learners on Monday. This aligns with Governor Hochul's initiative to offer free college to prospective students over the age of 25. Kyle noted this grant is exclusive to community colleges.

Interim CFO | Erik Harvey:

- The annual audit is complete. We anticipate the final financial report from Boulrice & Wood CPAs, P.C. to be shared in the coming months.
- Shared updates to the 5-year financial projection, including the 2024-2025 forecast tied to Spring 2025 enrollment. Moving forward, these forecasts will be shared quarterly to allow more focus between Scott and his team.
- The timeline for reviewing and approving the proposed 2025-2026 budget was presented to the Board.
- Shared that there are potential risks related to the 2nd Chance Pell program, particularly if part of the semester is lost due to the ongoing NY State Prison strike from their Corrections Officers.

The Board moved to approve the following resolution:

- Seth McGowan made a motion from the floor that the North Country Community College Board of Trustees hereby approves of the financials of November 30th, December 31st, 2024, and January 31st, 2025, as they were presented in the packet. Tricia Preston seconded the motion. The motion was unanimously approved (6-0-0).

Interim Associate Vice President of Student Affairs | Jackie VanBrunt:

- Our Men's Basketball team is performing well and has advanced to the championships.
- Three additional students have been recruited for the Student Government Association (SGA).
- Jackie shared a portion of the grant for adult learners that has been integrated into retention initiatives, as noted in Kyle's report.

President | Joe Keegan:

- Expressed gratitude to board members for their ongoing support of the College, students, and staff.
- Welcomed Tricia Preston as a new board member (her position is the first governors' appointment since 2015)
- Recognized Mary Irene Lee's departure after 13 years of service.
 - Mary Irene offered words of thanks and appreciation for the honor of serving on the Board.
 - Board members thanked her for her time serving the College and its mission.
- Joe voiced concerns about the difficulty in our Board meeting quorum. Having vacant Governor appointed positions for several years has been a constant challenge.
 - Governor Hochul's office has potential candidates for appointments.
- Joe shared advocacy continues requesting additional operating dollars.
- Joe requested the Board support in championing operating aid from elected officials.
- Discussed the potential impacts of recent administrative changes on DEI initiatives in colleges nationwide.
 - Currently the College is examining the federal funding implications related to the demand.
 - Currently the College's approach will remain focus on general inclusion. The College

does not have any initiatives based on race.

- The College continues its mission to enhance safety on the campuses. Joe invited board members to a tabletop exercise that is scheduled for March 14th at 9:00 a.m.
- Perkins funding update was shared.
- Collaboration with colleges of the North Country (Jefferson, Canton, and Paul Smiths) are working together to explore ways to create career pathways for transitioning military personnel and their spouses from Fort Drum.
- Shared the work the College is making in repurposing \$500,000 SUNY Transformational funds. Using the dollars to implement a new Student Information System. Work is underway and this new system is expected to roll out this year.

NCCC Association | Chad LaDue Presented in Robert Rathbun's Absence

- There is an upcoming planning session with Erik (CFO) and Brian (Comptroller) to discuss ways to review finances and streamline meetings.
- Currently the Association is housing 75 students. He shared that they housed 111 during the Fall 2024 semester.

NCCC Foundation Director | Erin Walkow:

- Total fundraising in 2024 reached \$316,000, up from \$260,000 in 2023
- The Foundation saw increased giving across all donation categories.
- Two new \$50,000 endowed scholarships were established:
 1. In memory of Matthew Schrader (faculty member).
 2. From Jonathan and Margaret Lowell (Margaret was a nursing instructor and former Board Trustee).
- \$10,000 committed to emergency needs and textbook funding.

Members of the board discussed the future of scholarships and the impact of Governor Hochul's new initiative. Erin and Kyle are exploring potential ways to pivot the use of scholarship assignments. The need for these scholarships will be there either way.

Old Business

None

New Business

Pete expanded on his earlier comment regarding obtaining legal counsel with New York Community College Trustees (NYCCT):

- The SUNY Chancellor shared he will now oversee the hiring and review of community college presidents. This change in decision making directly threatens the NCCC Board of Trustees' autonomy and local control.
- The process undermines the decision-making power of the NCCC Board and its sponsoring counties (Essex and Franklin).
- The NYCCT has retained legal counsel to challenge:
 - The SUNY Memorandum dated November 12, 2024, regarding "Strengthening the Community College Presidential Search Process"
 - Actions taken by the SUNY Chancellor in implementation of this memorandum
 - Today, February 28th, 2025, is the deadline for signing an agreement with the law office of Ingerman Smith, LLP. No legal fees will be incurred by the participating colleges.
 - To date, 17 out of 30 SUNY community colleges have signed the resolution.

Seth McGowan made a motion from the floor that the North Country Community College Board of Trustees hereby approves the collaboration with NYCCT and retaining legal counsel as it was presented. Todd LaPage seconded the motion. The motion was unanimously approved (6-0-0).

Members of the board discussed the benefits of signing this resolution.

Public Comment

None

Executive Session

Seth McGowan made the motion to enter Executive Session at 12:45 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. Linda Beers seconded the motion. The motion was passed unanimously (6-0-0). Joe Keegan was invited to attend the meeting at 12:46 p.m.

Adjourn

Seth McGowan made a motion to adjourn the meeting. Linda Beers seconded the motion. The motion was approved unanimously (6-0-0). The Board meeting was adjourned at 1:35 p.m.

Respectfully Submitted,



Stacie G. Hurwitch
Assistant Secretary, NCCC Board of Trustees

Date: April 25th, 2025

Resolution #17: 2024-25 | Pending

Motion:

Seconded:

Action: Pending (x-x-x)

Witness: *Stacie G. Hurwitch, Asst. Secretary to the NCCC Board of Trustees*



**Interim VPAA Report to the
Board of Trustees**

April 22, 2025

Please find the following report from the Academic Area.

Academic Planning, Programs and Policies:

Summer 2025 Registration: Registration for summer course is underway with a similar number of offerings as Summer 2024. Current enrollments appear to be on par with last summer.

Fall 2025 Registration: The continuing student/priority registration period began on Monday, March 31, 2025. Registration numbers from the first week look positive, mirroring numbers from last spring. Thank you to all who are helping register continuing students.

Retention Initiatives and Opportunities: The LAC staff, Retention Specialists, and the Academic and Career Advisors (ACAs) are continuing outreach to students who need additional support as we move through the second half of the semester. We are also offering workshops to help students transfer to a four-year school or prepare for a transition to the workplace. The following workshops were offered on all three campuses:

Next Steps: Career and Transfer Workshops

April 14th: Malone Campus from 1:00-2:00 [Emma Lane]

April 14th: Ticonderoga Campus from 11:00-12:30 [Portia Burkel]

April 16th: Saranac Lake Campus from 12:00-1:00 [Nate Eury]

As we prepare for the onboarding of new students, the ACA's will be working with the Enrollment, Student Affairs, and Records offices to develop a communication schedule for the summer months. For the last two summers, we hosted IT Onboarding sessions throughout the month of August and January. This summer, we plan to begin those sessions earlier in the summer and continue them through the first week of the fall semester (see the attached power point to view the information shared in those sessions). Additionally, once textbooks sales begin, students receive a "Readiness Checklist" to make sure they have completed all of the steps to start the semester prepared for classes. Prior to the end of the academic year, we will share a timeline for those communications, so everyone is informed about student outreach during the summer.

SUNY Plattsburgh Transfer Fair: On Saturday, April 26th, SUNY Plattsburgh is hosting a transfer fair. We have reached out to students to offer transportation from all three campuses. Please contact Bruce Kelly for more information. Bruce is working with Nate, Portia, and Emma to coordinate transportation and other details for the day.

College Readiness Ad-Hoc Group:

This group continues their work on a developmental course series for English and Math. A pilot session will be scheduled this summer, titled, "Jumpstart." The group continues to fine tune the scheduling, curriculum, and promotional materials needed for a successful launch. Jenn Cantwell will present more details during the meeting.

Additional Campus Activities: Stacey Mascia-Susice facilitated a presentation on the neuroscience of criminology titled, “A Neuro-criminological and Nutritional Neuroscience Exploration of the ‘Twinkie Defense’: A Look Back and Lessons Learned.” This will take place on April 14th from 12:00-1:30. Also from the Humanities Department, a reading of the play “I and You” occurred on the Saranac Lake Campus in April 8th at 12:30 and will take place at the Malone Campus on April 22 from 11:00-12:30. On Monday, March 31st, NCCC hosted a workshop titled “Strength-Based Approaches to Autism, ADHD, Developmental Disabilities, and Other Differences,” sponsored by BRIEF (Building Resilience in Essex Families) and Mountain Lakes Services. The event was well attended by both college staff and community members.

Advisory Boards: The Business and Art departments co-hosted a successful advisory board meeting on Friday, March 21st. Meeting attendees included multiple businesses and community agencies participating in discussions around how both departments could support community needs and efforts. We had some alumni join us for the meeting as well.

SUNY/NYSED:

- **Program Title Change:** A proposal to change the title for the *AAS Chemical Dependency Counseling* degree to *AAS Addictions Counseling* has been submitted to SUNY for review.
- **Program Discontinuances:** Proposals to discontinue the following programs have also been submitted to SUNY for review: *AA Liberal Arts: Humanities and Social Science* and *AAS Individual Studies* at the former Elizabethtown Campus as well as the *AAS Office Technology* degree program across all campuses.

Workforce Development

Job and Career Fair: The Ticonderoga Campus hosted a very successful Job and Career Fair on Wednesday, April 9 from 4:00-7:00 pm. The event was co-sponsored by the Ticonderoga Area Chamber of Commerce with interesting events such as a virtual reality career exploration and “speed interview” sessions with area employers.

Workforce Development Trainings:

The Business Department is promoting a Soft Skills workshop that can be tailored for area businesses. These trainings would be focused on area businesses and agencies looking to enhance skills for their employees in areas such as communication, customer service, and professional practices in the workplace. Kim Duffey is the contact for anyone interested in learning more about these tailored offerings.

Pre-Apprenticeship Course:

As part of the apprenticeship program and workforce development initiatives, Selina LeMay-Klippel has created a Pre-Apprenticeship course called Professional Skills for Workplace Success. This first offering is focused on the Direct Support Professional pathway based on the interest expressed by Human Services-focused agencies in the area. We have also had interest from a computer technology company in Malone. Students taking the course are eligible for funding from the New York State Department of Labor and SUNY to complete the course.

Non-Credit Course Offerings for Spring:

AEMT Original/Refresher Training (both credit and non-credit): Summer courses start on May 15, 2025.

Pottery Classes: Non-credit pottery classes are currently on hold until pottery studio repairs can be completed.

Child Development Associate Certificate Training Course: Summer Date: TBA

Adirondack Diversity Initiative Course: Welcoming and Belonging Course: January 27th -August 30th (rolling enrollment)

UpNCoding: Software Engineering and Cybersecurity bootcamps: Moved to Fall—dates TBA.

Respectfully submitted,

Sarah Maroun

Interim Vice President for Academic Affairs

Vice President of Marketing & Enrollment

Report to the Board of Trustees

Created April 16, 2025

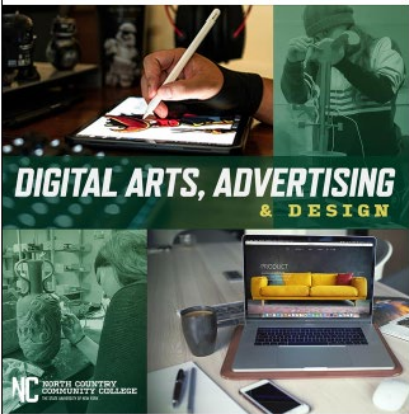
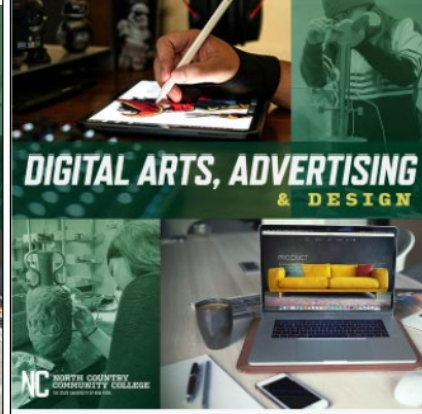
Project, Enrollment, Financial Aid, and Marketing Updates:

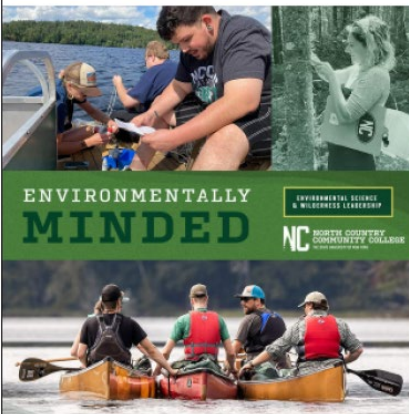

- **Major project updates:**
 - **SEM PLAN PROJECT:** We have continued work to develop our new 2025-2028 SEM Plan and have recently been assembling the team that will finish the plan and take on the initiatives within it. SUNY recently extended the contracts for our SEM Coaches so we will be working with our coach through the end of June when their contract expires. We have already submitted a few of the items from the new plan to SUNY and recently learned that \$20,000 in grant funding will be flowing our way to undertake additional marketing efforts for our Scholarships-4-Everyone and Short-Term-Offering initiatives.
 - **SLATE CRM (Customer Relationship Management):** Recently, Rachel in our Admissions Office has worked to gather our weekly campus visits and events into one report that'll be provided to our Admin Team to better communicate happenings on our campuses. This will help everyone to be in-the-know regarding visitors to campus and will also add another layer of safety/security.
 - **North Country Navigator:** The college has committed to moving forward with the Chancellor's Advancing Success in Associate Pathways (ASAP) program which is currently being proposed for funding at the state level. If approved, work would start immediately to ramp up the work of our Academic and Career Advisors (ACAs) to fulfill all of the student supports outlined in the ASAP program. The ACA Team is already doing much of this work so we are confident that they will be up-and-running by June 1st when most of our student onboarding and orientation activities begin.
- **The Enrollment Team:** Application volume for the Fall 2025 semester has paced slightly behind 2024 semester as of late but the number of committed students (confirmed) has been trending well ahead of past year. Recently, the team has been planning our main enrollment events for Spring and Summer, and they've been coming together nicely. So far, they've led "Explore NCCC Day" on January 8th at the TI Campus and on April 15th at the Malone Campus and the Saranac Lake event will take place May 1st. Additionally, we have MASH Camps planned for TI on May 29th, Malone on July 8th-10th, Saranac Lake July 24th-25th, and most-likely Akwesasne at the end of July or early August.
- **The Financial Aid Team:** The Financial Aid Office has been working on the many steps needed to begin processing and awarding Fall 2025 aid to incoming and continuing students. Hopefully, by the time you are reading this, processing has started. I will provide an update on this one at the meeting.



Marketing and Web Updates:

- Recently, we've conducted quite a few marketing campaigns: The programmatic campaign has featured our Criminal Justice & Cybersecurity programs, Digital Arts, Advertising & Design programs, and now our Environmental & Wilderness Leadership programs. This program-based marketing has run concurrently with our other Gateway-2-Plattsburgh and Summer Registration promotions.
- Additionally, we're working on a new video project with SUNY Plattsburgh to showcase our highly transferrable degrees between institutions along with individual short features of 4-5 recent graduates that we share.

Program Specific Mockups - Digital Arts, Advertising & Design

<p>NC North Country Community College Sponsored · 🌐</p> <p>Calling all digital art and design fans! North Country's Digital Arts, Advertising & Design programs are gateways to exciting careers in fields such as animation, publication creation and character/game design!</p>  <p>DIGITAL ARTS, ADVERTISING & DESIGN</p> <p>nccc.edu Fuel Your Design Passion Reach Higher at NCCC</p> <p>Learn more</p>	<p>NC North Country Community College Sponsored · 🌐</p> <p>Get hands-on graphic design experience in the Digital Arts, Advertising & Design programs at North Country while pursuing your degree or preparation for transfer to a four-year college.</p>  <p>DIGITAL ARTS, ADVERTISING & DESIGN</p> <p>nccc.edu Fuel Your Creative Passion Explore the Digital Arts, A...</p> <p>Learn more</p>
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<p>NC North Country Community College Sponsored · 🌐</p> <p>Check out the new "Gateway-2-Plattsburgh" transfer degree partnership between North Country Community College and SUNY Plattsburgh! Enroll at North Country then enjoy a seamless transfer experience to SUNY Plattsburgh once you've completed your associate's degree. Explore our transfer programs today!</p>  <p>NC COMMUNITY COLLEGE</p> <p>nccc.edu Start at NCCC & Transfer</p> <p>Learn more</p>	<p>NC North Country Community College Sponsored · 🌐</p> <p>Take advantage of the seamless transfer, specialized support services, and priority registration that will be available through the new "Gateway-2-Plattsburgh" partnership between North Country Community College and SUNY Plattsburgh! Simply enroll at North Country for the upcoming year then enjoy a seamless transfer experience to SUNY Plattsburgh once you've completed your associate's degree.</p>  <p>NC COMMUNITY COLLEGE</p> <p>nccc.edu Your Path Starts Here</p> <p>Learn more</p>
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NC NORTH COUNTRY
COMMUNITY COLLEGE
THE STATE UNIVERSITY OF NEW YORK

Fall 2025 Application Volume

Generated on 04/14/2025 at 10:07:25 AM ET

Application Categories

Metric	Fall 2025	Fall 2024 Applications	Fall 2023 Applications	Fall 2022 Applications
Fall Applications (YTD totals)	1428	1446	1057	931
Fall SUNY Applications (YTD totals)	180	145	77	
Incomplete Applications	400			
Decided	814	719	583	481
Withdrawn Applications	144			

Admissions Decisions

Metric	Fall 2025	Fall 2024 Applications	Fall 2023 Applications	Fall 2022 Applications
Decided Applications (YTD total)	814	719	583	481
Decided SUNY Applications	161	121	70	
Accepted Applicants	811	717	583	485
Denial	3	2		1

Yield (Intent to Enroll)

Metric	Fall 2025	Fall 2024 Applications	Fall 2023 Applications	Fall 2022 Applications
Admitted: Confirmed Intent to Enroll	297	187	180	159
FirstTime/Transfer/ReAdmit: Confirmed Inten...	261	168	151	119
Current/Continuing: Confirmed Intent to Enroll	36	19	29	40
Admitted: Confirmed SUNY Apps	11	9	6	
Admitted: Declined Enrollment	47	30	15	13
Admitted: Declined Enrollment SUNY Apps	29	3	5	
MELT- Withdrawn AFTER Confirm	6	59	65	72



Student Affairs

April 2025 BOT Report

Athletics:

- All coaches have been recruiting and hosting campus visits. Recruiting is going well, with anticipated full rosters for all sports teams with women's soccer and men's basketball leading the pack right now. Numbers look good for women's basketball and men's soccer as well so LET'S GO SAINTS!
- Budget is completed and will be approved at our next Association meeting.
- Still working hard on the planning and preparation for our Hall of Fame event this upcoming fall. Mark your calendars for the weekend of Sept. 12-14, 2025.
- Kent has intramurals up and running with volleyball happening every Tuesday and Thursday.
- Community Rec is very busy with our Pickelball, kids swimming lessons, and water aerobics to name a few.
- We have received the grant funding that Jerrad applied for and are working with facilities to organize the upgrades to our pool pump room.

Student Life:

- Our career platform, Handshake, is nearly ready to launch. The employer part of the software is complete, and we are waiting on the student information piece to be ready before releasing this tool for students to explore career options, find jobs and internships, and connect with employers.
- SUNY Potsdam will staff a transfer table on SL campus on 4/14 and Malone on 4/16.
- Pooled resources to offer an 'Explore More' event for high school students on the Malone campus on 4/15. In addition to attending the academic sessions, students were treated to NCCC swag and a make and take your own snuggle buddy opportunity.
- Collaborated with Shir Filler to offer play performances on both SL and Malone campuses in April.
- Worked together with Stacey Macia-Susice to present virtually *"A NEUROCRIMINOLOGICAL AND NUTRITIONAL NEUROSCIENCE EXPLORATION OF THE 'TWINKIE DEFENSE': A LOOK BACK AND LESSONS LEARNED"* by Dr. Brown, slated for Monday, April 14, 2025, at 12:00 PM via Zoom.
- Worked with Mindy Fredenburg to engage students via social media by creating TikTok and Instagram challenges during the month of February, and are continuing to explore additional engagement opportunities to engage students locally in the community.
- Joined forces with the Academic and Career Advisors (ACA's) to offer Wellness & Stress Relief and Study Info sessions as well as Resume & Career Workshops.

- In collaboration with Elaine Wilde-Taylor, we are hosting a creative journal event on April 24th on the SL campus where students will personalize their own journal to practice self-care and creativity.
- Saranac Lake Wellness Fair is slated for April 30, 2025, and planning is underway. The ESSC interns have been working to encourage local businesses and organizations to participate in this inaugural event.
- SUNY Empire State Service Corps (ESSC): Two student workers have been employed in the Student Life Office this Spring semester primarily focused on our Food Pantry and fulfilling basic student needs. We are currently awaiting approval from SUNY regarding our eligibility to be a host site for summer 2025 internships. Additionally, the Fall 2025 and Spring 2026 ESSC Application is currently open. SUNY has approved the following type of paid internship topics: Civic Engagement, Basic Needs/Food Pantry, Student Mental Health Support, and Student Success Advocate. Both full- and part-time students are eligible to apply for ESSC.
- Student Government Association (SGA) has begun their 25-26 election process with the call for nominations happening 4/7 through 4/20. Election dates are scheduled for May 5, 6, 7, 2025.
- SGA has scheduled a campus clean-up for the afternoon of April 23, 2025.
- Alternative Spring Break: Ang Brice and four students spent their spring break in Kanab, Utah. You can check the story out here: <https://www.nccc.edu/news-events/altspringbreak-2025.html>
- Three students attended the American College Personnel Association (APCA) Conference in Hershey, PA in March. Students attended sessions on leadership, organizational training, and engaging students as well as selected performers and speakers to come to our campuses next year.

Respectfully submitted,

Jackie VanBrunt, Interim Associate Vice President of Student Affairs, Title IX Coordinator & Chief Diversity Officer

**North Country Community College
President's Report to the Board of Trustees
April 22nd, 2025**

Greetings to you all,

..and Happy Community College Month and Happy Earth Day 2025! I hope this finds you well. Despite the challenges that higher education is facing nationally, there is much to be excited and hopeful about here in our corner of the country.

The spring semester is rapidly coming to a close, with just over three weeks remaining. Shortly thereafter comes commencement, where we will celebrate the successes of students as they complete their programs of study and ready themselves for the next steps that await them. These are exciting times!

Since the Board last met in February, there is much to catch up on, and you will find highlights of that in my report below. Of particular interest to the Board is the appointment of David McNally to the Board. At the same time, we bid farewell to Dan Kelleher, who has served on the Board since 2015.

That's all for now. I look forward to seeing you at the meeting.

Joe

★ **Board Matters**

□ ***Board Appointments:***

- *Governor's:* We welcome David McNally of Olmstedville, NY to the Board today. David was recently appointed by Governor Hochul and his appointment extends through June 30, 2029. Born and raised in southern Essex County, David has experience working in Albany, where for the last twenty (20) years, he has served as the Manager of Advocacy for the AARP.
- *Governor's:* We are bidding farewell to Dan Kelleher, whose appointment was filled by David. Dan served on the Board since 2015 and we are grateful for his 10 years of service, and his commitment to the College and its students. Fortunately for us, Dan will not be too far away, as he is leading ROOST, and we expect to continue to cross paths with Dan in ways that will benefit our students and institution.

□ ***New York Community College Trustees (NYCCT):***

- This year's budget advocacy has largely drawn to a close. NYCCT has been a leader in the efforts to gain additional operating aid for community colleges from NYS. Their work to retain powers of appointment, evaluation, and establishment of contracts with community college presidents continues, as does their advocacy for legislative reform to strengthen community colleges.

- NYCCT will be holding their spring convening on Friday, April 25th, 2025 at Mohawk Valley CC. Now that our Board is meeting on Tuesday April 22nd, If any of you are interested in attending, please let Stacie Hurwitch know.

★ Budgeting and Planning

- **25-26 Budget Planning:** Erik Harvey is presenting a draft of the 2025-2026 budget at your meeting today. Earlier this month, he presented it to President's Council, and recently to the College Senate at its April 11th, 2025 meeting. Our plan is to have a final draft for your review at your May 29th, 2025 meeting.

The state budget negotiations are in their final stages, thus the advocacy efforts by the New York Community College Association of Presidents (NYCCAP) and NYCCT are largely finished. We have been advocating for stable funding of community colleges, inclusion of last year's \$8M in the floor, expansion of operating aid, and Governor Hochul's Opportunity Promise (aka Free Community College). The Governor earmarked \$28M for the *Opportunity Promise* to help NYS residents between 25-55 who don't currently hold a degree pursue an associate's degree in high needs workforce areas

★ Federal Items:

- **US Department of Education:** Since the Board's February 28th, 2025 meeting, the newly appointed Secretary of Education has taken steps to reduce the size of the DOE workforce and move some of its operations to other areas within the federal government. The USDOE is responsible for, among other things, oversight and distribution of Title IV Funds (i.e., Pell, federal student loan programs, federal work-study).

SUNY and other advocacy partners have expressed concern about those actions and how, in the short run, they will impact the processing and awarding of financial aid for Fall 2025. Thus far, at NCCC, we are not seeing an impact, though we will continue to monitor this space.

Our approach regarding our federal engagement remains to stay the course and do the things that matter for our students, their families, and our communities. If and when changes are required of us, we will ensure they align with the law and with our state and county requirements before communicating and implementing them.

- **Immigration:** We don't anticipate that officials will be visiting or contacting us, but in the unlikely event that employees are contacted by officials asking for information about a student, we have requested they direct those requests to the President's Office. Per Chancellor King, NYS Executive Order 170.1, which was extended by Governor Hochul *"...requires a judicial warrant or judicial order – not an administrative warrant – for execution of civil arrests by federal immigration authorities within State facilities, including SUNY campuses"*. In addition, we will follow SUNY's lead in *"...requiring a subpoena, court order, search warrant, or other applicable exception to the Family Educational Rights and Privacy Act (such as a health and safety emergency or student waiver), prior to releasing information to law enforcement about a*

student or group of students. This includes information about national origin, religion, and immigration status.”

★ **Enrollment**

- **Fall 2025 Enrollment:** Priority Registration for continuing students wrapped up on April 11th. This two-week period provides current students a first shot at courses and sections for Fall 2025.. It also helps with Summer 2025 registration. At the end of the two-week period, we are on par with Fall 2025 registrations when compared to the previous year. On the recruitment side, our Enrollment team has been engaging with SUNY counterparts in preparing for the Governor’s *Opportunity Promise* program along with other initiatives including a SUNY sponsored tour for high school counselors, this one at SUNY Plattsburgh, which NCCC was able to participate in.

★ **Other Items of Interest**

- **North Country Live:** After exploring the possibility of a shorter Spring 2025 series, we opted to not move forward and will redouble our efforts for next year.

- **Campus Safety:**

- **Presentations and Planning**

- **Tabletop Exercise:** A tabletop exercise was held on March 14th, 2025 at the Harriestown Town Hall. The exercise was led by a small team from the New York State Police (NYSP) and NYS Homeland Security and Emergency Management. This is part of the College’s ongoing efforts to strengthen campus safety and readiness. We will be holding a follow-up meeting with the exercise leaders debrief.
 - **The Emergency Guide** has been updated and is available at [this link](#).

- **Title VI Policies**

- **Identification Card Policy:** Earlier this year, the College began working on a college-wide policy requiring student identification cards. This was a recommendation from the Campus Safety planning with the NYSP. Prior to COVID, student IDs were common but without a policy requiring them, they fell by the wayside. Some programs require student IDs (i.e., nursing, radiologic technology), but it is not universal. This policy will move us further in that direction and provide an additional layer of security, where student identification is verified. The policy was approved by the President’s Council earlier this semester and by the College Senate at their April 11th, 2025 meeting. It is now ready for the Board’s consideration.

- **Strategic Plan Update**

- **2024-2027:** Action related to the four (4) strategic priorities is underway. Some highlights include:
 - **Pathways:** (Provide a meaningful and engaging education that prepares students for transfer or career opportunities)

Goal	Progress/Update Highlights
<i>Develop a Liberal Arts Advisory Board to advise departments on how to align liberal arts curriculum to</i>	Liberal arts departments chairs met in Fall 24 to clarify the purpose as it doesn’t the initiative does not follow

<i>strengthen students' transfer and career success.</i>	how other program advisory boards function. Next meeting of internal group scheduled for early Spring 2025.
<i>Establish a comprehensive program to address academic use of Artificial Intelligence (AI).</i>	Start made on understanding tech advances of AI. Professional development for faculty and staff on October 25, 2025. Shared the SUNY FACT2 guidance on AI. Held AI Institutional Advancement Forum on December 6th, 2024 and a second round planned for Spring 2025. Yet to identify singular AI liaison and have questions how to do so.

- **Student Experience:** *Create and nurture a supportive environment that welcomes diversity and difference and focuses on student success and growth.*

Goal	Progress/Update Highlights
<i>Incorporate DEISJ learning outcomes into academic program reviews by May 2025 so the SUNY wide DEISJ student learning outcomes are embedded into the self-assessments conducted by degree programs</i>	Recommend removing this goal from the Strategic Plan as the learning outcomes are already being assessed at an institutional and course level via program requirements. Thus, this goal is redundant and no longer strategic but operational.
<i>Ensure that the College is fully accessible in our facilities, technology, instruction, and programming.</i>	1. OCR Review completed in late Sp24. 2. Review of Findings completed Su24. 3. Action plan developed and approved by NYSED in Fa24. 4. Operational group formed to respond to findings and track progress in Fa24. 5. Sparks Vestibule replacement to include wheelchair accessible doors.

- **Partnerships:** *Act as a strong and valued partner in the communities we serve.*

Goal	Progress/Update Highlights
<i>Develop a comprehensive Continuing Education Department that can respond to evolving community needs with non-credit programming and accessible facilities.</i>	1. NC Live delivered four (4) programs in Summer 2024 in Ti, supported by Cloudsplitter Foundation. 2. NC Live delivered six (6) programs in Fall 2024 in SL, including AI, supported by the Cloudsplitter Foundation. Marketing campaign and post-event surveys were completed. 3. Assessment of regional workforce needs in the health and human services pathways and mapping them to specific offerings/pathways is underway. 4. Planned addition of a short-term tech-focused workforce consultant

	underway in Spring 2025. Expecting that person to begin in June 2025.
<i>Expand and, where needed, establish our relationships with DOCCS, BOP and County Jails by August 2027.</i>	1. The Prison Education Program application and planning for expanded reentry services to incarcerated individuals. Application added Entrepreneurship Certificate to offerings for incarcerated individuals. 2. A Supplemental Information Report (SIR) was submitted to Middle States on March 31, 25.
<i>Explore and implement microcredential opportunities to better serve students and employers.</i>	1. Apprenticeship roundtables in Fa24 at SL and Ti campuses. A Sp25 version was held in ML on February 28 th , 2025. 2. Direct Support Professional microcredential launched Sp24. 3. New microcredential opportunities in health and human services have been identified and are being explored. 4. Program advisory boards have taken up the topic, including the Business/ Graphic Arts joint advisory board.

- **Sustainability:** *Ensure the financial sustainability of the institution through strengthening enrollment and maximizing use of resources.*

Goal	Progress/Update Highlights
<i>Implement a new department level review process using clearly defined guidelines and self-assessment evaluations so employees and department heads can more competently evaluate institutional effectiveness and alignment with strategic plan.</i>	1. Three areas (President's Office, Foundation, and Records Office) are piloting the process currently.
<i>Increase non-student revenue streams by 5% annually by August 2026 to support the College mission.</i>	1. Strategic Dialogue – June 4, 2024 2. Su24 Foundation Fundraising incl \$100K unrestricted gift. 3. 2024-25 Annual Appeal 4. Two (2) new endowed scholarships. 5. Part-time grant writer. 6. 2025-2026 NYS Budget Advocacy. 7. Receipt of two new endowed scholarships (\$50K each) in 2025 8. A new Foundation Advancement plan/strategy is underway.

□ **Grants and Opportunities**

- *Perkins:* We will be readying ourselves for the next Perkins application, which is anticipated to be due in June 2025.
- *Next Move NY:* The College continues working with regional higher ed partners to explore the possibility of a joint proposal to the Regional Economic Development Council (REDC). A recent meeting with the REDC

encouraged us to continue our work as a small consortium of higher educational institutions.

- Betsy Penrose, our Grant Writer, has been active in canvassing grant opportunities and, where there is a good fit, writing grants. In this latter category, Betsy has:
 - completed the leg work to confirm that we are eligible for a Title III Strengthening Institutions grant, should it be released,
 - completed a nursing-focused grant with HRSA to expand and diversify the rural nursing workforce,
 - is looking for other grant opportunities related to capital planning and campus safety, among others.

□ **Information Technology (IT):**

- *Thesis Elements*: The process to convert the College's student information system (SIS), from our existing system, CAMS, to *Thesis Elements*, is underway. Scott Harwood and Erik Harvey are leading this effort. A steering committee has been formed. Earlier this month, the project launched, and we expect activity to begin with the development of a data dictionary and a preliminary mapping of our information from CAMS to Elements.

This upgrade is financially supported by SUNY Transformation Funding, which the College was able to re-leverage for this project. In addition to helping pay for this SIS update, the funding will help ensure that Slate (our customer relations management system) and D2L/Brightspace (our student learning management system) connect to it. The expectation is that the *Thesis Elements* platform will provide greater ability and ease of access to and reporting on our student data, capabilities that are increasingly being required of us.

- Relatedly, SUNY has a number of IT-related initiatives underway including:
 - establishing a non-credit student information system,
 - an AI tutor functionality to be built into D2L/Brightspace, and
 - eTranscript.

- **Facilities:** The Facilities staff have been contending with a winter that has not wanted to end, and the spring clean-up that follows in its wake. From cleaning up parking lots and driveways, to removing branches and repairing sod, to keeping our classrooms and spaces free clean, the Facilities team has been active. In addition to the daily activities, other efforts include preparing for:
 - exterior door replacements at the Sparks facility and the Connector (now scheduled for later this month),
 - replacement of the Sparks front vestibule expected to occur after commencement, and
 - installation of new propane boilers in Clermont Hall.

Planning continues for additional capital upgrades to the *Sparks Athletic Complex* (including updates to the pool, as well as plumbing and electrical infrastructure, restrooms, locker rooms and showers) and *Clermont Hall* (to include a new roof), leveraging capital funding from the Foundation, private

donors, and a DASNY match from the HRSA funding received for the nursing lab upgrades. The DASNY match was approved in the FY 2025 budget.

On the pool side, we have connected with an architectural firm with pool-specific experience and anticipate a visit from them in the near future to consider the scope of the project.

□ **NCCCAP:**

- *2025-2028 Contract negotiations:* Negotiations for a successor contract began last semester and have been continuing this Spring 2025 semester. We appreciate the good working relationship we have had with the NCCCAP Negotiations team throughout the process and hope to have a successor agreement completed by the end of this semester.

□ **CSEA:**

- *2025-2028 Contract negotiations:* Negotiations for a successor contract began earlier this month. We are hoping to have a successor agreement completed by the end of June 2025.

- **Middle States:** Sarah Maroun submitted a Supplemental Information Report (SIR) related to our application to the Prison Education Program (PEP), as we look to move an experimental status with the Second Chance Program, to more permanent program with PEP. This process is a long one but fortunately for us, we were able to continue our Second Chance Pell operations while the PEP application is being completed.

□ **SUNY:**

- Updates on the *Transformational Initiatives*:
 - *Workforce Development Coordinator (tech focus):* Much of this funding was repurposed to update our student information system, from CAMS to *Thesis Elements*. We were able to retain a portion of the funding (~\$75,000) to hire a consultant through the end of the 25-26 year and are working on securing that consultant and expect that individual to start in early June 2025.
- Updates on \$8M: The College received \$200,000 (\$100,000 for Health Care Workforce and \$100,000 for Mental Health).
 - *Mental Health: a Student Health and Wellness Coordinator* to provide for the mental health and associated socio-emotional needs of students is being searched. Applications are being reviewed, and interviews are underway.
- *Advancing Success in Associate Pathways (ASAP):* SUNY is planning to expand the ASAP program to a 2nd round of community colleges starting Fall 2025. The program provides additional financial and support resources to Pell-eligible students. The initial cohort showed improvements in retention that make it worthwhile to continue the program. After receiving support from President's Council, the College notified SUNY of our interest in participating in this second round if it is funded.
- *Achieving the Dream (ATD):* the College has applied to enter into a three-year agreement with ATD along with three other SUNY community colleges

in a consortium arrangement. The College will receive ongoing coaching/consultation with ATD, and participation with members across the consortium to identify and implement practices to help improve student outcomes in persistence, retention, completion and placement. This aligns with a recommendation from our 2021 Middle States reaccreditation visit that noted the College should look to “...*provide further evidence of the development and implementation of organized and systematic assessments that evaluate institutional effectiveness.*”

- **NYSED:** On April 21st, 2025, we are submitting an update on our progress in addressing the items identified as needing attention from our Office of Civil Rights (OCR) visit last fall.

That’s all for now. Gratefully yours,



Joe Keegan
President
North Country Community

NCCC Board of Trustees Approved Policy

POLICY: Student Photo Identification Card Policy

DRAFTED: January 2025

ADOPTED: TBD

North Country 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 assisting in the application and 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.

I. POLICY STATEMENT

It is the policy of the State University of New York (SUNY) to issue identification cards to students at its campuses. As part of SUNY, North Country Community College (NCCC) requires all students to carry a valid NCCC identification card to ensure the safety of students and the entire campus community.

II. SCOPE

This policy applies to all NCCC students enrolled in campus-based or hybrid credit-bearing courses. This policy also applies to students enrolled in online credit bearing courses who choose to use on campus resources such as, but not limited to, Libraries, Learning Academic Centers, or attending campus events and activities. Students enrolled in the NCCC dual enrollment program and the College's Prison Education Program are exempt from this policy. Students enrolled in non-credit courses may request to have a College-issued photo identification card, but it is not required.

III. PROCEDURES

- A. NCCC student photo identification cards are provided for appropriate identification use and access to buildings and services. The cards are not transferable and are valid as long as the holder continues their specific affiliation with the College. A campus identification card is to be used only by the person to whom it is issued. Lost or stolen cards should be reported immediately to The Help Desk
- B. The only acceptable identification card is one issued by NCCC. It is the student's responsibility to replace the identification card if their name has changed and/or if the card is confiscated, stolen, lost, bent, broken, or worn beyond the point of readability by college officials and/or card readers used by the College. Replacement cards may be obtained via the Help Desk. Fees may apply for replacement of lost,

stolen or confiscated cards.

- C. NCCC and the NCCC Association are not liable for any charges or other damages incurred if an ID is lost and used by another.

IV. APPLICABILITY OF THE POLICY

- A. The photo identification card (including digital photo identification cards) must be presented or surrendered upon request of a duly authorized NCCC official, including but not limited to residence hall staff, Student Affairs staff, administration or other staff authorized by NCCC to supervise campus events, activities, and residence halls. Individuals may be required to reveal their faces to confirm their identity when needed to maintain campus safety or security. Upon request, students must show all identifying information shown on the card and/or surrender the card to the requesting official.
- B. Intentional refusal to present or surrender a student photo identification card upon request by a NCCC official; alteration or falsification of data on an identification card; creation and/or distribution of falsified identification cards; using an identification card to impersonate others; or refusal to reveal one's face to confirm identity; are violations of this policy and may result in disciplinary action as per the Student Code of Conduct.

Approved by President's Council: March 11, 2025
Approved by NCCC College Senate: April 11, 2025