

MINUTES
OF
REGULAR MEETING
OF
BOARD OF TRUSTEES
CLINTON COMMUNITY COLLEGE
HELD TUESDAY, SEPTEMBER 27, 2022 AT 5:00 PM
MOORE BUILDING, ROOM 228
CLINTON COMMUNITY COLLEGE
PLATTSBURGH, NEW YORK

BOARD OF TRUSTEES MEMBERS PRESENT:

David Favro, Chairperson; Nina Coolidge, Vice Chairperson; Mark Leta, Treasurer; Bernie Bassett, Devi Momot, Rolla Parker and Elizabeth Vicencio

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Patricia Garrow; Vice Chairperson

ADMINISTRATORS PRESENT:

John Kowal, President; Anna Miarka-Grzelak, Dean of Enrollment Management; John Borner, Dean of Student Affairs; Chris Chamars, Ex. Director for Institutional Advancement; Ronald Graham, College Controller

SECRETARY TO THE BOARD:

Tammy M. Villanueva

CALL TO ORDER:

Chairperson Favro called the meeting to order at 5:02 pm. Mrs. Coolidge asked for attendance to be taken. Quorum reached.

PUBLIC COMMENT: None

PRESENTATION: None

A motion to go into Executive Session to discuss collective bargaining negotiations was called by Mr. Bassett, second by Mr. Leta.

.....
MINUTES
OF
EXECUTIVE SESSION
OF
BOARD OF TRUSTEES
CLINTON COMMUNITY COLLEGE
HELD TUESDAY, SEPTEMBER 27, 2022 AT 5:04 PM
MOORE BUILDING - BOARDROOM
CLINTON COMMUNITY COLLEGE
PLATTSBURGH, NEW YORK

BOARD OF TRUSTEES MEMBERS PRESENT:

David Favro, Chairperson; Nina Coolidge, Vice Chairperson; Mark Leta, Treasurer; Bernie Bassett, Devi Momot, Rolla Parker and Elizabeth Vicencio

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Patricia Garrow; Vice Chairperson

ADMINISTRATORS PRESENT:

John Kowal, President; Anna Miarka-Grzelak, Dean of Enrollment Management; Ronald Graham, College Controller

SECRETARY TO THE BOARD:

Tammy M. Villanueva

A motion to return to Regular Session was made by Mr. Parker. Second by Ms. Vicencio.

MINUTES
OF
REGULAR SESSION
OF
BOARD OF TRUSTEES
CLINTON COMMUNITY COLLEGE
HELD TUESDAY, SEPTEMBER 27, 2022 AT 6:45 PM
MOORE BUILDING - BOARDROOM
CLINTON COMMUNITY COLLEGE
PLATTSBURGH, NEW YORK

BOARD OF TRUSTEES MEMBERS PRESENT:

David Favro, Chairperson; Nina Coolidge, Vice Chairperson; Mark Leta, Treasurer; Bernie Bassett, Devi Momot, Rolla Parker and Elizabeth Vicencio

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Patricia Garrow; Vice Chairperson

ADMINISTRATORS PRESENT:

John Kowal, President; Anna Miarka-Grzelak, Dean of Enrollment Management; John Borner, Dean of Student Affairs; Chris Chamars, Ex. Director for Institutional Advancement; Ronald Graham, College Controller

SECRETARY TO THE BOARD:

Tammy M. Villanueva

APPROVAL OF MINUTES

RESOLUTION NO. 1 (2022-2023):

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES MINUTES OF THE REGULAR BOARD MEETING, HELD ON AUGUST 23, 2022.

Motion by Ms. Vicencio, seconded by Mr. Leta, and carried by Members present that the Board of Trustees of Clinton Community College hereby approves the minutes of the Regular Board Meeting held August 23, 2022.

PERSONNEL REPORT

RESOLUTION NO. 2 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY ACCEPTS THE RESIGNATION OF KERI DENCHICK, TYPIST, EFFECTIVE SEPTEMBER 22, 2022.

Motion by Mr. Bassett, second by Mr. Parker, and carried by members present as recommended by President Kowal.

RESOLUTION NO. 3 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE APPOINTMENT OF JESSIE POKORNY, DIRECTOR OF INFORMATION TECHNOLOGY SERVICES AND NETWORK ADMINISTRATION, EFFECTIVE SEPTEMBER 30, 2022 THROUGH AUGUST 31, 2023 WITH AN ANNUALIZED SALARY OF EIGHTY-TWO THOUSAND DOLLARS (\$82,000) PRORATED..

Motion by Mr. Bassett, second by Mr. Leta, with one abstention (Ms. Momot) and carried by members present as recommended by President Kowal

RESOLUTION NO. 4 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES APPOINTMENT OF KERI DENCHICK, FINANCIAL AID ADVISOR, EFFECTIVE SEPTEMBER 23, 2022 THROUGH AUGUST 31, 2023 WITH AN ANNUALIZED SALARY OF FORTY-FIVE THOUSAND DOLLARS (\$45,000), PRORATED.

Motion by Ms. Vicencio, second by Ms. Coolidge, and carried by members present as recommended by President Kowal.

RESOLUTION NO. 5 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES APPOINTMENT OF ERIC SCHWARTZ, CUSTODIAL WORKER, EFFECTIVE OCTOBER 7, 2022 WITH AN HOURLY PAY RATE OF

Motion by Mr. Parker, second by Ms. Momot, and carried by members present as recommended by President Kowal.

RESOLUTION NO. 6 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES AMENDED APPOINTMENT OF KEVIN DAUGHERTY, ATHLETICS DIRECTOR, TO INCREASE HOURS FOR THE 2022/2023 FISCAL YEAR FROM 20 HOURS PER WEEK TO 29 HOURS PER WEEK (NOT TO EXCEED 29.5 HOURS PER WEEK) EFFECTIVE SEPTEMBER 29, 2022 THROUGH AUGUST 31, 2023.

Motion by Mr. Leta, second by Mrs. Coolidge, and carried by members present as recommended by President Kowal.

RESOLUTION NO. 7 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES REAPPOINTMENT OF ERIN MORRIS, NURSING SKILLS LAB LEARNING RESOURCES COORDINATOR, EFFECTIVE SEPTEMBER 1, 2022, THROUGH AUGUST 31, 2023 WITH AN HOURLY PAY RATE OF TWENTY-FIVE DOLLARS (\$25.00). HOURS WORKED ARE NOT TO EXCEED 225 HOURS PER SEMESTER OR 500 HOURS FOR THE FISCAL YEAR (NOT TO EXCEED 15 HOURS IN ANY GIVEN WEEK).

Motion by Mr. Parker, second by Ms. Vicencio, and carried by members present as recommended by President Kowal.

RESOLUTION NO. 8 (2022-2023)

The BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE PROFESSIONAL JOB TITLE AND DESCRIPTION FOR ADVANCED MANUFACTURING STUDENT SUPPORT AND LAB COORDINATOR. A COPY OF THIS RESOLUTION WILL BE FORWARDED TO THE CHANCELLOR OF THE STATE UNIVERSITY OF NEW YORK FOR APPROVAL.

Motion by Mr. Leta, second by Mr. Bassett, and carried by members present as recommended by President Kowal.

RESOLUTION NO. 9 (2022-2023)

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE CREATION OF THE CSEA JOB TITLE FOR PAYROLL/PURCHASING CLERK (GRADE 7). Motion by Mr. Parker, second by Ms. Vicencio, and carried by members present as recommended by President Kowal.

RESOLUTION NO. 10 (2022-2023)

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES APPOINTMENT OF MARY HEBERT, TEMPORARY, ON-CALL TYPIST, EFFECTIVE OCTOBER 3, 2022 THROUGH DECEMBER 23, 2022. RATE OF PAY, PER CSEA CONTRACT, WILL BE \$17.0583 AN HOUR AND THIS APPOINTMENT I FOR A THREE-MONTH PERIOD.

Motion by Ms. Vicencio, second by Mr. Parker, and carried by members present as recommended by President Kowal.

ADMINISTRATION REPORTS

GENERAL REPORT & ADMINISTRATIVE REPORTS.....President Kowal

Dr. Kowal shared the following information:

1. Congratulated Chairman Favro on his leadership award from NYCCT. Ms. Vicencio commented that the banquet and awards program were wonderful.
2. President Kowal acknowledged the quilt that was gifted to the college from the Champlain Valley Quilters Guild.
3. Shared information on Business Development Coordinator instead of Director of IAM (would have no teaching responsibilities).
4. HR Director; one person declined however we have two other finalists.
5. Open positions: Data Analyst, Assistant Director of College Relations, Financial Aid/Admissions Advisor, IAM lab Coordinator, Accountant.
6. Chris Chamars will now chair the Diversity/Equity/Inclusion committee as well as Strategic Planning.
7. Plan was sent to SUNY on use of the \$500,000 Enrollment funds. These funds cannot be used for operational purposes. This is a one-time use grant and we are looking at upgrading technology, working with the prison system, native Americans’, refugee population, police academy and cyber security.
8. Out target for FTE’s will be 600 for next year and 750 over the next few years.
9. The Middle States report was sent in today.

Administrative Department Reports

Each member of Cabinet indicated if the Board had questions regarding their reports, they would be happy to answer.

REPORT OF THE FINANCE COMMITTEE.....MR. LETA, CHAIR

Mr. Leta indicated the Finance Committee did not meet.

REPORT OF BUILDINGS & GROUNDS COMMITTEE.....MR. FAVRO, CHAIR

Mr. Favro indicated Mr. Trombley’s report was very informative. Mr. Favro plans to walk the campus with Mr. Trombley prior to winter.

REPORT FROM STUDENT TRUSTEE/STUDENT SENATE.....VACANT

No report. A new student trustee will be elected in the fall.

REPORT FROM NEGOTIATIONS COMMITTEE.....MR. BASSETT, CHAIR
Mr. Bassett indicated updates were given by college attorney during Executive Session.

REPORT ON FOUNDATION.....MS. VICENCIO, BOARD LIAISON
Ms. Vicencio attended the Foundation meeting and indicated Mr. Chamars was very vibrant and working on how to move forward.

REPORT ON COMMUNICATION COUNCIL.....MRS. COOLIDGE, TEMP. BOARD LIAISON
Mrs. Coolidge indicated there wasn't a meeting.

COMMUNICATIONS: Trunk or Treat will be held on campus October 29 (information was shared during public comment).

OLD BUSINESS: None

NEW BUSINESS: None

ADJOURNMENT:

Motion by Mr. Parker, second by Mr. Bassett, that the meeting adjourn. Meeting adjourned at 7:15 PM.

RECORDED BY

RESPECTFULLY SUBMITTED BY

Tammy M. Villanueva

David N. Favro