

MINUTES
OF
REGULAR MEETING
OF
BOARD OF TRUSTEES
CLINTON COMMUNITY COLLEGE
HELD TUESDAY, NOVEMBER 15, 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; Bernie Bassett, Devi Momot, Rolla Parker and Kristy Martin, Student Trustee

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Patricia Garrow; Vice Chairperson; Mark Leta, Treasurer; and Elizabeth Vicencio

ADMINISTRATORS PRESENT:

John Kowal, President; Carey Goyette, Interim Vice President, Academic Affairs; John Borner, Dean of Student Affairs; Chris Chamars, Ex. Director for Institutional Advancement; Ronald Graham, College Controller; Jay LePage, HR Director

SECRETARY TO THE BOARD:

Tammy M. Villanueva

CALL TO ORDER:

Chairperson Favro called the meeting to order at 5:03 pm. Chairman Favro asked for attendance to be taken. Quorum reached.

PUBLIC COMMENT: Denise Coughlin, President of Faculty Association requested an Executive Session to discuss faculty negotiations with Board of Trustees.

Darcy Purick, President of the Non-teaching Professionals Coalition, asked that a meeting with administration be called to discuss salary increase and job description in board packet.

Mr. Favro welcomed to the Board of Trustees the new Student Trustee, Kristy Martin. Kristy is an eight-year LPN who came into CCC's nursing program through the pathway with CV-Tech. The Board welcomed Kristy.

PRESENTATION: None

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

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MINUTES
OF
EXECUTIVE SESSION
OF
BOARD OF TRUSTEES
CLINTON COMMUNITY COLLEGE
HELD TUESDAY, NOVEMBER 15, 2022 AT 5:09 PM
MOORE BUILDING - BOARDROOM
CLINTON COMMUNITY COLLEGE
PLATTSBURGH, NEW YORK

BOARD OF TRUSTEES MEMBERS PRESENT:

David Favro, Chairperson; Nina Coolidge, Vice Chairperson; Bernie Bassett, Devi Momot, Rolla Parker and Kristy Martin, Student Trustee

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Patricia Garrow; Vice Chairperson; Mark Leta, Treasurer; and Elizabeth Vicencio

ADMINISTRATORS PRESENT:

John Kowal, President; Jay LePage, HR Director

SECRETARY TO THE BOARD:

Tammy M. Villanueva

Others present per request of Board: Dr. Denise Coughlin, President and Patricia LaDuke, Vice President, Faculty Association

A motion to return to Regular Session was made by Mr. Parker. Second by Mrs. Coolidge.

MINUTES
OF
REGULAR SESSION
OF
BOARD OF TRUSTEES
CLINTON COMMUNITY COLLEGE
HELD TUESDAY, NOVEMBER 15, 2022 AT 5:56 PM
MOORE BUILDING - BOARDROOM
CLINTON COMMUNITY COLLEGE
PLATTSBURGH, NEW YORK

BOARD OF TRUSTEES MEMBERS PRESENT:

David Favro, Chairperson; Nina Coolidge, Vice Chairperson; Bernie Bassett, Devi Momot, Rolla Parker and Kristy Martin, Student Trustee

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Patricia Garrow; Vice Chairperson; Mark Leta, Treasurer; and Elizabeth Vicencio

ADMINISTRATORS PRESENT:

John Kowal, President; Carey Goyette, Interim Vice President, Academic Affairs; Chris Chamars, Ex. Director for Institutional Advancement; Ronald Graham, College Controller; Jay LePage, HR Director

SECRETARY TO THE BOARD:

Tammy M. Villanueva

APPROVAL OF MINUTES

RESOLUTION NO. 11 (2022-2023):

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES MINUTES OF THE REGULAR BOARD MEETING WITH REVISION TO PUBLIC COMMENT, HELD ON SEPTEMBER 27, 2022.

RESOLUTION NO. 11 (2022-2023) CONTINUED:

Motion by Mr. Bassett, seconded by Mr. Parker, and carried by Members present that the Board of Trustees of Clinton Community College hereby approves the minutes, with revision, of the Regular Board Meeting held September 27, 2022.

PERSONNEL REPORT

RESOLUTION NO. 12 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY ACCEPTS THE RESIGNATION FOR PURPOSE OF RETIREMENT OF DONNA DIXON, ADMISSIONS ADVISOR, EFFECTIVE JANUARY 6, 2023.

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

RESOLUTION NO. 13 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY ACCEPTS THE RESIGNATION FOR PURPOSE OF RETIREMENT OF JEFFREY MEYERS, ASSOCIATE PROFESSOR, ENGLISH, EFFECTIVE DECEMBER 30, 2022.

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

RESOLUTION NO. 14 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY ACCEPTS THE RESIGNATION OF ERIN MORRIS, NURSING SKILLS LAB LEARNING RESOURCE COORDINATOR, EFFECTIVE OCTOBER 28, 2022.

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

RESOLUTION NO. 15 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY ACCEPTS THE RESIGNATION OF REBECCA FOX, ASSISTANT PROFESSOR, CRIMINAL JUSTICE, EFFECTIVE DECEMBER 30, 2022.

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

RESOLUTION NO. 16 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY ACCEPTS THE RESIGNATION OF KAYLA MUCIA, ADMINISTRATIVE ASSISTANT, ENROLLMENT MANAGEMENT, EFFECTIVE NOVEMBER 17, 2022.

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

RESOLUTION NO. 17 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES APPOINTMENT OF JAY LEPAGE, PART-TIME DIRECTOR OF HUMAN RESOURCES, EFFECTIVE OCTOBER 17, 2022 AT AN HOURLY RATE OF FORTY-EIGHT DOLLARS (\$48) FOR APPROXIMATELY 20 HOURS PER WEEK (NOT TO EXCEED 29.5 HOURS PER WEEK)..

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

RESOLUTION NO. 18 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES APPOINTMENT OF ANNE EL GORNATI, ACCOUNTANT, EFFECTIVE NOVEMBER 18, 2022 THROUGH AUGUST 31, 2023, WITH AN ANNUALIZED SALARY OF THIRTY-SEVEN THOUSAND DOLLARS (\$37,000), PRORATED.

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

RESOLUTION NO. 19 (2022-2023)

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES APPOINTMENT OF EUGENE AYOTTE, DATA ANALYST, EFFECTIVE OCTOBER 31, 2022 THROUGH AUGUST 31, 2023 WITH AN ANNUALIZED SALARY OF FORTY-ONE THOUSAND FIVE HUNDRED DOLLARS (\$41,500) PRORATED.

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

RESOLUTION NO. 20 (2022-2023)

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES APPOINTMENT OF NIKI RIVERS, NURSING SKILLS LAB LEARNING RESOURCES COORDINATOR, EFFECTIVE NOVEMBER 7, 2022 THROUGH AUGUST 31, 2023 WITH AN HOIURLY RATE OF TWENTY-FIVE DOLLARS (\$25.00). HOURS WORKMED ARE NOT TO EXCEED 225 HOURS PER EMESTER OR 500 HOURS FOR THE FISCAL YEAR (NOT TO EXCEED 15 HOURS IN ANY GIVEN WEEK).

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

RESOLUTION NO. 21 (2022-2023)

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES APPOINTMENT OF KAYLA MUCIA, FINANCIAL AID/ADMISSIONS ADVISOR, EFFECTIVE NOVEMBER 18, 2022 THROUGH AUGUST 31, 2023, WITH AN ANNUALIZED SALARY OF FORTY-THREE THOUSAND DOLLARS (443,000), PRORATED.

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

RESOLUTION NO. 22 (2022-2023)

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES APPOINTMENT OF AIDAN CONROY, CUSTODIAL WORKER, EFFECTIVE NOVEMBER 18, 2022 WITH AN HOURLY PAY RATE OF \$14.9260 (\$31,046.00) ANNUALIZED.

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

RESOLUTION NO. 23 (2022-2023)

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES EXTRA SERVICE COMPENSATION FOR FAITH CARTER, SYSTEMS PROGRAMMER/ANALYST, A BI-WEEKLY STIPEND OF TWO-HUNDRED FORTY DOLLARS (\$240) EFFECTIVE October 25, 2022 through May 31, 2023.

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

RESOLUTION NO. 24 (2022-2023)

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES EXTRA SERVICE COMPENSATION FOR MEGAN MORRISSEY-KELLEY, ASSOCIATE DIRECTOR, INSTITUTIONAL ADVANCEMENT, A BI-WEEKLY STIPEND OF THREE-HUNDRED DOLLARS (\$300) RETROACTIVE FROM OCTOBER 2021 THROUGH SEPTEMBER 2022.

Motion by Mr. Bassett, second by Mrs. Coolidge. Discussion ensued. Motion amended to include Extra-service compensation provided by Clinton Community College. Motion by Ms. Momot, second by Mr. Parker, and carried by members present as recommended by President Kowal.

RESOLUTION NO. 25 (2022-2023)

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE REVISED PROFESSIONAL JOB DESCRIPTION FOR DIRECTOR OF CAMPUS LIFE. A COPY OF THIS RESOLUTION WILL BE FORWARDED TO THE CHANCELLOR OF THE STATE UNVERNSITY OF NEW YORK FOR APPROVAL. (job description attached).

Motion by Mrs. Coolidge, seconded by Mr. Parker, and carried by Members present, that the Board of Trustees of Clinton Community College hereby approves the revised professional job description, Director of Campus Life as recommended by President Kowal.

RESOLUTION NO. 26 (2022-2023)

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE NEW PROFESSIONAL JOB TITLE AND DESCRIPTION FOR EARLY COLLEGE PATHWAYS COORDINATOR. A COPY OF THIS RESOLUTION WILL BE FORWARDED TO THE CHANCELLOR OF THE STATE UNVERNSITY OF NEW YORK FOR APPROVAL. (job description attached).

Motion by Mr. Basett, seconded by Mrs. Coolidge, and carried by Members present, that the Board of Trustees of Clinton Community College hereby approves the new professional job title and description Early College Pathways Coordinator as recommended by President Kowal.

ADMINISTRATION REPORTS

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

Dr. Kowal shared the following information:

1. Open searches: VPAA will have finalist identified within the week; College Relations Assistant position still open (search was reactivated after candidate who accepted pulled out); IAM Lab Coordinator has been posted externally; Business Development Coordinator has been posted externally.
2. SUNY Funding (\$500,000) will be used as follows: \$100,000 in scholarships, updated of website and “Calvin” bot, upgrading technology in classrooms, modify and enhance technology programs, funding for STEM and Summer Arts Program, Professional Development and operational efficiencies. In supporting of student services, will purchase vehicles for use with students a well as upgrades to Forrence building.
3. Manufacturing Day is November 16; 600+ students from 16 schools will be on campus (grades 9-12).
4. Doing advocacy with other SUNY Community College Presidents; working to receive same floor funding as last year but with a 4% cost of living increase.

Administrative Department Reports

The Board of Trustees appreciates the detail gone into in the Administrative Reports.

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

Mr. Leta was absent; 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 also shared information on the Police Academy and the concept of helping students in this career.

REPORT FROM STUDENT TRUSTEE/STUDENT SENATE.....MS. MARTIN

Trustee Martin shared that students and staff are collaborating on the 10th annual Adopt a Child for the holidays. Senate is working on a student body survey as well as their goals.

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

REPORT ON FOUNDATION.....MS. VICENCIO, BOARD LIAISON
Ms. Vicencio was not in attendance.

REPORT ON COMMUNICATION COUNCIL.....MRS. COOLIDGE, TEMP. BOARD LIAISON
Mrs. Coolidge indicated the meeting was productive with working on communications for advising students.
Also, college is beginning spring registration.

COMMUNICATIONS: None

OLD BUSINESS: None

NEW BUSINESS:

RESOLUTION NO. 27 (2022-2023)

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE REVISED LOST AND FOUND POLICY WITH CHANGES TO MONIES TURNED IN TO SAFETY OFFICE SECTION (see attached):

Motion by Mr. Parker, second by Ms. Momot, and carried by Members present, that the Board of Trustees of Clinton Community College hereby approves the revised Lost and Found policy.

Upon roll call vote the Ayes and Nays were as follows:

Mr. Bassett - aye	Ms. Momot - aye
Mrs. Coolidge - aye	Mr. Parker - aye
Ms. Garrow – absent, not voting	Ms. Vicencio – absent, not voting
Mr. Leta - absent, not voting	Mr. Favro - aye
Ms. Martin -aye	

RESOLUTION NO. 28 (2022-2023)

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE FOLLOWING SALARY INCREASE, EFFECTIVE JANUARY 1, 2023, FOR MANAGEMENT CONFIDENTIAL EMPLOYEE:

- WHEREAS** John Borner was appointed Associate Dean of Student Affairs in October 2016 with a salary of \$70,000;
- WHEREAS** John Borner resided in residence halls and paid a weekly rate to FSA to provide 24/7 supervision to residence hall staff and students;
- WHEREAS** John Borner founded and created a very active Athletic Booster Club to raise additional funding for the Cougar Athletic Program;
- WHEREAS** In spring 2017, after meeting with President DiPasquale, John Borner was promoted to Dean of Student Affairs with no salary increase by the Board of Trustees;
- WHEREAS** John Borner took on supervision of the FSA to realize significant savings of not hiring a Director;
- WHEREAS** John Borner took on supervision of all security responsibilities to save funds for FSA and with this responsibility, saved over \$150,000 for FSA;
- WHEREAS** John Borner assisted President DiPasquale in the marketing and sale of the residence halls where he continued to reside and paid a monthly rent to MHAB;
- WHEREAS** John Borner has over his tenure accepted the responsibility of supervising food service, security, campus events, bookstore and campus vending in lieu of no FSA program;

RESOLUTION NO. 28 (2022-2023) – Continued

WHEREAS John Borner has become the COVID-19 Manager for Clinton Community College which includes testing, SUNY Administration meetings, campus reopening planning, emergency response to any COVID outbreaks and working closely with the Clinton County Health Department in providing assistance for student contact tracing as well as supporting the County’s vaccination clinics on campus;

THEREFORE, LET IT BE RESOLVED that the Board of Trustees of Clinton Community College approve an increase of \$8,000 to be compensated to Dean John Borner to be equivalent to the other Dean position on campus.

Motion by Mr. Parker, seconded by Mr. Bassett, that the Board of Trustees of Clinton Community College hereby resolves to approve the salary increase for management confidential employee John Borner, effective January 1, 2023.

Upon roll call vote the Ayes and Nays were as follows:

Mr. Bassett - aye	Ms. Momot - aye
Mrs. Coolidge - aye	Mr. Parker - aye
Ms. Garrow – absent, not voting	Ms. Vicencio – absent, not voting
Mr. Leta - absent, not voting	Mr. Favro - aye
Ms. Martin -aye	

NEXT MEETING: December 20, 2022

ADJOURNMENT:

Motion by Mr. Parker, second by Mr. Bassett, that the meeting adjourn. Meeting adjourned at 6:40 PM.

RECORDED BY

RESPECTFULLY SUBMITTED BY

Tammy M. Villanueva

David N. Favro