

MINUTES
OF
REGULAR MEETING
OF
BOARD OF TRUSTEES
CLINTON COMMUNITY COLLEGE
HELD WEDNESDAY, DECEMBER 7, 2023 AT 6:00 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, John Redden, Elizabeth Vicencio and Rowen Dulka, Student Trustee

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Devi Momot

ADMINISTRATORS PRESENT:

John Kowal, President; Carey Goyette, Vice President for Academic Affairs; Steve Frederick, Vice President for Institutional Advancement; John Borner, Dean of Student Affairs; Sheri Brienza-Wypyski, Controller and Paula Rizk, Human Resources Director

SECRETARY TO THE BOARD:

Tammy M. Villanueva.

CALL TO ORDER:

Chairperson Favro called the meeting to order at 6:17 pm. Chairman Favro asked for attendance to be taken. Quorum reached.

PUBLIC COMMENT: Denise Coughlin, President of CCC Faculty Association, shared that the faculty contract expires in August of 2024 and their negotiations team is preparing for the process. There will be a lot of language updates and updates to old MOU's. They will be ready after spring break to begin working collaboratively with Board.

Lee Ann Thomas, Humanities Professor, expressed thanks to the Finance Committee and the opportunity to have a conversation to figure out next steps. She indicated people should feel empowered and if you have questions, ask. We need to continue focus on revenue, recruitment and retention and indicated to let the faculty help.

PRESENTATION: Eugene Ayotte, Data Analyst, presented on enrollment trends and data reporting.

A motion to go into Executive Session to discuss personnel matters of a particular person was called by Mr. Leta, second by Ms. Vicencio.

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MINUTES
OF
EXECUTIVE SESSION
OF
BOARD OF TRUSTEES
CLINTON COMMUNITY COLLEGE
HELD TUESDAY, DECEMBER 7 AT 6:53 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, John Redden, Elizabeth Vicencio and Rowen Dulka, Student Trustee

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Devi Momot

ADMINISTRATORS PRESENT:

None

SECRETARY TO THE BOARD:

Not present

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

MINUTES
OF
REGULAR SESSION
OF
BOARD OF TRUSTEES
CLINTON COMMUNITY COLLEGE
HELD TUESDAY, DECEMBER 7 AT 8:00 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, John Redden, Elizabeth Vicencio and Rowen Dulka, Student Trustee

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

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John Kowal, President; Carey Goyette, Vice President for Academic Affairs; Steve Frederick, Vice President for Institutional Advancement; John Borner, Dean of Student Affairs; Sheri Brienza-Wypyski, Controller and Paula Rizk, Human Resources Director

SECRETARY TO THE BOARD:

Tammy M. Villanueva

APPROVAL OF MINUTES

RESOLUTION NO. 42 (2023-2024):

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES MINUTES OF THE REGULAR BOARD MEETING HELD ON NOVEMBER 1, 2023.

Motion by Mr. Redden, 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 November 1, 2023.

RESOLUTION NO. 43 (2023-2024):

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES RESIGNATION FOR PURPOSE OF RETIREMENT FOR ALAN SEYMOUR, SR. BUILDING MAINTENANCE WORKER, EFFECTIVE JANUARY 3, 2024.

Motion by Ms. Vicencio, seconded by Mr. Leta, and carried by Members present as recommended by President Kowal.

RESOLUTION NO. 44 (2023-2024):

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE RATE OF PAY FOR HPER SPECIALIST FROM \$14.20 PER HOUR TO \$15.00 PER HOUR EFFECTIVE JANUARY 1, 2024.

Motion by Ms. Vicencio, seconded by Mr. Redden, 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. Progress on vacancies:
 - i. Search initiated for Director of Admissions
 - ii. Searches in progress: Accountant, Assistant to the President and Secretary for the BOT, ASAP Director, ASAP Counselor, women’s soccer coach, Co-coordinator for prison program, advanced manufacturing student support and lab coordinator
 - iii. Finalists interviewed: technology faculty
 - iv. Search on pause: Associate Director of Institutional Advancement
 - v. Search to be initiated: Admissions Advisor
2. Middle States Monitoring report – in person visit will occur in late Feb. 22-23; they will assess progress on Standard VI for which the college in on warning status
3. Enrollment
 - i. Spring 2024 report from registrar: HC up by 37 and FTE up by 13; still a long way to go with students needing to register for spring semester.
4. Report submitted to SUNY: Long Term Plan for SUNY Enrollment and Financial Sustainability. Focus will be on future growth areas, retention as enrollment strategy, operational collaboration, academic portfolio optimization, DEI, and fiscal conditions.
5. Research-based factors contributing to enrollment growth at community college: increase in concurrent enrollment students, free tuition, new academic programs.
6. Facilities matters: heating issues across campus, no longer hosting CITEC and SBDC (MOUs have expired)
7. Preside Kowal extended Holiday wishes to the BOT and faculty/staff.

ADMINISTRATIVE REPORTS: If anyone has questions, please reach out to members of Cabinet.

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

The Finance Committee met at 4:00 pm. A formal request was made for the Pines Cottage (SUNY Capital Program). After much discussion, it was decided to table this request at this time. Another meeting will be set up prior to the next Board meeting.

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

Mr. Favro indicated the B&G department report in the packet shows some reports of pumps and circulators down in several buildings. There is a lot of maintenance that needs to be done on campus.

REPORT FROM STUDENT TRUSTEE/STUDENT SENATE.....MR. DULKA

Mr. Dulka shared that Student Senate has been doing a food drive in partnership with basketball team and PTK. Finals

are coming up. The Campus Life Director is doing well. He attended the SUNY conference and thanked Dean Borner for his help.

REPORT ON NEGOTIATIONS.....MR. REDDEN, CHAIR

Mr. Redden indicated that the Board Negotiations committee will meet with our attorney to begin negotiations.

REPORT ON FOUNDATION.....MS. VICENCIO, BOARD LIAISON

Ms. Vicencio indicated that the audit came back very good. Looking to make the position of Administrative Assistant full time; asking for additional funds to do this as well as a few other items.

REPORT ON COMMUNICATION COUNCIL.....MRS. COOLIDGE, TEMP. BOARD LIAISON

Mrs. Coolidge indicated the council has not met.

COMMUNICATIONS: None

OLD BUSINESS: None

NEW BUSINESS: None

NEXT MEETING: January 23, 2024.

ADJOURNMENT:

Motion by Mr. Redden, second by Mr. Leta, that the meeting adjourn. Meeting adjourned at 8:19 PM.

RECORDED BY

RESPECTFULLY SUBMITTED BY

Tammy M. Villanueva

David N. Favro