

NORTH COUNTRY COMMUNITY COLLEGE
BOARD OF TRUSTEES MINUTES
Friday, March 1, 2019 | Saranac Lake Campus

Board Members Present: Steve Reed, Anne McDonald, Mark Moeller, Pete Suttmeier

Excused: Tim Burpoe, Dan Kelleher, Courtney Oakes, Mary Irene Lee, and Jerry Griffin

Others Present: Steve Tyrell, Stacie Hurwitch, Bob Farmer, Alex Parnia, Joe Keegan, Chris Knight, Lisa Symonds, Erik Harvey, Diana Fortune, Beth Quinn, Sarah Kilby.

Board Chair, Steve Reed, called the meeting to order at 11:58 a.m.

* Today's meeting does not meet quorum; therefore, this is not an official meeting. There will be no voting on minutes or other materials today.

College Senate

Sarah Kilby reported:

- First meeting in February.
- Consensual relationship policy was reviewed together and supported. There was a brief discussion about the policy and disclosure.
- Nominations for Senate officers for 2019-2020 will soon begin.
- By-laws are currently being reviewed for practicality and updated as needed.

NCCCAP

No report.

CSEA

No report.

Board Chair Report

No report.

Vice President for Academic Affairs

Steve Tyrell presented in Joe Keegan's absence:

- Steve thanked the faculty for their hard work and approval of the 7.5 week blocks for courses. This would allow students to attend part time on-line; and by taking 6 credits per block and completing 5 blocks a year, they can feel like they are a part-time student, but are completing a full-time student load annually. This is a model similar to Onondaga Community College.
- Transition to Blackboard continues.
- Campus advisory boards are coming up for the Spring semester. Ticonderoga will begin on March 8th at 9am. All are welcome.
- Teacher Ed track is still in internal shared governance review.
- Advanced EMT program currently resides at State Ed and awaiting approval.
- Learning outcomes assessment update to Middle States is due September 1.

- Self-Study proposal will be submitted to MSCHE in June. Teams are starting to gather.
- Steve Reed voiced interest in attending the upcoming meeting with the Akwesasne nation.
- There was a brief discussion regarding the upcoming nursing review and the frequency of all other academic program reviews.
- To date, David Clayton has signed 15 new students to the men's soccer team. The resolution for his position will be brought to the board at the next meeting.

Interim Vice President for Enrollment Management

Alex Parnia reported:

- Thanked academic leadership for approval of 2 new online programs.
- Measuring marketing efforts to draw focus on those most successful.
- A staff member will be going on maternity leave next month. With that employee gone it will be a critical time for the College in recruitment. He voiced a request for the board to consider the approval of a full-time position.
- Overall, the College is 4% behind in applications from where we were in comparison to 2018.
- Steve Tyrell reported the College officially signed the dual admissions agreement with Paul Smiths College. Teams will soon commence on creating a recruitment plan to make it a successful program. The board briefly discussed the benefits of this program.
- Alex explained there is a potential opportunity for another partnership with St. Joe's and will be explored next week. Could bring students in as early as Summer 2019.

Vice President for Administration/CFO:

Bob Farmer shared the January 2019 and February 2019 financials and the forecast with the board.

- Bob highlighted portions of the forecast and discussed it with the board. FTE projection for 18-19 is 940 vs a budget of 970.
- Bob explained the potential of increasing scholarships for out of state students... out-of-state scholarships were increased to attract more students ... we currently have 42 out of state students versus a budget of 50... we have dropped from mid-60's to low 40's in the past couple years.
- Explained we were conservative with the 2nd chance pell budget and picked up summer pell that helped balance the overall budget.
- Current projections show the College will have a balanced budget.
- One more year with 2nd chance will go a long way. Hopeful for a final confirmation in late April. The board briefly discussed the future of 2ndchance pell.
- Team is working on the 19-20 budget and will be discussed in more detail at the next meeting.
- The board briefly discussed the anticipated tuition increase might be. Bob has included 4% in his draft budget... On an average, throughout the state, there will be a 6-8% increase.

President's Report:

Steve Tyrell reported:

- Currently the College is reviewing the Mission/Vision statement and institutional priorities. The current edits were shared with the board in their packet. The College would like to finalize the mission/vision statement by the next board meeting. Comments and recommendations are still being collected. The board was encouraged to review and report back their thoughts.
- Proposed campus closure policy has been discussed throughout the College. Past practice is that if one campus closes then all close. Hopefully a policy will be drafted and shared with the board soon.

The faculty are being extremely creative in making up for lost time due to closures and delays that we've experienced this semester.

- In regard to the pool, people from the community have put together a realistic business plan to include revenues/expenditures to have a full aquatics program at the College. Experts from YMCA are looking to see if it is doable.
- A draft a Campus Master Plan was presented to the College community.
 - Stacie Hurwitch will reach out to county representatives to secure a date for them to receive the same presentation.
- SUNY Potsdam program is delayed until at least Fall 2020 initiative.
- Next board meeting, a vote will be needed regarding the Association property and a no smoking policy.
- SUNY Advocacy handout was shared with the board. Steve explained what the area Community Colleges are highlighting reasons why their institutions are so important to be funded and successful. There is a story out in the local papers regarding NCCC and the implementation

NCCC Association:

Beth Quinn reported:

- Revenue is down in regards to the dorms. Currently there are 64 students residing on campus, leaving 32 open beds (which is equivalent to one of the dorms).
 - Brief discussion on bringing in a men's lacrosse team and the chances of that helping to fill the dorms. Part of the concern would be space in athletics to host and support the team.
 - The men's soccer team returning in Fall 2019 should help to bring the dorms back to capacity.
 - Association is working on assisting Admissions with creating a new view book and helping with marketing materials.
 - New incentives to attract students to the dorms are also in design. One is a waiving a fee if applications are completed by May 1, 2019.
- Bookstore sales have gone down 19% for financial aid and 57% of out of pocket and 11% down in Pell (due to the loss of the one campus). It's difficult to compete with online resources and the lower enrollment. They have been creative in offering used books and trying a new rental program.
- Next Association Board meeting they will discuss a rebrand for the Association which will offer an exciting new look for the residence halls and perhaps other services.
- The tobacco-free policy was voted unanimous to have the residence halls will be used as a test case, making the Association properties (inside and out) tobacco-free on July 1st.
 - Tobacco Free policy for the College must be negotiated with both collective bargaining units.

NCCC Foundation:

Dianna Fortune reported:

- Scholarship directory booklet is completed and circulating. They are accepting applications now and there are \$40,000 available.
- Awards Ceremony in May 2019 and will provide monetary awards for approximately 70-80 student recipients.

Old Business:

- Diana Fortune reports the Presidential Search committee is meeting and the process continues. Semi-finalists have been chosen and interviews will begin next week. Finalists will be recommended to the Board of Trustees. RH Perry will be conducting due diligence on those finalists and if passed, they will be on campus to meet the members of the College community the last week of March 2019. Each of the constituency groups will have an opportunity to provide feedback to the board.

New business

None

Meeting concluded at 1:04 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Stacie G. Hurwitch".

Stacie G. Hurwitch
Assistant Secretary to the Board of Trustees