

NORTH COUNTRY COMMUNITY COLLEGE
BOARD OF TRUSTEES MINUTES
Friday, November 30, 2018

Board Members Present: Steve Reed, Tim Burpoe, Anne McDonald, Mark Moeller, Jerry Griffin, Mary Irene Lee, Dan Kelleher, Courtney Oakes*

Excused: Pete Suttmeier

Others Present: Steve Tyrell, Stacie Hurwitch, Bob Farmer, Erik Harvey, Diana Fortune, Chris Knight, Sarah Kilby, Lee Susice, David St. Germain, Shir Filler and Joe Pete Wilson

Board Vice-Chair, Tim Burpoe, called the meeting to order at 11:01 a.m.

Approval of Minutes

Anne McDonald made a motion to approve the October 25, 2018 minutes. Mary Irene Lee seconded the motion. The October 25, 2018 minutes were approved unanimously (7-0-0).

College Senate

Sarah Kilby Shared with the board a copy of the potential meetings for

- Senate would like more time to discuss the position for Enrollment management (Dean or VP)
- Senate would like more time to discuss the position of the pool.
- Next meeting on December 17th.
- Second Chance Pell graduations are slated for early December.

NCCCAP

Lee Susice reported:

- Members appreciate the improvement with payroll.
- Negotiations have been going well and happening monthly since May 2018. Next meeting is December 7th.
- Discussed from his position as chair of Long Range Planning and Budget, concerns he has regarding the discussions regarding hiring an interim senior enrollment management officer, his general concerns with marketing and where is the information on what the College markets, and the lack of a response on the Enrollment committee's recommendations to Admissions. The president reported that due to some health related issues, the department's response to the Enrollment committee was not sent to the chair, Beth Quinn until this morning. The College has provided marketing materials on the Admission's sharepoint site. In learning today that the site was not accessible, the College will investigate the problem and make sure the site is operable as soon as possible.

CSEA

No report.

Board Chair Report

No report.

Vice President for Academic Affairs

Steve Tyrell reported in Joe Keegan's absence:

- Joe Keegan and Sarah Maroun are away for the annual Middle States conference.
- Middle States has officially taken NCCC off a status of warning and the College is in good standing. Congratulations to the hard work of the faculty and staff.
- Stacie Hurwitch, Joe Keegan, Sarah Maroun and Bob Farmer attended the self-study institute in early November. It was a productive and extremely informative training.
- The College will review the College's current Mission, Vision and Institutional Priorities in early spring. These items will be of extreme importance to the self-study.
- Liberal Arts and Sciences have moved forward on review on Teacher Ed track.
- NYS Education department is still reviewing AEMT course.

Dean of Admissions Report

Steve Tyrell reported in Chris Tacea's absence:

- Today is Chris Tacea's last day and the President thanked Chris Tacea for his service to the College over these past few years.

The board acted on the following resolution:

Jerry Griffin recommended resolution 2018/19 | 3 that the North Country Community College Board of Trustees here by approves the extension for the temporary, full time, 221-day exempt appointment of Rachel Gebhardt to the position of Interim Assistant Director of Admissions, through August 31, 2019. Anne McDonald seconded the motion. The resolution was approved unanimously (7-0-0).

Vice President for Administration/CFO

Bob Farmer shared the September and October financials and reported:

- 2017-2018 Audit has been postponed to mid-January
- Long Range Planning and Budgeting committee continues to draft recommendation
- Updated the board on the current status Campus Master Plan with JMZ. Steering committee will receive the report on Monday.
- Mark Moeller made motion to accept the September and October financial reports. Mary Irene Lee seconded. The reports approved unanimously (7-0-0).
- It was noted that expenditures outside the generic report would be helpful to the board.

President's Report

Steve Tyrell reported:

- Lobbying for the proposed Community College funding model is underway for 2019/2020. Advocating for a floor formula to sustain operations is central to this proposal.
 - Stacie Hurwitch is working on arranging meetings with Senator Little, Assemblymen Stec and Jones.
- Shared Governance working group will meet in December to finalize the working draft of the guiding principles document.
- The President continues to have conversations with SUNY Potsdam and SUNY Canton are working on the creating an agreement for Fall 2019. MOU will need to be revised if an agreement is reached.
- Exploring bundling programs with faculty in the weeks ahead and also and co-recruiting and joint admissions with other Colleges (such as the current 2+2 with Paul Smiths College)

*12:06 Student trustee, Courtney Oakes joined the meeting.

The board acted on the following resolution:

Anne McDonald recommended resolution 2018/19 | 4 that the North Country Community College Board of Trustees here by approves the implementation of the early retirement incentive program for eligible CSEA employees as specified in the October 24, 2018 MOU. Mary Irene Lee seconded the motion. The resolution was approved unanimously (8-0-0).

NCCC Association:

No report.

NCCC Foundation:

Dianna Fortune reported:

Annual fund will continue to the end of the year.

Old Business:

None

New business:

- The board discussed canceling the December 21, 2018 meeting. They will meet again January 25, 2019. Stacie Hurwitch will make the necessary announcement updates on the website and to the College community.
 - Jerry Griffin made a motion that the Board of Trustees cancel the December 21, 2018 meeting at this time. Anne McDonald seconded the motion. The motion was approved unanimously. (8-0-0)
- Diana Fortune discussed the Presidential Search Profile. Jerry Griffin made a motion to approve presidential search profile as it was presented. Courtney Oakes seconded. The motion was approved unanimously. (8-0-0)
 - December 11th will be the first formal meeting of the search committee with Chancellor Johnson.
- The board discussion the senior enrollment management position. Senate would like more time to make a recommendation. Decision will be made at the January 25, 2019 board meeting. The board discussed the history of the position and the desired role. Position descriptions will be shared soon with the campus community.

Public Comment:

- Shir Filler, NCCC Faculty member, made a prepared statement to the board regarding the enrollment management position.

Executive Session

Tim Burpoe made the motion to enter Executive Session at 12:50 pm. 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.* Jerry Griffin seconded the motion. The motion was passed unanimously (8-0-0). Steve Tyrell was invited to join the meeting at 12:51 pm.

Dan Kelleher made a motion to adjourn executive session at 1:24PM. Steve Reed seconded the motion. The motion was approved unanimously (8-0-0).

Adjourn

Dan Kelleher made a motion to adjourn the meeting. Mark Moeller seconded the motion. The motion was approved unanimously (8-0-0). The Board meeting was adjourned at 1:25p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Stacie G. Hurwitch". The signature is written in a cursive, flowing style.

Stacie G. Hurwitch
Assistant Secretary to the Board of Trustees

APPROVED

January 25, 2019
Motion: Pete Suttmeier
Seconded: Mark Moeller
Passed: Unanimous (6-0-0)