



Board of Trustees Meeting Agenda

11:00 a.m. | Friday, April 29th, 2022

Hybrid: Hodson Hall 105, Saranac Lake Campus | Zoom

- I. Call to Order
- II. Approval March 18th, 2022 Minutes
- III. Liaison Reports
 - College Senate
 - NCCCAP
 - CSEA
- IV. College Reports
 - Board Chair
 - Interim Vice President for Academic Affairs
 - Resolution | AS Degree Proposal
 - Resolution | Certificate Proposal
 - Vice President for Marketing & Enrollment Management
 - Interim Chief Financial Officer
 - March 2022 Financials
 - Resolution | Student Debt Relief
 - Proposal | Capital Purchase Policy Update
 - Interim Associate Vice President of Student Affairs
 - Proposal | Athletic Fee
 - President
- V. Representative Reports
 - NCCC Association
 - NCCC Foundation
- VI. Old Business
- VII. New Business
- VIII. Public Comment*
- IX. Executive Session
- X. Adjourn

An Executive Session of the Board of Trustees may be called pursuant to Article 7 of the Public Officer's Law to discuss *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 and collective bargaining negotiations conducted pursuant to Article 14 of the Civil Service Law. (Public Officers Law §105).*

* Public Comment: *Visitors are requested to sign in before the beginning of the meeting. Provision is made at this point in the agenda for citizens of the community to make comments regarding any agenda item to be discussed at that meeting. Citizens will not be recognized at any other time. No person, not a member of the Board, shall speak for more than five (5) minutes. The minutes shall show that privilege of the floor was granted and shall include a brief statement of the subject matter presented.*



*Board of Trustees Meeting Minutes
March 18th, 2022 | 11:00am
Hybrid Meeting: HH-105 & Zoom*

Board Members Present: Steve Reed, Pete Suttmeier, Mary Irene Lee, Donna Wadsworth, Jessica Kemp, Dan Kelleher, Mark Moeller, and Jerry Griffin

Excused:

Others Present: Joe Keegan, Sarah Maroun, Kim Irland, Erik Harvey, Kyle Johnston, Scott Harwood, Chris Knight, Sarah Kilby, Lee Susice, Dianna Trummer, Erin Walkow, Kim Duffey, Tina LaMour

Board Chair, Steve Reed called the meeting to order at 11:00 a.m.

Minutes

Mark Moeller made the motion to accept the January 28th, 2022 meeting minutes. Pete Suttmeier seconded the motion. The January 28th, 2022 meeting minutes were unanimously approved (8-0-0).

College Senate

Sarah Kilby reported:

- The Senate has been relatively quiet. At their Feb 22 meeting, the Senate approved an update of the Certificate in Graphics (already approved by the Board) and at the March 22 meeting, the Senate approved to add an online option for three human services programs (AAS Chem Dep Counseling, AAS Human Services, AS Child and Family Services).
- The Senate received update on budget balancing process.
- Pete Suttmeier will represent the Board at the Senate's April in April 8th meeting, while Steve Reed will do at the May 13th meeting.
- By the May meeting, the slate of elected Senate Officers for 2022-23 is expected.

NCCCAP

Lee Susice reported:

- Lee noted that the negotiations are nearing their end and expressed that they have been one of the most cordial series of negotiations meetings that he has been part of.

CSEA

Dianna Trummer reported:

- CSEA is getting ready for their negotiations which are expected to commence in the near future.

Board Chair Report

Steve Reed reported:

- He had no formal report. He requested that the Board consider holding their next meeting, slated for Friday, April 29th, 2022 in person. The Board was supportive of doing so.

Interim Vice President for Academic Affairs

Sarah Maroun reported:

- The application for additional funding through SUNY to expand our AAS Nursing program was not selected for funding. However, given the interest by colleges and the workforce needs, we were informed that a future closed RFP will be offered to those schools that were not included in the first round.
- EMT update: Sarah noted that Mountain Lakes EMS has invited us to meeting in the upcoming week or so to discuss how best to deliver EMS courses. Parallel to that, we are working on the application for our own course sponsorship.
- Resolution to appoint Jessica Martin to FT 261-day, exempt appoint as Asst Registrar
- Resolution to add online option to three HUS programs: (AAS Chemical Dependency Counseling, AAS Human Services, AS Child and Family Services)

Board moved to approve the following resolutions:

- *Dan Kelleher made a motion that the North Country Community College Board of Trustees hereby approves the temporary appointment of Jessica Martin, to the full-time, 261-day, exempt appointment as Assistant Registrar, for the remainder of the 2021/22 academic year, effective February 14, 2022, at an annual salary of \$43,250. This position is currently funded in the 2021/2022 operating budget. Jessica Kemp seconded the motion. The motion was unanimously approved (8-0-0)*
- *Pete Suttmeier made a motion that the North Country Community College Board of Trustees hereby approves adding a distance learning option for the AAS Chemical Dependency Counseling, AAS Human Services, and AS Child and Family Services program. Mary Irene Lee seconded the motion. The motion was unanimously approved (8-0-0)*

Vice President for Marketing and Enrollment Management

Kyle Johnston reported:

- Fall 2022 application and acceptance figures
 - Over 800 applications with 410 accepted students for Fall 22 as we near New Student Registration period in mid April
- Update on the Strategic Enrollment Management (SEM) planning project that is underway. Groups meeting 1-2x week/with hopes for good things to emerge.
- It is expected that some of the tactics will be in place by April. The goal is to have a completed plan in September, along with some tactics that can be deployed for Fall 22. The SEM plan includes:
 - Enrollment Plan – Traditional and Nontraditional Enrollment, and
 - Retention plan
- Will hold a Town Hall forum in late April to get some input from the community and share at the May Senate meeting
- SEM Planning funding support includes a grant proposal from SUNY for \$10K and other budgets to find funding to support.
- Current and future program and college marketing campaigns
 - Business Programs campaign is rolling
 - Envir Science and WRL next
 - Summer 22 campaign will run through April and May
- Starting to see recruitment opportunities opening up
 - College fairs, and college to career events have started to take place in person, and we had three of our employees engaging in the just this last week and another handful scheduled for later this spring. Many schools are still requesting virtual outreach however,
- College For Every Student (CFES) will bring 45 students to campus this spring as well.
- Jerry Griffin asked if there were a report that could be shared with guidance counselors in the fall that shows those Spring 22 high school graduates who were accepted to NCCC for fall but didn't show up? If so, the local high schools could reach out to students and possibly move them into the following spring term. Kyle noted that it could be done and would be willing to partner with Franklin Academy on that. Kyle will reach out to Jerry separately after the meeting.

- Pete noted that it might be useful to receive a report by which high schools students come from. Kyle indicated that it was possible to provide that to the Board. Joe noted that we have that data and provide that to the Board.

Interim CFO:

Erik Harvey reported:

- Financials: Erik asked for questions on the August 21, Jan 22, Feb 22 financials. Dan Kelleher moved to accept the August 21, January 2022, and February 22 financials as they were presented. Pete Suttmeier seconded the motion. The motion was approved unanimously (8-0-0).
- Student Debt Relief Program proposal: Erik presented that this proposal would assist students adversely affected by the pandemic, of which there is about \$365K in unpaid balances. These apply to Pell-eligible, Title IV eligible (loans), and those with \$500 balance. HEERF is allowing us to use this. MIL noted that historically we had bailed out businesses There was a robust discussion by the Board:
 - Jessica Kemp asked when we decide that a debt is unpayable. Erik noted that it was at time that debts would be typically paid (Spring 20 through Summer 21).
 - Steve Reed asked for the maximum amount and average amount of debt for a student. Kyle will get back to the Board with those figures.
 - The Board expressed that there may be some precedent setting concerns. They were supportive of moving forward with it but wanted to establish a resolution noting that these actions were unique and were the result of federal funding, limited to the COVID-19 period from March 13, 2020 through June 30, 2023.
 - Dan Kelleher proposed a motion to be considered for the next meeting with an understanding that we would move forward. Jerry Griffin noted he wanted to ensure we were not limiting the administration's ability to apply the funding which the Board concurred with.
- Supplemental Support for American Rescue Plan: Erik noted this was additional funding designed to support rural community colleges and their students. The college met the eligibility requirements (>50% of students Pell-eligible, and, >4.5% decline in enrollment since 2019-20) application (additional funding opportunity through the American Rescue Plan to support students, both directly and through institution measures)

Associate Vice President of Student Affairs

No report

President:

Joe Keegan reported:

- Thanked the Board for their ongoing support
- Thanked the campus community and the Board for their efforts related to our MSCHE self-study and the recent announcement of our accreditation having been reaffirmed.
- Shared that the college received a \$1M grant to support nursing labs through efforts of Rep Stefanik, Sen Schumer and Sen Gillibrand
- On the NYS Budget process and the funding floor for community colleges. The Governor, Assembly and Senate proposals are all investing in community college and with the concept of a funding floor. The Assembly put in an additional \$45 million on top of the Governor's budget and the Senate established the floor at the 18-19 funding levels.
- JMZ cost estimates received and will work with Science and Nursing departments first, and then invite campus community
- COVID-19 lifting of mask mandate
- Scott Harwood presented on security camera proposal using capital funding to support it. He noted that it was in line with the recent BoT policy on security cameras and video surveillance. His proposal
 - Full upgrade of SL campus from 34-60 and consistent with BoT policy for entry points, walking points, and vehicular.
 - Modern system is \$136K and we have capital funding that we would like to support.

- Able to purchase off state contract.
- Pete Suttmeier made a motion in support to endorse the capital project, Mark Moeller 2nd. Unanimously approved.
- Erik and Joe presented progress on the balanced budget roadmap including measures to reduce budget deficit.

NCCC Association:

Rob Rathbun reported:

- Thanked Lynne Fisher Kemp for helping out the Association to address backlogs and prepare for the Audit. Lynne will be leaving April 1.
- He is close to wrapping up a Facilities Services Agreement with the College, which will help the College alleviate some of the challenges with recruiting and retaining facilities staff.
- Laptop purchasing possibilities will be offered to students to be able to purchase high quality Dell laptop computer and use financial aid deferments to use.
- Exploring summer groups for the Association.

NCCC Foundation:

Erin Walkow reported:

- Migration to DonorPerfect should be completed in a couple of weeks.
- Scholarship applications are now being taken and noted that Enrollment had been helpful
- LEAF Fund grant through North Elba to help make upgrades on the Athletic fields with September 22 deadline for a \$50K grant.
- The Foundation will be working on strategic plan to align with the Colleges. The Board's Pete Suttmeier will be part of the group leading that effort.

Old Business

None

New Business

None

Public Comment

None

Executive Session

Mary Irene Lee made the motion to enter Executive Session at 12:40 p.m. 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. Mark Moeller seconded the motion. The motion was passed unanimously (8-0-0). Joe Keegan was invited to join the meeting at 12:17 p.m.

Mary Irene Lee made a motion to adjourn executive session at 1:12 p.m. Mark Moeller seconded the motion. The motion was approved unanimously (8-0-0).

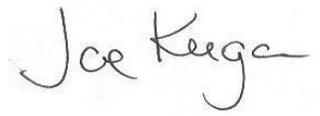
Regular Session

Dan Kelleher made a motion that the Board approve a survey of Cantwell Property at cost of \$2000-2500 as recommended by Jim Brooks. Mary Irene Lee seconded the motion. Unanimous approval. (8-0-0).

Adjourn

Mary Irene Lee 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 1:15 p.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Joe Keegan". The signature is written in a cursive style with a long horizontal stroke at the end.

Joe Keegan
President, North Country Community College

4/29/2022

Motion:

Second:

Action:



**Interim VPAA Report to the
Board of Trustees
April 29, 2022**

Please find the following report from the Academic Area below.

Academic Planning, Programs and Policies:

- ***Academic Planning and Programs.***

Summer and Fall 2022 Classes: Registration for summer and fall courses is underway. As of the last report, we are on par with last year's continuing students in terms of numbers and modestly higher in terms of percentages. Based on feedback from a survey conducted by the Education Dept. for the St. Regis Mohawk Tribe we are planning to offer two summer courses and four fall courses at the Tribal Administration building.

Professional Development Opportunities: Professional development sessions scheduled for this spring continue to focus on adaptive learning strategies as well as concepts for Universal Learning Design. In addition to the programs offered by Marie-Vicky Prince, Cammy Sheridan has set up sessions presented by Landmark College. On April 22 and 23rd, NCCC and the Diversity Committee sponsored a workshop on facilitating difficult dialogues and challenging conversations at the Paul Smith's VIC; Kelli Rodriguez organized this for NCCC. Kim Irland is working with area agencies to provide options to complete a Mental Health First Aid training as well.

Program Reviews: Three program reviews are underway this year: Business programs (AS, AAS, Entrepreneurship Mgmt.), Computer Graphics & Design, and Criminal Justice. These reviews are led by department chairs Kim Duffey, Tina LaMour, and Dave Merrick.

Program Advisory Boards: Program Advisory Board meetings are complete for the semester. Congratulations to the Business, Art, Massage Therapy, Human Services and Nursing departments for leading successful program advisory boards this spring. Discussion from those meetings provide valuable feedback for our programs.

New Program Initiatives: The Digital Advertising & Design Certificate is in the external approval process through SUNY and NYSED. The Curriculum Committee and College Senate approved two new programs: 1) AS in Cybersecurity and Digital Forensics, which is proposed to be Jointly Registered program with Herkimer CC's online Cybersecurity degree, and 2) a one-year Teaching Assistant Certificate. Pending Board of Trustees approval, these will be submitted to SUNY and NYSED for review.

EMT Course Sponsorship: On March 22nd, Scott Harwood and I met with regional EMS providers and the Mountain Lakes Regional EMS Council to discuss the urgent need for EMS training across the northern New York region. At that meeting, we were asked to evaluate the College's ability to offer EMS training. We anticipate submitting an application by May 1st to the NYS Dept. of Health to become a course sponsor for Franklin and Essex EMS training.

Strategic Enrollment Management Plan: As part of a SUNY initiative, Kyle Johnston is leading a Strategic Enrollment Management planning team. The Academic Affairs area will focus on the retention side of the planning, aligning goals and strategies with the Strategic Plan and Middle States recommendations to improve student success and academic performance. We have drafted initial retention goals and will work with larger groups to gather more input on the specific strategies and tactics to achieve those goals. There will be an open session for the entire College community on April 29th to present an initial draft and gather feedback as we refine the plan.

General Education Revision Timeline: No recent updates. Academic Departments will review and revise general education outcomes to align with SUNY's requirements throughout the next year. The deadline for approval of those changes is March 2023 in order to include changes prior to the priority registration period for Fall 2023.

Change to Brightspace D2L Learning Management System: No recent updates. As SUNY firms up training plans and supports by cohort, we will continue to keep everyone informed. In the meantime, Academic Affairs and IT are planning for internal changes. NCCC chose to be in Cohort 3. The timeline for that cohort includes a pilot group to begin using D2L during the Spring 2023 semester with a full cutover to Brightspace D2L by Fall 2023. More information can be found on the SUNY DLE site at <https://dle.suny.edu/>. I will be attending a session for Chief Academic Officers on April 28th to learn more about SUNY's updated implementation plans.

Childcare Pathways: We are moving forward with a partnership with FEH BOCES and CV-TEC and ACAP (Adirondack Community Action Program in Essex County) to discuss opportunities and career pathways for students in Early Childhood programs at the BOCES centers. Another meeting is scheduled for April 25th.

Nursing/Science Lab Upgrades: The Science Dept. met with Karin Green from JMZ Architects to provide more feedback on current planning for the Science lab upgrades. The Nursing Dept. will meet with Karin the week of April 25th to review drafts of the plan as well.

Grants and Experiments:

Here is a brief update on our grants:

- **Second Chance PELL:** Faculty and staff have returned on a limited basis in the NYS DOCCS facilities. We had a brief return to FCI; however, we are back to an online format temporarily.
- **Nursing Expansion Request for Funding:** We received additional information for a closed RFP process through which we can apply for more funding to expand the Nursing programs. That submission is due at the beginning of May.
- **Good Jobs Grant Application: No recent updates.** Working in conjunction with Bionique, Trudeau, and ANCA (Adirondack North Country Association), the College applied for a federal grant to support workforce training for lab technicians. While the initial focus of the training will be specific to biotechnology, the longer-term vision of the grant is to expand into other industries as needed in the region. ANCA submitted the grant on February 10, 2022.
- **Northern Borders Regional Commission: No recent updates.** NCCC plans to offer its first cohort of Wastewater Operator training in the Fall of 2022. The project needs to be approved by the NYS Department of Environmental Conservation prior to advertising and offering the course.

Respectfully submitted,

Sarah Maroun
Interim Vice President for Academic Affairs

**NORTH COUNTRY COMMUNITY COLLEGE
RESOLUTION**

WHEREAS the market research and national trends in cybersecurity needs warrant expanding education and opportunities for cybersecurity professionals, and

WHEREAS the feedback from advisory board meetings and workforce development partners indicates continued interest in cybersecurity career pathways, and

WHEREAS Herkimer Community College has agreed to partner with North Country Community College to jointly register an AS degree in Cybersecurity and Digital Forensics with SUNY and NYSED, and

WHEREAS the Criminal Justice faculty and the Vice President of Academic Affairs concur, and

WHEREAS the Curriculum Committee and College Senate have given approval for NCCC to jointly register an AS degree in Cybersecurity and Digital Forensics at the Saranac Lake, Malone, and Distance Learning campuses, and

WHEREAS the President has reviewed the proposal and endorses the recommendation;

NOW, THEREFORE, BE IT

RESOLVED that the North Country Community College Board of Trustees approves NCCC to submit a proposal for a jointly registered AS degree with Herkimer Community College in Cybersecurity and Digital Forensics to SUNY and NYSED for approval.

####

MOTION:

SECOND:

ACTION:

Yeas:

Nays:

Abstentions:

DATE:

A.S. Cybersecurity & Digital Forensics
Joint Registration – Herkimer College
(HEGIS)



I.	PROGRAM CORE COURSES (27 credits)		CREDITS	SEMESTER	GRADE
A.	CRJ 101	Introduction to Criminal Justice	3		
B.	CRJ 202	Substantive Criminal Law	3		
C.	CRJ 290	Criminal Evidence Law	3		
D.	H-CRJ 241	Understanding & Managing Cybercrime	3		
E.	H-CRJ240 or H-CRJ 245	Fraud Examination or Python Programming/ Cybersecurity	3		
F.	H-CRJ 243	Introduction to Information Security	3		
G.	H-CRJ 261	Computer Forensics & Investigation	3		
H.	H-CRJ 262	Advanced Computer Forensics and Investigations	3		
I.	H-CRJ 273	Network Defense & Countermeasures	3		
* A grade of C is required for all Program Core Courses to meet degree requirements.					

II.	LIBERAL ARTS AND SCIENCE (31 Credits)		CREDITS	SEMESTER	GRADE
A.	SOCIAL SCIENCE				
	1.	PSY101 Introductory Psychology	3		
	2.	SOC 145 Sociology of Crime	3		
B.	HISTORY				
	1.	Select from: HIS 151, HIS 152, HIS 103, HIS 104	3		
C.	HUMANITIES (6 Credits)				
	1.	ENG101 English Composition I	3		
	2.	ENG222 Technical Writing	3		
D.	MATHEMATICS (6 Credits)				
	1.	MAT120 or higher (MAT129 Preferred for Transfer)	3		
	2.	MAT 121 Elementary Statistics	3		
E.	NATURAL SCIENCE (4 Credits)				
	1.	Select from: ANT 101, BIO, CHE, EAS, PHY, or SCI _____ CHE 105 Recommended	4		
F.	LIBERAL ARTS and SCIENCE ELECTIVES (6 Credits)				
	Select one course from each of the following General Education areas: ART, FOREIGN LANGUAGE, HUMANITIES, WESTERN CIVILIZATION				
	1.		3		
	2.		3		

III.	GENERAL ELECTIVES (3 Credits)		CREDITS	SEMESTER	GRADE
	Select any credit courses (ENG100, MAT100, MAT 101 are general electives) CIS 130 Recommended				
	1.		3		

IV.	PHYSICAL EDUCATION, HEALTH EDUCATION and COLLEGE SUCCESS PROGRAM (2 Credits) (CSP100 recommended)		CREDITS	SEMESTER	GRADE
	Select from PED, HED and CSP				
	1.	CSP 100	1		
	2.		1		

MINIMUM TOTAL CREDITS 63

CC approved: 4.7.2022

Senate approved: 4.8.2022

BOT approved:

Revised

VPAA: lm:

Effective

Date:

**NORTH COUNTRY COMMUNITY COLLEGE
RESOLUTION**

WHEREAS the regional demand for education professionals has increased in North Country school districts, and

WHEREAS input from area school districts, NCCC's Enrollment Department, and SUNY indicate need and interest among traditional and non-traditional students to pursue career pathways in education, and

WHEREAS NCCC has recently developed an Early Childhood Education track within the *AA Liberal Arts: Humanities and Social Science* degree with which this certificate aligns, and

WHEREAS the Humanities and Social Science faculty concur, and

WHEREAS the Curriculum Committee and College Senate have given approval for a one-year Teaching Assistant Certificate at the Saranac Lake, Malone, and Distance Learning campuses, and

WHEREAS the President has reviewed the proposal and endorses the recommendation;

NOW, THEREFORE, BE IT

RESOLVED that the North Country Community College Board of Trustees approves NCCC to submit a proposal for a one-year Teaching Assistant Certificate program to SUNY and NYSED for approval.

####

MOTION:

SECOND:

ACTION:

Yeas:

Nays:

Abstentions:

DATE:

CERTIFICATE: TEACHING ASSISTANT



HEGIS 5503

The list of courses and the sequence they would be offered are below.

I.	SEMESTER I (15 credits)		CREDITS	SEMESTER	GRADE
A.	ENG 101	ENGLISH COMPOSITION	3		
B.	PSY 101	INTRO TO PSYCHOLOGY	3		
C.	HED 100	PERSONAL AND FAMILY HEALTH	3		
D.	MAT 100/ MAT120	ELEMENTARY ALGEBRA or INTRO TO MATH CONCEPTS	3		
E.	HIS 151/ HIS 101	U.S. HISTORY or WESTERN CIVILIZATION	3		

II.	SEMESTER (15 credits)		CREDITS	SEMESTER	GRADE
A.	CIS 130	PRODUCTIVITY COMPUTING	3		
B.	PSY 202/ PSY 253	DEVELOPMENTAL PSYCHOLOGY or CHILD PSYCHOLOGY	3		
C.	ENG 105/ENG 222	PUBLIC SPEAKING or TECHNICAL WRITING	3		
D.	EDU 201	FOUNDATIONS IN EDUCATION	3		
E.	SOC 101/ HUS 161/ SOC 108	INTRO TO SOCIOLOGY or INTRO TO CHILD AND FAMILY SERVICES or SOCIOLOGY of DIVERSITY	3		

MINIMUM TOTAL CREDITS: 30

CC approved: 4.7.2022
Senate approved: 4.8.2022
BOT approved:
Revised
VPAA: lm:
Effective
Date:

Vice President of Marketing and Enrollment

Report to the Board of Trustees

Created April 25, 2022

Enrollment and Financial Aid Team Updates:

- **Major project updates:**
 - **SLATE CRM (Customer Relationship Management):** Our new setup for college visits has worked out very well as we now offer many different types of visit opportunities for students both face-to-face and virtually. We've expanded use of a Slate feature (Active Scheduler) that allows us to identify all appointment openings so that students have many date/time options available to choose from.
 - **MODERN CAMPUS CMS (Content Management System):** Nothing new to report except that we are planning out the work that will be happening over the summer months.
 - **North Country Navigator:** We've recently made some changes to our enrollment communications and processes for students to self-identify if they feel they need extra help with their technology orientation or financial aid. We have essentially created an express lane for these students to receive help right away if they feel that either will be an obstacle to their success.
- **The Enrollment Team** has continued their work on the SEM Plan project and we are now merging the goals and strategies from all three committees as well as fleshing out tactics. We have also seen a definite up-tick in off and on-campus visits. We have attended college fairs at high schools, BOCES and other SUNY institutions this past month and we've been able to get back into some of the area high schools. We've recently entertained groups on each of our campuses so we feel like things are finally opening back up a bit. We will continue to offer Instant Admit events to any entity that will open their doors to us.
- **The Financial Aid Team** is up-to-date on all awarding for the incoming Fall 2022 students and also started awarding our current students for Fall semester this past week. This puts us a little bit ahead of last year, but we still have a loftier goal of one day being able to launch our Fall awarding in February. Our Financial Aid Director is now the primary person in charge of the set-up and I think that will help us to start sooner in the future.

Marketing and Web Team Updates:

- Our "Environmental Science and Wilderness Leadership" campaign concludes on April 30th and we have been working to build out the "Criminal Justice and Human Service Programs" campaign that will kick-off May 1st. This upcoming campaign will feature online and social ads as well as print and radio within the region. We are also updating the primary marketing/search piece for these programs.
- We've recently launched three 15 second video spots across Hulu, Disney+ and YouTube. Initial views spiked as we had over 10,000 people view these videos within the first month. These spots are both geographically and audience-targeted. Soon we will be able to see the statistics across our streaming services as well.
- Our new campus signs will be finished up within the next two weeks and we've started designing the next 20 that will be out for proofing during the first week of May. We hope to see some of these installed soon.



Summary:

During the Fall of 2021, North Country Community College received notice that SUNY had procured a grant from the Lumina Foundation to engage in strategic enrollment management planning aimed at attracting and retaining adult learners. SUNY partnered with the American Association of College Registrars and Admissions Officers (AACRAO) to provide consulting/coaching services as part of this project. The project began with a workshop in December 2021 and will continue throughout the next three years at North Country.

What SEM is:

There are many definitions of Strategic Enrollment Management that are widely used but we have chosen one that best fits our purposes: "A comprehensive and coordinated process that enables a college to identify enrollment goals that are aligned with its multiple missions, its strategic plan, its enrollment and its resources, and to reach those goals through the effective integration of administrative processes, student services, curriculum planning, and market analysis" (Kerlin 2008)

What SEM isn't:

The SEM planning process and plan itself are not intended to be a quick fix. Most plans primarily focus on strategies that can benefit institutions over a 3-5-year period. We have chosen to focus on a 3-year period as that seems more practical. Within the plan, we outline short-term and long-term strategies and tactics that revolve around many of the opportunities that were identified by the sub-committees doing the work. Additionally, our SEM Plan is designed to supplement the other plans that the college has designed over the past 1-2 years. It is not intended to replace any other strategic, academic, recruitment and/or marketing plans.



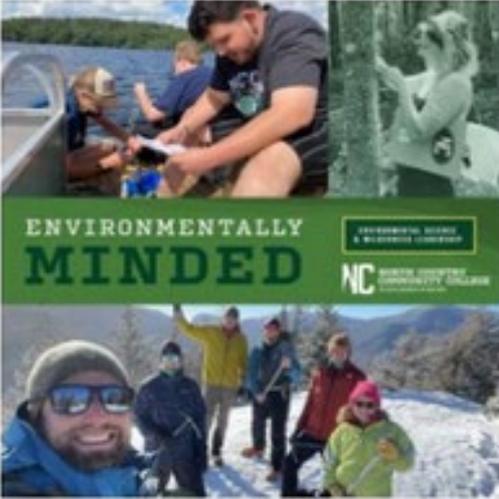
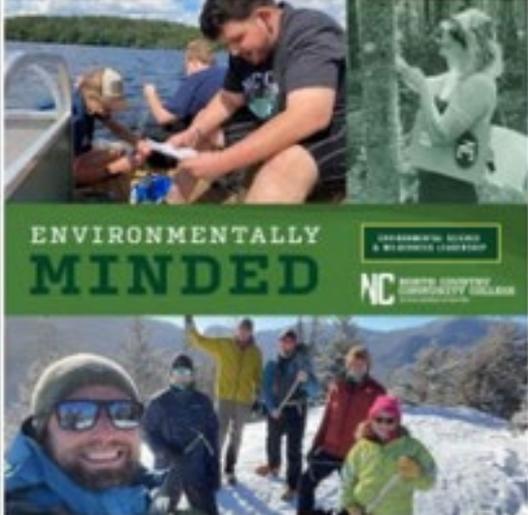
REACH HIGHER » OWN YOUR FUTURE

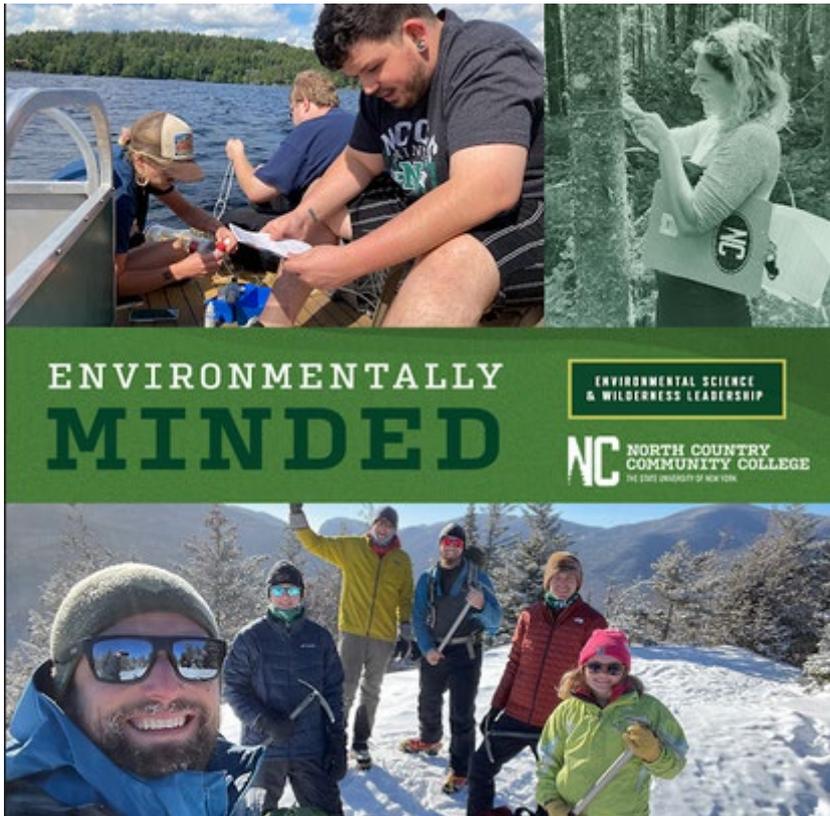
Are you passionate about the outdoors? Look no further than North Country Community College's **Environmental Science and Wilderness Leadership Programs**. Located in the heart of the High Peaks region of the Adirondacks, our programs bring you to the field and the field to you. With both front-country and backcountry experiences available, you will learn about our most pressing environmental issues, from climate change to protecting our wild resources, while ensuring a thriving economy for the communities that live here. Why wait? Reach Higher. Own Your Future.

Start your journey towards an exciting career or transfer to a 4-year college or university by completing a degree in:

- Environmental Science
- Environmental Studies
- Wilderness Recreation Leadership

North Country Community College Environmental Science and Wilderness Leadership programs are designed to help you reshape the world. Start exploring today at [NCCC.EDU/ENVIRONMENT](https://www.nccc.edu/environment).

<p>NC North Country Community College Sponsored · 🌐</p> <p>Are you passionate about environmental issues like usage and climate change? Explore North Country's Environmental Science and Wilderness Leadership programs today!</p>  <p>ENVIRONMENTALLY MINDED</p> <p>ENVIRONMENTAL SCIENCE & WILDERNESS LEADERSHIP</p> <p>NC NORTH COUNTRY COMMUNITY COLLEGE THE STATE UNIVERSITY OF NEW YORK</p> <p>NCCC.EDU Wilderness Leadership Reach Higher. Own Your Future.</p> <p>LEARN MORE</p>	<p>NC North Country Community College Sponsored · 🌐</p> <p>North Country's Environmental Science and Wilderness Leadership programs tackle global issues through the lens of the Adirondack Park.</p>  <p>ENVIRONMENTALLY MINDED</p> <p>ENVIRONMENTAL SCIENCE & WILDERNESS LEADERSHIP</p> <p>NC NORTH COUNTRY COMMUNITY COLLEGE THE STATE UNIVERSITY OF NEW YORK</p> <p>NCCC.EDU Environmental Science Reach Higher. Own Your Future.</p> <p>LEARN MORE</p>
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ENVIRONMENTALLY MINDED

ENVIRONMENTAL SCIENCE & WILDERNESS LEADERSHIP

NC NORTH COUNTRY COMMUNITY COLLEGE
THE STATE UNIVERSITY OF NEW YORK

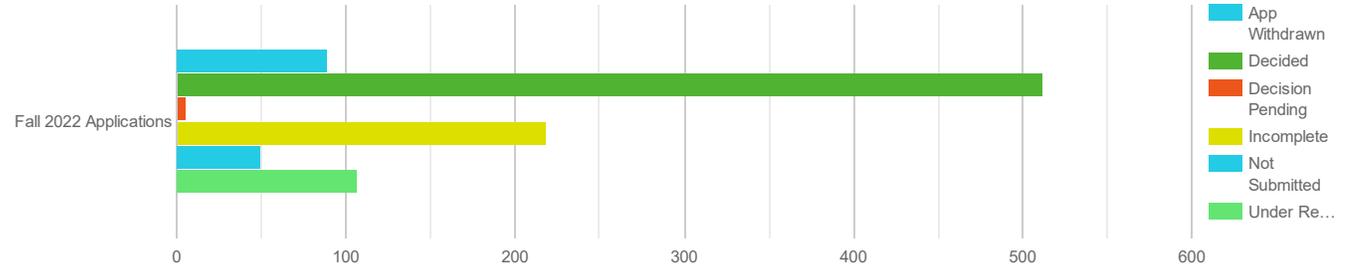
Fall 2022

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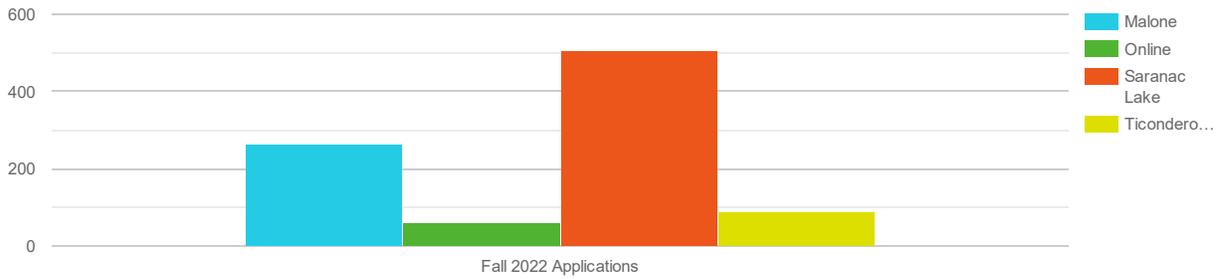
Metric Fall 2022 Applications

Fall 2022 Applications 981

FA22 App Status

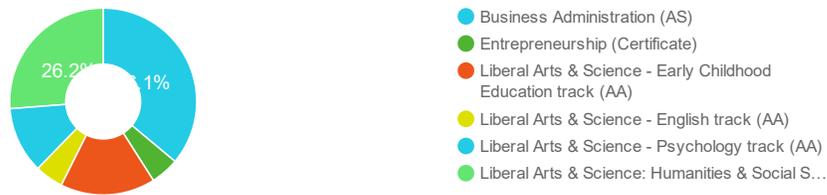


Fall 2022 Applications by Campus



FA22 Apps: Online by Program

Fall 2022 Applications



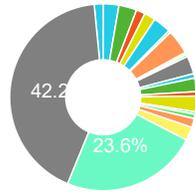
FA22 Apps: SL by Program

Fall 2022 Applications



FA22 Apps: ML by Program

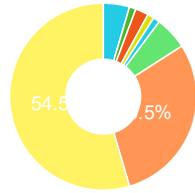
Fall 2022 Applications



- Business Administration (AAS)
 - Business Administration (AS)
 - Chemical Dependency Counseling (AAS)
 - Child & Family Services (AS)
 - Computer Graphics & Design (AAS)
 - Computer Graphics & Design (Certificate)
- ▲ 1/4 ▼

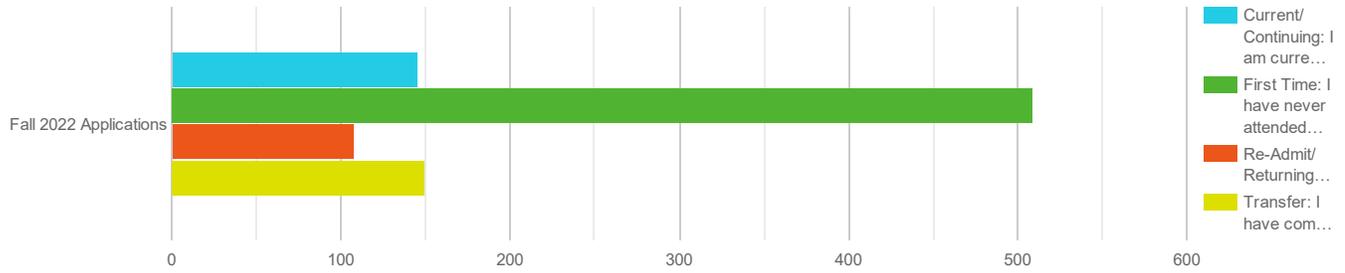
FA22 Apps: TI by Program

Fall 2022 Applications

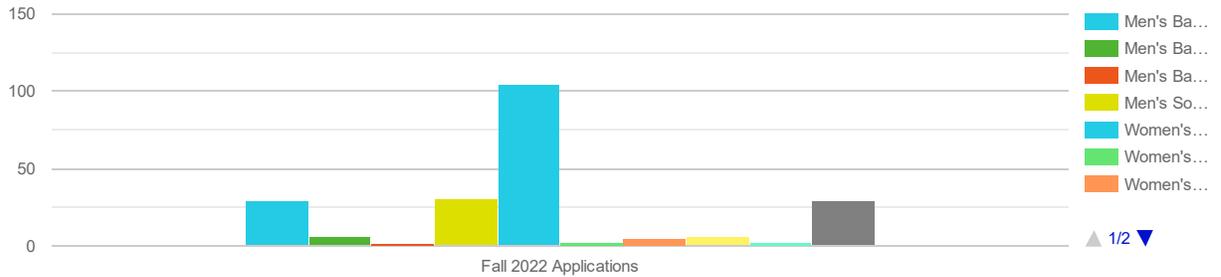


- Health Sciences (AS)
 - Individual Studies (AAS)
 - Liberal Arts & Science - Early Childhood Edu...
 - Liberal Arts & Science - English track (AA)
 - Liberal Arts & Science - Psychology track (AA)
 - Liberal Arts & Science: Humanities & Social S...
- ▲ 1/2 ▼

FA22 Apps by Type



FA22 Apps: Athletics



**North Country Community College
Interim CFO's Report to the Board of Trustees
April 29, 2022**

Greetings,

As always, I hope this report finds you well. In this month's report I am asking the board for approval of 1) the financial statements for the month ending March 31, 2022, 2) the updated thresholds to North Country's Capital Purchases Policy, and 3) the student debt relief resolution that ensures the program is a one-time event that will not be extended to students post pandemic. I'll also provide updates on the 21-22 forecast, 22-23 budget, and 5-year plan.

Financial Statements March 2022 *(for review and approval)*

- The variances this month are primarily related to timing of entries. The Comptroller was not on staff in the spring of 2021 and now has entries that had fallen behind in 2021, up to date in 2022. The Bursar and Financial Aid Director have also worked together on a process where Governmental funds are drawn down "just in time" when needed now for student accounts. Funding drawdowns were batched in the past.
- The variance of \$5 million in "Payroll and Benefits Liabilities" is related to the same payroll processing error in 2021 we saw in the February and March results. There was no impact on actual employee earnings or deductions, but the error created entries into the general ledger that were corrected in the April financial statements.

Capital Asset Thresholds *(for review and approval)*

- Updates North Country's capital asset policy thresholds to modern day amounts for equipment.
 - Building improvements and renovations, etc. remains at \$10,000
 - Equipment, etc. to \$5,000 from \$1,000
- These updated amounts will create processing efficiencies and require less administrative time spent recording, analyzing, and auditing the transactions.
- After consultation with SUNY, the amounts are in line and modeled after SUNY Document #7004 - Capitalization Policy and Depreciation Policy for Capital Assets.

2021-22 Forecast

- Included is an updated financial forecast for the year ending August 31, 2022, as of April.
- Enrollment declines related to the pandemic are still being realized in 2021-22.
- Enrollment full year projection
 - Projected total FTE of 880 is 124 or 12% less than budget.
 - Projected In/Out of state FTE of 555 is 49 or 8% less than budget.
 - Projected Concurrent Enrollment FTE of 230 is 20 or 8% less than budget.
 - Projected 2nd Chance Pell FTE of 95 is 55 or 37% less than budget.

- Revenue full year projection - \$762K better than budget
 - \$1.5 million projected gain in revenue for HEERF federal stimulus revenue loss claims.
 - \$1.14 million Enrollment declines
 - \$360K Student debt relief program
 - \$880K loss of tuition and fee related revenue vs. budget due to enrollment declines.
 - \$84K chargebacks are projected to be better than budget.
- Expense full year projection - \$386 better than budget
 - \$225K full time regular salary and payroll tax savings due to open positions not being filled and/or a challenging labor market not allowing for timely backfilling of positions.
 - \$107K casual labor pool savings due to declined enrollment.
 - \$97K 2nd Chance Pell savings for labor, travel, and supplies due to declined enrollment.
 - \$94K Medical insurance savings – the 5% projected increase did not happen in 21-22 but premiums increased by 12% for 22-23.
 - \$35K Travel related savings.
 - \$124K increase to budgeted expense for rising utility costs.
 - \$50K increase to budgeted expense to cover PTECH scholarships.
- Full year surplus is projected to be \$851K or \$1.15 million better than budget. There would be a deficit of \$695K if not for the \$1.5 million lost revenue claims being reimbursed by HEERF federal stimulus funds.
- The fund balance is expected to finish August 31, 2022, at \$6.45 million or 44% of 21-22 net operating cost after considering the \$851K projected surplus in 21-22.

2022-23 Budget

- Enrollment assumptions
 - Total 2022-23 FTE projected to be 930, which is 50 or 6% more than 2021-22
 - No assumed “bounce back” of students re-entering college post pandemic.
 - 5% in state decline entering FA22 offset by 33 additional FTE for new initiatives.
 - PN/ADN program back to pre-pandemic levels - Impact 18 FTE.
 - AEMT | EMT certification programs coming online for FA-23 - Impact 8 FTE.
 - Akwesasne student population increase - Impact 5 FTE.
 - Rad-Tech program back to pre-pandemic levels - Impact 2 FTE.
 - Out of State increases by 6 FTE to 45 total FTE, the same as 17-18 and 18-19 levels.
 - Improved melt ratio of students from fall to spring semester of 85% vs. 82% 21-22.
 - Slight recovery of Concurrent Enrollment (Bridge) and 2nd Chance Pell programs.
- Revenue assumptions
 - No revenue improvement assumed for students simply “coming back to school”.
 - Tuition and Fee rates were held flat to prior year.
 - New York State Aid
 - \$60K positive impact - Base Aid uses 100% floor of 21-22 year, was 98%.
 - Rental and Low Enrollment aids were restored to previous levels.
 - No provision for HEERF lost revenue claims.
- Expense assumptions
 - Contractual salary increases included.
 - One Early Retirement savings - position not being backfilled.
 - \$212K or 12% in medical insurance increases that are real.
 - \$95K in technology costs to support distance learning and workforce efficiencies.
 - \$45K increase for instructional related travel.
- Instructional Supplies could be overstated by \$65K and will be scrubbed in the next version.
- Utility costs need to be analyzed after recent increases in supply rates.

- Full year deficit is projected to be \$987K. The deficit is not offset by any lost revenue claims of HEERF federal stimulus funds. There may be an opportunity to offset some of this deficit by the SSARP funding North Country recently applied for.
- The fund balance is expected to finish August 31, 2023, at \$5.5 million or 36% of 22-23 net operating cost after considering the \$987K projected deficit in 22-23.

5-Year Financial Plan

- Updated with all HEERF lost revenue claims and latest enrollment projections.
- Notable assumptions:
 - NYS aid floor set at 100% matching NYS Governor proposal, was 98%.
 - Salary increases are assumed to be 3.2% each year.
 - Non-personnel expense increases are assumed to be 1%, mostly due to rising utility and technology costs.
 - Starting in July 2025, the NCCC Foundation bonds will mature, and the Foundation could potentially contribute an additional \$41.5K per month or \$500K per year to the college.
- Does not include any student FTE increases for numerous new program initiatives that are too early in the process to project, expansion of the Tuition Assistance Program (TAP) for part-time students, returning the ability for incarcerated individuals to receive TAP, or any non-recurring direct operating support outlined in the NYS governors recently passed budget.
- Fund Balance is propped up in 2020-22 by \$2.1 million in lost revenue claims. It reduces to \$871K or 5% of Net Operating Costs in 2025-26 per these projections.

Kind regards,



Erik Harvey
Interim CFO



North Country Community College

Sponsored by Franklin and Essex Counties

OPERATING FUND FINANCIAL REPORT

As of March 31, 2022

SUBMITTED TO THE BOARD OF TRUSTEES

April 29, 2022

ERIK HARVEY

Interim CFO

North Country Community College Balance Sheet MARCH 31, 2022			
	Current Year Actual	Prior Year Actual	Current Year Inc (Dec)
Assets			
Cash	\$ 6,649,272	\$ 5,821,592	\$ 827,680
Accounts Receivable-Students	575,840	571,486	4,353
Due From NCCC Association	49,396	409,943	(360,547)
Due From NCCC Foundation (Contributions)	767,417	1,335,952	(568,535)
Due From Other Funds	271,155	(271,197)	542,352
Due From Governments (State & Fed Fin Aid)	254,721	1,017,808	(763,087)
Prepaid Expenses	42,900	27,248	15,652
Total Assets	\$ 8,610,700	\$ 8,912,832	\$ (302,132)
Liabilities			
Accounts Payable	\$ (6,476)	\$ (9,368)	\$ 2,892
Payroll & Benefits Liabilities	(157,672)	5,017,977	(5,175,649)
Due to NCCC Association (Room, Meals, Books)	464,471	142,707	321,764
Due to NCCC Foundation (Rent)	90,044	711,217	(621,173)
Due to Other Funds	126	60	66
Due to Retirement	122,875	140,954	(18,080)
Compensated Absences	269,208	289,672	(20,464)
Other Liabilities	335,622	282,052	53,570
Total Liabilities	\$ 1,118,198	\$ 6,575,272	\$ (5,457,074)
Month End Equity	\$ 7,492,502	\$ 2,337,561	
Total Liabilities & Equity	\$ 8,610,700	\$ 8,912,832	
Fund Balance Summary			
Prelim Fund Balance as of 09/01/21	\$ 5,601,094		
Estimated 21-22 Surplus (Deficit)	\$ 851,100		
Projected Fund Balance as of 09/01/22 ¹	\$ 6,452,195		
Projected Fund Balance as a % of NOC	44%		
¹ GAS 75 is an accounting and financial reporting provision requiring government employers to measure and report "Other Post-Employment Benefits". Currently, NCCC would be responsible for \$18,468,010.			

North Country Community College Revenues & Expenditures MARCH 31, 2022				
	Annual Budget	YTD Actual	19-20 Actual M (L)	% of Budget
Revenues				
Tuition & Fees	\$ 5,724,264	\$ 4,746,323	\$ (977,940)	83%
Sponsors' Contribution	2,380,000	1,375,833	(1,004,167)	58%
Chargebacks	640,510	611,432	(29,078)	95%
Out-of-State Tuition	396,000	319,440	(76,560)	81%
State Aid	4,075,965	3,096,142	(979,823)	76%
HEERF Revenue Loss Claims	-	-	-	NA
Contributions	1,172,840	605,630	(567,210)	52%
Total Revenues	\$ 14,389,578	\$ 10,754,801	\$ (3,634,777)	75%
Expenditures				
Salaries	\$ 7,190,717	\$ 4,082,212	\$ 3,108,505	57%
Payroll Taxes	550,090	289,912	260,178	53%
Medical	2,011,394	1,072,087	939,307	53%
Retirement	696,646	383,388	313,258	55%
Other	116,180	108,077	8,103	93%
Equipment	15,000	94,590	(79,590)	631%
Facility Leases	1,557,992	923,645	634,347	59%
Utilities	301,500	299,866	1,634	99%
Maintenance	165,300	104,868	60,432	63%
Office & General Supplies	52,220	29,190	23,030	56%
Advertising	184,300	74,727	109,573	41%
Professional Services	112,500	49,450	63,050	44%
Information Technology	295,300	378,759	(83,459)	128%
Library & Instructional Supplies	354,060	79,802	274,258	23%
Scholarships	689,105	719,368	(30,262)	104%
Travel	75,000	9,262	65,738	12%
Property & Liability Ins.	146,000	106,869	39,131	73%
Miscellaneous	172,615	155,743	16,872	90%
Total Expenditures	\$ 14,685,919	\$ 8,961,816	\$ 5,724,103	61%
Operating Surplus (Deficit)	\$ (296,341)	\$ 1,792,985	\$ 2,089,326	-705%
Non-Operating Activity	-	98,423	98,423	NA
Total Fund Surplus (Deficit)	\$ (296,341)	\$ 1,891,408	\$ 2,187,749	-738%

North Country Community College

Accounting & Finance Policies and Procedures

Subject: Capital Purchases

Approved By: Administration

Effective Date: March 2005

Prepared By: Brian Pelkey

Revised Date: April 2022

Distribution: Finance Department .

Review Date:

POLICY:

The college capitalizes purchases and building renovations based on the following:

Building improvements, renovations, etc. \$10,000 +

Equipment, etc. \$5,000+

Thresholds are in line with SUNY Policy Capitalization Policy and Depreciation Policy of Capital Assets: Document Number: 7004 (effective July 01, 2013)

**NORTH COUNTRY COMMUNITY COLLEGE
RESOLUTION**

WHEREAS the COVID-19 pandemic has negatively impacted the financial situation of many current and former North Country Community College students; and

WHEREAS the Government of the United States, through the US Department of Education, established the Higher Education Emergency Relief Fund (HEERF) to help colleges mitigate those impacts on students and the institution; and

WHEREAS that relief can take many forms, including use of federal HEERF funds to forgive outstanding student debt to the College incurred during the pandemic period (March 11th, 2022 through June 30th, 2023); and

WHEREAS no monies or resources of North Country Community College are being used to forgive the aforementioned defaulted accounts in order to meet those commitments; and

WHEREAS the Board of Trustees of North County Community College views this program as a unique and exceptional circumstance and anticipates that all future tuition payments not expressly reimbursed by the Government of the United States or the State of New York are due in full from students,

NOW, THEREFORE, BE IT

RESOLVED that the North Country Community College Board of Trustees hereby approves the use HEERF funds to reimburse the College and forgive outstanding student debt incurred during the pandemic period (March 11th, 2022 through June 30th, 2023),

2021/22

MOTION:

ACTION:

Yeas:

Nays:

Abstentions:

DATE:

North Country Community College

April Forecast

For the year ending August 31, 2022

FTE	Budget	Forecast	More (Less) vs. Budget	
In-State	554	515	(38)	-7%
Out of State	50	40	(10)	-20%
In/Out of State FTE	604	555	(49)	-8%
Concurrent Enrollment	250	230	(20)	-8%
Core Operating FTE	854	785	(69)	-8%
Pell Prison Program	150	95	(55)	-37%
Total FTE	1,004	880	(124)	-12%

Unrestricted Fund <i>(in thousands)</i>	Budget	Forecast	More (Less) vs. Budget	
Revenues				
Tuition	\$ 5,156	\$ 4,415	\$ (742)	-14%
Fees	1,141	1,003	(138)	-12%
Sponsor's Contribution	2,380	2,380	-	0%
Chargebacks to Other Counties	641	725	84	13%
State Aid	4,076	4,076	-	0%
HEERF Revenue Loss Claims	-	1,547	1,547	NA
Contributions & Other Income	1,173	1,157	(16)	-1%
Reserve for Bad Debt	(177)	(150)	27	-15%
Total Revenues	14,390	15,151	762	5%
Expenditures				
Salaries	7,191	6,874	(317)	-4%
Payroll Taxes	519	496	(23)	-4%
Medical	1,981	1,887	(94)	-5%
Retirement	674	693	18	3%
Other	200	176	(24)	-12%
Equipment	15	15	-	0%
Facility Leases	1,558	1,597	39	3%
Utilities	302	425	124	41%
Maintenance	165	165	-	0%
Office & General Supplies	52	52	-	0%
Advertising	184	184	-	0%
Professional Services	113	113	-	0%
Information Technology	295	295	-	0%
Library & Instructional Supplies	194	169	(25)	-13%
Scholarships	689	710	21	3%
Travel	55	20	(35)	-64%
Property & Liability Ins.	146	146	0	0%
Miscellaneous	353	283	(70)	-20%
Total Expenditures	14,686	14,300	(386)	-3%
Unrestricted Fund Surplus / (Deficit)	\$ (296)	\$ 851	\$ 1,147	387%
Non-Operating	-	-	-	NA
Total Fund Surplus (Deficit):	\$ (296)	\$ 851	\$ 1,147	-387%

2022-23 BUDGET
22-23 OPERATING BUDGET

	2022-23 Budget	2021-22 Forecast	2021-22 Budget	22-23 More (Less) vs. 21-22 Forecast	
REVENUES					
Tuition - In-State	\$3,697,094	\$ 3,476,532	\$ 4,028,243	\$ 220,562	6%
Tuition - Out-of-State	356,400	315,216	396,000	41,184	13%
Tuition - Concurrent Enrollment	532,800	472,860	555,000	59,940	13%
College and Course Fees	1,076,978	1,002,686	1,141,021	74,292	7%
Sponsors' Contribution	2,380,000	2,380,000	2,380,000	-	0%
Chargebacks	725,000	725,000	640,510	-	0%
State Aid	4,090,485	4,075,965	4,075,965	14,520	0%
HEERF Revenue Loss Claims	-	1,546,502	-	(1,546,502)	-100%
Contributions & Other Income	1,200,428	1,156,656	1,172,840	43,772	4%
Total Revenues	14,059,184	15,151,416	14,389,578	(1,092,232)	-7%
EXPENDITURES					
Salaries	7,200,750	6,873,983	7,190,717	326,767	5%
Benefits					
Payroll Taxes	550,857	527,040	550,090	23,817	5%
Medical	2,124,575	1,913,075	2,011,394	211,500	11%
Retirement	716,545	710,000	696,646	6,545	1%
Other	114,564	101,509	116,180	13,055	13%
Total Benefits	3,506,542	3,251,625	3,374,310	254,917	8%
Equipment	24,450	15,000	15,000	9,450	63%
Contractual					
Rental	1,629,403	1,597,181	1,557,992	32,222	2%
Utilities	323,750	425,000	301,500	(101,250)	-24%
Maintenance	161,025	165,300	165,300	(4,275)	-3%
Office & General Supplies	56,085	52,220	52,220	3,865	7%
Advertising	184,200	184,300	184,300	(100)	0%
Professional Services	103,600	112,500	112,500	(8,900)	-8%
Information Technology	390,300	295,300	295,300	95,000	32%
Library and Instructional Supplies	341,540	275,660	354,060	65,880	24%
Scholarships	325,000	325,000	275,000	-	0%
Scholarships - Concurrent Enrollment	401,465	384,904	414,105	16,560	4%
Travel	64,716	21,500	75,000	43,216	201%
Property & Liability Insurance	149,000	146,428	146,000	2,572	2%
Miscellaneous	184,580	174,415	172,615	10,165	6%
Total Contractual	4,314,664	4,159,709	4,105,892	154,955	4%
Total Expenditures	15,046,405	14,300,316	14,685,919	746,089	5%
Transfer from Fund Balance	987,220	-	296,341	987,220	-
Surplus / (Deficit)	\$ -	\$ 851,100	\$ -	\$ (851,100)	-100%

North Country Community College

5-Year Financial Plan

For the 5 years ending August 31, 2026

	20-21	21-22	22-23	23-24	24-25	25-26
FTE Students						
In-State	577	515	530	521	524	520
Out-of-State	31	40	45	45	50	55
Subtotal In/Out-of-State	609	555	575	566	574	575
Concurrent Enrollment (bridge)	234	230	240	250	250	250
Subtotal Core Operating	843	785	815	816	824	825
Pell Program	133	95	115	150	150	150
Total FTE	976	880	930	966	974	975

in thousands

	20-21	21-22	22-23	23-24	24-25	25-26
Unrestricted Fund						
Revenues	\$ 15,165	\$ 15,151	\$ 14,059	\$ 14,327	\$ 14,521	\$ 14,967
Expenses	13,747	14,300	15,046	15,594	16,128	16,687
Operating Surplus (Deficit)	1,419	851	(987)	(1,267)	(1,607)	(1,721)
Non-Operating	(101)	-	-	-	-	-
Unrestricted Fund Surplus (Deficit)	\$ 1,318	\$ 851	\$ (987)	\$ (1,267)	\$ (1,607)	\$ (1,721)

Fund Balance Beginning 9/1	\$ 4,284	\$ 5,601	\$ 6,452	\$ 5,465	\$ 4,198	\$ 2,592
Changes to Net Position	1,318	851	(987)	(1,267)	(1,607)	(1,721)
Fund Balance Ending 8/31	\$ 5,601	\$ 6,452	\$ 5,465	\$ 4,198	\$ 2,592	\$ 871
Fund Balance NOC %	40.7%	45.1%	36.3%	26.9%	16.1%	5.2%

Assumptions:

FTE's	In State declines by 5% in 22-23 vs. 21-22 & includes 33 FTE for new initiatives. Out-of-State gets back up to average pre-pandemic levels in 25-26. Concurrent enrollment (bridge students) and the Pell prison program bounce back to normal pre-pandemic levels 23-26.
Tuition	0% Increase year over year after 20-21. (Every 1% increase = \$30K revenue)
Fees	Assumed same rates as 20-21, proportionate to FTEs.
County Aid	Assumed to remain flat.
State Aid	Base aid rate includes the greater benefit of \$50/FTE in annual increments or the proposed 100% floor rule 2021-25. NYS base aid 98% floor was restored in 21-22. Rental aid increases 2% each year to correspond with 2% rent increase to NCCC Foundation
Salaries	3.2% increase per year.
Benefits	7% increase per year.
Contractual	1.25% increase per year to cover rent rate escalations and rising IT costs.
Prison Program	Assumed to continue - favorable legislation has been passed ensuring Pell extension by 7/21/23. NYS Governor proposing TAP for incarcerated students.
Donations	\$100K from NCCC Foundation in each years 20-21 and 21-22, not included above, placed in restricted funds to help drive non traditional student enrollment. Starting in July 2025, the NCCC Foundation bonds will mature and the Foundation could potentially contribute an additional \$41.5K per month or \$500K per year to the college.

PROPOSAL TO INCREASE NCCC ATHLETIC FEE
Presented by Kim Irland, Assoc. VP of Student Affairs

Athletic Rec Fee Analysis FA 2018 to SP 2022

TERM	RATE	REVENUE	NOTES
SP-22	\$7.00/credit cap of \$75.00	\$14,230.00	SL CAMPUS ONLY (lots of fully online registrations which are not charged this fee)
FA-21	\$7.00/credit cap of \$75.00	\$20,397.00	SL CAMPUS ONLY (lots of fully online registrations which are not charged this fee)
SP-21	\$2.00/credit cap of \$24.00	\$0	Waived to All students COVID19
FA-20	\$2.00/credit cap of \$24.00	\$0	Waived to All students COVID19
SP-20	\$2.00/credit cap of \$24.00	\$15,057.00	All students (this portion is just SL)
FA-19	\$2.00/credit cap of \$24.00	\$17,067.00	All students (this portion is just SL)
SP-19	\$2.00/credit cap of \$24.00	\$16,132.00	All students (this portion is just SL)
FA-18	\$2.00/credit cap of \$24.00	\$17,934.26	All students (this portion is just SL)

- ✓ Each student athlete also individually pays \$75/semester team course fee for the semester in which they are a registered student athlete. This revenue stays at the College for operations.
- ✓ 2014 – Original Proposal was a five year incremental increase to \$275/semester
 - Year 1, \$75; Year 2, \$125; Year 3, \$175; Year 4, \$225; Year 5, \$275

Projected Athletics Budget 22-23 = \$259,288.00

(non-operational/non-salary, costs for five collegiate athletics teams to compete: costs for game officials, travel/lodging/food, equipment, uniforms, insurance, membership dues, and athletics trainer)

Proposed Incremental Increase Timeline & Projected Revenues by Fee Price Point

CAMPUS	2021-22	2022-23	2023-24	2024-25	2025-26	Athletic Fee Rate Per Semester Cap	Anticipated Revenue using current enrollment
SL Campus Only Athletic Fee	Year 1 = \$75	Year 2 = \$100	Year 3 = \$125	Year 4 = \$150	Year 5 = \$175	\$75	\$34,627
Branch Campus Athletic Fee	\$0	\$0	TBD	TBD	TBD	\$100	\$36,912.00
						\$125	\$46,954.00
						\$150	\$56,182.00
						\$175	\$65,410.00
						\$175	\$65,410.00

21-22 RATE CAP \$75		22-23 RATE CAP \$100		23-24 RATE CAP \$125		24-25 RATE CAP \$150		25-26 RATE CAP \$175	
CREDITS	ATHLETIC / REC FEE	CREDITS	ATHLETIC / REC FEE	CREDITS	ATHLETIC / REC FEE	CREDITS	ATHLETIC / REC FEE	CREDITS	ATHLETIC / REC FEE
0.5	3.50	0.5	4.00	0.5	5.50	0.5	6.50	0.5	7.50
1	7.00	1	8.00	1	11.00	1	13.00	1	15.00
2	14.00	2	16.00	2	22.00	2	26.00	2	30.00
3	21.00	3	24.00	3	33.00	3	39.00	3	45.00
4	28.00	4	32.00	4	44.00	4	52.00	4	60.00
5	35.00	5	40.00	5	55.00	5	65.00	5	75.00
6	42.00	6	48.00	6	66.00	6	78.00	6	90.00
7	49.00	7	56.00	7	77.00	7	91.00	7	105.00
8	56.00	8	64.00	8	88.00	8	104.00	8	120.00
9	63.00	9	72.00	9	99.00	9	117.00	9	135.00
10	70.00	10	80.00	10	110.00	10	130.00	10	150.00
11	75.00	11	88.00	11	121.00	11	143.00	11	165.00

- Need to annually reevaluate Association's fiscal capabilities to support Athletics Programming through a combination of revenue sources: bookstore, housing, dining, vending, summer rentals and the athletic fee.
- Need to explore aggressive fundraising options available for the Association and allowed by NJCAA to increase fundraising revenues to Athletics (current annual realized funds raised by teams/athletics is about \$30,000 to \$40,000).
- Other considerations include adding an nominal Athletic Fee to branch campuses and Online so the total student body is contributing support for the Collegiate Athletics Program in some amount. Improved virtual access to games would be established and promoted to engage branch campuses in athletics at the College. Benchmarking of how sister community colleges charge branch campuses is under review and may be part of a future proposal.

Student Affairs

NCCC.EDU/STUDENT-SUPPORT
NCCC.PRESTOSPORTS.COM

April 2022 Senate & BOT Report

ANGELA BRICE – ASSISTANT DIRECTOR OF STUDENT LIFE
 JERRAD DUMONT – ATHLETICS FACILITY MANAGER
 KENT EGGLEFIELD – SPORTS INFORMATION
 KATHY GOODROW – OFFICE ASSISTANT
 KIM IRLAND – INTERIM ASSOC. VP OF STUDENT AFFAIRS
 BRUCE KELLY – COORDINATOR OF STUDENT LIFE
 CHAD LADUE – ATHLETICS DIRECTOR
 MARYSSA ROMEO – ASSOC. DIR. OF RES LIFE & HOUSING (ASSOCIATION)

Athletic Department News

- Congratulations to the Women’s Basketball Team who went 3-1 and finished 5th place at the NJCAA National Tournament in Rochester, MN in March. The team won the Rosemarie Battaglia Sportsmanship Award and players Lavender Ward and Jateria Jackson received All-Tournament Team honors. Lavender Ward was also selected as 1 of 6 players from 118 colleges to receive the highest honor of 1st team NJCAA All-American. Congratulations to all the coaches and players on an outstanding season finish!
- The Women’s Lacrosse season is underway led by Coach Egglefield. See the team’s schedule online here: <https://nccc.prestosports.com/sports/wlax/index>
- The Association Bookstores are now selling NEW Saint’s branded apparel! Caps, hoodies, and sweatpants available now. Shortcut to the Saint’s Store here: <https://bookstore.nccc.edu/category/ncccsaints-swaq>



Counseling Partnership News:

- Citizen Advocates continues to provide contracted counseling services on the Saranac Lake campus with a focus on the residence hall population weekly on Thursday evenings. Services increased from three to four hours in April.
 - ✓ These services are currently free thanks to applicable HEERF funding and will continue to be offered next academic year with the HEERF extension until June 2023.
 - ✓ Counseling usage is being tracked to evaluate our intended impacts. A snapshot on numbers collected to date is below:

Citizen Advocates MOU - Data Tracking Campus Counseling Sessions						
MONTH	Total Sessions	Unique Client Sessions	New Clients	Repeat Clients	Campus Appts	Telehealth
Nov-21	5	1 (crisis appt)	1	2	5	0
Dec-21	7	4	1	3	6	1
Jan-22	3	2	2	1	3	0
Feb-22	14	6	1	5	12	2
Mar-22	13	6	0		13	0

- An MOU with **Behavioral Health Services North STOP Domestic Violence** program provides free counseling services on all three of our campuses and via tele-health. On campus services began March 15 and are offered on a rotation. Details are published online at: <https://nccc.edu/counseling/index.html>
- An new MOU with **Planned Parenthood** is has been signed renewing the College’s access to prevention education on all three campuses, including classroom presentations. A list of presentations will be sent out along with contact information for the presenter. Please consider hosting one of these presentations in your class.
- **Virtual Mental Health First Aid Training** will be offered in late May and Early June for interested faculty and staff through Citizen Advocates. Registration fee will be covered by HEERF funds and those who participate will need to complete 2 hours of pre-work before the 2-part virtual training series. **Use the code: MHFAnccc to register when prompted for payment. Register here: <https://learningcenter-citizenadvocates.talentlms.com/index>**
- **Save the Dates!** On May 2 in Malone and on May 4 in Saranac Lake, NCCC will be hosting a community mental health awareness event in partnership with the Franklin Country Suicide Prevention Coalition! Event to feature art exhibit, craft project, live music, food, bounce house, and provider tables! Thank you to Kathleen Dowd Maloney for leading this collaboration with Student Life and Community Connections.

Mental Health First Aid Training

Session 1:

April 6th & April 8th
9:00 am - 12:00 pm

Register by March 28th

Pre-work must be completed by April 1st at 12:00 pm

**21
SEATS
LEFT**

Session 2:

April 26th & April 27th
9:00 am - 12:00 pm

Register by April 11th

Pre-work must be completed by April 22nd at 12:00 pm

**23
SEATS
LEFT**

Session 3:

May 24th & May 25th
9:00 am - 12:00 pm

Register by May 9th

Pre-work must be completed by May 20th at 12:00 pm

**20
SEATS
LEFT**

Session 4:

June 21st & June 22nd
9:00 am - 12:00 pm

Register by June 6th

Pre-work must be completed by June 17th at 12:00 pm

**24
SEATS
LEFT**

REGISTER



MENTAL HEALTH FIRST AID

WHY MENTAL HEALTH FIRST AID?

Mental Health First Aid (MHFA) teaches you how to identify, understand and respond to signs of mental health and substance use challenges among adults.

On average,
130
people die by
suicide every day.

*Source: American Foundation
for Suicide Prevention*

From 1999 to 2019,
841,000
people died from
drug overdoses.

*Source: Centers for Disease
Control and Prevention*

Nearly
1 IN 5
in the U.S. lives
with a mental illness.

*Source: National Institute
of Mental Health*

WHO NEEDS TO KNOW MENTAL HEALTH FIRST AID

- Employers.
- Police officers.
- Hospital staff.
- First responders.
- Caring individuals.

WHAT IT COVERS

- Common signs and symptoms of mental health challenges.
- Common signs and symptoms of substance use challenges.
- How to interact with a person in crisis.
- How to connect a person with help.
- Expanded content on trauma, substance use and self-care.

THREE WAYS TO LEARN

- **In-person** – Learners will receive their training as an 8-hour, Instructor-led, in-person course.
- **Blended** – Learners complete a 2-hour, self-paced online course, and participate in a 4.5- to 5.5-hour, Instructor-led training. This Instructor-led Training can be:
 - » A video conference.
 - » An in-person class.

Learn how to respond with the Mental Health First Aid Action Plan (**ALGEE**):

- A**ssess for risk of suicide or harm.
- L**isten nonjudgmentally.
- G**ive reassurance and information.
- E**ncourage appropriate professional help.
- E**ncourage self-help and other support strategies.

Sources

American Foundation for Suicide Prevention. (n.d.). *Suicide statistics*. <https://afsp.org/suicide-statistics/>

Centers for Disease Control and Prevention. (n.d.). *Drug overdose deaths*. <https://www.cdc.gov/drugoverdose/deaths/index.html>

National Institute of Mental Health (NIMH). (n.d.). *Mental illness*. <https://www.nimh.nih.gov/health/statistics/mental-illness>

Diversity, Equity, and Inclusion & Title IX News

- The April 2022 Diversity Newsletter on Disability Awareness is published online at <https://nccc.edu/about/diversity/>
- The Diversity Task Force hosted Part 2 of a free virtual training called Bridges Out of Poverty on Friday, March 11 presented by Champlain Valley Family Center based in Plattsburgh. Follow up collaboration in May will include a project to adapt the Prevention Needs Assessment tool for college student populations
- The Diversity Climate Assessment instrument project has been paused while Kim completes a SUNY Institutional Effectiveness certificate this spring semester, which included a series of modules on institutional research.
- The Diversity Task Force is proud to co-sponsoring a **Non-Violent Communication Training** (how to effectively talk about tough topics, like social change and diversity). This training was developed by Dr. Kelli Rodriguez of the Social Science Department in collaboration with the Adirondack Diversity Initiative. Sessions to include 1 ½ days of in-person training and then some follow up zoom meetings for additional support and coaching. April 22 & 23 at the VIC, Paul Smiths. Register here: <https://interland3.donorperfect.net/weblink/weblink.aspx?name=E187759&id=18>



Join the Adirondack Diversity Initiative in learning communication and facilitation practices that help us engage productively with conflict and challenge:

What: Communicating for Change Summit: A facilitator training on nonviolent communication
When: Friday, April 22 (9:30 a.m. to 5:00 p.m.) and Saturday, April 23 (9:30 a.m. to 12:30 p.m.), 2022
Where: Paul Smith's College VIC (8023 NY-30, Paul Smiths, NY 12970)

The 1.5 day intensive workshops will be led by facilitators from the M.K. Gandhi Institute for Nonviolence. Thanks to co-sponsorship by Paul Smith's College with support from North Country Community College and Citizens Advocates.

Student Life News

- **Save the Date! The 2022 Student Awards Ceremony will be live on Zoom Friday, May 13 at 4:00 p.m.** This long time NCCC tradition celebrates the academic and college service achievements of our students. Please join the virtual celebration this year and stay tuned for access to our digital program.
- Angela took two students from SGA to the National Association for the Promotion of Campus Activities (APCA) conference in Hershey, PA over spring break to book talent and events for next academic year. Each year this opportunity provides access to showcases of talent on the college circuit and training resources for student led event planning.
- The SGA and Student Trustee election is coming up in late April/early May. Recruitment for these positions is underway. Nominations accepted until April 11th and voting options for online and in person are anticipated for the week of April 18th.
- Planning is underway for:
 - Attendance at the SUNY Student Assembly conference at the end of April. SGA delegates will have an opportunity to network with other student governments and participate in SUNY-wide student advocacy
 - White Water Rafting trip scheduled for May 7, 2022
 - Alternative Break Service Trip scheduled for May 18-27. More details to come.

SAINTS SOCIAL CORNER

NORTH COUNTRY COMMUNITY COLLEGE
OFFICE OF STUDENT LIFE

VOL 05 | ISSUE 6 | APRIL 8 - APRIL 22

THINGS TO REMEMBER

Kindness is free

Everyone's journey is different

Gossiping is toxic

Nothing ever stays the same

Alone time is good for the soul

www.miss-mintz.com



White Water Rafting Saturday May 7, 2022

GENERAL INFO: Raft on the Indian and Hudson Rivers with the Adirondac Rafting Company.

COST: Students/Faculty/Staff/Guests: \$25 person

WHAT'S INCLUDED: Wetsuit, splash top, gloves, booties, helmet, lunch on the river and a Licensed NYS Guide

TO REGISTER: https://bit.ly/2022_Rafting

Sign-up by May 1, 2022

Waiver and \$25/person due prior to the trip!

LEARN NEW SKILLS! STRESS SOLUTION BINGO

APRIL 21, 2022

8:00 PM EST

ZOOM INFO

MEETING ID: 893 9256 6784

PASSCODE: BINGO

End of Semester Celebration Boxes

FREE BOX OF
GOODIES
300 AVAILABLE
GET YOURS TODAY
REGISTRATION IS
OPEN!!

[HTTPS://BIT.LY/2022_CelebrationBox](https://bit.ly/2022_CelebrationBox)

VIRTUAL GAME NIGHT

WEDNESDAY
APRIL 27, 2022
7:30PM EST

CONNECT WITH OTHER STUDENTS THROUGH
VIRTUAL GAME NIGHT... AND WIN PRIZES!!

ZOOM INFO:

MEETING ID: 872 4900 7943

PASSCODE: playnow

Alternative BREAK TRIP

1 Trip, 4 Social Issues
May 18-May 27
APPLICATIONS DUE: April 22

What's Included:
Making a positive Impact
Travel * Meals * Lodging
Destinations:
New Orleans, LA & Houston, TX

NOW OPEN

DIY KIT REGISTRATIONS!!

ORIGAMI KITS
NO SEW BLANKETS
PAINT AN ALPACA
STRING ART
AND MORE!

Registration Coming Soon!

APCA
16TH ANNUAL
LEADERSHIP
BROADWAY
JULY 21-23, 2022 | NEW YORK CITY
MARRIOTT MARQUIS Times Square
INCLUDES A TICKET TO THE BROADWAY SMASH HIT, HAMILTON

BECOME A STUDENT GOVERNMENT LEADER

YOU WILL...:

- GAIN LEADERSHIP SKILLS
- WORK COLLABORATIVELY
- REPRESENT YOUR PEERS & THE COLLEGE AT CONFERENCES
- ADVOCATE FOR YOUR PEERS ON ALL 3 CAMPUSES

VACANT POSITIONS:

- PRESIDENT
- VICE PRESIDENT
- TREASURER
- SECRETARY
- SENATOR FOR DIVERSITY & INCLUSION
- SENATOR FOR STUDENT ORGANIZATION
- SENATOR FOR COMMUNITY & ON-LINE STUDENTS (2)
- SENATOR FOR CAMPUS REGISTRATION
- SENATOR FOR RESIDENCE LIFE AND HOUSING

IMPORTANT DATES:

- MARCH 28TH APPLICATION GOES LIVE - CHECK NCCC EMAIL
- APRIL 10TH APPLICATION FOR SGA DUE BY 11:59PM
- APRIL 15TH-22ND SGA ELECTIONS ONLINE @ 8PM EST
- APRIL 29TH-MAY 1ST RECORD LEADERSHIP CONFERENCE FOR CURRENT AND EMERGING SGA MEMBERS

WANT TO MAKE A DIFFERENCE? BECOME OUR STUDENT TRUSTEE

QUALIFICATIONS:

- GAIN LEADERSHIP SKILLS
- GPA REQUIREMENT: 2.5
- WORK COLLABORATIVELY WITH THE STUDENT GOVERNMENT

ATTEND MONTHLY MEETINGS (BY INVITATION)

ADVOCATE FOR YOUR PEERS

IMPORTANT DATES:

- MARCH 28TH APPLICATION GOES LIVE - CHECK NCCC EMAIL
- APRIL 10TH POSITION APPLICATIONS DUE & VERIFIED
- APRIL 15TH-22ND SGA ELECTIONS HELD ONLINE
- APRIL 29TH-MAY 1ST RECORD LEADERSHIP CONFERENCE FOR CURRENT AND EMERGING SGA MEMBERS

FREE MOVIE NIGHT

APRIL 14, 2022
7PM EST - BE THERE EARLY PLEASE!
PALACE THEATRE: LAKE PLACID, NY
MASKS ENCOURAGED!
STUDENT ID OR NCCC EMAIL WITH CURRENT AD REQUIRED FOR ENTRY

Class of 2022

GRADUATION APPLICATION DEADLINE
APRIL 8, 2022

Career & Transfer Services News

- Bruce and Kim have been attending various Advisory Board meetings this spring to support the sharing of career and transfer resources by program with attendees and answer questions about services.
- Bruce and Kim are also reviewing career assessment tools for future use to help students explore alignment of aptitude and interest in their career aspirations. Previously, the College used the Strong Inventory.
- The Transfer Services website has been redesigned to feature our Articulation Agreement with improved navigation. Visit here: <https://nccc.edu/transfer-services/index.html>
- The Career Services jobs board platform called College Central Network (<https://www.collegecentral.com/nccc/>) continues to grow in registrations with just over 69 students, 42 employers, and 5 NCCC alumni.
- SUNY Start Up Summer School is accepting free registrations now through May 23. Business Department faculty and students may be interested in enrolling here: https://www.eventbrite.com/e/registration-for-suny-startup-summer-school-class-of-2022-tickets-262688707997?aff=odeimcmailchimp&mc_cid=a613f84035&mc_eid=bcf57da35d

Campus Safety and Community Standards News

- The Department of Health conducted an audit of our NCCC immunization record keeping on April 6, 2022. NCCC is in compliance. Shout out to Kathy Goodrow for her diligence and superb attention to attention to details!
- An informal self-audit of our HIPAA level compliance for student physicals was conducted with input from Athletics, Rad Tech, and Nursing on March 31, 2022.

January 1, 2022 – April 8, 2022

Top Incident Types	Total Incidents
COVID-19 Report	41
Student Behavior Report	18
ADA 504	16
Referral for Student Support	11
Pregnancy/Newborn Parenting Status Disclosure	9
Academic Integrity Report	8
Injury or Illness Report	7
Student Grievance/Complaint	3
Title IX Report of Sexual Misconduct	1

Violation	Total Incidents
● Furnishing False Information/Fraud and Misrepresentation	1
● Failure to Comply with Official Requests	1
● Maintenance of Public Order	1

**North Country Community College
President's Report to the Board of Trustees
April 29, 2022**

Greetings to you all,

I hope this finds you and yours doing well. As the month of April winds down, and the faculty and our students wrap up their coursework, we are putting the final touches on the end-of-the-year celebrations including nursing pinnings, the student awards ceremony and, of course, commencement.

This year's graduating class has the distinction of having earned their degree in the midst of a global pandemic, which is, as we know, no small feat. Despite the challenges that it posed, our students, faculty, and staff continued to rise to occasion and do what needed to be done. As has been the case for over five decades, in a couple of weeks' time, NCCC students will receive their diplomas and will leave us better prepared for the world that awaits their energy, enthusiasm, youth, and talents. It is one of the great joys of higher education...to witness these transformations in students' lives year after year.

A special note of gratitude to our college community for continuing to suit up and show up for students, and to the Board for your ongoing support. I look forward to seeing you at your April meeting and to be with you at commencement.

Gratefully yours,

Joe

★ **Campus and External Relations**

Below are some highlights of events, contacts, and interactions that I participated since the Board's last meeting:

Date	With	Location
03/29/22	SUNY Strategic Enrollment Mgmt Planning	Zoom
03/29/22	Allison Warner; NCCCAP Negotiations	Teams
03/30/22	President's Council	Teams
03/30/22	JMZ Architects	Zoom
03/31/22	Long Range and Strategic Planning Committee	Teams
03/31/22	SUNY State Budget Advocacy Meeting	Zoom
04/01/22	Graphic Arts Program Advisory Board	Zoom
04/01/22	Massage Therapy Program Advisory Board	Zoom
04/04/22	Jim Brooks, College Attorney	Lake Placid
04/05/22	Joe Pete Wilson, Keene Town Supervisor	Zoom
04/05/22	Paul Sorgule, Harvest America Ventures LLC	Boardroom

04/05/22	Franklin County Community Services Board	WebEx
04/06/22	Donald Hoffman, Appraiser	Colony Court
04/07/22	Brandon Titus, St. Joseph's "Main on Elm"	Zoom
04/08/22	CSEA Negotiations	Teams
04/08/22	Human Services Program Advisory Board	Zoom
04/08/22	Student Government Association meeting	Zoom
04/08/22	College Senate Meeting	Zoom
04/11/22	Darin Perrotte, SL Chief of Police	SL Campus
04/12/22	JMZ Architects	Zoom
04/12/22	Allison Warner; NCCCAP Negotiations	Teams
04/12/22	Lakeside House Board Meeting	Zoom
04/13/22	Phi Theta Kappa Awards Ceremony	Syracuse
04/14/22	Long Range and Strategic Planning Committee	Teams
04/14/22	Association Board Meeting	Zoom
04/15/22	Lakeside House Strategic Planning	Zoom
04/18/22	COVID-19 Task Force	Teams
04/18/22	Nursing Programs Advisory Board meeting	Zoom
04/18/22	Dianna Trummer, CSEA Negotiations Check-in	Phone
04/19/22	Joe Pete Wilson, Keene Town Supervisor	Zoom
04/19/22	Webinar: MSCHE and Quality Matters – <i>Demonstrating Compliance Across Modalities</i>	Zoom
04/19/22	NYCCAP Meeting with SUNY Chancellor Stanley	Zoom
04/22/22	Robin Deloria, Supervisor, Town of Newcomb	Newcomb
04/26/22	Donna Wotton, Ti Alliance	Ticonderoga
04/26/22	Rob Rathbun, Executive Director, NCCC Association	Teams
04/27/22	President's Council	Teams
04/27/22	NAHEC/Richard Merchant	Zoom
04/28/22	Long Range and Strategic Planning Committee	Teams
04/28/22	SUNY Child Care Center Convening	Zoom
04/28/22	Webinar: <i>Diversity, Social Justice, Critical Race Theory and the Academy</i>	Zoom
04/29/22	CSEA Negotiations	Teams

★ **Board Matters**

- *Board Policies:* four BoT policies are in various stages of review: Advisory Committees, Board Travel, Budgetary, and Vehicle Parking. We placed them on a three-year review cycle and are starting with the oldest policies first.

★ **Budgeting and Planning**

□ ***2021-2022 Budget***

There has been a slight change in the projection for this year. Absent a significant uptick in summer campus and Second Chance Enrollment, we are anticipating a \$700K operational deficit for the year (down from \$800K). We expect this to be offset by stimulus funding to support enrollment loss. In addition, we have applied for additional *American Rescue Plan* stimulus funding, which we believe we are eligible for.

- ***2022-2023 Budget:*** As Erik Harvey, Interim CFO, will share, work continues on the 2022-2023 budget. With the NYS budget in place, we have been firming up the anticipated deficit and steps to reduce it as part of a roadmap to a balanced budget. Here is an update on two of the initial steps taken to balance the budget (expected to reduce it to \$987K):

- ✦ *Student Debt Relief Proposal*: a Board resolution to use federal Higher Education Emergency Relief Funds (HEERF) to forgive student debt incurred during the pandemic is included here and before you today.
- ✦ *Early Retirement Incentive*: one (1) employee opted to take advantage of the \$30,000 early retirement incentive effective September 1, 2022.

Other state budget elements that we are factoring in are noted below. Those with the asterisk (*) we are waiting on particulars on:

- 100% floor funding benchmarked at 21-22 enrollment levels. We are estimating it to be a \$60K revenue positive impact,
- TAP expansion to part-time students (6 crs or more) including in “*an approved non-degree workforce credential program*” that is defined as a “*significant industry*” by the NYS Department of Labor*,
- Restoration of TAP for incarcerated students*,
- \$53M funding for new faculty*, and
- \$60M funding for “non-recurring strategic investments” to “improve academic programs, improve enrollment, enhance student supports, and modernize operations”*.

In addition, other activities that we expect will help with revenue include:

- Funding of Second Chance Pell for the 22-23 year,
- Ongoing offerings on Akwesasne,
- The Strategic Enrollment Management (SEM) planning this is underway,
- New program options for students, including two in the business area, Entrepreneurship Certificate and Health Administration track, and
- The Supplement Support under the American Rescue Plan (SSARP) funding which we have applied for.

Finally, the Long Range and Strategic Planning Committee has been working through the list of ideas generated by our community help with the budget, to identify those that a) align with our strategic plan or are likely to be part of our strategic enrollment management (SEM) plan, and b) those that impact the 2022-23 year vs. those that are more long term. We expect this to be helpful in addressing campus priorities in this process.

★ **Strategic Enrollment Management Planning**

SUNY is underwriting Strategic Enrollment Management (SEM) planning for community colleges through the American Association of Collegiate Registrars and Admissions Officers (AACRAO). This a great opportunity and one that will help inform and our budgeting and planning efforts as so much of the work ties into our strategic plan initiatives.

Kyle Johnston and Sarah Maroun are leading our efforts with several folks from across the college community participating. Plans for traditional enrollment, non-traditional enrollment, and retention, are in the works and we anticipate having a draft completed before the faculty break for the summer, with steps that we can put into place to affect the 22-23 year.

★ College Policies

No update.

★ Foundation

Here are a few highlights from Erin's work these past several weeks:

- *Donor Perfect Onboarding and Data Migration*: the work to migrate donor data from our current system to Donor Perfect, the recently adopted software system, has started. It is expected to take a few more weeks, just in time for the summer season.
- *Scholarships*: Erin has been learning about the Foundation's role in awarding scholarships and secured an additional \$12,000 in scholarship-related donations, both supporting our marketing and related costs associated with the Opportunity Scholarship (\$7,500 from the Adirondack Foundation, and \$5,000 from Stewart's Shops).
- *Foundation Strategic Plan*: Erin, along with several members of the Foundation, have begun the process of mapping out a new strategic plan for the Foundation, one that is linked to the College's strategic plan.
- *Foundation Land Holdings*: The survey work for the Cantwell gift that adjoins the Malone campus is underway. Similarly, an appraisal of the Colony Court property is in the final stages.

★ Strategic Plan

Initiatives that are underway include:

- *"Right-size" College operations to enrollment/finance and "work smarter" improving efficiencies across functional areas* (underway)
- *Ongoing Professional Development* (through 2021-2022 Perkins grant support, two professional development series have been occurring Spring 22, one on assistive technology and students with disabilities and the other on universal course design elements),
- *New Academic Programs* (wastewater instructors secured and application being finalized; EMS Course Sponsorship application to offer *EMT courses* is in progress; a new teacher assistant certificate a new jointly registered Cybersecurity degree with Herkimer CC were approved by the College Senate; new programs in *graphics and animation* and *healthcare* are being explored; a local needs assessment identifying areas of need in the region was completed for Perkins; a collaboration with FEH-BOCES to explore opportunities to jointly offer trades education; a collaboration with the Northern Area Health Education Center and Health Workforce NY regarding *healthcare programs*.)
- *Expand Partnership with St. Regis Mohawk Tribe*: (Return to Akwesasne with two Spring 2022 courses and planning discussions for Summer 22 and Fall 22; an elder from the St. Regis Mohawk Tribe, Minerva White, will be our 2022 Commencement Speaker)
- *North Country CC – Workforce Development Partnership*: (Perkins CLNA completed; WFD meeting; NAHEC Collaborative; FEH-BOCES exploration; Good Jobs Grant)
- \$1M grant received to help *modernize Nursing Labs* on all three campuses and a scoping study is completed. JMZ shared their cost projections and met with Nursing and Science Departments. Next steps: hold a college-wide

- presentation on the proposals. A second nursing lab grant was being submitted April 10th, 2022 to complete the upgrade of the facilities.
- Two grants were submitted to *modernize Nursing Labs* on all three campuses and a scoping study is underway. We are awaiting feedback to JMZ before we hold a college-wide presentation on the proposals.
 - *Alternative revenue streams*: (3rd year Opportunity Scholarship; Foundation adoption of Donor Perfect, Foundation exploration of grants and Live Alumni)
 - *Improved Institutional Research capabilities*: (Initial steps include standardized data needs for all academic programs as part of ongoing program assessment)
 - *Reinvest in health careers and health science programs*: (Nursing lab modernization and new academic program exploration. Associate Degree of Nursing program expansion proposal)
 - *Streamlining and improving the College's student onboarding*: through the North Country Navigator program is underway, *and a group is meeting to determine how to include/improve onboarding in other areas (academic, IT, student affairs)*

★ **Opportunities and Partnerships**

- *Perkins Grant (2021-2022)*: we completed and submitted a community local needs assessment (CLNA) examining regional workforce needs and assessing how the College's offerings align and where there are opportunities to improve. These will drive our Perkins funding for the next two years. The 22-23 application is due June 10th, 2022.
- *The North Country CC-Workforce Development Partnership*: this group helped with our CLNA. They participated in the project we are exploring with NAHEC on the healthcare workforce recruitment. We meet again in early May related to Perkins.
- *2022 Community Projects Funding requests*: We were awarded \$1M in federal funding through the support of Congresswoman Stefanik who championed the request, as well as Senator Schumer and Senator Gillibrand.
- *2022 Congressionally Directed Spending request*: The original estimate to update and upgrade the nursing labs was \$1.8M, and we were required to reduce the ask in 2022 to fit under the cap of \$1M. That estimate remains quite close (now \$1.95M) and we have requested support for the remaining amount so we can complete the project fully.
- *Northern Area Health Education Center (NAHEC)*: Sarah Maroun and Selina LeMay-Klippel have been working with NAHEC to establish health career pathways in the North Country, for the benefit of both students and employers. If the project develops as anticipated, the College will benefit given our strength in health career education. A presentation to regional employers and workforce partners on March 11, 2022, was well-received and generated much excitement. The next steps are how to fund the efforts, which NAHEC will be largely leading.

★ **COVID-19 Matters**

Since the Board's last meeting, there have been a few developments of note:

- ❑ *Vaccinations:* SUNY has noted that they expect to require students be fully vaccinated if they plan to be on campus for future semesters.
- ❑ *Booster Requirement:* SUNY is expecting that the booster requirement will be part of the “fully vaccinated” mandate as well.
- ❑ *Testing:* We have moved to an “appointment-only” testing practice.
- ❑ *Masking:* No change in masking protocols. Masks are not required on campus, though any and all are welcome to do so. The CDC is recommending that those not fully vaccinated who become infected with COVID-19 to wear a mask for five (5) days after their five days of isolation. Students in our clinical sites are still required to wear masks.
- ❑ *COVID-19 Page:* Chris Knight is developing messaging for students, both new and returning, who plan to be on campus Fall 22 regarding the vaccination requirements and will be placing it on the College’s [COVID-19 page](#).

★ **Facilities**

- ❑ Rick Heath and his team were well-prepared for the SL Fire Inspection which took place earlier this week. They also were busy responding to the recent storm and associated clean-up.
- ❑ We have three new members of our facilities team who have joined us this semester, all part of the cleaning crew: Chasity Foley (SL), Randy Warner (ML) and Mary Hundson (TI).
- ❑ Over the next few weeks, they will be turning more attention to the grounds and preparing the campuses for commencement and the like.

★ **Information Technology (IT)**

Scott Harwood and the IT Department continued their support of students, faculty and employees with their IT needs.

- ❑ *D2L:* Terry Kemp has continued his exploration of the D2L/Brightspace, the new digital learning environment (DLE) that SUNY adopted. The College has decided to adopt it with a full cutover slated for Fall 2023.
- ❑ *Security Cameras:* Scott Harwood is moving ahead on the \$136K in capital funding to upgrade the SL campus from 34 to 60 cameras that the Board approved at the March 18th, 22 meeting. Consistent with BoT policy, it would focus on entry points to campus, major pedestrian paths, and vehicular traffic.

★ **NCCCAP**
Negotiations

Negotiations with NCCCAP for a successor contract to the 2019-2021 CBA are in, what we hope, are the final stages. I want to extend my gratitude to both sides for engaging in what has been a productive and collegial process throughout.

★ **CSEA**
Negotiations

We have begun to enter into negotiations with CSEA for a successor contract to the 2019-2021 CBA and are hopeful for a productive and collegial process with the CSEA team as well.

★ **Middle States/SUNY/NYSED**
MSCHE Updates

On March 10th, 2022, the Middle States Commission on Higher Education reaffirmed our accreditation. The work of the faculty and staff over the last several years, coupled with excellent work demonstrating and documenting those efforts that our Interim Vice President for Academic Affairs, Sarah Maroun, led along with the efforts of the Steering Committee, Workgroups, and others, made it possible.

SUNY

In SUNY matters:

- *Chancellor*: The search is underway.
- *Senior Vice Chancellor for Academic Affairs and System Provost*: a search for this position is underway.

SUNY Nursing Emergency Training Fund: SUNY recently released a closed RFP to those schools not selected in the first round who are able and willing to expand their nursing programs. The incentives are much less favorable (\$75K vs the original \$250K; unable to use it to support new faculty), so we'll need to look more closely at the offer.

That's all for now. Gratefully yours,



Joe Keegan
President
North Country Community