



Board of Trustees Meeting Minutes

Tuesday, May 26, 2026 | 11:00am

Board Members Present: Pete Suttmeier, Donna Wadsworth, Todd LaPage, David McNally, Seth McGowan, Tricia Preston, and Tommy Sloan

Virtual (Non-voting): Linda Beers

Others Present: Joe Keegan, Stacie Hurwitch, Tara Evans, Sarah Maroun, Erik Harvey, Kyle Johnston, Jackie VanBrunt, Scott Harwood, Chris Knight, Erin Walkow, Ang Brice, and Chad LaDue. Members of the College community joined as well.

Board Chair, Pete Suttmeier called the meeting to order at 11:05 a.m. after quorum was met.

Minutes

Tricia Preston made the motion to accept the April 28, 2026, meeting minutes. Seth McGowan seconded the motion. April 28, 2026, meeting minutes were unanimously approved (7-0-0).

College Senate Chair | Chad LaDue

No report was presented.

NCCCAP President | Angela Brice

- The final meeting of the academic year has recently been held. The social gathering, hosted by NCCCAP at River Trail in Saranac Lake, was a success.
- Thanks to all for continued support and for a wonderful academic year.

CSEA President | Dianna Trummer

No report was presented.

Board Chair | Pete Suttmeier

Tricia Preston and David McNally, who represented the Board at the 2026 Commencement, shared they both had an enjoyable experience.

Vice President for Academic Affairs | Sarah Maroun

Sarah made note of the end-of-year festivities calling them successful and a wonderful time.

- Cybersecurity Conference was held this month at Hotel Saranac. NCCC co-hosted and was proven beneficial for many attendees. They plan to hold it again annually.
- Today marks the official start of summer courses
- Awaiting update on the Prison Education program status change from Middle States Commission on Higher Education.
- Joe noted Kyle & Sarah have begun work on Middle States Self-Study.
 - The on-campus visit will be held in Spring 2029.
 - Self-study institute is completed, updates shared as it becomes available.
 - Members of the board discussed Middle States process. The study occurs every 8 years. Pete asked if there is any cost-benefit to this activity in-house. Sarah shared her thoughts – it's tied to Financial Aid, it's significant investment. There is value with accreditation to make sure the college is doing right by our students. Joe shared the recent meeting spoke about the cost of these reports and potential future changes.
- Pete asked about the Environmental Studies Advisory Board and how often the program is reviewed. Sarah shared this program is reviewed every 5 years. Currently it's lightly enrolled. Sarah shared the advisory boards focus on career programs. This program is more of a jumping point to a 4-year college.

The board moved to approve the following resolution:

Seth McGowan made the motion that the North Country Community College Board of Trustees hereby approves the temporary appointment of Stephanie Cassell, to the full-time, nine-month (164-day), exempt appointment as Nursing Program Director for the 2026/27 academic year, at an annual salary of \$73,850. This position is currently funded in the 2026/27 operating budget. In accordance with the current NCCCAP agreement Article VII-Appointment and Promotions, this appointment will expire at the conclusion of the 2026/27 academic year and will not be renewed. Tricia Preston seconded the motion. The motion was unanimously approved (7-0-0).

Sarah brought to the floor the updated policy on honorary degrees awarded posthumously. She explained the mandated change by SUNY. Members of the board discussed the change. Seth McGowan made the that the North Country Community College Board of Trustees hereby approves the updated policy as it was presented. David McNally seconded the motion. The motion was unanimously approved (7-0-0).

Vice President for Marketing and Enrollment Management | Kyle Johnston

- Still holding on to the SUNY Reconnect launch. NCCC is ready to advertise, and the hope is the state budget is approved this week so we can move forward.
- Shared marketing campaign updates: Environmental Services and Wilderness Recreation programs are currently being showcased. Human Services suite of programs will launch next week and be live for all of June.
- Working on refreshing the College's viewbook this year and it will be ready by August 2026.
- Department budget is under review to find money available to add to some campaigns.

Chief Financial Officer | Erik Harvey:

- Todd LaPage made motion to the floor to approve the April 2026 financials as they were presented. David McNally seconded the motion. The motion was unanimously approved (7-0-0).
- Looking forward on Enrollment, the numbers look healthy when compared to this time last year. Kyle's work to accelerating the Financial Aid process has helped the College revenue.
- Noted no changes to the 2026-2027 budget from when shared last month. Open the floor for questions.
 - Members of the board spoke to Erik about the in and out of state budget numbers. Erik explained the chargeback. The discussion led to what NCCC is doing to draw students here from outside counties. Programs such as Addictions Counseling, Cybersecurity, and ADN hybrid are the biggest draw.
 - Seth McGowan motioned that the North Country Community College Board of Trustees hereby approves the 2026-2027 Budget as it was presented. Tricia Preston seconded the motion. The motion was unanimously approved (7-0-0).
 - David McNally voiced interest in attending the supporting counties of Essex & Franklin meetings when presenting the budget. Erik made a note to include him.
- Erik shared the updated 5-year projection. Sarah spoke of the costs associated with the Gateway courses.
- Erik spoke of the operating costs anticipated at the end of next year.
- Members discussed the health of the fund balance as compared to other community colleges of our size.

Interim Associate Vice President of Student Affairs | Jackie VanBrunt:

- The current Spring Showcase event was successful. Over 150 attended; students enjoyed showing their skills. Planning has begun to hold this event next year to include all campuses.
- Scholarships updates were shared. Four students received scholarships and they are excited and grateful. These scholarships would not have happened without SUNY, the hard work by our Foundation and Financial Aid team.
- Currently waiting for NYS budget to be approved. When published the college anticipates to again receive ASAP program funding; NCCC applied and is waiting for approval. This approval would help support two (2) additional positions to work with our students. In addition, it would provide monetary funding for students; such as a retention grant.
- Jackie shared she, Erin Walkow and Ang Brice are reviewing and updating the Emergency Funding Committee guidelines.
- Thanked Tommy Sloan for serving on the board as the 2025-2026 student trustee. She extended congratulations on transferring to SUNY Albany. SGA will soon vote for a new member for the 2026-2027 academic year.

President | Joe Keegan:

- Extended thanks to the board for their dedication to the success of the college.
- Joe extended thanks to both Pete and David who attended commencement this year.
- Joe thanked David for attending the Nurses pinning and awards ceremony.
- Shared the Commencement celebration was very special this year and a great success. Over 100 students were in attendance to receive their certificates and degrees.
- Congratulated Tommy on his acceptance to attend SUNY Albany and wished him continued success in his studies.
- Shared the end of year event following commencement at River Trail was great. He voiced appreciation for the continued collegiality of NCCCAP .
- Briefly spoke of the status with the NYS Budget. David explained how the state budget is passed. He shared the hold that the Governor has since the Pataki lawsuit as well as current bills and policies awaiting to be moved.
- Erik and Scott shared the fall enrollment numbers are cautiously optimistic. Tracking ahead on continuing enrollment and 1st time students. Noting applications numbers were up by about 4%, and this week they

are up 2%. This change in enrollment numbers could be impacted due to lack of SUNY Reconnect approval and the holding for the approval of the State Budget.

- Welcomed Jenn Barrett to the Long Range and Strategic Planning Committee. They will add the work on ACOMO, ATD and Thesis as they update the strategic plan. Once complete, it will go through the shared governance review process.
- The construction project for the new vestibule at Sparks will start this week.
- Shared the Achieving the Dream presentation will be held following Erin's report.
- David asked for the status of the pool. Joe explained the next steps after the recent study.
- Joe shared the Title III grant announcement that came out on Friday. He noted the college will have a 30-day window to pull together grant. He encouraged the board to see their emails for further information.

NCCC Association

No report.

NCCC Foundation Director | Erin Walkow

- Erin shared her report and highlighted the recent achievements and experiences of a long-distance student.
 - When asked how the student came to NCCC, Jackie shared it was before SUNY Reconnect program was launched. This student was looking for online program in Human Services.
 - According to this recent graduate, of all the schools they explored, NCCC staff were the first to be the most welcoming and most responsive. The graduate shared with Jackie that staff were supportive from the first phone call inquiry of the program to graduation day.
 - The graduate agreed to help with future first-generation panels.
 - Members of the board agreed this is a great story and asked how it has been publicized.
- Tricia asked about the Swims Program for the NCCC pool. Erik reported we have 2 years to provide lessons and \$200K to fix the pool. Joe shared we applied for a DASNY grant for pool related improvements, but we did not get it. Erik confirmed there is no leak in the pool. He shared the immediate need is mechanical based and noted the rest of pool could use an upgrade.

New Business

Dr. Paula Pitcher and Dr. Kara Monroe presented Achieving the Dream (ATD) to the Board. They highlighted

their work with North Country Community College.

Members of the board discussed Dr. Pitcher and Kara's presentation and how the college has benefited from this program.

Old Business

None

Public Comment

None

Executive Session

Seth McGowan made the motion to enter Executive Session at 12:54 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. Tricia Preston seconded the motion. The motion was passed unanimously (6-0-0). Joe Keegan was invited to attend the meeting at 12:55 p.m.

Adjourn

Seth McGowan made a motion to adjourn the meeting. Tricia Preston seconded the motion. The motion was approved unanimously (6-0-0). The Board meeting was adjourned at 1:32 p.m.

Respectfully Submitted,



Stacie G. Hurwitch

Assistant Secretary, NCCC Board of Trustees

Date: August 25th, 2026

Resolution: 2025-2026 | Pending

Motion:

Second:

Action: Pending (x-x-x)

Pending Witness: