

**NORTH COUNTRY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MINUTES**

*Friday, October 27, 2017 | Saranac Lake Campus*

**Board Members Present:** Stephen Reed, Anne McDonald, Mark Moeller, Jerry Griffin, Mary Irene Lee, Tim Burpoe and Daniel Kelleher.

**Excused:** Joe Costa, Pete Suttmeier, and Mary Kay Tulloch.

**Others Present:** Dr. Steve Tyrell, Stacie Hurwitch, Bob Farmer, Chris Tacea, Joe Keegan, Sarah Kilby, Diana Fortune, Beth Quinn, Chad LaDue, Chris Knight, Lee Susice, Bruce Rowe, Stacey Mascia-Susice, Joe Pete Wilson, Sarah Maroun.

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Board Chair, Steve Reed, called the meeting to order at 11:01 AM.

**Approval of Minutes**

Anne McDonald made a motion to approve the September 29th, 2017 minutes. Mary Irene Lee seconded the motion. The September 29th, 2017 minutes were approved unanimously (6-0-0).

**College Senate**

Sarah Kilby reported:

- October 13<sup>th</sup> Senate meeting: A motion was made to move forward with the SUNY Potsdam initiative for Fall of 2018 (14 in favor, 7 opposed, 1 abstention).
- Next meeting November 10<sup>th</sup> @ 11Am. Anne McDonald will attend. Mark Moeller plans to attend the December Senate meeting.

**CSEA**

Dianna Trummer reported:

- Moving forward, a representative from CSEA will attempt to attend future board meetings.
- Unit membership was pleased with the updates made to address the concern with retroactive checks.
- Arbitration held on September 27th was positively resolved.
- CSEA was not in support of the change in a College MC title, which was passed by the board on August 25<sup>th</sup>, 2017.

**NCCCAP**

Chad LaDue reported:

No report.

**Board Chair Report**

Steve Reed reported:

- Shared Governance session on September 29<sup>th</sup>, 2017 was well received and productive. Committee is slated to meet again on November 6<sup>th</sup>, 2017 to continue work.
- Board chair plans to visit all campuses, and attend select classes, by end of Fall 2017.

## **Vice President for Academic Affairs**

Joe Keegan reports:

- Nursing Board report for 2<sup>nd</sup> Quarter – RN 64 of 70 passed | 91.4% passing rate. This compares favorably to the NYS rate which is 80%. LPN 58 of 73 passed | 79.45% passing rate is compared to the state rate of 77.38%.
- Both Essex County and Saranac Lake rescue squads have requested NCCC hold Emergency Medical Technician (EMT) training. Scott Harwood will move forward with providing a credit-bearing EMT basics course in Spring of 2018.
- In consideration of the approved Strategic Plan, NCCC will be developing campus-based advisory boards for each campus which will include members of the College and area community leaders. Ticonderoga will hold their first meeting on December 8<sup>th</sup>, 2017.

*The board acted on the following resolutions:*

Tim Burpoe recommended resolution 2017-18 | 07 that the North Country Community College Board of Trustees hereby approves the change in rank for Kimberly Duffey from Instructor to Assistant Professor, in recognition of her Juris Doctorate Degree, at a fiscal salary of \$49,370 effective September 1, 2017. Mary Irene Lee seconded the motion. The resolution was approved unanimously (6-0-0).

## **Dean of Admissions Report**

Chris Tacea reports:

- Search for new Financial Aid Directors is complete. Mary Ellen Chamberlain will be joining us on November 27<sup>th</sup>. She brings with her over 20 years of experience in the field. The contact with Financial Aid Services (FAS), which was put in place to assist us in the department is now concluded.
- Recent review shows 10 of 64 students approved for the Excelsior Scholarship. October 27<sup>th</sup>, 2017 is the final day to secure certification for the Tuition Assistance Program (TAP). If awards change for students, the Financial Aid department will perform another review and see if they're eligible for Excelsior.

## **Interim Vice President for Administration/CFO:**

Bob Farmer presents the September 2017 financials, and highlights chargeback revenue will be under budget due to the current formula. Additionally he notes that the annual audit will take place the week of November 13<sup>th</sup>, 2017.

- Dan Kelleher moved to accept the September financial report. Anne McDonald seconded the motion. The motion was approved unanimously (6-0-0).

## **President's Report:**

Steve Tyrell shared his written report and highlighted:

- One of the outcomes of the September 29<sup>th</sup> on shared governance was the belief that it would be beneficial to present critical matters to discuss with the board at the monthly meetings rather than highlighting pre-distributed reports. At today's meeting, College representatives had limited their presentations so that the board and the College community may discuss any potential concerns or critical initiatives in greater detail.

- On October 18<sup>th</sup>, 2017 Pete Suttmeier, Steve Tyrell and Stacie Hurwitch attended the 64<sup>th</sup> annual conference for New York Community College Trustees (NYCCT) in Syracuse, New York. The event was very informative.

### **NCCC Association:**

Beth Quinn reported:

- The Association Board and College are working together to increase Wi-Fi connectivity and camera systems at the dorms.
- The weekly American Dining Creations meetings have been successful.
- Bookstore sales have increased to 33k, a 10% increase from last year.

### **NCCC Foundation:**

Diana Fortune shared her written report with the board.

### **Old Business:**

Steve presents again to the board the SUNY Potsdam initiative and the current position the College has with moving forward in Fall 2018. He noted that the recent vote from the College Senate was 14-7-0. Steve also reviewed the series of meetings held in the College community over the past two months and how there were excellent points raised in favor of the initiative and concerns raised where some were addressed and others the College will still need to nail down. He encourage the Board to take all positions into consideration regarding this initiative. Bob Frammer presented the financial information with this initiative that has been shared with the College community. Lee Susice was invited to share remarks and concerns of the faculty who are hesitant to support a Fall 2018 launch and who had other questions about the program in general.

Questions and concerns were weighed and answered in a 90-minute open and frank discussion between the Board, Administration and various members of the College community.

- Dan Kelleher moved to support the Administration to begin work between the College and SUNY Potsdam for a launch date of Fall 2018. Mary Irene Lee seconded the motion. The motion was approved unanimously (6-0-0).
- Board member, Dan Kelleher, stresses that it is important to invest in people. The College community has proven themselves capable of completing this heavy lift. His vote to support this initiative is a vote of confidence in the people of the College.
- To ensure stability of the initiative and the people involved, board member Jerry Griffin recommends the Board, Administration and College community revisit their position in Fall of 2018 so changes in support can be made where needed.

### **New Business:**

Steve presents the proposed new funding formula for the community college sector operating under the SUNY program. Current model is designed around Full Time Enrollment (FTEs). The community college sector has seen a decline in enrollment for a number of years. This current formula is antiquated and the State of NY recognizes that it is unsustainable.

This proposed model created by stakeholders of the Community Colleges was recently supported by all 30 Community College Presidents during the October 3<sup>rd</sup>, 2017 conference call with Johanna Duncan-

Portier. It will be reviewed through shared governance and presented again to the Board in the coming months.

**Public Comment:**

None.

**Executive Session**

Anne McDonald made the motion to enter Executive Session at 1:16 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.*** Tim Burpoe seconded the motion. The motion was passed unanimously (6-0-0). Steve Tyrell was invited to join the meeting at 1:16 p.m.

Tim Burpoe made a motion to adjourn executive session at 1:40 p.m. Dan Kelleher seconded the motion. The motion was approved unanimously (6-0-0).

**Adjourn**

Tim Burpoe made a motion to adjourn the meeting. Dan Kelleher seconded the motion. The motion was approved unanimously (6-0-0). The Board meeting was adjourned at 1:40 p.m.

Respectfully Submitted,



Stacie G. Hurwitch  
Assistant Secretary to the Board of Trustees

APPROVED  
2017-18 | November 30<sup>th</sup>, 2017  
Motion: Pete Suttmeier  
Seconded: Anne McDonald  
Motion approved: (8-0-0)