

MINUTES  
OF  
REGULAR MEETING  
OF  
BOARD OF TRUSTEES  
CLINTON COMMUNITY COLLEGE  
HELD TUESDAY, MARCH 28, 2023 AT 5:00 PM  
MOORE BUILDING, ROOM 228  
CLINTON COMMUNITY COLLEGE  
PLATTSBURGH, NEW YORK

BOARD OF TRUSTEES MEMBERS PRESENT:

David Favro, Chairperson; Nina Coolidge, Vice Chairperson; Mark Leta, Treasurer; Bernie Bassett, Devi Momot, Rolla Parker, John Redden, and Elizabeth Vicencio

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Kristy Martin, Student Trustee

ADMINISTRATORS PRESENT:

John Kowal, President; Carey Goyette, Vice President, Academic Affairs; John Borner, Dean of Student Affairs; Ronald Graham, College Controller; Jay LePage, HR Director; Chris Chamars, Ex. Director, Institutional Advancement

SECRETARY TO THE BOARD:

Tammy M. Villanueva.

CALL TO ORDER:

Chairperson Favro called the meeting to order at 5:03 pm. Chairman Favro asked for attendance to be taken. Quorum reached.

PUBLIC COMMENT: Denise Coughlin, FA President, spoke on behalf of the Faculty Association. She indicated that a vote of no confidence for the president has been discussed. Also noted was the powerful sharing done by the students at the last meeting regarding Work to Rule. A discussion with the nursing department with regard to Work to Rule took place with Tina Evens and President Kowal with a compromise discussed, however, this compromise was not brought to the Board. She also indicated that a suggested Open House was presented and rejected by President Kowal. Dr. Coughlin also noted that the proposals for negotiations from each team crossed paths on March 8. She asserted that what was worked on and presented in regard to Appendix G will work. She hopes that the Board has conversations with the President and VPAA. She also stated they didn't want to have to change their buttons from 6 years no contract to 7. She hopes to have an open dialogue and avoid the vote of no confidence on President Kowal. The Faculty Association hasn't heard anything back on their proposal. She asked the Board ask questions.

Darcy Purick, President of the Non-teaching Coalition, spoke about the recent articles in the Press Republican making reference to the Coalition contract and negotiations and having heard many concerns from her members, will address these concerns. Each union is totally different - comparing apples to oranges- Coalition does MOU or Extra-service Compensation when necessary which are limited in time and are passed by the Board. However, the Faculty Association has additional compensation in their contract. There is no argument about the need for a raise however to be fair to the community, there is a need to look at the base salary as well as the additional compensation in their contract. Need to note that seven faculty received promotions last year, Professional Tutors received an increase in pay, Management Confidential hasn't been given longevity since 2017 and Coalition and Management Confidential have had an increase in health insurance (15% to 25%) compared to Faculty Association only paying at 13%. Ms. Purick concluded that she hopes for the best future for our students and thanked President Kowal and HR Director LePage for all the hard work.

Patricia LaDuke, Faculty Association member, said she is concerned about the college and that she cares about the college and isn't here for the money. She indicated there were two more resignations tonight and that their members have gone from 65 to 29. She has spent her life supporting college and would like the Trustees to ask more questions and find out why so many people are leaving because we won't have a college at this rate (need all of us to be here for success). She asked the Board to be more engaged and make a difference because this culture is not a healthy one and the BOT is charged with making this a healthy place.

PRESENTATION: None

APPROVAL OF MINUTES

**RESOLUTION NO. 60 (2022-2023):**

BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES MINUTES OF THE REGULAR BOARD MEETING HELD ON FEBRUARY 28, 2023.

Motion by Mr. Parker, seconded by Mr. Bassett, and carried by Members present that the Board of Trustees of Clinton Community College hereby approves the minutes, of the Regular Board Meeting held February 28, 2023.

**A motion to go into Executive Session to discuss work history of a particular person was called by Mr. Bassett, second by Mr. Parker.**

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MINUTES  
OF  
EXECUTIVE SESSION  
OF  
BOARD OF TRUSTEES  
CLINTON COMMUNITY COLLEGE  
HELD TUESDAY, MARCH 28, 2023 AT 5:23 PM  
MOORE BUILDING - BOARDROOM  
CLINTON COMMUNITY COLLEGE  
PLATTSBURGH, NEW YORK

BOARD OF TRUSTEES MEMBERS PRESENT:

David Favro, Chairperson; Nina Coolidge, Vice Chairperson; Mark Leta, Treasurer; Bernie Bassett, Devi Momot, Rolla Parker, John Redden, and Elizabeth Vicencio

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Kristy Martin, Student Trustee

ADMINISTRATORS PRESENT:

John Kowal, President; Jay LePage, HR Director

SECRETARY TO THE BOARD:

Tammy M. Villanueva.

**A motion to return to Regular Session was made by Mr. Parker. Second by Mr. Bassett.**

MINUTES  
OF  
REGULAR SESSION  
OF  
BOARD OF TRUSTEES  
CLINTON COMMUNITY COLLEGE  
HELD TUESDAY, MARCH 28, 2023 AT 6:10 PM  
MOORE BUILDING - BOARDROOM  
CLINTON COMMUNITY COLLEGE  
PLATTSBURGH, NEW YORK

BOARD OF TRUSTEES MEMBERS PRESENT:

David Favro, Chairperson; Nina Coolidge, Vice Chairperson; Mark Leta, Treasurer; Bernie Bassett, Devi Momot, Rolla Parker, John Redden, and Elizabeth Vicencio

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Kristy Martin, Student Trustee

ADMINISTRATORS PRESENT:

John Kowal, President; Carey Goyette, Vice President, Academic Affairs; John Borner, Dean of Student Affairs; Ronald Graham, College Controller; Jay LePage, HR Director; Chris Chamars, Ex. Director, Institutional Advancement

SECRETARY TO THE BOARD:

Tammy M. Villanueva.

*Mr. Leta left the meeting at 6:10 PM.*

PERSONNEL REPORT

**RESOLUTION NO. 61 (2022-2023)**

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE REAPPOINTMENT OF SARAH MCCARTY, SPORTS INFORMATION COORDINATOR, EFFECTIVE MARCH 11, 2023 THROUGH JUNE 30, 2023.

Motion by Mr. Bassett, second by Mrs. Coolidge, and carried by members present as recommended by President Kowal.

**RESOLUTION NO. 62 (2022-2023)**

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY ACCEPT THE RESIGNATION OF DUANE BIBEAU, INSTRUCTOR OF MECHANICAL TECHNOLOGY, EFFECTIVE MARCH 29, 2023.

Motion by Mr. Bassett, second by Mr. Redden, and carried by members present as recommended by President Kowal.

**RESOLUTION NO. 63 (2022-2023)**

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE REVISED JOB TITLE AND DESCRIPTION FROM ADMINISTRATIVE ASSISTANT TO ENROLLMENT MANAGEMENT **TO** ADMINISTRATIVE ASSISTANT TO ADMISSIONS AND FINANCIAL AID. A COPY OF THIS RESOLUTION WILL BE FORWARDED TO THE CHANCELLOR'S OFFICE FOR SUNY APPROVAL.

Motion by Ms. Vicencio, second by Ms. Momot, and carried by members present as recommended by President Kowal.

**RESOLUTION NO. 64 (2022-2023)**

THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE RESIGNATION OF JAMIE DUPELL, ADMISSIONS ADVISOR, EFFECTIVE APRIL 7, 2023.

Motion by Mr. Parker, second by Mr. Bassett, and carried by members present as recommended by President Kowal.

ADMINISTRATION REPORTS

GENERAL REPORT & ADMINISTRATIVE REPORTS.....President Kowal

Dr. Kowal shared the following information:

1. MSCHE report – we have received the draft follow-up report from the committee that visited this month and will be reviewing for accuracy.
  - a. The committee reviewed Standard VI and VII.
    - i. Affiliation requirements - #11 Financial; institution does not yet meet the financial requirements yet but has responsible fiscal management. The team was concerned that there is not sufficient funds in reserve for educational stability of the institution. They said these are serious concerns, but we are moving in right direction.
    - ii. Affiliation requirements - #14 Governing Body; in the Teams opinion, the college has made freely available all aspects of institution and meet the requirement of #14. They also noted they are addressing only what was needed.
  - b. Standard VI – Planning, Resources and Institutional Improvement; the Team reported that the college does not yet meet this standard. They indicated that the Strategic Enrollment Plan needs work (make goals), enrollment projections are very aggressive with an increase of FTE by 100. In fiscal year 2023/2024, the college will still be relying on fund balance to balance the budget. Need to retain CAP students, dual nursing degree is promising, but need to see outcomes. Recruitment gains have been offset by retention loss. The three-year budget is very conservative. It is critical that the current level of enrollment and uncertainty of growth will require continually evaluate, update and add or remove programs to attract and retain students.
  - c. Standard VII – Governance, Leadership and Administration; The Teams judgement is that the institution meets this requirement since we have filled key vacancies. Two critical vacancies remain – Director of Admission and Director of IAM.
    - i. This year is an investment year – will be looking at the Admissions and IAM positions with the salaries.
  - d. The next step is this report will be reviewed by another committee then on to the full Middle States Commission. Will likely keep the college on Warning. Progress has been made but we must focus on our shortcomings and improve them, so we are approved for 8 to 10 years.
  - e. There was discussion among the Trustees as to the length of accreditation to looking at the graphs and knowing we are living in a different world, and this is a crisis and the message is clear. Pretty clear we have an existential crisis as shared by someone. As a valuable community tool, we are in danger of slipping.
2. State Budget
  - a. Advocacy letters sent out in support of community colleges (funding floor, increase in operations, \$500,000 to support recruitment, 20% holdback of funds, push for 4% inflationary increase.
3. Enrollment is stable – up in new students, down in returning and up in CAP. **Trustees asked what the current number of students is (500 FTE w/CAP), can't have the same number of employees with less students. There was a request for the average class size with student/instructor ratio.**
4. Three of our students have received awards (Chancellor's Award and PTK/All-NY Academic Team).
5. Working with Alstom on welding.

6. There have been some adjustments to recruiting. We will focus on Accepted Student Day (April), working with Brilliant Pathways on undecided students in high school, we will be hosting high school students the first week of May for them to get a feel of our classes/school, we are hosting guidance counselors.
7. Chancellor King will be visiting the college on May 1. More information will be shared.

**ADMINISTRATIVE REPORTS:**

Dean John Borner shared a newspaper photo and article to recognize Neil Epstein and the Special Olympics team. The attendance was great for this game. He also mentioned the Mental Health Mondays on campus.

VPAA Goyette shared that Brightspace work is ongoing (this is the SUNY model taking over Moodle) with a special thank you to Karen Case, Jessie Pokorny and Faith Carter with their assistance on this project. Accommodative Services are measuring similar in that area – now services are more attached to mental health, stress and anxiety. Institutional Research has been creating new reports for efficiency and doing SUNY reports now. A question about tutoring in accounting was asked; VP Goyette indicated the demand has changed but will reassess for the fall as there is a shortage of accountants in our community.

Controller Graham shared that we received our reports from the actuary and that healthcare and benefits are up. We will see an increase in that area with the new hires once they complete a full year of benefits. He explained that non-credit is from workforce development and we are seeing additional welding sessions before the end of the year and hope to get more sessions.

REPORT OF THE FINANCE COMMITTEE.....MR. LETA, CHAIR  
The Finance Committee did not meet.

REPORT OF BUILDINGS & GROUNDS COMMITTEE.....MR. FAVRO, CHAIR  
Mr. Favro thanked the Buildings and Grounds team for their hard work and keeping up with regular maintenance.

REPORT FROM STUDENT TRUSTEE/STUDENT SENATE.....MS. MARTIN  
Trustee Martin wasn't able to attend but shared a report with President: Senate is working on club budgets, Senate has been meeting regularly, Campus Life Director and student from Senate attended a conference to schedule next year's events. The senate is working with Stop Domestic Violence for a 5K run on April 27. May 20<sup>th</sup> is the nursing pinning and capping. The student survey is being worked on and will be conducted soon.

REPORT ON NEGOTIATIONS.....MR. BASSETT, CHAIR  
Mr. Bassett indicated there is no new report. There have been some conversations with the administration to generate a proposal from Faculty Association; not optimistic and look to next month.

REPORT ON FOUNDATION.....MS. VICENCIO, BOARD LIAISON  
Ms. Vicencio indicated that the Education Champion 2023 will be Billy Jones and he will also be receiving an honorary degree. She asked everyone to open their checkbooks. There is also a new slate of Foundation members, and they are excited to begin working.

REPORT ON COMMUNICATION COUNCIL.....MRS. COOLIDGE, TEMP. BOARD LIAISON  
Mrs. Coolidge indicated the council met and are working on where to get information out on college; will look to secondary schools. It was a good meeting, and she will have more information to share after the next meeting. Chairman Favro again thanked Mrs. Coolidge for attending these meetings.

COMMUNICATIONS: None

OLD BUSINESS: None

**NEW BUSINESS:**

Trustee Vicencio asked about hosting summer camps on campus. She indicated that former employees (current staff at NCCS) of Camp Jericho are looking to build a six-to-nine-week program and looking for a new place to hold this. She will work with VP Goyette on this to build something for the future.

**NEXT MEETING:** April 25, 2023

**ADJOURNMENT:**

Motion by Mr. Parker, second by Mr. Bassett, that the meeting adjourn. Meeting adjourned at 7:22 PM.

RECORDED BY

RESPECTFULLY SUBMITTED BY

Tammy M. Villanueva

David N. Favro