

MINUTES
OF
REGULAR MEETING
OF
BOARD OF TRUSTEES
CLINTON COMMUNITY COLLEGE
HELD TUESDAY, SEPTEMBER 16, 2025, AT 5:00 PM
INSTITUTE FOR ADVANCE MANUFACTURING CONFERENCE ROOM & TEAMS
CLINTON COMMUNITY COLLEGE
PLATTSBURGH, NEW YORK

BOARD OF TRUSTEES MEMBERS PRESENT:

Devi Momot, Chairperson; Nina Coolidge, Secretary; Mark Leta, David Favro, Treasurer; Molly Ryan, Merritt Billiter, Jonathan Carmen, Eddie Webbinaro

BOARD OF TRUSTEES MEMBERS ABSENT (EXCUSED):

Matthew Slattery, David Macalpine, Student Trustee

ADMINISTRATORS/GUESTS PRESENT:

Ken Knelly, Acting President; Maggie Courson, Interim Vice President for Academic Affairs; Sheri Brienza-Wypyski, Controller; Patti LaDuke, Dean of Students; Tom Nesbitt, Vice President for Enrollment; Ryan Hamel, HR Director; Steven Frederick, Vice President for Institutional Advancement; Sharon Waldenmaier, Coalition President; Sarah Jennette, Faculty Association President, Billy Jones, Vice President for Strategic Initiatives

SECRETARY TO THE BOARD:

LeAnn Yelton

CALL TO ORDER:

Chairperson Momot called the meeting to order at 5:02pm. Chairperson Momot asked for attendance to be taken. Quorum reached.

PUBLIC COMMENT: Sarah Jennette shared the theme for faculty post-move has been to rebuild an environment that for some was the same for decades. Faculty has been doing tremendous work in getting the beginning of the semester going.

ADMINISTRATION REPORTS

GENERAL REPORT & ADMINISTRATIVE REPORTS.....Ken Knelly

Mr. Knelly shared the following information:

- October 8th at noon will be a press event to highlight the ASAP program in M111.
- Two months ago, the first moving van showed up. Last time the board met, we were in the new space, but classes had not started. Now, classes have started and there are still many small move related things to button up. Everyone has shown up to get the college ready for students.
- Strategic Plan Committee met today to begin revisiting the 2025-2028 Strategic Plan to focus on how we can apply the strategic plan to our broader functions.
- Enrollment is in a position of strength; there is continued work being done on the process to increase engagement.

ADMINISTRATIVE REPORTS: If anyone has questions, please reach out to members of Cabinet.

REPORT OF THE FINANCE COMMITTEE.....MR. LETA, CHAIR
The Finance Committee discussed the small surplus for our proposed FY26 budget and discussed different ideas to increase prospects for income.

REPORT OF BUILDINGS & GROUNDS COMMITTEE..... MR. BILLITER, CHAIR
Mr. Billiter met with Ed and discussed the tedious process of moving items with his team from the old location to the new. Barb has been instrumental in working with Ed’s team to work through tasks.

REPORT FROM STUDENT TRUSTEE/STUDENT SENATE.....MR. MACALPINE
There was nothing to report.

REPORT ON NEGOTIATIONS.....MS. MOMOT, CHAIR
Ms. Momot shared the meeting this week with HR and Unions to discuss health insurance changes went well. There is continued progress and discussions about what is best for everyone involved.

REPORT ON FOUNDATION.....MS. RYAN, BOARD LIAISON
Ms. Ryan shared the Foundation board approved their budget. The auction raised \$36,500 to offset the costs related to the move that the Foundation covered. The Foundation helped 6 students with emergency funding. This weekend is the CCC alumni reunion at 133 Court St, the first at the new location.

NEW BUSINESS:

RESOLUTION NO. 1 (2024-2025):
THE BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE MINUTES FOR THE AUGUST 19, 2025, BOARD MEETING.
Motion by Ms. Ryan, seconded by Mr. Webbinaro, and carried unanimously by Members present as recommended by Ken Knelly.

RESOLUTION NO. 2 (2024-2025):
BOARD OF TRUSTEES OF CLINTON COMMUNITY COLLEGE HEREBY APPROVES THE CONSENT AGENDA FOR THE SEPTEMBER 16, 2025 BOARD OF TRUSTEES MEETING.
Motion by Mr. Billiter, seconded by Mr. Leta, and carried unanimously by members present as recommended by Ken Knelly.

Consent Agenda

- i. **Personnel Appointments Recommended at the September 16, 2025, Board of Trustees meeting.**
- ii. **Personnel Reappointments Recommended at the September 16, 2025, Board of Trustees meeting.**
- iii. **Personnel Resignations for Retirement Recommended at the September 16, 2025, Board of Trustees meeting.**
- iv. **Approval of Job Descriptions Recommended at the September 16, 2025, Board of Trustees Meeting.**

Appointment	Madison Cragle	Sports Information Coordinator	Effective August 18, 2025 through February 28, 2025	\$20/hour for up to 5 hours per week
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Appointment / Reappointment	Danielle O'Mara	Learning Resource Specialist	Effective August 25, 2025 through August 31, 2026	Prorated annual salary of \$49,400.06
Appointment	Barbara Golden	New Location Liaison	Effective September 1, 2025 through December 31, 2025	Prorated annual salary of \$60,405.80
Appointment	Christine Devins	Part-Time Typist (Grade 6, Step 1)	Effective September 1, 2025	Hourly rate of \$20.3050
Appointment	Kathleen Bedard	Nursing Skills Lab Assistant	Effective September 17, 2025 through August 31, 2026	Hourly rate of \$32/hour up to 15 hours per week
Appointment	Shawna Garrow	Proctor	Effective September 22, 2025 through August 31, 2026	Hourly rate of \$18/hour for up to 29 hours per week
Reappointment	Stanley Kissel	Interim Director of Community Education	Effective October 1, 2025 through March 31, 2026	Prorated, annualized salary of \$62,000.
Reappointment	Nancy Neubrand	Advance Manufacturing Student Support and Lab Coordinator	Effective September 1, 2025 through August 31, 2025	Hourly rate of \$35.35. Grant funded position
Retirement	Katrina (Tina) Evens	Director of Nursing and Allied Health	Effective December 19, 2025	

Job Description Title	New / Revision	Attachment
Director of Marketing and Communications	New	JD - Director of Marketing and Communications.docx
New Location Liaison	Revised	JD - New Location Liaison.docx

NEXT MEETING: October 21st at 5:00 p.m. at the IAM Conference Room at 53 Clinton Point Drive.

ADJOURNMENT:

Motion by Mrs. Coolidge, second by Mr. Leta, that the meeting adjourns. The meeting adjourned at 5:37 p.m.

RECORDED BY

RESPECTFULLY SUBMITTED BY

LeAnn Yelton

Devi Momot