

**750th Regular Meeting Minutes of the
SUNY Adirondack Board of Trustees**

Thursday, October 24, 2024
Bishop Community Conference Center
640 Bay Road
Queensbury, NY 12804

A Regular Meeting of the SUNY Adirondack Board of Trustees was held on Thursday, October 24, 2024 at 3:30 pm. Chair A. Gonzales called the meeting to order at 3:31 p.m.

Other Board members present were: B. Judge, J. Nolan, E. Fitzgerald, D. Palmer, T. Collins, M. Davidson and Student Trustee, T. Brown. Also, in attendance were President K. Duffy, VP J. Jablonski, VP J. Delate, CDO C. Gilbert, CIO M. Hand, Chief Human Resources Officer M. Wilson, Executive Director R. Patten, Budget Analyst E. Conduzio, Associate VP Diane Wildey, Director L. Jameson, Faculty Member A. Hill, Director of Business and Financial Affairs Lisa Dester, Attorney, L. Paltrowicz and Recording Secretary J. Chase.

Remote attendees were: Director Marketing R. Triller, Support Staff Caucus Chair R. Debnam.

Absent Attendees were: Trustee L. Braggs, Trustee C. McDonald

**101696 Continuing Education Innovative Programs & Services, Susan
Corlew, Director for Continuing Education & Workforce Innovation**

S. Corlew shared developments in innovative programs targeting student success, specifically focusing on technology, healthcare, and manufacturing bootcamps funded through various workforce training grants.

B. Judge asked about funding sustainability. J. Jablonski mentioned funding remains uncertain since Pell grants and financial aid do not cover these non-credit programs. Efforts to secure future funding will continue with K. Black, the College's grant writer, as these programs align with SUNY's goals to boost enrollment and expand workforce training.

A copy of the complete presentation is located in the office file.

101697 Chair's Report

Chair A. Gonzales opened her report by highlighting the success of the AI Agility Summit, led by Todd McLees of humanskills.ai. The event provided eye-opening insights and expanded awareness of AI's potential future impact. C. Atkins, Distinguished Professor of Business and

panelist, shared valuable recommendations on effectively integrating AI into classroom settings.

In a phone conversation, Chancellor King offered congratulations for the National Science Foundation (NSF) grant award and discussed progress on the presidential search.

At the NYCCT's 70th Annual Conference, held October 4-5, attendees included K. Duffy, M. Davidson, D. Palmer, and A. Gonzales. Key topics covered equitable funding for community colleges, distribution of the 2024-2025 advocacy charge, and expanding healthcare workforce training in partnership with local hospitals. Special recognition was given to K. Hedley, Professor of Nursing, Afeina France, nursing student and Saratoga and Glens Falls Hospitals for showcasing SUNY Adirondack's nursing program. Chancellor King reflected on SUNY's progress over the past two years and emphasized initiatives to support community colleges, distributing the SUNY *"Fact Sheet: Supporting and Investing in SUNY's Community Colleges."* D. Palmer highlighted discussions on healthcare workforce gaps and training, noted the Chancellor's proposal for increased oversight of local Trustee decisions, and advocated for more flexibility in SUNY fund allocation. D. Palmer also commended K. Duffy's work at the AI Agility Summit in positioning the College as a valuable AI resource for business leaders, underscoring a promising opportunity to expand AI training programs. The Trustees received both advocacy resources: *Equitable Funding for New York's Community College Students* and *Fact Sheet: Supporting and Investing in SUNY's Community Colleges*.

A. Gonzales expressed appreciation to T. Collins for volunteering to serve on the Search Committee for the VP of Administrative Services and Treasurer.

J. Nolan provided an update on the presidential search, noting that the application deadline is set for November 8th. The search firm will categorize applicants into groups based on whether they meet, do not meet, or exceed criteria. The committee will then review and provide feedback, narrowing the pool to 9-12 semi-finalists who will participate in virtual interviews over several days. The goal is to select finalists for on-campus visits and interviews in January. During these visits, each finalist will engage with campus community members before an interview with Chancellor King, who will then make a recommendation to the Board. The Board's recommendation will be submitted to the SUNY Board for final approval, with SUNY liaisons supporting the Search Committee throughout the process. J. Nolan and M. Davidson expressed concerns about the hiring timeline, noting that other regional searches could impact candidate availability. D. Palmer emphasized to Chancellor King the importance of local insight in the decision-making process, advocating for final decision authority at the community level.

A work session is scheduled for Thursday, November 21st, from 8:30-10 AM.

101698 Consent Agenda

Chair A. Gonzales presented the following Consent Agenda items for Board approval.

5.0 Consent Agenda

- 6.1 Adoption of Minutes
 - 6.1.1 Adoption of September 26, 2024 749th Annual and Regular Meeting Minutes
- 6.2 Personnel Committee
 - 6.2.1 October 2024 Committee Report
- 6.3 Audit & Finance Committee
 - 6.3.1 October 2024 Committee Report
 - 6.3.2 Schedule of Bills (2): 09/05/2024 – 10/04/2024
 - 6.3.3 Statement of Net Assets October 2024
 - 6.3.4 Financial Statements October 2024
- 6.4 Academic and Student Affairs Committee
 - 6.4.1 October Committee Report
- 6.5 By-Laws, Policy and ERM Committee
 - 6.5.1 Section 8 Board of Trustees Policy Manual **(Review)**
- 6.6 SUNY Adirondack Foundation Liaison Report
- 6.7 Student Trustee Report
- 6.9 Trusteeship Committee Report

E. Fitzgerald reported that the Audit and Finance Committee has proposed a fund balance policy for unrestricted funds and the self-funded health insurance. Middle States and SUNY recommend maintaining cash reserves of 1-2 months (16%) for unrestricted funds and 6-7 months (50-58%) of anticipated health insurance claims for the self-funded health insurance. A draft of the Fund Balance Policy was shared for review and comment.

E. Fitzgerald also reported on the By-Laws, Policy, and ERM Committee, noting that while a weapon ban policy exists in the Student Handbook, it has yet to be included in the Board Policy Manual to include all campus constituents. L. Jameson has drafted a Board policy to consider with an amendment forthcoming to permit Public Safety Officers to be armed. Approval for this policy will be considered in the December Consent Agenda.

J. Jablonski noted that the nursing program is expanding, with an additional 10 students accepted beyond the usual intake for the spring semester.

There being no additional items requested to move to the floor, a motion was made by Trustee D. Palmer and seconded by Trustee B. Judge to approve the consent agenda.

101699 President's Report

ACCT National Conference

K. Duffy shared the invitation to the annual ACCT Legislative Summit, scheduled for February in Washington, DC, with a focus on advocacy. In collaboration with NYCCAP, we hope to meet with federal agencies that support higher education like we did last year and the Rural

Community College Alliance (RCCA) is planning a session focused on Rural colleges. Those interested in attending should reach out to K. Duffy or J. Chase.

Fundraiser

A. Gonzales was acknowledged for her participation in a “Dancing with the Stars” fundraiser, with special thanks to M. Bolton and the culinary team for their excellent work and delicious food.

Three Strategic Focus Areas

Council for Adult and Experiential Learning (CAEL) Survey

Data collection is underway from students aged 25 and older. A comprehensive report will be available on December 6, with a summary presented at the December Board meeting.

Saratoga Branch Campus Planning

Guided by a consultant from the Mahoney Performance Institute (MPI), a nine-member team is leading the planning process for the Saratoga branch campus. This fall, they are focusing on identifying key external stakeholders to form an advisory panel. The team is reimagining the College's future, exploring innovative redesign possibilities. Feedback will be gathered from the campus and Board in the spring, with the finalized plan expected in May.

Cultural Engagement

During the first All-College Meeting in October, 110 employees participated in breakout sessions focused on cultural engagement. Recommendations from the ARAS Performance Group were shared. Discussions explored ways to enhance cultural engagement, such as honoring time and activity hours, creating events around shared interests, fostering in-person interactions, and clarifying the "why" behind decisions and policies. The next meeting is scheduled for November 4th.

AI Agility Summit

Todd McLees of humanskills.ai led the AI Agility Summit, attracting 126 participants from the college campus and the local community. Appreciation was extended to the Adirondack Regional Chamber of Commerce (ARCC) for assisting with external registration. An interactive panel featured members from the Warren and Saratoga Economic Development Corporations (EDCs), Adirondack Radiology, ARCC, the Saratoga Chamber of Commerce, and a SUNY faculty member. The event highlighted generative AI's potential to enhance creativity and critical thinking, contrasting “slow work” with “fast work” activities. Select members of the business community and campus will potentially join the “30-day challenge” hosted by humanskills.ai. An AI Task Force, including representatives from all employee groups and one student, has

been formed to explore tools, establish guidelines, and educate the campus on AI's value and risks amid rapidly evolving policies.

Upcoming Presidential Advocacy

At next week's SUNY President's meeting, discussions will center on advocacy with an emphasis on presenting a unified message to legislators and officials. SUNY is seeking \$100 million in additional support for community colleges, underscoring the significant funding disparities between community colleges and private institutions.

Title VI Civil Rights Training

In compliance with SUNY's mandate, 95% of employees completed Title VI training, exceeding the compliance rates at most other colleges. Title VI addresses issues related to discrimination, bias, and hate crimes, and this training was implemented in response to recent protests and civil concerns. The campus community was thanked for its commitment to this important initiative.

101700 New Business

On a motion made by Trustee E. Fitzgerald seconded by Trustee J. Nolan, the Board of Trustees unanimously approved ratification of the resolution on October 9, 2024, authorizing the President be designated as an authorized official for the Northern Borders Regional Commission grant application.

101701 New Business

On a motion made by Trustee B. Judge and seconded by Trustee T. Collins, the Board of Trustees unanimously approved to support consolidation of administrative functions of the Faculty Student Association and Adirondack Housing Association into the College's operations.

101702 Executive Session

On a motion made by Trustee D. Palmer and seconded by Trustee J. Nolan, the Board of Trustees unanimously agreed to move into Executive Session at 4:38 p.m. to discuss personnel issues and other items as specified under New York State Public Officers Law, Article 7, Section 105.

101703 Return to Regular Session

On a motion made by Trustee B. Judge and seconded by Trustee E. Fitzgerald, the Board of Trustees moved back into regular session at 5.27 p.m.

101704 Adjournment

On a motion made by Trustee B. Judge and seconded by Trustee T. Collins, the Board of Trustees moved to adjourn the October 24, 2024, 750th Regular Meeting at 5:28 p.m.

Respectfully submitted by:

Jennifer Chase

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Recording Secretary to the Board of Trustees