

**749th Regular Meeting Minutes of the
SUNY Adirondack Board of Trustees**

Thursday, September 26, 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, September 26, 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, C. McDonald, T. Collins and Student Trustee, T. Brown. Also in attendance were President K. Duffy, VP J. Jablonski, VP A. Scheidegger, Chief Human Resources Officer, M. Wilson, Associate VP Diane Wildey, Director L. Jameson, Budget Analyst E. Conduzio, Faculty Member C. Menard, Director of Business and Financial Affairs Lisa Dester, Attorney, L. Paltrowicz and Recording Secretary J. Chase.

Remote attendees were: Trustee M. Davidson, CIO M. Hand, VP J. Delate, Faculty Member, A. Hill, Director, Marketing R. Triller, Support Staff Caucus Chair, R. Debnam.

Absent Attendees were: Trustee L. Braggs

101687 Presentation: Math Matters, Jill Lloyd, Associate Professor of Mathematics

J. Lloyd delivered a presentation on the Math Matters program, funded by a Transformational grant. Math Matters consists of three main components: First Day Preparedness, Comprehensive Academic and Non-Academic Support, and Incentivized Completion. As part of the program, students receive a math textbook stipend, access to graphic calculators, a dedicated success coach, multiple study sessions, and an additional \$250 book stipend upon successful course completion.

C. McDonald inquired about the SUNY Adirondack Foundation providing financial assistance to students needing these additional math courses to reduce costs. In response, J. Lloyd highlighted the test out/test up option, allowing students to bypass some developmental math courses.

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

101688 Chair's Report

Chair A. Gonzales began her report by sharing her admiration for the Fall Welcome Back event on September 6th, which drew around 100 employees. She commended the Vice Presidents for

their presentations and highlighted the lively and positive atmosphere of the social gathering that followed.

A. Gonzales reminded the Board to complete the Sexual Harassment and Workplace Violence Prevention training by September 30th. She noted that members should have received an email from NeoGov, the College’s training platform, and if not, they should reach out to M. Wilson. She also mentioned that those who have completed the training through another organization can opt out by submitting their completion results to M. Wilson.

She highlighted the upcoming NYCCT conference on October 4th and 5th, noting that the resolution addressing the Chancellor's proposed changes to the presidential selection process remains active. NYCCT has received several resolutions and plans to forward them to the SUNY Board of Trustees on October 18th. The NYCCT chair is also drafting a resolution to share with local county representatives. Additionally, NYCCT is looking for members to join various subcommittees, and anyone interested should reach out to Aime.

J. Nolan provided an update on the presidential search, noting that RH Perry, the consulting firm, met with the Search Committee and various campus groups on September 19th and 20th to gather input for the executive profile. After the profile is reviewed, the consultants will draft an advertisement and submit it to HR for approval. The SUNY Vice Chancellor is working closely with the Search Committee to ensure compliance with SUNY guidelines. The ad is expected to be approved at the October Board meeting and published in early November. The Search Committee will review all resumes and categorize them. The plan is to select 9-12 semifinalists for virtual interviews by early December and up to 5 finalists for in-person interviews by early January. The final candidate will be presented to the Board for approval in February, with SUNY Board of Trustees approval expected within two months.

Lastly, A. Gonzales mentioned upcoming events, including the Healthcare Pathways event on October 25th and the campus-wide Open House on October 26th. She also highlighted activities reported by VP Scheidegger. The new mobile safety app is functioning well, providing timely alerts to the campus community. The Warren Hall capital improvement project is nearing completion with the HVAC project, and the High Voltage Project, recently approved by the counties, is slated to begin in spring 2025.

101689 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 August 29, 2024 748th Annual and Regular Meeting Minutes
- 6.2 Personnel Committee
 - 6.2.1 September 2024 Committee Reports.....
- 6.3 Audit & Finance Committee

- 6.3.1 September 2024 Committee Report
- 6.3.2 Schedule of Bills (2): 08/12/2024 – 09/04/2024
- 6.3.3 Statement of Net Assets September 2024
- 6.3.4 Financial Statements September 2024
- 6.4 Academic and Student Affairs Committee
 - 6.4.1 August Committee Report.....
- 6.5 By-Laws, Policy and ERM Committee
- 6.6 SUNY Adirondack Foundation Liaison Report
- 6.7 Student Trustee Report.....
- 6.9 Trusteeship Committee Report

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

101690 President’s Report

New High School Initiatives for Senior Class Admit Events

K. Duffy expressed excitement about the Senior Class Admission event held at Queensbury High School this afternoon, where the entire senior class celebrated their admission to SUNY Adirondack. She acknowledged J. Postlethwaite and the College Access Team for organizing the high-energy event, which featured Eddy Rondack and plenty of SUNY Adirondack swag. Other local high schools, including Saratoga, South Glens Falls, and Glens Falls, have shown interest in similar events.

Enrollment Update

Following the census date for the fall semester, SUNY Adirondack is on track to achieve its budgeted enrollment target. This was accomplished through a combination of full-time students and growth in high school enrollment. Enrollment and Student Affairs is reviewing all onboarding activities to boost overall enrollment.

Strategic Plan

There is continued focus on the current strategic plan and its alignment with the College's mission as well as the three focus areas presented to the Board last month.

Mahoney Performance Institute(MPI) Collaboration with Saratoga Campus

The College has contracted with the Mahoney Performance Institute to gather input from both internal employees and external stakeholders. MPI will provide short and long-term recommendations to the Board. A Saratoga Planning Team has been established to work directly with MPI on the Saratoga Branch Campus project.

Council for Adult and Experiential Learning (CAEL)

SUNY Adirondack has contracted with CAEL to evaluate its adult learner programs. A survey was sent to adult learners, and results, along with recommendations, are expected by mid-December. The survey findings are expected to inform initiatives to attract and retain adult learners.

Rural Community College Alliance (RCCA) Conference

The College recently hosted the RCCA conference, which drew over 100 administrators from colleges nationwide. K. Duffy highlighted a student panel during the conference where students praised faculty, particularly B. Segal, for their impact. The event, aided by favorable weather and a Lake George evening cruise, successfully showcased the campus and local area. K. Duffy thanked S. Leroux and J. Chase for their efforts in making the conference a success.

College Council and All College Meetings Kick-Off

The new shared governance structure was officially launched with the first College Council meeting on September 23rd. The first All College Meeting will take place on October 7th, with a recap of the new shared governance structure, an update on the ARAS Performance Group's recommendations and progress to date, and tabletop discussions focused on strategies to strengthen our campus culture.

Cybersecurity Work and SUNY Policy

SUNY has released its Information Security policy and M. Hand is aligning this with the college's cybersecurity policy, which will be presented to the Board's ERM committee. Information Technology Services also recently launched a campus-wide phishing campaign, and employees were vigilant in identifying and reporting scams.

Artificial Intelligence (AI) Agility Summit

Todd McLees of humanskills.ai will host an all-day conference on October 22nd in the NWBCC, focusing on the impact of AI in the workplace and in higher education. The event, targeting business leaders and the campus community will feature a keynote presentation followed by breakout sessions and workshops. The summit is a joint partnership with the local Chamber of Commerce and the Warren County EDC. Todd will also present at the NYCCT conference on October 5th.

Grant Update

K. Duffy enthusiastically announced that SUNY Adirondack has been awarded a National Science Foundation (NSF) grant to support chemistry initiatives at two-year community colleges. She extended her gratitude to grant writer K. Black and faculty member C. O'Conner for securing the College's first NSF grant in 25 years.

101691 New Business

On a motion made by Trustee C. McDonald and seconded by Trustee E. Fitzgerald, the Board of Trustees unanimously approved the Resolution for the Service of Ann Marie Scheidegger, Vice President of Administrative Services and Treasurer.

101692 Executive Session

On a motion made by Trustee J. Nolan and seconded by Trustee R. Judge, the Board of Trustees unanimously agreed to move into Executive Session at 4:30 p.m. to discuss personnel issues and other items as specified under New York State Public Officers Law, Article 7, Section 105.

101693 Return to Regular Session

On a motion made by Trustee J. Nolan and seconded by Trustee E. Fitzgerald, the Board of Trustees moved back into regular session at 5:33 p.m.

101694 New Business

On a motion made by Trustee J. Nolan and seconded by Trustee R. Judge, the Board of Trustees unanimously approved the President's contract for 2024-2025.

101695 Adjournment

On a motion made by Trustee D. Palmer and seconded by Trustee T. Collins, the Board of Trustees moved to adjourn the September 26, 2024, 749th Regular Meeting at 5:34 p.m.

Respectfully submitted by:

Jennifer Chase

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Recording Secretary to the Board of Trustees