

**NOTICE OF THE MEETING OF THE BOARD OF TRUSTEES
SUNY Ulster**

October 15, 2024

Annual Meeting – 3:00 p.m.

LOCATION: Howard C. St. John Business Seminar Room

AGENDA

Call to Order

Pledge of Allegiance

Introductions:

1. **Michael Schreiber, Vice President for Administration and Finance**
2. **Ryan Snair, Athletic Director**

Information Sessions:

1. **Student Research: SUNY Ulster students Scarlett Hollinger & Matthew Fochios (Dr. Jen Guiher)**
2. **SNAP E & T Presentation, Dr. Chris Marx**

President's Report & Presentation - President Alison Buckley, Ed.D.

1. Review of October 2024 Personnel Action Memo: President Alison Buckley, Ed.D.

Consent Agenda (Items A through C)

Note: Consent Agenda items held for discussion will be moved to Item D

- a. Approval of Meeting Minutes:
 1. Unapproved Meeting Minutes September 17, 2024
 - b. Approval of Personnel Action Memo
 1. October 2024 Personnel Action Memo
 - c. Ratifications:
September 30, 2024, Personnel Action Memo – Travel Beyond Limit – Faculty
 - d. **Consent Agenda items held for discussion**
2. Board of Trustees' Report
 - a. Chair's Report
 - b. Student Trustee Report
 - c. Slate of Officers 2024-2025
 3. Old Business
 4. New Business
 5. Executive Session



VISION STATEMENT

SUNY Ulster transforms lives by inspiring a community of lifelong learners.

MISSION STATEMENT

SUNY Ulster educates the individual and elevates the community.

VALUES

1. Equity
2. Excellence
3. Integrity
4. Innovation
5. Collaboration
6. Respect

UNAPPROVED Minutes of the Meeting of the Board of Trustees of SUNY Ulster
September 17, 2024

A meeting of the Board of Trustees of SUNY Ulster was held on September 17, 2024, in the Howard C. St. John Business Seminar Room, in George Clinton Hall, on SUNY Ulster's Stone Ridge Campus.

The following Trustees were in attendance:

Timothy Sweeney	Vice-Chair
Victoria St. John-Gilligan	Secretary
Rev. Gregory Simpson	Trustee
Robert Jacobsen, Esq.	Trustee
Deli Smith	Student Trustee
Dr. Alison Buckley	President

Excused: Bryant (Drew) Andrews, Trustee; Anna Brett, Trustee

Also in attendance were: Jennifer Zell, Chief of Staff & Secretary to the Board of Trustees; Kevin Stoner, Vice President for Academic Affairs & Dean of Faculty; Christopher Marx, VP for Workforce, Economic Development, and Community Partnerships; Mark Longtoe, General Counsel; Rebecca Mercado, Co-Chair of the Staff Assembly, Kari Mack, Co-Chair of the Staff Assembly, Dr. Mark Stewart, Chair of the Academic Senate.

A new employee meet and greet mixer with the Foundation team and Supervisors was held preceding the Board meeting.

President Buckley introduced Kimberly Alexander, Dean of Human Resources & Payroll. Chief of Staff Zell introduced Rudy Breedy, Executive Director of Institutional Advancement & External Relations. Vice President Chris Marx welcomed Saida Faqirzada, Program Coordinator/CASAC, Allied Health & Health Care.

An information session was held with Dennis Doyle, Ulster County Director of Planning discussing Ulster County's Housing Needs Assessment, and the County's work to support affordable housing in our community. Dennis noted that the County is looking at opportunities to build accessible dwelling units on SUNY Ulster's Stone Ridge campus (adjacent to the campus entrance) or adjoining our campus (57 acre parcel on Cottekill Road). He shared that consideration is being given for 30 to 50 dwelling units (adjacent to the campus entrance). Ulster County Local Law allows for the funding of housing; Ulster County has \$15M reserved through the Housing Action Fund. Trustee Sweeney referenced the average sale price range of homes in Ulster County compared to 2010. President Buckley asked about utilities, and Dennis noted that for the adjacent campus housing it is not a public water supply under a district and would be an outside user request. Discussion ensued. President Buckley thanked Dennis Doyle for his information, noted that this is a lot for the Board to consider and that it will be considered.

Call to Order

Vice Chair Sweeney called the meeting to order at 3:15 p.m. The pledge of allegiance was recited. A quorum was not present.

President's Report and Presentation

Dr. Buckley gave a [PowerPoint presentation](#) highlighting the [President's Report](#) covering the following areas of focus:

President Buckley announced that Paul DeLisio joined former Interim Executive Director of Institutional Advancement & External Relations and herself on campus to view the portraits of Darlene Pfeiffer that were donated and were recently installed on campus.

Dr. Buckley reviewed the financial reports as of August 31, 2024, and thanked Dean for Administration – Financial Service Amy Winters and Director of Accounting Amber Beckley for their fiscal stewardship recognizing their efforts to reduce our anticipated fund balance draw (originally projected as \$876,114) to \$48,940, highlighting the efforts of the team to reallocate operational expenses with grant funding and savings on expenses (insurance and utilities).

President Buckley announced Vice President for Academic Affairs and Dean of the Faculty Kevin Stoner's upcoming retirement at the end of the Fall 2024 semester. The Trustees applauded Vice President Stoner and his contributions to SUNY Ulster. President Buckley announced that a retirement celebration will be held at the end of the semester to acknowledge his contributions to our community and students.

Chair Debbie Briggs arrived at 3:35 p.m. and a quorum of the Board was now present.

Dr. Buckley reviewed the Fall 2024 enrollment slides noting that we now have 682 new students, which is the best incoming class since COVID. She also announced the parking complaints that have resurfaced, which is a sign that enrollment is back. She thanked Director of Institutional Effectiveness Laura Foss for her work on projections and enrollment data. President Buckley noted that we are expecting an increase in enrollment of 6% (and could be up as high as 11%) in comparison to last year with the assumptions of High School Collegian (dual enrollment) remaining flat and ExpressSemester late start classes (September 24 and October 16). This anticipated projection brings us close to goal and ahead of budget. Dr. Buckley noted that between the Stone Ridge Campus and the KCSU we have approx. 1,555 students (not including Collegian dual enrollment) and we are 15 students off currently. Additionally, included in these numbers are 108 students who stopped out and are returning. Trustee St. John-Gilligan asked about online students, and President Buckley noted that we increased face-to-face course sections by 10% as compared to Fall 2023. President Buckley shared a final slide showing the growth of 12.6% in classrooms over last year with before 2010 as SUNY Ulster's last significant growth rate; sharpest rate of growth since the great recession.

President Buckley congratulated Rudy Breedy and the Foundation team on the inaugural Alumni FAMILY FEST held on September 14. Rudy announced that 130 tickets have been sold for the Foundation's upcoming Gala. Gala Co-Chair & Trustee St. John-Gilligan noted this year's Gala is honoring our students, which is what our fundraising is all about.

Dr. Buckley announced that the Cabinet is taking next steps in reviewing and making recommendations on policies the SUNY Chancellor strongly encouraged all institutions to enact at the start of the Fall semester as it relates to Title VI of the Civil Rights Act & Campus Preparedness: Camping and The Use of Tents and Time, Place, and Manner, as she attested to SUNY. After Cabinet review and recommendations, policy recommendations will be brought forward to the Board for consideration in October 2024. Additionally, SUNY has released a system-wide information security policy to be in place by July 1, 2025; review and information will be forthcoming on the impact and next steps of adoption of this policy.

Dr. Buckley reviewed the [September 2024 Personnel Memo](#).

Consent Agenda

Vice Chair Sweeney motioned and asked for a second to approve the Consent Agenda: Personnel Action Memo and the ratification of Resolution #24-09-39 Amendment to Resolution# BOT Policy 6.1.9. Readmission Policy.

The motion was seconded by Trustee St. John-Gilligan. All were in favor and the motion carried. The above referenced resolutions were unanimously approved.

Board of Trustees Report

Chair Briggs congratulated the Student Government Organization on the recent 9/11 Remembrance Ceremony with SUNY Ulster alumnus Kevin Keaveny, Co-Founder & Executive Director of the Hudson Valley Center for Veteran Reintegration. The ceremony was emceed by SUNY Ulster SGO President Cheistha Amaraweera with welcoming remarks and reflections by President Buckley.

Student Trustee Report

[Student Trustee Smith shared a report on student engagement and leadership](#), including an upcoming Student Council meeting and recent participation in Alumni FAMILY FEST.

Old Business

None.

New Business

The following resolution was introduced as New Business and discussion ensued:

Resolution # 24-09-40 Employment Supervisory Authority of the Board of Trustees Over the President of SUNY Ulster.

Chair Briggs shared information with the Board of Trustees from the New York Community College Trustees organization regarding SUNY Chancellor King sending letters to schedule meetings with some community college presidents for performance reviews to be conducted by him, including a request for written assessments identifying their accomplishments over the past year. Additionally, terms and conditions of presidential employment contracts and requested involvement by the SUNY Chancellor has surfaced.

Chair Briggs contacted Chancellor King to seek clarification and did speak with him on the phone.

Extensive discussion ensued regarding New York State Education Law Section 6306 and the purview of the local Board of Trustees with presidential contract negotiations, extensions, evaluation of the president and the importance SUNY Ulster places on the value of shared governance in decisions related to the presidential searches and hiring.

Vice Chair Sweeney made a motion to approve Resolution #24-09-40. Trustee St. John-Gilligan seconded. All were in favor and the motion carried with unanimous approval.

At 4:19 p.m., there being no further business to come before the Board, Vice Chair Sweeney made a motion to adjourn the meeting. Chair Briggs seconded the motion, and the meeting was unanimously adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jennifer Zell". The signature is written in black ink and is positioned centrally below the text "Respectfully submitted,".

Jennifer Zell, Chief of
Staff & Secretary to the
Board of Trustees



PRESIDENT'S REPORT ALISON BUCKLEY, ED.D.

October 8, 2024 - SUNY ULSTER BOARD OF TRUSTEES MEETING

I was honored to be part of the Center for Creative Education's Let's Move for Freedom (A Get Out the Vote Event) on September 20 at UPAC in Kingston, where I had the opportunity to share the importance of education, democracy, and exercising your right to vote among community leaders and influencers. My thanks to **Trustee Drew Andrews** for his work on the event that mobilized, energized, and engaged our Ulster County community.

Congratulations to **Chair Debbie Briggs** on her work to support the Ulster County Housing Smart Community Initiative, as they were recognized by the Hudson Valley Progress at their annual awards ceremony on September 25 as one of the 2024 Hudson Valley Progress in Action Award recipients. Access the [award recipient video to learn more about the Ulster County Housing Smart Community Initiative's work](#).

Please join me in congratulating Trustee **Anna Brett** for her state-wide recognition by the New York Community College Trustees (NYCCT) organization with the Marvin A. Rapp Award for Distinguished Trustee Service, which was awarded on October 5 at the 70th Annual NYCCT Awards. Alumnus **Victor Cueva Milla** was recognized with the Distinguished Alumnus Award for Professional Contributions for his regional work and contributions as an immigration attorney. Trustee **Deli Smith** attended the annual conference representing the Board of Trustees and had the opportunity to engage with SUNY Chancellor King and fellow student trustees from SUNY community colleges across the state at conference sessions, including a special NYCCT student trustee session.

Coach Lis-Simmons, Assistant Coach DeRosa and the Men's Soccer team has secured their spot in the Mid-Hudson Conference Championship for the 6th straight season, winning the last 3. Andrew Foster was awarded the Mid-Hudson Conference Player of the Week and the NJCAA Division III National Player of the Week. He currently leads the team with 12 goals on the season, which is 6th best in the nation. The team won their home game on Thursday, October 3 vs. Rockland 9 to 0, and play next on October 8 away at Nassau Community College.

Enrollment, Student Affairs & Marketing

Fall 2024 headcount as of October 7, 2024, is 3120 students. Fall 2023 headcount on a similar date last year was 3003 students. As we conclude the Collegian registrations, I would like to thank the following:

- Enrollment and Success team: **Samantha Aldridge, Christine Castellana, Matthew Clegg, Mark Darwak, Rebecca Mercado, and Lucia Pecore.**
- Director of Special Populations: **Sarah Fajardo,**
- Registration team: **Jennifer Bosch, Krista Nevil, Megan Showers, and Dianne Valdivia** and
- Student Accounts team: **Annemarie Braden, Michael Osterhoudt, Melanie Quick, and Katherine VanBeverhoudt**
- **Nancy Clarke** for facilitating President's Challenge Scholarship Collegian registrations.

The final Express Semester accelerated classes kick off on October 16.

Congratulations to the entire Marketing team (**Stacy Dziomba, Bob Johnson, Deb Kaufman, Dina Pearlman-Ifil** and **Kerri Vitek**) who launched our new website on October 7. Project Managers **Deb Kaufman**, Director of Marketing & Media and **Dina Pearlman-Ifil**, Website Coordinator, have led the work to get us to launch, as we now maintain our new website going forward.

For the month of September 2024, Student Affairs has engaged in a total of 13 campus life events on the Stone Ridge Campus and at the KCSU. Student Government and the Office of Mental Health are holding Self-Care Isn't Selfish on Thursday, October 10 from 10 a.m. to 2 p.m. in the Student Life Center on the Stone Ridge Campus for World Mental Health Day showcasing mindful activities.

Accessibility services purchased adjustable standing desks, made possible by leveraging SUNY grant funding, to make student spaces/classrooms more inclusive to all physical abilities on both the Stone Ridge Campus and at the KCSU. The standing desks enable users to either lift or push down the desk to desired heights.

We welcome, SUNY Ulster alumnus **Ryan Snair**, as SUNY Ulster's part-time athletic director, who was selected as the finalist after our search. Thank you to search committee members, including hiring manager Samm Chambers and all who participated in the campus forums. Ryan most recently served as SUNY Ulster's Men's Baseball coach SUNY Ulster, fielding a team for Spring 2025 competition; a search is now under way for a replacement. Ryan spent the last 14 years at SUNY Sullivan as Coordinator of Field House Operations & Equipment and then Head Men's Baseball Coach. He brings twenty years of coaching experience to his athletics administration work at Ulster. Ryan graduated from SUNY Ulster in 1996. A pitcher for Ulster's baseball team while studying here, he was awarded 1st Team All-Region and 1st Team All-American Honors. He then attended Hofstra University on a full athletic scholarship and St. Mary's University in Halifax, Nova Scotia. He then returned to SUNY Ulster, where he started his coaching career as Assistant Men's Baseball Coach. While at SUNY Ulster, Ryan coached the Senators to the College World Series in 2004.

Budget & Infrastructure

Please access the most recent [financial reports ending September 30, 2024](#). Additionally, [access revised financial reports through August 31, 2024](#), reflecting our updated year-end figures and GASB impacts. Our team has once again managed expenses to avoid the budgeted use of fund balance as they finalized our year end for 2024. I would like to recognize **Dean of Administration, Amy Winters and Director of Accounting, Amber Beckley**, who with support from individual budget managers, led the way to a fund balance contribution of \$116,843, as of September 30, 2024.

Academic Affairs

As the federal Title III grant comes to a close, even a partial list of direct student initiatives supported by this grant is both long and impressive. From the creation of Literacy and Writing labs, to updating Degreeworks to plan student academic pathways, to equipping a new Digital Media classroom and studio, to drums for the African Music Ensemble, to MAC labs used by art, photography, animation and communications students, to biology lab equipment such as the vascular arm, to a new classroom designed to facilitate the teaching of English Composition, to ALEKS diagnostic/tutoring software for developmental math students, to After Ulster that provides students career and transfer guidance, to providing students with immediate multiple-measure placements in English and Math, how this grant has allowed the College to better serve and prepare our students cannot be overstated.

Our college-wide Middle States Self-Study work is underway and on track to meet our October 18th milestone of chapter drafts from each Standard Team.

Interim Dean for Student Success Marie Kropp is hosting our annual Transfer Fair on October 29 from 11:30 a.m. – 1:00 p.m. in the Student Life Center where students can meet admissions representatives and learn more about transferring to a four-year college or university.

Workforce & Economic Development

SUNY Ulster is proud of our partnership with the Ulster County Executive's Office to serve as the training lead for EMS in Ulster County. As part of the County Executive's 2025 Budget unveiling, we were showcased to meet this critical need in our community. SUNY Ulster has completed a draft letter to the Department of Health request to apply for sponsorship of EMT B (Basic) training.

Our work continues with iPark and a shared space design with SUNY New Paltz, as we collaboratively plan programs, and training needs to serve the community in the Ulster County Sustainable Workforce Center at iPark 87.

Summer Programs planning has commenced for 2025 with academic department chairs and a timeline is being created for outreach materials to advertise programs.

The Pell application for the Prison Education Program (PEP) was submitted to the US Department of Education in September. This will allow SUNY Ulster students at the Shawangunk Correctional Facility access to federal financial aid. This year, the Department of Education made Pell grants available to all college PEP programs through an application process. SUNY Ulster and one other community college were the first two SUNY colleges to submit this application in this cycle.

Assistant Dean Barbara Reer submitted a grant proposal for SUNY Green Workforce Development funds. This is part of SUNY's Economic Mobility Fund. If selected, the grant will support cleantech training in trades, building and construction, and facility management and maintenance. The project will train existing trades professionals and those new to this workforce sector. SUNY Ulster will be partnering on this project with Ulster County and Citizens for Local Power and Ulster County Workforce. If awarded the grant will provide \$200,000 - \$400,000 in funds that will last for two years.

Supplemental Nutrition Assistance Employment and Training Program (SNAP E&T): SUNY Ulster participated in a meeting for all New York Social Services Departments and the New York State Office of Temporary and Disability Assistance. The meeting introduced the new state-wide Administrative Directive for Social Services Departments (DSS), a policy and procedure document for DSS offices who wish to partner with community colleges and other training providers on SNAP E&T. Subsequent to this meeting, SUNY Ulster is working with Ulster County DSS to develop a Memorandum of Understanding to run a SNAP E&T program and is working with the Ulster County Executive to a shared services position to build and sustain this program. SUNY Ulster has been receiving technical assistance on this project from the Association of Community College Trustees and the American Public Human Services Association.

Foundation

The Foundation's Gala Committee, with leadership by Gala Co-Chairs Trustees St. John-Gilligan and Jacobsen helped raise a total gross revenue of \$111,255. My thanks to our colleagues from the Foundation, **Rudy Breedy, Carin Carr, Nancy Clarke, Carol Daley, Heather Eckardt, Roberta Taylor, and Catherine Thomson**, for their outstanding contributions to our fundraiser held on Thursday, September 26th at Wiltwyck Country Club with this year's honorees Cathy & George Sifre, the New Paltz Rotary, Glenn Sutherland & Cynthia Lowe (You're Promise, Their Future Award), and Dan Whalen (BeLikeAnita Award). **Dr. Crystal Schachter & Debra Silverman** were recognized with the Anne R. Donovan Award for their leadership of the strategic plan process.

Work is underway on the Ulster Community College Foundation's Strategic Plan. It will directly align with SUNY Ulster's Strategic Plan to compliment the institution's mission, vision, and values in service to students and the greater college community.

PCS Fundraising efforts for 2025 are off to a great start after last month's Annual Gala. We're currently at 40% of our fundraising goal with 20 sponsorships secured and \$144,000 pledged for 2025. Thanks to New Paltz Rotary member Melinda Lamarche and her husband Gerard for agreeing to personally sponsor a PCS student this year. Thanks as well to Lisa St. John for agreeing to support her second PCS student! Please visit the [PCS Donor Information Page](#) for a full 2025-2026 sponsor list.

As of June 30, 2024, the Foundation was twelve (12) months or 100% into the fiscal year and had received \$1,038,601 in related contributions, grants, and pledges, which was 97.6% of our projected yearly contributions and grants of \$1,063,450. Investment Interest Income for the 23/24 year totaled \$439k, landing at the budgeted amount of \$439k. The Investment Market Value increased by \$3.2 million to \$17.2 million due largely to the deposit of Darlene Pfeiffer's

gifts of \$1.7M, as well as reinvestment of investment income and overall market gains. Scholarship awards paid throughout the 2023/2024 year totaled \$731k.

As of July 31, 2024, the Foundation was one (1) months or 9% into the fiscal year and has received \$38,800 in related contributions, grants, and pledges, which are 3.7% of our projected yearly contributions and grants of \$1,055,800. Investment income in July 2024 totaled \$36k. The Investment Market Value increased over July 2024 by \$272k to \$17.6 million due reinvestment of investment income and overall market gains. Scholarship awards paid out in July totaled \$30k.

Please access [my listing of college-wide and community engagement efforts since the September 17, 2024, Board of Trustees meeting.](#)

October 2024 Personnel Action Memo

The following personnel and administrative approval actions are recommended by Alison Buckley, Ed.D., President, for SUNY Ulster Board of Trustees review and approval:

RESIGNATION

<u>Name</u>	<u>Title</u>	<u>Effective</u>
Laura Davis	Stream Management Training Program Coordinator	09/27/2024
Irena Wisneski	Administrative Services Specialist	09/27/2024
Michael Polcari	Enrollment & Success Counselor	10/04/2024

RETIREMENT

<u>Name</u>	<u>Title</u>	<u>Effective</u>
Daniel Boice	Assistant Professor/Business & Professional Studies	12/31/2024
Kevin Stoner	VP for Academic Affairs & Dean of the Faculty	01/17/2025

TRAVEL BEYOND LIMIT

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Cost</u>
Paul Chambers	Percussive Arts Society (Indianapolis, IN) International Convention	Nov. 13-17, 2024	Est. \$2,004.70 paid for by The SUFA Travel fund by the College

NEW BUSINESS:

Resolution #24-10-42 SUNY Ulster Board of Trustees Policy 6.12 Use of Tents and Camping

Resolution #24-10-43 SUNY Ulster Board of Trustees Policy 6.13 Time, Place & Manner

Ratification of Executive Committee of the SUNY Ulster Board of Trustees Action:

September 30, 2024 Personnel Action Memo

The following personnel and administrative approval actions are recommended by Alison Buckley, Ed.D., President, for SUNY Ulster Board of Trustees review and approval:

TRAVEL BEYOND LIMIT:

Daniel Boice	NACCE Conference (Presenter: A "Small Ball" Approach to Entrepreneurship)	Minneapolis, MN	Oct 12-16, 2024	Est. \$\$ 2,716.49 paid for by the Ulster Community College Foundation; No cost to the college
Steven Schimmrich	Geological Society of America Annual Conference (Presenter: "Incorporating Geoheritage of the Hudson Valley Region of New York into Community College Geoscience Courses.")	Anaheim, CA	Sept 18-25, 2024	Est. \$2,973 paid for by the SUFA travel fund through the College.

PLACEHOLDER

2024 Board of Trustees Report: SUNY Ulster Student Life

October 2024 SUNY Ulster Student Life & SGO