

**753rd Regular Meeting Minutes of the
SUNY Adirondack Board of Trustees**

Thursday, March 27, 2025
Bishop Community Conference Center
640 Bay Road
Queensbury, NY 12804

A Regular Meeting of the SUNY Adirondack Board of Trustees was held on Thursday, March 27, 2025 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, C. McDonald, L. Braggs and Student Trustee, T. Brown. Also in attendance were President K. Duffy, VP J. Jablonski, VP J. Delate, VP K. Kaplan, CIO M. Hand, Chief Human Resources Officer M. Wilson, Budget Analyst E. Conduzio, Associate VP Diane Wildey, Faculty Member, A. Hill,, Executive Director of Facilities, M. Morin, Director of Business and Financial Affairs, L. Dester, Director of Public Safety, J. Watters, Attorney, L. Paltrowicz, and Administrative Services Assistant, P. Tennyson.

Remote attendees were: Director of Marketing and Communications, R. Triller and Principal Typist, R. Debnam.

101739 Student Success Outcomes - K. Duffy

President Duffy shared Student Success highlights from Fall 2024, showcasing record graduation rates for first-time, full-time students. SUNY Adirondack saw an increase from 26% in Fall 2019 to 37% in Fall 2021, marking significant progress. The college also achieved the highest student response rate among all 64 SUNY colleges and ranked first among peer institutions in several key areas, including meeting academic expectations, overall engagement with professors and instructors, college bookstore services, recreational and intramural programs, and acquiring knowledge and skills for further academic study and careers.

Between 2021 and 2024, SUNY Adirondack focused on re-engaging students by expanding student engagement activities, growing TRIO Student Support Services, implementing First Day Books, and investing in health, wellness, and IT infrastructure. These efforts, along with Title III initiatives supporting first-year and low-income students, as well as those in developmental math, contributed to significant improvements in student success.

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

101740 Faculty-Student Association(FSA) Audit, K. Kaplan, VP for Administrative Services and Treasurer

K. Kaplan informed the Board of the results of the Faculty-Student Association (FSA) audit for the fiscal year ending May 31, 2024, which was approved by the FSA Board of Directors on February 28, 2025. The FSA is reported as a discretely presented component unit of the College in its annual financial report. The audit, conducted by Lumsden McCormick, resulted in an unmodified ("clean") opinion but included a management letter identifying material weaknesses in FSA's internal controls over financial reporting.

To address these weaknesses, the College has assumed responsibility for FSA's accounting and financial reporting, added experienced staff, improved FSA's financial processes, and is currently transitioning its accounting system from Sage to Banner. Additionally, the College has taken over HR and Facilities responsibilities for FSA to enhance its efficiency and effectiveness in supporting the shared mission of serving students.

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

101741 Chair's Report

A. Gonzales recognized J. Delate, Vice President for Enrollment and Student Affairs, for his dedication, passion and meaningful impact he has made at SUNY Adirondack.

She also announced that on March 11, the SUNY Board of Trustees officially approved Anastasia Urtz, J.D. as the next president of SUNY Adirondack. She will begin her tenure on July 1. Amie extended her appreciation to Trustee J. Nolan for chairing the search committee and to J. Chase for her invaluable support throughout the presidential search process.

Additionally, Amie highlighted the success of the "2025 Battle of the Books" held at SUNY Adirondack on March 11. Sponsored by WSWHE BOCES, the event brought together 23 local school districts and welcomed over 637 students, creating an exciting and engaging experience for all participants.

101742 Consent Agenda

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

6.0 Consent Agenda

6.1. Adoption of Minutes

6.1.1 Adoption of February 27, 2025 752nd Regular Meeting Minutes

6.2 Personnel Committee

6.2.1 March 2025 Committee Report

6.3 Audit & Finance Committee

6.3.1 March 2025 Committee Report

6.3.2 Schedule of Bills (2): 02/07/25-02/28/25

6.3.3 Statement of Net Assets February 2025

6.3.4 Financial Statements February 2025

6.4 Academic and Student Affairs Committee

- 6.4.1 March 2025 Committee Report
- 6.5.1 Program Modification Recommendations (**Action - 1 Total**)
- 6.5 By-Laws, Policy and ERM Committee
 - 6.5.1 March 2025 Committee Report
 - 6.5..2 Section 7 Board of Trustees Policy Manual (Review)
- 6.6 SUNY Adirondack Foundation Liaison Report
- 6.7 Student Trustee Report
- 6.8 Trusteeship Committee Report

There being no additional items requested to move to the floor, a motion was made by Trustee L. Braggs and seconded by Trustee J. Nolan to approve the consent agenda.

101743 President's Report

Well Wishes and Student Achievements

K. Duffy extended well wishes to Jennifer Chase, who is currently recovering from surgery at home and is expected to return to campus next week.

She also recognized Student Trustee Tyrese Brown for being named a 2025 Coca-Cola Academic Team Bronze Scholar, making him the first student in SUNY Adirondack history to receive this prestigious honor. Tyrese will be recognized at a special Phi Theta Kappa (PTK) event in Albany on April 29. Additionally, he was selected as one of two recipients of the Chancellor's Award for Student Excellence.

2024-2025 Goals Update

- **Presidential Transition Plan**

K. Duffy will meet with incoming president Anastasia Urtz on April 4 to begin the transition process.

- **Leading Saratoga Planning Team**

After extensive meetings, discussions, and feedback from internal and external groups, the Saratoga Planning Team will present a draft of the plan to the campus community at the All-College Meeting on April 7. Following feedback from the campus, the revised plan will be presented to the Board of Trustees in April, with a final draft expected for approval at the May meeting.

- **Adult Learner Leadership Initiative**

J. Delate led SUNY Adirondack's collaboration with the Council for Adult and Experiential Learning (CAEL) to assess the college's readiness and capacity to serve adult learners. A summary of the assessment report was shared with the Board of Trustees last month.

In support of this initiative, SUNY Adirondack received a \$50,000 grant from SUNY System Administration to enhance services for adult learners. As part of this effort, the college will pilot a program at the Saratoga Branch Campus, allowing adult learners to take summer courses at no cost.

Additionally, SUNY is partnering with Achieving the Dream, an organization dedicated to community college student success. Through this partnership, the college has been assigned an Achieving the Dream coach, who will collaborate with faculty and staff to evaluate best practices and develop strategies to better serve and attract adult learners

- **Implementing ARAS Report Recommendations**

As part of our efforts to address recommendations from the ARAS Report, SUNY Adirondack is implementing Crucial Conversations training through the Strategic, Academic, and Innovative Leadership (SAIL) Institute, a system-wide leadership organization within SUNY.

This online, self-paced training was recently launched for 25 administrators and academic leaders in supervisory roles and is expected to continue through the summer.

- **March Madness Event**

K. Duffy expressed gratitude to P. Tennyson and the Social Planning Committee for organizing an exciting and high-energy March Madness event for the campus community. More than 50 attendees, including members of the men's basketball team, enjoyed a fun-filled competition with plenty of cheering and school spirit.

- **Fundraising for FutureWorks Center - Capital Project Campaign**

K. Duffy recently presented the FutureWorks capital project to the Board of Trustees. As part of the future fundraising efforts, an exclusive breakfast event will be held on April 10, bringing together local employers and workforce economic development leaders. This event will highlight Phase 1 of the project, with a particular focus on engaging manufacturers and HVAC partners.

State Budget Advocacy

The State budget is expected to pass in April, with Governor Hochul's Free Community College Tuition Proposal reportedly on track for approval.

In preparation for the announcement, marketing materials have been developed to promote the program, ensuring that prospective students have the information they need to enroll at SUNY Adirondack once the initiative is officially launched.

NYCCT and Community College President's were advocating for \$100M in State aid for Community Colleges. However, the Assembly has proposed \$30M in operating aid to support investment in Community Colleges.

TRIO Student Support Services (SSS) Funding

Without additional federal funding, the five-year TRIO SSS grant is set to expire on August 31, 2025. Advocacy efforts to secure continued funding for TRIO programs remain active. Recently, TRIO staff traveled to Washington, D.C. to participate in a national advocacy initiative, highlighting the program's impact.

Additionally, K. Duffy authored an Op-Ed in support of TRIO, which was endorsed by four other community college presidents and widely shared to emphasize the program's importance. We expect to receive updates next month regarding potential ongoing federal support for TRIO SSS.

Prison Education Program Update

Due to the statewide Corrections Officers strike, all SUNY Adirondack instruction at Washington Correctional Facility is temporarily on hold. As a result, students enrolled in the program will be unable to graduate as planned.

SUNY Adirondack remains committed to supporting these students and is actively exploring alternative solutions to help them navigate this disruption. The program is expected to resume in the fall semester.

Residence Housing Update

Residence Hall applications are outpacing last year's numbers at this time. During the last FSA meeting, there was unanimous support to explore the possibility of using a wing of the Residence Hall for workforce housing. The Olympic Regional Development Authority (ORDA), along with several Lake George businesses, have expressed interest in partnering with SUNY Adirondack to utilize vacant space more creatively. Much detail remains to be done.

Farewell Wishes

K. Duffy extended gratitude to J. Delate for his dedication, warmth, and positive energy throughout his tenure at SUNY Adirondack.

101744 Executive Session

On a motion made by Trustee J. Nolan and seconded by Trustee C. McDonald, the Board of Trustees unanimously agreed to move into Executive Session at 4:25 p.m. to discuss personnel issues and other items as specified under New York State Public Officers Law, Article 7, Section 105.

101745 Return to Regular Session

On a motion made by Trustee R. Judge and seconded by Trustee L. Braggs, the Board of Trustees moved back into regular session at 5:15 p.m.

101746 Faculty Association Adirondack Community College(FAACC) Contract

On a motion made by Trustee B. Judge and seconded by Trustee J. Nolan, the Board of Trustees unanimously authorized the Chair to sign the 2025-2028 Faculty Association Adirondack Community College Agreement.

10747 College President Contract

On a motion made by Trustee C. McDonald and seconded by Student Trustee T. Brown, the Board of Trustees unanimously approved the President's contract for Anastasia Urtz.

101748 Adjournment

On a motion made by Trustee B. Judge and seconded by Trustee D. Palmer, the Board of Trustees moved to adjourn the March 27, 2025, 753rd Regular Meeting at 5:18 p.m.

Respectfully submitted by:

Jennifer Chase

Jennifer Chase
Recording Secretary to the Board of Trustees