

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: JOINT FINANCE AND PERSONNEL & HIGHER EDUCATION

DATE: SEPTEMBER 7, 2018

PERSONNEL & HIGHER EDUCATION OTHERS PRESENT:

COMMITTEE MEMBERS PRESENT:

SUPERVISORS GERAGHTY
MCDEVITT
LEGGETT
SIMPSON
HYDE
LOEB
SOKOL

REPRESENTING SUNY ADIRONDACK:

DR. KRISTINE DUFFY, PRESIDENT
ANN MARIE SCHEIDEGGER, VICE PRESIDENT FOR ADMINISTRATIVE
SERVICES & TREASURER
ERIC THOMAS CONDUZIO, BUDGET ANALYST
RONALD CONOVER, CHAIRMAN OF THE BOARD
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER

PERSONNEL & HIGHER EDUCATION

COMMITTEE MEMBERS ABSENT:

SUPERVISORS FRASIER
BRAYMER
DIAMOND
MERLINO

SUPERVISOR DRISCOLL

MIKE SWAN, COUNTY TREASURER
DEB PREHODA, WASHINGTON COUNTY CLERK OF THE BOARD
CHRIS DEBOLT, WASHINGTON COUNTY ADMINISTRATOR
DAN SHAW, WASHINGTON COUNTY BUDGET OFFICER
MEMBERS OF THE WASHINGTON COUNTY BOARD OF SUPERVISORS
SARAH MCLLENTHAN, DEPUTY CLERK OF THE BOARD

FINANCE COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
SIMPSON
STROUGH
MCDEVITT
GERAGHTY
HYDE

FINANCE COMMITTEE MEMBERS ABSENT:

SUPERVISORS MERLINO
DICKINSON
BEATY
FRASIER
BRAYMER

Please note, the following contains a summarization of the August 30, 2018 meeting of the Finance Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2018/finance/>

Mr. Geraghty called the Personnel & Higher Education Committee meeting to order at 9:39 a.m.

Mr. Sokol called the Finance Committee meeting to order at 9:39 a.m.

Commencing the Agenda review, Mr. Geraghty offered privilege of the floor to Dr. Kristine Duffy, *President of SUNY (State University of New York) Adirondack*, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Dr. Duffy reminded everyone that the ribbon cutting ceremony for Adirondack Hall was scheduled for today at 4:00 p.m. and she encouraged all to attend. She apprised that classes for the Fall Semester had commenced on Wednesday, September 5th; she noted there had been a slight decrease in enrollment which equated to about 72 students, but student housing was at full capacity. She added there had been an increase in enrollment levels for students from out of the area and enrollment from students from both Warren and Washington Counties appeared to be holding steady, advising she felt this was a good indicator that the College had a strong presence and interest in both Counties. She informed that enrollment within the Cyber Security and Nursing Programs had increased substantially thereby

supporting the notion that they were meeting the needs of healthcare industry within the region. She advised she was pleased the enrollment in the program offered to high school students was continuing to grow, as she believed this program provided a gateway for high school students to pursue degrees in higher education.

Dr. Duffy advised they had finalized the Strategic Plan for the College that she had discussed at the joint meeting in June; she noted their focus would be working on initiatives to increase enrollment for the Spring and Summer semesters. She informed they were entering a new era where they would be re-marketing and re-branding the Wilton Center to ensure the residents of Saratoga County were aware of the programs offered there.

Dr. Duffy stated they were in the process of conducting the self-study they were required to carry out and submit every ten years to the New York State Commission on Higher Education in order to remain an accredited institution. She explained how they would be unable to offer financial aid if they were to lose their accreditation. She added accreditation also ensured they were meeting the high standards set by the accrediting body. She said they would be busy this year working on the self-study process with teams comprised of support, administrative and academic staff, who were tasked with determining what they currently did well and what could be improved upon to ensure the high standards were being met. She mentioned preparing for a visit from the review team in April of 2020 would take up a significant amount of their time over the next year.

In regards to the Culinary Center, Dr. Duffy apprised she was pleased to report they had opened the new facility on Wednesday and classes were being conducted there. She added the restaurant, which had always been a staple of this program, would not be opening until the beginning of October to provide the students time to learn and prepare for the opening. Dr. Duffy informed the new Events Services Office had opened on campus with the purpose of attracting outside organizations to use their facilities to hold their events as a way to generate additional revenue. She advised the SUNY Foundation was working on developing their own strategic plan to be more in line with the College's Strategic Plan and State Budget advocacy was always one of their priorities. In conclusion she reviewed a listing of the new programs offered this Fall, noting Agricultural Business and Mechatronics were a direct result of meetings with the local communities and businesses in order to meet their needs. She informed there were fourteen individuals enrolled in the Accelerated Business Degree Program which allowed individuals to obtain their associates degree in eighteen months.

With regards to enrollment of Warren and Washington County residents, Mr. Leggett inquired why these figures had remained the same and Dr. Duffy responded this related to the decline in high school students. She added it also related to the economy, as enrollment declined during times such as this when the economy was prospering. She pointed out enrollment had increased for them from individuals who lived in the New York City region as compared to many of their peer colleges, who had anywhere from 50-100 open beds in their student housing.

Privilege of the floor was extended to Ann Marie Scheidegger, *Vice President for Administrative Services and Treasurer*, who advised the next item on the agenda pertained to a Capital Project update. She said she was pleased to report the project was nearly complete and would remain on budget, with the possibility of closing out slightly under budget.

Ms. Scheidegger proceeded to provide an overview of the 2015 Facilities Master Plan Implementation Strategy, the SUNY Adirondack Capital Request for 2019-2020, which was the only item on the agenda which they required support on; and the 2019-2020 Budget Planning, reviewing a detailed Power Point presentation outlining same; *copies of the documents are on file with the minutes*. During the presentation, Committee members posed many questions which were answered by Ms. Scheidegger and Dr. Duffy.

Mr. Sokol questioned whether any plans had been made for the little red house that the College purchased a few years ago and Ms. Scheidegger replied in the negative. She said many individuals had

approached them with ideas for the house, but they were holding off on making any decisions until the remaining construction and/or renovations projects were completed on campus.

The Washington County Community College and Finance Committees made mirroring motions which were carried unanimously to approve the Adirondack Community College Capital Improvement Plan.

A motion was made by Mr. Leggett, seconded by Mr. McDevitt and carried unanimously to provide Personnel & Higher Education Committee approval of the Adirondack Community College Capital Improvement Plan for 2018-19.

A motion was made by Mr. Simpson, seconded by Mr. Geraghty and carried unanimously to provide Finance Committee approval on the Adirondack Community College Capital Improvement Plan for 2018-19 and the necessary resolution was authorized for the September 21st Board meeting.

Prior to adjourning, Mr. Sokol announced Finance Committee action was required to amend the previous authorization provided at the last Committee meeting to increase the not to exceed amount for payment of past due taxes on County Railroad property located in Saratoga County from \$35,000 to \$50,000.

Motion was made by Mr. McDevitt, seconded by Mr. Simpson and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September 21st Board meeting.

There being no further business to come before the Personnel & Higher Education Committee, on motion made by Mr. Sokol, seconded by Mr. Simpson, Mr. Geraghty adjourned the meeting at 10:13 a.m.

There being no further business to come before the Finance Committee, on motion made by Mr. Geraghty, seconded by Mr. Simpson, Mr. Sokol adjourned the meeting at 10:13 a.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board