

**754<sup>th</sup> Regular Meeting Minutes of the  
SUNY Adirondack Board of Trustees**

Thursday, April 24, 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, April 24, 2025 at 3:30 pm. Chair A. Gonzales called the meeting to order at 3:35 p.m.

Other Board members present were: B. Judge, J. Nolan, E. Fitzgerald, D. Palmer, and Student Trustee, T. Brown. Also in attendance were President K. Duffy, VP J. Jablonski, VP K. Kaplan, CIO M. Hand, Chief Human Resources Officer M. Wilson, Budget Analyst E. Conduzio, Associate VP Diane Wildey, Executive Director of Public Safety J. Watters, Attorney L. Paltrowicz, and Recording Secretary J. Chase.

Remote attendees were: Trustee C. McDonald, Faculty Member A. Hill, Director of Marketing and Communications R. Triller and Director of Compliance L. Jameson.

Absent attendees were: Trustees T. Collins, M. Davidson and L. Braggs

**101749      Healthcare Pathways, Kim Comisky, Director of Healthcare Pathways**

K. Comisky provided an update on the SUNY Future of Work Centers \$1.25 million grant, which focuses on non-credit training, comprehensive student support services, and healthcare workforce development. Implementation efforts will include the hiring and onboarding of additional SUNY Adirondack staff, as well as the development of strategic partnerships with local employers, K-12 schools, Hudson-Mohawk Adirondack Health Education Center (HM AHEC), Fort Hudson Health System, and The Wesley Community.

Key components of the grant's implementation also include direct support for SUNY Adirondack healthcare students, the creation of new courses and training programs, collaboration with the Office of Continuing Education and Workforce Innovation, and long-term sustainability planning.

To date, this initiative has positively impacted 681 students.

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

**101750      Tuition and Fee Schedule – Keith Kaplan, Vice President for Administrative Services and Treasurer**

K. Kaplan presented the proposed Tuition and Fee Schedule for the 2025–2026 academic year, which was reviewed and approved by the Audit & Finance Committee on April 22, 2025. The proposal includes a 4% increase in tuition. In addition, fees for private music and voice lessons

will increase from \$200 to \$225, and the replacement range for media equipment will rise from \$500 to \$2,500. The electronic transcript fee will remain tied to rates set by the external service provider, with the College passing on the cost without markup. Housing rates will remain unchanged, while a new rate category has been introduced for 12-month students. Additionally, all meal plans, including newly added commuter options, were approved by the Faculty Student Association (FSA) and will reflect a cost-of-living adjustment.

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

## **101751 Chair's Report**

Chair A. Gonzales opened the meeting by announcing that incoming president Anastasia Urtz has signed her contract. She highlighted Urtz's recent interview with Look TV, which offered a warm introduction to Anastasia and showcased her initial impressions of the College and surrounding community.

Chair Gonzales noted that the New York State budget remains delayed, now 24 days past its due date.

She shared that the Innovation Fund will be discussed later in the meeting and expressed sincere appreciation for the many thoughtful submissions received from across the College community. She praised the creativity and engagement demonstrated in the proposals and expressed her enthusiasm for watching the program develop and expand in the coming years.

Chair Gonzales reminded everyone that the last day of classes is May 5, followed by the Employee Recognition Event at 8:30 AM on May 6, President Duffy's Farewell Celebration at 3:00 PM the same day, Commencement on May 10 at 11:00 AM, and the North Star Gala on May 17.

## **101752 Consent Agenda**

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

### Minutes

6.1 6.1.1 Adoption of March 27, 2025 753<sup>rd</sup> Annual Meeting Minutes

### Board Committee and Liaison Reports

6.2 Personnel Committee

6.2.1 April 2025 Committee Report

6.3 Audit & Finance Committee

6.3.1 April 2024 Committee Report

6.3.2 Schedule of Bills (2): 03/10/2025 –04/05/2025

6.3.3 Statement of Net Assets March 2025

6.3.4 Financial Statements March 2025

- 6.3.5 2025-2026 Tuition and Fee Schedule(**Action Item**)
- 6.4 Academic and Student Affairs Committee
  - 6.4.1 April 2025 committee report
  - 6.4.2 Program Modification Recommendations (**Action Item – 7 Total**)
- 6.5 By-Laws, Policy and ERM Committee
  - 6.5.1 April Committee Report
  - 6.5.2 Section 7 Board of Trustees Policy Manual(**Action Item**)
- 6.6 Student Trustee Report
- 6.7 Trusteeship Committee
- 7.0 College Reports
  - 7.1 Academic Affairs Update
  - 7.2 Administrative Services Update
  - 7.3 Enrollment and Student Affairs Update
  - 7.4 Governance and Faculty Update

Chair Gonzales expressed her enthusiasm for the growing Radiologic Technology program and its partnerships with local hospitals, and shared her excitement about the expansion of HVAC and micro-credential programs, which she sees as key areas of opportunity for the College.

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

## **101753      President's Report**

### **Enrollment**

Summer registrations continue to outpace last year's numbers, and early outreach to returning students, whose registration opened several weeks earlier this year, is also showing positive results. Tomorrow, April 25, marks the first of several Accepted Student Days designed to welcome and engage the incoming class. Over 125 students have registered for this initial event.

### **Budget**

The College is still awaiting final approval of the New York State budget. At this time, there has been no indication that any proposed funding has been eliminated, and there is continued optimism regarding support for key initiatives, including the Tuition Promise Program. SUNY is prepared to launch the program as soon as the official announcement is made.

### **Shared Governance**

The new shared governance structure was implemented last fall and a survey to the campus community was distributed to gather feedback on its effectiveness. To date, 58 responses have been received. The results will be compiled and shared with the College Council, the Board of Trustees, and the incoming president.

## **Presidential Transition**

The second transition meeting with Anastasia Urtz is scheduled for next week.

## **Saratoga Framework Update**

K. Duffy shared an update on the proposed strategic framework for the Saratoga Branch Campus. She outlined the rationale for focusing on the Saratoga location, highlighting current investments, emerging opportunities and progress to date, as well as key strategic challenges.

She also reviewed the planning process and presented an overview of the proposed framework, which includes examples of program offerings, student support services, and the incorporation of outdoor green spaces to foster a strong sense of community. The planning team conducted a labor market data analysis and recommended concentrating efforts on the development of programs, courses, and training in the areas of healthcare, business, IT support, and digital skills. A central objective of this initiative is to create a facility that supports career advancement and meets the evolving needs of adult learners in the region.

Next steps include engaging academic leadership to evaluate potential program offerings and make recommendations. An implementation team will work on specific actions, timelines and measurable outcomes alongside the new President this summer. The Board was invited to provide feedback, and K. Duffy will circulate additional materials for their review. A final draft of the Saratoga plan is expected to be presented for approval at the May meeting, with the goal of launching the initiative in Fall 2025.

### **101754      New Business**

On a motion made by Trustee B. Judge and seconded by Trustee D. Palmer, the Board of Trustees unanimously approved the Innovation Fund Award Recommendation of \$23,000 for the Outdoor Classroom and \$27,000 for the E-Sports Lounge.

### **101755      New Business - List of Potential May Graduates**

On a motion made by Student Trustee T. Brown and seconded by Trustee J. Nolan, the Board of Trustees unanimously approved the list of potential May graduates.

### **101756      Executive Session**

On a motion made by Trustee E. Fitzgerald and seconded by Trustee J. Nolan, the Board of Trustees unanimously agreed to move into Executive Session at 4:50 p.m. to discuss personnel issues and other items as specified under New York State Public Officers Law, Article 7, Section 105.

### **101757      Return to Regular Session**

On a motion made by Student Trustee T. Brown and seconded by Trustee D. Palmer the Board of Trustees moved back into regular session at 5:15 p.m.

**101758      Adjournment**

On a motion made by Trustee B. Judge and seconded by Trustee J. Nolan, the Board of Trustees moved to adjourn the April 24, 2025, 753rd Regular Meeting at 5:16 p.m.

Respectfully submitted by:  
Jennifer Chase

Jennifer Chase  
Recording Secretary to the Board of Trustees