

**MOHAWK VALLEY COMMUNITY COLLEGE  
UTICA AND ROME, NEW YORK**

**1. Call to Order**

The meeting of the Mohawk Valley Community College Board of Trustees held in the Hall Board Room, Payne Hall, Mohawk Valley Community College, Utica, New York was called to order at 4:00 p.m. by Chair Falvo on Monday, January 14, 2013.

**Members Present**

Elaine Falvo  
Tony Colón (excused delayed arrival 4:20 p.m.)  
David Mathis  
Camille Kahler  
Peter Rayhill  
John Stetson

**Members excused**

William Calli, Jr  
Matthew Hrycan

**2. Chair's Report**

Chair Falvo began by welcoming everyone back for the new semester. She informed the Board that the new student trustee is ill and unable to attend tonight's meeting. Chair Falvo concluded her report by reminding the Board of the February 11 SUNY day where the College will meet with our five Assemblymen and two Senators; please attend if possible.

**3. Treasurer's Report**

Vice President Feola pointed out the summaries of investments and warrants issued during the month of December. Financials through December do not reflect increases in health and pharmaceutical costs which, along with retirement costs will begin to impact reports starting in January.

Vice President Feola also reported that enrollment for fall and intersession are at 98 FTE below budget target. There was a 4,000 credit hour drop in full & part-time enrollment or approximately 135 FTE, however this was offset with an 1,100 credit hour increase in dual credit offerings over the same period, generating an additional 37 FTE that help to offset the drop in the other areas.

**4. Committee Reports**

There were no committee reports.

**5. Student Trustee's Report**

There was no Student Trustee report as Matthew Hrycan was not in attendance.

**6. President's Report**

President VanWagoner reviewed the recent change to the agenda format that began in December. After further dialogue with Chair Falvo, Vice Presidents will now be asked to

highlight one item or activity from their respective areas.

### **Vice President Reynolds**

Vice President Reynolds reported that the Student Services Advisory Council (SSAC) is currently assessing their main service area (1<sup>st</sup> floor Payne Hall). Conversations and evaluation of the area are ongoing.

### **Vice President Eannace**

Vice President Eannace reported that Academic Affairs is working on a replacement plan for classrooms. There are currently 3 classrooms on the Utica campus and 1 on the Rome campus that will have new furniture for the start of the spring semester. She also reported that 2 new copiers are scheduled to be in place for faculty use by the start of the semester. President VanWagoner added that the addition of the copiers is a result of his Think Tank group.

Vice President Feola reported additional work at the Jorgensen will occur this semester. Repairs for leaks in the gym and pool areas will be paid for out of the County's capital fund.

### **College Senate Report**

Don Kelly reported that faculty return tomorrow and that Senate has not met since the December meeting.

Next Meetings:

- Next Senate Advisory Committee meeting is Monday, January 28, 2013 in PH 304
- Next Senate meeting is Tuesday, February 4, 2013 in IT 225

### **(President's Report)**

President VanWagoner shared that Dean Quest reports an increase in the Rome-Utica shuttle ridership; Fall 2011, 1122 riders up to Fall 2012, 1364 riders.

### **7. Consent Agenda**

<i>Attachment a</i>	Minutes of December 17, 2012 Board of Trustees Meetings
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Breanne Rathbun, Tutor/Mentor – Mathematics
<i>Attachment d</i>	Amend Staffing Plan: Ibrahim Rosic, Director of the Learning Center
<i>Attachment e</i>	Michael Bailey, Instructor – Center for Social Science, Business and Information Sciences
<i>Attachment f</i>	William E. Hunt, Instructor in the Center for Science, Technology, Engineering and Mathematics
<i>Attachment g</i>	Heather Kesterson, Assistant Dean in the Center for Science, Technology, Engineering and Mathematics
<i>Attachment h</i>	Meredith A. Madden, Instructor in the Center for Social Sciences, Business and Information Sciences
<i>Attachment i</i>	Thomas Palumbo, Instructor in the Center for Social Sciences, Business and Information Sciences

*Attachment j* Vito J. Sparace, Instructor in the Center for Social Sciences,  
Business and Information Sciences

Motion was made by David Mathis and seconded by John Stetson to approve Attachments 7a through 7j. Unanimously approved.

**8. New Business**

*Attachment a* Amend BOT Policy – Section I, Board Professional Development

Motion was made by Peter Rayhill and seconded by John Stetson to approve attachment 8a.

Chair Falvo added that by creating and accepting this policy it adds responsibility to the Board members to attend educational sessions. She also pointed out that language was added with regard to the student trustee. Camille Kahler asked that board members please share what programs are valuable. In response, David Mathis reviewed some of the New York Community College Trustees (NYCCT) and Association of Community College Trustees (ACCT) programs. He added that the topic would be worth discussing further at the next Board retreat. With regard to SUNY day, John Bullis will send the itinerary to the Board for consideration.

Unanimously approved.

*Attachment b* Amend College Vision Statement  
President VanWagoner reviewed the language change.

Motion was made by John Stetson and seconded by Tony Colón to approve attachment 8b. Unanimously approved.

*Attachment c* Program Proposal: A.A.S. in Entrepreneurship  
*Attachment d* Program Proposal: Certificate in Entrepreneurship  
*Attachment e* Program Proposal: A.A.S in Law Enforcement  
*Attachment f* Program Proposal: Certificate in Law Enforcement

Motion was made by David Mathis and seconded by Peter Rayhill to approve attachments 8c through 8f.

President VanWagoner asked Vice President Eannace for clarification on the Law Enforcement degree and certificate. She explained that the Law Enforcement program currently resides in the Center for Corporate and Community Education (CCED) making the program not eligible for Financial Aid. Adding the programs to the credit curriculum allows for financial aid. Additionally the general education course requirements enhance the programs and increases employment opportunities.

Unanimously approved.

## **9. Program Update**

Jim Lynch presented an update on the Enrollment Management Council's (EMC) efforts at the College.

## **10. Discussion Items**

*Administrative Topic: Student Success*

President VanWagoner distributed a one-page overview of best practices (5) and questions trustees should be asking with regard to student success. Vice President Reynolds shared the College's current and future initiatives on required new student orientation and late registration (the possible elimination of late registration). Vice President Eannace shared the College's current and future initiatives on a required college success course (ED 100), required developmental education effectiveness and Supplemental Instruction availability.

Motion was made by John Stetson and David Mathis to enter into Executive Session with no further action to be taken at 5:10 p.m. Unanimously approved.

The meeting reconvened at 6:30 p.m.

## **11. Adjournment**

Motion was made by John Stetson and seconded by David Mathis to adjourn the meeting at 6:30 p.m. Unanimously approved.