

**APPROVED
JULY 18, 2011**

ATTACHMENT 7a

**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 Auditorium of Mohawk Valley Community College, Rome, New York was called to order by Chair Falvo at 4:05 p.m. on Monday, May 16, 2011.

Members Present

Mike Austin
Bill Calli
Tony Colón
Elaine Falvo
David Mathis
Heather Ryerson
John Stetson
Sheila Vandever
Mary-Carmel Wolf

Members Excused

Peter Rayhill

2. Chair's Report

Chair Falvo complimented the Rome campus on their progress with new programming and thanked them for hosting the meeting. She expressed her appreciation for the busy time of year and congratulated the MVCC athletic program on their successes and also announced that the MVCC Foundation had awarded 300 scholarships at an awards ceremony earlier this month.

Chair Falvo introduced President VanWagoner and asked him to recognize the student recipients of the Chancellor's Awards and the Phi Theta Kappa Awards. Students in attendance included: David Albright, Dawn Amanhwaa, Heather Ryerson, Tim Ramos, and Trish Calenzo. Chair Falvo followed with the Board's congratulations as well.

Chair Falvo reminded everyone of Graduation on Friday, May 20 at 4 p.m., and the Dorm Corporation meeting on Thursday, May 19 at 4 p.m.

Chair Falvo congratulated John Stetson on receiving the Anne M. Bushnell Memorial Award for Special Achievement and announced Mike Austin's retirement from the BOT effective at the conclusion of the May 16 BOT meeting. She then presented Mr. Austin with an Emeritus Trustee Award, a Mohawk Valley Community College rocking chair and invited everyone to share a cake in celebration of his years of service. Mr. Austin responded with his gratitude to the BOT and the College.

3. Treasurer's Report

Vice President Feola reported that fall and spring enrollments are above budget resulting in higher tuition revenues thus far. Currently we're in the early stages of summer registration and won't have a good handle on summer revenues until the end of May or early June. CCED activity is strong and is contributing to the increase in overall revenues. The Board packet also includes Budget Amendment #4 acceptance of a \$24,522 NSF sub award from HVCC for Semiconductor and Nanotechnology Education.

4. Committee Reports

David Mathis reported that he would be ordering new BOT plaques for members who are not currently represented in the Board Room. He also reported that the NYCCT meeting will be in the fall of 2012.

5. Student Trustee's Report

Chair Falvo thanked Heather Ryerson for all of her efforts as the Student BOT member over the past year.

Ms. Ryerson reported that the Student Congress has been evaluating and organizing their current procedures. She also stated that the Executive Committee will be taking a more active role in future clubs and organizations. She added there will be more restrictions on larger field trips in the future. She reported that security/student relationships should be a continued focus of development on campus. Ms. Ryerson went on to introduce the new Student BOT member for 2011/2012, Esther Caldwell. Esther stated her excitement for the opportunity and informed the BOT of some of her activities including: Current VP and President Elect of the Nurses Student Association, member of CollegeWorks and the New Student Orientation organization.

Ms. Ryerson informed the BOT that she has been accepted to Syracuse University for Illustration and plans to attend beginning Fall 2011.

6. President's Report

Dr. VanWagoner provided the Academic Affairs Report on behalf of Dr. Eannace:

- Progress is being made to create a Certificate of General Studies that will help increase student completion and achievement.
- We have resolved the concern HCCC had with the approval of our Cybersecurity degree by naming it Computer Science- Cybersecurity.
- We will be piloting an automated system for processing faculty contracts this summer and expect to fully implement it this fall.
- A number of meetings over the past two months are helping to make some important refinements to the overall student advising system.
- Our Geospatial AAS program has received approval from SUNY and we're awaiting approval from the NYS Dept. of Education.

(President's Report)

- The MVCC Foundation has received a \$75,000 grant through a donor directed fund at the Oneida/Herkimer Community Foundation; a \$10,000 gift from an individual; and \$6,000 in scholarships from the NYS propane distributor's association.
- Dr. VanWagoner thanked Board members for attending various events, banquets, and receptions over the past two weeks. Their presence is greatly appreciated by everyone at the College.
- Dr. VanWagoner reported that many of the Board members heard from the Chancellor this morning at the breakfast meeting in Herkimer. As reflected in the paper, SUNY will be issuing its first report card to the public. We are watching this closely and look forward to participating in the statewide effort as well as mirroring the report card at a local level.
- Dr. VanWagoner has received a letter of disclosure from Kendrick Morrison who works in admissions. He owns Promo Productions and periodically provides DJ services for our semester-end Celebration of Success events at the College.
- Dr. VanWagoner reminded BOT members of the Graduation ceremony on Friday and asked members to confirm with Jill.

Vice President Feola

- Field House
 - Installation of the new pool gutter system and reinforcement of the pool deck are well underway. Asbestos abatement in the gym boiler room was completed last week and additional abatement involving the removal of floor tiling on the first and second floor of the west gym corridors is expected to be completed within the next two week.
 - We are now into major work under Phase II renovations and for the remainder of the summer there will be a lot of activity in the gym proper as contractors reinforce structural supports to accommodate two new penthouses and begin work on the lobby second floor walkway. The Athletic Department was relocated to IT 119 and Child Care staff will be temporarily relocated to the third floor of Payne Hall during the renovation phase.
 - A second electrical shutdown is scheduled for the weekend of June 4th to evaluate operation of the newly installed gym/field house switch gear.
- Bids for dial tone were received from Northland and Time Warner. Northland was the successful low bidder.
- An MOU with UPD was completed and subject to Board approval. Three Sr. Campus Safety Officers will also be enrolled in the upcoming campus peace officer training school that will be held in Schenectady, NY. It's a 9 week training session that runs from May 18 to the end of July so that by the start of the fall semester there will be 6 trained officers on staff. During the week staff will reside at University Heights located on New

Scotland Ave in Albany and commute to classes. Mr. Feola introduced the two newly appointed officers, Martin Tracy and Michael Polak.

- The College and County received a full credit for the failed Nortel emergency notification system. Avaya, the new owner of Nortel, has developed a notification system that is currently in use on the University of Baltimore campus, which the college is currently investigating for use.

Student Services Report

Dr. VanWagoner provided the Student Services Report.

- Two finalists interviewed last week for the VP of Student Affairs and I hope to make a decision this week.
- While fall enrollment figures are still kind of apples and oranges due to changes with how we did priority registration this year, applications are up almost 3% and deposits are up 13% from the same time last year.
- We have filled 2 sections of ED 100 utilizing College Connection so students entering as matriculated students in Fall will enter having completed ED 100 (all are STEP, UpWard Bound, College Connection or Magnet Bridge participants)
- We have also created two sections of ED 100 for our presidential scholars recipients so that our high school honor students can connect with each other from their very first class.
- The APROC group is soon to launch a new Facebook page for the College providing us with a coordinated social media presence.
- Students have moved out of the residence halls and those graduating this Friday will be able to stay through graduation.

College Senate Report

College Senate Vice Chair, Norma Chrisman, presented the College Senate Report in David Katz's absence.

- The College Senate met on May 3rd.
- The Senate passed a recommendation to support creating a committee to "own" the Civility Project and work on create permanent processes to define and implement the concept into our culture.
- The Senate elections and Senate committee appointments are done. We are in the process of having next year's committee chairs selected before the end of this academic year. The hope is that the Senate Chair and College President can meet with all of the chairs early next semester to share the idea that all of the committees will keep and post meeting schedules, meeting minutes, and meeting agendas on our College Senate website. The idea is to raise the standards of professionalism, accountability, effectiveness and transparency.
- The Senate passed a recommendation to support the Curriculum Committee's request to develop an electronic process. We are asking that this become an APROC priority.

Curriculum Committee chair, Steve Frisbee, has recently been in touch with the Executive Director of Information Technology, Paul Katchmar, to begin the process. We are looking to help and support one of our committees.

- The College Senate will be meeting again on May 17th and will include the newly elected and appointed Senators.

7. Consent Agenda

- a. Minutes of the April 11, 2011 Board of Trustees meeting
- b. Treasurer's Report
- c. Eileen Bush, Instructor, Anatomy and Physiology courses
Center for Life and Health Sciences
- d. Thomas E. Davis, Instructor, Mechanical Engineering courses
Center for Mathematics, Engineering, Physical Science and Applied Technology
- e. John Hawranick, Instructor, Airframe and Powerplant courses
Center for Mathematics, Engineering, Physical Science, and Applied Technology
- f. Thomas Jennings, Instructor, Airframe and Powerplant courses
Center for Mathematics, Engineering, Physical Science, and Applied Technology
- g. Todd E. Rankins, Instructor, Airframe and Powerplant courses
Center for Mathematics, Engineering, Physical Science, and Applied Technology
- h. Brian W. Cobb, Licensed Mental Health Counselor
Counseling Center
- i. Jill Heintz, Assistant to the President
President's Office
- j. Melissa A. Barlett, Instructor
Center for life and Health Sciences
- k. Jody S. Hicks, Instructor
Center for Social Sciences and Business Information Sciences
- l. Martin G. Tracy, Peace Officer
Michael Polak, Peace Officer

Motion was made by David Mathis and seconded by Mary-Carmel Wolf to approve Attachments 7a through 7l. Unanimously approved.

8. New business

Attachment a Renewal of Probationary Appointments-Professional Association

- Motion was made by Mike Austin and seconded by Bill Calli to approve Attachment 8a. Unanimously approved.

Attachment b Renewal of Grant-Funded Appointments

- Motion was made by David Mathis and seconded by Sheila Vandever to approve Attachment 8b. Unanimously approved.

Attachment c 2011-12 Tuition and Fee Schedule

- Motion was made by David Mathis and seconded by Bill Calli to approve Attachment 8c. Unanimously approved.

Attachment d MVCC 2011-2012 Operating Budget

- Motion was made by Mary-Carmel Wolf and seconded by Sheila Vandever. Unanimously approved.

Attachment e Retirement Incentives-2011 (REVISED)

- Motion was made by Tony Colón and seconded by Mike Austin to approve Attachment 8e. Unanimously approved.

Attachment f Peace Officers

- Motion was made by Mary-Carmel Wolf and seconded by Sheila Vandever to approve Attachment 8f. Unanimously approved.

9. Program Update

A Rome Campus overview was presented by Ron Cantor.

A motion was made to enter into Executive Session to discuss personnel issues at 5:15 p.m. by Bill Calli and seconded by John Stetson. Unanimously approved.

The meeting reconvened at 6:05 p.m.

10. Adjournment

A motion was made to adjourn the meeting at 6:06 p.m. by Sheila Vandever and Bill Calli. Unanimously approved.