

**APPROVED**  
**NOVEMBER 21, 2011**

**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 by Chair Falvo at 4:03 p.m. on Monday, October 17, 2011.

**Members Present**

Esther Caldwell  
Bill Calli  
Tony Colón  
Elaine Falvo  
David Mathis  
Peter Rayhill  
John Stetson  
Sheila Vandever  
Mary Carmel Wolf

**2. Chair's Report**

Chair Falvo began the meeting by congratulating David Mathis for winning the Dale Ensign award for exemplary trustee leadership at the ACCT National Conference this past week in Dallas, TX. David in return thanked Elaine and the rest of the Board and went on to say what an honor it is to represent MVCC at the State and National levels. He also said that this is the best Board and Administration that he has ever worked with. Chair Falvo then presented David with a cake in recognition of his award. Chair Falvo resumed regular business by reminding the Board that the retreat was going to be on November 2 and that an Emeriti breakfast will take place on November 4, with more details to follow. She stated that 98 former employees have earned Emeritus status to date. Chair Falvo informed everyone of the Student Campaign efforts out of the Foundation office. Chair Falvo apologized for missing the Maya Angelou event as she was unexpectedly called out of town, but offered her congratulations to the College and staff involved. She said that she has heard nothing but positive feedback about the event. Sheila Vandever and Tony Colón both commented on its success. Chair Falvo concluded by pointing out three publications that were distributed at the beginning of the meeting: an Alumni bulletin and two publications from Student Affairs.

**3. Treasurer's Report**

Vice President Feola reported that the auditors are on site this week. They are starting two weeks of field work reviewing various accounts and records in the Business Office, Payroll,

and Purchasing as well as 133 Audits of grants and the Federal Title IV program. Prior to the auditor's arrival, the Business Office and Financial Aid have been preparing for the visit and completed a lot of the preliminary work necessary in preparation for the audit. He reported that Budget Amendment #1 is attached, which in large part is a rollover of 2010-11 grants that crossed over into the 2011-12 fiscal year. Most notable is the \$2 million carryover of the Department of Labor's Cybersecurity grant. He also reported two new grants; the \$7,000 SUNY 2012 Diversity Honors Scholarship that is administered out of the Counseling Office and the fifth year of the Upward Bound grant for \$273,270.

#### **4. Committee Reports**

##### **NYCCT and ACCT (liaison)**

David Mathis stated that he arrived early in Dallas and attended a symposium on Student Success. He is pleased that we are already starting to look at this area but hopes to spend more time on the topic at the November Retreat.

#### **5. Student Trustee's Report**

Esther Caldwell reported that Student Congress, PTK, WAC, and other clubs will be taking part in the intergeneration clean up on Oct. 22 and 23. She said that the Maya Angelou event was exceptional and very inspiring. She reported that Student Congress President, John Coleman is forming a student group for the civility committee. Student congress is looking at ways to address the smoking issues on campus. Most of the students feel that smoking shelters and enforcement of rules with both students and staff are the best solutions to the issue. Ms. Caldwell has been working with Mr. Kelly to discuss the student opinions with the safety committee.

An active dialogue followed regarding smoking and possible solutions. Tony Colón suggested that the College highlight the areas where smoking is allowed. David Mathis revisited the decision to ban smoking in the dorms and stated that perhaps we should consider becoming a smoke-free campus. Peter Rayhill questioned this idea and the legality of becoming a smoke-free campus. Tony Colón reminded everyone to consider all tobacco products and not only cigarettes.

Oneida County Executive, Tony Picente arrived as the Student Trustee's Report concluded and he was introduced by Chair Falvo. Mr. Picente thanked the Board for allowing him to speak to the group. He explained that he wants to keep the lines of communication open and to offer clarification on some recent topics that he felt may have been misconstrued through media interpretation. Regarding the MVCC budget: Mr. Picente said that he was not looking to reduce the MVCC budget or County contribution, rather he was assessing how to work within the parameters of the existing budget. He said that he and his staff would continue the quest of trying to understand the process. He hopes that SUNY will understand the impact State and SUNY regulations have at the County level. Mr. Picente went on to offer clarification regarding the Chargeback system. The County can place a chargeback to the municipalities of those students who attend MVCC. He said that this idea will not come into effect until 2013, which will buy the County some time in researching an alternate plan.

Chair Falvo expressed her appreciation to Mr. Picente for taking the time to address the Board. She said that the MVCC Board has always supported open lines of communication and working together. David Mathis stated that Mr. Picente should be aware of the allies he has in other Community College Presidents and Trustees. Mr. Mathis also said that many Community Colleges wouldn't exist without a chargeback system. Mr. Picente concluded by stressing the importance of preparing the next workforce in response to the recent SUNYIT activity.

## **6. President's Report**

President VanWagoner began by recognizing Bill Dustin and Jean Leandre for all of their efforts in making the Maya Angelou event a huge success. Additionally, he stated that it couldn't have been done without the efforts of facilities, campus safety, Institutional Advancement and the Cultural Committee. President VanWagoner briefly reviewed the draft retreat agenda. He also said that Institutional Advancement has Cory Booker tickets for the Board members if they are interested.

President VanWagoner asked the Vice Presidents for their reports.

### **Vice President Feola**

Vice President Feola reported that the Cleary Report is complete and is posted on both the College's website and at the Federal site. Work on the Plumley Complex roof project is progressing, Sahl's glass completed the east side of the atrium glazing. Depending upon the weather, they expect to complete the balance of their work by mid-November. He went on to report that the first release of Financial Aid occurred on Friday October 6th. A total \$3,292,470 was disbursed and of that total \$1.8 million was disbursed to the Bookstore, ASC and Dorm Corp to cover deferred payments on behalf of students for books, dorm, room and board charges, the remaining \$1,5 million was distributed to 1,824 students.

### **Vice President Eannace**

Vice President Eannace reported that Phi Theta Kappa inducted over 70 new members into the honor society this September. Our ranks now include 285 students who have earned a GPA of 3.5 or higher. Recently members of the Chapter participated in a leadership conference in NYC. The group is leading the Commit to Complete agenda and they recently hosted our very successful transfer and scholarship event with special guests from Wayne State University. She went on to say that these two major undertakings will assist the Chapter in achieving 5 star status, which is anticipated in 2012. She concluded by thanking the Phi Theta Kappa leadership of Steve Frisbee, Dr. Mary Hartz, Sue Smith, Dr. Robert Christman, and Liz Doherty.

### **Vice President Reynolds**

Vice President Reynolds shared this year's student handbook. She stated that it is an excellent resource for policies, procedures and general information. She went on to report on the following areas:

#### HEALTH OFFICE

To increase efficiency, personnel from the Health Center, IT, Admissions, Advisement, Registrar, and the Rome campus met to debrief the current MMR. We will be piloting a

new process for the smaller incoming student this spring that will notify students upon acceptance that all health records must be received prior to placement testing and registration.

### STUDENT ACTIVITIES

Under both new administrative and student leadership all Student Congress policies are being reviewed. The most recent was student travel and procedures have been tightened to ensure that all students who are traveling are accompanied by their advisors.

#### **7. Consent Agenda**

<i>Attachment a</i>	Minutes of September 19, 2011 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Lizabeth Doherty, Coordinator of First Year Experience

Motion was made by Mary Carmel Wolf and seconded by Tony Colón to approve Attachments 7a through 7c. Unanimously approved.

#### **8. New Business**

President VanWagoner stated that he anticipates additional nominations for Emeritus status in the near future. Vice President Eannace gave a brief explanation regarding Attachment 8k, Cyber security. Mary Carmel Wolf asked if this program would require additional lab space, to which Vice President Eannace replied no. She went on to state that we are looking into grants for this program. David Mathis voiced some concern for the required credit hours and the idea of "credit creep". Vice President Feola briefly explained Attachment 8l, Capital Project.

<i>Attachment a</i>	Emeritus – Nancy Caputo
<i>Attachment b</i>	Emeritus – Antoinette Carbone
<i>Attachment c</i>	Emeritus – Robert Clark
<i>Attachment d</i>	Emeritus – Priscilla Dack
<i>Attachment e</i>	Emeritus – Denise DiGiorgio
<i>Attachment f</i>	Emeritus – Robert B. Jubenville
<i>Attachment g</i>	Emeritus – Robert Lacell
<i>Attachment h</i>	Emeritus – Ellis Searles
<i>Attachment i</i>	Emeritus – Herb Thorpe
<i>Attachment j</i>	Emeritus – Mario Restive
<i>Attachment k</i>	Program Proposal: A.S. in Computer Science: Cybersecurity
<i>Attachment l</i>	Capital Project C20159 – Field House

Motion was made by William Calli and seconded by John Stetson to approve Attachments 8a through 8l. Unanimously approved.

President VanWagoner added to his earlier report by reminding the Board that Jill will be sending the materials for StrengthsQuest this week and asked that the Board members complete it for the November 2 Board Retreat. He also asked David Katz to give the Senate Report at this time.

### **College Senate Report**

David Katz reported that he attended a Governance Leaders Plenary this past September. As a result, the Senate Advisory Committee will look at a possible reconfiguration of the senate based upon recommendations from the Faculty Counsel of Community Colleges.

### **9. Program Update**

John Bullis and Norayne Rosero presented a program update on the Middles States Periodic Review Report.

### **10. Discussion Items**

- a. BOT Policy Section II – First reading

A motion was made by Mary Carmel Wolf and seconded by Sheila Vandever to enter into Executive Session to discuss personnel items at 5:35 p.m. with no further action to be taken. Unanimously approved.

### **11. Adjournment**

The meeting adjourned at 6:10 p.m.