

APPROVED 9.16.13

**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 4:03 p.m. by Chair Falvo on Monday, August 19, 2013.

Members Present

Tony Colón
William Calli, Jr
Elaine Falvo
Camille Kahler
Bruce Karam
David Mathis
David Maxwell
Peter Rayhill
John Stetson

Members Excused

Carol Fox

2. Chair's Report

Chair Falvo began by recognizing the recent passing of Bob Jorgensen with a moment of silence. She then reminded the Board of a few upcoming events. The NYCCT Conference will be September 19-22 in Saratoga Springs where Peter Rayhill will be awarded the Marvin A. Rapp Award for Distinguished Service. The ACCT Conference will be October 2-5 in Seattle, WA. She asked that Board members contact Jill if they'd like to attend either event. Chair Falvo then went on to explain this is her last meeting as Board Chair and that this year also marks her 25th year serving on the MVCC Board. She thanked everyone for all of their support especially when things were not always so easy. She appreciates everyone's shared goal for student success. She stated that she feels fortunate to have had the opportunity be able to raise her children as a "stay at home mom", and contribute to the College and Community through her Board service. She closed by stating that she has learned more than she has given. The Board and audience applauded her remarks.

Motion was made by John Stetson and seconded by Tony Colón to enter into Executive session at 4:07 p.m. The regular meeting resumed at 4:40 p.m.

3. Treasurer's Report

Vice President Squires reviewed the revenue and expenditure reports that were provided in the Board agendas. He shared that the employee benefits are on target for the year. Vice President Squires reported this will be the last Revenue and Expenditure report until the audit is complete, which will be later this fall. John Stetson asked when the College would have a

sense of what the fund balance contribution will be. VP Squires responded that the fund balance contribution is the last step in closing the books for the year.

4. Committee Reports

Nominating Committee

Chair of the nominating committee, William Calli reported that the committee met earlier in the day and recommended the following slate to the Board:

Chair, David Mathis

Vice Chair, Peter Rayhill

Secretary, Jill Heintz

Treasurer, Tom Squires

President, Randall VanWagoner

Motion was made by Elaine Falvo and seconded by Tony Colón to approve the Board officer slate. Unanimously approved.

Mr. Calli thanked Chair Falvo and Vice Chair Mathis for all of their work serving in their respective roles over the past three years.

5. Student Trustee's Report

David Maxwell reported the College's Phi Beta Lambda chapter did well at the National competition in California, with one of the teams making it to the finals and David placing 9th in his individual competition. The Student Congress Executive Committee is developing their programs to grow their membership. He will report back on this at a later date.

6. President's Report

President VanWagoner began by also recognizing the passing of Bob Jorgensen and pointed out that Gary Broadhurst is speaking on behalf of the College at his memorial service which is taking place concurrently with the Board meeting. Vice President Eannace and Dean Schwaner are both attending the service as well. President VanWagoner reflected on Mr. Jorgensen's contributions to the College as well as the respect he earned during his time at the College. President VanWagoner then asked for Vice President Reynolds report.

Vice President Reynolds

Vice President Reynolds reported that the Student Orientation Advising and Registration program (SOAR) is in its pilot phase and has been very well received. Larger groups will be served later this week. The program's design is more in line with student goals. The PAR program has been revamped and renamed Goals plus Planning = Success (GPS), which is also in its pilot phase. This program serves students who have failed to make appropriate academic progress with regard to financial aid. The work through this program will provide a baseline for the Colleges Title III request. Enrollment Management Council (EMC) is putting the final touches on the strategic enrollment plan by developing an executive summary. Vice President Reynolds concluded by encouraging Board members to visit the newly "refreshed" residence dining hall.

Vice President Squires

Vice President Squires reported that Lincoln Pipe was the low bidder for the boiler project.

Work should begin in early September and completed before the cold weather returns. The Payne Hall work is far more extensive than originally thought, resulting in the review of alternate materials for the podium. The College is currently looking at a resin product that could be applied to cover the podium. The product is guaranteed for ten years and would be a significant savings compared to replacing the concrete. Peter Rayhill asked about the company's location and history. Vice President Squires will report back on this product and provider background next month.

(President VanWagoner)

President VanWagoner reminded the Board of a few of this week's events including Convocation, his Plenary presentation and the visit from Northern Essex CC to talk about the Achieving the Dream initiative. He concluded by sharing that we have received the PRR report from Middles States. The report identified four areas, none of which were of great surprise. He will follow up with the Board on the areas that were identified and the College's response.

David Mathis asked that the fitness center equipment maintenance and replacement be addressed at some point in the very near future. President VanWagoner will outline the College's plan in his next Board update.

President VanWagoner then asked for the College Senate report.

College Senate Report

Don Kelly reported that the College Senate will have their first meeting on September 3. He reported that all committee reports are now on the College website. He recognized Norma Chrisman for her service to Senate during her time as Vice Chair and during her transition out of that position. Justin Rahn will be serving as the new Vice Chair. He will have a more complete report at the September meeting.

7. Consent Agenda

- Attachment a* Minutes of May 20, 2013 Board of Trustees Meeting
- Attachment b* Treasurer's Report
- Attachment c* Excluded Administrative Appointment: Maryrose Eannace, Vice President for Learning and Academic Affairs

- Attachment d* Amend Staffing Plan: David Amico, Executive Director of Public Safety and Emergency Management
- Attachment e* Sarah Barcomb, Cybersecurity Career Specialist

- Attachment f* Nicole Kotary, Cybersecurity Career Specialist

- Attachment g* Samuel Lilly, Instructor in the Center for Life and Health Sciences

- Attachment h* Amend Staffing Plan: Troy Little, Director of Law Enforcement Programs in the Center for Social Sciences, Business and

Information Sciences

<i>Attachment i</i>	Breanne Rathbun, Tutor/Mentor – Mathematics
<i>Attachment j</i>	Megan Wickham, STEP Project Assistant
<i>Attachment k</i>	Jason Yager, Assistant Professor – Center for Social Science, Business and Information Sciences
<i>Attachment l</i>	Amend Staffing Plan: Michael J. Mihevc, Jr., Director of Cybersecurity Training
<i>Attachment m</i>	Dina Radeljas, Instructor in the Center for Sciences, Business and Information Sciences
<i>Attachment n</i>	John Altdoerffer, Market Analysis and Project Development Director
<i>Attachment o</i>	Amanda L. Miller, Chemistry Instructor in the Center for Science, Technology, Engineering and Mathematics

Motion was made by Peter Rayhill and seconded by David Mathis to approve Attachments 7a through 7o. Unanimously approved.

8. New Business

<i>Attachment a</i>	December Break
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Motion was made by David Mathis and seconded by Tony Colón to approve Attachment 8a. Unanimously approved.

<i>Attachment b</i>	Naming Opportunity - Virginia M. & Edward Juergensen
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Frank DuRoss reviewed the naming policy as well as the background on this naming opportunity.

Motion was made by Peter Rayhill and seconded by William Calli to approve Attachment 8b. Unanimously approved.

9. Program Update

Frank DuRoss provided an overview on the College's Foundation and Campaign efforts.

10. Discussion Items

- a. Amend BOT Policy Section II – Personnel: Sick Leave

Kim Evans-Dame reviewed the proposed policy. It will be on the September agenda for approval.

- b. Administrative Topic – Capital Requests

President VanWagoner reviewed the Capital requests process with the Board as well as what will be included in the next Capital request to the County. He also explained how it is tied to the Master Plan. There were no questions from the Board.

Motion was made by Peter Rayhill and seconded by Tony Colón to enter into Executive Session with no further action to be taken at 5:25 p.m. Unanimously approved.

David Mathis asked to speak prior to the meeting participants' departure. He recognized Elaine Falvo as the second longest serving trustee at the College. He went on to thank her for her commitment and dedication over her 25 years of service.

The meeting reconvened at 7:04 p.m.

11. Adjournment

Motion was made by Tony Colón and seconded by John Stetson to adjourn the meeting at 7:05 p.m. Unanimously approved.