

APPROVED 6.9.14

**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 p.m. by Chair Mathis on Monday, May 19, 2014.

Members Present

William Calli, Jr.
Tony Colón
Elaine Falvo
Carol Fox
John Stetson
Camille Kahler
Bruce Karam
David Mathis
David Maxwell

2. Chair's Report

Chair Mathis began by moving the Program Update - Budget Overview to the beginning to accommodate any early departures of Board members as well as to provide background on item 7j on the consent agenda. President VanWagoner then presented an overview of the proposed 2014-2015 budget. Chair of the Finance and Audit Committee, Elaine Falvo added the Committee's support of the proposed budget. She and President VanWagoner agreed the process went well as a result of the teamwork toward a common goal. President VanWagoner emphasized that MVCC is ranked 29/30 in cost per FTE.

(Chair's Report)

Chair Mathis attended the NYCCT Annual Business meeting on April 29 where new officers were elected. Newly elected NYCCT Officers follow: Chair - Roxanne Buck (TC3), Chair Elect - Laura Bohn (Genesee CC), Treasurer - Raymond Gallagher (Erie CC), Secretary - Donald Creath (Corning CC) and Past Chair - David Mathis (MVCC). He reported the 60th NYCCT conference is scheduled for the end of September in Saratoga Springs, NY. The agenda will include a discussion on the Chargeback Report that was distributed to the Board earlier this spring. He thanked the Board for all of their involvement and support over the semester, especially in the recent few weeks. Events Board members participated in include the budget presentation to the BOL, the Athletics Banquet, the JMZ Rome project concept presentation, the budget workshop, Dormitory Corporation Board meeting, the Scholarship Dinner, the Nurses's Pinning, the Honor's Brunch and Commencement. In light of the recent Board activities, Chair Mathis would like to avoid any committee meetings during the month of July. He asked Bill Calli to call a Governance Committee meeting prior to the June Board meeting to discuss a Board of Trustees named scholarship. Chair Mathis then asked Vice President Squires for the Treasurer's report.

3. Treasurer's Report

Vice President Squires reported the following:

April Revenues remain slightly above budget projections, with the year-to-date variance improving over the prior month, moving from a 1.26% positive variance to 1.76% for the year. The final Spring Semester enrollment finished almost right on budget after the slow start. Summer enrollment is currently running under budget estimates, but overall tuition revenue for the year should be at or near the expected level due to the higher-than-budgeted fall enrollment projections.

April expenditures remain under budget for the year, but the trend continues toward reducing the positive variance in spending, now dropping to just 1.2% under budget versus 2.2% last month. This is to be expected at this time of the year as some expenditures that have been postponed or delayed are now being incurred. One example is the cost of Employee Benefits - after 4 months of paying the new rates the costs are now catching up to budget, showing an overall decrease in the positive variance for benefits from 12.8% last month to 8.2% this month.

Other Financial Items:

The transition of the College banking to M&T is in full swing. On-site training by M&T reps on their banking systems should begin in the next couple of weeks, with the full conversion to M&T in June. This conversion process has provided an opportunity to take a detailed overall look at the College banking practices and bank accounts. The move to M&T continues to be very positive for the College.

4. Student Trustee Report

David Maxwell reported he has heard only positive remarks about Friday's graduation ceremony. He and his fellow students are looking forward to the much needed summer break. He went on to thank the Board for their support and for the opportunities he has been afforded during his service as Student Trustee. He has participated in NYCCT and ACCT meetings and conferences, Foundation Board meetings, Dormitory Corporation Board meetings, and has met several local officials during his time on the Board. He went on to specifically thank Kim Overrocker, Sandy Cummings, the Vice Presidents and Jill Heintz for their support over the past year.

Chair Mathis said that David Maxwell has been an exemplary Student Trustee, representing the student body extremely well. He added that the role of the Student Trustee is valuable and that David's quick learning curve lent itself to a productive year, setting the bar high for his successor. He then presented a gift to David on behalf of the Board.

5. Committee Reports

Facilities and Public Safety Committee

Committee Chair, Tony Colón reported there is a lot going on in the areas of facilities and public safety, including being tied to the Oneida County 911 Call Center, resulting in continued movement toward becoming 21st century programs. He highlighted some of the

events the College handled flawlessly this past semester including the Spring Meltdown, the Fight for Vets Boxing event and the Track and Field Nationals. He reported the Blue Light phone system is being updated. The parking lot lighting will be repaired during the summer when the lots are not as busy. Future committee meetings will include a review of the sexual assault policies and procedures in light of the national attention across colleges. He added the College will also pay closer attention to off-campus facilities as we strengthen our campus safety efforts.

Mr. Colón stated the JMZ PowerPoint presentation is in DropBox for those Board members who would like to review it or see it again. The Wayfinding and Signage project is underway and interviews are scheduled for June 4, Board members are welcome to attend.

Audit and Finance Committee

Committee Chair, Elaine Falvo reported the Committee is pleased to have the budget on the consent agenda and otherwise no report.

Dormitory Corporation

Committee Chair, Elaine Falvo reported an RFP for laundry services will be going out in the near future. The last meeting included a review of Master Plan updates, which will guide cost estimates for potential work in the residence halls. She also said that Max Sinal presented an overview of initiatives that have been implemented to keep students on track with the GPA requirement that has been in place since the 2012-13 academic year.

Personnel Committee

Committee Chair, Carol Fox began by stating it has been a pleasure sitting next to David Maxwell over the past year and that she has enjoyed his membership on the Board. She reported the Personnel Committee met just prior to today's Board meeting where they reviewed a number of topics. She shared the Dean of the Rome Campus, Rick Quest resigned and she expects a recommendation for the June Board meeting. The next Personnel Committee meeting is scheduled for 3 p.m. on June 9, just prior to the Board meeting.

6. President's Report

President VanWagoner began by recognizing the loss of Earl and Mary Myatt since the last Board meeting. He said the College is moving forward while still trying to comprehend the overwhelming loss.

President VanWagoner added to Chair Mathis' earlier remarks regarding all of the activities and celebrations that have occurred over the last few weeks. He said the Track and Field Nationals happened in the middle of all of the celebrations and it went off fabulously. Gary Broadhurst added that many people at the College played a part in its success however, Gary Parker deserves most of the accolades. Mr. Broadhurst also said the partnership with the Utica School district played a big part in the success of the event.

President VanWagoner reported on the Advisory Boards' breakfast that happened earlier today. The Paige group facilitated a strategic planning conversation with all of the boards together that went very well. The advisory boards then split up into their specific areas for

their respective meetings. All participants were very pleased with the event.

President VanWagoner concluded his report by sharing he and Vice President Eannace are attending a joint Presidents and Chief Academic Officers meeting tomorrow where SUNY metrics will be discussed.

College Senate Report

Don Kelly reported Senate has had two meetings since the April Board meeting and has also conducted and closed their Senate elections for the next academic year. The May 6 meeting included a report from Ron Labuz on the FCCC resolutions, of which Senate endorsed four. Senate also received a report on START UP NY from Frank DuRoss, a Middle States update from Norayne Rosero and an Achieving the Dream overview from President VanWagoner.

The May 19 meeting included a discussion on College-wide standards and the election of Senate officers and the Senate Advisory. Senate Advisory and Cabinet are looking forward to a joint retreat later this week.

(President's Report)

President VanWagoner concluded his report by inviting the Board to the Summer Institute luncheon on May 21 if calendars allow.

7. Consent Agenda

<i>Attachment a</i>	Minutes of the April 21, 2014 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Renewal of Grant-Funded Appointments
<i>Attachment d</i>	Renewal of Probationary Appointments
<i>Attachment e</i>	Amend Student Code of Conduct
<i>Attachment f</i>	Florence Mandebvu, Instructor in Allied Health Information Technology
<i>Attachment g</i>	John Nehme, Career and Job Placement Counselor
<i>Attachment h</i>	Jon Velletto, Technical Assistant in the Center for Social Sciences, Business and Information Sciences
<i>Attachment i</i>	2014-2015 Tuition and Fee Schedule
<i>Attachment j</i>	2014-2015 Operating Budget
<i>Attachment k</i>	Amend Staffing Plan: Katherine Gleitsmann, Marketing Assistant
<i>Attachment l</i>	John Burns, Disability Accommodation Specialist

Chair Mathis asked for a motion to approve Attachments 7a-7l.

Motion was made by Elaine Falvo and seconded by Camille Kahler.

John Stetson asked for clarification on Attachment 7e, Amend the Student Code of Conduct. Vice President Reynolds explained the language and conversation followed regarding the clarity of the new language. Vice President Reynolds said that the College's legal counsel has reviewed the statement and is good with it moving to the Board for approval.

Chair Mathis also pointed out the revised Attachment 7j, 2014-2015 Operating Budget. He asked if there were any additional questions, of which there were none.

Unanimously approved.

8. Discussion Item

“Where we’re Heading” - Randall J. VanWagoner, President

President VanWagoner explained how he arrived at his approach for reporting strategic initiatives worthy of everyone’s attention at the College. He then reviewed this month’s edition. Chair Mathis pointed out the initiatives/projects included in the piece should link to the College’s Middles States review.

Just prior to the meeting adjournment, Chair Mathis shared Ginny Donohue, the Executive Director of On Point for College will be presenting the June Program Update.

9. Adjournment

Motion was made by Tony Colón and seconded by William Calli, Jr. to adjourn the meeting at 5:10 p.m. Unanimously approved.