

**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 Festine Auditorium, Plumley Complex, Mohawk Valley Community College, Rome, New York was called to order at 4 p.m. by Chair Mathis on Monday, May 18, 2015.

Members Present

William S. Calli, Jr.
Tony Colón
Elaine Falvo
Carol Fox
Camille Kahler (delayed arrival 4:10 p.m.)
David Mathis
John Stetson

Excused

Bruce Karam

2. Chair's Report

Chair Mathis began by thanking the Board for attending so many of the end of the year events. He commented that this was the second year all Board members attended Commencement. He reminded everyone there will be no July meeting, but a summer Board retreat. He informed the board that agenda items 7f & 7g will be considered as separate items from the consent agenda. He then asked for the Treasurer's report.

3. Treasurer's Report

Vice President Squires reviewed the expenditure, revenue and fund balance reports that were included in the Board agendas. He pointed out that he and the business office are closely watching the revenue side as summer enrollment is about 5% behind last year. They should have a better idea later this week as the last payment for summer session is due by May 21.

4. Committee Reports

Dormitory Corporation

Committee Chair, Elaine Falvo reported the Dormitory Corporation Board of Directors met on May 14 where they received the 9-month treasurer's report. She also reported the approval of two policies: one regarding graduate school reimbursement for Dormitory Corporation employees and one that clarifies the exchange of services policy. Their 2015-16 budget reflects the closing of Huntington Hall as a result of the decline in enrollment. March & Associates will present a schematic Master Plan at their June meeting following a tour of their facilities.

Facilities and Campus Safety

Committee Chair, Tony Colón reported the committee has met since the last Board meeting. Bid openings for the Rome project are scheduled for tomorrow, May 19. He reported two light poles are being added on the Utica campus and will be placed in poorly lit areas as have been identified by facilities and public safety. College staff and faculty will begin to develop an implementation plan for the tobacco-free campus which will be effective fall 2016. He also reported plans for the installation of a sound system in the Board room.

5. Student Trustee Report

There was no Student Trustee report.

6. President's Report

President VanWagoner began by thanking the Board for their flexibility as the April and May meeting locations were switched to accommodate the April promotions reception in Utica. He added his gratitude for the Board involvement in end of year activities. He then asked for the College Senate report.

College Senate Report

College Senate Chair, Don Kelly reported the College Senate had two meetings in May. The May 5 meeting included a report from President VanWagoner on the budget. Senate passed amendments to Senate bylaws as a result of their year-long review. Senate also affirmed two FCCC resolutions, one on faculty purview, which reinforces faculty control of curriculum and the other on the creation of a faculty body who will review emerging trends and best practices. The May 18 meeting was an organizational meeting to review officers and new senators for next year. They also established and endorsed a Values Committee. The Senate advisory is also planning to have their second annual retreat with Cabinet before the start of the new academic year.

Following the Senate report, Chair Mathis asked for separate motions on items *7f: 2015-16 Operating Budget* and *7g: 2015-16 Tuition and Fee Schedule*.

Motion was made by Elaine Falvo and seconded by William S. Calli, Jr. to approve item *7f: 2015-16 Operating Budget*.

President VanWagoner provided the following background on the 2015-16 budget and tuition and fee schedule:

- During the recession, MVCC grew 28% from 2007-2013. MVCC added 56 full-time positions during that period of uncommon growth.
- The \$51,902,536 budget is roughly \$2 million lower than the current year's budget.
- Enrollment declined last year 4%; this current year roughly 9% and a projected decline of 5% next year.
- Enrollment analysis shows that the College is holding steady around 30% of the high school graduates in Oneida County, but the area high school graduating classes are simply smaller.
- The job retraining dollars from the recession have been exhausted and the unemployment rate in Oneida County has dropped nearly one-third over the past 18 months. In addition,

the economic recovery of the stock market has allowed private colleges to use their replenished endowments to offer very competitive packages to students.

In this challenging context, the budget needed to be reset for the new normal. Just as the budget was expanded to accommodate the unprecedented recession-enhanced enrollment growth, the budget is now being reduced to accommodate post-recession enrollment levels. This proposed budget still has enrollment projected 10% higher than pre-recession 2007.

Rather than across the board cuts and hiring and travel freezes, this budget includes very difficult decisions that were the result of months of detailed ideation and iteration to present this proposed budget.

Budget Assumptions include:

- FT tuition increase of \$150 (3.94%)
- PT tuition increase of \$5 (3.23%)
- Technology fee by the credit hour
- County increase of 3% as well as their full support for ATD and \$100K for equipment
- Major reductions are evident in adjunct lines and renovations.
- Reductions were made in the traditional “first places to look” in travel, overtime, pt staffing, events, printing, and others, but when more than 80% of the budget is committed to salary and benefits, that’s where the largest changes are found.

Vacancies were filled judiciously through the fall and held wherever possible to be combined with the vacancies from the PA retirement incentive in December and a college-wide incentive in May to create as much flexibility as possible. A total of 25 retirements occurred this past year. When coupled with the existing vacancies, 15 vacant positions were deleted and the plan is to fill the remaining 36 vacancies in this proposed budget pending enrollment levels.

After great consideration and analysis, 6 existing staff positions were eliminated – 3 positions where the responsibilities can be absorbed by existing staff and 3 positions in the Child Care Center. With the Child Care Center operating at a loss of \$200,000 over expenses, the existing model was not sustainable and was a tremendously difficult decision to make, not just because of the impact to the children and their families, but also because of the tremendous staff in the Center.

The President commended the budget managers and supervisors throughout the College for their creativity and hard work and the Cabinet team for the countless hours they dedicated to balancing this budget in the most thoughtful and collaborative way possible. MVCC has been in the top 5 lowest cost per FTE among the 30 community colleges within in SUNY – meaning that the College is already a very lean operation. The work with this proposed budget navigated a \$2 million reduction and 3.7% budget to budget decrease with 85% of the budget dedicated to personnel and yet only 1.3% of existing staff were effected.

The President closed by thanking the Board of Trustees for their level of engagement and support throughout this process and their questions and insights through multiple Board workshops and our February budget retreat.

Unanimously approved

Motion was made by Elaine Falvo and William S. Calli, Jr. to approve item 7g: 2015-16 Tuition and Fee Schedule. Unanimously approved.

Consent Agenda

- Attachment a* Minutes of the April 20, 2015 Board of Trustees Meeting
- Attachment b* Treasurer's Report
- Attachment c* Academic Calendars: 2016-17 and 2017-18
- Attachment d* Renewal of Grant-Funded Appointments
- Attachment e* Renewal of Probationary Appointments-Professional Association
- Attachment h* Karen Getman, Instructor in the Center for Life and Health Sciences
- Attachment i* De'Anna Hopkinson, Student and Residence Life Specialist
- Attachment j* Frank Noti, Instructor in the Center for Language and Learning Design
- Attachment k* Nathan Roscup, Instructor in the Center for Science, Technology, Engineering and Mathematics
- Attachment l* Christine VanNamee, Instructor in the Center for Social Science, Business and Information Sciences
- Attachment m* Thomas Zenon, Veteran Education Coordinator

Motion was made by John Stetson and seconded by Elaine Falvo to approve Attachments 7a -7e and 7h – 7m.

Unanimously approved.

7. Program Update

Franca Armstrong provided the Program Update on the Rome campus.

8. Discussion Items

Board of Trustees Policy Drafts

Section III – Students: Policy for Alcohol and/or Drug Use Amnesty in Sexual Violence Cases

Section III – Students: Sexual Violence Response Policy

Chair Mathis asked for the Board to suspend regular reading and approval procedure as these two polies are mandated by SUNY and will not change.

Motion was made by Tony Colón and seconded by William S. Calli, Jr. to approve to two Discussion Items. Unanimously approved.

9. Adjournment

Motion was made by Carol Fox and seconded by Tony Colón to adjourn the meeting at 4:40 p.m. Unanimously approved.