

**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 Alumni College Center, room 116, Mohawk Valley Community College, Utica, New York was called to order at 4:06 p.m. by Chair Calli on Monday, January 11, 2016.

**Members Present**

William Calli, Jr.  
Tony Colón  
Elaine Falvo  
Kelsey Hilts  
Camille Kahler  
Bruce Karam  
David Mathis  
Mary Malone McCarthy  
John Stetson

**Members Excused**

Carol Fox

**2. Chair's Report**

Chair Calli began by welcoming everyone back to the new year and then turned to President VanWagoner to make a few remarks. President VanWagoner went on to share Carmelita Lomeo-Smrtic, who recently retired from the College, passed away earlier in the week and then asked for a moment of silence before returning to the regular meeting agenda. He also indicated Vice President Eannace would send the information out for the services once they are complete. Chair Calli resumed his report by letting the Board know there will be no February Board meeting and that Jill will be working to identify a retreat date for February or early March. He also welcomed new student trustee, Kelsey Hilts who briefly introduced herself. Ms. Hilts went on to say that she is a third year student and recently changed her major to chemical dependency. She is very much looking forward to contributing to the Board as the student trustee. Chair Calli wished everyone a happy holiday season and then asked for the Treasurer's report.

**3. Treasurer's Report**

Vice President Squires provided an update on the status of the financial statements. Revenue and expenditure statements for December will be distributed as they become available. He reported the first quarter budget reports have been distributed to budget managers and will be closely monitored as enrollment is down a little more than originally anticipated. 2016-17 budget requests are due to respective Cabinet members by February 1 and then to his office by March 1. The last day for students to pay their spring semester bill before being de-registered was January 8<sup>th</sup>. As a result 526 students were de-registered compared to 542 at the same time last year. Vice President Squires commended the business office, financial aid office, advisement office, and registrar's office for their efforts in reaching out to students in an attempt to reduce de-registrations as much as possible.

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

##### Dormitory Corporation

Dormitory Corporation Chair, Elaine Falvo reported on the progress of the steering committee. Chris Crolius from March Associates met with the committee on January 8 to discuss preliminary ideas for space modifications and will meet again this Wednesday.

##### Audit and Finance

Committee Chair, Elaine Falvo shared the committee met briefly just prior to today's meeting. She provided clarification to the November 2015 resolution 7c - Michael Henningsen and stated his salary would be retroactive to September 1, 2015. This information was provided through President VanWagoner's November Board report. However, it was not included in the background information of the resolution to the Board. Chair Falvo also stated the field work for the audit is complete and the financial statements are being completed accordingly.

##### Personnel

Committee Chair, David Mathis reported on today's earlier committee meeting. The committee discussed the negotiations process; the vacancies report, which will be shared with the Board; and the affirmative action plan and hiring procedures. The committee will meet again in March.

#### **5. Student Trustee Report**

Kelsey Hilts reported on the dinner Student Congress hosted prior to the semester break. They hosted and provided care packages to about 200 under-privileged attendees who were recruited through various local non-profit agencies.

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

President VanWagoner began by pointing out the brochures at the Board member's seats. MVCC Connect is a collaborative piece that incorporates the earlier career focus periodical and the (past) Corporate and Community Education (CCED) brochure. So far, it has been very well received. Chair Calli commented that he has spent a little bit of time looking through the publication and it flows nicely and he is very pleased with the result. President VanWagoner went on to report on the SUNY Board meeting he attended earlier today. The SUNY Board passed the establishment of regional councils and they also discussed the (Governor) proposed increase of the minimum wage for all SUNY employees. The Board meeting was preceded by the Chancellor's State of SUNY address which had a familiar tone and included the introduction of Internship which will address experiential learning and applied learning. The Chancellor's remarks also included SUNY Excels, the advancement of diversity and inclusiveness on SUNY campuses, student success and completion, and the SUNY investment fund.

President VanWagoner went on to report the College took ownership of the jet that was discussed at the December Board meeting. The College also received the Manufacturing

Extension Partnership (MEP) grant that will total about \$575,000 annually for five years. The grant will provide training to six counties and will be led by Associate Vice President, Franca Armstrong. Chair Calli asked that the hiring process for the Director be made available to the Board as they would like to better understand the step-by-step hiring procedure. President VanWagoner said an update on the Middle States self-study will be provided at the March meeting. He shared the second annual ATD Data Summit is scheduled for this Thursday.

### **College Senate Report**

President VanWagoner explained College Senate Chair, Don Kelly had a conflict that prevented him from attending today's Board meeting and that Senate has not met since the last Board meeting in December.

### **7. Consent Agenda**

<i>Attachment a</i>	Minutes of the December 21, 2015 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Academic Calendars: Revision to Commencement Dates for 2016-17 & 2017-18
<i>Attachment d</i>	Excluded Administrative Staff Appointments
<i>Attachment e</i>	Vito J. Sparace, Instructor in the Center for Social Sciences, Business and Information Sciences
<i>Attachment f</i>	Jeffrey Smith, Rescind Appointment
<i>Attachment g</i>	Program Proposal: A.A.S. in small Unmanned Aerial Systems

Motion was made by Elaine Falvo and seconded by Camille Kahler to approve items 7a-7g.

### **8. Program Update & Discussion Item**

President VanWagoner distributed Catalyst 2020 (Strategic Plan) and a proposed timeline for metric updates to the Board. He then went on to provide information for the first metric - student completion.

### **9. Adjournment**

Motion was made by Elaine Falvo and seconded by David Mathis to adjourn the meeting at 4:55 p.m. Unanimously approved.