

**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 at the thINCubator, 326 Broad Street, Utica, New York was called to order at 4:45 p.m. by Chair Calli on Monday, August 15, 2016.

**Members Present**

William Calli, Jr.  
Tony Colón  
Frank Dubeck, Jr  
Elaine Falvo  
Camille Kahler  
David Mathis  
Mary Malone McCarthy  
John Stetson

**Member Excused**

Carol Fox  
Kelsey Hilts

**2. Chair's Report**

Chair Calli began by thanking all involved in the planning of the thINCubator Ribbon Cutting ceremony that took place just prior to the Board meeting. He said it was a great event and kick-off for the space which is spectacular. He then asked for the Treasurer's report.

**3. Treasurer's Report**

Vice President Squires reported that fall and spring revenues are down along with a decrease in the chargebacks, which corresponds with the decrease in enrollment. Vice President Squires provided clarification to Mr. Stetson's question regarding the timing of chargeback revenues as well as receipt of federal monies. He went on to report that total actual expenditures are slightly over budget, which is normal this time of year as the College spends more on renovation and repair projects during the summer months. He estimates expenditures will close very close to budget. Vice President Squires provided additional information on what the College will likely use for fund balance in the current budget year, and should have a more accurate fund balance report by October when the books have been closed. Vice President Squires concluded his report by sharing the new deregistration process and its impact to students compared to the past. The new process should result in a more reasonable path for students to regain their course schedules upon re-enrollment.

**4. Committee Reports**

Nominating Committee

Committee Chair, Elaine Falvo reported on the nominating committee's earlier meeting and proposed following slate for the MVCC Board of Trustees, effective September 2016 through August 2017:

President, Randall J. VanWagoner  
Chair, William S. Calli, Jr.

Vice Chair, Camille Kahler  
Secretary, Jill Z. Heintz  
Treasurer, Tom Squires

She also reported on the slate for the Dormitory Corporation who met just prior to the Board meeting:

President, Randall J. VanWagoner  
Chair, Elaine Falvo  
Vice Chair, John Stetson  
Secretary, Dennis Gibbons  
Treasurer, Lynn Breen  
Assistant Secretary, Stephanie Reynolds  
Assistant Treasurer, Tom Squires

David Mathis moved to accept the committee's recommendation. Frank Dubeck seconded the motion. Unanimously approved.

#### Facilities and Public Safety Committee

Committee Chair, Tony Colón said the tobacco-free campus initiative went into effect today and that Vice President Squires is scheduled to provide an update at the September Board meeting. Several campus employees participated in an incident command table top exercise over the summer that went very well. He reported the campus hosted the Boilermaker Expo in July with no issues. He provided an update on the Board room renovations and shared that there were 62 individual moves on campus as a result of the academic redesign and renovation projects. He thanked the individuals involved in the moves along with the facilities and information technology departments.

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

There was no Student Trustee report.

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

President VanWagoner began thanking the Board for relocating to the thINCubator for the August Board meeting and for their continued commitment to its success. He commented on how productive the Board retreat was that took place earlier in the month. He reminded the Board of fall opening and invited them to attend on Wednesday, August 17. He also said the College would be hosting its first ever student convocation on August 23 where over 600 new students are expected to attend. President VanWagoner also commented on enrollment, pointing out that while there have been a number of creative efforts to address the enrollment decline, they have not resulted in the intended outcomes. As in the past, dual credit will likely help with enrollment numbers. President VanWagoner concluded his report by adding to Mr. Colón's earlier remarks, thanking all who were involved in office and space moves this summer. Facilities and Information Technology were remarkable in their efforts to get everyone in the right locations and operational for the start of the semester.

President VanWagoner then asked for the College Senate report.

## College Senate Report

Alex Haines-Stephan said he would have his first report at the September Board meeting as the College Senate will not meet until September 6.

Prior to the consent agenda, David Mathis provided a brief update on the status of the selection for the MVCC Hall of Fame. Eight individuals were selected and will be inducted at a ceremony on November 3.

### 7. Consent Agenda

<i>Attachment a</i>	Minutes of the June 28, 2016 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Academic Calendar: 2016-17 Revision to Commencement Date
<i>Attachment d</i>	Anthony Dellicarri, Rescind Appointment
<i>Attachment e</i>	Amend Staffing Plan – Auditor II
<i>Attachment f</i>	Amend Staffing Plan: Deborah Bogan, Associate Dean of the Department for Humanities (HUEN)
<i>Attachment g</i>	Amend Staffing Plan: Lisa Cooley, Associate Dean of the Department for Health Professions (HLTP)
<i>Attachment h</i>	Amend Staffing Plan: Mark Montgomery, Associate Dean of the Department for Social Sciences & Public Services (SSPS)
<i>Attachment i</i>	Amend Staffing Plan: Frank Drayton, YouthBuild Case Manager for the Educational Outreach Center (EOC)
<i>Attachment j</i>	Michelle Parker, Instructor in the Department for Health Professions (HLTP)
<i>Attachment k</i>	Kristen Skobla, Director of Community & Workforce Development

Chair Calli asked for a motion for items 7a-7k. Motion was made by Frank Dubeck and seconded by Mary Malone McCarthy to approve items 7a-k. Unanimously approved.

### 8. Program Update

Executive Director of Institutional Advancement, Frank DuRoss and the Director of the thINCubator, Ryan Miller provided an update on programs and initiatives at the (new) thINCubator.

### 9. Discussion Item

Strategic Plan – Catalyst 2020: Advance Diversity and Inclusiveness

Strategic Plan: President VanWagoner reviewed activity associated with the *Advance Diversity and Inclusiveness: Advance student recruitment, offerings, and services to support and increase the number of adult students (25 years or older) within the total student population* objective of the strategic plan.

Motion was made by Tony Colón and seconded by David Mathis to enter into executive session with no further action at 5:30 p.m. Unanimously approved.

The meeting reconvened at 6:20 p.m.

**10. Adjournment**

Motion was by David Mathis and seconded by Camille Kahler to adjourn the meeting at 6:20 p.m. Unanimously approved.