

**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 Board Room, Payne Hall 300, Mohawk Valley Community College, Utica, New York was called to order at 4:02 p.m. by Chair Calli on Monday, September 19, 2016.

**Members Present**

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

**Member Excused**

Carol Fox  
John Stetson

**2. Chair's Report**

Chair Calli began by welcoming everyone to the 2016-17 academic year in the newly renovated Board Room. He went on to comment on the George Takei Cultural Series event stating that it was well attended and incredibly organized. He thanked the events staff and all who were involved in its planning and execution. Chair Calli then asked for the Treasurer's report.

**3. Treasurer's Report**

Vice President Squires reported there are no financial reports in Board materials as the business office is in preparation for the annual audit. The D'Arcangelo group are scheduled to be on campus for two weeks beginning the week of October 24 to begin their auditing field work. They will also join the Board Audit and Finance Committee at their November 21 meeting. Vice President Squires went on to provide an update on the staffing in the business office, reminding the Board the entire accounts payable staff retired at the end of August. They have restructured job duties and responsibilities and will begin the search process to replace the vacancies. He went on to report the College's tuition and fee schedule was approved at the September SUNY Board of Trustees meeting. He said he was pleased with the slight bump in the chargeback rate. Vice President Squires also reported that financial aid refund checks are scheduled to be distributed on October 7 and October 28.

David Mathis asked if the College provides any financial counseling for students. Vice President Reynolds and Vice President Eannace provided a brief explanation of what the College currently has in place with regard to financial literacy education components. Further information will be provided to the Board in a (near) future program update.

Vice President Squires concluded his report by reviewing the anticipated fund balance at the close of the 2015-16 budget year. Future use of fund balance will be closely monitored by

the audit and finance committee during the budget planning process.

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

##### Facilities and Public Safety Committee

Committee Chair, Tony Colón commended everyone involved in all of the work that has occurred on both campuses. The results are amazing! The next meeting of the committee is scheduled for December.

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

Student Trustee, Kelsey Hilts reported Student Congress recently filled the Vice President of Utica vacancy. She also reported the program board is planning their second annual Hawks Against Hardship dinner.

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

President VanWagoner began by welcoming Mark Montgomery to the meeting. Dr. Montgomery was appointed as the Associate Dean of Social Sciences & Public Services at the August meeting. President VanWagoner went on to report the first new student convocation was a huge success and thanked everyone involved in its planning and execution. He also thanked the facilities staff for all the work they have accomplished over the summer and into the beginning of the fall semester. Their accomplishments are apparent on both campuses. President VanWagoner reported Frank DuRoss received the 2016 Community Catalyst Award during the Venture Ecosystem Awards ceremony held at the Turning Stone Resort and Casino last week.

President VanWagoner attended the SUNY Presidents' meeting earlier in the month where seamless transfer and enrollment were among the topics covered. Enrollment conversations will be continued at future Regional Council meetings. The Presidents' meeting was preceded by the New York Community College Association of Presidents (NYCCAP) meeting where enrollment was also a topic of conversation. President VanWagoner also attended the SUNY Board of Trustees meeting at SUNY Cortland on September 13. The SUNY Board discussed regionalization with regard to workforce. They passed a policy to "ban the box" on college applications. MVCC has already done this and is in a good position compared to many other colleges as the New Directions program is designed to ensure student success for those students. Vice President Reynolds will include New Directions Data in her next Board report. President VanWagoner also provided an update on the Perkins Reauthorization Act stating it has passed in the House of Representatives and has moved to the Senate for consideration. He concluded his report by inviting the Board to the PTK induction ceremony tomorrow at 3 p.m. in the Schafer Theater.

President VanWagoner then asked for the College Senate report.

#### **College Senate Report**

Alex Haines-Stephan reported Senate is currently working on committee memberships to fit the recent academic redesign. The work of the Civility Committee will transition to the Values Committee. Mr. Haines-Stephan plans to attend the Campus Governance conference this weekend.

President VanWagoner concluded his report by requesting an executive session at the conclusion of the meeting and also asked that item 7e be pulled from the consent agenda for further clarification.

Chair Calli asked for a motion on items 7a-d and 7f-q. Motion was made by Elaine Falvo and seconded by Camille Kahler to approve items 7a-d and 7f-q.

## 7. Consent Agenda

<i>Attachment a</i>	Minutes of the August 15, 2016 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Aircraft donation: MVCC Foundation to Mohawk Valley Community College
<i>Attachment d</i>	Adjunct Faculty Minimum Qualifications: Nursing Clinical Adjuncts
<i>Attachment e</i>	Student Code of Conduct
<i>Attachment f</i>	Amend Staffing Plan: Gary Broadhurst, Associate Dean of Athletics, Physical Education and Recreation (APER)
<i>Attachment g</i>	Amend Staffing Plan: Frank DuRoss, Vice President for Community Development and Executive Director of the MVCC Foundation
<i>Attachment h</i>	Amend Staffing Plan: William R. Dustin, Director of Events and Guest Services
<i>Attachment i</i>	Amend Staffing Plan: Kimberly Evans-Dame, Executive Director of Human Resources
<i>Attachment j</i>	Amend Staffing Plan: Deanna Ferro-Aurience, Director of Development
<i>Attachment k</i>	Amend Staffing Plan: Tamara L. Mariotti, Coordinator of Accessibility Resources
<i>Attachment l</i>	Amend Staffing Plan: Katelyn Ouder Kirk, Accessibility Resources Transitional Support Specialist
<i>Attachment m</i>	Amend Staffing Plan: Carlos Pulquerio, CSTEP Coordinator
<i>Attachment n</i>	Amend Staffing Plan: Megan Wickham, STEP Coordinator
<i>Attachment o</i>	Amend Staffing Plan: Carla Zupancic, College Advisor
<i>Attachment p</i>	Salary increases for Exempt staff
<i>Attachment q</i>	Maureen Seaman, Assistant Director of Financial Aid

President VanWagoner asked Vice President Reynolds to provide updated information on item 7e. Vice President Reynolds went on to explain the original Student Code of Conduct provided to the Board was incorrect and pointed out the correct version which was provided as hard copies at Board members respective seats and updated in Drop Box as well. She also reviewed a few of the most significant changes to the Code.

Motion was made by Frank Dubeck and seconded by Tony Colón to approve item 7e. Unanimously approved.

#### **8. Program Update**

Vice President of Administrative Services, Tom Squires provided an update on the implementation of the tobacco-free initiative at the College.

#### **9. Discussion Item**

Strategic Plan – Catalyst 2020: Strengthen the Educational Pipeline

President VanWagoner and Vice President Eannace reviewed activity associated with the *Strengthen the Educational Pipeline: Advance the understanding of universal design by integrating UDL standards into 18 gateway course toolkits* 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 5:20 p.m. Unanimously approved.

The meeting reconvened at 5:53 p.m.

#### **10. Adjournment**

Motion was made by Tony Colón and seconded by David Mathis to adjourn the meeting at 5:54 p.m. Unanimously approved.