

**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 began at 4:05 p.m. on Monday, November 21, 2016.

**Members Present**

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

**Member Excused**

Tony Colón

**2. Chair's Report**

Chair Calli reported on a very busy November that included the Hall of Fame event, the Mandia Learning Commons ribbon cutting, and the announcement of the \$500,000 thINCubator grant, among others. He went on to share news of the new student trustee who may be joining the meeting a bit later. He wished everyone a happy Thanksgiving and then asked for the Treasurer's report.

**3. Treasurer's Report**

Vice President Squires reported there are no financial reports in the Board materials as the business office is in preparation for the annual audit. An internal meeting has been scheduled to discuss revising the way Dual Credit is processed in anticipation of any potential changes SUNY may require effective fall 2017. The College will seek to come up with a plan to minimize any effect on dual credit enrollment. President VanWagoner went on to explain the different funding models among the community colleges. To date over 1,500 students have registered for the spring semester and the first day of classes is Tuesday, January 18<sup>th</sup>. This is an increase compared to last year that can be attributed to the ASAP (Advise Schedule and Pay) program in the student affairs division. The second and final round of student financial aid refund checks were distributed to just over 2400 students on October 28 without issue. Finally, the fall conference for the NYS Community College Business Officers Association (CCBOA) was held last week in Cooperstown and both Controller Brian Molinaro and Chief Dave Amico were presenters at the conference. Mr. Molinaro was part of a presentation to the group on Academic Program Costing, and Chief Amico was part of a presentation on best practices for Security Operations at community colleges.

Chair Calli then introduced new Student Trustee, Brenston Ayers who arrived during the Treasurer's report. Mr. Ayers introduced himself and shared his excitement to serve on the

Board. Chair Calli then asked for committee reports.

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

##### Dormitory Corporation

Dormitory Corporation Chair, Elaine Falvo reported the Board of Directors met on November 10 and received the fall occupancy report which indicated an increase in resident students compared to last fall and exceeds this year's budgeted projection. They are looking at how changes to the Fair Labor Standards Act Law will impact Dormitory Corporation employees. They are planning to hire one new housekeeper. They have also contracted with City View to investigate funding options for any construction related to the Master Plan. The Dormitory Corporation will also be working in the future to upgrade the Carbon Monoxide detectors to exceed New York State standards. And finally, they will be changing the by-laws to reflect four annual meetings.

##### Audit and Finance

Committee Chair, Elaine Falvo reported on the committee meeting that occurred earlier today where D'Arcangelo provided an update on the status of the College audit. D'Arcangelo will attend the January 30 Board meeting to provide the final report to the entire Board. Ms. Falvo went on to report a draft fund balance policy will appear on the December Board meeting agenda.

##### Governance

Committee Chair, Camille Kahler reported the Governance Committee met prior to the Board meeting and discussed a number of ideas regarding Board communication and agenda format. They also talked about developing and using a skills matrix for the Board.

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

Student Trustee, Brenston Ayers reported Student Congress is planning their second Hawks for Hardship dinner scheduled for December 8. They will be taking donations to sponsor meals for disadvantaged community members. Jill will forward the details to Board members for their consideration.

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

President VanWagoner began by congratulating Frank DuRoss and his team for receiving a \$499,500 grant from the U.S. Commerce Department that will fund business initiatives through the College's thINCubator. The College is one of 35 organizations nationwide to receive the half-million-dollar grant, and only one of two community colleges, with the other being Lorain in Ohio. The grant will allow for two new positions: Director of Innovation and Director of Technology Transfer. He added it would not have been possible without the grant writing skills of Russ Davis and Christina Born. President VanWagoner also reported on the Genesis group's Annual Celebration of Education dinner where the following MVCC employees and programs received awards: Assistant Professor, David Nackley; Admissions Technical Assistant, Nolan Snyder; the Engineering program; the Youthbuild program; and the WISE (Women in Science and Engineering) program. President VanWagoner attended the November SUNY Board of Trustees meeting where the legislative funding request was tabled until a special meeting on November 30. The College will be host to approximately 1800 students tomorrow in conjunction with the Community Foundation McFarland movie

event. He thanked Dan Ianno and Bill Dustin for coordinating the event with staff from the Community Foundation. President VanWagoner concluded his report by reminding the Board of the December 5 Catalyst 2020 (Strategic Plan) breakfast in Rome.

President VanWagoner then asked for the College Senate report.

### **College Senate Report**

Alex Haines-Stephan reported that in the November Senate meeting their new assessment measures were approved. Senate also moved to create a Values committee which will absorb the work of the Civility committee. Senate is looking forward to hearing more about arming the public safety department at their December Senate meeting. Mr. Haines-Stephan concluded his report by sharing the micro-credentialing conversation is still ongoing.

David Katz added congratulations to the Senate and Board for their role in the tobacco-free campus initiative. The College was recently recognized by the BRIDGES Tobacco Prevention program for being a community leader in the tobacco free movement.

Vice President Reynolds provided clarification to David Mathis with regard to her (VP) report on students who are not succeeding academically as well as clarification on the use of preferred name.

### **7. Consent Agenda**

<i>Attachment a</i>	Minutes of the October 17, 2016 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Revision to the 2016-17 Tuition and Fee Schedule: Nursing fees
<i>Attachment d</i>	Board Policies
<i>Attachment e</i>	Peter Abbe, Instructor in the Airframe and Powerplant Program
<i>Attachment f</i>	Sean Crossan, Senior Manufacturing Consultant
<i>Attachment g</i>	Amend Staffing Plan: Daniel Eddy, Student Advisor and Engagement Specialist – Rome Campus
<i>Attachment h</i>	Matthew Hoffman, Peace Officer
<i>Attachment i</i>	Teresa Fava-Schram, Coordinator, Workforce Development

Motion was made by Camille Kahler and seconded by John Stetson to approve items 7a-i. Unanimously approved.

### **8. Program Update**

Assistant Vice President & Self-Study Co-chair, Kathleen Linaker provided an update on the progress of the Middle States Commission on Higher Education (MSCHE) Self-study.

### **9. Discussion Item**

President VanWagoner reviewed the Non-Discrimination and Non-Harassment Board Policy draft which is a result of recommendations made by the Office of Civil Rights (OCR).

President VanWagoner reviewed activity associated with the *Expand Applied Learning: Expand the number of students completing internships and service learning experiences & expand the number of sites for internships and service learning* objective of the strategic

plan.

**10. Adjournment**

Motion was made by Camille Kahler and seconded by David Mathis to adjourn the meeting at 5:12 p.m. Unanimously approved.