

**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 p.m. on Monday, December 19, 2016.

**Members Present**

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

**Member Excused**

Tony Colón

**2. Chair's Report**

Chair Calli began the meeting by thanking everyone who attended last week's commencement exercises despite the inclement weather. He wished everyone a happy and healthy holiday season and asked for a motion to enter into executive session.

Motion was made by Frank Dubeck and seconded by John Stetson to enter into executive session at 4:01 p.m. for the purposes of personnel and contractual matters. Unanimously approved.

The meeting reconvened at 4:42 p.m.

Chair Calli went on to explain the need to move to the consent agenda up and asked for a motion on items 7a-j.

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

President VanWagoner commented on item 7c, the 2017-18 academic calendar. He explained the history of the post-Labor Day start and its impact on enrollment resulting from students who may have started at four-year institutions, changed their minds and then returned to the area. A post-Labor Day start allows for those students to enroll at MVCC. The faculty caucus and various administrative offices have meetings scheduled as early as January to discuss any potential calendar compression issues with regard to labs and end of semester grade processing. He thanked Stephanie Reynolds on behalf of the calendar workgroup and Alex Haines-Stephan on behalf of the College Senate for facilitating the necessary conversation among the stakeholders.

### 3. **Consent Agenda**

<i>Attachment a</i>	Minutes of the November 21, 2016 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Academic Calendar: 2017-18 Revision
<i>Attachment d</i>	Board Policy: Non-Discrimination and Harassment Policy
<i>Attachment e</i>	Collective Bargaining Agreement - Association of Mohawk Valley Administrators (AMVA)
<i>Attachment f</i>	Amend Staffing Plan: Cory Albrecht, Director of the Advanced Institute for Manufacturing (AIM)
<i>Attachment g</i>	Ann Hyland, Librarian (Technology and Access Services)
<i>Attachment h</i>	Ronald Jones, Technical Assistant – Department for Art
<i>Attachment i</i>	Marie Miknavich, Director of Institutional Research and Analysis
<i>Attachment j</i>	Alen Smajic, Executive Director of Marketing and Communications

Unanimously approved.

Chair Calli then asked for the Treasurer's report.

### 4. **Treasurer's Report**

Vice President Squires reported that the annual report has been submitted to SUNY. The business office is continuing to work with D'Arcangelo and are still on track to complete the audit in January. The regular financial reports will return to the Board agendas in January. He reported revenues are close to what was budgeted and expenditures are currently under budget, which is normal for this time of year. Vice President Squires closed his report by reviewing an estimated fund balance report.

### 5. **Committee Reports**

#### Personnel

Committee Chair, David Mathis reported the committee met prior to today's Board meeting and most of the items were also discussed in the earlier executive session.

(New York Community College Trustees)

Mr. Mathis went on to provide an update on NYCCT which included their recent hire of a new Executive Director. Karen Ryan Mosher will replace Cynthia Demarest who left the organization earlier in the year. Ms. Mosher is a former SUNY Adirondack employee who brings a lot of new ideas to the organization.

(Association of Community College Trustees)

Mr. Mathis also reported on his first ACCT meeting as the State Coordinator. He shared that he has been appointed to serve on the governance and by-laws committee.

#### Auxiliary Services Corporation (ASC)

ASC liaison, Camille Kahler provided a brief update on ASC. She reported that a more thorough update will be provided to the full Board during the spring semester which will include a review of their financial statements as well as a review of the first year with Follett

providing book store services. She added the full Board will also be provided with an update on the College Foundation and the work their Board has been doing over the last semester.

#### **6. Student Trustee Report**

Student Trustee, Brenston Ayers reported finals are complete. He said he has been working with Vice Presidents Reynolds and Squires on a few facilities issues in addition to some concerns over tobacco-use violations. He concluded his report by wishing the Board happy holidays. Vice President Squires commented on the tobacco-use violations and how the College plans to respond.

#### **7. President's Report**

President VanWagoner began by thanking the Board for attending last week's commencement exercises, despite the weather. He also thanked the Board for their support and attendance at the December 5 Catalyst breakfast. President VanWagoner then went on to comment on the recent news that AMS will not be coming to the Marcy Nano Center. He explained that New York State delays caused the company to miss a production cycle forcing them to make a decision to go elsewhere. President VanWagoner said that he along with state and county officials are optimistic that another company will commit to the Center. President VanWagoner also provided a dual credit update and said that the New York Community College Association of Presidents (NYCCAP) executive committee is currently vetting a 2-3 page draft that SUNY has put together providing clarification on its funding structure. President VanWagoner then asked for the College Senate report.

#### **College Senate Report**

Alex Haines-Stephan reported that Senate received a solid presentation on the arming of The Department of Public Safety from Chief Amico and Senior Public Safety Officer, Cassie Neary. Senate voted 22-3-1 to arm the department.

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

Executive Director for Public Safety & Emergency Management, David Amico and Senior Public Safety Officer, Cassie Neary provided a presentation on the arming of the Department of Public Safety. Comments followed and then a motion was made by Elaine Falvo and seconded by David Mathis to support a recommendation to arm the department. The motion carried unanimously.

#### **9. Discussion Items**

President VanWagoner reviewed the Fund Balance Board policy draft being forwarded by the Board Audit and Finance committee. The policy will be on the January consent agenda.

President VanWagoner also reviewed activity associated with the *Develop the Workforce and Community: Develop community partnerships annually with educational impact* objective of the strategic plan.

#### **10. Adjournment**

Motion was made by Frank Dubeck and seconded by Brenston Ayers to adjourn the meeting at 6:10 p.m. Unanimously approved.