

**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, Mohawk Valley Community College, Utica, New York was called to order at 4:04 p.m. by Chair Kahler on Monday, October 15, 2018.

Members Present

Tony Colón
William S. Calli, Jr.
Elaine Falvo
Camille Kahler
Kupr Kuprian
David Mathis
John Stetson

Members Excused

Frank Dubeck, Jr.

2. Chair's Report

Chair Kahler began by welcoming Vice President for Community Development and Executive Director of the MVCC Foundation, Frank DuRoss who officially kicked off the annual Week of Giving campaign. The campaign is focused on the areas of greatest need and on upgrades to the outdoor athletic facilities. The Board then had their photo taken with "Mo" and will be shared on the College's social media outlets.

Chair Kahler then went on to report that she attended the New York Community College Trustees (NYCCT) conference along with Trustee Mathis and Trustee Colón. At the conference, Trustee Mathis was presented with the Anne M. Bushnell Award for Special Achievement. The same award was also given to Trustee Falvo in 2014. Chair Kahler added that she, Trustee Mathis, and Trustee Colón will also be attending the Association for Community College Trustees (ACCT) conference in New York City later in October. She also reminded the Board of the NAACP Freedom Fund dinner in November where Tony Colón's wife will be one of the honorees. She then asked for the Treasurer's report.

3. Treasurer's Report

Vice President Squires explained his report does not include the usual Revenue, Expenditure, and Fund Balance reports as the College has begun to close the books on the last budget year with the Auditors' field work to begin on October 29. He provided follow-up information on the locations and fees of the on-campus ATMs as requested at the September Board of Trustees meeting.

The RFP for Risk Management & Insurance Brokerage Services was issued at the beginning of October to seven area insurance firms. It seeks proposals for consulting services on the property, liability, and casualty insurance program for the college and its affiliated entities. Proposals are due back to the college on Thursday, October 25th. Vice President Squires will be taking the lead on establishing a committee to review the proposals, which will include

Board representation.

The first distribution of financial aid refund checks for the fall semester is scheduled for Friday, October 26 followed by the second and final distribution on Friday, November 16. Vice President Squires went on to provide an update on the last two years of operating (county) chargeback rates and impact to the College budget. And finally, he provided an update on the recent NYS Department of Criminal Justice Services (DCJS) field audit of the College's Prison Program grant. The audit went well and a final report is expected from DCJS in a few weeks. Vice President Squires will share the results with the Board at a future meeting.

4. Committee Reports

Auxiliary Services Corporation

Vice President Squires provided a brief update and said the Auxiliary Services Corporation (ASC) Board is currently working on revisions to their bylaws, in addition to revising their agreement with the College. Drafts of both will be shared with attorneys for review and input. ASC Director Therese Winchester is also reviewing and revising (ASC) job descriptions and position titles. Vice President Squires reported the RFP for food service should be ready by mid-November. He also said ASC is establishing a process for updating their strategic plan, which will include investigating future bookstore models. Chair Kahler suggested having two Trustees serve on the ASC Board.

Dormitory Corporation

New Dormitory Corporation (DC) Chair, David Mathis provided an update on their most recent meeting that was held on October 4. At Trustee Mathis' request, Vice President Squires provided a summary of the discussion resulting from the Department of Labor's inquiry regarding wages. He went on to explain the Dormitory Corporation will provide the Department of Labor with a position paper concerning the DC being a private (versus public) entity. Trustee Mathis stated Dormitory Corporation also plans to review its Board structure moving forward, which may include more student participation. Trustee Mathis said the Board of Directors also received an occupancy report, a budget update, and a review of the facilities projects completed over the summer.

Foundation

Vice President for Community Development and Executive Director of the MVCC Foundation, Frank DuRoss provided an update on the last meeting of the MVCC Foundation Board. The meeting included information on the Annual Week of Giving as well as a presentation on Math Corp from the program director, Todd Kubica. Vice President DuRoss went on to review the meeting calendar for the year and said Secretary Heintz will add those meetings to the Board calendar. He also reminded Trustees of the December 9 social event at the Comets game, which is also on their calendar.

Association of Community College Trustees

Trustee Colón reported on the upcoming ACCT conference in New York City. He said that he will be presenting a workshop with President VanWagoner and Chair Kahler on the importance of the CEO - Board relationship and its impact on organizational culture.

President VanWagoner and Trustee Mathis are participating in a panel discussion about the role of a Student Trustee.

New York Community College Trustees

Trustee Colón reported on the recent NYCCT conference and said overall NYS Community Colleges are expecting to have over 100 Trustee vacancies by the end of the year. As such, one of their conversation topics included the approach to filling Governor appointments.

State University of New York

President VanWagoner provided a brief update on a few items coming out of SUNY. All 64 campuses have received SUNY's recently approved Board policy on sexual harassment and consensual relationships. Colleges are expected to have their own Board policy in place by March 2019. Additionally, Vice President Reynolds attended a SUNY Student Conduct Institute where Title IX processes and procedures were discussed. The College will review its internal policies and procedures ensure compliance.

Student Trustee Report

Student Trustee, Kupr Kuprian reported on the September 18 Club Day and said they had over 60 clubs and organizations represented. National Coming Out Day was held on October 11 and was well attended by both students and employees. Recent Student Government elections resulted in Mercedes Birnie as the Vice President of Utica, and Esteban Ramos as the Vice President of Rome. Unfortunately Taryn Rackmeyer resigned her position as Treasurer. Trustee Kuprian explained the Treasurer position does not require an election and the executive team plans to conduct interviews for those interested in the position. He went on to report on the New York State regional Phi Theta Kappa (PTK) conference that was held at Westchester Community College earlier in October. MVCC had a number of students attend and participate in many of the activities including Trivia Night, which they won! And finally, he reported this coming weekend the Drama Club is hosting "A Weekend of Entertainment" that will include a student cabaret and Rocky Horror Picture Show.

5. Consent Agenda

<i>Attachment a</i>	Minutes of the September 17, 2018 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Collective Bargaining Agreement, Association of Adjuncts and Part-time Professionals
<i>Attachment d</i>	Capital Project - MVCC Data Telecom & WiFi Infrastructure Replacement
<i>Attachment e</i>	DuWayne Engram, Completion Coach
<i>Attachment f</i>	Board Policy Revision: Retiree Health Insurance

Chair Kahler asked for a motion on items 7a-f of the consent agenda. Motion was made by Elaine Falvo and seconded by William S. Calli, Jr. to approve items 7a-f.

Unanimously approved.

6. President's Report

President VanWagoner began by recognizing the Association of Adjuncts and Part-time Professionals President, Kate Chester who stated she was very pleased the contract passed on the consent agenda. President VanWagoner went on to say the bags that were placed at Trustees seats are gifts from the Team MVCC Forerunners celebration that took place at the end of September. Frank Dubeck attended on behalf of the Board. President VanWagoner said the College would be hosting a press conference on Wednesday celebrating National Transfer Week and the formal signing of an articulation agreement with University of Albany. President VanWagoner then asked for the College Senate report.

College Senate Report

College Senate Chair Alex Haines-Stephan reported on the October 2 Senate meeting. Senators received reports from the Chair of the Diversity Council, Jill Heintz, and from Alen Smajic on behalf of the Marketing and Communications Department. Mr. Smajic presented proposed policies and procedures for (hanging and displaying) posters at the College. Mr. Haines-Stephan said Faculty Council for Community Colleges (FCCC) liaison, Joyce Baumann will provide an update on the FCCC fall plenary at the November Board meeting.

(President's Report)

President VanWagoner thanked Mr. Haines-Stephan for his leadership on Senate and in working with Cabinet to discuss College-wide topics.

7. Discussion Item

President VanWagoner led a discussion on the White Paper: *The Future of Higher Education in the U.S.: Issues Facing Colleges and Their Impacts on Campus*. Trustees expressed interest in particular topics to discuss at their next retreat.

Chair Kahler asked for an executive session to discuss personnel with no further action. Motion was made by William S. Calli, Jr. and seconded by Tony Colón to enter into executive session at 5:22 p.m. Unanimously approved.

The meeting reconvened at 6:07 p.m.

8. Adjournment

Motion was made by Elaine Falvo and seconded by Tony Colón to adjourn the meeting at 6:08 p.m. Unanimously approved.