

**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 Payne Hall, room 300, Mohawk Valley Community College, Utica, New York was called to order at 4:03 p.m. by Chair Calli on Monday, May 21, 2018.

Members Present

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

2. Chair's Report

Chair Calli began his remarks by thanking the Board for their attendance and support at the multitude of end-of-year events. He went on to offer congratulations to Trustee Elaine Falvo for the dedication of the *Elaine and Louis A. Falvo, Jr. Family Donor Recognition Wall*, which occurred prior to the Board meeting. He stated the recognition of the Falvo family is very well-deserved and thanked them for their generosity and continued support of the College. He closed his remarks by commending all involved in Commencement and congratulated Student Trustee, Dylan Bennett for his degree completion.

Chair Calli asked for a motion to enter into executive session to discuss personnel topics.

Motion was made by David Mathis and seconded by Camille Kahler to enter into executive session at 4:05 p.m. Unanimously approved.

The meeting reconvened at 4:18 p.m.

3. Treasurer's Report

Vice President Squires reported the 2017-18 revenue is running about 2% behind budget, which is where he anticipated the College would be at this point in the year. Chargeback revenue continues to help close the gap. The 2017-18 expenditure category remains under budget by about 5%, but again this is expected to level off as summer facilities projects get underway. One of the projects includes new locksets which is very timely with all of the attention on school safety. Vice President Squires pointed out employee benefits and relative savings due to the College's use of the Contingent Premium Option for its health insurance coverage with Excellus Blue Cross for the calendar year 2017.

4. Committee Reports

Personnel

Committee Chair David Mathis said the personnel committee met prior to the Board meeting and reviewed a number of items including negotiations for collective bargaining unit at the College.

Dormitory Corporation

Committee Chair Elaine Falvo reported on the May Dormitory Corporation meeting. The Board of Directors reviewed summer projects which appear to be on schedule. They also reviewed occupancy reports and spent a significant amount of time reviewing the Dormitory Corporation budget.

5. Student Trustee Report

Student Trustee, Dylan Bennett reported Student Congress approved their 2018-19 budget, which includes a significant increase to the student activities fee. This is due to an increase in club activities, Student Congress sponsored trips, and applied learning opportunities. He explained the fee, while larger than in the past, is still comparable to peer institutions. He also reported the by-laws have been approved and include a name change from Student Congress to Student Government which is more common nomenclature in community college governance structures. He concluded his report by thanking the Board for all of their support during his time as Student Trustee, citing the experience as a positive personal and professional development opportunity for him. Chair Calli added his thank you on behalf of the Board which was followed by a round of applause.

6. President's Report

President VanWagoner added his congratulations and gratitude to Elaine Falvo and her family for their generous contributions to the College, which were highlighted at today's dedication of the *Elaine and Louis A. Falvo, Jr. Family Donor Recognition Wall*. He went on to share a farewell celebration for Dr. Eannace was held last Friday prior to the faculty leaving for the summer. It was very well attended with many well-wishes for Vice President Eannace as she enters retirement. He reported the College hosted the annual PEAKS Leadership Consortium reunion earlier today. The PEAKS alumni who were in attendance heard from Dr. Marcia Ballinger, President of Lorain Community College who spoke about future trends and relative impact to community colleges. President VanWagoner reported the college is hosting the GLITCH (Grow, Learn, and Innovate with Technology) conference tomorrow which is designed to help high school students with disabilities prepare for their transition to adulthood. President VanWagoner is attending the SUNY Presidents meeting tomorrow where topics will include Ban the Box (on admissions applications), dual credit disparities, and Measles Mumps and Rubella (MMR) vaccinations and compliance. He also reported that he and Faculty Caucus Chair, Christine Miller will attend the SUNY Shared Governance Awards dinner in June. President VanWagoner then asked Alex Haines-Stephan for the College Senate report.

College Senate Report

Alex Haines-Stephan said May has been quiet with the most significant activities being Senate elections, and a joint retreat for the President's Cabinet and Senate Advisory

Committee to set goals for the upcoming year. He said that committee reports are due by June 1. He concluded his report by thanking the Board for their support in creating micro-credentials of which the College now has established three to date.

(President’s Report)

President VanWagoner resumed his report and asked that the discussion item be moved up on the agenda to precede the consent agenda. He also said the Chancellor’s visit that was originally scheduled for June 6 has been postponed due to a conflict with her schedule.

7. Discussion Item – 2018-19 Operating Budget & Annual Plan

President VanWagoner provided an overview of the proposed 2018-19 Operating Budget, the Annual Plan, and the Capital Projects requests, which will go to the County in August. He included the following highlights in his remarks:

Big Picture Budget

- \$1,956,526 budget to budget increase (3.9%).

Budget Assumptions

- Enrollment decrease of -1.0%
- County funding increase of 2%, plus the continued \$125,000 for student success initiatives, \$100,000 for equipment, and an additional \$50,000 for dual credit scholarships
- State aid increase of \$100 per FTE (\$177,058 reduction)
- FT Tuition increase of \$120 per FTE (2.8%)
- PT Tuition increase of \$9 per credit hour (5.2%)
- Increase Technology Fee (\$12 FT (5.9%) and \$5 PT (29.4%))
- Increase Student Support Fee (\$6 FT (17.1%) and \$2 PT (10.5%)) - Convocation
- Increase Student Activity Fee (\$28 FT (19.3%) and \$14 PT (100%)) – per Student Congress
- Increase Health Center Fee (\$3 FT(15.7%) and \$2 PT (20%)) - new services
- \$200K Foundation contribution and \$150K ASC contribution to equipment

2018-19 Annual Plan

The Annual Plan reflects work by the Strategic Planning Council that synthesized departmental plans to identify institutional initiatives that support the Strategic Plan – MVCC Catalyst 2020. The proposed budget is aligned to support key initiatives identified in the 2018-19 Annual Plan that include, but are not limited to: implementing priorities identified in the Achieving the Dream initiative and participating in AACC’s Guided Pathways 2.0; expanding the University Partners and Transfer Center and recruitment of adult learners; implementing our Diversity Plan; increasing internships; and developing new partnerships and programs for the workforce and community.

What Will Be Different?

- Leaner operations with five fewer full-time positions
- Even tighter budget to actual ratios in every cost center – less contingency
- Slightly fewer adjunct faculty
- Less reliance on grants

8. Consent Agenda

<i>Attachment a</i>	Minutes of the April 16, 2018 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Renewal of Grant-Funded Appointments
<i>Attachment d</i>	Renewal of Probationary Appointments
<i>Attachment e</i>	2018-19 Operating Budget
<i>Attachment f</i>	2018-19 Tuition and Fee Schedule
<i>Attachment g</i>	2018-19 Annual Plan
<i>Attachment h</i>	Program Announcement: Surgical Technology A.A.S. Degree
<i>Attachment i</i>	Amend Staffing Plan: Lisa Chamberlin, Health Professions Resources Specialist
<i>Attachment j</i>	Lewis Kahler, Vice President for Learning and Academic Affairs
<i>Attachment k</i>	Patricia Kuhn, Nursing Instructor in the Department for Health Professions
<i>Attachment l</i>	Amanda Roy-Small, Assistant to the Vice President for Student Affairs
<i>Attachment m</i>	Nur Cayirdag Acar, Psychology Instructor in the Department for Social Sciences and Public Services
<i>Attachment n</i>	Amend Staffing Plan: Kayleigh Gapp, Assistant to the Office of Human Resources and Student Employment Coordinator
<i>Attachment o</i>	Alexandria Compo, Multimedia Advertising Designer
<i>Attachment p</i>	Collective Bargaining Agreement – Professional Association (PA)
<i>Attachment q</i>	Nomination of David Mathis for the Anne M. Bushnell Memorial Award for Special Achievement
<i>Attachment r</i>	Program Proposal: Sports Management

Motion was made by Elaine Falvo and seconded by Mary Malone McCarthy to approve items 7a-7r.

Unanimously approved.

President VanWagoner recognized audience member Lew Kahler who begins his role as Vice President for Learning and Academic Affairs on July 10.

Prior to the conclusion of the meeting, Trustee David Mathis asked for a motion supporting the purchase of an Association of Community College Trustees (ACCT) Lifetime Membership for Elaine Falvo in recognition of her 30 years of service to the MVCC Board of Trustees. The motion was unanimously approved.

9. Adjournment

Motion was made by Dylan Bennett and seconded by John Stetson to adjourn the meeting at 5:14 p.m. Unanimously approved.