

**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 p.m. by Chair Kahler on Monday, September 17, 2018.

**Members Present**

Tony Colón  
William S. Calli, Jr. – Delayed arrival (4:15 p.m.)  
Frank Dubeck, Jr.  
Elaine Falvo  
Camille Kahler  
Kupr Kuprian  
David Mathis  
John Stetson

**2. Chair's Report**

Chair Kahler began by welcoming everyone back to a new academic year. She reminded the Board of the New York Community College Trustees conference at the end of the week where David Mathis will be the recipient of the Anne Bushnell Award for Special Achievement. Chair Kahler also said she is working with fellow Trustees to finalize committee membership and pointed out that the Foundation requires three Board representatives. She concluded her report and offered brief remarks based on David Dodson's community presentation at the end of August. Mr. Dodson explained different forms of capital as "SMIRF": Social, Moral, Intellectual, Reputational, Financial, with the first four being as important as the last in having a strong "balance sheet". Chair Kahler 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 said the Auditors will review the draft financials with the Audit and Finance Committee at their November 19 meeting. The final deregistration total for the 2018 fall semester was 94, which is a significant reduction from the 587 students who were initially deregistered. This reduction is the result of a highly coordinated effort between the Registrar's Office, Bursar's Office, Financial Aid Department, Academic Advisement & Student Service Center, Admissions Office, and Residential Life. The NYS Department of Criminal Justice Services (DCJS) will be on campus to conduct a routine field audit of the College in Prison Program grant, with an expected report at the conclusion of the audit. And finally, Vice President Squires reported that M & T Bank has provided information regarding the opportunity to invest college funds in US Treasury bills/notes. These are legal investment securities that have the potential to significantly increase interest revenue for the operating budget. Vice President Squires will

report back to the Board as the conversation continues with M & T Bank.

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

##### Facilities and Campus Safety

Committee Chair Colón reported the committee met just prior to the Board meeting. The Committee received reports on summer facilities work and on the Core Workshops that are being facilitated in conjunction with the Utica Police Department. The Core Workshops will provide training on active shooter response utilizing the experience at Utica College last year. The committee also reviewed the progress and status of capital requests to the County. Chair Colón concluded his report by sharing the Utica Campus safety walk has been scheduled to follow the October 15 Board meeting (at 6:15) and encouraged interested Trustees to attend.

##### Personnel Committee

Committee Chair Mathis reported the committee met earlier in the afternoon prior to the Board meeting. The Committee received a labor update and changes to the negotiating team, which will be provided to the Board once it is finalized. The Committee reviewed a summary of the Affirmative Action Plan recommendations. They also discussed a college-wide compensation study and recommended the firm plan to meet with the full Board in October to better understand process and benefits to the College.

##### Auxiliary Services Corporation

Vice President Squires provided a brief update on ASC's last meeting where the Board of Directors received updates on the approach to the RFP for food service. He reminded the Board the Follett and Pepsi contracts expire in 2020. The consultants for the food service RFP, Envision Strategies, will also consider all other vendor contracts and their impact to each other as they prepare next steps. At the conclusion of his report, Elaine Falvo expressed her interest in serving as a Board representative on ASC.

##### Dormitory Corporation

New Dormitory Corporation Chair, David Mathis said he is in the process of identifying a date and time for a meeting and a tour of the facilities. Vice President Squires provided an update on the Department of Labor's inquiry regarding wages on the Dormitory Corporation project.

##### 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. He said the Foundation staff is close to completing the conversion to the Raiser's Edge software that will support their fundraising efforts. He provided an update on staffing changes in the Foundation Office and concluded his report by sharing the Annual Week of Giving will kick off at the October 15 Board of Trustees meeting. The campaign is focused on the areas of greatest need and on the outdoor athletic upgrades.

Chair Kahler took a moment to recognize Bill Calli and presented him with a commemorative chair as a thank you for his service as Board Chair over the past three years.

## **Student Trustee Report**

Student Trustee, Kupr Kuprian reported the annual Completion Day that took place on September 11 was very well attended, as well as the Welcome Back BBQ, and Club Day. He reminded the Board of the PTK induction scheduled for September 18 at 3 p.m. in the Schafer Theater. He concluded his report and provided an update on the Utica and Rome Vice President positions, which are currently vacant and up for election.

## **5. President's Report**

President VanWagoner began by bringing attention to the annual student publication "Signature", which was distributed to Trustees at the start of the meeting. Vice President Kahler provided some additional information on this year's publication and student participation within SUNY. President VanWagoner then went on to thank Tom Squires and Alex Haines-Stephan for representing MVCC at the SUNY Chancellor's Inauguration. He said he and a team of seven administrators and faculty attended last week's American Association of Community Colleges (AACC) 2.0 Guided Pathways Institute in Arizona. He referred back to Vice President Squires' earlier comments on the number of students deregistered, commenting that schools who have implemented Guided Pathways (GP) are seeing far lower numbers as a result of the streamlined and intrusive onboarding that occurs through the GP model. MVCC will be hosting the third (of six) SUNY Guided Pathways Institutes next week, which will follow a similar format as AACC. President VanWagoner went on to report social enterprise conversations have been introduced to the collective bargaining units through their regular round table discussions. Conversation with the Board will continue at the next Audit and Finance Committee in November.

## **College Senate Report**

College Senate Chair Alex Haines-Stephan said it was wonderful to represent the College at the Chancellor's Inauguration along with Vice President Squires and two MVCC students. He said the Faculty Council of Community Colleges (FCCC) Plenary is scheduled for the second week in October and that he would invite the MVCC representative, Joyce Baumann to report to the Board at the October 15 meeting.

## **(President's Report)**

President VanWagoner resumed his report and provided additional information on items 7t- Program Proposal: Surgical Technology A.A.S. Degree, and 7u- Capital Project: MVCC Campus Wayfinding and Signage-Exterior & Interior. He also requested an executive session to discuss personnel matters at the conclusion of the meeting with no further action.

## **Consent Agenda**

<i>Attachment a</i>	Minutes of the August 20, 2018 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Salary Increases for Exempt Staff
<i>Attachment d</i>	Emerita, Leslie Goerner
<i>Attachment e</i>	Amend Staffing Plan: Timothy Burke, Education Outreach Center Coordinator
<i>Attachment f</i>	Amend Staffing Plan: Erica Carrock, Assistant Director of Events and Guest Services
<i>Attachment g</i>	Amend Staffing Plan: Alexandra Compo, Multimedia Designer

<i>Attachment h</i>	Amend Staffing Plan: Candice Docherty, Senior Multimedia Designer
<i>Attachment i</i>	Amend Staffing Plan: Jennifer Fanelli, Marketing Communications Strategist
<i>Attachment j</i>	Amend Staffing Plan: Chrono Ho, Multimedia Developer
<i>Attachment k</i>	Amend Staffing Plan: Sarah Lam, Director of Education Outreach Center
<i>Attachment l</i>	Amend Staffing Plan: Lol-Kirk Miller, STEP Program Specialist
<i>Attachment m</i>	Amend Staffing Plan: Anne Nolan, Assistant to the Vice President for Community Development & Executive Director of the MVCC Foundation, Inc.
<i>Attachment n</i>	Amend Staffing Plan: Katherine Voce, Public Relations Specialist
<i>Attachment o</i>	Amend Staffing Plan: Sharon Zohne, Photographer/Videographer
<i>Attachment p</i>	Kate Polivka, Technical Assistant in the Department of Mathematics and Natural Sciences (MNSC)
<i>Attachment q</i>	Yue Riesbeck, Transfer Success Advisor
<i>Attachment r</i>	Mark Russell, Psychology Instructor
<i>Attachment s</i>	Rachel Simonds, Completion Coach
<i>Attachment t</i>	Program Proposal: Surgical Technology A.A.S. Degree
<i>Attachment u</i>	Capital Project – MVCC Campus Wayfinding and Signage- Exterior & Interior

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

Unanimously approved.

## 6. Discussion Item

President VanWagoner led a discussion on the approach to the revisions of the Memorandum of Understanding with the MVCC Foundation.

Chair Kahler asked for an executive session to discuss personnel with no further action. Motion was made by David Mathis and seconded by Frank Dubeck to enter into executive session at 5:07 p.m. Unanimously approved.

The meeting reconvened at 5:35 p.m.

## 7. Adjournment

Motion was made by Tony Colón and seconded by Frank Dubeck to adjourn the meeting at 5:36 p.m. Unanimously approved.