

**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 4:03 p.m. by Chair Kahler on Monday, March 18, 2019.

**Members Present**

William S. Calli, Jr.  
Elaine Falvo  
Frank Dubeck, Jr.  
Camille Kahler  
Kupr Kuprian  
David Mathis

**Members Excused**

Tony Colón  
John Stetson

**2. Chair's Report**

Chair Kahler reported that the Board had a successful budget workshop retreat and thanked all involved for the diligent work done to date on the budget. Mike Pede presented a Financial Aid workshop to the Board that was very informative and provided great information. Chair Kahler commended the college, staff, and students who received awards and honors since the last meeting, highlighting that 60 new students were inducted into Phi Theta Kappa (PTK). Chair Kahler went on to ask Vice President Squires for the Treasurer's Report.

**3. Treasurer's Report**

Vice President Squires shared the 2018 fall semester is approximately \$607,000 under budget with only minor adjustments expected for the remainder of the year. Spring tuition is tracking at \$506,000 under budget.

Vice President Squires noted a few large payments that were made to Oneida County which include the annual payment for the NYS and Local Retirement System (formerly known as NYS Employees Retirement System) as well as the annual payment for Workers Compensation Insurance coverage.

The College received a sponsor payment from Oneida County in the amount of \$1,979,136. Another sponsor contribution from the County is anticipated later in March along with the third of four installments from New York State.

Vice President Squires concluded his remarks by noting a few important dates relating to financial aid distribution. The first distribution of financial aid refund checks for the spring semester is scheduled for Friday, March 22. The second and larger financial aid refund distribution date is scheduled for Friday, April 5. Exact amounts of each distribution will be reported to the Board at the April meeting.

President VanWagoner commended Vice President Squires on his detail and fiduciary responsibility to the Board and proceeded to ask Board members if there is anything they would like to see in the financials moving forward that would be beneficial. Chair Kahler responded that having a comparison of the prior year and current year actuals at some point in the fiscal year would be helpful. Both Vice President Squires and President VanWagoner noted this and will look into building this comparison for future meetings.

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

##### Auxiliary Service Corporation

Vice President Squires updated the Board on the status of the food service contract. The bid process narrowed down the pool of providers to two vendors. On-campus interviews with the two vendors has concluded. The goal is to have a final decision made by April 1. Vice President Squires also reported ASC is beginning to update their strategic plan, which will include the future of the bookstore as the Follett contract expires in 2020. The bookstore has started a new Graduation Fair which will be held the first week of April to help bring attention to the bookstore and graduation – April 3 will be in Utica and April 4 will be in Rome.

##### Dormitory Corporation

Dormitory Corporation (DC) Chair David Mathis reported that the dorms are currently at 70 percent occupancy. There are no major construction projects scheduled for the summer. The next DC meeting is scheduled for May 16.

##### MVCC Foundation

Vice President for Community Development and Executive Director of the MVCC Foundation Frank DuRoss provided an update on the Foundation Board which included an approval of the revisions to the MOU and by-laws resulting in a reduction of board members from 22 to 15 to better align with by-laws. Through the end of February, the Foundation has \$4.5 million in portfolios with Baird and Strategic Financial Services and has increased unrestricted monies to help the College with its major needs. The Foundation Board also approved the Tea Leaf Venture committee which will be responsible for reviewing and analyzing Tea Leaf business plans. The first meeting of this committee will be March 26<sup>th</sup> where Tea Leaf Manufacturing will be reviewed.

President VanWagoner explained the governance approval process regarding the Tea Leaf Venture Committee proposals and recommendations. The Board decided that the Tea Leaf Venture committee report and recommendations will be sent to both the Board of Trustees and the Foundation Board at the same time, the Foundation board will vote, and ultimately the Board of Trustees will vote the following month. If the Tea Leaf proposal is time-sensitive, then the Board of Trustees will convene for a special meeting if needed. The Foundation is in the final stages of securing the services of a retired auditor from SUNY and the State of New York to consult on developing appropriate policies, procedures, and practices for revenue-generating social enterprises at the College.

Frank DuRoss concluded his remarks by announcing the Alumni of Merit luncheon honoring Rick Short was held on March 8 wherein the 2019 Alumni of Merit, Chris Crolus, was announced.

#### New York Community College Trustees & New York Community College Association of Presidents

David Mathis reported that he, Tony Colón, and President VanWagoner had a very successful meeting with the new Congressman, Anthony Brindisi, during the Community College National Legislative Summit held February 10-12 in Washington, DC. He continued his report to reference upcoming conferences: ACCT will be holding its 50<sup>th</sup> Annual Leadership Congress October 16-19 in San Francisco; AACC will be holding its 90<sup>th</sup> Annual Convention April 13-16 in Orlando. David Mathis concluded his report and said the NYCCT Annual Conference will be held in September and will include direct input and involvement from three community college Presidents as a result of the recent meeting at Onondaga Community College (OCC) between NYCCT and NYCCAP leaders.

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

Student Trustee, Kupr Kuprian, reported that Student Government is currently reviewing the Shared Governance Rubric from the Faculty Council of Community Colleges (FCCC). Student Government Executive elections will be held on April 25. He provided a Phi Theta Kappa (PTK) executive leadership update, stating that the regional conference will be held March 22-24 wherein PTK chapters from around the state will be attending. During this conference, each chapter will be presenting on their college and Honors in Action projects as well as elect the New York State regional officers. Student Trustee Kuprian provided a student club update noting several of the upcoming club events, including the Drama Club production of “Dead Man’s Cell Phone” on April 11-13 which Kupr is assistant directing and stage managing. Rome Student Activities will be hosting a day trip to Boston, MA for both Utica and Rome students on April 27. SUNY Student Assembly (SA) will be holding its spring conference April 5-7 where elections will be held for their executive board for the coming academic year and members in attendance will be voting on current resolutions. He concluded his report by sharing MVCC student Preston Blain is the new Community College representative and will be representing five SUNY Community Colleges, including MVCC.

#### **6. President’s Report**

President VanWagoner began his report by recognizing Matt St. Croix, Men’s Basketball Coach, who celebrated his 300<sup>th</sup> win and finished the ‘18-19 season with only three losses – all three losses were to Herkimer College, who ultimately went on to win the national championship. President VanWagoner went on to report the College has just finished its second to last SUNY Guided Pathways Institute. The final institute will be held in June, which will complete MVCC’s SUNY cohort participation. President VanWagoner also shared that advocacy continues for what the Assembly has in their ‘One House Bill’ which provides a community college funding floor of 98 percent minimum state funding from the previous year or \$100 per FTE, whichever is greater. The Chancellor announced a SUNY online initiative and more details on this will be shared following the SUNY Presidents’ meeting. President VanWagoner concluded his remarks by sharing that the County Executive highlighted MVCC in his recent State of the County Address and would like to MVCC to play a prominent role in launching the Innovation Collective – Utica

entrepreneurial initiative as a replication of a successful model based in Coeur d'Alene, Idaho.

President VanWagoner then asked for the College Senate report.

### **College Senate Report**

College Senate Chair Alex Haines-Stephan reported the Consensual Relationship Policy is still under review and the Senate will make recommendations to the Board at the May meeting. Mr. Haines-Stephan further went on to share that MVCC is receiving national recognition for the SUNY Shared Governance Award, with many reaching out for guidance on their own governance processes.

President VanWagoner commended Alex for his efforts and recognized him as an ambassador for shared governance.

### **7. Consent Agenda**

<i>Attachment a</i>	Minutes of January 22, 2019 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Collective Bargaining Agreement Extension: Professional Association (PA)
<i>Attachment d</i>	Professional Association (PA) – Career Appointment Erica Carrock           Assistant Director- Events and Guest Services Candice Docherty       Senior Multimedia Designer De'Anna Hopkinson     Student and Residence Life Specialist David Smith             Technical Assistant Jon David Velleto       Technical Assistant Katherine Voce          Public Relations Specialist
<i>Attachment e</i>	Professional Association (PA) – Continuing Appointment Peter Abbe             Instructor - Airframe and Powerplant Ruyn Cavic             Instructor - Psychology Karen Getman           Assistant Professor - Health Information Technology Lori Hughes            Assistant Professor – Nursing Derrick Stevens        Instructor - Physics
<i>Attachment f</i>	Adjunct Faculty Minimum Qualifications
<i>Attachment g</i>	Amend Staffing Plan: Sabrina Fryman, Financial Analyst
<i>Attachment h</i>	Amend Staffing Plan: Samantha Madderom, GEAR UP Program Specialist
<i>Attachment i</i>	Amend Staffing Plan: Delvin Moody, GEAR UP Program Specialist
<i>Attachment j</i>	Amend Staffing Plan: Kristen Skobla, Executive Director of the Center for Leadership Excellence (CLE) and Leadership Mohawk Valley (LMV)
<i>Attachment k</i>	Cassie L. Tuff, Peace Officer
<i>Attachment l</i>	Saingghech Ung, Math Corp Coordinator
<i>Attachment m</i>	Program Discontinuations: Industrial & Commercial Electricity Certificate Electronic Technician Certificate Graphic Communication: Graphic Arts Technology AAS degree
<i>Attachment n</i>	Program Proposal: IT Support Professional Micro-credential

*Attachment o* Amend Staffing Plan: Emily Durr, Head Coach / Athletic Specialist

Chair Kahler asked for a motion on items 7a-o of the consent agenda.

Motion was made by Bill Calli and seconded by Elaine Falvo to approve items 7a-o.

Unanimously approved.

**8. Discussion Item**

MVCC Student and Achieve the Dream DREAM Scholar, Ahmat Adam Djouma shared his poem “I am from...” that he delivered to nearly 3,000 people as one of eight DREAM Scholars at the annual DREAM national conference held in February. Ahmat, Tamara Mariotti, and President VanWagoner shared their major takeaways from the conference.

**9. Adjournment**

Motion was made by Bill Calli and seconded by Frank Dubeck to adjourn the meeting at 5:26 p.m. Unanimously approved.