

**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, May 20, 2019.

**Members Present**

William S. Calli, Jr.  
Tony Colón  
Elaine Falvo  
Frank Dubeck, Jr.  
Camille Kahler  
Kupr Kuprian (delayed arrival 4:08 p.m.)  
David Mathis

**Members Excused**

John Stetson

**2. Chair's Report**

Chair Kahler began her report by thanking everyone for their attendance and support at the multitude of year-end activities. Due to a scheduling conflict, she proposed September 23 as a new date for the September Board meeting. Jill will send the date out to confirm availability. Chair Kahler went on to recognize College staff and students who received awards and honors since the last meeting as follows: David Mathis was awarded the Treva Wood Community Activist Award; Shahida Dar Co-hosted the spring meeting of the New York State section of American Association of Physics Teachers on the Utica campus; 12 MVCC Engineering students won scholarships to RPI and Clarkson; three MVCC students received the SUNY Chancellor's Award for Student Excellence; Walt Constantini presented a lecture on the Airframe & Powerplant Program on May 15 to the Rome Academy of Sciences; President VanWagoner will be awarded the local Boy Scouts of America Community Leadership Award in October; and finally, Maryrose Eannace was awarded the "Maryrose Eannace Outstanding Service to Community Colleges Award" by the National Council of Instructional Administrators (NCIA), an affiliate council of the American Association of Community Colleges. The award was formerly called the NCIA Outstanding Service to Community Colleges Award. Chair Kahler went on to ask Vice President Squires for the Treasurer's Report.

**3. Treasurer's Report**

Vice President Squires reviewed the revenue report. Revenue is currently 2.4% under budget, which is slightly lower than last month's report indicated. Summer enrollment is lagging, however it is very early to make any solid projections on total tuition revenue for the summer. Overall expenditures dropped to 4% under budget in April, a decline from the 5.5% level at the end of March. The decline this year is in part, due to the additional expense incurred in Employee Benefits from the April payment of the contingent premium for health insurance, which Vice President Squires went on to explain in greater detail. Overall, the first three years utilizing contingent premium option saved the College over \$500k on

employee health insurance premiums. In closing, Vice President Squires thanked Tom Zenon and all who were involved in the NYS Division of Veteran's Affairs audit for regulations regarding the educational benefit payments from the US Department of Veterans Affairs. The process went smoothly and there were no findings.

#### **4. Committee and Affiliation Reports**

##### Facilities and Campus Safety

Committee Chair, Tony Colón provided an update on the campus wayfinding project. The outside signage is well underway with interior signage to begin in the next phase of the project. He reported once the budget process is complete work will begin on the capital project request to the County and SUNY. He also provided the following with regard to Campus Safety: Officer Armin Safizadeh successfully completed the MVCC Police Phase I Training and is currently completing the Phase II portion of training to include firearms and baton instruction; Sergeant Ryan Barsuch received the "Excellence in Service Award" during the Summer Institute recognition luncheon; Chief Amico and his team are working on the next Emergency Preparedness Table Top exercise scheduled for June 20; and the College has installed new emergency stations that include an emergency phone, an Automated External Defibrillator (AED), NARCAN, a Stop-the-Bleed kit, and New York Alert activated beacons. He said the next committee meeting is scheduled for June 24 at 3 p.m.

##### Governance/Personnel Committee

Personnel Committee Chair, David Mathis reported the committee received an in depth report on the Guided Pathways staffing changes, many of which are on the consent agenda for Board approval. He commended everyone involved in the Guided Pathways initiative and is looking forward to seeing the results of implementation.

##### Auxiliary Service Corporation

Auxiliary Services Corporation (ASC) Board Liaison Elaine Falvo reported they met on April 10 and approved the operating budget. ASC continues to work with American Dining Services as they transition into the College with an official start date of July 1. ASC is also continuing their work on their (new) strategic plan.

##### Dormitory Corporation

Dormitory Corporation (DC) Chair David Mathis reported the DC approved their budget at their May 16 meeting. He reviewed summer projects which includes installing air conditioning in one of the dorms. They are considering replacing two of the boilers next summer. They are also discussing changing the by-laws to include the addition of a residential student to serve on the DC Board of Directors.

##### MVCC Foundation

Vice President for Community Development and Executive Director of the MVCC Foundation Frank DuRoss said the Foundation has contracted with a retired auditor from SUNY and the State of New York who will serve as a consultant on policies, procedures, and practices for revenue-generating social enterprises at the College. Vice President DuRoss will keep the Board informed of progress and recommendations.

## State University of New York

President VanWagoner reported the New York Community Colleges Association of Presidents (NYCCAP) meeting is scheduled for June 9 followed by the Chancellor's (all) Presidents' meeting on June 10. He went on to share the \$175 million workforce development initiative the Governor's Office recently announced includes both the SUNY apprenticeship dollars and the SUNY workforce development dollars. He said these grants are becoming more competitive than in the past.

Chair Kahler then went on to introduce and thank Student Trustee Kupr Kuprian who delivered his final Student Trustee Report.

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

Student Trustee, Kupr Kuprian, thanked the Board for what he said was one of the best experiences he's ever had. He went on to present a photo collage of his year as Student Trustee. He thanked the Vice Presidents for their guidance over the past year and introduced Jonas America who was elected to replace him in the Student Trustee position.

### **6. President's Report**

President VanWagoner asked Alex Haines-Stephan to deliver the College Senate report.

#### **College Senate Report**

College Senate Chair Alex Haines-Stephan reported Senate held officer elections and announced he was re-elected as Senate Chair. He said the College Senate has endorsed the Sexual-Romantic Relationship Policy which will be forwarded to the Board next month. He said they are also working on a posthumous degree policy. President VanWagoner added the annual Senate/Cabinet retreat was very good and resulted in solid goals for next year.

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

President VanWagoner began by recognizing the number of personnel actions on the consent agenda resulting from the Guided Pathways work that so many from around the College have been engaged in over the past few years. He specifically thanked Vice Presidents Reynolds and Kahler, Union leadership, Cabinet, Human Resources, and Shannon Crocker and Aaron Fried who were the faculty champions driving the initiative forward. The process was a new way of conducting business at the College and truly inspirational to observe. He added his appreciation to the Board for their engagement in the process.

Chair Kahler asked for a motion to approve the consent agenda with items 7e, f, and g to be discussed in further detail.

President VanWagoner went on to provide additional detail as follows:

#### **7f - 2019-20 Tuition and Fee Schedule**

President VanWagoner pointed out a revision to what has in the past been called the "NCLEX Prep Fee", to what will now be identified as "ATI (Advanced Technology Institute) Prep & Curriculum Support" in the tuition and fee schedule.

## 7g – 2019-20 Annual Plan

President VanWagoner pointed out a small change to the annual plan which now reflects responsibilities being assigned to titles rather than an individual's name.

## 7e – 2019-20 Operating Budget

President VanWagoner provided an overview of the proposed 2019-20 Operating Budget including the following:

### Historical Context:

- Enrollment trends and the reduction in force as a result of retirements, vacancy deletions, layoffs, new positions, and discontinued programs since 2014.

### Budget highlights:

- +\$100 per FTE in state aid (+\$12,364)
- +\$224 FT tuition (5.1%) with no fee increases
- \$800,000 use of fund balance (down to projected 2% of total operating funds)
- 3% (new request) additional County support (\$240,000)
- Continued student success allocation from the County (\$175,000)
- Continued equipment allocation from the County (\$100,000)

## 7. **Consent Agenda**

<i>Attachment a</i>	Minutes of April 23, 2019 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>	2019-20 Operating Budget
<i>Attachment f</i>	2019-20 Tuition and Fee Schedule
<i>Attachment g</i>	2019-20 Annual Plan
<i>Attachment h</i>	Civil Service Position Eliminations
<i>Attachment i</i>	Civil Service Updates to Staffing Plan
<i>Attachment j</i>	Tim Thomas, Assistant Vice President of Learning and Academic Affairs
<i>Attachment k</i>	James Lynch, Assistant Vice President of Learning and Academic Affairs
<i>Attachment l</i>	Gary Broadhurst, Dean of Athletics
<i>Attachment m</i>	Melissa Copperwheat, Dean of the School of Health Sciences
<i>Attachment n</i>	Mark Montgomery, Dean of the School of Public and Human Services
<i>Attachment o</i>	R. Joseph Woodrow, Dean of the School of STEM-Career
<i>Attachment p</i>	Michael J. Mihevc, Dean of the School of STEM-Transfer
<i>Attachment q</i>	Todd Behrendt, Dean of the School of Art
<i>Attachment r</i>	James Roberts, Dean of the School of Humanities
<i>Attachment s</i>	Christine VanNamee, Dean of the School of Business and Hospitality

<i>Attachment t</i>	Ibrahim Rosic, Assistant Dean of the School of STEM and Director of the Learning Commons
<i>Attachment u</i>	Julie Dewan, Dean of Curriculum and Assessment
<i>Attachment v</i>	Jennifer DeWeerth, Dean of Student Enrollment
<i>Attachment w</i>	Dennis Gibbons, Dean of Student Life
<i>Attachment x</i>	James Maio, Dean of Student Support
<i>Attachment y</i>	Rosemarie Pastorella, Completion Coach
<i>Attachment z</i>	Michael Henningsen, Completion Coach
<i>Attachment aa</i>	Morris Pearson, Director of Education Outreach Center
<i>Attachment bb</i>	Sarah Lam, Director of Community & Workforce Development
<i>Attachment cc</i>	Brittany Dielemans, Coordinator of Judicial Affairs & Community Standards
<i>Attachment dd</i>	Janet Visalli, Director of Holistic Student Support
<i>Attachment ee</i>	Dawson McDermott, Director of Holistic Student Support
<i>Attachment ff</i>	Tracy Coulson, Director of Student Accessibility and Wellness
<i>Attachment gg</i>	Stephanie Reynolds, Vice President for Student Affairs
<i>Attachment hh</i>	Michelle Green, Instructor in Health Information Technology
<i>Attachment ii</i>	Crystal Marceau, Executive Director of Human Resources
<i>Attachment jj</i>	Steffani DiPierro, GEAR UP Program Specialist

Motion was made by William S. Calli, Jr. and seconded by Kupr Kuprian to approve items 7a-jj.

Unanimously approved.

## **8. Adjournment**

Motion was made by Kupr Kuprian and seconded by William S. Calli, Jr. to adjourn the meeting at 5:14 p.m. Unanimously approved.