

**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 4:00 p.m. by Chair Kahler on Monday, August 19, 2019.

**Members Present**

Tony Colón

William S. Calli, Jr.

Frank Dubeck, Jr. - Delayed arrival (4:30 p.m.)

Elaine Falvo

Camille Kahler

David Mathis

Jonas America

**2. Chair's Report**

Chair Kahler began by welcoming Student Trustee Jonas America to his first official Board meeting as Student Trustee. Chair Kahler went on to recognize College staff and students who received awards and honors since the last meeting as follows: President Randall VanWagoner is being honored by the Boy Scouts of America Leatherstocking Council this October with the BSA Community Leadership Award, which is presented to those who exemplify the ideals of the Boy Scouts of America as expressed in the scout oath and law. Trustee Dubeck has purchased a table for members of the Board to attend; Assistant Professor of Biology Melissa Barlett, captain of MVCC's Corporate Team running the Boilermaker Road Race this year, was profiled in the Observer-Dispatch; MVCC Alumnus James Noon was named assistant chief of the Utica Fire Department; Walt Constantini was featured on Talk of the Town regarding Aviation Career Day; MVCC Alumna Deborah Hairston has joined NBT Bank as the branch manager for the New Hartford office; Coach Dave Warren celebrated his 20th year of running summer sports camps at MVCC; and MVCC was once again voted "Best Local College" in the Observer-Dispatch's Best of the Best Contest. Chair Kahler then asked Vice President Squires for the Treasurer's Report.

**3. Treasurer's Report**

Vice President Squires reported the revenue category is 2.7% behind budget as of July. The expenditure category is \$2,100,000 under budget. There is still some large expenditure accruals to be made at year-end as the closing of the 2018-2019 fiscal year begins in August. Vice President Squires continued his report and shared that the fall deregistration date is August 21. The College's budget report was submitted to SUNY and will move forward to their Board of Trustees for approval at their September meeting. Vice President Squires concluded his report by announcing that the college has secured a contract with Cedar Bus Company to provide daily transportation between the Rome and Utica campuses throughout the fall and spring semesters. The new contract will save the college more than \$26,000 per year and includes an additional midday run between each campus.

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

##### Nominating Committee

Committee Chair, Elaine Falvo reported on the nominating committee's proposed slate for the MVCC Board of Trustees, effective September 2019 through August 2020:

##### MVCC Board of Trustees

President, Randall J. VanWagoner

Chair, Camille Kahler

Vice Chair, Tony Colón

Secretary, Gloria Karol

Treasurer, Tom Squires

She also reported on the slate for the Dormitory Corporation Board of Directors, effective September 2019 through August 2020:

##### Dormitory Corporation Board of Directors

President, Randall J. VanWagoner

Chair, David Mathis

Vice Chair, Frank Dubeck

Secretary, Dennis Gibbons

Treasurer, Vacant

Assistant Secretary, Stephanie Reynolds

Assistant Treasurer, Tom Squires

Elaine Falvo moved to accept the committee's recommendation for the MVCC Board of Trustees and the Dormitory Corporation Board of Directors slates. William S. Calli, Jr. seconded the motion. Unanimously approved.

##### Dormitory Corporation

Trustee Mathis reported that the Dormitory Corporation Board of Directors met on August 19. An update on the Bi-Laws was provided and the meeting concluded with a tour of the Dorm facilities.

##### Foundation

Vice President DuRoss reported the MVCC Foundation Board approved the selling of \$350,000 in cash, stocks and/or bonds. The proceeds will support College initiatives in the amount of \$200,000 and \$150,000 to support the funding of startup costs for Tea Leaf Ventures. As of June 30, 2019 the current value of the Foundation's Portfolios was \$4,669,068.

The MVCC Foundation Board approved Tea Leaf Ventures LLC which will be comprised of multiple low-revenue social enterprises, including Tea Leaf Manufacturing and Tea Leaf Touring. Tea Leaf Manufacturing will utilize MVCC's Fabrication Lab (FABLab) to generate revenue streams with the proceeds to benefit MVCC initiatives. The startup costs for Tea Leaf Manufacturing will not exceed \$20,000. Tea Leaf Touring will be a national speaker agency serving colleges and universities, and will also benefit MVCC initiatives.

The startup costs for Tea Leaf Touring will not exceed \$30,000. President VanWagoner pointed out agenda item 7e - Tea Leaf Ventures LLC. Board approval will make Tea Leaf Ventures operational.

The MVCC Foundation approved the acceptance of the 2013 Rotorway 162F Helicopter and various tolling equipment (appraised at \$38,535) that was donated in April to the Airframe and Powerplant program. The Foundation Board further approved to donate the helicopter to the College.

As reported at prior Board meetings, the MVCC Foundation has been working on bringing Innovation Collective (IC) to Utica. The goal of IC is to transform the entrepreneurial ecosystem of Utica. This will be accomplished through a series of public events (Think Big Festival, Fireside Chats), training, education efforts, and pairing industry partner with community-wide research and development projects. Innovation Collective of Utica will be following the model from Coeur D'Alene Idaho. The Foundation received a general services agreement to start building out IC Utica. The agreement has undergone full legal review and a clause was added that the MVCC Foundation has the right to terminate this agreement in the event the funding sources do not meet their obligations or for other reasons at any time during the agreement with a sixty (60) day written notice.

Further, the Foundation recently partnered with a company called Free Will to provide free online estate planning. The goal is to have individuals potentially name MVCC in their wills. An email promoting this free service was sent to Alumni and employees. So far, the Foundation has received two back – one bequest for \$10,000 and the other for \$1,000.

Vice President DuRoss concluded his report with an Alumni engagement update. The MVCC Alumni Association currently has 171 members. Out of those 171 members: 125 said they would mentor a student in some way; 66 would participate in a career panel; 50 would mentor over the phone; 92 would mentor over email; 25 would allow a student to job shadow; and 55 would mentor a student in person. This is the first year that the MVCC Alumni Association has used texting and email to congratulate new alumni during graduation.

#### Association of Community College Trustees (ACCT)

Trustee Mathis reported that ACCT held their summer Board of Trustees meeting in Iowa at the end of July. Current ACCT President Noah Brown will be retiring in 2021 and the ACCT Board will be preparing for the transition over the next year. The 2019 ACCT Leadership Congress will be held October 16-19 in San Francisco. Board members are encouraged to attend.

#### New York Community College Trustees (NYCCT)

Vice Chair Colón reported that NYCCT will hold its annual meeting September 20-22 in Saratoga Springs. Vice Chair Colón and Vice President Kahler will facilitate a workshop on microcredentials on September 21. Board members are encouraged to attend.

## 5. Student Trustee Report

Student Trustee, Jonas America began by thanking the Board for the opportunity to serve in this role. Trustee America reported that he along with other members of Student Government just completed a week long training where they reviewed the function of student government as well as the by-laws and constitution. STAR Days were held allowing new students the opportunity to experience the dorms for one night and take a tour of campus. He went on to provide an update on the Jumpstart Program where returning adult students, recent high school graduates and rising seniors completed credit-bearing classes over the summer. Trustee America concluded his remarks by reporting that former Student Trustee Kupr Kuprian has been appointed to the following positions: Student Government President, Chair of the Community College SUNY Student Assembly, and Student Assembly Photographer on the Executive Committee.

## 6. President's Report

President VanWagoner began by thanking the Board for their engagement at July's retreat. He noted that Fall Opening will be held August 28 and New Student Convocation on September 3. He revisited the proposed 2019-20 Board meeting calendar and committee/workshop schedule, pointing out the September 23 Board meeting and committee/workshop will be held on the Rome campus. He also noted the strides the Foundation has taken with recruiting and engaging Alumni. The Foundation, in lieu of the \$50 a year fee to join the Alumni Association, has implemented a form for all members to complete asking them if they would be willing to volunteer to help mentor students in some way, job shadow, and/or serve on a career panel. As Vice President DuRoss reported, this has led to the Alumni Association growing to 171 members. The engagement of our Alumni along with the new Guided Pathways school alignment has created an opportunity to leverage our Alumni network to help our students build social capital through their personal and professional networks. President VanWagoner reported that the Rome campus received a brief three-day visit by Homeland Security through the New York State "See Something, Say Something" program. Homeland Security debriefed with Rome staff following the visit.

## College Senate Report

There was no College Senate report.

## Consent Agenda

<i>Attachment a</i>	Minutes of June 24, 2019 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Board of Trustees Policy: Sexual Harassment
<i>Attachment d</i>	December Break: 2019-20 Academic year
<i>Attachment e</i>	Tea Leaf Ventures, LCC
<i>Attachment f</i>	Emerita, Diana Ayers-Darling
<i>Attachment g</i>	Emeritus, David Katz
<i>Attachment h</i>	Emily Gifford; Coordinator of International Students
<i>Attachment i</i>	Amend Staffing Plan: Brandon Horender, Coordinator of Dual Credit

<i>Attachment j</i>	Nancy Hall, Electrical Engineering Technology Instructor
<i>Attachment k</i>	Amend Staffing Plan: Kalynn Riedman, Admissions Specialist
<i>Attachment l</i>	Amend Staffing Plan: Gail Warchol, Associate Director of Human Resources for Benefits
<i>Attachment m</i>	Salary Increases for Exempt Staff

*(Discussion)*

President VanWagoner noted the following updates to the Consent Agenda: Attachment 7c has an update to the language in the policy and Attachment 7m was a late add in order for exempt staff salary increases to go into effect September 1, 2019.

Motion was made by William S. Calli, Jr. and seconded by Elaine Falvo to approve items 7a-m.

Unanimously approved.

**7. Discussion Item**

Vice President Kahler provided an update to the Board on the Guided Pathways developmental education redesign prototype.

Chair Kahler asked for an executive session with no further action. Motion was made by Elaine Falvo and seconded by Tony Colón to enter into executive session at 5:02 p.m. Unanimously approved.

The meeting reconvened at 6:42 p.m.

**8. Adjournment**

Motion was made by Camille Kahler and seconded by Tony Colón to adjourn the meeting at 6:43 p.m. Unanimously approved.