

**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 via Zoom was called to order at 4:04 p.m. by Chair Kahler on Monday, June 22, 2020.

Members Present

Camille Kahler
Tony Colón
William S. Calli, Jr.
Frank Dubeck, Jr.
David Mathis
Wendy Waters
Jonas America

Members Excused

John Stetson
Elaine Falvo

2. Chair's Report

Chair Kahler announced that the Zoom meeting will be audio and video recorded to comply with the New York State Executive Order and Open Meetings Law. Chair Kahler then asked Vice President Squires for the Treasurer's Report.

3. Treasurer's Report

Vice President Squires reported that Spring revenue improved by \$100,000 since last month. Summer enrollment is down by 40% with a \$405,000 loss in revenue. Non-Credit programs are expected to get further behind budgeted revenue levels due to the cancellation of summer programming from the pandemic. Overall total revenue is showing 4% under budget. Nine out of ten expense categories are running well below budget due to reduced spending as a result of the pandemic and total expenditures are 9.3% under budget. The College is continuing to stay ahead of the loss in revenue at the moment and will need that as we anticipate a potentially large cut in state aid this summer plus a further loss of summer tuition as previously noted. Vice President Squires further reported that the second quarter County Sponsor Contribution was received in the amount of \$2,079,280 for the 2019-20 fiscal year. The College is not scheduled to receive another sponsor payment for this fiscal year until February 2020. Also of note, the fourth quarter installment of state aid was scheduled to be received this month in the amount of \$3,200,000. In discussions with SUNY, this payment may be reduced for all New York State community colleges by 20% to 50% due to the pandemic. The New York State Division of Budget is expected to release information later this month regarding the size of the reduction in the aid payment. In addition to the reduction, this installment may also be significantly delayed. Vice President Squires concluded that the institutional share CARES funding of \$2,184,405 may be able to offset some of reduction in state aid but awaiting for further guidance from SUNY on how those funds may be used by the College.

4. Committee Reports

Academic and Student Success

Chair Kahler, Trustee Waters, and President VanWagoner met to discuss the Academic and Student Success Committee which has been inactive for the past year due to vacancies on the Board of Trustees. With Trustee Water's education background, it was discussed that this committee will be reactivated in the upcoming academic year.

Chair Kahler went on to report that due to the vacancies on the Board, the Governance and Personnel Committees have been combined to better utilize the Board's time and streamline the work needed of these committees. Chair Kahler will be drafting a charter for this combined committee to share with the Board.

Facilities and Campus Safety

Vice Chair Colón reported that the committee met prior to the Board meeting. The committee discussed Public Safety initiatives around policing, education, and training. Out of concerns raised at the national level, it was discussed that the College will hold off on the purchase of long guns.

Auxiliary Services Corporation (ASC)

President VanWagoner reported that ASC is in the process of scheduling a meeting to review the budget.

Dormitory Corporation (DC)

Chair Kahler reported that a meeting is in the process of being schedule to review budget.

MVCC Foundation

Vice President DuRoss reported that the Foundation has \$4.2 million in portfolios and has gained back approximately 50% of its loss from the pandemic. The Francis A. Wilcox Estate is scheduled for a virtual court hearing at the end of the month and the outcome will be reported back to the Board. The College is listed to receive \$3,000,000 from the estate. The CARES campaign has been extended through July 1 and has raised approximately \$31,000 from 99 donors. With the SUNY match, the campaign will raise a total of \$62,000. The money raised will be allocated to students who have an emergency need related to COVID-19. The Foundation is awaiting guidance from SUNY on what expenses are eligible. The Foundation Golf Tournament originally scheduled for June 15 has been cancelled. Although the tournament will not be able to be held, the Foundation has sent out letters to sponsors to to make a donation in lieu of sponsoring the tournament. Vice President DuRoss reported that the Foundation received a great response and has received \$31,362.94 from sponsors: \$28,000 will be designated towards Areas of Greatest Need, \$2,500 towards MVCC CARES, and \$650 towards the AMVA scholarship. The Foundation scholarship deadline was extended through June 1, 2020 due to the pandemic. The scholarship committee met on June 18, 2020 and selected the student recipients, students have been notified, and a virtual celebration is being arranged to celebrate all scholarship recipients. Vice President DuRoss concluded his report with an update on all Tea Leaf entities that included plans to keep costs at a minimum during the pandemic.

NYCCT/ACCT

Trustee Mathis reported that community colleges around the country are facing many of the same challenges with state cuts which are hindering their ability to remain in business. ACCT has decided not to hold a summer retreat. The 2020 ACCT Leadership Congress scheduled to be held in Chicago in early October is looking more like it will not happen. Vice Chair Colón reported that he and David Mathis attended the NYCCT Board of Directors meeting held on May 30, 2020.

SUNY

President VanWagoner will be attending a virtual NYCCAP meeting tomorrow. The 64-College Presidents will be meeting with the chancellor next week. The SUNY Chancellor has resigned from her position effective August 31. No word on the search process for this position has been communicated.

5. Student Trustee Report

Student Trustee Jonas America shared that he has nothing to report as Student Congress will not be meeting over the summer. On behalf of the student body, Student Trustee America extended his gratitude to the faculty, staff, and the Board of Trustees for their continued support and assistance during these unprecedented and difficult times.

6. President's Report

President VanWagoner reported that in light of the national protests and demand for social change, he will be holding meetings with full-time employees to discuss diversity, equity and inclusion efforts at the College and how/what needs to change. President VanWagoner will report back to the Board with action steps the College can take as a result of these conversations. President VanWagoner thanked members of the Board who attended the Board of Legislature Economic and Development Tourism committee meeting that resulted in the unanimous approval on the MVCC Budget. The budget will go before the full Board of Legislature for approval at their next meeting. President VanWagoner concluded his report by sharing that Chair Lindsey Williams and members of the Sustainability Council have worked with the Arbor Day Foundation to have the College recognized as a "2019 Tree Campus USA." Tree Campus USA honors colleges and universities and their leaders for promoting healthy trees and engaging students and staff in the spirit of conservation. To obtain this distinction, the work of the Sustainability Council has put into place the five core standards for an effective campus forest management, including establishing of a tree advisory committee, provide evidence of a campus tree-care plan, dedicate annual expenditures for campus tree programs, and the engage the student body through learning projects. This recognition celebrates MVCC's diligence in improving the environment and quality of life.

College Senate

President VanWagoner reported that the SUNY Faculty Council, of which Community Colleges are a part of, released a strong Anti-Racism statement and demands of the Chancellor in a letter that will be reviewed over the next few days. Our Faculty Council representative is also reviewing the letter and the included recommendations and calls to action. More will be reported on this at future meetings.

Consent Agenda

<i>Attachment a</i>	Minutes of May 18, 2020 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Responsible Restart Plan
<i>Attachment d</i>	2020-21 Tuition and Fee Schedule – Revision
<i>Attachment e</i>	Memorandum of Agreement – Association of Mohawk Valley Administrators (AMVA)
<i>Attachment f</i>	Memorandum of Agreement – Professional Association (PA)
<i>Attachment g</i>	Amend Staffing Plan: Caitlyn Graham, Financial Aid Assistant
<i>Attachment h</i>	Jennifer Schuler, Technical Assistant
<i>Attachment i</i>	Amend Staffing Plan: Jairo (Manny) Sabillon, Educational Opportunity Program (EOP) Counselor
<i>Attachment j</i>	Amend Staffing Plan: Aaron Fried, Coordinator of Academic Program Development
<i>Attachment k</i>	Renewal of Probationary Appointment: Rosemarie Pastorella
<i>Attachment l</i>	Amanda Sandstrom, Instructor
<i>Attachment m</i>	Ayan Hill, Instructor

Chair Kahler asked for a motion to approve the consent agenda with item 7c to be considered separately.

Motion was made by William S. Calli, Jr. and seconded by David Mathis to approve items 7ab, and 7d-m.

Unanimously approved.

Item 7c – Responsible Re-Start Plan

Discussion around the Responsible Re-Start Plan included how students will be engaged and provide input on the plan, the holistic support systems Student Affairs has in place to help students with any needs/struggles they may experience, and Academic Affairs approach to the data analysis conducted during the Spring semester COVID interruption and how it will build upon the systems in place to improve communication and needed faculty supports.

Chair Kahler asked for a motion to approve item 7c.

Motion to was made by Williams S. Calli, Jr. and seconded by Wendy Waters to approve item 7c.

Unanimously approved.

8. Discussion Items

Remote Work Policy

The draft of the Remote Work Policy was presented to the Board as a first reading and discussion. The policy will be placed on the Consent Agenda at the August 17, 2020 Board meeting.

CCBOA Update

Vice President Squires provided a CCBOA update from the recent presentation made to the NYS Community College Trustees Association by Bill Reuter, Vice President of Administration and Finance for Hudson Valley Community College and Immediate Past President of the New York State Community College Business Officers' Association. The review covered New York State High School graduate projections for the next 10 years along with data on the past 10 years for New York State community college enrollment. Comparative data for MVCC was provided in each of these categories. The SUNY portion of the recently enacted 2020-21 New York State budget was also reviewed in comparison with the current 2019-20 state budget for higher education.

President VanWagoner asked for an executive session to discuss personnel and legal matters with no further action.

Motion was made by Vice Chair Colón and seconded by William S. Calli, Jr. to enter into executive session at 5:41 p.m.

Unanimously approved.

The meeting reconvened at 6:05 p.m.

7. Adjournment

Motion was made by William S. Calli, Jr. and seconded by Wendy Waters to adjourn the meeting at 6:06 p.m. Unanimously approved.