

**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 4:03 p.m. by Chair Colón on Monday, January 25, 2021.

**Members Present**

Camille Kahler  
Tony Colón  
William S. Calli, Jr.  
Frank Dubeck, Jr.  
Elaine Falvo  
David Mathis  
Wendy Waters  
Fabiha Khan

**Members Excused**

**2. Chair's Report**

Chair Colón announced that the Zoom meeting will be audio and video recorded to comply with New York State Executive Order 202 and Open Meetings Law. He further went on to recognize faculty and staff who recently received awards and accolades as follows: Trustee and ACCT Board Chair David Mathis was featured in an ACCT podcast called "In the Know" where he discussed his 40 years of community college governance and focus on equity and diversity; MVCC received funding from the Oneida County Local Development Corporation to provide technical training for free to student in all of Oneida County; MVCC, along with Cyber Florida at the University of South Florida, was selected to lead a \$1.48 million effort to develop and launch a national NSA cybersecurity competition designed to encourage newcomers to the field; the Advanced Manufacturing Institute (AIM) was credited for their role in helping a company increase their cybersecurity standards which was promoted through the New York manufacturing extension partnership as a testimonial through the 2020 Cybersecurity Assistance Grant; Youthbuild students participated in the building of the first small home that was just finished as part of MVCC's Skills for Success program, a partnership with the Rescue Mission, City of Utica, and the Community Foundation. Chair Colón then asked for the Treasurer's Report.

**3. Treasurer's Report**

Vice President Squires reported that overall revenue is coming in at \$2.2 million under budget. However, SUNY reported that the Governor's Executive budget proposes to restore most of the New York State aid cut of 20% reducing state aid loss from \$648,000 to \$162,000. The restoration of state aid is contingent upon New York State receiving at least \$6 billion in federal stimulus aid by the end of March. We will watch this closely as the New York State budget is set to be adopted by March 31. Expenditures are running 8.8% below budget compared to the 2.3% below budget reported last month which will help offset the loss of revenue. Vice President Squires further reported that the SUNY Annual Financial Report has been completed and submitted to SUNY Central Administration and the NYS

Comptroller's Office. The SUNY Annual Financial Report is the basis for the annual statements which are now being compiled in conjunction with the College's auditors who also review this report before numbers can be included in the audited financial statements. The formal financial statements and audit report are anticipated for completion in February to then be reviewed by the Board of Trustees and proposed for approval at the March Board meeting. Two payments have been made to Oneida County: one for the annual NY State & Local Retirement System and second for the annual premium for the College's Workers' Compensation Insurance coverage. Vice President Squires concluded his report by noting that registration for the Spring 2021 semester opened on November 11 and the Business Office began accepting tuition payments on January 4 to ensure TAP was going to be funded. The first deadline for payment was January 21.

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

##### MVCC Foundation

Vice President DuRoss reported that the Foundation has approximately \$7,215,075 in portfolios. D'Arcangelo has completed the review of the Foundation's financials which resulted in a clean audit with no significant findings. The Foundation has presented a budget for 2021-2022 to the Executive Committee which will then go before the Foundation Board for adoption at the February 4 meeting. The Faculty/Staff campaign that ended December 31 has raised over \$30,238 from 84 donors. Vice President DuRoss concluded his report by having Courtney Taurisano-Sprague address the Board on this year's Week of Giving Campaign that kicks off February 9 and concludes February 14. Week of Giving funds will benefit the C3 program which assists MVCC's most vulnerable students. The Foundation is once again hoping for 100% Board participation for a fourth year in a row.

##### NYCCT/ACCT

Vice Chair Dubeck shared that on behalf of the Board of Trustees a letter has been submitted to the Association of Community College Trustees (ACCT) in support of Chair Colón's service on the ACCT Diversity, Equity & Inclusion Committee. The letter included a commitment of financial support for his attendance at required meetings. Trustee and ACCT Board Chair Mathis reported he had the opportunity to be a member of the Workforce Development selection committee for the 27<sup>th</sup> Annual Community College Futures Assembly. Thirty community colleges from around the country are selected by three selection committees in the areas of Workforce Development, Instructional Programs and Services, and Planning Governance & Finance. It was very exciting and rewarding experience to be a part of and to see the work of other community colleges from across the country. He further went on to provide an update on the ACCT Presidential search which has received 71 applications and will be reviewed by the search committee. The 2021 Community College National Legislative Summit will be held virtually from Monday, February 8 to Wednesday, February 10. ACCT Board Chair Mathis concluded his report by announcing that ACCT is exploring an opportunity with the Association of Governing Board (AGB) to provide joint onboarding and training for trustees who serve on state boards that have community colleges as part of their structure.

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

Student Trustee Fabiha Khan provided an update on a few suggestions that she has received

through Trustee Box which included establishing a small dedicated student space on campus where students can sit, study, and relax as the pandemic restrictions have limited much of the common areas available to students. Trustee Khan has also worked to create daily Vegetarian and Vegan dining options that will be available to students.

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

President VanWagoner reported that a survey will be communicated to the Board shortly with topics of interest for the February Retreat. President VanWagoner then went on to welcome Dr. Todd Marshall to his first official board meeting as Chief Equity and Inclusion Officer/CDO. Further, today was the 7<sup>th</sup> Annual College-wide Data Summit that opens the Spring semester. During the Summit, the bi-annual Team of the Hawk Award was awarded to the Facilities department for outstanding teamwork throughout the pandemic. Marie Miknavich did an excellent job of crafting and delivering a very powerful Data Summit around the 'butterfly effect.' Drawing attention to every little interaction counts and no matter what your role at the College you have a part to play in advancing student success. President VanWagoner will share the data slides from this presentation with the Board in his Friday Focus. Of note, we had a 50% increase in our graduation rate that had otherwise been stagnant prior to implementing Guided Pathways as we now have data from the first graduating cohort benefiting from our Guided Pathways efforts. The Voluntary Framework of Accountability developed by the American Association of Community Colleges (AACC) and the Association of Community College Trustees (ACCT) was highlighted at the Data Summit that looked at a six-year picture of all our students that graduated, transferred, or were still enrolled showing data points on the efforts that guided pathways has had on our student success initiatives. President VanWagoner went on to share that with the Chancellor's directives toward pool testing of all college campuses, the College is working with each individual bargaining unit to develop MOAs around parameters for voluntary employee testing. Further, the College will have 33% of employees back on campus for at least the start of the Spring semester.

President VanWagoner continued his report by asking each Vice President to report out to the Board:

### Student Affairs

In the spring of 2020, the broad-thinking, recommendation-providing Enrollment Management Council transitioned to a tactics-oriented, enrollment-focused Enrollment Management Roundtable. The key stakeholders for the Roundtable included leaders from Student Affairs, Academic Affairs and CCED, and the initial goal was refined six months into our work and is:

- To create opportunities to enhance enrollment at the College;
- To diversify enrollment pathways;
- To create new opportunities for new markets to access the College.

We began our work by capturing all known recruitment strategies and populations, moved to what opportunities and populations were just beginning, and then did the brainstorming of what else might be pursued. These were based on short and longer-term strategies. One of the first strategies right out of the gate, and due to COVID, was a marketing campaign that focused on the benefits of continuing your education close to home.

All of the known and potential recruitment strategies from the group's initial work were shared with the front line key stakeholders to gain their understanding of whether we had it right or whether we needed to adjust. Once that was complete, the early fall had us beginning the steps of action upon the steps to move the initiatives forward, monitoring for progress, and scanning the environment for what else new might be happening and who was managing it. As the semester progressed it became evident that we needed to build in dates to check on actual status so that we could be nimble enough to change course or in some cases, to drop something altogether because it wasn't working or the environment had changed and it held less promise.

As the first full semester under EMR came to a close we began the assessment conversation about whether our efforts had actually resulted in the yield of new, unique FTEs. We knew better than to count the things that were normal course of business recruitment and had existed before the Roundtable began. Many of the initiatives were determined to need more time to result in a yield. EOP and the apprentice program did bring us a total of 29 new FTE. As a point of reference, 36 FTE = 1% bump in enrollment.

Our spring focus will be to assess progress on all of the items in our running list. Currently that full list has 38 initiatives being monitored with many of them hoping to yield more FTE for this current semester as well as next fall.

#### Administrative Services

Vice President Squires provided an update on current MVCC projects. The Academic Building is currently having the floors redone and is expected to have all the flooring on the second floor completed by the end of the spring semester. The County has approved the work of the flooring on the first floor for next year and the Capital Project money did make it into the Governor's budget for all community college projects. Vice President Squires concluded that a contractor has been secured for the new roof on Payne Hall and the contractor will begin work the spring.

#### Academic Affairs

All College divisions have fully mobilized to develop the skilled trades and advanced manufacturing workforce that is necessary to support our region's industries.

The College's first US DOL funded Job Corps Scholars cohort will begin training in the spring semester. To date, 12-students (with additional in varying stages of onboarding) have been registered in numerous certificate programs including Welding, Mechatronics, and Carpentry & Masonry. The training for these students' will be continuous until completion of the program which is scheduled to occur in August 2021. Moreover, the College is already working to recruit its second Job Corps Scholars cohort which will begin in May and we are in conversation with local community partners to create a seamless enrollment pipeline for future cohorts.

While Job Corps Scholars is a great opportunity for regional workforce development and for the trainees, the funding is limited to supporting only Utica residents. To broaden the impact of this type of programming, the College quickly stood up MV Tech Corps which is a sister

program to Job Corps Scholars. MV Tech Corps received immediate backing by the Oneida County IDA which has pledged to support the full training expenses for 10-Oneida County residents to complete MVCC's sponsored credit-bearing training. Within two days of recruiting, the College identified 8-individuals who intend to take advantage of the opportunity and prospects look promising that all of the 10-available slots will be occupied by the beginning of the spring semester.

Given our early successes, the College is already exploring opportunities to pull more funding partners into MV Tech Corps so we are able to expand the available seats in subsequent semesters.

Furthermore, the College has closely collaborated with Working Solutions to provide training opportunities for Remington Arms' Trade Act-eligible, displaced workers. This has involved numerous face-to-face and virtual information sessions, individualized onboarding, and careful advising. While it is still too soon to identify how many former Remington Arms employees will decide to re-tool with us, it will likely be approximately 80 individuals.

All told, in the middle of a pandemic, the College has been able to recruit and enroll in excess of 100 people for a spring start into the programs that are the most important for our regional industries' workforce. The overwhelming majority of these students who will start with the College in the spring have intentions to complete their programs in the summer which has the potential to create a significant positive impact on our summer enrollment.

However, most importantly, both Briggs & Stratton and Cree have promised to interview all completers of these three disparate groups which will surely transform the lives of the trainees and create a healthier workforce which has the potential to create a positive feedback loop for our region's economic prosperity.

### **College Senate**

College Senate Chair Christine Miller reported that the Senate held its first meeting of the Spring semester on February 2. College governance elections will be held this semester and will begin with a call for nominations in March. Senate Chair Miller concluded that the Senate approved the charter of a new Transfer Ad-Hoc Committee. More will be reported from this Ad-Hoc committee at future meetings.

President VanWagoner concluded his report by announcing that the State of the University System address will be held virtually later this week. Further, Executive Director Jill Heintz has taken on the additional role of Campus Safety Monitor for the College to be the point person for SUNY's communications and daily check in calls around the pandemic and testing to ensure connection, compliance, and information-sharing with SUNY.

### **Consent Agenda**

<i>Attachment a</i>	Minutes of December 14, 2020 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Board Committee Updates
<i>Attachment d</i>	Strategic Plan Framework 2021-22
<i>Attachment e</i>	Distinguished Retiree, Theresa Paladino

<i>Attachment f</i>	Distinguished Retiree, Jacqueline Womack
<i>Attachment g</i>	Excluded Administrative Staff Appointments
<i>Attachment h</i>	Jon-David Velleto, Coordinator – Workforce Development
<i>Attachment i</i>	Jario (Manny) Sabillon, Educational Opportunity Program (EOP) Counselor
<i>Attachment j</i>	Emeritus, Andrew Glidden

Chair Colón asked for a motion to approve items 7a-j of the consent agenda.

Motion was made by Elaine Falvo and seconded by Frank Dubeck to approve items 7a-7j. Unanimously approved.

### **8. Discussion Items**

#### Board Committee Charter Revision: Academic & Student Success

Charter revisions for the Academic & Student Success Committee were brought before the Board as a first reading.

A motion to suspend board policy was made by Williams Calli and seconded by Wendy Waters. Unanimously approved.

Motion to adopt the revised charter into policy was made by Elaine Falvo and seconded by Wendy Waters. Unanimously approved.

### **7. Adjournment**

Motion was made by Camille Kahler and seconded by William Calli to adjourn the meeting at 5:18 p.m. Unanimously approved.