

**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 4:07 p.m. by Chair Colón on Monday, March 15, 2021.

Members Present

Anna D'Ambrosio
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 then went on to recognize faculty and staff who recently received awards and accolades as follows: MVCC launched MV Tech Corps, a locally funded program to Job Corps, which provides an opportunity for low-income students to earn a tech and trades certificate in eight months for free and receive employment counseling and guaranteed job interviews through partner companies; the New York Power Authority announced that they will provide opportunities for P-TECH students, including bringing energy-related academic tracks to students in the OHM BOCES/MVCC P-TECH partnership in areas including electrical engineering, mechanical engineering, and cybersecurity; MVCC was recognized as a Champion of Learning for showing commitment to workforce development by highlighting employee learning throughout 2020 by the Association of Talent Development's CNY chapter; Phi Theta Kappa honor society inducted 60 students at their Spring 2021 ceremony held on February 22; MVCC students Aliyah Marvel, Phoebe Marvel, and Ryker Acquasanta received scholarships from the Rome College Foundation; Trustee and ACCT Board Chair David Mathis was featured in ACCT's Trustee Quarterly magazine. Chair Colón concluded his remarks by introducing and welcoming Anna D'Ambrosio to the Board of Trustees. D'Ambrosio was recent appointed by the Governor to fill one of the two gubernatorial vacancies on the Board. Chair Colón then asked for the Treasurer's Report.

3. Treasurer's Report

Vice President Squires reported that overall revenue is coming in at 12.3% under budget. The main contributing factors include another 20% cut in the state aid payment that was received in January and spring tuition running 8.3% under budget. Expenditures are \$1.2 million under budget. The College will continue to monitor state aid as well as guidance from SUNY and the NYS Division of Budget on access to the new CRRSAA funding. The

first distribution of student financial aid refund checks for the spring semester is schedule for Friday, March 19 with an estimated \$700,000 to be paid out in approximately 800 checks. This refund will mark one year since the first direct mail distribution method was put into place due to the pandemic. The second distribution of student refunds is scheduled for April 9. As periodically reported in the past, the College continues to receive rebates from prescription drug plan, Maxor. The most recent rebate checks received in the last few months for \$31,084; \$21,157; \$29,016 and \$19,161 have brought the total rebates received by the College to over \$1,117,000. Additionally, since the College only pays for the drugs that are actually used for employee health instead of paying a flat rate for monthly usage, the College is saving approximately \$100,000 per month on prescription drugs and has a cumulative savings of \$3,012,00 since self-insuring in 2013.

4. Committee Reports

Academic and Student Success Committee

Committee Chair Kahler reported that the Academic and Student Success Committee met prior to the Board meeting. The committee reviewed student success indicators and the Equity Scorecard. Trustee Kahler thanked Marie Miknavich and Jim Myers with Institutional Advancement who prepared all the data points and comparisons that easily displayed where MVCC was, is, and will be going. The committee further reviewed and discussed two program proposals for an Analytics Certificate and Business Analytics AS degree and recommends that the Board of Trustees accept both programs.

A motion was made by Bill Calli to accept the Analytics Certificate and Business Analytics AS degree. Wendy Waters seconded. Unanimously approved.

Audit and Finance

Committee Chair Mathis reported the Audit & Finance Committee met prior to the Board meeting and received an overview of the audit. Trustee Mathis introduced Tricia Lucas from D’Arcangelo & Company to address the Board. Ms. Lucas reviewed copies of the audit and summary document. She reported the audit resulted in a clean opinion for the College and no new findings or recommendations were reported.

Trustee Mathis made a motion to accept and approve the audit. The motion was seconded by Frank Dubeck and unanimously approved.

Facilities and Campus Safety

Chair Dubeck reported that the Facilities and Campus Safety Committee met on March 10, 2021. The committee reviewed all active capital projects. Chair Dubeck proposed to Trustees to voluntarily disclose their vaccination status so that decisions could be made consistent with public health guidelines to return to in-person meetings. Trustees comfortable with sharing their status will contact the Secretary to the Board separately.

Dormitory Corporation (DC)

Dormitory Corporation (DC) Chair David Mathis reported that the next DC meeting is scheduled for Thursday, May 13.

MVCC Foundation

Vice President DuRoss reported that the Foundation has approximately \$7,790,806 in portfolios. The Week of Giving campaign held February 8 through February 14 raised \$13,249.15 from 159 donors. The annual Alumni Mailing campaign has raised \$25,336 from 225 donors. A follow up donor mailing will be sent out next week as a second push for the Alumni campaign. Emails and advertisements have started to go out regarding our annual Ted Moore 5K Run/Walk which will take place virtually on May 1, 2021. A ribbon cutting at the Cree space on Catherine Street will be held on March 16 to unveil the AHMS lab and to announce the Foundation's partnership with Cree on this lab. To adhere to social distancing guidelines, the event is limited to a small gathering. Vice President DuRoss concluded his report by announcing the next Foundation Board meeting will be held Thursday, April 29.

NYCCT/ACCT

ACCT Board Chair Mathis shared that discussion at the national level has shown a 9.9% decline in enrollment at the Community College level. He then went on to report that ACCT is still planning an in-person Congress in October slated to be held in San Diego. Trustee Mathis reminded the Board that an NYCCT Board meeting will held April 10 and all Trustees are welcome to attend.

NYCCAP/SUNY

President VanWagoner reported the both the Assembly and Senate have submitted a funding floor for Community Colleges into each of their plans. If the plans get passed, the floor will be instituted for 2021. President VanWagoner concluded that NYCCAP will be getting together next week to talk through plans for the fall.

5. Student Trustee Report

Student Trustee Fabiha Khan began by highlighting her trip to Pakistan having just returned from visiting family. She then reported that students have been relatively quiet with nothing coming through Trustee Box or office hours. Student Trustee Khan will be working on finding other ways to try and engage students to identify/hear their needs/wants. She is currently working on promoting Student Congress and the Hawk Life app where much of student happenings are posted to try and keep students engaged. Student Trustee Khan will also be reviving her Student Trustee events for the semester as this seems to generate student interest. She concluded by reporting that she is physically on campus and holding office hours in person in her office.

6. President's Report

President VanWagoner began by officially welcoming Anna D'Ambrosio to the Board of Trustees. He then went on to acknowledge that it is the one year anniversary of when the COVID pandemic broke wide open over spring break shifting the entire college to go fully remote in less than five days.

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

Student Affairs

As we continue to develop the MVCC model of Guided Pathways, the emergence of support for student career exploration is becoming a critical part of the student experience.

On March 10th and 11th, staff from Career Services, Holistic Student Support, Counseling Services and OAR took part in the NACE (National Association of Colleges and Employers) Career Coaching Intensive. This was facilitated by Cheryl Hicks (Associate Director of Career Education and Coaching; Diversity and Inclusion Career Programs) from Wake Forest University. Over the two-day training, seven (7) topics covered to lay the foundation for a consistent fund of knowledge.

This training provided many of the student support staff who are in a position to help students with defining a career path with an important professional development opportunity. This now provides a baseline skillset for our staff in Advisement, Accessibility Resources and Counseling Services that often engage students on these topics in order to provide a consistent experience for all of our students, while allowing Career Services to focus on the students with the most time intensive needs.

This Career Coaching Intensive is the first step toward the requirements for staff to sit for (the 30 or 60 hour) Board Certified Coaching Exam should they so choose to pursue that credential.

Administrative Services

Vice President Squires provided an update on fund balance. The current fund balance is \$2,562,317 of which \$444,000 has been appropriated to balance the 2020-21 budget. This would leave our fund balance at \$2,118,317 which is 4.29% taking us below the Board policy threshold on fund balance. If State Aid is reinstated in its entirety and the funding floor for community colleges is enacted at the legislative level, it will bring our fund balance threshold back up 5.5%.

Academic Affairs

The NJCAA Region 3 SUNY leaders have worked to design expectations and guidelines that will protect the health and safety of our student-athletes, staff, campuses and community. Region 3 has partnered with Region 15 to develop cohesive guidelines and protocols for SUNY Community Colleges. They have developed guidance that they hope will safely permit the resumption of intercollegiate athletics in spring 2021 semester. These have been approved by the twenty-one (21) Region 3 SUNY athletic directors. The guidance and recommendations are grounded in recommendations set forth by the New York State Department of Health (NYSDOH) Supplemental Guidance for Athletics at Higher Education Institutions During the COVID-19 Public Health Emergency”, “Sports and Recreation” for youth and high school sports, best practice guidelines issued by the Center of Disease Control (CDC), the State University of New York Athletic Conference (SUNYAC) Plans, and the Resocialization and Return to Play Guidance from leading national intercollegiate athletics governing bodies, including the National Collegiate Athletic Association (NCAA), and the NJCAA.

Additionally, the following items have been identified as major components necessary for a safe return to competition and will be universally adopted by Region 3:

1. Mandatory COVID-19 Testing – per SUNY testing requirements and SUNY approved plans
2. Mandatory COVID-19 Daily Screening
3. Mandatory COVID-19 Tracking & Tracing – per local DOH and institutional approved plans
4. Mandatory COVID-19 Positive Test Protocols – per local DOH and institutional approved plans
5. Mandatory COVID-19 Education/Training for student-athletes, coaches, Athletics staff.
6. Mandatory Sport restart pushed back to February 1, 2021
7. Mandatory Competition Schedule Reduction – for traditional fall and winter sports in spring 2021
8. Mandatory Reduced Travel – per NYS COVID Travel Advisory
9. Mandatory Game & Facility Protocols
10. Broadened Use of Outdoor Facilities
11. No spectators – indoor and outdoor sports (currently under review by SUNY)

MVCC competed in cross country this past fall and is currently participating in men and women’s bowling via a virtual format where colleges compete weekly and then submit results. Currently both teams are in first place in Region 3.

Beginning March 27 spring sports of baseball, softball, track, tennis, and golf will commence. Basketball and volleyball did not compete this year as they were categorized as high risk in addition to being indoor sports.

College Senate

College Senate Chair Christine Miller reported that the Senate heard a great presentation on Small Bets taking place here at the College. Three new items of business were discussed: institutional syllabi statements; systematic inclusion statement; and the microcredentials policy. These three items will also be presented at to Faculty Caucus at their March 16 meeting for further input. The Transfer Ad-Hoc committee provided an update on their progress and will be identifying areas that can be improved in the transfer process to help our students beyond when they leave MVCC.

Consent Agenda

<i>Attachment a</i>	Minutes of January 25, 2021 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer’s Report
<i>Attachment c</i>	MVCC Continuity of Operations (per SUNY & NYS)
<i>Attachment d</i>	Association of Mohawk Valley Administrators (AMVA) - Continuing Appointment Todd Behrendt Dean for the School of Art M. Jake Mihevc Dean for the School of STEM
<i>Attachment e</i>	Professional Association (PA) – Career Appointment Nicole Benton Technical Assistant – Placement Testing Maureen Boufas Assistant Director of Financial Aid

	Brittany Dielemans	Coordinator of Judicial Affairs and Community Standards
<i>Attachment f</i>	Courtney Taurisano-Sprague	Development Assistant Professional Association (PA) – Continuing Appointment
	Jocelyn Ireland	Librarian – Assistant Professor
	Michelle Parker	Assistant Professor – Nursing
	Alisia Pooley	Assistant Professor – Surgical Technology Allied Health
<i>Attachment g</i>	Amend Staffing Plan: Jewel Smith-Rudolph, Job Corps Scholar Counselor	
<i>Attachment h</i>	Amend Staffing Plan: Susan O’Meara, Job Corps Scholar Counselor	
<i>Attachment i</i>	Amend Staffing Plan: Patricia Antanavige, Student Support Advisor-Retention Coordinator	
<i>Attachment j</i>	Jairo (Manny) Sabillon, Educational Opportunity Program (EOP) Counselor	

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

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

8. Discussion Items

Board Committee Charter Revision: Facilities & Campus Safety

Charter revisions for the Facilities & Campus Safety Committee were brought before the Board as a first reading.

A motion to suspend board policy and adopt revised charter into policy was made by Frank Dubeck and seconded by David Mathis. Unanimously approved.

Stetson Naming Opportunities

Facilities & Campus Safety Committee Chair Frank Dubeck motioned to open conversation to entertain a Board exception to the Naming Policy. Further discussion directed this back to the Facilities & Campus Safety Committee to develop guidelines for when the Board will grant an exception to the Naming Policy.

HOC Community Foundation MV Equity Pledge

President VanWagoner reviewed the MV Equity Pledge established by the Community Foundation and outlined that the Pledge allows for organizations to sign on as a collective group.

Tony Colón motioned to allow President VanWagoner to complete the pledge on behalf of the Board of Trustees and the College. Bill Calli seconded the motion. Unanimously approved.

President VanWagoner asked for an executive session to discuss negotiations with no further action. Motion was made by William S. Calli, Jr. and seconded by Frank Dubeck to enter into executive session at 5:54 p.m. Unanimously approved.

The meeting reconvened at 5:52 p.m.

9. Adjournment

Motion was made by Bill Calli and seconded by Frank Dubeck to adjourn the meeting at 5:53 p.m. Unanimously approved.