

**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 4:10 p.m. by Chair Colón on Monday, May 17, 2021.

Members Present

Camille Kahler
Tony Colón
William S. Calli, Jr.
Frank Dubeck, Jr.
David Mathis
Wendy Waters (virtual)
Anna D'Ambrosio
Dana Jerrard
Fabiha Khan

Members Excused

Elaine Falvo

2. Chair's Report

Chair Colón announced that the Zoom meeting will be audio and video recorded to comply with the New York State Executive Order and Open Meetings Law. He then went on to recognize faculty and staff who recently received awards and accolades as follows: MVCC's Unoccupied Aerial Systems Club held our first annual Drone Festival on May 1 promoting MVCC's Remotely Piloted Aircraft Systems degree program. The event was supported by several local employers who had resource tables set up and the event featured interactive demonstrations of different types of drones, hands-on racing simulators, and the opportunity to fly a mini-drone; MVCC announced its new partnership with the Mohawk Valley Institute for Learning in Retirement. MVILR, as it's known, have moved their services from SUNY Poly to MVCC's Rome Campus, and will continue to provide programming and courses for seniors interested in new, non-credit learning opportunities; MVCC held a virtual Prepare for Success event, during which a team of volunteers helped students shop the donated professional clothing for interview outfits through Zoom; on April 16, the Healthy Lifestyles Committee and MVCC's Program Board put together 60 food kits that were given out to students; MVCC Instructor Sam McManus recently published a new novel titled, "The Queen's Legacy;" Kathy Kotary, Intake Process and Support for the Rome Campus, made the March edition of the New York State Women's, Inc. Official newsletter for her work in helping MVCC students and alumni access scholarships provided by the NYS Career Development Organization. Chair Colón then reminded the Board to review an email President VanWagoner forwarded from Gary Broadhurst, Dean of Athletics, outlining the wonderful accomplishments of our MVCC Hawks student-athletes this spring. Chair Colón then asked Vice President Squires for the Treasurer's Report.

3. Treasurer's Report

Vice President Squires reported that overall revenue is 8.61% under budget. This net change has mainly been contributed to a loss in Spring tuition, chargeback revenue, and non-credit

programming. Expenditures are coming in at approximately \$2,000,000 under budget. Vice President Squires continued to report that SUNY has provided guidance on the spending of the CARES Act and CRRSSA funding. The College has issued over \$2,100,000 from the second round of federal CRRSA funding to 1,700 students with the top award amount for full-time students being \$1,464 and the top award amount for part-time students being \$1,098. To date, the College has paid over \$4,000,000 during the past year to help our students.

4. Committee Reports

Governance and Personnel

Chair Calli reported the committee met prior to the Board meeting. Board personnel policies were reviewed for compliance and will come before the full Board at the June meeting. The committee received an update on grievances and legal cases as well as an overview on the HR training software that will be implemented at the College. Chair Calli further went on to report that the committee received an update on changes to the hiring process which include the addition of a yearly training of all search committee members. The committee concluded with updates on dental benefits and the RFP process for the College's health benefits broker.

Facilities and Campus Safety

Chair Dubeck reported the committee met on May 10. Further discussions continued around Naming Policy and if time limits should be placed on honorary naming opportunities. Work will continue around this topic at future committee meetings. The committee unanimously recommended John Stetson be awarded honorary status with the Payne Hall 300 Board Room being named in his honor. A resolution for this honorary naming will come before the full Board at the June meeting.

MVCC Foundation

Vice President DuRoss reported that the Foundation has approximately \$8,198,463 in portfolios. The annual Ted Moore Run/Walk was held virtually on May 1 with 199 donors/participants and raised over \$9,000 for the Ted Moore Scholarship Fund making it a record year. The annual fundraising Foundation Golf Tournament will be held this year with a few changes to comply with NYS and CDC pandemic guidelines. The Tournament is scheduled for June 22 and invitations have been mailed out. The lumber gift agreement with Cree has been finalized and we are in the process of making transportation arrangements. The Foundation has a few prospects interested in buying some of the lumber from this gift. Vice President DuRoss concluded his report by announcing the next meeting of the Foundation Board will be held on July 29.

NYCCT/ACCT

ACCT Board Chair Mathis reported that the ACCT Presidential search process is progressing with four candidates to be interviewed by the ACCT Board and the selected candidate being announced in September. The Northeast Regional meeting will be held virtually on May 25 from 12:00 to 1:00 p.m. All Board members are encouraged to attend. The ACCT Leadership Congress will be held in person for the first time since the pandemic in San Diego, California October 13 through 16.

SUNY/NYCCAP

President VanWagoner reported that the New York Community College Association of Presidents (NYCCAP) will be holding their summer meeting in person at Onondaga Community College on June 7.

5. Student Trustee Report

Student Trustee Fabiha Khan happily reported that she has been re-elected to serve another term as Student Trustee and that all other Student Congress positions have been filled for the upcoming academic year. Student Congress has experienced a great increase in attendance and participation over the past academic year and hopes to keep the same level of engagement going into next year. The Student Activities banquet was held in person earlier this month which showcased just how much student clubs and organizations have been engaged throughout the pandemic. Student Trustee Khan concluded that it has been a great semester and she looks forward to seeing everyone in the fall.

6. President's Report

President VanWagoner began by thanking Facilities, Marketing, and Events staff for all their efforts in coordinating the dates for the Walk the Stage event for this year's MVCC graduates. Since graduation was held virtually, three dates were reserved for graduates to bring their families to campus, dress in regalia, connect with other students, experience walking the stage, and have their pictures taken. It was a wonderful opportunity for graduates to celebrate their accomplishments in an otherwise unorthodox year. President VanWagoner further went on to thank faculty and staff for their resilience who pulled through a straight 15-week semester without a spring break. He further went on to report that COVID testing has concluded for the spring semester and to highlight all the efforts of the COVID testing team, the College had a 100% compliance of all residence hall students, an overall 0.21% institutional positivity rate, and administered over 7, 787 COVID tests during the Spring semester. President VanWagoner also acknowledged Vice President Kahler and Assistant Vice President Lynch for their efforts and leadership in managing the communication around changes to our Blackboard learning management system.

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

Administrative Services

Vice President Squires provided an update on the College's technology upgrades that are in process this summer. The College will be moving from a local Cisco setup to an Extreme cloud system that will bring added security and greater ability for monitoring. Extreme will allow Information Technology to see who is connecting to the network, from what type of device, when they are connecting, and where the connection is. Further, SUNY is mandating that all colleges implement MDM (Mobile Device Management) which only allow 'up to date' devices to be able to connect to colleges' WiFi. Information Technology will be using the Microsoft MDM option that is included with our current licensing to help implement this mandate. The College will also be migrating the Microsoft Exchange platform to Microsoft 365 that will bring additional security through a multifactor authentication process, expanded Single Sign On, and the ability to use Microsoft Teams SUNY-wide. The last upgrade in

process is the replacement of the out of date and/or broken cameras on both the Utica and Rome campuses. The camera system has proven to be extremely valuable to solve minor crimes, monitor activity in buildings, and overall activity across both campuses. The College will be working on replacing and adding cameras with better resolution and functionality.

Student Affairs

Vice President Reynolds provided an update about the Behavior Evaluation Response Team, otherwise known as BERT. BERT was initiated in October 2007 by the former Vice President of Student Affairs, Denise DiGiorgio, in response to the Virginia Tech shootings in April of the same year. The BERT team consists of representatives from across the College that routinely come into contact with students. The purpose of BERT is to encourage a proactive, confidential collaboration with relevant professionals to address student behavior to prevent escalation. The team meets every week to discuss reports that have come in, to develop the action plan, to determine who will follow up with the student, and who will follow up with the person who provided the report.

There are five categorizations of student behavior that have been developed for the team's use and for reporting purposes:

- Care and Concern
- General Concern
- Classroom Behavior
- Judicial
- Mental Health

For the past three semesters of the pandemic, Spring 2020, Fall 2020 and Spring 2021, we have had 15, 13, and 12 cases respectively. It is important to note that when a student has been 'BERT'd,' the team takes great care to find the least intrusive way to connect with the student. Although we meet weekly, there may also be a report that requires immediate attention. These usually involve mental health. These reports are monitored daily so that if a report of that nature comes in, we are on it and taking steps rather than waiting to discuss it at the next scheduled meeting. There are also times when a report comes in and the person reporting it requests that no action is taken but the report is for documentation only. The BERT team will determine what happens next depending on the concern that is presented as well as if there is any pattern of behavior that we might be aware of. This group of individuals does quiet but important work.

Academic Affairs

Vice President Kahler provided preparatory background to the Board on the discussion item for the Board Policy Revision to 6001 Degrees Micro-Credentials. The change is to the language of the Micro-Credentials portion of the policy. This change will better align with SUNY policy and allows for necessary flexibility with workforce development. The suggested language will also align the credit range for micro-credentials with SUNY's credit range and allows for a mixture of credit and non-credit experiences to be included in the design of a micro-credential. The quicker the College moves the better our ability to serve the workforce and create new micro-credentials under the new guidelines as we have been seeing an increased need of late.

College Senate

Senate Chair Christine Miller reported that the Senate held its final meeting of the academic year earlier this month. At this meeting, the Senate approved the inclusivity statement, institutional and syllabi statements, and micro-credential policy that are on the Board agenda's discussion items. The Senate also voted to endorse three resolutions from the Faculty Council of Community Colleges that communicate concerns around the changes suggested by the SUNY Gen Ed group and the short timeframe in which colleges had to review and respond. The annual special meeting of the College Senate was held earlier today where new members were welcomed that will be joining for 2021-22 and reviewed the duties/responsibilities of members from the By-Laws, new senate advisory members were elected, and the College Assessment Plan was reviewed. Two areas of concern of the Plan were discussed and feedback was recorded. Senate Chair Miller concluded her report by thanking the Board for all of their support.

7. Discussion Items

Board Policy Revision: 6001 Degrees Micro-Credentials

Board Policy 6001 Degrees: Micro-Credentials section was brought before the Board as a first reading for discussion. President VanWagoner stated that the suggested language has been thoroughly vetted through the shared governance structure. With no further discussion, this revision will be placed on the Consent Agenda at the June meeting.

Millennium Project

The Millennium Project has been in a state of suspension since the former director left the College and other high school support programs such of Gear Up and STEP have had difficulty connecting with students during the pandemic. A reasonable approach to build back curricular support was discussed where President VanWagoner and Vice President Reynolds will work to revive the Millennium Project mission and propose a plan back to the Board.

2021-22 Operating Budget

Consent Agenda Items c through f were highlighted for further discussion:

7c – 2021-22 Annual Plan

President VanWagoner pointed out that the College did not update the scheduled five-year extension of the College's Strategic Plan, but rather renamed four of the five existing strategic goals as "Pillars" to guide more robust annual planning. The Annual Plan for next year is as robust and far-reaching as any Plan in recent memory that incorporates several recommendations from college-wide and inter-departmental groups.

7d – 2021-22 Operating Budget

President VanWagoner provided an overview of the proposed 2021-22 Operating Budget including the following:

Budget highlights:

- +\$50 per FTE in state aid (+\$28,000)
- No increase to tuition or fees

- \$1,000,000 use of fund balance (roughly 10% of total operating funds, including Federal stimulus money)
- No increase in County base support
- Continued student success allocation from the County (\$175,000)
- Continued equipment allocation from the County (\$100,000)

7e – 2021-22 Tuition and Fee Schedule

President VanWagoner pointed out that there are no proposed increases to student tuition or fees, with the exception of a few pass through fees based on increased costs.

7f – Institutional Statements

Over the past few years, the College has developed and approved several different statements to address changes and specific issues in society and the College’s operation. Additionally, the Strategic Planning Council recently recommended updating the Strategic Plan (that expired in 2020) with a Strategic Framework that Board of Trustees approved in January. As part of that process, we are also reviewing institutional statements (i.e, Vision, Mission, Values, etc.), as well as an Employee Credo recommended by a self-organized team of employees and other commitments that include the multiple statements currently included in the common syllabus template.

Consent Agenda

<i>Attachment a</i>	Minutes of April 19, 2021 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer’s Report
<i>Attachment c</i>	2021-22 Annual Plan
<i>Attachment d</i>	2021-22 Operating Budget
<i>Attachment e</i>	2021-22 Tuition and Fee Schedule
<i>Attachment f</i>	Institutional Statements
	i. Vision/Mission Statement
	ii. Values and Credo Statement
	iii. Equity Statement
	iv. Anti-Racism Statement
	v. Inclusivity Statement
<i>Attachment g</i>	Amend Staffing Plan: Matthew Warchal, Upward Bound Program Specialist
<i>Attachment h</i>	Andriana Semko, Health Information Technology (HIT) Instructor
<i>Attachment i</i>	Kenny Stover, Heating, Ventilation and Air Conditioning (HVAC) Instructor
<i>Attachment j</i>	Frank Vellone, Electrical Engineering Technology (EET) Instructor
<i>Attachment k</i>	Claire Ehrlich, Librarian – Instructor
<i>Attachment l</i>	Renewal of Grant-Funded Appointments
<i>Attachment m</i>	Renewal of Probationary Appointments

Motion was made by David Mathis and seconded by Frank Dubeck to approve items 7a-m.

Unanimously approved.

8. Adjournment

Motion was made by Frank Dubeck and seconded by Camille Kahler to adjourn the meeting at 5:42 p.m. Unanimously approved.