

**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 Stetson Board Room, Payne Hall, Mohawk Valley Community College, Utica, New York was called to order at 4:03 p.m. by Chair Colón on Monday, March 21, 2022.

**Members Present**

Tony Colón  
William S. Calli, Jr.  
Anna D'Ambrosio  
Camille Kahler  
Frank Dubeck, Jr.  
Elaine Falvo  
Dana Jerrard  
David Mathis  
Wendy Waters  
Student Trustee Samantha Kisachi

**Members Excused**

**2. Chair's Report**

Board Chair Colón began by thanking everyone for an engaging Board Retreat. Chair Colón then went ahead to ask the College Senate Chair for her report earlier in the agenda to allow her to attend her afternoon class.

**College Senate**

Senate Chair Christine Miller reported that the College Senate met on March 1, 2022. The Senate discussed the Grade System and Transfer Credit Policy Change recommendations and the received an update on the upcoming Senate Committee Elections. New items of business discussed included how to increase engagement, attendance, and communication with and from College Senators, Constituents, and Senate Committee chairs. Senate Chair Miller concluded that the next meeting of the College Senate will be held April 5, 2022.

Board Chair Colón then asked Vice President Squires for the Treasurer's Report.

**3. Treasurer's Report**

Vice President Squires reviewed the Revenue and Expenditure reports for February 2022. February brought significant shifts in revenue which netted out to an overall deficit growing from 1.5% under budget to a 5.5% deficit at the end of February. Spring tuition is still likely to end significantly short, as did fall semester tuition, because enrollment for spring is still tracking behind in double digits at the current time. Expenditures also increased to 7.1% higher from last year. He then went on to report that the College issued \$396,910 to 480 students in supplemental aid for unmet need; \$4,727,450 to 1,784 students in Spring 2022 CARES Act money; distribution of financial aid refund checks for the spring semester occurred on Friday, March 4 in the amount of \$592,463.39 to 591 students and the second distribution occurred on Friday, March 11 in the amount of \$77,900.31 to 75 students. Vice President Squires concluded by reporting the Professional Association labor contract

settlement retroactive payments have been paid to full-time faculty and 12-month professionals totaling \$179,538.66 for base pay, overtime, and overload.

#### **4. Student Trustee Report**

Student Trustee Samantha Kisachi introduced herself to the Board. She then went to report that as the new Student Trustee she has been working to interact with staff, faculty, and students and learn/address student concerns. Further, the President of Student Congress has been holding virtual Hawk Talk Live hours through Facebook Live where he recaps Student Congress meetings and talks about upcoming events. The Student Congress Treasurer hosts Saturday Planning hours where she talks about different programming ideas and the process of submitting proposals. Student Trustee Kisachi concluded her report by recognizing the efforts of the Program Board to create and offer events for students.

#### **5. Committee and Affiliation Reports**

##### Academic and Student Success Committee

Academic and Student Success Committee Chair Camille Kahler reported that the committee met prior to the Board meeting. The Committee heard from Troy Little on his dissertation research centered around equity and how those insights learned will integrate into the work of guided pathways efforts at the College. President VanWagoner went on to recap the data summit that was held for all full-time employees at the beginning of the semester that spoke to the butterfly effect illustrating how every interaction at every level is critical to student success. Vice President Reynolds closed the meeting by reviewing the social norming campaign the College is working towards around mental health. Prior to the launch of the mental health social norming campaign, a college-wide readiness training was made available to the college community on how to be prepared to tackle uncomfortable conversations with students or colleagues known as “Question, Persuade, Refer” (QPR). Upon release of this training 113 employees have become QPR trained.

##### Governance and Personnel Committee

Governance and Personnel Committee member Frank Dubeck reported that the committee met prior to the Board meeting. Human Resource Executive Director Marceau provided an update on the status of the remote work policy and Section II Personnel of Board Policy. She continued to inform the board that the College will be going through an I-9 Audit with the assistance of the Compliance Officer. The meeting concluded by reviewing the Start Right Guide for the onboarding of new employees.

##### Auxiliary Services Corporation (ASC)

ASC Board Liaison Elaine Falvo reported that the ASC Board met on February 21. The ASC Board reviewed receipts and commissions with the Bookstore and discussed the replacement of the dishwasher and washroom floor in American Dining. ASC is also exploring outside groups/organizations that could utilize the Dorms during the summer. Falvo further went on to report that the ASC Board accepted the resignation of Jennifer Gonzales as the ASC Controller and the Board will be forming a finance committee.

##### Dormitory Corporation (DC)

DC Chair David Mathis reported that board will meet on April 4 to review the audit.

### Foundation

Executive Director Deanna Ferro-Aurience reported that the Foundation has approximately \$8,189,475 in portfolios. She then went on to report that the Foundation has recently received two large gifts. One in the amount of \$254,437.03 from the estate of Francis A. Wilcox. This gift will establish the Wilcox Family Fund which is an endowed scholarship intended for students working on career advancement or a change in occupation. The second gift was received from Oneida County in the amount of \$150,000 that was originally budgeted for the Innovation Collective Utica but has been reallocated to support the programs and services provided at the thINCubator. The Annual Fund campaign has raised \$56,490 from 289 donors. The annual lapse donor mailing was sent out last week to over 500 past donors, and members of the Alumni Association will be sending hand-written notes to individuals in their graduating class asking them for their support. She then went on to provide a staffing update which included Angela Marken joining Institutional Advancement as the new assistant to the office and the search process for the Director of Development position. Executive Director Ferro-Aurience concluded by reviewing the Foundation's accounts and opportunities to increase efficiencies by consolidating and growing funds, with the goal of maximizing impact and long-term growth of the endowment.

### NYCCT/ACCT

ACCT Executive Committee Chair and Immediate Past Board Chair David Mathis reported that April is Community College month and ACCT has released a toolkit for colleges on how to best advocate all month long. Mathis will share the toolkit with the College's marketing department. He further went on to share that he had attended a Trustee Panel discussion where members were asked to answer several questions around "The Trustee's Role." Mathis shared the questions with the Board to reflect on and discuss at a future date. Board Chair Colón continued to report that President VanWagoner, Vice Chair Dubeck, along with himself will be attending and presenting at the upcoming ACCT Governance Leadership Institute in Philadelphia, March 23 through 25. Board Chair Colón concluded he will be attending a meeting with NYCCT later in the week and asked the Board for ideas to bring to the meeting that could enhance trusteeship and use of funds. Mathis offered advocating for a process to onboard new trustees.

### NYCCAP/SUNY

President VanWagoner reported that the SUNY Interim Chancellor will be holding a Presidents meeting in Albany tomorrow, March 22. The Interim Chancellor has advocated for a funding floor at pre-pandemic levels which has been put into the one-house bill.

The Board then moved into discussion around Governor Hochul's State of the State proposal to merge SUNY Polytechnic Institute's College of Nanoscale Science back into the University at Albany. The Board strongly supported the need to pass a resolution for President VanWagoner to send onto SUNY and the legislature as follows:

RESOLVED that the Board of Trustees hereby fully supports the position of Oneida County, elected regional State representatives, Oneida County employers, and regional economic development organizations to keep the College of Nanoscale Science on the SUNY Polytechnic Institute Campus in Marcy, New York.

Motion made by Camille Kahler and seconded by Frank Dubeck.  
Unanimously approved.

## 6. President's Report

President VanWagoner introduced Alen Smajic Executive Director of Marketing and Communications to address the Board on the College's social media marketing plan for Community College Month. Executive Director Smajic reported that social media posts will begin Friday, April 1 which happens to be MVCC's Open House. Posts will be published each weekday through April and include community college facts and links where possible; daily posts showing MVCC's value and reach in the community; "Did You Know?" fun facts about MVCC; weekly snapshots from MVCC's 75 years as New York State's first community college; weekly alumni profile; student and alumni testimonials. Marketing is also working on one or two longer-form articles on the importance and benefits of community colleges using real MVCC alumni as examples.

## 7. Vice President Reports: Vice President Reynolds Student Engagement

The Board had no questions on the written reports from the Vice Presidents. Vice President Reynolds introduced Sandy Cummings who presented on student engagement activities and retention efforts throughout the pandemic.

## 8. Discussion Items: Demographic Drought

President VanWagoner provided a deeper dive into the information from EMSI's "Demographic Drought" report on the approaching labor shortage.

## 9. Consent Agenda

<i>Attachment a</i>	Minutes of January 24, 2022 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Medical/Surgical Supplies Donation: MVCC Foundation to Mohawk Valley Community College
<i>Attachment d</i>	Emeritus, Frank DuRoss
<i>Attachment e</i>	Association of Mohawk Valley Administrators (AMVA) – Continuing Appointment Marie Miknavich      Dean of Institutional Research and Organizational Performance
<i>Attachment f</i>	Professional Association (PA) – Career Appointment Peggy Axel              Library Cataloging Coordinator Daniel Eddy             Student Support Advisor Teresa Fava-Schram    Coordinator, Workforce Development Emily Gifford          Coordinator of International Student Services Brandon Horender      Coordinator of Dual Credit Ronald Jones            Technical Assistant Stacy Kenyon            Financial Systems Accountant Vincent Pellizzi        Manager of Information Technology Administrative Computing Services
<i>Attachment g</i>	Professional Association (PA) – Continuing Appointment Michael Brown         Assistant Professor Katey Cordary          Assistant Professor Alan Hazen              Assistant Professor Luke Hobaica            Assistant Professor Brittnee Mexico        Head Coach/Athletic Specialist – Instructor James Rice               Assistant Professor

	Michael Sisti	Assistant Professor
	Christine VanNamee	Assistant Professor
	Brandon Walcutt	Assistant Professor
<i>Attachment h</i>	Marie Veschusio,	Admissions Specialist
<i>Attachment i</i>	Amend Staffing Plan: Angela Marken, Assistant to the Office of Institutional Advancement	
<i>Attachment j</i>	Amend Staffing Plan: Jaime Gallardo, Coordinator Workforce Development	
<i>Attachment k</i>	Jaime Sangiacomo-Jackson, Coordinator Re-Entry	
<i>Attachment l</i>	Amend Staffing Plan: Julie Dewan, Dean of Curriculum and Academic Scheduling	
<i>Attachment m</i>	Amend Staffing Plan: James Maio, Dean of Student Development	
<i>Attachment n</i>	Amend Staffing Plan: Christine VanNamee, Assistant Professor	
<i>Attachment o</i>	James Roberts, Assistant Professor	
<i>Attachment p</i>	Krystal Smith, Licensed Mental Health Practitioner	
<i>Attachment q</i>	Venancio Fuentes, Instructor – Electrical Engineering Technology	

Item 7c was pulled off the Consent Agenda for further discussion. Discussion into Item 7c was to clarify that the donation of expired medical/surgical supplies was not considered a fixed asset. The resolution background was revised to clarify that the donation was supplies rather than equipment and therefore there is no need to record and track for fixed asset recordkeeping.

Motion was made by Frank Dubeck and seconded by Anna D'Ambrosio to approve item 7c with the background revision and items 7a, 7b, and 7d-7q.  
Unanimously approved.

Motion for an executive session to discuss personnel with no further action was made by Camille Kahler and seconded by David Mathis.  
Unanimously approved.

The Board of Trustees entered into executive session at 5:45 p.m.  
The meeting reconvened at 6:08 p.m.

## **10. Adjournment**

Motion was made by Elaine Falvo and seconded by Camille Kahler to adjourn the meeting at 6:09 p.m. Unanimously approved.