

**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 Boardroom, Payne Hall, Room 300, of Mohawk Valley Community College, Utica, New York was called to order at 4:08 p.m. by Chair Waters on Monday, November 17, 2025.

Members Present

Wendy Waters
Dana Jerrard
Camille Kahler
David Mathis
Anna D'Ambrosio
William S. Calli
Elaine Falvo (departed at 4:30 p.m.)
Frank Dubeck
Anthony (Tony) Colón (arrived at 4:30 p.m.)

Members Excused

Student Trustee (vacant)

2. Call for Conflicts of Interest

At the most recent Governance Personnel Committee meeting, the committee recommended formalizing the practice of recording any conflicts of interest at the start of each Board meeting. In keeping with this recommendation, and with Board materials and resolutions having been distributed in advance, Chair Waters invited members to disclose any potential conflicts related to the November agenda items. No conflicts of interest were reported.

3. Chair's Report

Chair Waters welcomed trustees and guests, including students from the Student LEAD program, noting their participation as part of civic leadership learning. She reported that the Livin' On a Legacy benefit concert raised over \$4,200, bringing the Sandy Cummings Student Engagement Memorial Scholarship to more than \$22,000 and establishing it as a permanent endowment.

Chair Waters thanked Trustee Frank Dubeck for leading the Veterans Day ceremony, which drew strong attendance despite challenging weather. She highlighted MVCC's November 14 Open House, which achieved record participation with 19 schools represented, 425 prospective students, and more than 560 attendees.

She concluded by congratulating the MV Hawks soccer teams: the men's team secured its third consecutive Region III championship and second straight NJCAA National Championship, while the women's team earned its sixth Region III District Championship and finished fifth nationally. Four student-athletes were named to the All-Tournament Team, including MVP Ryan Colton.

Chair Waters then asked for the Treasurer's Report.

4. Treasurer's Report

President VanWagoner, serving as Interim Vice President for Administrative Services, presented the College's monthly revenue and expenditure reports. He noted that year-end entries are still being finalized and reported that the audit process has progressed smoothly, with fieldwork completed and remaining items identified for final reporting.

Expenses for September and October remain in line with expectations, and the majority of fall revenues have been recorded. An increase in expenses is anticipated in November and December, consistent with the normal financial cycle. President VanWagoner also highlighted that 1,600 student refund checks were issued last week.

5. Student Trustee Report

The Student Trustee position is currently vacant. There was no Student Trustee report for the November meeting.

6. Committees and Affiliations

Governance Personnel Committee

Committee Chair Trustee Camille Kahler reported that the committee met on November 12. The committee reviewed and approved three board policies to go as first readings at the November Board meeting. The committee also discussed the Board By-Laws and NYCCT takeaways that will be items for discussion at the February Retreat. The committee meeting concluded with a legal update.

Foundation

Executive Director Ferro-Aurience reported that the Foundation has completed a full revamp of the scholarship webpage and launched a new online application developed by Marketing and IT. The transition from paper to digital applications has already increased participation, with 105 students applying this semester compared to 77 last year. The new system streamlines the student experience and improves internal workflows, with full elimination of paper applications anticipated by spring. Work is also underway to move the Wilcox Presidential and Exceptional Student Scholarship applications online, enabling earlier access for students, families, and guidance counselors. In addition, three new scholarships have been established: the Sutton Family Health Sciences Scholarship, the Salvatore & Annie Benincasa Memorial Scholarship, and the Dominic A. Versage Memorial Scholarship, each supporting students in designated academic programs.

As of November 17, 2025, the College's portfolio with Strategic Financial Services totals approximately \$11.8 million. Upcoming Foundation meetings include the Nominating & Governance Committee on December 5 and the MVCC Foundation Board Annual Meeting on December 18 at 8 a.m.

ACCT/NYCCT

Trustee Tony Colon shared a written ACCT report with the board in advance of today's meeting.

Board Chair and NYCCT Chair-Elect Wendy Waters provided an update on NYCCT activities. She reported that NYCCT continues to advance its AI proposal, promoting a hub-and-spoke model across New York community colleges with potential funding options, with the goal of positioning community colleges as leaders in AI education. She also noted that the Bronson Bill has not yet reached the governor's office, though the NYCCT executive team continues

bi-weekly meetings with the governor's legal counsel on higher education. In addition, the SUNY Student Assembly has been active in drafting resolutions to advocate for the Student Trustee role on community college boards. Finally, NYCCT has hired a communications team to enhance marketing, social media, and engagement with the 315 trustees statewide.

SUNY/NYCCAP

President VanWagoner has shared SUNY and NYCCAP updates in his Friday Focus communications to the Board.

7. President's Report

President VanWagoner requested that Discussion Item 9b. First Reading of the Policy on Policies be tabled for a future board meeting to allow for more conversation around language revisions to take place.

He then went on to thank the Student LEAD program for attending. President VanWagoner then showed a video that is a follow up to the VUCA 2022 video introducing the BANI concept. He further went on to review this month's Key Performance Indicator MVCC meets the needs of our students.

College Senate

At its November meeting, the College Senate endorsed several institutional policies and received an update on the progress of the Middle States Self-Study. Senators also engaged in a discussion regarding the policies and procedures governing external groups tabling on campus.

Behind the scenes, the Senate continues to implement and refine its committee and council structure following recent reorganization efforts. Additionally, planning is underway for the next phase of the Senator Mentoring Pilot, aimed at strengthening shared governance engagement.

FCCC Report

FCCC Representative and Professor Amanda Miller reported on the recent FCCC Plenary and the major takeaways from that conference. Three resolutions that were endorsed by FCCC will be brought to College Senate for consideration.

8. Vice President Reports

There were no questions from the Board regarding the written reports submitted by the Vice Presidents. With the Board Student dinner following the meeting, there was no spotlight presentation.

9. Discussion Items

First Reading Board Policy revision Sexual/Romantic Relationship Policy

First Reading Board Policy revision Conflicts of Interest

First Reading New Board Policy: Policy on Policies

Policy on Policies was tabled. Further discussion around language clarification was held. The policy will go back to the policy owner for further revisions.

There were no other questions or discussions around the Sexual/Romantic Relationship and Conflicts of Interest Policies. These will move to the December Consent Agenda for formal adoption.

10. Consent Agenda

- Attachment a.* Minutes of October 27, 2025 Board of Trustees Meeting
- Attachment b.* Treasurer's Report
- Attachment c.* Board Policy Revision 3012. Graduation
- Attachment d.* Amend Staffing Plan: Adam Palmer, Interim Executive Dean of Academic Development and Innovation
- Attachment e.* Joseph Malek, Librarian – Reference and Instruction
- Attachment f.* Ujjwal Rai, Business Consultant
- Attachment g.* Microcredential: Administrative Office Essentials
- Attachment h.* Microcredential: Release of Information (ROI) Microcredential
- Attachment i.* Program Revision Proposal: Business Administration AAS
- Attachment j.* Program Revision Proposal: Data Analytics Certificate
- Attachment k.* Program Revision Proposal: Food Services Administration: Restaurant Management AAS
- Attachment l.* Program Deactivation Proposal: Administrative Assistant AAS & Certificate programs
- Attachment m.* Program Deactivation Proposal: Hotel Technology Meeting Services Management AAS and Hotel Technology Front Office Technology Certificate

A motion to approve Consent Agenda Items 10a-10m was made by Trustee William S. Calli and seconded by Trustee Frank Dubeck. The motion was unanimously approved.

11. Adjournment

Motion was made by Trustee William S. Calli and seconded by Vice Chair Dana Jerrard to adjourn the meeting at 4:57 p.m. Unanimously approved.