

APPROVED 4.15.13

**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 Hall Board Room, Payne Hall, Mohawk Valley Community College, Utica, New York was called to order at 3:35 p.m. by Chair Falvo on Monday, March 18, 2013.

Members Present

Elaine Falvo
Tony Colón (excused delayed arrival 3:50 p.m.)
William Calli, Jr
Matthew Hrycan
David Mathis
Camille Kahler
Bruce Karam
Peter Rayhill
John Stetson

Motion was made by John Stetson and seconded by Peter Rayhill to enter into Executive session at 3:35 p.m. The regular meeting resumed at 4:10 p.m.

2. Chair's Report

Chair Falvo began by thanking everyone for attending the Board meeting on their Spring Break. She went on to welcome recent Governor Appointee, Bruce Karam who is completing Michael Austin's term. Mr. Karam is the Superintendent of the Utica School District and will serve on the MVCC Board's academic committee. Chair Falvo also welcomed Student Trustee, Matthew Hrycan who was ill for the January meeting. Chair Falvo shared the recent excitement coming out of the athletic department; the women's basketball and bowling teams finished 2nd and 4th respectively at the National level. She concluded by asking Brian Molinaro to deliver the Treasurer's Report.

3. Treasurer's Report

Brian Molinaro reported the College's cash position for January & February remain strong with the receipt of student tuition payments for the spring semester, as well as Oneida County sending in two sponsor payment installments in February totaling \$3.6 million. The College also paid \$1.6 million to the NYS Employee Retirement System in January for wages paid from 4/1/2012-3/31/2013.

On March 8th the College issued the first half of student financial aid refunds, with \$3.5 million distributed that day in approximately 1,750 checks. It should be noted that this was the first refund issued under the new online attendance system, which allowed for a much

smoother and better refund process for students and staff members as well. Mr. Molinaro thanked all who worked on this new online attendance process, including the Registrar's Office, IT Department, Bursar's Office, Financial Aid Office, and the VP of Academics Office, along with all of the faculty members who participated. The second-half distribution of student refunds is scheduled for Friday, April 5th.

College expenditures are running on-target for the year and there are a couple of areas under budget, including Facilities, with much lower utility costs this year, due mainly to another mild winter and also a rate decrease that occurred in 2012. Employee Benefits are also running under budget due to a lower rate increase this year for health insurance, in addition to some changes in our health and drug insurance plans which are holding costs down.

Revenue for 2012-13 is just slightly ahead of budget with the higher state aid rate compared to last year (\$2272/FTE vs. \$2122/FTE) and the higher chargeback rate (\$1480 vs. \$1220) bringing up revenue for this year.

These positive financial items are somewhat offset by our enrollment decrease, with the latest report for spring showing we are approximately 2% down in credit hours from the projected budgeted enrollment. Some dual enrollment data is yet to be received from the local high schools, so that may slightly improve enrollment before the end of the spring semester.

4. Committee Reports

NYCCT Update

David Mathis attended the NYCCT Executive Committee Meeting this past weekend and announced some of the upcoming events which include:

- Faculty Council of Community Colleges Plenary – March 21, 2013
- NYCCT Forum – Report on Operating Chargebacks – March 22, 2013
- Phi Theta Kappa Awards Luncheon – April 4, 2013
- NYCCT Trustee Institute & Annual Conference – September 19-22, 2013

5. Student Trustee's Report

Matthew Hrycan reported that Student Congress is seeing an increase in attendance, with meetings reaching over 40 members and upwards of 10 Rome students present via webcam meeting interface. The following changes to the Student Congress Leadership are in place for this semester: Albert Rudder stepped down as Student Congress President, Carlos Pulquerio moved up from VP to President, Theodore Klotz (the former Vice President of Marketing), was elected the Vice President of Utica Campus. Kyle Fuller has been very active as the new Vice President of Rome resulting in a stronger sense of unification between the Utica and Rome students. Student Congress will be voting on combining the Vice President of Marketing and Program Board Director positions, due to the amount of overlap that exists between the two. The new student leadership decided to meet with Vice President Reynolds and Vice President Eannace in hopes of fostering a better relationship between the students and the Payne Hall administration.

The new classroom furniture has had some mixed reviews. Overall, most students find the chairs quite comfortable and enjoy the flexibility of the desk top. A feature to lock the desk in the desired position would be helpful. A larger desktop workspace would also be helpful, especially in the higher level science, math, and nursing classes. Additionally, movement throughout the classroom is somewhat limited as a result of the “unlocked” tops. Mr. Hrycan also shared that the Rome campus is getting more involved in the Lunch with Leaders program. Student Congress is working with Marketing to create a more user friendly online Carpool board. Rick Quest added that he is soliciting feedback from students on additional shuttle service to/from the Rome campus. Student Congress has also met with Dawson McDermott to review some student concerns with regard to advising. The advising team is working to implement changes to better serve the student body. Student Congress is confident these changes will positively impact retention at the College.

6. President’s Report

President VanWagoner began by recognizing the recent events in Herkimer and the impact on our colleagues at HCCC. After conversation with trusted colleagues at HCCC, he learned that activity was at times intense on their campus. The Herkimer events triggered our Crisis team to convene multiple times throughout the day. President VanWagoner then asked for Vice President Eannace’s report.

Vice President Eannace

Vice President Eannace reported that Andrew Platt was named winner of \$1000 award from New York State Mathematics Association of Two Year Colleges and Kevin Farr won a \$650 award from the same organization. In addition, Pawser Soe, Carlos Pulquerio, and Andrew Platt were all named as winners of the Chancellor’s Award as well. Carlos and Pawser were also winners of the National Coca Cola Award—2 of the 50 winners nationally. This followed the news that our Women’s Basketball Team came in second nationally in the NJCAA Division III division play-offs.

John Stetson added that he likes the new advance format for the VP reports.

Vice President Reynolds

Vice President Reynolds was excused from the meeting.

College Senate Report

Don Kelly reported that Senate has met two times since the last Board meeting in January. At the February meeting Senate received reports on Emeritus and Open labs. They have met with Norayne Rosero regarding assessment. One suggestion they have already implemented is regular timely reporting. Senate also hopes to achieve a goal of 100% of their committees reporting annually. In March Senate heard reports on the International Plan as well as the PRR efforts. Mr. Kelly asked the Student Trustee to provide him with written feedback he has received on the new furniture. Peter Rayhill asked if the College provides an area for student gaming and Tony Colón asked if the College tracks bandwidth usage. President VanWagoner will research and report back to the Board. Matt Hrycan added that students are proposing an internet/gaming lounge.

(President's Report)

President VanWagoner resumed his report by sharing the latest information he has heard regarding the State budget which includes a \$150 increase to FTE. There is also proposed legislation around developmental education and increased Community College accountability. Performance based funding appears to have traction in both houses; based on graduation/completion rates and funding based on program alignment which will force increased attention to data collection. John Bullis added that the State is shooting for a Thursday approval. Mr. Bullis also shared his most recent communication with Senators Griffo and Valesky regarding the recommendations from the SUNY Remediation Task force. Mr. Mathis and Mr. Calli exchanged dialogue regarding the impact some of these budget measures could have on Community Colleges. Vice President Eannace said a consortium of schools is being developed to address joint ownership of programs among the Community Colleges and other potential budget implications.

7. Consent Agenda

<i>Attachment a</i>	Minutes of January 14, 2013 Board of Trustees Meetings
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Tiffany Azzarito, Youth Academic Specialist for GEAR-UP
<i>Attachment d</i>	Nancey Koury, Instructor in the Center for Language and Learning Design
<i>Attachment e</i>	Kenderick Morrison, Assistant Director of Admissions
<i>Attachment f</i>	Breanne Rathbun, Tutor/Mentor – Mathematics
<i>Attachment g</i>	Margaret Reilly, Assistant Professor, Center for Science Technology, Engineering and Mathematics
<i>Attachment h</i>	Thomas Squires, Vice President for Administrative Services
<i>Attachment i</i>	AMVA Continuing Appointment James Lynch, Director of Educational Technologies, Educational Technologies Kim Overrocker, Director of Student Engagement & Outreach, Student Engagement & Outreach
<i>Attachment j</i>	Professional Association - Career Appointment Patricia Antanavige, Student Services Specialist, Student Service Center Elizabeth DiRaimo, Financial Aid Advisor, Financial Aid Oleg Donchuk, Programmer Analyst, Information Technology System Analysis Charles Hendricks, Network Specialist, Information Technology Network Coordination Marie Kohl, Coordinator, Annual Funds & Alumni Relations Institutional Advancement

<i>Attachment k</i>	Professional Association - Continuing Appointment Eileen Bush, Instructor, Center for Life and Health Sciences Jamie Cuda, Instructor, Center for Life and Health Sciences Shahida Dar, Assistant Professor, Center for Science, Technology, Engineering and Mathematics Anna Dousharm, Assistant Professor, Center for Life and Health Sciences Emily Hantsch, Assistant Professor, Center for Language and Learning Design Michelle Kelly, Assistant Professor, Athletics & Physical Education Thomas Mihevc, Instructor, Center for Social Sciences, Business and Information Sciences Fumin Pan, Instructor, Center for Science, Technology, Engineering and Mathematics Robert Woodrow, Assistant Professor, Center for Life and Health Science
<i>Attachment l</i>	Excluded Administrative Appointments Tania Bader, Assistant to the Vice President for Administrative Services Jennifer Boulanger, Dean for the Center for Language and Learning Design Marianne Buttenschon, Dean for the Center for Social Sciences, Business and Information Sciences Frank DuRoss, Executive Director of Institutional Advancement Kimberly Evans-Dame, Executive Director of Human Resources Jill Heintz, Assistant to the President Lewis Kahler, Dean for the Center for Arts and Humanities Paul Katchmar, Executive Director of Information Technology Brian Molinaro, Controller Mary Noti, Assistant to the Vice President for Learning and Academic Affairs Richard Pucine, Director of Academic Systems Stephanie Reynolds, Vice President for Student Affairs Terry Schwaner, Dean for the Center for Life and Health Science Matthew Snyder, Director of Marketing and Communications
<i>Attachment m</i>	Mary Jane Parry, Programmer Analyst

Motion was made by David Mathis and seconded by John Stetson to approve Attachments 7a through 7m. Unanimously approved.

8. **New Business**

Attachment a 2013-14 Academic Calendar

President VanWagoner shared that the Calendar is a little later than usual due to logistical solutions to the calendar and the timing of grade processing.

Motion was made by Peter Rayhill and seconded by William Calli to approve attachment 8a.

Unanimously approved.

Attachment b Revise BOT Policy Section I - Emeritus

President VanWagoner revisited the changes to the Emeritus policy to reflect a Distinguished Retiree title. This is the second reading of the policy and is up for approval.

Motion was made by Peter Rayhill and seconded by John Stetson to approve attachment 8b. Unanimously approved.

Attachment c Alcohol and Other Drug Policy

President VanWagoner explained the policy but recommended waiting until Vice President Reynolds returns for a more thorough interpretation.

Peter Rayhill asked for clarification on the language around presence means guilt.

The Board was in favor of waiting until the April meeting to vote on Attachment 8c.

9. Program Update

Matthew Snyder presented an update on Social Media efforts at the College.

10. Discussion Items

a. Amend BOT Policy Section III – Students: Travel Warnings

President VanWagoner reviewed the background on Travel Warnings. Item 10a will be considered for approval at the April meeting.

b. Administrative Topic

President VanWagoner distributed a two-page overview of the Achieving the Dream network/initiative. He shared the positive feedback that he has received from participating schools as well as our own Institutional Effectiveness Council. MVCC is the only Strategic Horizons Network school not participating in the group. The Board is in support of any efforts that could make a positive impact on College outcomes. President VanWagoner will talk about possible funding opportunities with the Grants Council.

Steve Frisbee, Advisor for Phi Theta Kappa, expressed appreciation to the MVCC community – including faculty, staff, administration, Board, Student Congress, Foundation, ASC – for their support of the college's chapter of the international honor society. He stated what an amazing year it has been so far, with both individual and chapter recognitions. Among the student accolades includes Andrew Platt – with Clarkson and NYSMATYC scholarships as well as Chancellor's Award, Carlos Pulquerio – with Coca-

Cola Gold Scholarship, Chancellor's Award, and NYS Academic First Team, and Pawser Soe – with Coca-Cola Gold Scholarship, Chancellor's Award, and NYS Academic First Team. The Lambda Beta Chapter was recently recognized for College Project [3rd in NYS], Honors in Action Project [3rd in NYS], Most Distinguished Chapter [3rd in NYS], and Most Distinguished Chapter Officer Team of Carlos Pulquerio, Pawser Soe, Mia DeGironimo, Danielle Brown, Olga Kirk, and Jimmie Rush III [1st in NYS]. In addition, the chapter achieved the highest Five-Star level in PTK's Chapter Development Program for the second year in a row.

11. Adjournment

Motion was made by David Mathis and seconded by John Stetson to adjourn the meeting at 5:55 p.m. Unanimously approved.