

APPROVED 11.17.14

**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 4:03 p.m. by Vice Chair, William S. Calli, Jr. on Monday, October 20, 2014.

Members Present

William S. Calli, Jr.
Tony Colón
Rachel Dominic
Elaine Falvo
Carol Fox
Camille Kahler
Bruce Karam
John Stetson

Excused

David Mathis

2. Chair's Report

Vice Chair Calli shared that he would be facilitating the meeting in Chair Mathis' absence who is traveling to the ACCT Conference in Chicago. He pointed out the Board information cards at Board members' seats and shared they are also available in Drop Box.

3. Treasurer's Report

Vice President Squires reported there are no financials in Board materials as the business office is in preparation for the annual audit. He went on to report as the business office continues to close last year's budget, pockets of money have been identified for equipment replacement/use. The College has not received an official report from the accounts receivable audit that was conducted by the State Comptroller this past summer. He reported that salary encumbrances will be recast and reviewed on a monthly basis rather than at the end of the budget year. The first round of student financial aid checks were distributed on October 10 and the second round is scheduled for October 30. The financial aid check process and distribution has gone well with the new bank. Additionally, as the business office progresses through the closing of last year's books, they anticipate using less of the fund balance as originally appropriated.

4. Committee Reports

Audit and Finance Committee

Committee Chair, Elaine Falvo reported on the Committee's October 13 meeting with the auditors where the audit process was discussed. No changes to the process are anticipated for this year. Their meeting also included a report from Brian Molinaro on the business office renovations and the final phases of the banking transition. Chair Falvo concluded her report by sharing that she is drafting an official charge to the audit committee.

Facilities and Public Safety Committee

Committee Chair, Tony Colón shared that campus safety met on October 17. He reported that the College has over 1.5 million dollars in capital projects underway or planned for the upcoming year (not including Rome). Several active shooter trainings are planned for this fall on both campuses. The committee discussed possible facility use charges for community users which will establish an equipment upgrade/replacement fund. He concluded his report by stating the Rome project has been well received thus far by the Oneida County BOL and County Executive.

Personnel Committee

Committee Chair, Carol Fox reported the committee met just prior to the Board meeting and discussed a number of personnel topics. She and the committee requested an executive session to discuss contract negotiations.

5. Student Trustee Report

Student Trustee, Rachel Dominic reported on increased student club activity with regard to field trips as well as a few newly formed clubs over the past month. She updated the Board on conversations the Student Congress Executive Committee have had regarding banning smoking on campus.

6. President's Report

President VanWagoner began by introducing Bill McDonald, the College's new Workforce Development Director. He went on to thank the Board for their participation and attendance at the October 9 Board retreat, in particular Carol Fox who hosted. He reported that he and Cabinet are closely watching enrollment as dual credit registrations are entered bringing the gap under 10%. SUNY has issued a Memo to Presidents outlining general Ebola procedures and also requesting college designees to serve on a SUNY task force. Vice President Reynolds will represent the College and has already participated in the initial phone conferences. He informed the Board the annual security reports have been placed in Drop Box for their information. The Facilities and Campus Safety Committee will review at their regular meetings. President VanWagoner asked if there were any questions from the Vice Presidents' reports. More background was provided to John Stetson on "Strengths" references that were made in a few of the reports.

College Senate Report

Don Kelly reported he attended the Campus Governance Leaders Conference in September where there was some shared time with College Trustees who were attending the NYCCT conference. He said there was good dialogue around the question of who should be the change agent at community colleges, with varying opinions. Ron Labuz attended the fall Faculty Council of Community Colleges and is planning to report to the Board at the November meeting. College Senate is actively engaged in dialogue regarding the procedure and outcome of the College Catalog. The dissolution of the Civility Committee was tabled at their October meeting for further review and discussion.

7. **Consent Agenda**

<i>Attachment a</i>	Minutes of the September 15, 2014 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Katelyn Curro, Instructor in the Center for Arts and Humanities
<i>Attachment d</i>	Amend Staffing Plan: Executive Assistant to the President and Secretary to the Board of Trustees, Jill M. Heintz
<i>Attachment e</i>	Kenan Radeljas, Civic Responsibilities Assistant in Student Affairs

Vice Chair Calli asked for a motion to approve Attachments 7a-7e. Motion was made by Elaine Falvo and seconded by John Stetson. Unanimously approved.

8. **Program Update**

Vice President, Stephanie Reynolds and Executive Director of Human Resources, Kimberly Evans-Dame provided the Program Update on Title IX.

Motion was made by Tony Colón and seconded by Carol Fox to enter executive session with no further action at 5 p.m. Unanimously approved.

The meeting reconvened at 6 p.m.

9. **Adjournment**

Motion was made by Elaine Falvo and seconded by John Stetson to adjourn the meeting at 6:01 p.m. Unanimously approved.