

**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 Board Room, Payne Hall, Mohawk Valley Community College, Utica, New York was called to order at 4:04 p.m. by Chair Kahler on Monday, November 18, 2019.

Members Present

Camille Kahler
Tony Colón
William S. Calli, Jr.
Frank Dubeck, Jr.
Elaine Falvo
David Mathis
Wendy Waters
Jonas America

Members Excused

John Stetson

2. Chair's Report

Chair Kahler began by welcoming Wendy Waters to the Board of Trustees. Trustee Waters' appointment was approved at the Board of Legislature meeting held earlier in the month. Chair Kahler reminded the Board that the holiday gathering at the Utica Comet's game is coming up on Friday, December 6 and all members are encouraged to attend. Chair Kahler then went on to recognize College staff and students who received awards and honors since the last meeting as follows: Trustee Mathis was named Northeast Regional Director chair-elect of the American Community College Trustees Board of Directors and Vice Chair Colón was elected as the Northeast Region representative to this organization's Diversity, Equity, and Inclusion Committee ; the MVCC Strategic Gaming Club raised \$1,726 for their Extra Life Gaming Marathon Fundraiser to benefit the Children's Miracle Network; President VanWagoner authorized an Op-Ed titled 'As community grows, so must its people' that ran in the Utica OD; Associate Vice President Armstrong also authored an Op-Ed titled 'Adapting to change critical for future workforce'; Alumnus Patrick Corbin pitched during the World Series-winning game for the Washington Nationals; the women's soccer team won the Regional Championship and will be headed to Nationals in November; Associate Vice President Armstrong received the 2019 Continuing Education Association Outstanding Continuing Educator Award and the Yellow Rose Challenge Award for Professional and Business Women of Rome; the MVCC inducted four new members into the Hall of Fame: Maryrose Eannace, Frank Przybycien, Robert Decker, Michael Sewall; MVCC will also be recognized at the Genesis Group's Celebration of Education later this month where Tim Thomas and Shannon Crocker will receive the Educator Award, the Math Corps program will receive the Program Award, and Trustee Mathis will receive the Distinguished Service Award. Chair Kahler then asked Vice President Squires for the Treasurer's Report.

3. Treasurer's Report

Vice President Squires explained his report does not include the usual Revenue, Expenditure,

and Fund Balance reports as the college is in the midst of the year-end closing process. He reported that the first distribution of financial aid refund checks occurred on Friday, November 1. The second and final distribution of refund checks for the fall semester will be Friday, November 22. A total of 3103 students will be issued checks totaling \$3,640,695. The college's self-funded prescription drug plan has been eligible and receiving rebates for drug related costs since 2013. The most recent rebate check was received this month for \$32,437 bringing the total rebates received by the college to \$809,805. Vice President Squires further reported that the D'Arcangelo auditors' fieldwork at the college has been completed. Preparation of financial statements and audit report will continue until the report is complete which is anticipated for January 2020. The US Department of Labor's Employment and Training Administration will be on site this week conducting a routine field audit of the YouthBuild program. The report will be shared with the Board of Trustees when it has been issued.

4. Committee Reports

Governance/Personnel Committee

Chair Kahler reported the committee met prior to the Board meeting to review HR policies, procedures, and staffing. Chair Kahler commended Executive Director Marceau and HR staff on all their efforts. The Governance/Personnel Committee will begin reviewing and updating Board Policies throughout the coming year.

Auxiliary Services Corporation

Auxiliary Services Corporation (ASC) Board Liaison Elaine Falvo reported they met on November 14 and approved Strategic Financial Services to manage their investment portfolio. ASC welcomed Robin Denney as the HR and Account Representative. Work is continuing with consultants to write an RFP for the campus bookstore. As the Tea Leaf ventures have become operational, ASC will provide payroll services for Tea Leaf-related employees. The food service advisory board has been revived and will include students and food service staff that will meet on a regular basis.

Dormitory Corporation

The Dormitory Corporation (DC) Chair David Mathis reported the DC met on November 14. Occupancy is currently at 87 percent which is over the original projection of 80 percent. The Board of Directors approved the engineer design for the boiler that is in need of repair and this will be put out to bid. DC approved Strategic Financial Services to manage their investment portfolio. The DC also took action to suspend the academic policy to remain in the residence halls as well as housing fees during intersession.

MVCC Foundation

Vice President DuRoss reported the Foundation Board met earlier this month. The Fall Alumni mailing and Faculty/Staff Campaign are both underway. The money raised from these campaigns will go towards various initiatives. The Foundation is working to finalize the policy manual on the Tea Leaf enterprises. Marketing is working on developing websites for all the current Tea Leaf ventures. The Foundation is also exploring additional marketing ideas to promote each venture such as Etsy accounts, trade shows, etc. He concluded his remarks by noting that the next Foundation Board meeting will be held on December 19.

SUNY

President VanWagoner reported that the SUNY Board will meet tomorrow to approve all SUNY advocacy initiatives. There will be a SUNY Presidents' Meeting on December 2.

5. Student Trustee Report

Student Trustee Jonas America reported that Club Kind will be holding an HIV/AIDS Cabaret and Fundraising Dinner; all are welcome to attend. Reservations and donations are being collected by Preston Blaine. The Criminal Justice Club changed its name to the Criminal Justice Fallen Heroes Club. The Drama Club announced its next production of *Antigone*. The Winter Ball is sold out and will be held off campus at the Rose Lawn on December 6. Members of the Executive Board along with six students have returned from the SUNY Student Assembly Conference which was held in Albany earlier this week.

6. President's Report

President VanWagoner reported that the Strategic Horizon Network just returned from the Fall Colloquium 'Culture of Hospitality' in Las Vegas. The site visits provided many takeaways for consideration and possible implementation. The Zappos culture sparked ideas that will be passed along to various college councils for consideration. Keith Alper, founder of Genicast, presented to the group on *'Like to Love'* which was broadcasted back to the campuses of six out of nine SHN colleges. Genicast is being considered as a potential strategic partner for Tea Leaf Touring. Another large takeaway was the Community Impact Center Model which President VanWagoner would like to share with the Community Foundation to model this in the local community as part of their efforts at the former Utica Free Academy in Cornhill. President VanWagoner went on to report the capital project requests that have been approved by the County: \$250,000 for asbestos abatement in the Academic Building and \$1,000,000 for a new roof and renovations in Payne Hall. The County also approved our food service renovation request. The following capital requests were not approved by the County: Science and Technology building renovations and outside Athletic fields redevelopment. President VanWagoner concluded that the last and final installment for wayfinding and signage has been received.

College Senate

Senate Chair Alex Haines-Stephen reported that Guided Pathways initiatives are moving along. With the guided pathways alignment, the Senate has designated a taskforce to review the Global Diversity View (DGV) graduation requirement and future viability.

Consent Agenda

<i>Attachment a</i>	Minutes of October 21, 2019 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	1994 RotorWay Helicopter donation: MVCC Foundation to Mohawk Valley Community College
<i>Attachment d</i>	2013 RotorWay Helicopter donation: MVCC Foundation to Mohawk Valley Community College
<i>Attachment e</i>	David Michael Hazer, Assistant Director of Facilities and Operations
<i>Attachment f</i>	Michelle Sebastian, Community Resource Specialist
<i>Attachment g</i>	Tea Leaf Aviation Aircraft Exchange, LLC

Motion was made by Tony Colón and seconded by William S. Calli, Jr. to approve items 7a-g.

Unanimously approved.

7. Discussion Item

President VanWagoner, Trustee Mathis and Vice Chair Colón discussed the main takeaways from the ACCT conference.

Chair Kahler asked for an executive session with no further action. Motion was made by William S. Calli, Jr. and seconded by Frank Dubeck to enter into executive session at 5:20 p.m. Unanimously approved.

The meeting reconvened at 6:02 p.m.

8. Adjournment

Motion was made by William S. Calli, Jr. and seconded by Tony Colón to adjourn the meeting at 6:03 p.m. Unanimously approved.