

**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 via Zoom was called to order at 4:04 p.m. by Chair Colón on Monday, October 19, 2020.

**Members Present**

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

**Members Excused**

**2. Chair's Report**

Chair Colón began by acknowledging the work he has asked the board committee chairs to review. He then went on to review the committee schedule that was previously published and asked that any further discussion be held in committee. He further went on to recognize faculty and staff who recently received awards and accolades as follows: Troy Little presented "Why is Diversity Not Enough?" as part of a webinar series for racial justice reform. The series has been put together as part of a college/community partnership.

President VanWagoner then went on to announce that the Zoom meeting will be audio and video recorded to comply with the New York State Executive Order and Open Meetings Law.

Chair Colón concluded his report by thanking the immediate past Board Chair Camille Kahler for all her work on behalf of the Board of Trustees. Chair Colón then asked Vice President Squires for the Treasurer's Report.

**3. Treasurer's Report**

Vice President Squires reported that the first distribution of financial aid checks happened on Friday, October 16. Checks were distributed to 692 students in the amount of \$606,374. The next distribution date will be November 6. Of note being considered that has come out of the pandemic is how the refund checks may be distributed in the future. Prior to COVID, refund checks were distributed in person in the lobby of Payne Hall. Since the pandemic, to reduce population density, refunds checks have been mailed to students. Students seem to be amicable to this new process of mailing check and it seems to be working out to everyone's best interests. The Oneida County Workers' Compensation invoice for the Fall 2021 has been received and is lower than originally budgeted for. The Business Office will review what is driving the lower number to best forecast budget projection moving forward. Vice President Squires concluded that his report does not include the usual Revenue, Expenditure,

and Fund Balance reports as the College has begun to close the books on the last budget year with the Auditors' field work to begin on October 28.

#### **4. Committee Reports**

##### Audit and Finance Committee

President VanWagoner reported on behalf of committee chair David Mathis who was having technical difficulties. President VanWagoner reported that the Audit and Finance Committee met prior to the Board meeting and received a pre-audit status report from Tricia Lucas and Courtney Pearsall from D'Arcangelo. The Committee also held a first review of Board Policy Section IV. Financial Services.

##### Nominating Committee

Trustee Calli reported on behalf of the Nominating Committee and asked for a motion to formally move this committee from a subcommittee of Governance and Personnel to its own stand-alone committee.

Frank Dubeck motioned and Camille Kahler seconded to establish the Nominating Committee.

Motion passed unanimously.

Trustee Calli further reported that the Nominating Committee will convene before the next Board meeting to establish a charter and discuss a slate of officers for the Dormitory Corporation to bring to the November Board meeting.

##### MVCC Foundation

Vice President DuRoss reported that the Foundation has approximately \$6.9 million in portfolios. The Francis A. Wilcox Estate money has been received. The Foundation is currently reviewing all accounts to identify monies that can be moved into unrestricted funds that would allow the Foundation to be in the best position to support the College if needed. The Foundation also identified \$300,000 through ASC that can be moved to unrestricted funds that can go to support the College. This request will be going before the ASC Board for approval at their next meeting. Vice President DuRoss continued to report that the Cree space is ready for use and several Cree Administrators have started working out of the space. A ribbon cutting ceremony is currently being planned with Cree to announce this new semi-conductor space. Further, Tea Leaf ventures are starting to pick back up after a few months of minimal activity due to the pandemic. Tea Leaf Aircraft is receiving interest. Walt Constantini has been meeting with C&L Aerospace out of Bangor, ME on a proposal to do a consignment partnership. Tea Leaf Touring has signed on 18 speakers. Tea Leaf Touring is continuing to scout for additional speakers with a brand that can be sold virtually and in-person. Bill Dustin is working on a collective agreement with GP Entertainment who is a leader in the College market with virtual engagements. Tea Leaf Manufacturing has started to pick up with an increase in quotas and project being worked on. Tea Leaf Manufacturing has generated a small revenue from projects completed for Fountain Head and Indium Corporation.

Vice President DuRoss reported that for fiscal year 2019-2020 the Foundation has raised \$47,000 through fundraising efforts. The annual Faculty/Staff Campaign is set to kick off in November where money raised will go to support Areas of Greatest Need. The Alumni Association will be having a Zoom event on November 19 with MVCC engineering students featuring Dennis Weller, Alumnus from the class of 1969, who is the founder and chairman of Structural Associates, Inc. which is a general construction management firm. Vice President DuRoss concluded that the next meeting of the Foundation Board will be held on October 29.

#### Auxiliary Services Corporation (ASC)

President VanWagoner reported that the ASC Board approved the Foundation's request to move money to unrestricted funds.

#### NYCCT/ACCT

Trustee Mathis reported that the 2020 ACCT Leadership Congress successfully concluded its first virtual conference held over the last three weeks. He thanked everyone who attended his virtual celebration on October 8 where he was named Chair of the ACCT Board of Directors. He noted a discouraging fact that in spite of all the issues community colleges are facing, there are community college boards that have chosen not continue in ACCT. Trustee Mathis further went on to note that the upcoming 2021 Community College National Legislative Summit in February will most likely be virtual and remains hopeful that the 2021 Leadership Congress in October will be held in person in San Diego. ACCT will also be looking to hold virtual regional meetings in the upcoming year. Trustee Mathis concluded his report by congratulating Chair Colón on his election as the Chair-Elect for the Diversity, Equity, and Inclusion Committee for ACCT.

#### SUNY

President VanWagoner reported that the Chancellor has tasked all SUNY Campuses with putting together an exit plan for residence hall students leaving campus at the end of the fall term. This plan stems from concerns over students bringing COVID back to their home communities. The Chancellor also proposed aligning academic calendars for all 64 SUNY campuses to a later start date in the Spring semester. Final guidance from the Chancellor's office is expected this week on the Spring academic calendar.

### **5. Student Trustee Report**

Student Trustee Fabiha Khan introduced herself to the Board as this was her first official meeting as Student Trustee. Trustee Khan shared a few projects she is working on through her role as Student Trustee. The first is a Trustee Box which was a pre-approved project from her predecessor that will allow students to enter complaints, requests, and ideas directly to the Student Trustee and will be available online as well in physical locations on the Utica/Rome campuses. Trustee Khan is also working on creating two new icons on the Current Student's page of the MVCC website: one will be a link to the electronic Trustee Mailbox and the second a shortcut to student clubs/organizations that would be more easily accessible to students and attract prospective students. She further went on to report a concept she has developed to serve as a support zone for students and peers titled "Coffee and Conversations" which will be monthly one-hour virtual meetings where students can stop in, connect, and talk about anything on their minds. Trustee Khan concluded her report by

reviewing her Student Trustee office hours.

## **6. President's Report**

President VanWagoner began his report by asking Faculty Council of Community Colleges (FCCC) representative, Amanda Miller, to report out to the Board. Amanda Miller provided an update to the Board on the FCCC Fall Plenary that was held virtually on October 1 and 2. The FCCC heard from the SUNY Chancellor, Dr. Jim Malatras, on his vision for focusing on workforce development centers and marketable ideas. Dr. Malatras specifically cited MVCC's adoption of microcredentials as method of improving the budgetary situation in the future. The FCCC, the University Faculty Senate (UFS), and Student Assembly (SA) executive committees drafted a Vote of No Confidence resolution regarding the SUNY Board of Trustees appointed members due to the lack of a transparent nation-wide search. The Vote of No Confidence will be brought to College Senate for discussion and vote. Lastly, the FCCC discussed possible delays and rescheduling to avoid overlapping Spring 2021 with both flu season & COVID. Many four-year universities are adopting efforts, but not many community colleges have at this time. Specific guidance may be forthcoming from SUNY soon.

### **College Senate**

College Senate Chair Christine Miller reported that since the last Board meeting she has continued her cultural orientation as Senate Chair by meeting with Vice President Reynolds as well as established monthly meetings with President VanWagoner and the Senate Advisory. Miller is working to connect faculty to openings on various committees and initiatives who have reached out looking for service/committee work. The October Senate meeting heard from the Diversity Council who presented a draft of the Anti-Racist statement which will then be presented to Faculty Caucus. The Senate also discussed and passed a motion to support the FCCC resolution of the Vote of No Confidence that was presented at the FCCC Fall Plenary.

President VanWagoner continued his report by asking each Vice President to report out to the Board:

### **Student Affairs**

Vice President Reynolds discussed SUNY's changes to COVID sanctions and policies and its impact on MVCC's judicial code of conduct. On September 29, 2020 SUNY notified all 64 college campuses of new COVID-19 discipline policies and sanctions that would take effect two days later on October 1. MVCC has always taken the public health nature of violations very seriously and had written judicial sanctions in August and revised them in September once semester began. MVCC's public health policy is as follows: if a residence hall student misses a required daily campus clear check in then that student is issued a non-judicial warning. On the second miss, they receive a non-judicial final warning with clear notification that if they miss a third time they will be in violation of COVID-19 policy and they will be dismissed from the Residence Halls. All due process measures apply which means students get a hearing and an opportunity to appeal if found responsible. In SUNY's directive a student must miss three consecutive times before a student could be held accountable. As an example, if a student completed the daily campus clear check in on Monday and Tuesday but missed Wednesday, MVCC would not be able to address this behavior because it didn't meet the three consecutive rule wording. Upon further clarification from the SUNY Chancellor,

MVCC has modified its sanctions to continue the current policy while meeting the Chancellor's directive. This translates to a residence hall student that misses their daily check in on Monday and Tuesday, the student will issued a warning for both days. If the student misses Wednesday, they are in violation of COVID-19 policy and will face judicial sanctions that are less than a residence hall dismissal.

### Academic Affairs

Vice President Kahler discussed an innovative partnership with the Arch of Oneida and Lewis County created by Franca Armstrong and Tim Thomas through the New York State Apprenticeship program. For context, the New York State Department of Labor registered apprenticeship programs are owned and administered by the employer and overseen by the Department of Labor. These apprenticeship programs require both on the job training as well as related instruction. The partnership between the College and the Arch will be to provide the related instruction to their 19 direct support professional apprenticeships. The apprenticeship funding the college was awarded will able to support \$5,000 per apprentice in related instruction. What makes this apprenticeship partnership different is that most apprenticeship programs have been in support of manufacturing and STEM sectors while the partnership with the Arc is an example the college innovating in the workforce development space to support the employment needs of our regional agencies. The related instruction curriculum for the Arcs apprenticeship has complete overlap with our existing Human Services Associates of Applied Science degree. Further, the college has existing transfer agrees with SUNY Poly that can be leveraged to support the education required for direct service providers to advance along this Human Services career ladder. Academic Affairs looks to use this model to build related instruction curriculum to support apprenticeship programs for other regional agencies in the career fields of direct service professionals, direct support professional supervisors, junior accountants, and teacher's aide. Of note with the teacher's aide is the ability for the teacher assistant related instruction to be used as a foundational education ladder into a New York State Certified Teacher career path. We are looking to leveraging our SUNY Oneonta completer program as well as expanding our partnerships with Empire State College to more formalize and streamline an educational pathway required for people in related instruction to ultimately become New York State certified teachers. Very excited about this new way to support and service our community as such a large portion of careers in the area are Human Service related. This innovative model is opening up real opportunities for the college.

### Administrative Services

Vice President Squires discussed the college's health insurance. The college renews its health insurance coverage every calendar year. During the renewal process last year, the college's rates increased 18 percent. When the budget was being developed for the 2020-21 year, it was decided that it would be best to build the budget with a conservative 8 percent increase to health insurance premium. When the premium was received, the health insurance rates for the 2021 year were down 4 percent from what was budgeted. The college also explored budget scenarios of moving to a self-insured health insurance plan. Given the minimal cost savings and contractual issues of moving to a self-insured plan, the college decided to stay with the contingent health insurance premium.

President VanWagoner concluded his report that he will share a few more items of note in his Friday Focus.

### **Consent Agenda**

<i>Attachment a</i>	Minutes of September 21, 2020 Board of Trustees Meeting
<i>Attachment b</i>	Treasurer's Report
<i>Attachment c</i>	Board Policy Revision of Section III. Students
<i>Attachment d</i>	Emerita, Joyce Baumann
<i>Attachment e</i>	Emeritus, Kenneth Klein
<i>Attachment f</i>	Amend Staffing Plan: Amir Harbas, Educational Application Assistant
<i>Attachment g</i>	Amend Staffing Plan: Charles Hendricks, Network and Security Specialist
<i>Attachment h</i>	Michelle Green, Instructor Health Information Technology
<i>Attachment i</i>	Frank Vellone, Instructor Electrical Engineering Technology
<i>Attachment j</i>	Paul Arvantides, Small Business Development Center (SBDC) Regional Center Director

Chair Colón asked for a motion on items 7a-j of the consent agenda.

Motion was made by Wendy Waters and seconded by Frank Dubeck to approve items 7a-j.

Unanimously approved.

### **8. Discussion Item**

#### Network Security Update

Vice President Squires provided an Information Technology network and security update. The update reviewed improvements to security testing, user awareness, monitoring and securing systems, and strengthening of network security and infrastructure.

### **7. Adjournment**

Motion was made by William S. Calli, Jr. and seconded by Wendy Waters to adjourn the meeting at 5:46 p.m. Unanimously approved.