

**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 4:03 p.m. by Chair Colón on Monday, December 14, 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 announced 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 went on to announce that dates and topics for the February Retreat will be communicated to the board shortly. He further went on to recognize faculty and staff who recently received awards and accolades as follows: C3 Community Resource Specialist, Michelle Sebastian, was honored as a Campus Angel by OnPoint for College; Matthew Maloy, James Willey, and Cory Albrecht were featured on the Manufacturing Now podcast to discuss the SUNY Apprenticeship Program; and Instructor James Rice was interviewed by Quanterion Solutions about teaching Cybersecurity in a shifting landscape. Chair Colón then asked for the Treasurer's Report.

**3. Treasurer's Report**

Vice President Squires reported that overall revenue is coming in at 12% under budget which is largely contributed to the 20% "hold back" in state aid and reduced program volume of Non-Credit programs. Expenditures are as expected at this early point in the year with 7 out of 10 categories running below budget due to the lower activity on campus as a result of the pandemic. Administration expenses are the only category running higher than last year due to pandemic-related expenses that include unbudgeted contractual expenses for health and safety items as well as equipment. Overall expenses are coming in at 2.3% under budget. We anticipate further savings to offset the loss in revenue as we try to recoup the unbudgeted pandemic-related expenditures from CARES Act funding. Vice President Squires further reported that recently the Financial Aid Office learned from SUNY that all colleges need to distribute all remaining CARES Act student share funding received from the federal government as soon as possible. MVCC received \$2,184,000 of CARES Act funding for students and had distributed almost half of it to students earlier this year. In order to provide the remaining funds to students, Financial Aid submitted a revised plan to SUNY. The revised plan included making eligibility for students simpler than in the first round as many

students were adverse to the application process and using existing Pell Grant applications to determine eligibility. These revised changes allowed for more students to receive the CARES funding. Once SUNY approved the plan, the Financial Aid Office moved ahead in record speed with putting the CARES aid on over 1,700 eligible students' accounts and allowed the Business Office to prepare checks to mail out to students. Over 1,757 checks were mailed out and totaled over \$1,167,680. Equally important to note, the College recently found out that it would only be able to access the CARES Act institutional funding of another \$2,184,000 when the student share funds have all been given out to students.

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

##### Academic and Student Success

Committee Chair Kahler reported that the committee met prior to the Board meeting. The Academic and Student Success charter was reviewed and revisions will come before the full Board at the January meeting as a first reading. The committee then reviewed data and discussed the student loan default which has been significantly declining due to intentional mitigation efforts put into place by the Financial Aid Office. The committee further discussed student demographics and success measures. The committee meeting concluded with an academic program overview and initiatives in process to strengthen the Culinary Arts program.

##### Auxiliary Services Corporation (ASC)

President VanWagoner reported that the ASC Board meeting met on November 19 to hear updates on the bookstore and food service. The ASC Board also approved one staffing appointment.

##### MVCC Foundation

Vice President DuRoss reported that the Foundation has approximately \$7,396,994 in portfolios. The Alumni Fall Mailing and Faculty/Staff campaigns are underway. As of December 9, the Alumni campaign has raised over \$14,976 from 176 donors. The Faculty/Staff campaign has raised over \$14,758 from 45 donors. The Foundation Year End Newsletter has been sent to print and will be mailed out at the beginning of January. Vice President DuRoss further reported that the Foundation has received reimbursement from the Community Foundation in the amount of \$250,000 for the Cree buildout. Mohawk Valley EDGE has confirmed they have sent their commitment for \$233,536 for the buildout which is expected to be received shortly. The Foundation has implemented new software that will track expenses and integrate with the fundraising software that will allow for the Foundation to present a budget. The Foundation is currently working on a budget to present to both the Foundation Board and the Board of Trustees in 2021. Vice President DuRoss concluded that the next meeting of the Foundation Board will be held on December 17 and the auditors from D'Arcangelo will be attending to report on the results of the annual audit.

##### NYCCT/ACCT

Trustee and ACCT Board Chair Mathis reported that ACCT Board elections were recently held resulting in three new female trustees joining the Board. Concluding the report, ACCT will be holding a podcast around Second Chance PELL and NYCCT held a best practices conference on December 3 where advocacy efforts were discussed.

## NYCCAP

President VanWagoner reported that a joint executive meeting was held between NYCCAP and NYCCT strengthening collaboration between the two groups around advocacy efforts. President VanWagoner also attended a joint meeting between NYCCAP and NYSUT where a good exchange of information was shared. Once the Governor releases his budget in January, it will give all groups a better direction and focus around advocacy efforts.

## SUNY

President VanWagoner reported that he has kept the Board informed of the recent Chancellor's initiatives around the SUNY for All and the Educational Opportunity Centers. Also of note, the Chancellor has appointed a new Chief Operating Officer who will bring great value and insight to SUNY from her experience in NYSED.

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

Student Trustee Fabiha Khan reported that students have submitted requests/concerns through the Trustee Box. Trustee Khan has worked with the various departments and Vice Presidents to address and resolve all requests/concerns. Trustee Khan concluded her report by wishing everyone a happy holiday.

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

President VanWagoner reported that the County Executive has officially declared Oneida County as a Yellow Zone Microcluster. President VanWagoner will provide more detail on this in his Friday Focus. He then went on to thank faculty and staff for their hard work and efforts throughout a very difficult semester. President VanWagoner reminded the Board that Virtual Graduation will be held this Thursday, December 17 and a link to the ceremony will be communicated to the Board to attend.

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

### Student Affairs

Vice President Reynolds provided an update on C3 and the host of most used services during the fall semester. Intakes for C3 for the fall 2020 semester totaled 300 students illustrating that more students were enrolled in C3 this fall than in 2019 even though there were significantly fewer students on campus. The pantry usage has changed from being used primarily by dorm and single off-campus students in the fall of 2019 to students with children in the fall of 2020. Another significant change between 2019 and 2020 has been a decrease in the need for transportation but an increase in internet and technology needs. Recognizing the shift in needs C3 has adapted and will be putting the following into effect for the spring semester: utilize online C3 forms, online pantry order process with curbside pick-up, increase Hawk Life Posts regarding community resources, addition of two C3 Work Study students, and C3 informational presentations will be held in CF100 classes/EOP/PTECH.

### Academic Affairs

Vice President Kahler discussed a new partnership between Briggs and Stratton and the Welding program. This recently formalized partnership embeds MVCC welding students into Briggs and Stratton's manufacturing operation in Sherrill. For the past several weeks, instead of coming to campus, all of the senior welding students have reported to Briggs and Stratton's facility for an internship that has them working side-by-side with Briggs and Stratton employees—the goal being to provide pathways for interested students to obtain gainful employment at Briggs and Stratton immediately following the internship experience. The intention is to repeat this experience each semester moving forward. Briggs and Stratton currently has upwards of 100 unfilled job positions and the impending move of production jobs from Wisconsin to Sherrill will further increase Briggs and Stratton's demand for a skilled advanced manufacturing workforce. This partnership is evidence of the College's ability to quickly respond to workforce and industry's demands and it's an outcome of Briggs and Stratton's expanding operation and recent successes with our regional economic development initiatives.

### Administrative Services

Vice President Squires provided an update on MVCC being a point of distribution (POD) for the Oneida County Health Department during the COVID-19 pandemic. He stated that a few years ago the College signed an MOU with the Oneida County Health Department to establish MVCC as a POD site in the event of a community emergency. The College also held a table top exercise simulation with the County Health department to walk through the POD process and what it would look like on campus. As the pandemic continues, the County has been in communications to stand up a POD site at the College in the Jorgensen Center Fieldhouse to administer COVID vaccinations.

### **College Senate**

College Senate Chair Christine Miller reported that the Senate voted to endorse the Anti-Racism Statement and the Electronic Signature Policy. Senate Chair Miller called for a Transfer Ad-Hoc Committee to be formed as the College continues its work on Guided Pathways efforts and student success initiatives. This committee has been charged to explore ways the College can address challenges faced by our students as they transfer to other institutions and identify ways MVCC can engage in policies and procedures that will help minimize these transfer barriers. Chair Miller concluded that the Senate is preparing for the upcoming governance elections which will be held later in the spring.

President VanWagoner concluded his report by introducing Norma Chrisman, President of the Professional Association, who announced and awarded the annual Professional Association Scholarship to Student Trustee Fabiha Khan.

### **Consent Agenda**

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| <i>Attachment a</i> | Minutes of November 16, 2020 Board of Trustees Meeting |
| <i>Attachment b</i> | Treasurer's Report                                     |
| <i>Attachment c</i> | Board Policy Review of Section IV. Financial Resources |
| <i>Attachment d</i> | Amend Staffing Plan: Peter Steiner, Network Technician |
| <i>Attachment e</i> | Caitlyn Graham, Financial Aid Advisor                  |
| <i>Attachment f</i> | Jessica Norris, Financial Aid Advisor                  |

*Attachment g*  
*Attachment h*

Dustin Swiss, Technical Assistant – Hospitality  
Amend Staffing Plan: Todd Marshall, Chief Equity and Inclusion Officer/CDO

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

Trustee Mathis asked to pull Attachment 7h for further discussion

Motion was made by William Calli and seconded by Wendy Waters to approve items 7a-7g.  
Unanimously approved.

Attachment 7h was further discussed as this was a late addition to the agenda. A motion to approve Attachment 7h was made by William S. Calli, Jr. and seconded by Camille Kahler.  
Unanimously approved.

## **8. Discussion Items**

### Board Committee Charter Revisions

Charter revisions for the Audit and Finance, Nominating, and Governance and Personnel Committees were brought before the Board as a first reading. With no further discussion, the charters will be moved to the Consent Agenda for adoption at the January meeting.

### Electronic Signature Policy and Anti-Racism Statement

The Electronic Signature Policy and Anti-Racism Statement were brought before the Board as a first reading for discussion. President VanWagoner stated that the policy and statement have both been thoroughly vetted through the shared governance structure.

A motion to suspend the first reading board policy was made by William S. Calli, Jr. and seconded by David Mathis. Unanimously approved.

A motion to adopt the Electronic Signature Policy and Anti-Racism Statement into policy was made by William S. Calli, Jr. and seconded by David Mathis. Unanimously approved.

## **7. Adjournment**

Motion was made by Wendy Waters and seconded by Frank Dubeck to adjourn the meeting at 5:24 p.m. Unanimously approved.