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 4:05 p.m. by Chair Kahler on Monday, August 17, 2020.

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

2. **Chair's Report**
Chair Kahler 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 Kahler acknowledged the extraordinary efforts undertaken by staff and the administration to develop and implement the restart plan. The Board appreciates all of the effort, consideration, and time being dedicated to students as the semester begins. Chair Kahler then went on to acknowledge the following students and employees who received awards and accolades since the last meeting: Airframe and Powerplant students have been selected to restore a Huey helicopter to be displayed at the Vietnam Veterans Memorial at Griffiss Park; Airframe and Powerplant student, Cody Rundle, was selected by the Aerospace Maintenance Council to receive the Phoebe Omlie Award Scholarship. Rundles was set to complete at the national Aerospace Maintenance Competition in Dallas which was cancelled due to COVID-19 restrictions. The Omlie scholarships are usually awarded at this competition but instead were recognized during a virtual ceremony. The Respiratory Care Program won the Distinguished Registered Respiratory Therapist Credentialing Success Award for the second time. Dr. Melissa Barlett was featured on a podcast through ADHD rewired titled "ADHD and College Skills in Uncertain Times." Franca Armstrong contributed to an article titled "Manufacturing Opportunity: Generation Z (and Millennials) to the Rescue." Chair Kahler then asked Vice President Squires for the Treasurer's Report.

3. **Treasurer's Report**
Vice President Squires reported the revenue category is down mainly as a result of the pandemic. The fourth quarter state aid payment was reduced by 20%. This has not been made into a permanent loss of state aid yet and instead is being considered a hold-back which may be restored based on the state's financial position going forward. We expect to hear further on this in September/October. Overall, revenue is 6.4% under budget. The expenditure category is $3,600,000 under budget. Although the reduced expenses look very good against the lost revenue, there are year-end expenses that have yet to be posted,

including large accruals for employee retirement, so the gap between revenue and expenses will start to shrink as the financial records are closed for 2019-20 fiscal year. The College's budget report was submitted to SUNY and will move forward to their Board of Trustees for approval at their first fall meeting. Vice President Squires concluded his report and shared that the fall deregistration date is August 18.

4. **Committee Reports**

Auxiliary Services Corporation (ASC)
President VanWagoner reported that the ASC Board met briefly in June and passed the budget.

Dormitory Corporation (DC)
Trustee Mathis reported that the Dormitory Corporation met prior to the Board of Trustees meeting. Dormitory staff have done an excellent job to prepare for students to return to campus on August 27. The plan is to have three of the dorms open with two dorms reserved for potential quarantine.

MVCC Foundation
Vice President DuRoss reported that the Foundation has $4.4 million in portfolios. The Francis A. Wilcox Estate is in the final stages and the Foundation is hopeful that the money will be disbursed by next month. Work is underway for the Cree training center on Board Street and construction is expected to be complete in September. The Foundation has signed a new contract with the Innovation Collective that has redefined some of the terms. Of note, the new contract is for one year for $200,000 compared to the $283,000 for three years on the last contract. Vice President DuRoss also reported that the Foundation office has been working with Vice President Squires' office on implementing a new financial system that will allow the Foundation office to generate detailed reports showing budget and revenue/expenses. The Alumni Association has raised $45,580 from 369 donors with the annual fund year coming to a close. Yearbooks from 1950-1989 are now publicly available to view online and a link has been posted to the alumni section of the website. The Alumni of Merit celebration honoring Chris Crolius has again been postponed due to COVID. Plans to honor both Chris Crolius and Karen Korotzer are being looked into for the Spring of 2021. Plans have begun for the Alumni Year-in-Review publication which will be mailed out in January.

NYCCT/ACCT
Trustee Mathis reported that the 2020 ACCT Leadership Congress will be held virtually in October. Board and committee meetings will be held over the first week and the following week will be workshops. ACCT has taken a loss in attendance for the virtual Leadership Congress resulting in the Executive Committee to review the 2020-2021 budget. Vice Chair Colón reported NYCCT will be holding a program on Thursday that President VanWagoner will be presenting.

SUNY
President VanWagoner reported the SUNY President's calls have moved to bi-weekly calls under Bob Magna as acting Administrator in Charge. The SUNY Board will be meeting later this week where an update on the Chancellor search will be discussed.

5. **Student Trustee Report**
Student Trustee Jonas America reported Student Congress Executive Team will be meeting with their advisors next week to attend trainings and prepare for the semester.

6. **President's Report**
President VanWagoner thanked Alen Smajic for the creation of the new Board Portal and asked the Board for feedback now that the Portal is live. President VanWagoner then went on to acknowledge the work of the Crisis Team who have met every day since July 6 to prepare for the start of the semester. The crunch around enrollment is on as we are seeing more traffic from students. President VanWagoner acknowledged the work and time of staff who have been going above and beyond working with students. He then went on to note a change to his report that will now include the addition of each Vice President reporting out to the Board as reported below:

Academic Affairs
Vice President Kahler discussed how the Academic Affairs unit is providing professional development for faculty with the launch of online classes for the fall semester. The Academic Affairs unit has held 26 workshops on course development will be recorded and made available to reference; 8 full length video tutorials have been created on range of topics from course development to student engagement and retention; online faculty support tools through Blackboard have been enhanced to create discussion boards where faculty can connect to faculty to discuss best practices; there will be seven faculty-lead institute sessions on remote teaching practices; and mentorships between more seasoned faculty with those newer to the online environment are being established. It was recognized that there will be students who are new to the online experience so in response to this, Academic Affairs has also created online student orientations that will review Blackboard, expectations, and what it takes to be a successful student in a remote world.

Administrative Services
Vice President Squires discussed how COVID is impacting operations and reviewed how Administrative Services is responding with cleaning, maintenance, and campus safety. Vice President Squires also reviewed the COVID procedures for door monitoring, check points, and temperature/symptom checks.

Student Affairs
Vice President Reynolds discussed Title IX updates with regard to final regulations released by the U.S. Department of Education on May 19, 2020. Vice President Reynolds went on to discuss the changes to college procedures for addressing formal complaints of sexual harassment under the Title IX final regulations.

College Senate
Chair Christine Miller introduced herself to the Board. Chair Miller shared her college background and journey that led her to be elected as Chair of the College Senate.

Consent Agenda
Attachment a	Minutes of June 22, 2020 Board of Trustees Meeting
Attachment b	Treasurer's Report
Attachment c	Tea Leaf Ventures, LLC Agreement
Attachment d	Tea Leaf Aircraft Exchange, LLC Agreement
Attachment e	Board of Trustees Policy: Temporary Remote Work
Attachment f	December Break: 2020-21 Academic Year
Attachment g	Amend Staffing Plan: Ushona McLean, STEP & GEAR UP Programs Specialist
Attachment h	Saingghech Ung, GEAR UP Coordinator
Attachment i	Carli Amodio, Respiratory Care Instructor
Attachment j	Kenny Stover, HVAC Instructor

Motion was made by Chair Kahler and seconded by Tony Colón to approve items 7a-7j.

Unanimously approved.

8. Discussion Items
Board Policy Draft Revision: Section III. 3015
The revision of Board Policy 3015 was presented to the Board as a first reading and discussion.

SUNY Apprenticeship Grant
Franca Armstrong reviewed the SUNY Apprenticeship Program. MVCC is the fiscal lead for the SUNY Apprenticeship Program for the Advanced Manufacturing, IT and Other Non-Construction Industries. MVCC Partners with SUNY and NYSDOL to increase Registered Apprenticeships in those industries. Funding is provided to any SUNY Community College that can provide training for Apprentices. The goals of the program along with the challenges of achieving the goals were reviewed.

2021 Board Workshop/Committee Schedule
The Board reviewed the 2020-21 schedule for committee meetings and discussed topics for workshops.

President VanWagoner asked for an executive session to discuss personnel with no further action.

Motion was made by Chair Kahler and seconded by Vice Chair Colón to enter into executive session at 5:36 p.m.

Unanimously approved.

The meeting reconvened at 6:14 p.m.

7. **Adjournment**
Motion was made by William S. Calli, Jr. and seconded by David Mathis to adjourn the meeting at 6:15 p.m. Unanimously approved.