

**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 Stetson Boardroom, Payne Hall Room 300, Utica, New York was called to order at 4:02 p.m. by Chair Dubeck on Monday, September 18, 2023.

Members Present

Frank Dubeck, Jr.
Wendy Waters
Anthony (Tony) Colón
William S. Calli, Jr.
Anna D'Ambrosio
Camille Kahler
Dana Jerrard
David Mathis
Student Trustee Justin Kobler

Members Excused

Elaine Falvo

2. Chair's Report

Chair Dubeck welcomed everyone to the September Board meeting. He continued by pointing out the 2023-24 committee assignments and committee chairs located at each member's seat. Further, the Board held a workshop prior to the meeting and was provided with an overview of the Building Better Futures Campaign Case of Support. One of the takeaways for the Board was that MVCC is home to 42 soccer students from all over the world who chose MVCC for the athletics program.

Chair Dubeck then asked Vice President Squires for the Treasurer's Report.

3. Treasurer's Report

Vice President Squires reported there are no regular financials as the business office works on closing the books and prepares for the annual audit. He further went on to report that the Census date for the college has just passed which gives the college a clear picture of enrollment for the fall semester. As of today's report, tuition-paying enrollment is up close to 5%. He further went on to speak to his Vice President report submitted with the board materials and the importance of investing in Treasury Bills. He concluded his report with a business office update on the status of the retroactive payments for the APA union which are scheduled to be paid December 27.

4. Student Trustee Report

Student Trustee Justin Kobler reported on the recent Student Congress training which helped to establish a bond with the Executive Team and fostered communication among the team. He concluded with an update of recent events hosted by Student Congress and Student Activities

that included Hawk Fest, a barbeque networking event, that was attended by 414 students and Club Day, an event to showcase and introduce the different clubs available to students, that was attended by 621 students.

5. Committee and Affiliation Reports

Foundation

Executive Director Deanna Ferro-Aurience reported that the MVCC Foundation will be participating in Mohawk Valley Gives which will kick off Wednesday, September 20. MV Gives is a partner-centered day of giving hosted by the Community Foundation of Herkimer and Oneida Counties to foster local philanthropy for more than 200 nonprofit organizations serving the two counties. The link to the Foundation's MV Gives page will be published on the MVCC website and emails will be sent out to the College community. She further went on to review upcoming Foundation events which the Board Secretary will summarize and email out to the Board. She concluded by reviewing the Foundation's combined portfolios which totaled approximately \$8,498,282 and reviewed upcoming Foundation meetings: the Audit, Finance & Investment Committee will meet on October 12, the Foundation Executive Committee will meet October 19, and the MVCC Foundation Board will meet on November 2.

Dormitory Corporation (DC)

At the last Board meeting on August 21, 2023, a motion to accept the Dormitory Corporation's slate of officers for the 2023-24 academic year was tabled to allow for further research. Such research having been conducted, Board Chair Dubeck at the present meeting asked for a motion to lift the tabled motion for further discussion. Motion to lift was made by Trustee David Mathis and seconded by Trustee Tony Colón. Motion passed unanimously. Further discussion ensued, and County Attorney Andrew Dean advised that the Dormitory Corporation is separate from MVCC and there is no basis for the Dormitory Corporation slate of officers to be approved by the MVCC Board of Trustees.

A motion to withdraw the motion for approval of the Dormitory Corporation slate of officers was made by Trustee William S. Calli and seconded by Trustee David Mathis. Motion passed unanimously. Board Chair Dubeck then reviewed such slate of Dormitory Corporation officers without taking any further action thereon.

The Secretary to the Board notes that the motion to withdraw does not rescind the approved MVCC Board of Trustees slate of officers, which was also voted on during the August 21 Board of Trustees meeting. Rather it rescinds only the acceptance of the Dormitory Corporation slate of officers, which was determined to be unnecessary.

Auxiliary Services Corporation (ASC)

Vice President Squires reported on behalf of ASC Board Liaison Elaine Falvo. The ASC Board met on Friday, September 15. ASC financials were reviewed as well as Barnes and Nobles sales. Much of the meeting was focused on the food services contract. ASC has been operating on one-year extensions as the college moved through the pandemic and into post-pandemic operations. As the last one-year extension will be expiring shortly, a new contract has been in negotiation. The ASC Board discussed the tiered levels of sponsorships offered through American Dining that is determined by the number of meal plans purchased. For the college to

receive sponsorships as it did prior to the pandemic, the college needs to average 326 meal plans for the fall and spring. The cost benefits of the sponsorships were discussed, and the ASC Board approved moving forward with purchasing the gap in meal plans to raise the college back to the sponsorship level.

ACCT/NYCCT

Trustee Tony Colón deferred his ACCT update to the special report on the ACCT Connect Portal. He concluded with a review of upcoming ACCT/NYCCT meetings as follows: ACCT Leadership Congress is coming up October 9-12 with NYCCT holding a breakfast on October 9-12; NYCCT will hold a breakfast during the ACCT Congress in Las Vegas coming up October 9-12; NYCCT Annual Meeting and Awards Banquet will be held November 3-4, and there will be an NYCCT Board meeting held April 20, 2024.

SUNY/NYCCAP

President VanWagoner provided an update on advocacy efforts among SUNY and NYCCAP. The NYCCAP advocacy team received feedback that the fact-based approach illustrating the disproportionate funding by counties in comparison to the state will not play well in the legislative area. The NYCCAP team will be adjusting their approach with this feedback in mind. More will be shared as the narrative continues to be developed. President VanWagoner concluded by thanking the MVCC marketing team who will be developing and leading the marketing efforts for community college advocacy.

6. President's Report

President VanWagoner reviewed the KPI data point MVCC has adequate resources to fulfill its mission noting the three indicators as provided in the Board's prep materials: 1. Fund balance trend; 2. Budget to actual trend; and 3. Cost per FTE. To conclude his report, he then asked Senate Chair Christine Miller to provide an update on College Senate.

College Senate

Senate Chair Christine Miller reported that the first meeting of the academic year of the College Senate was held on September 5. The meeting welcomed new senators, Student Congress President Yuzune Naruse and Student Trustee Justin Kobler and reviewed senator responsibilities, expectations, and voting. The meeting continued with a review of Senate's goals with a focus on refining and clarifying the governance structure goal in preparation for the upcoming Faculty Council of Community College Wellness Check visit. The visit is scheduled for October 3. Senate Chair Miller concluded by showing the Board a new communication developed by Senate "Cup of Senate Tea" to help strengthen engagement and communication to the college community.

7. Special Report: ACCT Connect Portal

Trustee Tony Colón introduced Kielo Savilaakso, ACCT Director for Member Engagement. Kielo presented an overview and demonstration of the ACCT Connect Portal.

8. Discussion Item: DEI Assessments

Dr. Todd Marshall, Executive Director of Equity and Inclusion, presented the MVCC Equity Assessment Summary and Framework. Highlights of DEI efforts include the addition of a DEI component into Supervisor Training and HR recruitment efforts, DEI Starter Workshops offered

to the community and businesses, cross-college collaborations, and the growth of MVCC DEI Momentum. He further reviewed the top five priorities for DEI work for the coming academic year and concluded with a timeline of the Equity Assessment implementation phases.

9. Consent Agenda

<i>Attachment a.</i>	Minutes of August 28, 2023 Board of Trustees Meeting
<i>Attachment b.</i>	Treasurer's Report
<i>Attachment c.</i>	2023-24 Academic Calendar Revision: Summer 2024
<i>Attachment d.</i>	Program Proposal: Fashion Design A.A.S. Degree
<i>Attachment e.</i>	Microcredential Proposal: Early Childhood and Childhood Education Phase 1 and Phase 2 Pathways
<i>Attachment f.</i>	Beth Dubeck, Instructor in the School of STEM-Career
<i>Attachment g.</i>	Abbie Bohling, Staff Accountant
<i>Attachment h.</i>	Amend Staffing Plan: James Tavares, Community Coordinator
<i>Attachment i.</i>	Amend Staffing Plan: Andrew Carpenter-Brockway, Director of Pre-Employment Transition Services (ETS) Program
<i>Attachment j.</i>	Matthew Wagner, Technical Coordinator Events and Guest Services
<i>Attachment k.</i>	Amend Staffing Plan: Sarah Lam, Dean of Community and Workforce Development

Vice Chair Waters pulled Consent Agenda 9d for further discussion. Vice President Kahler provided more insight into the development of the new program which was developed based upon student demand. The College's program will focus on fashion textiles which can lead to transfer agreements with four-year institutions while not competing with the current fashion programs offered by Herkimer.

Motion to accept Consent Agenda Items 9d was made by Trustee Wendy Waters and seconded by Trustee William S. Calli. Unanimously approved.

Chair Dubeck pulled Consent Agenda 9f to note his personal conflict of interest for this resolution and that he will be abstaining from the vote.

Motion to accept Consent Agenda Items 9f was made by Trustee David Mathis and seconded by Trustee William S. Calli. Motion passed 8-0 with 1 abstention.

Motion to approve Consent Agenda Items 9a-9c, 9e, and 9g-9k was made by Trustee William S. Calli and seconded by Trustee Anna D'Ambrosio. Unanimously approved.

Motion for an executive session with no further action to discuss contracts was made by Trustee William S. Calli and seconded by Trustee David Mathis. Unanimously approved.

The Board of Trustees entered into executive session at 5:21 p.m.
The meeting reconvened at 5:55 p.m.

10. Adjournment

Motion was made by Trustee William S. Calli and seconded by Trustee David Mathis to adjourn the meeting at 5:56 p.m. Unanimously approved.