

**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, May 13, 2024.

Members Present

Frank Dubeck, Jr.
Wendy Waters
Anthony (Tony) Colón
William S. Calli, Jr. (arrived 4:06 p.m.)
Elaine Falvo
Camille Kahler
Dana Jerrard
David Mathis
Anna D'Ambrosio
Student Trustee, Justin Kobler (virtual due to extraordinary circumstances)

Members Excused

2. Chair's Report

Chair Dubeck welcomed everyone to the May Board meeting and advised that the meeting will be audio and video recorded due to the use of videoconferencing technology under extraordinary circumstances for Student Trustee, Justin Kobler, to attend today's meeting. Chair Dubeck expressed gratitude to all who attended the year-end celebrations and events building up to and including Commencement. Chair Dubeck acknowledged the exceptional achievements and accolades received by Mohawk Valley Community College (MVCC) as follows:

MVCC provided essential support for the Mohawk Valley Regional Economic Development Council's successful challenge competition prospectus. This collaboration resulted in a significant \$10 million funding allocation for the Mohawk Valley Empowers initiative, further advancing our workforce development efforts and regional economic growth.

MVCC actively participated in the Manufacturing Imperative – Workforce Pipeline Challenge, an invite-only consortium of 25 community colleges to work with the national Society for Manufacturing Engineers.

MVCC's student-athletes achieved remarkable success both academically and athletically, receiving prestigious awards and MVP honors for each team at the annual athletics banquet.

MVCC's Track and Field teams also won the NJCAA Region 3 Championships and hosted the national track and field championships of roughly 500 athletes and coaches from 30 teams from around the country.

Chair Dubeck recognized Student Trustee, Justin Kobler, who will be concluding his service on the board after today's board meeting. The Board thanked Student Trustee Kobler for his service.

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

3. Treasurer's Report

Vice President Squires reviewed the revenue and expenditure reports. Revenue showed positive trends, particularly with increased tuition, strong enrollment in non-credit programs due to Fast Track, and interest earnings. Expenditures fall in line with revenues with higher expenses in areas of increased revenue. He provided an update on the Treasury Bills the college holds which have earned \$265,000 in interest to date. He concluded with updates on reconciliation and payments to Dorm Corp, Auxiliary Services, and the County.

4. Student Trustee Report

Student Trustee Justin Kobler reported that the Program Board concluded the semester with a year-end dance that was widely attended. All student executive officers have been selected with Alex Dunckel having been elected as the new Student Trustee. Student Trustee Kobler further went on to report that Student Congress passed their budget of \$102,000 for next year. Highlights of the budget include a set yearly increase to officer salaries. He concluded by thanking the Board for their support and leadership throughout his term.

5. Committee and Affiliation Reports

Academic Student Success

Committee Chair Anna D'Ambrosio reported that the committee met on May 3. The committee received an overview of the academic unit data and SUNY system-wide data; discussed data the Board would like to see as the academic unit looks to prepare presentations of each school throughout the next academic year; update on FAFSA; and curriculum updates were reviewed and endorsed by the committee to be brought before the full board for approval.

Auxiliary Services Corporation (ASC)

ASC Board Liaison Elaine Falvo reported that the ASC Board met on May 3. The Board reviewed sales and commissions from Barnes and Nobles. The Board also reviewed American Dining's proposal as contract negotiations continue. The ASC Board passed a balanced budget and elected officers for the next year. Trustee Falvo concluded by commending the work of ASC.

Foundation

Executive Director Deanna Ferro-Aurience reported that the Foundation held their annual Scholarship Awards Dinner and Ceremony last week with over 240 attendees. Further, the 38th Annual MVCC Foundation Golf Tournament will be held Friday, June 14. She then went on to report that the Foundation Board voted to move the Foundation's entire investment portfolio to Strategic Financial Services. Strategic is a local partner who has managed a portion of the Foundation's portfolio for more than 15 years. This move to one investment advisor will result in a decrease in management fees and will help to simplify the tracking of investments for MVCC staff.

Executive Director Ferro-Aurience concluded her report by reviewing the combined portfolio prior to the start of the transfer to Strategic was \$9,218.812 and reviewed the following upcoming Foundation meetings:

Audit, Finance and Investment Committee – July 10

Foundation Executive Committee – July 18

MVCC Foundation Board – August 1

ACCT/NYCCT

Trustee Colón highlighted ACCT national trends that include: Holistic Admissions where institutions are moving away from the standardized testing benchmark; ‘Ask Every Student’ initiative to increase voter awareness and engagement among college student population; pandemic learning losses; and institutional financial strain. Resources and videos on these trends are available on the ACCT website. Trustee Colón reported on the recent ACCT Northeast Regional meeting that was held April 26. The meeting recording is available on the ACCT website for anyone that was not able to attend. Further, ACCT has supported Trustee Colón’s candidacy for the Northeast Regional Director. The election will be held during the ACCT Leadership Congress meeting in Seattle, Washington October 23-26.

Vice Chair Waters further went on to report that NYCCT only had one advocacy meeting since the last board meeting. They are in the process of scheduling a summer retreat to begin planning for next year. Although advocacy results were disappointing this year, there is hope that inroads with legislators have been made with an understanding of what community colleges do and how we do things that make us unique to the four-year sector. The most progress seems to be with the local legislative representatives who have helped to understand our advocacy message and bring that forward.

SUNY/NYCCAP

President VanWagoner reported that he will be attending the SUNY State of the University Address on May 22, 2024. Further, as the second longest-serving president, President VanWagoner who serves on NYCCAP’s advocacy committee and liaison to the Faculty Council of Community Colleges, is overseeing the NYCCAP executive team elections this year and will be presenting the ballot results at the NYCCAP Summer Retreat coming up June 13 and 14.

6. President’s Report

President VanWagoner began by emphasizing the role and impact Student Trustee Kobler and Student Congress President Naruze played at the SUNY Student Assembly as a Student Assembly member from another community college took a five-hour train ride to attend MVCC’s commencement to support Justin and Yuzune as they walked across the stage. It is a true testament to their commitment and the relationships they have built with their peers at the SUNY level.

He then went on to thank our Athletic coaches and staff for all the work, organization, and detail to the successful hosting of the Athletic Track Nationals held on campus.

President VanWagoner requested Senate Chair Christine Miller to provide the Senate report.

Senate Chair Christine Miller shared an overview of all that Senate accomplished this past academic year that included the endorsement of several policies and resolutions; the approval of charter and assessment updates; underwent the FCCC Wellness Check; the major reorganization of Senate Committees and Councils; and several Senate members attended FCCC plenaries and CGL meetings. Cabinet and Senate Advisory held their annual retreat to discuss the year and establish goals for 2024-2025. The last Senate meeting of the academic year was also held to elect the Senate Chair, Vice Chair, and Advisory members for the upcoming year.

President VanWagoner asked for an executive session with no further action following the board meeting to discuss Personnel and Real Estate.

7. Vice President Reports and Administrative Services Spotlight: Risk Management Assessment of Safety Risks at the College

The Board had no questions on the written reports from the Vice Presidents. Vice President Squires presented a risk management update on the assessment of safety risks at the college. The presentation included a workplace safety risk review and MVCC's approach to risk management.

8. Discussion Items:

a. 2024-25 Operating Budget

President VanWagoner provided an overview of the proposed 2024-25 Operating Budget including the following:

SUNY rankings were shared to show MVCC with the 10th largest credit and 3rd largest non-credit enrollment among the 30 SUNY community colleges; the lowest cost per student; 7th lowest tuition; and one of the top three lowest household income student populations. He also provided the proposed \$58,418,283 budget for FY25 represented a 2% increase in both tuition and County support.

2024-25 Tuition and Fee Schedule

Vice President Squires reviewed the proposed tuition and fee schedule noting the following new fees and fee revisions: addition of Airframe and Powerplant Tool Kit; addition of Proctorio Fee for ST 120 & 130; addition of Culinary Fee for FS 103; addition of Fingerprinting Fee for ED 150; revision of NCLEX Prep & Curriculum Support 1st and 2nd Year Students; and noting the rates for the annual pricing per student for the International Student Health Insurance program will remain TBD as these rates have not yet been adopted by SUNY. A revision to this schedule will come back to the Board once the rates have been established by SUNY.

b. 2024-25 Annual Plan

President VanWagoner provided an overview of the Annual Plan. The plan is a result of the work of the Strategic Planning Council and is based on departmental budget submissions in direct support of advancing college-wide initiatives.

c. 2024-25 Diversity Plan

President VanWagoner provided an overview of the Diversity Plan. The plan is a result of the work of the Diversity Council.

No further questions or items were raised by the Board.

9. Consent Agenda

- Attachment a.* Minutes of April 15, 2024 Board of Trustees Meeting
- Attachment b.* Treasurer’s Report
- Attachment c.* 2024-25 Operating Budget
- Attachment d.* 2024-25 Tuition and Fee Schedule
- Attachment e.* 2024-25 Annual Plan
- Attachment f.* 2024-25 Diversity Plan
- Attachment g.* Program Deactivation and Discontinuation: Professional Pilot A.A.S., Private Pilot A.A.S., and the Professional Pilot Certificate
- Attachment h.* Program Deactivation and Discontinuation: Small Business Management Certificate
- Attachment i.* Renewal of Grant-Funded Appointments
- Attachment j.* Renewal of Probationary Appointments
- Attachment k.* Amend Staffing Plan: Adam Palmer, Director of Special Projects
- Attachment l.* Morgan Roller, Coordinator, Workforce Development
- Attachment m.* Ricky Mulvaney, Instructor of School of STEM – Career
- Attachment n.* Approval of Grant Disbursement Agreement between Mohawk Valley Community College and New York state Urban Development Corporation, d/b/a Empire State Development
- Attachment o.* Marissa Flo, Assistant Payroll Manager

Motion to accept Consent Agenda Items 9a-9o was made by Trustee Elaine Falvo and seconded by Vice Chair Wendy Waters. Unanimously approved.

Motion to enter into executive session with no further action was made by Trustee Tony Colón and seconded by Trustee William S. Calli. Unanimously approved.

The Board of Trustees entered into executive session at 5:25 p.m.

The meeting reconvened at 5.39 p.m.

10. Adjournment

Motion was made by Trustee William S. Calli and seconded by Trustee Tony Colón to adjourn the meeting at 5:40 p.m. Unanimously approved.