Hudson Valley Community College

80 Vandenburgh Avenue, Troy, New York 12180

MINUTES

The regular meeting of the Board of Trustees of Hudson Valley Community College was held on Tuesday, October 22, 2019 on the college campus, 80 Vandenburgh Avenue, Troy, New York.

PRESENT

Neil J. Kelleher, Chairman
Joseph A. Kapp, Vice Chairman
Omsalama Ayoub
Judith Breselor
William Fagan
Thomas P. Grant
William C. Jennings
Wayne Pratt
Brian Zweig

EXCUSED

none

ALSO PRESENT

Dr. Roger A. Ramsammy, President
William Reuter, Vice President for Administration and Finance
George J. Raneri, Secretary to the Board
Suzanne Kalkbrenner, Assistant Secretary

J. Ashdown
R. Bennett
J. Brennan
L. Coplin
J. DiLorenzo
S. Ely
M. Geehan
P. Hill
D. Kennedy
P. Klimkewicz
R. LaGatta
K. Paquette
K. Petley
J. Schneider
D. Shoemaker
F. Vega
B. Vlieg
R. Whitaker
R. Wilson

Chairman Kelleher called the monthly meeting to order at 5:33 p.m.

MINUTES

Upon a motion by Dr. Jennings, seconded by Mr. Fagan, the following resolution was adopted unanimously.

Resolved, that the minutes of the annual meeting and regular meeting of the Board of Trustees, held on September 24, 2019, be and hereby are, approved.

CURRICULUM CHANGES

Upon a motion by Ms. Breselor, seconded by Dr. Kapp, the following resolution was adopted unanimously.

Resolved, that the following curriculum changes, as recommended by the Academic Senate and the President, be, and hereby are, approved:

1. Deactivate/Discontinue Certificate Program:

A. Animal Policy Certificate, Fall 2020

The Criminal Justice, Forensic Science and Public Administration department is requesting the deactivation of the Animal Policy certificate program. For the past 3 years, there has not been a sufficient number of students to maintain the program. In the past, the program was altered to a specific 4 semester cycle and some of the courses ran with low enrollment. The program was then changed so that the core courses were available through distance learning in an effort to increase enrollment.

Last year, SUNY informed us that the college was required to offer the courses on a 2-semester basis so students could complete the certificate program in 1 year (or 2 semesters). This mandate decreased enrollment in courses further. The next attempt to maintain the program was to require only 4 core courses. This still did not see sufficient enrollment to continue the certificate program, which is the reason deactivation and eventually discontinuing the program is necessary.
The courses will still continue to be offered.

2. Re-Activate Certificate Program:

A. Bereavement Studies Certificate, Spring 2020

Bereavement and grief counseling is one of the fastest growing areas in the human services and health care fields. The previous Bereavement Study Certificate program was focused toward a much smaller segment of individuals.

The Mortuary Science department is looking to expand this certificate to a vast community of not only funeral professionals but counselors, pastoral care, social workers and mental health providers as well as those who focus on providing bereavement and grief counseling.
Since there is no bereavement certificate currently available locally, reactivating this program would provide an opportunity. The department feels that with the proper marketing, they can reasonably expect an enrollment of 20 students.

3. Change in Program Title:

A. Mathematics and Science A.S. Degree, Fall 2020

This is a STEM program, therefore having Liberal Arts and Science as part of its name is unnecessary and may be confusing to students. Removing Liberal Arts from the program's name will make it clearer that this is a STEM program.

Current:	**New:**
Liberal Arts and Science— Mathematics and Science A.S. Degree	Mathematics and Science A.S. Degree

POLICY: TEXT MESSAGING AS OFFICIAL COLLEGE COMMUNICATION TOOL

Upon a motion by Ms. Ayoub, seconded by Dr. Jennings, the following resolution was adopted unanimously.

Resolved, that the request for approval of the policy entitled, "Text Messaging as Official College Communication Tool," as recommended by the Academic Senate and the President, be and hereby is, approved. The policy shall read as follows:

Text Messaging as Official College Communication Tool

Based on the reliance and acceptance of electronic communications email messages and portal announcements are considered an official means of communication with students of Hudson Valley Community College. Text messaging to students is an additional, optional means of communication through an approved college platform. Students are expected to comply with the Computer Use Policy when using the email and portal systems.

Upon a motion by Mr. Grant, seconded by Dr. Kapp, the following resolution was adopted unanimously.

CORE VALUES OF THE COLLEGE

Resolved, that the request for approval of the Core Values of the College, as recommended by the Academic Senate and the President, be and hereby are, approved. They shall read as follows:

LEADS – Leadership, Excellence, Accessibility, Diversity, Service

Hudson Valley Community College is committed to: LEADERSHIP.

Hudson Valley provides rigorous academic curricula and challenging co-curricular opportunities to promote the development of leadership qualities in students and to facilitate leadership development among faculty, staff, and students. Whether in our classrooms, labs, online environment, or throughout the Capital Region, Hudson Valley faculty, staff, and students lead the higher education landscape while developing the next generation of global citizens.

Hudson Valley Community College is committed to: EXCELLENCE.

Hudson Valley's commitment to excellence impels faculty, staff, and students to consistently strive for outcomes that are exemplary rather than simply satisfactory. This striving for excellence touches on all aspects of life at our institution, from academic programs (on-campus, online, off-campus) to our environment, from student services to athletics, from publications to our daily activities. We celebrate our achievements and contributions to the greater society.

Hudson Valley Community College is committed to: ACCESSIBILITY.

Accessibility to high-quality education is vital to the growth and prosperity of the local, national, and international communities. Hudson Valley provides educational access to a diverse community of traditional and non-traditional learners in an environment that fosters lifelong learning and freedom of inquiry and expression.

Hudson Valley Community College is committed to: DIVERSITY.

Each individual must be able to work and learn in an atmosphere of respect, dignity, and acceptance. Our commitment to diversity requires each of us to continuously ensure that our interactions are respectful, protect free speech, and inspire academic freedom. Hudson Valley values equity, inclusion, and dignity for all. We recognize that our differences make us stronger. We take action when we observe someone being treated unfairly or in a demeaning manner.

Hudson Valley Community College is committed to: SERVICE.

Meaningful service to students is at the center of life at Hudson Valley, as is service by students, staff, and faculty to our greater community. We share skills and expertise to assist others through campus clinics, off-campus internships, service learning, and numerous volunteer opportunities to extend the culture of service well beyond our campus.

RESIDENT TUITION RATES FOR 2019-20 ACADEMIC YEAR FOR DISPLACED STUDENTS FROM BAHAMA ISLANDS

Upon a motion by Mr. Zweig, seconded by Mr. Pratt, the following resolution was adopted unanimously.

Resolved, that the request to extend resident tuition rates for the 2019-20 academic year for students from Bahama Islands displaced by Hurricane Dorian, be and hereby is, approved. The resolution shall read as follows:

RESOLUTION AUTHORIZING THE EXTENSION OF RESIDENT TUITION RATES FOR THE 2019-20 ACADEMIC YEAR FOR STUDENTS FROM BAHAMA ISLANDS DISPLACED BY HURRICANE DORIAN

WHEREAS, a number of students from the Bahama Islands have been displaced as a consequence of Hurricane Dorian; and

WHEREAS, the infrastructure of these island communities have been substantially undermined by the hurricane and continue to be in a state of disrepair; and

WHEREAS, universities and higher education associations across the country have made and are continuing to make efforts to assist students displaced by Hurricane Dorian in the most expeditious and humanitarian manner possible; and

WHEREAS, Governor Cuomo has called upon SUNY to offer resident tuition rates to students displaced by Hurricane Dorian; and

WHEREAS, Hudson Valley Community College wishes to extend the benefit of resident tuition rates for the 2019-20 academic year to students from the Bahama Islands who have been displaced by Hurricane Dorian as a humanitarian response which acknowledges these students' *de facto* New York State residency status due to their inability to return home; now, therefore, be it

RESOLVED, that Hudson Valley Community College authorizes the approval to extend resident tuition rates for the 2019-20 academic year for students from the Bahama Islands displaced by Hurricane Dorian.

NAMED SPACES IN THE GENE F. HAAS CENTER FOR ADVANCED MANUFACTURING SKILLS

Upon a motion by Mr. Pratt, seconded by Dr. Kapp, the following resolution was adopted unanimously.

Resolved, that the request for approval of named spaces in the Gene F. Haas Center for Advanced manufacturing Skills, in recognition of leadership gifts, as recommended by the Foundation Board of Directors on October 11, 2019, be and hereby is, approved. The spaces shall be named as follows:

Downstairs Location Description	**Name on Sign**
Dedication Under Formula 1 Car	Haas Foundation
Freshman Machining Laboratory	Davis Family Freshman Machining Lab in memory of Daniel E. Davis
Senior Machining Laboratory	The McGill Family dedicated to Thomas J. McGill
Advisement Center	Gale O'Gorman Academic Advisement Center GE Power

Student Bistro	Times Union/timesunion.com
Conference Room	CEN Manufacturing in honor of Jeffrey A. Lawrence
Metrology Lab	ZEISS Industrial Quality Solutions
Industrial Maintenance Lab	Simmons Machine Tool Corporation Industrial Maintenance Lab
Additive/Metallurgy Laboratory	Peter H. Alexander '57
Capstone Assembly Lab	Mosaic Associates Architects
EDM Lab	ONA Electro-Erosion, Inc.
Lobby	In Honor of Drew Matonak
HFO Offices	Allendale Machinery Family Andy, Christine, Marty & Neil
Upstairs Location Description	**Name on Sign**
Executive Conference Room	WIDIA Products Group Executive Conference Room
EOM Partner Office	Allendale Machinery in appreciation to Professor David "The Lark" Larkin
CAD Certificate Room	Michael & Aimee Uccellini
Ultra-Cad/Lab	The Hearst Foundation, Inc.
Cad/Cam Lab (212)	Mastercam
Student Lounge	Cambridge Valley Machining, Inc.
Classroom – 208	Chenango Valley Technologies, Inc.
Classroom – 206	Specialty Silicone Products, Inc.
Classroom – 204	VP & Professor Emeritus James LaGatta '67 & Regina LaGatta '73
Faculty Offices	Faculty Offices Provided By: Professor James Hamilton Wynn Kintz Professor David & Janet Larkin James & AnneMarie McDermott Instructor Brian Wickham

INFORMATION ITEMS

The following information items were noted:

INFORMATION ITEMS

A. FULL-TIME NON-TEACHING PROFESSIONALS

1. Administration and Finance

Deborah Dingman, Financial Analyst,
Budget Office,
f/t appt., eff. 10/28/19 $53,500/yr

Michael Hollister, Senior Computer Programmer Analyst,
Information Technology Services,
f/t appt., eff. 10/11/19 $78,000/yr

Frank Montanaro, Application Specialist,
Information Technology Services,
f/t appt., eff. 9/23/19 $65,000/yr

Kathryn Davis, State Certifying Officer,
Financial Aid,
f/t appt., eff. 9/30/19 $40,000/yr

Kathleen Montesano Assistant Director,
Financial Aid,
f/t appt., eff. 9/30/19 $42,000/yr

B. PART-TIME FACULTY

1. Academic Affairs
Hamish McMillian, Instructor,
Community and Professional Education,
p/t appt., eff. 9/26/19 $40.00/hr

2. EOC
Richard Wilson, Instructor,
E.O.C.,
p/t appt., eff. 9/23/19 $41.00/hr

3. School of Business and Liberal Arts
Shauna Anderson, Instructor,
English, Foreign Languages and English as a Second Language (shelf),
p/t appt., eff. 10/10/19 $1,136/sch

Joshua Martin, Instructor,
Human Services,
p/t appt., eff. 1/21/20 $1,136/sch

Sandra Sheely, Instructor,
English, Foreign Languages and English as a Second Language (HS Model),
p/t appt., eff. 10/10/19 $0

Andrew Sober, Instructor,
Fine Arts, Theatre Arts & Digital Media,
p/t appt., eff. 1/21/20 $1,136/sch

3. School of Health Sciences
Ann Marie Davis, Instructor,
Surgical Technologies,
p/t appt., eff. 1/21/20 $1,136/sch

4. School of Science, Technology, Engineering and Math
Lisa Lee, Instructor,
Mathematics and Engineering Science,
p/t appt., eff. 1/21/20 $1,136/sch

Prakash Puri, Instructor,
Mathematics and Engineering Science,
p/t appt. (shelf), eff. 10/11/19 or thereafter $1,136/sch

C. PART-TIME NON-TEACHING PROFESSIONALS

1. Academic Affairs
   Mykha'el Wilson, PT Education Specialist,
   Learning Centers,
   p/t appt., eff. 9/30/19 $33.09/hr

2. Student Affairs
   Allissa Melucci, Assistant Men's and Women's Track and Field Coach,
   Intercollegiate Athletics,
   p/t appt., eff. 9/1/19 $2,500/yr

D. RESIGNATIONS

1. Jeremy Bristol, Lead Computer Programmer Analyst, Information Technology Services, eff. 11/8/19
2. Sarah Garrand, Deputy Chief Information Officer, Information Technology Services, eff. 11/7/19
3. Jacqueline Hotaling, Assistant Women's Basketball Coach, Intercollegiate Athletics, eff. 10/4/19
4. Frane Larose, Assistant Women's Basketball Coach, Intercollegiate Athletics, eff. 9/1/19
5. Myosore Benjamin Pitan, Assistant Men's Soccer Coach, Intercollegiate Athletics, eff. 8/30/19
6. Leah Pronovost, Advising Specialist, Liberal Arts, eff. 10/18/19
7. John Ripepi, Assistant Baseball Coach, Intercollegiate Athletics, eff. 8/31/19

E. UNPAID LEAVE OF ABSENCE

1. Valerie Lang Waldin, Associate Professor/Faculty Librarian, Library, eff. 12/31/19-5/31/20

F. ADVISORY COMMITTEE APPOINTMENTS

1. Business Administration Department
   Chris R. Meyer, Ph.D., Director of Undergraduate Education, RPI

2. Paramedic Department
   David Massaro, Firefighter/Paramedic, Schenectady Fire Department

3. Respiratory Care Department
   Maureen M. Dixon, MS, RRT, AE-C, Supervisor, Cardio-Respiratory Services, Albany Medical Center

G. HVCC MONTHLY FINANCIAL REPORTS

1. 2019-2020 Fiscal Year Operating Budget Summary as of 9/30/19
2. Capital Expenditures, September 2019 and cumulative

H. HVCC FOUNDATION, INC. IN-KIND DONATIONS

1. In-Kind Donations to the Gene F. Haas Center for Advanced Manufacturing Skills, January-September, 2019
2. In-Kind General Donations to the College, January-September 2019

NOVEMBER MEETING

The next monthly meeting of the Board of Trustees will be held on Tuesday, November 26, 2019.

Chairman Kelleher informed the group that he had recently learned of the passing of Professor Emeritus John Ostwald. He noted that Professor Ostwald had been extremely active in support of veterans, both on campus and in the community. Chairman Kelleher noted that Professor Ostwald had been part of the fabric of Hudson Valley and that he would be missed.

ADJOURNMENT

Upon motion by Dr. Jennings, seconded by Mr. Fagan, the meeting was adjourned at 5:37 p.m.

Suzanne Kalkbrenner
Assistant Secretary to the Board of Trustees