

Hudson Valley Community College

80 Vandenburg Avenue, Troy, New York 12180

MINUTES

The regular meeting of the Board of Trustees of Hudson Valley Community College was held on Tuesday, April 28, 2020 via remote meeting and live streamed for the public on the college's website at www.hvcc.edu.

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

R. Amadon	K. Ferrer-Muñiz	L. Marion
J. Ashdown	E. Hatter	P. Myers
J. Bourdeau	P. Hill	K. Paquette
J. Brennan	P. Hyland	K. Petley
L. Coplin	D. Kennedy	D. Shoemaker
A. Courter	E. Kiel	A. Thomas
J. DiLorenzo	R. LaGatta	R. Wilson
S. Ely		

Prior to the start of the committee meetings, Louis Coplin, Vice President for Student Affairs, introduced the Programmatic Presentation, "Student Voices." Two students, members of the college's 2020 graduating class, related their campus experiences to the Board. The students were Omsalama Ayoub, the Board's student trustee, and Carlene Vargas, a student in the Respiratory Therapy program.

Chairman Kelleher called the meeting to order at 6:13 p.m.

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

Resolved, that the minutes of the regular meeting of the Board of Trustees, held on February 25, 2020, be and hereby are, approved.

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

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

1. Change in Degree Requirements:

A. Polysomnography A.A.S. Degree – Fall 2021

PSGT 230 Electroencephalography Clinical II will be dropped from the curriculum. PSG 220 and 230 courses were added as an option to work as an EEG technician upon completion of the program. There was a great need for trained people in this area by employers. There are now very few jobs since the program supplied many graduates since 2011 and clinical placements have decreased because of this. Hence there is no need for us to offer such extensive training in this area. We will limit enrollment to Polysomnography because there are not sufficient placements for the EEG courses. One EEG course is sufficient to make them eligible for a job as an Entry Level EEG Technician and alleviates the burden of finding clinical placements to sustain two courses.

Other recommended changes include listing ICVT 200/RESP 130 or CMHL 115 as an option to fulfill the ICVT 200 course. This change would give students more alternative options to fulfill the course content requirements of ICVT 200 because the course content is equivalent in all of these courses.

PSGT 210 – Polysomnography Data Analysis and Recording –

Change in Prerequisites:

Change in Prerequisites or Corequisites:

Current Prerequisites:	New Prerequisites:
PSGT 220 Electroencephalography Clinical I	PSGT 225 Polysomnography Clinical I with a final grade of “C” or better.
Current Prerequisites or Corequisites:	New Prerequisites or Corequisites:
PSGT 230 Electroencephalography Clinical II	PSGT 220 Electroencephalography Clinical with a final grade of “C” or better and PSGT 235 Polysomnography Clinical II with a final grade of “C” or better.

PSGT 220 Electroencephalography Clinical

Change in Course Title:

Current:	New:
PSGT 220 Electroencephalography Clinical I	Electroencephalography Clinical

PSGT 235 – Polysomnography Clinical II**Change in Prerequisites:****Change in Prerequisites or Corequisites**

Current Prerequisites:	New Prerequisites:
PSGT 220 Electroencephalography Clinical I	PSGT 225 Polysomnography Clinical I with a final grade of “C” or better.
Current Prerequisites or Corequisites:	New Prerequisites or Corequisites:
PSGT 230 Electroencephalography Clinical II	PSGT 220 Electroencephalography Clinical with a final grade of “C” or better.

2. Micro-Credentials:**A. Community Health Navigation: Capacity Building**

The Community Health Navigation: Capacity Building Micro-Credential provides students with foundational knowledge in public health and then expanding into advocacy for needs of the community. Students will be provided with coursework that shines light on the population health needs that are prevalent in communities, and stakeholders engaged in sustaining a culture of health. Students will be equipped with tools and resources to be an effective champion for change in the communities they serve.

B. Community Health Navigation: Communication Skills

The Community Health Navigation: Communications skills micro-credential provides students with foundational communication skills needed to empower patient/consumers to be champions in their health. Students will gain engagement skills, understand the populations that they may serve, as well as how to manage boundaries, scope of practice, and patient rights. Students will understand the landscape of electronic health records and referral platforms and how to document clear and concise notes that demonstrate their patient/consumer engagement efforts.

C. Community Health Navigation: Interpersonal and Social Skills

The Community Health Navigation Interpersonal and Social Skills credential provides students with foundational skills to engage consumers, and patients in care in the world we live in. The credential provides students with a public health foundation, ultimately understanding the communities in which we live, work, and play, and its impact on one’s health and well-being. The credential then builds upon the public health foundation and provides students with communication, and engagement skills necessary to empower consumers to be informed decision makers in their health.

D. Community Health Navigation: Service Navigation

The Community Health Navigation: Service Navigation micro credential prepares students to engage in not only health care navigation but also social services navigation. Students are provided with foundational knowledge in social determinants and its impact on health and well-being. Students will be introduced to prominent social determinants

that have a significant impact on one's health and well-being. Students will learn how to screen for social determinants of health, how to access resources that address their patient/consumers' needs, document the need expressed in the form of a referral to ensure patients/consumers do not fall through the cracks between providers.

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

**FSA OPERATING
BUDGET, FY 2020-21**

Resolved, that the request to approve the Faculty Student Association's operating budget for fiscal year 2020-2021, totaling \$ 7,337,665 in revenues and \$ 7,303,928 in expenditures, as approved by the Faculty Student Association Board of Directors on March 9, 2020, be, and hereby is, approved.

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

**HVCC FOUNDATION-
OPERATING
BUDGET, FY 2020-21**

Resolved, that the request to approve the Hudson Valley Community College Foundation, Inc.'s operating budget for fiscal year 2020-2021, totaling \$ 2,120,000 in revenues and \$ 1,772,000 in expenditures, as approved by the Foundation Board of Directors on April 27, 2020, be, and hereby is, approved.

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

**HVCC FOUNDATION-
IRS 990 FILING**

Resolved, that the request to approve the Hudson Valley Community College Foundation, Inc.'s IRS Form 990 for the fiscal year ended June 30, 2019, as prepared by UHY LLP, and as recommended by the Foundation Board of Directors on April 27, 2020, be, and hereby is, approved.

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

**CAPITAL
CONSTRUCTION—
DESIGN SERVICES
AWARD OF
CONTRACT,
HVCC NORTH
EXPANSION
BUILDING ADDITION**

Resolved, that the request for approval of the award of contract for design Services for the building addition at HVCC's North Expansion, TEC-SMART, Malta, NY, in the amount of \$320,450 to Mosaic Associates Architects, D.P.C., for the capital project entitled "HVCC North Expansion Building Addition— Design Services," be, and hereby is, approved.

Upon a motion by Mr. Fagan, seconded by Dr. Jennings, an executive session was called at 6:19 p.m. for the purposes of discussing personnel and collective bargaining matters.

**EXECUTIVE
SESSION**

Upon a motion by Dr. Jennings, seconded by Dr. Fagan, the executive session was ended at 6:40 p.m. and Chairman Kelleher opened the meeting.

Upon a motion by Mr. Fagan, seconded by Ms. Breselor, an the Board voted unanimously to amend the agenda to include the next item.

**AMENDMENT TO
AGENDA**

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

**DEAN OF
DISTANCE
LEARNING**

Resolved, that the request to authorize the President to appoint a Dean of Distance Learning, at a date and a salary to be reported at the May 26, 2020 Board of Trustees meeting, be, and hereby is, approved.

INFORMATION ITEMS

The following information items were noted:

INFORMATION ITEMS

A. 2020/2021 COLLEGE FACULTY MERIT RECOMMENDATIONS

In accord with Article XII-C of the Collective Bargaining Agreement between the College and the Hudson Valley Community College Faculty Association, Faculty merit recommendations that have been approved by the President, effective September 1, 2020 are outlined below.

Department Chair (\$2,000)

Antoinette Howard	Teacher Preparation
Ricky Thibodeau	Accounting, Entrepreneurship and Marketing, Business Administration, Computing and Information Sciences

Faculty (\$1,000 each)

Carla Gundermann	Criminal Justice, Forensic Science and Public Administration
Anthony Podlaski	English, Foreign Languages, and English as a Second Language
Daniel Benoit	Applied Technologies
Randy Howarth	Applied Technologies

B. FULL-TIME NON-TEACHING PROFESSIONALS

1. Academic Affairs

Van White, Senior Online Learning Support Specialist, Distance Learning, f/t appt., eff. 3/30/20	\$58,000 yr
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2. Administration and Finance

Derek Welburn, Systems & Network Specialist I, Information Technology Services, f/t appt., eff. 3/13/20 or thereafter	\$60,000/yr
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3. Executive

Allison Collins-Schroeder, Chief Advancement Officer, Institutional Advancement, f/t appt., eff. 3/25/20	\$90,000/yr
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Taunya Hannibal-Williams, Community Outreach Specialist, Diversity Office, f/t appt., eff. 3/09/20	\$50,000/yr
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4. Institutional Effectiveness

Leonard Kelley, Lead Computer Programmer, Institutional Effectiveness, f/t appt., eff. 3/16/20	\$86,705/yr
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5. School of Business and Liberal Arts
Alba Vega, Advising Specialist,
Liberal Arts,
f/t appt., eff. 4/6/20 \$40,100/yr
6. Student Affairs
Aimee Bastian, Assistant Director,
Financial Aid,
f/t appt., eff. 2/19/20 or thereafter \$46,000/yr
- Tracey DuShane, Confidential Administrative Assistant,
Office of the Vice President for Student Affairs,
f/t appt., eff. 3/9/20 \$39,000/yr
- Jason Ineman, Technical Assistant,
Financial Aid,
f/t appt., eff. 3/13/20 or thereafter \$37,000/yr
- Jocelyn Jenkins, Technical Assistant,
Financial Aid,
f/t appt., eff. 3/13/20 or thereafter \$37,000/yr
- C. FULL-TIME CLASSIFIED STAFF**
1. Academic Affairs
Antoine Johnson, Program Assistant III,
Academic Affairs,
f/t appt., eff. 2/11/20 or thereafter \$17.6357/hr
2. Student Affairs
Desiree Dommer, Program Assistant,
Center for Careers and Transfer,
f/t appt., eff. 02/21/20 or thereafter \$18.8110/hr
- D. PART-TIME FACULTY**
1. E.O.C.
Angela Fosmine, Instructor,
Instructional Services, E.O.C.,
p/t appt., eff. 2/19/20 or thereafter \$41.00/hr
- Eric Rivetta, Instructor,
Instructional Services, E.O.C.,
p/t appt., eff. 2/19/20 or thereafter \$41.00/hr
2. School of Business and Liberal Arts
James Wyzykowski, Instructor,
Accounting, Entrepreneurship & Marketing,
p/t appt. (shelf), eff. 1/27/20 or thereafter \$1,136/sch
- E. PART-TIME NON-TEACHING PROFESSIONALS**
1. Administration and Finance
Francesco D'Amico, Photographer/Multimedia Specialist,
Multi-Media and Video Services,
p/t appt., eff. 2/19/20 \$35.00/hr

Olivia Nadel, Photographer/Multimedia Specialist,
Multi-Media and Video Services,
p/t appt., eff. 2/19/20 \$35.00/hr

Michael Allen, Photographer/Multimedia Specialist,
Multi-Media and Video Services,
p/t appt., eff. 2/19/20 \$35.00/hr

2. Student Affairs.

Cameron Overbaugh, Assistant Baseball Coach,
Intercollegiate Athletics,
p/t appt., eff. 2/28/20 \$1,000/yr

F. RESIGNATIONS

1. Karen Ferrer-Muñiz, Dean of Retention and Instructional Academic Support Services, eff. 4/30/20
2. Brendan McCarthy, Faculty Librarian, Instructor, Instructional Support Services and Retention, eff. 3/27/20
3. Mary Patton, Admissions Counselor, Admissions, eff. 4/2/20
4. Joshua Rasmussen, Assistant Men's Soccer Coach, Intercollegiate Athletics, eff. 4/17/20
5. Chelsea Stevens, Assistant Women's Basketball Coach, Intercollegiate Athletics, eff. 3/11/20
6. Gus Trapani, Television Production Technician, Multi-Media and Video Services, eff. 4/6/20

G. RETIREMENTS

1. Anne Dearing, Professor, English, Foreign Languages & ESL, eff. 5/16/20
2. Jeffrey Schoonmaker, Professor, Biology, Chemistry & Physics, eff. 5/16/20
3. Kenneth Villeneuve, Jr., Technical Assistant, Financial Aid, eff. 3/23/20
4. Valerie Lang Waldin, Associate Professor, Library, eff. 5/31/20

H. HVCC MONTHLY FINANCIAL REPORTS

1. 2019-2020 Fiscal Year Operating Budget Summary as of 3/31/2020
2. Capital Expenditures, March 2020 and cumulative

I. FACULTY STUDENT ASSOCIATION MONTHLY FINANCIAL REPORTS

1. FSA Financial Reports, period ending 2/29/2020


The Board made a special acknowledgement of the retirements of Professor Jeffrey Schoonmaker, who has taught at the college for 50 years, and Associate Professor Valerie Lang Waldin, the daughter and granddaughter of two former Chairmen of the Board.

MAY MEETING

The next monthly meeting of the Board of Trustees will be held on Tuesday, May 26, 2020.

Upon motion by Dr. Jennings, seconded by Mr. Fagan, the meeting was adjourned at 6:44 p.m.

ADJOURNMENT


Suzanne Kalkbrenner
Assistant Secretary to the Board of Trustees