

# Hudson Valley Community College

80 Vandenberg Avenue, Troy, New York 12180

## MINUTES

The monthly meeting of the Board of Trustees of Hudson Valley Community College was held on Tuesday, November 23, 2021, on the college campus, 80 Vandenberg Avenue, Troy, New York; via remote meeting and live streamed for the public on the college's website at [www.hvcc.edu](http://www.hvcc.edu).

### PRESENT

Neil J. Kelleher, Chairman  
Judith Breselor  
Philip J. Danaher  
Talia Edwards  
William Fagan  
Flora Fasoldt  
Thomas P. Grant  
William C. Jennings  
Wayne Pratt  
Brian Zweig

### EXCUSED

None

### ALSO PRESENT

Dr. Roger A. Ramsammy, President  
George J. Raneri, Secretary to the Board  
Suzanne Kalkbrenner, Assistant Secretary to the Board

J. Ashdown	D. Garvey	K. Petley
D. Barron	M. Geehan	R. Pinke
P. Blacklock	R. Haney	M. Reynolds
J. Bourdeau	E. Hatter	D. Richey
L. Bradley	G. Healy	G. Sausville
C. Campana	P. Hill	P. Schaefer
D. Christian	D. Kennedy	R. Schultz
A. Collins Schroeder	E. Kiel	D. Shoemaker
L. Coplin	P. Klimkewicz	J. Stenard
A. Courter	I. LaChance	R. Whitaker
J. DiLorenzo	R. LaGatta	R. Wilson
S. Ely	K. Paquette	

Chairman Kelleher called the meeting to order at 5:31 p.m. in honor and memory of three members of the campus community, two of whom died earlier this month. He honored Lisa Van Wie Heiser, wife of John Heiser, Director of Creative Services, who retired in 2000 after a stellar 25-year career in Financial Aid; and Jayne Nancy Scarano, the 98-year-old mother of Regina LaGatta, Executive Director of External Affairs and Government Relations and mother-in-law of Jim LaGatta, professor and Vice President Emeritus. Chairman Kelleher also noted that November 7 was the first anniversary of the passing of President Emeritus Andrew J. Matonak.

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

MINUTES

Resolved, that the minutes of the annual meeting and the regular meeting of the Board of Trustees, held on October 19, 2021, be and hereby are, approved.

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

NTPO  
SUCCESSOR  
AGREEMENT

**Resolved**, that the request to approve a Memorandum of Agreement between Hudson Valley Community College and the Hudson Valley Community College Non-Teaching Professionals Organization (NPTO) for a collective bargaining agreement covering the September 1, 2020 through August 31, 2025, be and hereby is, approved.

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

**UPSEU  
SUCCESSOR  
AGREEMENT**

**Resolved**, that the request to approve a Memorandum of Agreement between Hudson Valley Community College and the Hudson Valley Community College United Public Service Employees Union (UPSEU) for a collective bargaining agreement covering the September 1, 2020 through August 31, 2025, be and hereby is, approved.

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

**NIEU  
SUCCESSOR  
AGREEMENT**

**Resolved**, that the request to approve a Memorandum of Agreement between Hudson Valley Community College and the Hudson Valley Community College Non-Instructional Employees Union (NIEU) for a collective bargaining agreement covering the September 1, 2021 through August 31, 2025, be and hereby is, approved.

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

**PROFESSIONAL TITLES  
& JOB DESCRIPTIONS  
SUNY CC TITLE  
REPORT UPDATE**

**Resolved**, that the request to approve an update to the college's SUNY Community College Title report, be and hereby is, approved. The resolution shall read as follows:

### **PROFESSIONAL TITLES & JOB DESCRIPTIONS**

**WHEREAS**, the Administration of Hudson Valley Community College has determined the need to update the SUNY Community College Title Report; and

**WHEREAS**, some of the existing titles in the SUNY Community College Title Report require reclassification and classification; and

**WHEREAS**, these title classifications and reclassifications result in updates to and creation of job descriptions; and

**WHEREAS**, it is necessary for the Hudson Valley Community College Board of Trustees to approve these title classifications and reclassifications for the SUNY Community College Title Report along with the changes to and creation of job descriptions; and

**WHEREAS**, both title classifications and reclassifications along with changes to and creation of job descriptions will be forwarded to SUNY for updates to the SUNY Community College Title Report; and

**WHEREAS**, approval of professional titles must be granted by the SUNY Chancellor, according to section 35(i) of the Civil Service Law and Section 6306(2) of the Education Law; now, therefore, be it

**RESOLVED**, the College’s Board of Trustees approves these title classifications and reclassifications to the SUNY Community College Title Report along with changes to and creation of job descriptions; and, be it further

**RESOLVED**, that certified copies of this Resolution be forwarded to SUNY University-wide Human Resources for updating the SUNY Community College Title Report.

**HUDSON VALLEY COMMUNITY COLLEGE  
PROFESSIONAL TITLES**

New Titles/Classify
Associate Dean, Academic Advising and Retention
Clinical Coordinator
Dean of Enrollment Services & Registrar

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

**HVCC FOUNDATION—  
MOA WITH HVCC**

**Resolved**, that the request to approve revisions to the Memorandum of Hudson Valley Community College and Hudson Valley Community College Foundation Inc., as recommended by the Foundation Board of Directors on November 17, 2021, be and hereby is, approved, and subject to such additional revisions as deemed necessary by College Counsel.

Chairman Kelleher offered his thanks to long-time Foundation Board member Gordon Zuckerman '62, who made a generous donation to the Foundation to establish an Alumni House and noted that Mr. Zuckerman never forgot where he came from.

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

**CAPITAL  
CONSTRUCTION—  
ATEC DESIGN &  
ENGINEERING**

**Resolved**, that the request to approve revised design and engineering fees for the capital project “Applied Technology Education Center (ATEC)—Phase I—Design and Engineering,” be and hereby is, approved. The resolution shall read as follows:

**APPLIED TECHNOLOGY EDUCATION CENTER (ATEC)—  
PHASE I—DESIGN AND ENGINEERING**

**Whereas**, on August 24, 2021, the Hudson Valley Community College Board of Trustees approved the award of contract for design services, in the amount of \$2,100,000 to JMZ Architects and Planners, PC, for the capital project entitled “Applied Technology Education Center (ATEC) – Design Services,” and

**Whereas**, this fee included the cost of a detailed site survey of the entire project area and geotechnical services to guide the design of foundations and site improvements; and

**Whereas**, this work revealed the necessity of allotting an additional \$750,000 for Phase 1 basic construction administration fees; and

**Whereas**, an allowance of \$110,000 was recommended to cover the cost of a Storm Water Pollution Prevention Plan (SWPPP) and reimbursable expenses during the design and construction phases; and

**Whereas**, the design and basic construction administration fees, including the SWPPP and reimbursable expenses, for the ATEC Quad Phase 1 project totaled \$2,960,000; and

**Whereas**, on October 12, 2021, the Rensselaer County Legislature authorized funding in the amount of \$2,960,000 for Project Design and Engineering Costs related to the construction of the Applied Technology Education Center that included the additional amounts above; now, therefore, be it

**Resolved**, that the Hudson Valley Community College Board of Trustees authorizes an additional payment in the amount of \$860,000 to JMZ Architects and Planners, PC, for the capital project entitled “Applied Technology Education Center (ATEC)—Phase I.

#### **INFORMATION ITEMS**

The following information items were noted:

#### **INFORMATION ITEMS**

##### **A. TENURE AND PROMOTION BY TENURE**

In accord with the Faculty Association Agreement, a College faculty member at the rank of Instructor who is awarded tenure is automatically promoted to the rank of Assistant Professor and granted a \$1,000 increase in annual salary.

**Effective: January 17, 2023**

Richard Monda                      Biology, Chemistry and Physics

##### **B. FULL-TIME NON-TEACHING PROFESSIONALS**

###### **1. Academic Affairs**

Christine DeCancio, Coordinator of Academic Services,  
Office of the Assistant Vice President of Academic Affairs,  
f/t prob. appt., eff. 10/28/21 or thereafter                      \$45,000/yr

Dr. Hector Rodriquez, Associate Dean  
School of STEM,  
f/t. appt. (MC), eff. 1/3/22                      \$90,000/yr

###### **2. Administration & Finance**

Heather Henry, Director,  
Financial Aid,  
f/t prob. appt., eff. 11/8/21                      \$70,000/yr

Kathleen Montesano, Director of Student Accounts,  
Office of the Comptroller,  
f/t appt. (MC), eff. 10/28/21 or thereafter                      \$69,000/yr

3. Student Affairs

Jennifer Heidinger, College Nurse,  
Health Services,  
f/t prob. appt., eff. 11/18/21

\$45,000/yr

Lucas Kellis, Director, Admissions Counselor  
Admissions Office,  
f/t prob. appt., eff. 11/19/21 or thereafter

\$36,500/yr

Sarah Kennedy, Interim Advising and Retention Specialist,  
Office of Student Outreach, Advising and Retention,  
f/t temp. appt. (emergency hire), eff. 10/25/21

\$40,100/yr

Kirk Winans, Interim Advising and Retention Specialist,  
Office of Student Outreach, Advising and Retention,  
f/t temp. appt. (emergency hire), eff. 10/25/21

\$40,100/yr

**C. FULL-TIME NON-INSTRUCTIONAL/CLASSIFIED STAFF**1. Administration & Finance

Nicole Gully, Payroll Clerk,  
Finance,  
f/t appt., eff. 11/3/21

\$19.2766/hr

John Keyoskey, Building Maintenance Worker,  
Physical Plant,  
f/t appt., eff. 11/19/21 or thereafter

\$18.45/hr

Sergio Lopez, Motor Equipment Operator, Light  
Physical Plant,  
f/t prob. appt., eff. 11/11/21 or thereafter

\$15.5766/hr

Wayne McMahon, Building Maintenance Worker,  
Physical Plant,  
f/t appt., eff. 11/19/21 or thereafter

\$18.45/hr

Ryan Schepisi, Motor Equipment Operator, Light  
Physical Plant,  
f/t prob. appt., eff. 11/11/21 or thereafter

\$15.5766/hr

2. School of STEM

Josephine Bodwell, Laboratory Technician,  
Technical Support Services,  
f/t prov. appt., eff. 10/27/21 or thereafter

\$ 21.0205/hr

Todd Dupuis, Laboratory Technician,  
Applied Technologies,  
f/t prov. appt., eff. 11/8/21 or thereafter

\$22.06/hr

**D. PART-TIME FACULTY**1. School of Health Sciences

Carly Hall, Instructor,  
Nursing and Surgical Technology  
p/t appt., eff. 1/18/22

\$1,136/sch

Carol Salvador, Instructor  
Nursing and Surgical Technology  
p/t appt., eff. 1/18/22 \$1,136/sch

Gina Mantello, Instructor,  
Nursing and Surgical Technology  
p/t appt., eff. 1/18/22 \$1,136/sch

**E. PART-TIME NON-TEACHING PROFESSIONAL**

1. Student Affairs

Aidan Glynn, Assistant Women's Basketball Coach,  
Intercollegiate Athletics,  
p/t. appt., eff. 10/25/21 or thereafter \$1,500/yr

**F. PART-TIME NON-INSTRUCTIONAL/CLASSIFIED STAFF**

1. Administration & Finance

Ryan Meyer, PT Security Officer,  
Public Safety,  
p/t appt., eff. 11/3/21 \$17.91/hr

**G. RESIGNATIONS**

1. James Carras, Motor Equipment Operator, Light , Physical Plant, eff. 12/2/21
2. Taunya Hannibal-Williams, Community Outreach Specialist , Office of Diversity, Equity and Inclusion, eff. 11/2/2021
3. Christina Holst, Peer Mentor, VETROC, eff. 11/14/21
4. Rekka Falaro, Data Analysis Coordinator I, Admissions, eff. 11/15/21
5. Sandra McCarthy, Coordinator of the College Judicial System, Student Affairs, eff. 12/31/21
6. Carol Meyer, Coordinator of Instructional Services, EOC, eff. 11/12/21

**H. RETIREMENTS**

1. Keith Gunner, Education Specialist/Assistant Professor, Biology, Chemistry and Physics, eff. 1/4/22
2. Mara Lefebvre, Assistant Director, Office of Special Events and Facilities Utilization, Administration, eff. 2/2/22

**I. HVCC MONTHLY FINANCIAL REPORTS**

1. 2021-2022 Fiscal Year Operating Budget Summary as of 10/31/2021
2. Capital Expenditures, October 2021 and cumulative

**J. FACULTY STUDENT ASSOCIATION FINANCIAL REPORTS**

1. FSA Financial Reports, period ending 10/31/2021

**K. ADVISORY BOARD APPOINTMENTS**

1. **School of STEM**

Heating, Ventilation and Refrigeration Systems

Mr. Marc Quail, '99, Area General Manager,  
Trane Upstate NY/VT Area

**L. ALCOHOLIC BEVERAGE REQUEST**

1. Board of Trustees Annual Holiday Reception, 12/21/21

Upon a motion by Dr. Jennings, seconded by Mr. Fagan, an executive session was called at 5:42 p.m. for the purposes of discussing collective bargaining matters.

**EXECUTIVE  
SESSION**


Upon a motion by Dr. Jennings, seconded by Mr. Fagan, the executive session was ended at 6:48 p.m. and Chairman Kelleher opened the meeting.

### **DECEMBER MEETING**

The next monthly meeting of the Board of Trustees will be held on Tuesday, December 21, 2021.

Upon motion by Dr. Jennings, seconded by Ms. Breselor, the meeting was adjourned at 6:49 pm in memory of Lisa Van Wie Heiser, Jayne Nancy Scarano and Dr. Andrew J. Matonak.

**ADJOURNMENT  
IN MEMORY OF  
LISA VAN WIE  
HEISER, JAYNE  
SCARANO AND  
DR. ANDREW J.  
MATONAK**

  
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Suzanne Kalkbrenner  
Assistant Secretary to the Board