The regular meeting of the Board of Trustees of Hudson Valley Community College was held on Tuesday, August 30, 2016 on the college campus, 80 Vandenburgh Avenue, Troy, New York.

PRESENT

Neil J. Kelleher, Chairman
Joseph A. Kapp, Vice Chairman
Judy Breselor
Catherine I. Conroy
William F. Fagan
William C. Jennings
Conrad H. Lang, Jr.
Wayne Pratt
Manik Elahi S.
Brian S. Zweig

Andrew J. Matonak, President
James LaGatta, Vice President for Administration
George J. Raneri, Secretary to the Board
Suzanne Kalkbrenner, Assistant Secretary

C. Bosco
A. Carrozza
D. Clickner
S. Ely
J. Fatato

M. Green
C. Helwig
D. Kennedy
E. Kiel
R. LaGatta

K. Petley
A. Popovics
F. Sarratori
G. Sausville
B. Vlieg
P. White

EXCUSED

none

Before the meeting started, Chairman Kelleher welcomed the three new Board members: Judy Breselor, Wayne Pratt and Manik Elahi S.

Chairman Kelleher called the meeting to order at 5:48 p.m.

Upon a motion by Ms. Conroy, seconded by Mr. Lang, the following resolution was adopted unanimously.

**Resolved**, that the minutes of the regular meeting of the Board of Trustees held on June 28, 2016, be, and hereby are, approved.

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

**Resolved**, that the request made for the appointment of Isaacson, Miller to conduct the search for the college’s next president, commencing on or before May 1, 2017, be, and hereby is, approved.
Resolved, that the request for approval of the Preferred First Name Policy, as recommended by the President and College Legal Counsel, be, and hereby is, approved. The policy shall be implemented immediately and read as follows:

Preferred First Name Policy

1.0  Purpose

In the spirit of acknowledging the diverse and inclusive philosophy of Hudson Valley Community College, and with the purpose of encouraging an environment for personal expression within community standards, Hudson Valley Community College recognizes the needs of students and employees who wish to be identified by a first name that differs from their legal name.

2.0  Persons Affected

All newly accepted and currently enrolled students and all employees of Hudson Valley Community College and its auxiliary enterprises.

3.0  Policy

The Hudson Valley Community College Preferred First Name Policy allows a student or an employee to officially notify the college of a preferred first name, and have this change reflected in on-campus communication systems, as long as the preferred first name is not used for purposes of misidentification, fraud or misrepresentation and that the preferred first name meets community standards (i.e. not profane, obscene, or derived from hate-speech; and conform to technical requirements). There are limits to where preferred first names will be reflected in college communications.

This policy is consistent with current Title IX federal law protecting students against discrimination based on gender identity and expression, and is best practice for supporting transgender and gender non-conforming members of college communities. This service is not limited to use by transgender and gender non-conforming students and employees, however, and is available to anyone who uses a preferred first name on a daily basis other than the legal/primary first name.

The preferred first name is used for internal communication and certain external communications (i.e. website staff bio pages, sports information). Internal applications for the use of approved first names include but may not be limited to: class rosters, advising lists and emails. The College is obligated to use the legal first name for many official records and reports, including but not limited to: all legal
documents and contracts, certain employment and payroll records, billing records, ID cards, financial aid documents, official transcripts, diploma, medical records, employee benefits records, expense reimbursements, travel and purchasing authorizations, enrollment reporting, external reporting or on any other document as required by law.

4.0 Procedure

Any student or employee who uses a name other than the legal first name, for any reason, is welcome to complete and submit a Preferred First Name Form to the appropriate office, as indicated on the form. The form is available on the college website.

5.0 Disclaimer

This policy does not form a contract of any kind and may be modified, changed, altered or rescinded at the discretion of Hudson Valley Community College. Inappropriate use of the preferred name, including but not limited to misrepresentation or attempting to avoid a legal obligation may be cause for denying a request or rescinding a previous preferred name application.

INFORMATION ITEMS

The following information items were noted:

A. DEPARTMENT CHAIRPERSONS

1. School of Liberal Arts & Sciences
   Antoinette Howard, Interim Department Chair, Teacher Preparation,
   f/t appt., eff. 8/29/16 $60,112/yr
   +$8750 stipend

B. FULL-TIME FACULTY

1. School of Health Sciences
   Sara Brown, Instructor, Nursing,
   f/t appt., eff. 8/29/16 $48,981/yr

   Neda Narkiewicz, Instructor, Nursing,
   f/t appt., eff. 8/29/16 $48,981/yr

2. School of Liberal Arts and Sciences
   Nestor Guardado, Instructor, English, Foreign Languages and English as a Second Language,
   f/t temp. appt., eff. 8/29/16 $48,981/yr
Justin Baker, Instructor,  
Fine Arts, Theatre Arts & Digital Media,  
f/t temp. appt, eff. 8/29/16 $48,981/yr

Benjamin Gleekman, Instructor,  
Fine Arts, Theatre Arts & Digital Media,  
f/t temp. appt, eff. 8/29/16 $48,981/yr

C. FULL-TIME NON-TEACHING PROFESSIONALS
1. Enrollment Management & Student Development  
Alex Jurczynski, Head Baseball Coach,  
Intercollegiate Athletics,  
f/t temp. appt., eff. 8/1/16 $6736/yr

Brian Lewis, Assistant Football Coach,  
Intercollegiate Athletics,  
f/t temp. appt., eff. 8/1/16 $2000/yr

Dale Sprague, Assistant Football Coach,  
Intercollegiate Athletics,  
f/t temp. appt., eff. 8/1/16 $4000/yr

Alyssa Ruggeriero, Head Women’s Golf Coach,  
Intercollegiate Athletics,  
f/t temp. appt., eff. 8/1/16 $3000/yr

2. Finance  
Katherine Davis, Technical Assistant,  
Financial Aid,  
f/t appt., eff. 7/25/16 or thereafter $34,500/yr

3. Technology, Institutional Assessment and Planning  
Calvin Reedy, Systems & Network Specialist,  
Information Technology Services,  
f/t appt., eff. 8/17/16 or thereafter $50,000/yr

D. PART-TIME FACULTY
1. Academic Affairs  
Nicholas Purificato, Instructor,  
Workforce Development,  
p/t appt., (non-credit), eff. 6/23/16 or thereafter $33.09/hr

Jacquelyn Giacone, Instructor,  
Workforce Development,  
p/t appt., (non-credit), eff. 6/23/16 or thereafter $50.00/hr
2. **Schools of Business & Engineering and Industrial Technologies**  
   John N. Patterson III, Instructor,  
   Accounting, Entrepreneurship and Marketing (HS Model),  
   p/t appt., eff. 8/31/15  
   $0

3. **School of Health Sciences**  
   Stacey Medick, Instructor,  
   Medical Imaging,  
   p/t appt., eff. 8/29/16  
   $1113/sch  
   Kimberly Nuzzi, Instructor,  
   Medical Imaging,  
   p/t appt., eff. 8/29/16  
   $1113/sch  
   Matthew Shorter, Instructor,  
   Medical Imaging, p/t appt.,  
   eff. 8/29/16  
   $1113/sch

4. **School of Liberal Arts & Sciences**  
   Alberto Guzman, Instructor,  
   Chemical Dependency Counseling,  
   p/t appt., eff. 8/29/16  
   $1113/sch  
   Paul Charbel, Instructor,  
   English, Foreign Languages and English as a Second Language,  
   p/t appt., eff. 8/29/16  
   $1113/sch  
   Alex Harnos, Instructor,  
   History, Philosophy & Social Sciences,  
   p/t appt., eff. 8/29/16  
   $1113/sch  
   Monica Bill Hughes, Instructor,  
   Fine Arts, Theatre Arts & Digital Media,  
   p/t appt., eff. 8/29/16  
   $1113/sch  
   Ryan Clow, Instructor,  
   Fine Arts, Theatre Arts & Digital Media (Shelf),  
   p/t appt., eff. 8/29/16  
   $1113/sch  
   Madison LaVallee, Instructor,  
   Fine Arts, Theatre Arts & Digital Media (Shelf),  
   p/t appt., eff. 8/29/16  
   $1113/sch  
   Julie Pamkowski, Instructor,  
   Fine Arts, Theatre Arts & Digital Media (Shelf),  
   p/t appt., eff. 8/29/16  
   $1113/sch
Dana Zeppieri, Instructor, 
History, Philosophy and Social Sciences (HS Model),
p/t appt., eff. 8/29/16 $0

Michael Perazzelli, Instructor, 
Human Services,
p/t appt., eff. 8/29/16 $1113/sch

Maria O’Connor, Instructor, 
Human Services,
p/t appt., eff. 8/29/16 $1113/sch

Maureen Rotondi, Instructor, 
Human Services,
p/t appt., eff. 8/29/16 $1113/sch

Terry Peters, Instructor, 
Mathematics and Engineering Science (HS Model),
p/t appt., eff. 8/29/16 $0

Scott Monuteaux, Instructor, 
Mathematics and Engineering Science (HS Model),
p/t appt., eff. 8/29/16 $0

Carla Gleason, Instructor, 
Teacher Preparation (Shelf),
p/t appt., eff. 8/29/16 $1113/sch

Stephanie Peters, Instructor, 
Teacher Preparation (Shelf),
p/t appt., eff. 8/29/16 $1113/sch

Kelly Quinn, Instructor, 
Teacher Preparation,
p/t appt., eff. 8/29/16 $1113/sch

Tammy Schillinger, Instructor, 
Teacher Preparation (Shelf),
p/t appt., eff. 8/29/16 $1113/sch

E. PART-TIME NON-TEACHING PROFESSIONALS
1. Academic Affairs
Naomi Mereday, Camp Counselor, 
Community and Professional Education (Kids on Campus Programs),
p/t appt., eff. 6/27/16 $9.00/hr

Paul Commissio, Camp Counselor, 
Community and Professional Education (Kids on Campus Programs),
p/t appt., eff. 6/27/16 $9.00/hr
Denise Potenza, Advising Specialist, Continuing Education, p/t appt., eff. 8/1/16 or thereafter $30.00/hr

2. Enrollment Management and Student Development
   Charles Dambrocia, Athletic Trainer, Intercollegiate Athletics, p/t appt., eff. 7/26/16 or thereafter $30.00/hr
   Kenneth Hoefs, Athletic Trainer, Intercollegiate Athletics, p/t appt., eff. 7/26/16 or thereafter $30.00/hr
   Jason Jones, Athletic Trainer, Intercollegiate Athletics, p/t appt., eff. 7/26/16 or thereafter $30.00/hr
   Kiera Kenyon, Athletic Trainer, Intercollegiate Athletics, p/t appt., eff. 7/26/16 or thereafter $30.00/hr
   Helen Lawry, Athletic Trainer, Intercollegiate Athletics, p/t appt., eff. 7/26/16 or thereafter $30.00/hr
   Patrick Mars, Athletic Trainer, Intercollegiate Athletics, p/t appt., eff. 7/26/16 or thereafter $30.00/hr
   Katherine Rainville, Athletic Trainer, Intercollegiate Athletics, p/t appt., eff. 7/26/16 or thereafter $30.00/hr
   Kevin Tarpey, Athletic Trainer, Intercollegiate Athletics, p/t appt., eff. 7/26/16 or thereafter $30.00/hr

F. CLASSIFIED STAFF
1. Administration
   James Carras, Motor Equipment Operator Light, Physical Plant, f/t appt., eff. 6/20/16 $13.5299/hr
   John Keyoskey, Motor Equipment Operator Light, Physical Plant, f/t appt., eff. 8/19 or thereafter $13.5299/hr
Joshua King, Custodial Worker,  
Physical Plant,  
f/t appt., eff. 6/22/16  
$12.5907/hr

G. UNPAID LEAVES OF ABSENCE
1. Mollie DeFont, Advising Specialist, School of Business, eff. 9/1/16 – 1/1/17 (FMLA)
2. Sara Donnelly, Counselor, Center for Careers & Transfer, eff. 9/16/16 – 12/1/16 (FMLA)

H. RESIGNATIONS
1. John Bolt, Assistant Football Coach, Intercollegiate Athletics, eff. 7/17/16
2. Karim Cruz-Neal, ATTAIN Instructional Technology Coordinator, E.O.C., eff. 8/5/16
3. Marlo Daniels, Academic Coach, Center of Academic Engagement, eff. 7/22/16
4. Jeff Leahey, Assistant Football Coach, Intercollegiate Athletics, eff. 7/1/16
5. Annie Macaluso, Coordinator for Placement Testing, Center for Access and Assistive Technology, eff. 7/22/16
6. Justin Newton, Senior Clerk, Admissions, eff. 8/26/16
7. Kristan Pelletier, Director of Athletics, Enrollment Management & Student Development, eff. 9/1/16
8. Denise Potenza, Head Women’s Tennis Coach, Intercollegiate Athletics, eff. 9/1/16
9. Courtney Pulver, Technical Assistant, Testing Office, Orientation & Retention, Instructional Support Services & Retention, eff. 8/10/16

I. RETIREMENTS
1. Joel R. Fatato, Vice President for Finance, eff. 3/31/17
2. James J. LaGatta, Vice President for Administration, eff. 2/17/17
3. Barbara LaMarche, Assistant Professor, Computing and Information Sciences, eff. 8/19/16
4. Andrew J. Matonak, President, eff. 8/31/18
5. Ann Marie Mone, Coordinator of Employment Services, E.O.C., eff. 9/30/16
6. Richard Spence, Coordinator of Student Services, E.O.C., eff. 9/30/16
7. Luke Shea, Principal Stores Clerk, Physical Plant, eff. 7/29/16
8. John Tibbetts, Director of Human Resources, Administration, eff. 9/3/16
9. Lindsey Watson, Senior Media Specialist, Instructional Support Services & Retention, eff. 9/2/16

J. ADVISORY COMMITTEE APPOINTMENTS
1. Advanced Manufacturing  
   David W. Dussault  
   Ryan Lombardo

2. Computing and Information Sciences  
   Jennifer Barber

3. Human Services and Chemical Dependency Counseling  
   Brigette Hartman-DeCenzo, LCSW
4. Surgical Technology
   Meredith Gilchrist
   Bernadette LaJeunesse, RN, BSN, CNOR
   Dennis D. Latham Jr., CST, CTBS
   Dorothy Maria Mannella Urschel
   Eric S. VanDenburgh

K. HVCC MONTHLY FINANCIAL REPORTS
1. Current Unrestricted Fund Revenues & Expenditures, periods ending 6/30/16 and 7/31/16
2. Operating Expenditures by Object, periods ending 6/30/16 and 7/31/16
3. Grant Expenditures by Object, periods ending 6/30/16 and 7/31/16

SEPTEMBER MEETING

The annual meeting and monthly meeting of the Board of Trustees will be held on Tuesday, September 27, 2016.

Before the meeting ended, Mr. Fagan remarked on the number of years of service of the employees who have announced their retirements. He noted that James LaGatta, Joel Fatato and John Tibbetts totaled more than 120 combined years of dedicated service, and Chairman Kelleher added that they would be difficult to replace.

Upon a motion by Dr. Jennings, seconded by Dr. Kapp, the meeting was adjourned at 5:57 p.m.

ADJOURNMENT

Suzanne Kalkbrenner
Assistant Secretary to the Board