

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, October 23, 2018 on the college campus, 80 Vandenburg Avenue, Troy, New York.

PRESENT

Neil J. Kelleher, Chairman
Joseph A. Kapp, Vice Chairman
Judith Breselor
Brendan James Caluneo
Catherine I. Conroy
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

C. Bosco	M. Green	K. Petley
J. Brennan	M. Janosik	G. Sausville
L. Coplin	D. Kennedy	J. Slavin
A. Courter	J. LaBate	A. Thomas
S. Ely	R. LaGatta	F. Vega
K. Ferrer-Muñiz	L. Marion	B. Vlieg
M. Geehan	M. Palmara	P. White
A. Geisendorfer	K. Paquette	

Chairman Kelleher called the monthly meeting to order at 5:32 p.m.

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

Resolved, that the minutes of the annual meeting and the regular meeting of the Board of Trustees, held on September 25, 2018, be and hereby are, approved.

Upon a motion by Dr. Kapp, seconded by Ms. Breselor, an executive session was called at 5:33 p.m. for the purposes of discussing personnel, collective bargaining and real estate matters.

Upon a motion by Mr. Fagan, seconded by Mr. Zweig, the executive session was ended at 6:25 p.m. and Chairman Kelleher opened the meeting.

Upon a motion by Dr. Jennings, seconded by Mr. Fagan, the Board voted unanimously to accept the agenda as amended.

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

Resolved, that the request to appoint Karen Ferrer- Muñiz as Dean of Retention and Instructional Support Services, effective 10/24/18 or thereafter, be, and hereby is, approved.

MINUTES

**EXECUTIVE
SESSION**

AMENDED AGENDA

**APPOINTMENT OF
DEAN OF RETENTION
AND
INSTRUCTIONAL
SUPPORT SERVICES**

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

**CURRICULUM
CHANGE**

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

1. Change in Degree Requirements:
A. Public Administration A.A.S. Degree, Fall 2019

Current:	New:
Natural Science Elective with Lab	Natural Science Elective
The Public Administration degree is an online program. The removal of this lab requirement ensures that the program is completely attainable through the distance learning modality.	

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

**CAPITAL
CONSTRUCTION—
ESTABLISHING A
CAPITAL PROJECT:
GUENTHER
ENROLLMENT
SERVICES CENTER &
FITZGIBBONS HEALTH
TECHNOLOGIES
CENTER**

Resolved, that the request for the establishment of a Capital Project entitled, “Guenther Enrollment Services Center & Fitzgibbons Health Technologies Center,” be, and hereby is, approved. The resolution shall read as follows:

**ESTABLISHING A CAPITAL PROJECT—GUENTHER ENROLLMENT
SERVICES CENTER & FITZGIBBONS HEALTH TECHNOLOGIES CENTER**

WHEREAS, the College has identified needed repairs and renovations to Guenther Enrollment Services Center to eliminate major roof issues, deteriorating ceilings, and to create a student centric one-stop student enrollment center; and

WHEREAS, the Guenther Enrollment Services Center renovation will also effect a portion of the 3rd floor of Fitzgibbons Health Technologies Center where departments may be relocated from Guenther Enrollment Services Center into; and

WHEREAS, the total estimated costs for the project is \$3,515,000 and with available matching funds, New York State would reimburse Hudson Valley Community College 50% of the project costs or \$1,757,500; and

WHEREAS, it is necessary for the Hudson Valley Community College Board of Trustees to approve the creation of this Capital Project - Guenther Enrollment Services Center & Fitzgibbons Health Technologies Center and request similar approval of its sponsor Rensselaer County,

RESOLVED, the College's Board of Trustees approves creation of a capital project for Guenther Enrollment Services Center & Fitzgibbons Health Technologies at a cost of \$3,515,000; and

RESOLVED, that certified copies of this resolution be forwarded to Rensselaer County for their consideration and requested approval; and

RESOLVED, that upon approval by Rensselaer County, a copy of the certified resolution will be submitted to the SUNY Office of Capital Facilities.

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

**CAPITAL
CONSTRUCTION—
ESTABLISHING A
CAPITAL PROJECT:
OVERFLOW
PARKING LOT**

Resolved, that the request for the establishment of a Capital Project entitled, "Overflow Parking Lot," be, and hereby is, approved. The resolution shall read as follows:

ESTABLISHING A CAPITAL PROJECT—OVERFLOW PARKING LOT

WHEREAS, the College has been utilizing the overflow parking lot across the street from the campus, parking approximately 100 vehicles at one time on crushed stone; and

WHEREAS, in order to enhance and improve the gravel lot, the College will pave and stripe the existing surface as well as add emergency phones and lighting to provide a safe environment for our students; and

WHEREAS, the total estimated costs for the project is \$320,000 and with available matching funds, New York State would reimburse Hudson Valley Community College 50% of the project costs or \$160,000; and

WHEREAS, it is necessary for the Hudson Valley Community College Board of Trustees to approve the creation of this Capital Project – Overflow Parking Lot and request similar approval of its sponsor Rensselaer County,

RESOLVED, the College's Board of Trustees approves creation of a capital project for the overflow parking lot at a cost of \$320,000; and

RESOLVED, that certified copies of this resolution be forwarded to Rensselaer County for their consideration and requested approval; and

RESOLVED, that upon approval by Rensselaer County, a copy of the certified resolution will be submitted to the SUNY Office of Capital Facilities.

INFORMATION ITEMS

The following information items were noted:

**INFORMATION
ITEMS**

A. FULL-TIME FACULTY

- 1. E.O.C.
Simone Rodriguez, Counselor,
E.O.C.,
f/t appt., eff. 10/29/18 \$45,000/yr

B. FULL-TIME NON-TEACHING PROFESSIONALS

- 1. Academic Affairs
Anne Rappaport, Library Outreach Specialist,
Library,
f/t appt., eff. 10/10/18 or thereafter \$35,000/yr
- 2. Finance
Rochelle Duncan, Technical Assistant,
Financial Aid,
f/t appt., eff. 10/10/18 or thereafter \$34,000/yr

C. FULL-TIME CLASSIFIED/NON-INSTRUCTIONAL STAFF

1. Enrollment Management and Student Development
Kathleen Collins, Data Analysis Coordinator I,
Admissions,
f/t appt., eff. 9/19/18 or thereafter \$17.4852/hr
2. E.O.C.
Chasity Mondourian, Secretary I,
E.O.C. Office of the Coordinator-Student Services,
f/t appt., eff. 9/19/18 or thereafter \$17.1857/hr
3. School of Liberal Arts and Sciences
Abby Snyder, Program Assistant I,
Individual Studies,
f/t appt., eff. 9/25/18 or thereafter \$14.7506/hr
4. Administration
Tonja Welch, Mail and Supply Clerk,
Business Services,
f/t appt., eff. 10/8/18 \$16.3860/hr

D. PART-TIME FACULTY

1. Academic Affairs
Barbara Hildebrand, Instructor,
Community and Professional Education (credit-free),
p/t appt., eff. 10/4/18 \$40.00/hr

Erica Just, Instructor,
Community and Professional Education (credit-free),
p/t appt., eff. 10/4/18 \$40.00/hr
2. School of Health Sciences
Susan Shah, Educational Specialist,
Nursing,
p/t appt., eff. 10/1/18 \$33.09/hr
3. School of Liberal Arts and Sciences
Briana DelBene, Instructor,
English, Foreign Languages and English as a Second Language
(HS Model), p/t appt., eff. 10/4/18 \$0

E. PART-TIME NON-TEACHING PROFESSIONALS

1. Enrollment Management and Student Development
Mollee Barrone, Assistant Volleyball Coach,
Intercollegiate Athletics, p/t appt., eff. 6/19/18 \$2,105/yr

Katherine Gabrielle, Assistant Track and Field Coach,
Intercollegiate Athletics, p/t appt., eff. 6/19/18 \$2,500/yr

F. RESIGNATIONS

1. Scott Freedman, Supervisor of Multimedia & Video Production Services, Viking Video,
eff. 10/29/18

G. RETIREMENTS

1. Michael Green, Vice President for Technology, Institutional Assessment and Planning, eff. 12/21/18
2. Meta Quell, Senior Computer Programmer Analyst, Information Technology Services, eff. 11/3/18

H. ADVISORY COMMITTEE APPOINTMENT

1. Civil Engineering and Construction
Peter Marx, U.W. Marx Construction Company
2. Electrical Construction and Maintenance
Michael Warnt Sr., Johnson Controls

I. HVCC MONTHLY FINANCIAL REPORTS

1. Current Unrestricted Fund Revenues & Expenditures, period ending 9/30/18
2. Capital Expenditures, September 2018
3. 2018-2019 Fiscal Year Operating Budget, Current Year Enrollment, as of 9/30/18

J. FACULTY-STUDENT ASSOCIATION FINANCIAL REPORTS

1. Audited Financial Statements, Years ended May 31, 2018 and 2017

NOVEMBER MONTHLY MEETING

The next regular monthly meeting of the Board of Trustees will be held on Tuesday, November 27, 2018.

Upon a motion by Dr. Jennings, seconded by Mr. Fagan, the meeting was adjourned at 6:29 p.m.

ADJOURNMENT


Suzanne Kalkbrenner