

# 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, May 28, 2019 on the college campus, 80 Vandenburg Avenue, Troy, New York.

### PRESENT

Neil J. Kelleher, Chairman  
Joseph A. Kapp, Vice Chairman  
Brendan James Caluneo  
William Fagan  
Thomas P. Grant  
William C. Jennings  
Wayne Pratt  
Brian Zweig

### EXCUSED

Judith Breselor

### 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

O. Ayoub	M. Geehan	J. Panzanaro
D. Baxter	A. Geisendorfer	K. Paquette
R. Bennett	D. Kennedy	K. Petley
L. Coplin	R. LaGatta	P. Sawyer
J. DiLorenzo	P. Klimkewicz	F. Vega
S. Ely	I. LaChance	R. Whitaker
K. Ferrer-Muñiz	L. Marion	

Prior to the start of the meeting, President Ramsammy introduced Omsalama (Saloma) Ayoub, who was recently elected as Student Trustee to succeed Brendan Caluneo. Chairman Kelleher congratulated her and welcomed her to the Board. He also commended the work of Mr. Caluneo. Ms. Ayoub takes office on July 1, 2019.

Chairman Kelleher called the monthly meeting to order at 5:17 p.m.

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

**MINUTES**

**Resolved**, that the minutes of the regular meeting of the Board of Trustees, held on April 30, 2019, be and hereby are, approved.

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

**INTERIM DEAN OF  
HEALTH SCIENCES**

**Resolved**, that the request to appoint Dr. Patricia Klimkewicz as interim Dean of Health Sciences, effective June 1, 2019, at a salary to be determined, be and hereby is, approved.

Following the vote, Chairman Kelleher congratulated Dr. Klimkewicz on her appointment and on her promotion to Captain in the United States Navy Reserves.

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

**2019-2024  
STRATEGIC PLAN**

**Resolved**, that the request for approval of the Hudson Valley Community College 2019-2024 Strategic Plan as recommended by the Academic Senate and the President, be, and hereby is, approved. The plan shall read as follows:

## **HUDSON VALLEY COMMUNITY COLLEGE 2019-2024 STRATEGIC PLAN**

### **Priority: Commit to Student Success, Inclusion, and Equity**

- Increase student retention and persistence
- Minimize time to completion based on student goals, abilities, and motivation
- Utilize technology and focused interventions to increase student success
- Examine the current advising structure and system holistically from onboarding through completion and identify and implement changes that place students' needs first
- Create targeted support for student populations in need of enhanced or focused assistance to enhance equity and inclusion
- Enhance and grow student engagement offerings
- Holistically measure various dimensions of student success

### **Priority: Enhance Academic Excellence**

- Identify and develop new academic programs that fulfill regional employment needs, provide greater transfer opportunities, and draw interest of current and future students
- Ensure current programs are appropriately resourced to continue to serve our students, faculty and education/workforce
- Examine opportunities for expansion within our service delivery area and design ways to optimize services within targeted areas
- Design and implement specialized academic and student support programs for selected populations
- Explore the possibility of developing a select number of four-year degree programs that build off existing programmatic strengths
- Develop educational guided pathways for students
- Ensure students complete with strong writing, communication, critical thinking, and employment skills from appropriately rigorous courses and programs
- Investigate program delivery and format modalities and course offerings to ensure maximum opportunities for student success
- Develop programs to promote innovative teaching and the scholarship of teaching and learning
- Ensure optimal usage of current and planned campus facilities while enhancing the technological infrastructure to support academic offerings

### **Priority: Optimize Enrollment**

- Ensure enrollment stability and provide opportunities for appropriate growth through a renewed focus on current students and the identification of new markets
- Develop and implement a strategic enrollment pipeline to recruit students and place them directly into programs of interest
- Develop and implement a welcoming and supportive experience for all students aimed at stewarding them through the enrollment process and ensuring opportunities for their success
- Expand programs and opportunities to assist students transitioning to campus

- Connect pathways to careers and transfer opportunities for current and prospective students

**Priority: Encourage Faculty and Staff Excellence**

- Craft a comprehensive policies and procedures manual that captures the operations of the institution
- Design, implement, and provide student-centered services by all employees of the college
- Develop a comprehensive talent management plan that includes recognition of the importance of diversity and inclusivity to the campus culture
- Develop and implement an onboarding process for all new employees
- Identify areas of potential cross-training and cross-divisional collaboration
- Develop a technology optimization strategy—inclusive of training—that encompasses teaching, learning, leadership, assessment, and institutional infrastructure while ensuring institutional technology is properly resourced

**Priority: Expand Partnerships and Community Engagement**

- Ensure continued positive relationships with established partners, including SUNY and Rensselaer County
- Expand industry and corporate partnerships supporting job placements, training opportunities, and industry certification attainment
- Ensure the effective utilization of program advisory committees
- Enhance partnerships with K-12 institutions
- Increase number of transfers to post-secondary institutions into programs of choice
- Enhance community outreach efforts
- Enhance and expand advancement opportunities for the institution through corporate and government relations, federal, state, and private grant funding, and fundraising
- Strengthen the relationship between the Foundation and campus stakeholders and corporate and not-for-profit organizations

**Priority: Reinvigorate Campus Culture and Infrastructure**

- Develop a positive campus culture and environment built on the tenets of shared governance, transparency, and accountability that provide for organizational agility while maintaining financial stability
- Ensure a campus culture that promotes positive, rounded, and transparent communication among senior leadership, department chairs, faculty, staff, and students by creating opportunities for regular discussion and sharing of thoughts and ideas that promote civility
- Develop a data-informed decision-making culture
- Recognize and value all aspects of diversity through services and programs
- Ensure sustainability is considered in all college operations and activities
- Design mechanisms by which assessment data is used to its full potential across all levels of the college in order to document institutional effectiveness and drive continuous improvement
- Evaluate the campus infrastructure and secure funding to maintain and improve as necessary
- Ensure the continued financial sustainability of the institution through collaboration between the institution, Foundation, and Faculty-Student Association

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

**HVCC 2019-2020  
OPERATING BUDGET**

**Resolved**, that the request to approve the Hudson Valley Community College Operating Budget for the fiscal year commencing September 1, 2019 and ending August 31, 2020 of \$98,141,024, be and hereby is, approved.

Prior to the vote on the next item, Mr. Zweig stated that he would not vote to increase tuition at a time of declining enrollment and increased competition from other colleges. Mr. Caluneo stated that he could not support a tuition increase that puts an additional financial burden on the students.

Upon a motion by Dr. Jennings, seconded by Mr. Fagan, the following resolution was adopted by a vote of 6-2, with Chairman Kelleher, Vice Chairman Kapp, Mr. Fagan, Mr. Grant, Dr. Jennings and Mr. Pratt in favor of the resolution and Mr. Caluneo and Mr. Zweig opposed.

**HVCC 2019-2020  
TUITION & FEE  
SCHEDULE**

**Resolved**, that the request for approval of the Hudson Valley Community College Tuition and Fee Schedule, for the fiscal year commencing September 1, 2019 and ending August 31, 2020, be and hereby is, approved, as follows:

<b>HUDSON VALLEY COMMUNITY COLLEGE</b>			
<b><u>Tuition &amp; Fee Schedule 2019-20</u></b>			
	<b>2019-20</b>		
	<b><u>Full-time (annual)</u></b>	<b><u>Part-time (per credit hour)</u></b>	<b><u>Flat Rate per student/course/occurrence</u></b>
Resident Tuition	\$4,800.00	\$200.00	
Non-Resident Tuition	\$9,600.00	\$400.00	
Out-of-State Tuition	\$9,600.00	\$400.00	
College in the High School		\$65.00	
Technology Fee	\$600.00	\$25.00	
Automotive/Autobody Repair Fee			up to \$50
Capital Chargeback (out-of-state students)	\$300.00	\$10.00	
CLEP*			\$25.00
Credit by Examination		\$55.00	
Dental Hygiene Clinic			varies
Health Facility Fee	\$30.00	\$2.50	
Identification Card Replacement			\$9.00
Lab/Course Fee (including uniforms & tools)			up to \$1,000
Late Fee-Immunization			\$0.00
Late Registration Fee			\$60.00
Library Fine			\$3.00
Life Experience Evaluation		\$50.00	
Locker Fee (optional)			\$10.00
Lost or Damaged Materials (print or audiovisual)			\$70 minimum
Parking Fine			varies
Placement Fee			\$9.50
Records & Activities Fee	\$165.00	\$13.75	
Return Check Fee			\$20.00
Study Abroad Application			\$200.00
Transcript Fee (fax)			\$10.00
Tuition Deposit (non-refundable)			\$50.00
Tuition Payment Plan Fee**			\$0.00
Vehicle Registration Fee	\$86.50	\$7.25	
*CLEP College Board also charges an additional fee to the student			
**HVCC does not charge a fee, the tuition payment plan provider charges a \$50 fee per semester			

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

**POLICY CHANGES:  
COLLEGE IN THE  
HIGH SCHOOL  
TRANSCRIPTS**

**Resolved**, that the request for approval of the changes to the policy entitled, “College in the High School Transcripts,” as recommended by the Academic Senate and the President, be and hereby is, approved. The policy shall read as follows:

**COLLEGE IN THE HIGH SCHOOL TRANSCRIPTS**

Applicants must submit an official, final high school transcript. This and all required documents must be submitted to the Admissions Office at Hudson Valley Community College.

- If still enrolled in high school, submit the completed application to the high school guidance office. The guidance office should then forward your application along with an official high school transcript to the Admissions Office. Upon completion of your high school diploma or equivalency, you must submit official, final academic records to complete the admission process.
- Applicants who have graduated from high school should request that an official, final high school transcript, with proof of graduation, be sent to the Admissions Office.
- Applicants who hold a General Equivalency Diploma (GED) or Test Assessing Secondary Completion (TASC) must submit a copy of their score report.
- If you received any college credit for courses taken while in high school, please have an official transcript(s) from the college/university that is granting the credit sent to the Admissions Office at Hudson Valley Community College. These transcript(s) are not required for admission, but will be used during the advisement and scheduling session.
- Transfer students must indicate all collegiate institutions the student has previously or is currently attending on the Application for Admission. In addition to the high school transcript, official transcripts of all completed college work must be forwarded to the Admissions Office. When deemed reasonable by both the director of admissions and the department chairperson, a student may request an irrevocable waiver of this requirement. When requesting such a waiver, the student will agree that he/she does not seek transfer credit or advanced standing from courses taken at the school from which the waiver is requested.

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

**POLICY:  
METHODS OF  
EARNING CREDIT**

**Resolved**, that the request for approval of the policy entitled, “Methods of Earning Credit,” as recommended by the Academic Senate and the President, be and hereby is, approved. The policy shall read as follows:

**METHODS OF EARNING CREDIT**

A student, regardless of matriculation status, who enrolls in a regularly scheduled Hudson Valley Community College course and satisfactorily completes the course with a passing grade will be granted the number of credits for that course as set forth in the catalog active for the academic year during which the course was taken.

In accordance with the following guidelines, credit also is awarded through various additional methods. In order to receive credit through one of these methods, a student must be matriculated at the College and the transferred credit must apply toward a requirement of the student's program. A student seeking credit via one of the methods below should contact his/her academic department to discuss the process with an academic advisor. A student seeking credit must provide an official transcript, score report or other appropriate documentation.

Transfer credit will appear on the Hudson Valley Community College transcript with a "T" entered in the grade column and the credit will not be factored into the student's GPA calculation. No more than 50 percent of the minimum number of required credits for a degree or certificate may be granted by transfer, examination or evaluation. Courses from institutions within the SUNY System designated as General Education courses or identified as Transfer Path courses will transfer in accordance with the SUNY Seamless Transfer Policy provided the transferred credit applies toward a requirement of the student's program.

### **Transfer Credit**

Students with coursework from regionally accredited institutions\* may complete program requirements by transferring courses. Courses that share at least 75% content are deemed equivalent. Transfer courses that have no Hudson Valley equivalent can be transferred and used in appropriate elective areas or applied to program requirements as per the Course Substitution Policy. A student will be allowed to transfer only course credit for which a letter grade of "C" or better or a numerical grade of 2.0 (on a 4-point scale) or 70 (on a 100-point scale) or better or the equivalent has been received.

\* Transfer credit may be considered if an institution is accredited by one of the following regional institutional accrediting agencies:

- Middle States Commission on Higher Education
- New England Association of Schools and Colleges, Commission on Institutions of Higher Education
- North Central Association of Colleges and Schools, the Higher Learning Commission
- Northwest Commission on Colleges and Universities
- Southern Association of Colleges and Schools, Commission on Colleges
- Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges
- Western Association of Schools and Colleges, Accrediting Commission for Senior Colleges and Universities

### **SUNY Transfer Appeal Process**

Students who do not agree with the College's decision on the granting or placement of credit earned at another SUNY institution have the right to submit an appeal to the coordinator of the SUNY transfer credit appeal process, the Hudson Valley Community College Registrar, or his/her designee. Appropriate forms are available from the Registrar's Office. The transfer credit appeal board will consist of the appropriate Dean and the Vice President of Academic Affairs.

Students requesting an appeal for SUNY transfer credit should be prepared to provide reasonable material to support their case, such as the course description or syllabus in question. The registrar will notify the student of the transfer credit appeal board decision within 15 business days of receipt of the completed appeal application. If the student does

not agree with the Hudson Valley decision, he/she may appeal to the SUNY system provost. For more information, visit <http://system.suny.edu/provost/>.

### **Credit by Examination**

All credit received through the following examination programs is considered transfer credit. Degree credit is awarded through the following examination programs:

Advanced Placement Examination (AP) - This program is an instrument that relates college-level courses at secondary schools to appropriate placement and credit at collegiate institutions. A list indicating how transfer credit is awarded for each exam based on minimum scores can be viewed at <https://www.hvcc.edu/registrar/earning-credit-apexam.pdf>.

College Level Examination Program (CLEP) - This program provides opportunities to earn college credits through subject and general examinations. A list indicating how transfer credit is awarded for each exam based on minimum scores can be viewed at <https://www.hvcc.edu/registrar/earning-credit-clepexam.pdf>.

UExcel Exams (formerly known as Excelsior College Exam Program) - Administered by Excelsior College, this program has been established whereby individuals who have developed college-level competencies outside the formal classroom can demonstrate those competencies via examination and receive credit. UExcel exams appear on an Excelsior College transcript with a grade and are considered for transfer credit in the same manner as courses taken at any other institution.

International Baccalaureate Credit (IB Credit) - The International Baccalaureate Diploma Programme is a comprehensive and challenging, pre-university course of studies leading to examinations in various subject areas. College credit may be granted based on the scores received on the subject exams and equivalencies identified by the appropriate academic department.

For further information concerning approved exams, contact the Registrar's Office.

### **Life Experience Program**

The Life Experience Program offers returning adult students an alternative to traditional classroom study. A student may receive college credit for knowledge that is acquired through work experiences, both paid and volunteer. In order to receive college credit, the student must submit a portfolio, documenting and describing his/her college-level knowledge as it relates to a specific program requirement. A departmental evaluator will review the portfolio and a fee will be charged for the evaluation. Credit received through the life experience program is considered transfer credit and the student must be matriculated in a degree program. Interested students should contact the Office of Continuing Education for information.

### **College Credit Recommendation Services**

Transfer credit may be granted for completion of experiences and non-traditional programs and courses as recommended by the American Council on Education (ACE) or the National College Credit Recommendation Service of the University of the State of New York (NCCRS). Additional information, including a list of recommendations, is available on the web.

ACE: [www.acenet.edu](http://www.acenet.edu)

NCCRS: <http://www.nationalccrs.org>

### **Challenge Exam**

By reason of occupational or educational experience, a student may earn credit for any Hudson Valley Community College course in the student's degree program by taking the final examination for the course. A challenge exam cannot be administered once a student is registered for and is attending the course. A student can initiate this process by obtaining a Challenge Exam Form from the Registrar's Office.

Once all signatures have been obtained on the form (with the exception of the Registrar), the student must make payment for the examination to the Cashier's Office prior to taking the challenge exam. Please refer to Tuition and Fees for the current fee structure. The student must submit the form and receipt to the faculty member administering the examination. The completed form and receipt are submitted to the Registrar's Office by the faculty member. The grade earned on the exam is posted to the student's transcript as the course grade. Credit earned via the challenge exam process is considered institutional credit.

### **Credit for Micro-Credentials**

An established micro-credential comprised of non-credit courses may be designed to yield credit for an established Hudson Valley course to a student who completes requirements. In such cases, the earned credit will be considered and processed as transfer credit.

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

**POLICY:  
CROSS  
REGISTRATION**

**Resolved**, that the request for approval of the policy entitled, "Cross Registration," as recommended by the Academic Senate and the President, be and hereby is, approved. The policy shall read as follows:

### **CROSS REGISTRATION**

By means of cross-registration, students may be permitted to take courses at other colleges and universities. Please see the various types of cross-registration agreements below for appropriate information regarding dates, deadlines and regulations. "Home institution" is defined as the institution where a student is officially matriculated and pursuing a degree or certificate. "Host institution" is defined as the institution a student is visiting for the purpose of cross-registration. Students must comply with the policies and procedures of both the home and host institutions and are encouraged to contact the host institution in advance to learn about specific institutional requirements, procedures and policies.

Initial approval must be granted by the appropriate college officials at the student's home institution prior to cross-registration at the host institution. Contact your Registrar's Office for further information. For specific Hudson Valley part of term start dates and related registration deadlines, please refer to the college website.

### **Hudson Mohawk Association Cross-Registration Agreement**

Students attending a Hudson Mohawk Association (HMA) institution may be permitted to take courses at other institutions in the association. Students attending a SUNY four-year institution or community college must follow the SUNY Cross-registration Agreement as outlined below. To qualify for HMA cross-registration, a student must be matriculated and in good academic standing at the home institution. The student must be full-time when enrollment at the home and host institutions is combined. The cross-registered course must be one that is not available at the home institution. Students can cross-register for only 50 percent of their overall semester credits (not to exceed two courses). Although the



student is not charged tuition, he/she is responsible for all applicable fees at the host institution. Cross-registration is not available in summer or winter sessions.

**Hudson Valley Students:** A student interested in cross-registering must meet with an academic advisor and select a course that is not available at Hudson Valley (not listed in the college catalog). The student must complete the Hudson Mohawk Association Cross-registration Form and obtain the signatures of an advisor and the Registrar. After obtaining the appropriate signatures, the student may contact the host institution for information regarding cross-registration. At the time of cross-registration, the host institution will sign the form. The original copy of the form, complete with host institution signature, must be submitted by the student to the Registrar's Office at Hudson Valley. Specific guidelines and the Hudson Mohawk Cross-registration Form can be accessed on the college website.

**Students Visiting Hudson Valley:** The first day students from private institutions in the Hudson Mohawk Association will be allowed to cross-register for classes at Hudson Valley is the Friday prior to the start of the specific course. Those students who opt initially to register as a non-matriculated student will not be allowed to transfer their registration to a cross-registration status thereafter. Students must contact the home institution for pertinent guidelines and to obtain a Hudson Mohawk Cross-registration Form. A cross-registration form, complete with the designated home school official signature, must be presented at the time of cross-registration. Visiting students are responsible for all related fees. Students may not cross-register for courses at The Arts Center.

**Hudson Mohawk Association Institutions:**

Albany College of Pharmacy  
 The College of Saint Rose  
 Maria College  
 Rensselaer Polytechnic Institute  
 The Sage Colleges  
 Siena College  
 Skidmore College  
 Union College

**SUNY Cross-Registration Agreement**

Students attending a SUNY four-year institution or community college may be permitted to take courses at other SUNY four-year institutions or community colleges. The student must be matriculated and in good academic standing at the home institution. The cross-registered course(s) must be used toward degree or certificate completion. In accordance with SUNY guidelines, the cross-registered course must not be offered at the home institution. Exceptions to this regulation may be made at the discretion of the home institution for circumstances pertaining to scheduling conflicts that delay timely program completion. If cross-registering at a community college, the student must provide a certificate of residence to the institution.

**Hudson Valley Students:** A student interested in cross-registering must meet with an academic advisor and select a course that is not available at Hudson Valley (not listed in the college catalog) and will be used toward degree or certificate completion. The student must complete a request via the SUNY Cross-registration App, which will be routed for approval from an advisor and the Registrar. After home campus approvals have been granted, the request will be routed to the host campus for approval and processing. Hudson Valley students may request cross-registration to a SUNY four-year institution or another community college in fall, spring and summer semesters and are permitted to

cross-register for a maximum of 50 percent of their overall semester credits. Cross-registration from Hudson Valley to a host campus for intersession will not be permitted. **Students Visiting Hudson Valley:** Students from SUNY four-year institutions and other community colleges may cross-register for classes at Hudson Valley beginning 60 days prior to the start of the part of term. Cross-registration requests for visiting SUNY or community college students will be considered for any term at Hudson Valley provided approval has been granted by the home institution. Those students who opt initially to register as a non-matriculated student will not be allowed to transfer their registration to a cross-registration status thereafter. Students must contact the home institution for pertinent guidelines and to initiate a request via the SUNY Cross-registration App. Visiting students are responsible for all related fees.

Upon a motion by Dr. Jennings, seconded by Dr. Kapp, 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. *Administrative Information Management and Technology A.A.S. Degree, Fall 2019***

All core CISS/CMPT courses (i.e. CMPT 110, CMPT 111, CMPT 115, CMPT 120, CMPT 160, CISS 135) must be completed with a C or better for program completion.

Proposed change will improve student outcomes and their transfer preparation.

**B. *Health Information Management and Technology A.A.S. Degree, Fall 2019***

All core CMPT/HITC courses (i.e. CMPT 110, CMPT 111, CMPT 115, CMPT 120, CMPT 160, HIC 100, HITC 110, HITC 200, HITC 210) must be completed with a C or better for program completion.

Proposed change will improve student outcomes and their transfer preparation.

**2. Change in Program Title and Degree Requirements for Degree and Certificate**

**A. *From: Emergency Medical Technician-Paramedic A.A.S. Degree,***

***To: Paramedic A.A.S. Degree, Fall 2020***

The title change is recommended by the New York State Department of Health, which oversees approval of EMS education. A person must already possess EMT Certification to take the Paramedic level classes and complete the program so prospective students must understand that completing this program leads to a career as a Paramedic, not an EMT.

***Change in Degree Requirements:***

Allow students to substitute:

- BIOL 271 for BIOL 130
- Change BIOL 205 requirement & substitute a required Gen Ed Math course.

**B. *From: Emergency Medical Technician-Paramedic Certificate***

***To: Paramedic Certificate, Fall 2020***

The title change is recommended by the New York State Department of Health, which oversees approval of EMS education. A person must already possess EMT Certification to take the Paramedic level classes and complete the program so prospective students must understand that completing this program leads to a career as a Paramedic, not an EMT.

***Change in Degree Requirements:***

Allow students to substitute:

- BIOL 271 for BIOL 130

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

**Resolved**, that the request for approval of the award of contract for paving in the amount of \$95,800 to Peter Luizzi & Bros. Contracting, Inc., for the capital project entitled “Overflow Parking Lot,” be, and hereby is, approved.

**CAPITAL  
CONSTRUCTION--  
OVERFLOW  
PARKING LOT  
PAVING**

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

**Resolved**, that the request for approval of the award of contract for lighting and wiring services in the amount of \$75,000 (not to exceed) to T&J Electrical Associates, LLC, for the capital project entitled “Overflow Parking Lot,” be, and hereby is, approved.

**CAPITAL  
CONSTRUCTION--  
OVERFLOW  
PARKING LOT  
LIGHTING &  
WIRING**

**INFORMATION ITEMS**

The following information items were noted:

**INFORMATION  
ITEMS**

**A. DEPARTMENT CHAIRPERSONS**1. School of Health Sciences

Tammy J. Conway, Interim Department Chairperson,  
Dental Hygiene  
f/t temp. appt., eff. 5/1/19 or thereafter

\$65,671/yr  
+\$3850 (10 DC Days)

Shawn B. Jeune, Interim Department Chairperson  
Surgical Technology  
f/t temp. appt., eff. 5/20/19 or thereafter

\$51,930/yr  
+\$3850 (10 DC Days)

**B. FULL-TIME NON-TEACHING PROFESSIONALS**1. Administration and Finance

Ali Bourgui, Senior Information Technology Specialist,  
Information Technology Services,  
f/t appt., eff. 5/16/19 or thereafter

\$44,000/yr

Joseph Chamberlin, Information Technology Specialist,  
Information Technology Services,  
f/t appt., eff. 5/16/19 or thereafter

\$40,000/yr

Susan Clarke, Information Technology Trainer,  
Information Technology Services,  
f/t appt., eff. 5/10/19 or thereafter

\$44,000/yr

Douglas Mears, Information Technology Specialist,  
Information Technology Services,  
f/t appt., eff. 5/16/19 or thereafter

\$40,000/yr

2. Communications and Marketing

John Yost, Associate Director of Multimedia and Video Services,  
f/t appt., eff. 5/6/19 or thereafter

\$56,000/yr

3. Enrollment Management and Student Development  
 Gregory Dunham, Technical Assistant,  
 Registrar,  
 f/t appt., eff. 5/16/19 or thereafter \$37,500/yr
- Frances Giordano, Technical Assistant,  
 Registrar,  
 f/t appt., eff. 5/16/19 or thereafter \$37,500/yr
- C. FULL-TIME CLASSIFIED/NON-INSTRUCTIONAL STAFF**
1. Academic Affairs  
 Ashley McCarthy, Senior Clerk,  
 Continuing Education and Summer Sessions,  
 f/t appt., eff. 5/20/19 \$15.0163/hr
2. Administration and Finance  
 Joseph Bartholomew, Motor Equipment Operator Heavy,  
 Grounds,  
 f/t appt., eff. 4/26/19 or thereafter 16.3794/hr
- Donald Durand, Custodial Worker,  
 Physical Plant,  
 f/t appt., eff. 5/15/19 or thereafter \$13.4995/hr
- Desmond Wright, Custodial Worker,  
 Physical Plant,  
 f/t appt., eff. 5/15/19 or thereafter \$13.4995/hr
3. E.O.C.  
 Joan Wheeler Bryne, Clerk/Typist,  
 E.O.C. Business Services,  
 f/t appt., eff. 4/29/19 or thereafter \$14.0312/hr
- Desiree Dommer, Clerk/Typist,  
 E.O.C. Business Services,  
 f/t appt., eff. 4/29/19 or thereafter \$14.0312/hr
- Christina Parnell, Senior Clerk,  
 E.O.C. – Student Enrollment,  
 f/t appt., eff. 5/13/19 \$15.01/hr
4. School of Business  
 Brittany Spaniol, Program Assistant I,  
 Business Advisement Center,  
 f/t appt., eff. 5/8/19 or thereafter \$14.9506/hr
5. School of Liberal Arts and Sciences  
 Virginia Kindt, Laboratory Assistant,  
 Biology, Chemistry and Physics,  
 f/t appt., eff. 4/10/19 or thereafter \$14.7506/hr

**D. RESIGNATIONS**

1. Tanya Fredericks, Clerk, Center for Academic Engagement, eff. 5/10/19

2. Jennifer Moss, Principal Account Clerk, Cashier's Office, Finance, eff. 4/25/19
3. Joshua Palmer, Motor Equipment Operator Light, Grounds, eff. 5/10/19

#### **E. RETIREMENTS**

1. Carol Bosco, Dean of Health Sciences, Academic Affairs, eff. 8/5/19
2. Linda Desnoyers, Associate Professor, Medical Imaging, eff. 8/16/19
3. Anthony Kossmann, Professor, Automotive, Manufacturing and Electrical Engineering Technologies, eff. 8/19/19
4. Sandra Wimmer, Assistant Professor, Health, Physical Education & Exercise Studies, eff. 8/30/19

#### **F. ADVISORY COMMITTEE APPOINTMENTS**

1. Automotive Technical Services  
Todd Tesman, Owner, Tesman's Service Station, Inc.
  
2. Educational Opportunity Center  
Virginia Berrios, Owner-Operator, Perfect Cut Salon  
Gary Emery, Director of Patient Support Associates, Albany Medical Center  
Karen Ferrer-Muñiz, Dean of Retention and Instructional Support Services, Hudson Valley Community College  
Steven A. Goodyear, Community Relations Specialist, Fidelis Care  
Penny Hill, Dean of Economic Development and Workforce Initiatives, Hudson Valley Community College  
Jenn Hyde, Executive Director of Catholic Charities Tri-County Services, Rensselaer  
Hon. Christopher T. Maier, Supervising Judge for the City Courts in the Third Judicial District, Troy  
Jonathan Scherzer, Director of Marketing for the Capital District Transportation Authority (CDTA)  
Ainsley Thomas, Chief Diversity Officer, Hudson Valley Community College  
Brian Williams, Commissioner of Employment and Training, Rensselaer County
  
3. Liberal Arts  
Jim Gandy, Librarian and Archivist, New York State Military Museum  
Matthew Howe, Advising Specialist, Hudson Valley Community College  
Gretchen Lynch, Guidance Counselor, Shenendehowa High School  
Jessica Pugliese, Admissions Representative, Hudson Valley Community College  
Dr. Robert Whitaker, Associate Professor of Political Science, Hudson Valley Community College

#### **G. HVCC MONTHLY FINANCIAL REPORTS**

1. 2018-2019 Fiscal Year Operating Budget Summary as of 4/30/19
2. 2018-2019 Enrollment Summary – Spring 2019
3. Capital Expenditures, April 2019 and cumulative

Upon a motion by Dr. Jennings, seconded by Mr. Zweig, an executive session was called at 5:25 p.m. for the purposes of discussing personnel and collective bargaining matters.

**EXECUTIVE  
SESSION**


Upon a motion by Mr. Zweig, seconded by Dr. Kapp, the executive session was ended at 6:27 p.m. and Chairman Kelleher opened the meeting.

**JUNE MONTHLY MEETING**

The next regular monthly meeting of the Board of Trustees will be held on Tuesday, June 25, 2019.

Upon motion by Dr. Kapp, seconded by Mr. Zweig, the meeting was adjourned at 6:28 p.m.

**ADJOURNMENT**

  
Suzanne Kalkbrenner  
Assistant Secretary to the Board of Trustees