

Hudson Valley Community College

80 Vandenburg Avenue, Troy, New York 12180

AGENDA

For the regular meeting of the Board of Trustees of Hudson Valley Community College to be held on Tuesday, March 26, 2024, at 5:00 p.m. or thereafter on the college campus, Guenther Board Room, 80 Vandenburg Avenue, Troy, New York and via remote meeting, with live stream for the public via the college website at hvcc.edu, the following matters are submitted for consideration and action.

1. MINUTES

Request is made for approval of the minutes of the regular meeting of the Board of Trustees held on February 27, 2024.

Approved
Action Taken

2. HUDSON VALLEY COMMUNITY COLLEGE — AUDITOR’S REPORT

Request is made for the approval to accept the College’s Audited Financial Statements for the fiscal year September 1, 2022 through August 31, 2023, as conducted by UHY LLP.

Approved
Action Taken

3. HUDSON VALLEY COMMUNITY COLLEGE FOUNDATION, INC.— AUDITOR’S REPORT

Request is made for the approval of Hudson Valley Community College Foundation, Inc.’s audited financial statements for FY2023 as of June 30, 2023, as conducted by UHY, LLP, as recommended by the Foundation Board of Directors on January 17, 2024.

Approved
Action Taken

4. ACADEMIC SENATE RECOMMENDATION— CHANGES TO THE CODE OF CONDUCT FOR ACADEMIC ETHICS

Request is made for approval of changes to the Code of Conduct for Academic Ethics to address Artificial Intelligence Detection Tools, as recommended by the Academic Senate and the President. The revised policy will be effective immediately upon approval and shall read as follows:

Article VII. Code of Conduct for Academic Ethics

Academic Ethics

Hudson Valley Community College expects all members of the College community to conduct themselves in a manner befitting the tradition of scholarship, honor and integrity. They are expected to assist the College by reporting suspected violations of academic integrity to appropriate Faculty and/or other College Personnel.

These guidelines define a context of values for individual and institutional decisions concerning academic integrity. It is every Student's responsibility to become familiar with the standards of academic ethics at the College, including individual course policies. Claims of ignorance, unintentional error, or academic or personal pressures do not excuse violations.

7.1 Plagiarism.

A Student is guilty of plagiarism any time they attempt to obtain academic credit by presenting someone else's ideas, including content generated by an Artificial Intelligence third-party service or site, as their own without appropriately documenting the original source. Appropriate documentation requires credit to the original source in a current manuscript style (e.g., MLA or APA) that is appropriate to the assignment and the discipline. Faculty Members are encouraged to distinguish between a Student's unintentional failure to follow the current conventions of the appropriate manuscript style and a blatant act of plagiarism. Regarding the suspicion of AI-generated content, under no circumstances shall the results from an AI detection tool constitute the sole basis for a charge of plagiarism. Whether in citation or prose, students are ultimately responsible for the integrity of their work.

Approved
Action Taken

5. ACADEMIC SENATE RECOMMENDATIONS—CURRICULUM

Request is made for approval of the following curriculum changes, as recommended by the Academic Senate and the President:

A. SCHOOL OF BUSINESS AND LIBERAL ARTS

1. BUSINESS & CRIMINAL JUSTICE

Change to Existing Course:

- CRJS- 275 History of Criminal Justice Reform
Change in Course Title from Criminal Justice Reform; name better suits the course.

Deactivate Courses- These courses have not run in several semesters:

- PADM - 133 - Introduction to Animal Advocacy
- PADM - 130 - Legal Issues for Animal Control
- PADM - 230 - Public Policy and Domestic Violence
- PADM - 135 - Animal Policy Seminar I
- PADM - 238 - Animal Law II
- PADM - 240 - Public Affairs Seminar I
- PADM - 241 - Public Affairs Seminar II
- PADM - 242 - Public Affairs Seminar III
- PADM - 236 - Animal Abuse, Interpersonal Violence and The Justice System
- PADM - 237 - Animal Law I
- PADM - 136 - Animal Policy Seminar II
- PADM - 137 - Animal Policy Seminar III
- PADM - 220 - Courts, Justice and Public Administration

2. EDUCATION & SOCIAL SCIENCES

Change to Existing Course:

- **ECCE - 228 - Observation, Assessment and Guidance in Early Childhood Education**
Change in Course Description. After careful review of **ECCE 228: Observation, Assessment, and Guidance in Early Childhood Education** the Education faculty determined that a revision of the course description was necessary to accurately reflect the focus of the course topics addressed throughout the duration of the course.

3. ENGLISH, FOREIGN LANGUAGES, & ENGLISH AS A SECOND LANGUAGE

Change to Existing Courses:

- **LATN - 200 - Latin Language and Culture III**
25% or More Change in Course Content. Change in Course Description.
- **ENGL - 240 - Honors Literature: Critical Perspectives on Traditional and Contemporary Voices**
Reintroduction of Course after 7 Semester Hiatus with 25% Content Change. New course title and course description.

New Course:

- **LATN - 201 - Latin Language and Culture IV**
A new course that will benefit the Latin course sequence, as well as the College in the High School program.

B. SCHOOL OF HEALTH SCIENCES

1. CARDIORESPIRATORY AND EMERGENCY MEDICINE

Change to Existing Course:

- **RESP - 120 - Fundamentals of Respiratory Care I**
Change in Course Description. Description needs updating to refer to general categories of therapies and procedures that will include advances in the field. Change in Prerequisites. The program was approved to change the curriculum back to requiring PHYS 110 in the first semester in place of MATH 132. PHYS 110 is our approved Math Gen Ed starting Fall 2024. We therefore need to change the pre-requisite of Math 132 to PHYS 110 with a C or better for RESP 120.

C. SCHOOL OF STEM

1. APPLIED TECHNOLOGIES

Change to Existing Course:

- **ESYS - 100 - Introduction to Wind Power**
25% or More Change in Course Content. The current ESYS 100 course does not adequately address the needs of students seeking entry into the wind power industry. This change will add a laboratory session that will allow the students to gain hands-on skills necessary in the industry.

New Course:

- **ESYS - 106 - Wind Power Safety**

Local employers, including GE and Marmen, have indicated the need for employees with training in wind energy safety. This new course will provide HVCC students with industry proven safety training. Individuals with this training may be eligible for advanced employment opportunities.

2. COMPUTER SCIENCE & MATHEMATICS**Change to Existing Program/Certificate:**

- **Mathematics and Science, A.S.**

Change in Program Title. Change in Degree Requirements. Creation of an Actuarial Track option.

- **Hacking and Cybersecurity AS**

Change in Program Entrance Requirements. The proposal to change the entrance requirement of a HS average of 85 to a HS average of 80 has the following goals:

- To provide more students pursuing this field the opportunity to join the program, form relationships with their peers and instructors, and be advised by the HCY program advisor
- To align the entrance requirements with the other Computer Science related programs

3. ENGINEERING, ARCHITECTURE & MANUFACTURING**Change to Existing Program/Certificate:**

- **Welding and Fabrication, A.O.S.**

Change in Degree Requirements. The sequence of classes has changed. The courses offered have slightly changed as well. The goal is to incorporate more non-destructive testing courses and fabrication specific information for the offshore wind industry. This is a response to a large grant that we earned with welding and fabrication to support future local workforce needs.

Change to Existing Course:

- **ENGR - 211 - Engineering Statics**

Change in Prerequisites. **ENGR 110 - Engineering Tools** has been communicated by faculty members as a vital part of Engineering Statics and students should know it before taking ENGR 211.

Approved
Action Taken

6. INFORMATION ITEMS**A. FULL TIME NON-TEACHING PROFESSIONALS**1. **Communications and Marketing**

Christopher Babadelis, Associate Director of Multimedia and Video Services,
Creative Services, Graphics and Printing,
f/t prob. appt., eff. 2/26/24 or thereafter

\$62,000/yr

2. **Educational Opportunity Center**

Andrew Marro, Student Services Specialist,
Capital District Educational Opportunity Center,
f/t. appt., eff. 2/28/24 or thereafter

\$40,000/yr

Victoria Phillips, Student Services Specialist,
Capital District Educational Opportunity Center,
f/t. appt., eff. 2/28/24 or thereafter \$40,000/yr

3. Office of the President
Karen DuJack, Executive Assistant and Advisor to the President,
Office of the President,
f/t appt., eff. 3/11/24 \$89,000/yr
4. Student Affairs
Jessica Powers, Student Development Specialist,
Student Affairs,
f/t prob. appt., eff 2/28/24 or thereafter \$47,500/yr

B. FULL TIME CLASSIFIED/NON-INSTRUCTIONAL STAFF

1. Administration and Finance
Thomas Cupp, Building Maintenance Worker,
Facilities,
f/t prob. appt., eff. 3/12/24 or thereafter \$20.26/hr

C. PART TIME FACULTY

1. Academic Affairs
Charles Ayotte, Education Specialist,
Learning Centers,
p/t appt., eff. 3/11/24 or thereafter \$36.56/hr
- Syed Nabeel Amjad, Education Specialist,
Learning Centers,
p/t appt., eff. 3/11/24 or thereafter \$36.56/hr
- Michelle Soule, Education Specialist,
Learning Centers,
p/t appt., eff. 3/12/24 or thereafter \$36.56/hr

D. PART-TIME NON-TEACHING PROFESSIONALS

1. Academic Affairs
Logan Radcliffe, Instructional Support Assistant (Professional Tutor),
Learning Centers,
p/t appt., eff. 3/13/24 or thereafter \$17.00/hr
2. Student Affairs
Eric Beaulac, Assistant Baseball Coach,
Intercollegiate Athletics,
p/t appt., eff. 3/11/24 or thereafter \$882.30/season
- Robert Malik, Assistant Men's Lacrosse Coach,
Intercollegiate Athletics,
p/t appt., eff. 3/4/24 or thereafter \$2,000/season
- Skye Schweit, Veteran Peer Mentor,
Center for Access and Assistive Technology,
p/t appt., eff. 3/11/24 or thereafter \$20.00/hr

Julie Testo, Admissions Counselor,
Admissions Office,
p/t appt., eff. 2/26/24 or thereafter

\$32.00/hr

E. RESIGNATION

1. Fatima Malik, Program Assistant, Student Outreach, Advisement and Retention, eff. 3/8/24

F. RETIREMENT

1. Fred Aliberti, Director of Public Safety and Security, eff. 3/21/24

G. HVCC MONTHLY FINANCIAL REPORTS

1. 2023-2024 Fiscal Year Operating Budget Summary as of 2/29/24
2. Capital Expenditures, February 2024 and cumulative

H. ADVISORY BOARD APPOINTMENTS

1. **School of STEM**

Biology, Chemistry and Physics


Alexander Steele, Senior Manager, University Relations, Regeneron Pharmaceuticals, Rensselaer, NY

7. APRIL MEETINGS

The next monthly meeting of the Board of Trustees will be held on Tuesday, April 23, 2024.

8. ADJOURNMENT

Approved
Action Taken


Suzanne Kalkbrenner
Assistant Secretary to the Board