

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 26, 2024, 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.

PRESENT

Neil J. Kelleher, Chairman
Judith Breselor
Ryan Connors
Philip J. Danaher
William Fagan
Flora Fasoldt
(remote, non-voting)
Thomas P. Grant
William C. Jennings
Jacqueline McDonough
Wayne Pratt

ALSO PRESENT

Louis Coplin, Officer-in-Charge
George J. Raneri, Secretary to the Board
Suzanne Kalkbrenner, Assistant Secretary to the Board
K. Better
J. Bourdeau (remote)
D. Christian
A. Kennedy

EXCUSED

none

At the end of the Executive Committee meeting, Chairman Kelleher called for a motion to enter Executive Session for the purpose of discussing contractual matters.

Upon a motion by Mr. Fagan, seconded by Dr. Jennings, an executive session was called at 5:27 p.m. for the purposes of discussion of contractual matters. Motion carried unanimously.

**EXECUTIVE
SESSION**

Upon a motion by Mr. Danaher, seconded by Mr. Grant, the executive session was ended at 6:28 p.m. and Chairman Kelleher called the monthly meeting to order at 6:29 pm.

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

MINUTES

Resolved, that the minutes of the monthly meeting of the Board of Trustees, held on October 22, 2024, be and hereby are, approved.

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

**CURRICULUM
CHANGES**

Resolved, that the following curriculum changes, as recommended by the Academic Senate and the Officer in Charge, be, and hereby are, approved:

A. SCHOOL OF BUSINESS AND LIBERAL ARTS

1. EDUCATION AND SOCIAL SCIENCES

New Course Proposal:

- **HIST 204 - History of the Middle East**

The department is adding a new course. *History of the Middle East* was offered in prior semesters as I and II. Offering one course will better serve students.

Change to Existing Program/Certificate Proposal:

- **Individual Studies, A.S.**

The department is making updates to the Individual Studies, A.S. program including a change to the degree requirements. See the following examples:

Current: Currently the requirements are for the SUNY General Education category and LAS category. Proposed: Remove the LAS category.

Reason for Change: SUNY General Education requirements are for 30 credits within selected categories. An A.S. degree requires 30 credits of LAS courses, but no categories are specified. For example, HIST 100 is a SUNY General Education Humanities & World History Global Awareness course but a NYSED LAS Social Science due to the differing definitions across NYSED and SUNY.

Current: English Elective Proposed: Require ENGL 101

Reason for Change: “English Elective” to ENGL 101. Most students are currently taking ENGL 101 and the program is better served by clarity in this recommendation.

Current: Restricted electives renamed and change order of requirements.

Proposed: Rename and reorder. See below.

Reason for Change: Clarify for students and advisors what is in the category. Move SUNY Gen Ed 4 required areas to beginning of list to prioritize.

- **Liberal Arts and Sciences, A.A.**

The department is making updates to the Liberal Arts and Sciences, A.A. program including a change in program title, a change in the entrance requirements, and a change to the degree requirements.

Current : LAS courses are labeled specifically and lab science is required	Proposed: Remove LAS labels and lab science	Reason for Change: Address the mismatch between SUNY and NYSED. Allow students to take a non-lab science.
Current : Humanities and Social Sciences and DEISJ buckets are combined	Proposed: Separate out.	Reason for Change: DEISJ was added to the degree but we didn't have a separate degree works bucket. Increase existing HUM bucket and recommend WL
Current: ENGL 102/104 required	Proposed: Add ENGL 125 as an option.	Reason for Change: While most students will take ENGL 102/104 giving the option of 125 may serve some for transfer.

Current : Literature electives 6 and Electives 13	Proposed: Literature electives 3 and Electives 16 (3 credits must be in LAS)	Reason for Change: Allow more room for exploration and/to transfer focused courses. Students wanting additional English courses can take them in this degree, but may be better served by the English major.
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2. FINE ARTS, THEATRE ARTS AND DIGITAL MEDIA

Change to Existing Course Proposals:

- **ARTS - 220 - Painting I**
ARTS 120 Painting I will have better transfer ability if renumbered to ARTS 220, to reflect the level of difficulty of the course content.
- **ARTS - 221 - Painting II**
ARTS 121 Painting II will have better transfer ability if renumbered to ARTS 221, to reflect the level of difficulty of the course content.
- **ARTS - 225 - Experimental Drawing in Italy I**
Students in the Fine Arts A.S. program are expressing interest in taking ARTS 225. This course would provide a month long, hands-on immersion in the sites and masterworks of the Florence Renaissance exploring the interface between historical and contemporary drawing.
- **ARTS - 226 - Experimental Drawing in Italy II**
Students in the Fine Arts A.S. program are expressing interest in taking ARTS 226.
- **ARTS - 229 - Photography II**
ARTS 139 Photography II will have better transfer ability if renumbered to ARTS 229, to reflect the level of difficulty of the course content.
- **DART - 215 - Video Art**
DART 115 Video Art will have better transfer ability if renumbered to DART 215, to reflect the level of difficulty of the course content.

Change to Existing Program/Certificate Proposal:

- **Fine Arts A.S**
Several required courses and one elective course are currently being renumbered.

REQUIRED COURSES:

ARTS 120 Painting I	renumbered as: ARTS 220
ARTS 121 Painting II	renumbered as: ARTS 221
ARTS 139 Photography II	renumbered as: ARTS 229

FINE ARTS ELECTIVE:

DART 115 Video Art	renumbered as: DART 215
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B. SCHOOL OF HEALTH SCIENCES

1. HEALTH, PHYSICAL EDUCATION AND EXERCISE SCIENCE

New Program/Certificate Proposal:

- **Health Science, A.S.**

The purpose of creating the Health Science Degree program is to give students the opportunity to collect pre-requisites necessary for application to the competitive health science programs and increase transfer opportunities. Additionally, having a degree along with the certificate will allow transfer students the ability to matriculate in a relevant program instead of matriculating into a program just for the sake of matriculation/financial aid eligibility.

C. SCHOOL OF STEM

1. BIOLOGY, CHEMISTRY AND PHYSICS

Change to Existing Program/Certificate Proposal:

- **Biotechnology, A.S.**

The degree requirements In the Biotechnology A.S. program are changing by replacing one course for another, the change is from FORM 101, College Forum, to BIOL 103, Orientation to Biology and Bioethics. This change will better serve the students in the Science program because BIOL 103 introduces students to the Hudson Valley Community College campus and to biotechnology as a field of study. This course will also focus on the ethics and bioethical issues of biotechnology.

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

**CAPITAL
CONSTRUCTION—
ATEC AWARD OF
CONTRACT**

Resolved, that the request for the award of contracts related to the project entitled “Applied Technology Education Center (ATEC) Phase II,” be and hereby are, approved, as follows:

<u>Contract #</u>	<u>Base Bid Low Bidder</u>	<u>Base Bid</u>
1. General Construction	Bunkoff	\$22,920,000.00
2. Fire Protection Construction	Absolute Fire	\$604,000.00
3. Plumbing Construction	E.W. Tompkins	\$1,974,008.00
4. Mechanical Construction	RMB Mechanical	\$7,968,000.00
5. Control Construction	Johnson Controls	\$922,000.00
6. Electrical Construction	Tech Electric	\$5,415,700.00

and be it further

Resolved, that this Resolution shall take effect only upon the full funding award announcement from New York State.

INFORMATION ITEMS

The following information items were noted:

**INFORMATION
ITEMS**

A. FULL TIME FACULTY

1. School of Business and Liberal Arts

Colette Steves, Instructor,

English, Foreign Languages and English as a Second Language,
f/t prob. appt., eff. 1/21/25

\$52,000/yr

Catherine Willis, Instructor,
Education and Social Sciences,
f/t prob. appt., eff. 1/21/25 \$52,000/yr

B. FULL TIME NON-TEACHING PROFESSIONALS

1. Educational Opportunity Center

Margaret McGivern, Coordinator of Budget and Administrative Services,
EOC Administration,
f/t appt., eff. 11/6/24 or thereafter \$90,000/yr

Sharon Thomas, Assistant Coordinator for Student Services, Data Analysis,
EOC Enrollment,
f/t appt., eff. 10/17/24 or thereafter \$50,000/yr

2. Student Affairs

Nora Hedderman, Counselor,
Admissions Office,
f/t prob. appt., eff. 11/13/24 or thereafter \$42,000/yr

Patrick Snider, Advisor,
Center for Careers and Transfer,
f/t appt. (grant funded), eff. 11/6/24 or thereafter \$52,000/yr

3. Workforce Development and Community Education

Phoebe Flynn, Assistant Director,
Workforce Development and Community Education,
f/t prob. appt., eff. 11/6/24 or thereafter \$50,000/yr

C. FULL TIME CLASSIFIED/NON-INSTRUCTIONAL STAFF

1. School of STEM

Katherine Austin, Laboratory Assistant,
Biology, Chemistry and Physics,
f/t prov. appt., eff. 10/25/24 or thereafter \$23.90/hr

Joshua Whitehead, Laboratory Assistant,
Biology, Chemistry and Physics,
f/t prov. appt., eff. 10/25/24 or thereafter \$23.90/hr

D. PART TIME FACULTY

1. School of Business and Liberal Arts

Carolyn Hepburn, Adjunct Instructor,
Education and Social Sciences,
p/t appt. (shelf), eff. 1/21/25 or thereafter \$1394/sch

Richard Rose, Adjunct Instructor,
Education and Social Sciences,
p/t appt. (shelf), eff. 1/21/25 or thereafter \$1394/sch

E. PART TIME NON-TEACHING PROFESSIONALS

1. School of Business and Liberal Arts

Michelle Fernandez, Part-Time Advisor,
Education and Social Sciences,
p/t appt., eff. 10/18/24 or thereafter \$30.00/hr

2. Student Affairs

Scott Quenneville, Assistant Golf Coach,
Intercollegiate Athletics,
p/t appt., eff. 10/17/24 or thereafter

\$1,000/season

Andrew Zibro, Assistant Golf Coach,
Intercollegiate Athletics,
p/t appt., eff. 10/17/24 or thereafter

\$2,000/season

F. RESIGNATION

Nick Reynolds, MEOL (Motor Equipment Operator Light), Physical Plant, eff. 11/8/24

G. RETIREMENT

Mary Musso, Assistant Professor, Health, Physical Education and Exercise Studies, eff. 1/3/25

H. HVCC MONTHLY FINANCIAL REPORTS

1. 2024-2025 Fiscal Year Operating Budget Summary as of 10/31/24
2. Capital Expenditures, October 2024 and cumulative

I. FACULTY STUDENT ASSOCIATION FINANCIAL REPORTS

1. FSA Financial Reports, period ending 10/31/24


DECEMBER MEETING

The next regular meeting of the Board of Trustees will be held on
Tuesday, December 17, 2024.

**DECEMBER
MEETING**

Upon a motion by Mr. Grant, seconded by Mr. Danaher, the meeting
was adjourned at 6:34 p.m.

ADJOURNMENT



Suzanne Kalkbrenner
Assistant Secretary to the Board