

Hudson Valley Community College

80 Vandenburg Avenue, Troy, New York 12180

MINUTES

The monthly meeting of the Board of Trustees of Hudson Valley Community College was held on Tuesday, January 28, 2025, on the college campus, 80 Vandenburg 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
Thomas P. Grant
William C. Jennings
Jacqueline McDonough
Wayne Pratt

EXCUSED

none

ALSO PRESENT

Louis Coplin, Officer-in-Charge		
George J. Raneri, Secretary to the Board		
Suzanne Kalkbrenner, Assistant Secretary to the Board		
G. Ambriz	E. Dwyer	A. Novak
J. Ashdown	S. Ely	M. Pendergast
K. Better	D. Fernandez-Palozzi	K. Petley
T. Bocketti	L. Hassib	M. Reynolds
J. Bourdeau (remote)	M. Howe	D. Richey
W. Bordak	A. Kennedy	H. Rodriguez
A. Campbell	D. Kennedy	G. Sausville
D. Christian	T. Kessel	D. Shoemaker
M. Coons	P. Klimkewicz	A. Shulkin
J. Deitchman	I. LaChance	A. Thomas
J. DiLorenzo	D. Martin	R. Whitaker
J. Dorrough	D. McGreevy	R. Wilson

At 4:25 pm, the Chair of the Bylaws and Policy Manual Committee, Philip Danaher, conducted a Public Hearing as required by Chapter 56, Section 103-a(2)(a) of the Open Meetings Law, on the matter of permitting the Hudson Valley Community College Board of Trustees to authorize its members to attend meetings by videoconferencing under extraordinary circumstances. He asked Assistant Secretary Kalkbrenner to read aloud the Public Notice, after which he inquired if she had received any written comments and whether she had proof of publication. Ms. Kalkbrenner confirmed that no written comments were received and that proof of publication was on file.

PUBLIC HEARING

Mr. Danaher asked three times whether those assembled whether anyone wished to comment on the matter. Hearing no response each time, Mr. Danaher closed the Public Hearing at 4:30 pm.

Chairman Kelleher welcomed everyone to the February Board meeting. He called on Trustee William Fagan to conduct the meeting on his behalf, as he was attending remotely.

Mr. Fagan called the meeting to order at 5:28 pm.

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

Resolved, that the minutes of the monthly meeting of the Board of Trustees, held on December 17, 2024, be and hereby are, approved.

Upon a motion by Ms. Fasoldt, seconded by Ms. McDonough, the following resolution was adopted unanimously. **ACADEMIC SENATE BYLAWS**

Resolved, that the following changes to the Academic Senate Bylaws, as recommended by the Academic Senate and the Officer in Charge, be, and hereby are, approved. The changes shall be effective immediately upon approval and shall read as follows:

ARTICLE VII - MEETINGS

Section 1. Regular Meetings

The Chairperson of the Senate shall convene regular meetings for each calendar month of the fall and spring semesters of the academic year.

Upon a motion by Mr. Danaher, seconded by Mr. Grant, the Board voted unanimously to amend the agenda to change the amount of the award of contract for ATEC Project Commissioning Services. **AMENDING THE AGENDA**

Upon a motion by Mr. Danaher, seconded by Ms. Breselor, the following resolution was adopted, with Mr. Pratt abstaining. **ATEC--AWARD OF CONTRACTS**

Resolved, that the request to for the award of contracts for the capital project entitled "Applied Technologies Education Center (ATEC) Phase II," be and hereby is approved, as follows:

WHEREAS, the College has engaged in a \$85 million Capital Project to construct a new 130,000 sq. ft. building, the Applied Technology Education Center (ATEC); and

WHEREAS, the project will support the College's growing programs within STEM, including: automotive technology services, electrical construction and maintenance, heating/air conditioning/refrigeration technical services, and welding, among others; and

WHEREAS, the Board of Trustees of Hudson Valley Community College, at their meeting of August 22, 2023, approved the capital project entitled "Applied Technologies Education Center (ATEC) Phase II at a cost of \$53.5 million; and

WHEREAS, the Rensselaer County Legislature, via Resolution G/358/23, approved the project entitled "Applied Technologies Education Center (ATEC) Phase II at a cost of \$53.5 million; now therefore, be it

RESOLVED, that the Board of Trustees of Hudson Valley Community College, approves the contract awards for the capital project entitled, “Applied Technologies Education Center (ATEC) Phase II” as follows:

- Storm Water Pollution Prevention Plan Services to Barber Engineering in the amount of \$9,000
- ATEC Project Commissioning Services to Labella in the amount of \$64,886.67
- Project Special Inspection Services to Atlantic Testing Laboratories in the amount of \$39,159

Upon a motion by Mr. Danaher, seconded by Mr. Connors, the following resolution was ratified unanimously.

**HVCC NORTH--
USE OF FUND
BALANCE**

Resolved, that the request to modify the use of designated funds for construction at HVCC North, be and hereby is approved, as follows:

WHEREAS, during the 2022-2023 fiscal year, the College was in need of several upgrades to the facilities, technology and instructional equipment, in the amount of \$6,015,092.00, and

WHEREAS, at an information session on May 17, 2022, the College’s Board of Trustees reviewed the list of proposed projects and concurred with the College’s assessment of the need for those improvements, and

WHEREAS, the College did not have sufficient operating funds for said projects, and

WHEREAS, the College maintains a Fund Balance Account; and

WHEREAS, at the May 24, 2024 meeting, the College’s Board of Trustees approved the transfer of funds from its Fund Balance Account and authorized such funds to be re-designated in the amount of \$6,015,092, and

WHEREAS, the aforementioned funds were placed in three designated accounts entitled “Academic Services,” “Construction and Technology Upgrades,” and “Student Services,” and

WHEREAS, the “Construction and Technology Upgrades” designated account specified that \$1.6 million dollars would be used for the “construction of manufacturing and wafer clean room in the TEC-SMART building;” and

WHEREAS, said construction was planned to start upon the completion of the new building, which is now operational; and

WHEREAS, after further consultation with our industry partners, including GlobalFoundries and other advisory board members, it was determined that a renovated clean room is not essential to meet current or future training needs; and

WHEREAS, nursing programs are now recognized as a critical priority on the HVCC North campus; and

WHEREAS, the clean room space in TEC-SMART has been identified for repurposing into a Nursing Skills and Simulation Laboratory with an estimated cost of \$1 million dollars; now therefore, be it

RESOLVED, that the Board of Trustees approves the redesignation of \$1,000,000, originally earmarked for construction of a clean room in the TEC-SMART building at HVCC North to be used instead for the purpose of the construction of a suite of Nursing Laboratories and an Observation Room.

Upon a motion by Mr. Danaher, seconded by Ms. McDonough, the resolution was adopted by a vote of 9-1, with Mr. Grant voting no.

**AMENDMENT TO
BYLAWS AND POLICY
MANUAL**

Resolved, that the request to amend the Bylaws and Policy Manual to to authorize its members to attend meetings by videoconferencing under extraordinary circumstances, be and hereby is, approved, as follows:

**AMENDING THE BYLAWS AND POLICY MANUAL OF THE
HUDSON VALLEY BOARD OF TRUSTEES ON VIDEOCONFERENCING**

WHEREAS, by passing Chapter 56 of the Laws of 2022 ("Chapter 56"), the New York State Legislature amended Section 103 of the Open Meetings Law; and

WHEREAS, Chapter 56 adds Section 103-a of the Open Meetings Law, permitting the Hudson Valley Community College Board of Trustees to authorize its members to attend meetings by videoconferencing under extraordinary circumstances; and

WHEREAS, Section 103-a(2)(a) requires the Hudson Valley Community College Board of Trustees to adopt a resolution following a public hearing authorizing the limited use of videoconferencing under such circumstances; and

WHEREAS, Section 103-a(2) allows for hybrid meetings by requiring "that a minimum number of members are present to fulfill the public body's quorum requirement in the same physical location or locations where the public can attend"; and

WHEREAS, Section 103-a(2)(c) requires that members be physically present at any such meeting "unless such member is unable to be physically present at any such meeting location due to extraordinary circumstances . . . including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting"; and

WHEREAS, in accordance with Section 103-a(2)(d), any members attending by videoconference must, excerpt during executive session, be "heard, seen and identified, while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon"; and

WHEREAS, Section 103-a(2)(g) requires that any meeting where a member attends by videoconference be recorded, posted to the HVCC Board of Trustees webpage within five business days, and transcribed upon request; and

WHEREAS, Section 103-a(2)(h) requires that members of the public be permitted to attend and participate, if authorized, in any meeting by videoconference when a member attends by videoconference; now, therefore,

BE IT RESOLVED, that the Hudson Valley Community College Board of Trustees, having conducted a Public Hearing as required, hereby authorizes its members who experience an extraordinary circumstance, as described above and further defined by any rules or written

procedures later adopted, to attend meetings by videoconference: (i) as long as a quorum of the members attend in-person at one or more locations open to the public; (ii) as long as the member can be seen, heard, and identified while the open portion of the meeting is being conducted; and (iii) as otherwise permitted under Chapter 56 of the Laws of 2022; and be it further

RESOLVED, that the Hudson Valley Community College Board of Trustees' written procedures attached hereto further governing its use of videoconferencing by its members in compliance with Chapter 56 of the Laws of 2022, are hereby adopted and approved.

Procedures for Member Videoconferencing Pursuant to Public Officers Law § 103-a

In compliance with Public Officers Law (POL) § 103-a(2)(a), the HVCC Board of Trustees, following a public hearing conducted on January 28, 2025, authorized by resolution, on the same date, the use of videoconferencing as described in POL § 103-a.

The following procedures are hereby established to satisfy the requirement of POL § 103-a(2)(b) that any public body which in its discretion wishes to permit its members to participate in meetings by videoconferencing from private locations – under extraordinary circumstances – must establish written procedures governing member and public attendance.

1. HVCC Board of Trustees members shall be physically present at any meeting of the HVCC Board of Trustees unless such member is unable to be physically present at one of the designated public meeting locations due to extraordinary circumstances.
2. For purposes of these procedures, the term “extraordinary circumstances” includes disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member’s physical attendance at such meeting.
3. If a member is unable to be physically present at one of the designated public meeting locations and wishes to participate by videoconferencing from a private location due to extraordinary circumstances, the member must notify the Chairman of the Board of Trustees no later than four business days prior to the scheduled meeting in order for proper notice to the public to be given. If extraordinary circumstances present themselves on an emergent basis within four days of a meeting, the Board of Trustees shall update its notice as soon as practicable to include that information. If it is not practicable for the Board of Trustees to update its notice, the Board of Trustees may reschedule its meeting.
4. If there is a quorum of members participating at a physical location(s) open to the public, the HVCC Board of Trustees may properly convene a meeting. A member who is participating from a remote location that is not open to in-person physical attendance by the public **shall not** count toward a quorum of the Board but may participate and vote if there is a quorum of members at a physical location(s) open to the public.
5. Except in the case of executive sessions conducted pursuant to POL § 105, the Board shall ensure that its members can be heard, seen, and identified while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon. This shall include the use of first and last name placards physically placed in front of the members or, for members participating by videoconferencing from private locations due to extraordinary circumstances, such members must ensure that their full first and last name appears on their videoconferencing screen.

6. The minutes of the meetings involving videoconferencing based on extraordinary circumstances pursuant to POL § 103-a shall include which, if any, members participated by videoconferencing from a private location due to such extraordinary circumstances.
7. The public notice for the meeting shall inform the public: (i) that extraordinary circumstances videoconferencing will (or may) be used, (ii) where the public can view and/or participate in such meeting, (iii) where required documents and records will be posted or available, and (iv) the physical location(s) for the meeting where the public can attend.
8. The HVCC Board of Trustees shall provide that each open portion of any meeting conducted using extraordinary circumstances videoconferencing shall be recorded and such recordings posted or linked on the HVCC Board of Trustees website within five business days following the meeting and shall remain so available for a minimum of five years thereafter. Such recordings shall be transcribed upon request.
9. If members of the Board of Trustees are authorized to participate by videoconferencing from a private location due to extraordinary circumstances, the Board of Trustees shall provide the opportunity for members of the public to view such meeting by video, and to participate in proceedings by videoconference in real time where public comment or participation is authorized. The Board of Trustees shall ensure that where extraordinary circumstances videoconferencing is used, it authorizes the same public participation or testimony as in person participation or testimony.
10. Open meetings of the HVCC Board of Trustees conducted using extraordinary circumstances videoconferencing pursuant to the provisions of POL § 103-a shall utilize technology to permit access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act (ADA), as amended, and corresponding guidelines. For the purposes of this guideline, "disability" shall have the meaning defined in Executive Law § 292.
11. The in-person participation requirements of POL § 103-a(2)(c) shall not apply during a state disaster emergency declared by the governor pursuant to Executive Law § 28 or a local state of emergency proclaimed by the chief executive of a county, city, village or town pursuant to § 24 of the Executive Law if the HVCC Board of Trustees determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the HVCC Board of Trustees to hold an in-person meeting.
12. These procedures shall be conspicuously posted on the HVCC Board of Trustees website.

INFORMATION ITEMS

The following information items were noted:

INFORMATION ITEMS

A. FULL TIME FACULTY

1. Academic Affairs

Joseph Paigo, Education Specialist,
Learning and Academic Support Centers,
f/t prob. appt., eff. 1/25/25

\$52,000/yr

2. School of Health Sciences

Emily Sumner, Instructor,
Mortuary Science,

f/t prob. appt., eff. 1/21/25 \$52,000/yr

Keith Thomas, Instructor,
Health, Physical Education and Exercise Studies,
f/t prob. appt., eff. 1/21/25 \$52,000/yr

B. FULL TIME NON-TEACHING PROFESSIONALS

1. Academic Affairs

Froilan (Leo) Gonzales, Technical Assistant,
High School Programs,
f/t prob. appt., eff. 1/14/25 or thereafter \$42,500/yr

Jenelle Morelli, Academic Coach,
Center for Academic Engagement, Learning and Academic Support Centers,
f/t prob. appt., eff. 1/8/25 or thereafter \$45,000/yr

2. Administration and Finance

Sabrina Squires, Assistant Director,
Student Financial Services,
f/t prob. appt., eff. 12/17/24 or thereafter \$46,000/yr

Chelsey Wolcott, Associate Bursar,
Student Financial Services,
f/t prob. appt., eff. 1/9/25 or thereafter \$57,000/yr

2. Educational Opportunity Center

Kimberly Tamas, Front Desk Attendant,
EOC Office of Budget and Finance
f/t appt., eff. 1/15/25 or thereafter \$38,000/yr

3. Student Affairs

Faathyma Clark, Student Development Specialist,
Student Development,
f/t prob. appt., eff. 1/9/25 or thereafter \$51,000/yr

Tara Zimmerman, Support Specialist,
Student Development,
f/t prob. appt., eff. 1/14/25 or thereafter \$51,500/yr

C. FULL TIME CLASSIFIED/NON-INSTRUCTIONAL STAFF

1. Administration and Finance

Thomas Brown, Shift Supervisor,
Public Safety and Security,
f/t prob. appt., eff. 12/20/24 or thereafter \$28.642/hr

Wendy DaCosta, Campus Security Officer,
Public Safety and Security,
f/t prov. appt., eff. 1/16/25 or thereafter \$21.26/hr

Richard Jop, HVAC Technician
Facilities,
f/t prov. appt., eff. 1/13/25 or thereafter \$32.5183/hr

Ahaoma Onyebuch, Campus Security Officer,
Public Safety and Security,
f/t prov. appt., eff. 1/16/25 or thereafter \$21.26/hr

Daquan Pontoon, Shift Supervisor,
Public Safety and Security,
f/t prob. appt., eff. 12/20/24 or thereafter \$28.642/hr

Andrew Wilson, Campus Security Officer,
Public Safety and Security,
f/t prov. appt., eff. 1/16/25 or thereafter \$21.26/hr

2. Student Affairs

Owen Bryant, Data Analysis Coordinator I,
Office of Admissions,
f/t prov. appt., eff. 12/23/24 or thereafter \$21.6016/hr

Mark Tallarino, Program Assistant,
Health Services, Wellness Office,
f/t prov. appt., eff. 1/20/25 or thereafter \$22.50/hr

D. PART TIME FACULTY

1. Academic Affairs

Brian Alix, Adjunct Instructor, Aviation Maintenance,
Aeronautical Technical Institute / Workforce Development and Community Education,
p/t appt., eff. 1/13/25 \$50.00/hr

Admir Hadzimusovic, Adjunct Instructor, Aviation Maintenance,
Aeronautical Technical Institute / Workforce Development and Community Education,
p/t appt., eff. 1/13/25 \$50.00/hr

Thomas Maiello, Adjunct Instructor, Aviation Maintenance,
Aeronautical Technical Institute / Workforce Development and Community Education,
p/t appt., eff. 12/19/24 or thereafter \$50.00/hr

Geoffrey Manganaro, Adjunct Instructor, Aviation Maintenance,
Aeronautical Technical Institute / Workforce Development and Community Education,
p/t appt., eff. 12/19/24 or thereafter \$50.00/hr

Michael Sgambelluri, Adjunct Instructor,
Workforce Development and Community Education,
p/t appt., eff. 12/17/24 or thereafter \$60.00/hr

Michael Sweatt, Adjunct Instructor, Aviation Maintenance,
Aeronautical Technical Institute / Workforce Development and Community Education,
p/t appt., eff. 12/19/24 or thereafter \$50.00/hr

Madison Tremper, Adjunct Instructor, Aviation Maintenance,
Aeronautical Technical Institute / Workforce Development and Community Education,
p/t appt., eff. 12/19/24 or thereafter \$50.00/hr

2. Educational Opportunity Center
 Brandon Mendoza, Adjunct Instructor,
 EOC Instructional Services,
 p/t appt., eff. 1/7/25 or thereafter \$44.00/hr

 Alana Picozzi, Adjunct Instructor,
 EOC Instructional Services,
 p/t appt., eff. 1/7/25 or thereafter \$44.00/hr
3. School of Business and Liberal Arts
 Dylan Campbell, Adjunct Instructor,
 Education and Social Sciences,
 p/t appt., eff. 1/21/25 \$1,394/sch

 Gregory Fitzgerald, Adjunct Instructor,
 Education and Social Sciences,
 p/t appt., eff. 1/21/25 \$1,394/sch
4. School of Health Sciences
 Brendan Duffy, Adjunct Instructor,
 Cardiorespiratory and EMS,
 p/t appt., (grant funded) eff. 2/3/25 \$92.94/hr

 Elizabeth Wiesemann, Adjunct Instructor,
 Cardiorespiratory and EMS,
 p/t appt., (grant funded) eff. 2/3/25 \$92.94/hr

E. RESIGNATIONS

1. Frankie Lee, Campus Security Officer, eff. 3/14/25
2. Maria Haji-Georgi, Instructor, Education and Social Sciences, eff. 1/16/25
3. Chasity Liggon, Principal Account Clerk, Finance, eff. 1/23/25
4. Rameen Nazir, Assistant to the Business Services Manager, EOC, eff. 1/3/25
5. Jean-Paul Orgeron, Library Director, eff. 12/28/24
6. Daniel Vitro, MEOL, Facilities, eff. 1/22/25
7. Tara Zimmerman, Counselor, Center for Careers and Transfer, eff. 1/17/25

F. RETIREMENT

1. Roseanne Henley, Budget and Finance Manager, EOC Office Operations, eff. 1/17/25

FEBRUARY MEETING

The next regular meeting of the Board of Trustees will be held on
 Tuesday, February 25, 2025.

FEBRUARY MEETING

Secretary Raneri shared that he and Trustee Fagan had attended the Legislative Reception hosted by the New York Community College Trustees (NYCCT) on January 22, 2025.

Upon a motion by Ms. Breselor, seconded by Mr. Grant, an
 executive session was called at 5:36 p.m. for the purposes of discussion


EXECUTIVE SESSION

of a personnel matter. Motion carried unanimously.

Upon a motion by Ms. Breselor, seconded by Dr. Jennings, the executive session was ended at 8:15 p.m. and Mr. Fagan re-opened the meeting.

Upon a motion by Mr. Grant, seconded by Ms. McDonough, the meeting was adjourned at 8:16 p.m.

ADJOURNMENT



Suzanne Kalkbrenner
Assistant Secretary to the Board