

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, December 20, 2016 on the college campus, 80 Vandenburg Avenue, Troy, New York.

PRESENT

Neil J. Kelleher, Chairman
Joseph A. Kapp, Vice Chairman
Judy Breselor
Catherine I. Conroy
William F. Fagan
William C. Jennings
Conrad H. Lang, Jr.
Wayne Pratt
Manik Elahi S.
Brian S. Zweig

Andrew J. Matonak, President
James LaGatta, Vice President for Administration
George J. Raneri, Secretary to the Board
Suzanne Kalkbrenner, Assistant Secretary

J. Brennan	J. Fatato	R. LaGatta
C. Bosco	M. Green	K. Petley
D. Clickner	C. Helwig	A. Popovics
C. Curtis	D. Kennedy	R. Schultz
S. Ely	E. Kiel	P. White

EXCUSED

none

Chairman Kelleher called the meeting to order at 5:14 p.m.

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

MINUTES

Resolved, that the minutes of the regular meeting of the Board of Trustees, held on November 22, 2016, be, and hereby are, approved.

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, as follows:

1. Change in Degree Requirements:

A. *Criminal Investigation A.A.S. Degree, Fall 2017*

The AAS Criminal Investigation degree is expanding its electives to provide students with a wider variation and greater flexibility in course scheduling. We originally required Digital Photography and CRJ Technology courses. As the degree program developed, we determined that in order to serve the best needs of our students we would have those 2 classes change into a restricted elective class.

Current:	New:
(8) Restricted photography elective	(5) Restricted Elective II.
Current:	New:
CRJS 270 - Criminal Justice Technology	(5) Restricted Elective II
Current:	New:
(5) Restricted Elective II (3 credits)	Restricted Elective II (9 credits)
Current:	New:
(6) CRJS 131, CRJS 155, CRJS 230, CRJS 246, CRJS 247, PHYS 145, PHYS 210	Will now include: ARTS 133, ARTS 135, CADD 100, CRJS 131, CRJS 155, CRJS 195, CRJS 203, CRJS 205, CRJS 210, CRJS 221, CRJS 222, CRJS 230, CRJS 231, CRJS 236, CRJS 242, CRJS 243, CRJS 244, CRJS 246, CRJS 247, CRJS 250, CRJS 260, CRJS 270, ENGL 125, HUSV100, HUSV 240, PADM 240, PADM 241, PADM 242, PHYS 145, PHYS 210, POLS 100, POLS 105, POLS 125, or any CISS course.
Current:	New:
Number Changes: Footnote (5) Footnote (6) Footnote (7)	Footnote (4) Footnote (5) Footnote (6)

B. Surgical Technology A.A.S. Degree, Fall 2017

A new grading policy to ensure high quality graduates who possess the skills to pass the certification exam. Currently there is no grading policy. The department wants to require a grade of C or better. The grading policy is consistent with many of the other grading policies in the health sciences division and because this is a health sciences profession the higher standard should be implemented. The proposal also removes the need for PSYC 100 to be taken within 5 years.

Current:	New:
No grading policy listed.	Students must meet and achieve a minimum grade of "C" in all degree required courses. Students must achieve a "C" or better in all Science and Surgical Technology courses in order to advance to the next Surgical Technology course.
Current:	New:
All science and psychology courses must have been taken within five years in order to be applicable toward this degree program.	All science courses and PSYC 205 must have been completed within five years in order to be applicable toward this degree program.

C. Surgical Technology Certificate, Fall 2017

A new grading policy to ensure high quality graduates who possess the skills to pass the certification exam. Currently there is no grading policy. The department wants to require a grade of C or better. The grading policy is consistent with many of the other grading policies in the health sciences division and because this is a health sciences profession the higher standard should be implemented.

Current:	New:
No grading policy listed.	A grade of "C" or better is required for program completion and for entrance into the next Surgical Technology course.

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

**STATE OF THE
COLLEGE REPORT,
2015-2016**

Resolved, that the request for approval of the State of the College Report, 2015-2016, be, and hereby is, approved.

INFORMATION ITEMS

**INFORMATION
ITEMS**

The following information items were noted:

A. FULL-TIME NON-TEACHING PROFESSIONAL

1. EOC
Jennifer Cook, Technical Assistant,
E.O.C.,
f/t appt., eff. 12/1/16 or thereafter \$37,000/yr

2. Enrollment Management & Student Development
Courtney Brinkman, Assistant Softball Coach,
Intercollegiate Athletics,
f/t temp. appt., eff. 11/22/16 or thereafter \$2000/yr

- Robert Coleman, Head Women’s Basketball Coach,
Intercollegiate Athletics,
f/t temp. appt., eff. 11/22/16 or thereafter \$2000/yr

- Christopher Crucetti, Digital Communications Specialist,
Communications & Marketing,
f/t appt., eff. 11/18/16 or thereafter \$38,000/yr

- David Jadin, Assistant Lacrosse Coach,
Intercollegiate Athletics,
f/t temp. appt., eff. 12/5/16 or thereafter \$1500/yr

B. PART-TIME FACULTY

1. Schools of Business & Engineering and Industrial Technologies
Thomas Joyce, Instructor,
Computing & Information Sciences (HS Model),
p/t appt., eff. 12/8/16 or thereafter \$0

2. Schools of Liberal Arts & Sciences and Health Sciences

Kimberly Jerard-Cook, Instructor,
Mathematics and Engineering Sciences (HS Model),
p/t appt. eff. 12/9/16 or thereafter \$0

C. PART-TIME NON-TEACHING PROFESSIONAL

1. Academic Affairs

Patricia Colongione, Technical Assistant,
ISSR/Testing, Orientation, Retention,
p/t appt., eff. 12/13/16 \$17.05/hr

Gregory Dunham, Instructional Support Assistant,
Learning Centers,
p/t appt., eff. 12/7/16 or thereafter \$15.00/hr

Christopher Roberts, Instructional Support Assistant,
Learning Centers,
p/t appt., eff. 12/7/16 or thereafter \$15.00/hr

James Seay, Instructional Support Assistant,
Learning Centers,
p/t appt., eff. 12/7/16 or thereafter \$15.00/hr

Joseph Sweeney, Instructional Support Assistant,
Learning Centers,
p/t appt., eff. 12/7/16 or thereafter \$15.00/hr

2. Administration

James J. LaGatta, Interim Vice President for Administration,
p/t appt., eff. 2/20/17 or thereafter \$94.4874/hr

3. E.O.C.

Alison Horton, Tutor,
EOC,
p/t appt., eff. 12/7/16 or thereafter \$15.00/hr

4. Finance

Joel R. Fatato, Interim Vice President for Finance
p/t appt., eff. 4/3/17 or thereafter \$87.4874/hr

D. RESIGNATION

1. Kathleen Byron, Advising Specialist, Business Advisement Center, eff. 12/27/16

E. RETIREMENTS

1. Janice Butler, Technical Assistant, Planning and Research, eff. 1/27/17
2. Joseph Caruso, Professor, Criminal Justice, Forensic Science and Public Administration, eff. 1/5/17
3. Ellen Laird, Professor, English, Foreign Languages and English as a Second, eff. 1/4/17

F. ALCOHOLIC BEVERAGE REQUESTS

1. BOT/Foundation/FSA Board Holiday Reception, 12/20/16

G. HVCC MONTHLY FINANCIAL REPORTS

1. Current Unrestricted Fund Revenues & Expenditures, period ending 11/30/16
2. Operating Expenditures by Object, period ending 11/30/16
3. Grant Expenditures by Object, period ending 11/30/16

H. HVCC FOUNDATION, INC., GIFT ACCEPTANCE REPORTS


1. In-Kind Gift Schedule, July 1, 2015 through June 30, 2016
2. Gift of \$1,000+ Schedule, July 1, 2015 through June 30, 2016
3. Giving by Campaign and Fund Contributions Received July 1, 2015 through June 30, 2016

JANUARY MEETING

The next regular meeting of the Board of Trustees will be held on Tuesday, January 24, 2017.

Upon a motion by Mr. Elahi S., seconded by Mr. Fagan, the meeting was adjourned at 5:13 p.m.

ADJOURNMENT


Suzanne Kalkbrenner
Assistant Secretary to the Board