

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, August 29, 2017 at the college's extension center TEC-SMART, Room 206, 345 Hermes Road, Malta, New York.

PRESENT

Neil J. Kelleher, Chairman
Joseph A. Kapp, Vice Chairman
Judy Breselor
Catherine I. Conroy
William F. Fagan
William C. Jennings
Wayne Pratt
Nathanael Savasta
Brian S. Zweig

ALSO PRESENT

Andrew J. Matonak, President
William Reuter, Vice President for Administration and Finance
George J. Raneri, Secretary to the Board
Suzanne Kalkbrenner, Assistant Secretary

J. Brennan	M. Green	K. Petley
C. Curtis	P. Hill	A. Popovics
S. Ely	D. Kennedy	S. Schiffer
M. Geehan	R. LaGatta	P. White

EXCUSED

Conrad H. Lang, Jr.

Before the meeting began, President Matonak and Chairman Kelleher welcomed Nathanael Savasta, the student trustee, to his first meeting.

Chairman Kelleher called the meeting to order at 4:51 p.m. He paid tribute to former trustee Abbott L. Wiley, who passed away a few weeks ago at the age of 100. Chairman Kelleher led the group in a moment of silence and then announced that the meeting would be adjourned in Mr. Wiley's memory by unanimous declaration of the Board.

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

MINUTES

Resolved, that the minutes of the regular meeting of the Board of Trustees, held on June 27, 2017 be, and hereby are, approved.

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

**CONTRACT WITH
THE REGISTRY**

Resolved, that the following resolution be, and hereby is, approved. The resolution shall read as follows:

AGREEMENT FOR CONTRACT WITH THE REGISTRY

WHEREAS, recently both the Vice President of Academic Affairs and Vice President of Enrollment Management and Student Development have announced their intentions to retire on October 13th and 20th, 2017, respectively; and

WHEREAS, it was determined that it was in the best interests of the College at this time to find external candidates that have extensive higher education experience; and

WHEREAS, the College issued RFP# 17-419, requesting bids for higher education executive placement services; and

WHEREAS, the advertisement for the RFP ran in the Troy Record on July 31, 2017 and the Times Union on August 2, 2017 and was posted on the College's website on July 31, 2017; and,

WHEREAS, the firm of "The Registry" submitted a bid that was determined that best fulfills the needs of Hudson Valley Community College;

NOW, THEREFORE, IT IS

RESOLVED, that the Board of Trustees of Hudson Valley Community College authorizes the President to enter into a contract for services with The Registry, in a form acceptable to college counsel, in an amount consistent with the proposal received which is 33% of the annual interim executive's salary and if there are concurrent interim placements, the second concurrent placement will be 30% of the annual interim executive's salary, with payment to be disbursed from college operating funds.

Upon a motion by Dr. Jennings, seconded by Dr. Kapp, the following resolution was adopted, with Ms. Breselor abstaining.

**ESTABLISHMENT
OF CAPITAL
PROJECT—"CENTER
FOR ADVANCED
MANUFACTURING
SKILLS" (CAMS)**

Resolved, that the following resolution be, and hereby is, approved,
The resolution shall read as follows:

**ESTABLISHMENT OF A CAPITAL PROJECT—
CENTER FOR ADVANCED MANUFACTURING SKILLS (CAMS)**

Resolved, that the request to for the Hudson Valley Community College Board of Trustees to create a capital project entitled "Center for Advanced Manufacturing Skills" at a total cost of \$14,500,000 with at least fifty percent (50%, actual percentages contingent upon final grant award amounts) of the funding from the following sources:

- Hudson Valley Community College Faculty Student Association
- Hudson Valley Community College Foundation
- Hudson Valley Community College Capital Chargebacks
- Hudson Valley Community College Facility Use Revenue
- Federal and State Grants
- County of Rensselaer

Be, and hereby is, approved. Be it further

Resolved, that the remaining funds for the project will be matched by the State of New York at fifty percent (50%) of the project funding received from non-state sources (a pending state grant request, if received, is ineligible for matching); and be it further

Resolved, that the project amount of \$14,500,000 is contingent upon receiving SUNY authorization/approval that Hudson Valley Community College can utilize additional facility use revenues in excess of the current level authorized in 2011.

Upon a motion by Dr. Kapp, seconded by Ms. Conroy, the following resolution was adopted, with Ms. Breselor abstaining.

**ESTABLISHMENT
OF DESIGNATED
ACCOUNT—"DEBT
SERVICE
REQUIREMENTS"**

Resolved, that the following resolution be, and hereby is, approved,
The resolution shall read as follows:

DESIGNATION OF FACILITY USE REVENUE

WHEREAS, New York State Education Law Section 6306 subdivision 4 provides in part that "The Board of Trustees of each Community College may acquire by deed, gift, devise, bequest or lease, real or personal property suitable for carrying out the program and purposes of the College, and pursuant to regulations prescribed by the State University Trustees, may apply any income that may be derived therefrom to the maintenance thereof"; and

WHEREAS, New York State Education Law Section 6306 subdivision 4 also provides that "Title to real property so acquired shall rest in and be held by the local sponsor in trust for the uses and purposes of the Community College"; and

WHEREAS, New York State Education Law 6306 Subdivision 4 further provides that "The use of real or personal property given to the Board of Trustees of any Community College, or income therefrom, to provide any part of the local sponsor's share of capital or operating costs shall be subject to the consent of the State University Trustees"; and

WHEREAS, Hudson Valley Community College generates approximately \$800,000 annually in revenues from rental of the College's real property; and

WHEREAS, on January 27, 2011 the Board of Trustees of Hudson Valley Community College authorized transferring "portion of its Facility Use Revenue to Rensselaer County as a portion of the local sponsor's share of capital costs" for the "purpose of paying Hudson Valley Community College's existing debt service obligations as it relates to Phase II of the 1996-2005+ Facilities Master Plan" (copy attached); and

WHEREAS, in March 2011 the SUNY Board of Trustees passed a resolution authorizing "Hudson Valley Community College to transfer facility use revenue in an amount not to exceed \$415,000 annually through 2026 to the college's local sponsor for use by the local sponsor to pay debt service related to the local sponsor's share of the cost of Phase II of the 1996-2005+ Facilities Master Plan" (copy attached); and

WHEREAS, Hudson Valley Community College is mindful of Rensselaer County's financial limitations in regards to increasing both its operational and capital support and without additional funds being made available from the College from facility usage revenues it is highly unlikely any additional capital projects, including the Center for Advanced Manufacturing Skills, would be able to be undertaken;

NOW, THEREFORE, IT IS

RESOLVED, that commencing with the 2016-2017 fiscal year, Hudson Valley Community College will establish a designated account entitled "Debt Service Requirements" and transfer on an annual basis, upon the close of the College's fiscal year, its Facility Use Revenue generated for that fiscal year into the "Debt Service Requirements" designated account; and

RESOLVED, that commencing with the 2016-2017 fiscal year, Hudson Valley Community College will transfer, in combination with capital chargebacks, amounts necessary to properly fund annual County debt service requirements related to Hudson Valley Community College Capital Projects as a portion of the local sponsor's share of capital costs; and

RESOLVED, that the approval of the "Debt Service Requirements" account designation by the Hudson Valley Community College Board of Trustees is subject to authorization by SUNY and or approval by the SUNY Board of Trustees, and, it is further

RESOLVED, that the annual funds necessary to amortize debt incurred by Rensselaer County in behalf of HVCC will be placed in a separate and distinct account by the Chief Fiscal Officer of Rensselaer County for the purpose of paying Hudson Valley Community College's existing debt service obligations as it relates to the College's Capital Projects that Rensselaer County borrowed for.

INFORMATION ITEMS

The following information items were noted:

**INFORMATION
ITEMS****A. FULL-TIME FACULTY**1. Academic Affairs

Irene Cruz, Instructor/Education Specialist,
Learning Centers,
f/t appt., eff. 8/28/17

\$48,981/yr

Aaron Nooney, Instructor/Educational Specialist,
Learning Centers,
f/t appt., eff. 8/28/17

\$48,981/yr

2. EOC

Kyle Anne Garcia, Instructor,
Cosmetology, E.O.C.,
f/t appt., eff. 8/28/17

\$55,000/yr

3. Schools of Business and Engineering and Industrial Technologies

Douglas P. Kenney, Jr, Instructor,
Building Systems Technology,
f/t appt., eff. 8/28/17

\$48,981/yr

4. School of Liberal Arts and Sciences

Christopher Hammond, Instructor,
Computing and Information Sciences,
f/t temp appt., eff. 8/28/17

\$48,981/yr

Lamyaa Hassib, Instructor,
Biology, Chemistry and Physics,
f/t appt., eff. 8/28/17 \$48,981/yr

B. FULL-TIME NON-TEACHING PROFESSIONAL

1. Academic Affairs

Sean Maloney, Technical Assistant,
Testing and New Student Orientation,
Instructional Support Services and Retention,
f/t appt., eff. 7/24/17 \$38,000/yr

2. E.O.C.

Jennifer Bogda, Assistant to the Coordinator of Institutional Advancement,
E.O.C.,
f/t appt., eff. 7/17/17 or thereafter \$35,000/yr

Keevin Killikelly, Assistant Coordinator for Student Services,
E.O.C.,
f/t appt., eff. 8/21/17 \$50,000/yr

Barbara Talbot, Counselor, E.O.C.,
Office of the Coordinator-Instructional Services,
f/t appt., eff. 8/10/17 or thereafter \$44,000/yr

3. Enrollment Management and Student Development

James Bowles, Assistant Track and Field Coach,
Intercollegiate Athletics,
f/t temp. appt., eff. 7/5/17 \$2,500/yr

Nicholas Chartian, Assistant Football Coach,
Intercollegiate Athletics,
f/t temp. appt., eff. 7/5/17 \$4,500/yr

Giacomo Giglio, Assistant Men's Soccer Coach,
Intercollegiate Athletics,
f/t temp. appt., eff. 7/10/17 or thereafter \$2,500/yr

Devan Hodlik, Assistant Volleyball Coach,
Intercollegiate Athletics,
f/t temp. appt., eff. 9/1/17 or thereafter \$2,000/yr

Alex Macbeth, Assistant Men's and Women's Cross Country Coach,
Intercollegiate Athletics,
f/t temp appt., eff. 9/1/17 \$1,500/yr

William Roy, Assistant Football Coach,
Intercollegiate Athletics,
f/t temp. appt., eff. 7/5/17 \$1,500/yr

Erik Smith, Assistant Track and Field Coach,
Intercollegiate Athletics,
f/t temp. appt., eff. 7/5/17 \$2,500/yr

Robert VanHoesen, Assistant Football Coach,
Intercollegiate Athletics,
f/t temp. appt., eff. 7/5/17 \$4,000/yr

4. Schools of Business and Engineering and Industrial Technologies

Kelli LeClair, Advising Specialist,
School of Business,
f/t appt., eff. 7/24/17 \$40,100/yr.

5. Technology, Institutional Assessment and Planning

Nasir Khan, Microcomputer Technician,
Information Technology Services,
f/t appt., eff. 7/17/17 \$35,000/yr

Kristen Stiegler, Research Analyst,
Planning and Research,
f/t appt., eff. 8/17/17 or thereafter \$40,000/yr

C. PART-TIME FACULTY

1. Academic Affairs

Tracy Dunn, Instructor,
Community and Professional Education,
p/t appt. (non-credit), eff. 8/17/17 or thereafter \$25.00/hr

Stephan Haimowitz, Instructor,
Community and Professional Education,
p/t appt. (non-credit), eff. 8/17/17 or thereafter \$25.00/hr

Daniel Sher, Instructor,
Community and Professional Education,
p/t appt. (non-credit), eff. 8/17/17 or thereafter \$25.00/hr

Melanie Teliska, Instructor,
Community and Professional Education,
p/t appt. (non-credit), eff. 8/17/17 or thereafter \$25.00/hr

Amanda Trienens, Instructor,
Workforce Development,
p/t appt., eff. 6/1/17 or thereafter \$40.00/hr

2. Schools of Business and Engineering and Industrial Technologies

Kenneth Santucci, Instructor,
Accounting, Entrepreneurship and Marketing,
p/t appt., eff. 8/28/17 \$1113/sch

Brandon Shaver, Instructor,
Automotive, Manufacturing and Electrical Engineering Technologies,
p/t appt., eff. 8/28/17 \$1113/sch

3. School of Liberal Arts and Sciences

Amanda Cadau, Instructor,
Biology, Chemistry and Physics (shelf),
p/t appt., eff. 7/17/17 or thereafter \$1113/sch

Denise Coblish, Instructor, English, Foreign Languages and English as a Second Language, p/t appt., eff. 8/28/17	\$1113/sch
Stacey Delaney, Instructor, Teacher Preparation, p/t appt., eff. 8/28/17	\$1113/sch
Alison Horton, Instructor, History, Philosophy and Social Sciences, p/t appt., eff. 8/28/17	\$1113/sch
Margaret Jones, Instructor, Criminal Justice, Forensic Science and Public Administration, p/t appt., eff. 8/28/17	\$1113/sch
Michael Klein, Instructor, Biology, Chemistry and Physics, p/t appt., eff. 8/28/17	\$1113/sch
Logan Martin, Instructor, Mathematics and Engineering Science (shelf), p/t appt., eff. 8/28/17	\$1113/sch
John McCarthy, Instructor, History, Philosophy and Social Sciences, p/t appt., eff. 8/28/17	\$1113/sch
Rebecca McIlvain, Instructor, English, Foreign Languages and English as a Second Language (shelf), p/t appt., eff. 8/28/17	\$1113/sch
Charis Nick-Torok, Instructor, Criminal Justice, Forensic Science and Public Administration, p/t appt., eff. 8/28/17	\$1113/sch
Meghan Vian, Instructor, English, Foreign Languages and English as a Second Language, p/t appt., eff. 8/28/17	\$1113/sch

D. PART-TIME NON-TEACHING PROFESSIONAL

1. Academic Affairs

Kristin Komazenski, Kids on Campus Instructor, Community and Professional Education (Kids on Campus Programs), p/t appt., eff. 6/16/17	\$30.00/hr
Nicole Weiss, Kids on Campus Instructor, Community and Professional Education (Kids on Campus Programs), p/t appt., eff. 6/16/17	\$30.00/hr

2. Enrollment Management and Student Development

Emily Bisch, Part-time Athletic Trainer,
Intercollegiate Athletics,
p/t appt., eff. 7/5/17 or thereafter \$30.00/hr

Kate Gawrys, Part-time Athletic Trainer,
Intercollegiate Athletics,
p/t appt., eff. 7/5/17 or thereafter \$30.00/hr

David Haverly, Part-time Athletic Trainer,
Intercollegiate Athletics,
p/t appt., eff. 7/5/17 or thereafter \$30.00/hr

Austin Jones, Part-time Athletic Trainer,
Intercollegiate Athletics,
p/t appt., eff. 7/5/17 or thereafter \$30.00/hr

Kathryn LaBerge, Coordinator for Job Location and Development,
Center for Careers and Transfer,
p/t appt., eff. 8/14/17 \$20.00/hr

Sean Leggett, Part-time Athletic Trainer,
Intercollegiate Athletics,
p/t appt., eff. 7/5/17 or thereafter \$30.00/hr

Jason Taylor, Part-time Athletic Trainer,
Intercollegiate Athletics,
p/t appt., eff. 7/5/17 or thereafter \$30.00/hr

Alison Thompson, Part-time Athletic Trainer,
Intercollegiate Athletics,
p/t appt., eff. 7/5/17 or thereafter \$30.00/hr

E. NON-INSTRUCTIONAL EMPLOYEES/CLASSIFIED STAFF

1. Administration

Brandon Herald, Motor Equipment Operator Light,
Physical Plant,
f/t appt., eff. 7/18/17 or thereafter \$13.8005/hr

John Matthews, Custodial Worker,
Physical Plant,
f/t appt., eff. 7/10/17 or thereafter \$12.8426/hr

Nadine Sheffield, Custodial Worker,
Physical Plant,
f/t appt., eff. 7/18/17 or thereafter \$12.8426/hr

2. Finance

Anthony Finnerty, Inventory Control Specialist,
Business Services,
f/t appt., eff. 6/26/17 \$19.0479/hr

F. RESIGNATIONS

1. Dean Bailey, Assistant Football Coach, Intercollegiate Athletics, eff. 7/19/17
2. Sara Chamberlin, Program Assistant, Human Resources, eff. 7/27/17
3. Kacie Hull, Recruiter – Community Outreach Specialist, E.O.C., eff. 8/11/17
4. David Jadin, Assistant Lacrosse Coach, Intercollegiate Athletics, eff. 6/13/17
5. Alexander Jurczynski, head Baseball Coach, Intercollegiate Athletics, eff. 7/18/17
6. Jean Marc Lescault, Assistant Football Coach, Intercollegiate Athletics, eff. 6/26/17
7. Giocchino Urso, Technical Assistant, Workforce Development, eff. 7/13/17

G. ALCOHOLIC BEVERAGE REQUEST

1. “A Taste of Malta” event at TEC-SMART, 7/18/17

H. UNPAID LEAVES OF ABSENCE

1. Zoe O’Brey, Technical Assistant, Chief Diversity Officer, eff. 8/15/17-9/29/17

I. HVCC MONTHLY FINANCIAL REPORTS

1. Current Unrestricted Fund Revenues and Expenditures, periods ending 6/30/17 and 7/31/17
2. Grant Expenditures by Object, periods ending 6/30/17 and 7/31/17

Upon a motion by Dr. Jennings, seconded by Mr. Pratt, an executive session was called at 4:54 p.m. for the purposes of discussing a personnel matter and a real estate transaction.

**EXECUTIVE
SESSION**


Upon a motion by Mr. Fagan, seconded by Ms. Breselor, the executive session was ended at 5:40 p.m. and Chairman Kelleher opened the meeting.

SEPTEMBER MEETING

The annual meeting and monthly meeting of the Board of Trustees will be held on Tuesday, September 26, 2017.

Upon unanimous motion and second by the entire Board of Trustees, the meeting was adjourned at 5:42 p.m. in memory of Abbott L. Wiley

**ADJOURNMENT
IN MEMORY OF
ABBOTT L. WILEY**



Suzanne Kalkbrenner
Assistant Secretary to the Board