

# 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, March 28, 2023, 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](http://www.hvcc.edu).

### PRESENT

Neil J. Kelleher, Chairman  
Ledina Banushllari  
Judith Breselor  
Philip J. Danaher  
William Fagan  
Flora Fasoldt  
Thomas P. Grant  
William C. Jennings  
Wayne Pratt  
Brian Zweig

### ABSENT

None

### ALSO PRESENT

Dr. Roger A. Ramsammy, President  
George J. Raneri, Secretary to the Board  
Suzanne Kalkbrenner, Assistant Secretary to the Board

J. Ashdown	H. Fonda	M. Morrison
K. Better	M. Geehan	A. Peters
D. Blanchette	M. Gorsage	K. Petley
J. Block	L. Hassib	M. Reynolds
J. Bourdeau	G. Healy	D. Richey
C. Campana	P. Hill	H. Rodriguez
D. Christian	M. Howe	M. Shea
A. Collins-Schroeder	T. Kessel	D. Shoemaker
L. Coplin	D. Kennedy	J. Stenard
A. Courter	P. Klimkewicz	E. Swedish
J. Dasgupta	I. LaChance	A. Thomas
J. DiLorenzo	R. LaGatta	B. Vlieg
S. Ely	F. Lai	R. Wilson
D. Fernandez-Palozzi	C. Lamport	R. Williams
		N. Zehner

Chairman Kelleher called the meeting to order at 6:04 p.m.

Upon a motion by Mr. Grant, seconded by Ms. Breselor, the following resolution was adopted, with Ms. Fasoldt abstaining.

**MINUTES**

**Resolved**, that the minutes of the regular meeting of the Board of Trustees, held on February 28, 2023, be and hereby are, approved.

Upon a motion by Dr. Jennings, seconded by Mr. Fagan, 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:

## **A. SCHOOL OF BUSINESS AND LIBERAL ARTS**

### **1. Education and Social Sciences Department**

#### **Changes to Existing Courses:**

- **POLS-215 Honors Current Issues in Politics**  
Change in course title and description to offer as part of the new Honors College program
- **PSYC-105 Honors Exploring the Human Mind**  
Change in course description to reflect the new Psychology A.A. degree and New Honors College.
- **PSYC-280 Experimental Psychology**
  1. Change in prerequisites – taking PSYC 100 and PSYC 275 before taking PSYC 280 will better prepare students for the material covered in PSYC 280. Knowledge of both PSYC 100 and PSYC 275 are necessary for the final project students must complete for PSYC 280.
  2. Change in course description, activities and assignments – this will ensure only students who are prepared for the rigor of the course are allowed to take the course, students need a solid knowledge of psychology and college-level work experience to be successful in the class.
  3. Student behavioral objectives – changes to student behavioral objectives better reflect the current focus and content of the course. The new objectives also align with the Psychology A.A. degree.

### **2. English, Foreign Languages and English as a Second Language**

#### **Change to Existing Course:**

- **ENGL-107 Honors Composition I**  
Change in course description – the new language reflects the new Honors College.

## **B. SCHOOL OF HEALTH SCIENCES**

### **1. Cardiorespiratory & Emergency Medicine**

#### **Changes to Existing Courses:**

- **EMSP-230 Critical Applications for Paramedicine**  
The department seeks to change the course content to keep up with accreditation requirements and change prerequisites.
- **EMSP-205 Special Topics for the Paramedics**  
The department seeks to change the course name from Operations for the Paramedic to Special Topics for the Paramedics and changes in objectives and course description.

### **2. Dental Hygiene**

#### **New Certificate:**

- **Dental Assisting Certificate**  
The Dental Assisting program will be offered at the HVCC North Campus in the Fall 2023 semester. The expansion of the program at the North Campus will allow increased enrollment and increased accessibility for the norther capital district students. The HVCC North Campus is physically expanding, including the

construction of a new state of the art building, to offer more lab space, and enrollment possibilities.

### 3. **Health, Physical Education and Exercise Studies**

#### **New Program:**

- **Health and Wellness Studies, A.S.**

The Health and Wellness degree program will be offered in full at the HVCC North Campus in the Fall 2023 semester. This will allow HVCC students to complete the A.S. degree completely on the North Campus or online. The expansion of the program at the North Campus will allow increased enrollment and increased accessibility for the northern capital district students. The HVCC North Campus is physically expanding, including the construction of a new state of the art building, to offer more lab space, and enrollment possibilities.

#### **New Certificate:**

- **Health Sciences Certificate**

The Health Science Certificate program will be offered in full at the HVCC North Campus in the Fall 2023 semester. This will allow HVCC students to complete the certificate completely on the North Campus. The expansion of the program at the North Campus will allow increased enrollment and increased accessibility for the northern capital district students. The HVCC North Campus is physically expanding, including the construction of a new state of the art building, to offer more lab space, and enrollment possibilities.

#### **Changes to Existing Certificate:**

- **Health Sciences Certificate**

Changes in certificate requirements:

1. Changing the “Restricted Math Elective” to MATH 099 (0 credits) is advantageous to the students because MATH 099 is a pre-requisite/entry requirement necessary for many of the health science programs – in the past, MATH 099 was not able to count towards the HEC program.
2. Changing the number of required credits in the “Restricted Electives” category (increased from 4 to 6 credits) allows more flexibility for the student to seamlessly transfer into other health science programs if they are not admitted into the more competitive programs. Flexibility will also be enhanced adding courses to the list of restricted electives.
3. Reducing the total credit requirements to 24

### C. **School of STEM**

#### 1. **Applied Technologies Department**

##### **New Program:**

- **Clean Energy Management, A.A.S.**

The Clean Energy Management A.A.S. program will be offered in full at the HVCC North Campus in the Fall 2023 semester. This will allow HVCC students to complete the A.A.S. degree completely on the North Campus. The expansion of the program at the North Campus will allow increased enrollment and increased accessibility for the northern capital district students. The HVCC North Campus is physically expanding, including the construction of a new state of the art building, to offer more lab space, and enrollment possibilities.

- **Mechatronics, A.O.S.**

The Mechatronics, A.O.S. program will be offered in full at the HVCC North Campus in the Fall 2023 semester. This will allow HVCC students to complete the A.O.S. degree completely on the North Campus. The expansion of the program at the North Campus will allow increased enrollment and increased accessibility for the northern capital district students. The HVCC North Campus is physically expanding, including the construction of a new state of the art building, to offer more lab space, and enrollment possibilities.

**Change to Existing Course:**

- **AUTO-240 Advanced and Autonomous Vehicles**

Change in prerequisites – the change to the prerequisite for AUTO 240 will add another option, AUBR 160, for different programs to use this course effectively.

## 2. Computer Science and Mathematics

**New Course:**

- **CISS-103 Introduction to Artificial Intelligence**

The reason for this new course, Introduction to Artificial Intelligence, is to give students an overview of the emerging field of Artificial Intelligence (AI). The use of AI is expanding rapidly in fields such as manufacturing, health care, and transportation – demand for AI familiarity and job skills is predicted to increase

by more than 38% by 2030 (Grand View Research, 2022). This course will allow students to learn the definition of AI and how to identify what is and isn't AI, as well as the societal and cultural impacts of AI. They will become familiar with several primary sub-areas of Artificial Intelligence, and how they are applied in various industries; they will also learn about and use the AI project cycle process. This knowledge and experience will enable students to understand how AI is affecting their workplaces and daily lives, allow them to make more informed decisions concerning the use and application of AI tools, and give them a foundation on which to build further AI learning and proficiency.

## 3. Engineering, Architecture, and Manufacturing Department

**New Programs:**

- **Construction, A.O.S.**

The new Construction A.O.S. is being proposed to allow the current and future Construction Certificate students to further their studies to receive an Associates Degree by continuing with two more semesters of studies with the new A.O.S. degree. This new Construction A.O.S. degree will give the Construction students more degree options to pursue their educational needs to be more marketable in the industry.

- **Engineering Science, A.S.**

The Engineering Science, A.S. program will be offered in full at the HVCC North Campus in the Fall 2023 semester. This will allow HVCC students to complete the A.S. degree completely on the North Campus. The expansion of the program at the North Campus will allow increased enrollment and increased accessibility for the northern capital district students. The HVCC North Campus is physically expanding, including the construction of a new state of the art building, to offer more lab space, and enrollment possibilities.

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

**REVISIONS TO  
CHANGE OF  
MAJOR POLICY**

**Resolved**, that the request for revisions to the “Change of Major” Policy, as recommended by the Academic Senate and the President, be, and hereby is, approved. It shall read as follows:

**Change of Major**

In order to qualify for a change of major, the student must meet all prerequisites for the target program. To begin the process, the student will fill out the application at hvcc.edu/apply. It is advisable that the student meet with their current academic advisor to discuss their desire to switch programs. Students who are accepted into a different program after scheduling classes for an upcoming term must meet with an academic advisor for the new program to ensure that course selection is appropriate.

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

**FACULTY STUDENT  
ASSOCIATION (FSA)  
OPERATING  
BUDGET, FY 2023-2024**

**Resolved**, that the request to approve the Faculty Student Association’s operating budget for fiscal year 2023-2024, totaling \$6,951,695 in revenues and \$6,776,090 in expenditures, as approved by the Faculty Student Association Board of Directors on March 6, 2023, be, and hereby is, approved.

**INFORMATION ITEMS**

The following information items were noted:

**INFORMATION  
ITEMS**

**A. FULL TIME NON-TEACHING PROFESSIONALS**

1. Administration and Finance  
Shivani Etwaroo, Assistant Director,  
Student Financial Services,  
f/t appt., eff. 3/16/23 or thereafter \$50,000/yr  
  
Laura Kowalski, Budget and Human Resources Assistant,  
Office of Budget and Human Resources,  
f/t appt., eff. 3/21/23 or thereafter \$51,000/yr
2. Educational Opportunity Center  
Roseanne Henley, Budget and Finance Manager,  
Office of Operations,  
f/t appt., eff. 4/17/23 \$60,000/yr  
  
Anne Oswald, Assistant Coordinator of Student Services,  
Capital District Educational Opportunity Center,  
f/t appt., eff. 3/22/23 or thereafter \$50,000/yr
3. Institutional Advancement  
Amy Posner, Director of Donor Experience and Alumni Engagement,  
Institutional Advancement/College Foundation,  
f/t appt., eff. 3/21/23 or thereafter \$70,000/yr

4. Student Affairs

Keith Danzy, Counselor,  
Admissions,

f/t appt., eff. 3/8/23 or thereafter

\$42,000/yr

Jody Kamens, Advising Specialist,  
Student Outreach and Retention,

f/t appt., eff. 3/21/23 or thereafter

\$47,000.00/yr

**B. PART TIME FACULTY**1. Educational Opportunity Center

Rhonda Isley, Adjunct Instructor,  
Instructional Services,

p/t appt., eff. 3/13/23 or thereafter

\$43.00/hr

**C. PART TIME NON-TEACHING PROFESSIONALS**1. School of Business and Liberal Arts

Athena Pagnotti, Advising Specialist,  
Business and Criminal Justice,

p/t appt., eff. 3/3/23 or thereafter

\$30.00/hr

Pamela Stiansen, Advising Specialist,  
Business and Criminal Justice,

p/t appt., eff. 3/3/23 or thereafter

\$30.00/hr

**D. RESIGNATION**

Josephine Bodwell, Laboratory Assistant, Biology, Chemistry & Physics, eff. 3-29-23

**E. RETIREMENT**

Nancy LaChance, Data Analysis Coordinator II, Admissions, eff. 5/5/23

**F. HVCC MONTHLY FINANCIAL REPORTS**

1. 2022-2023 Fiscal Year Operating Budget Summary as of 2/28/2023
2. Capital Expenditures, February 2023 and cumulative

**G. FACULTY STUDENT ASSOCIATION FINANCIAL REPORTS**


1. FSA Financial Reports, period ending 2/28/2023

**APRIL MEETING**

The next monthly meeting of the Board of Trustees will be held on Tuesday, April 25, 2023 in the Guenther Board Room on the main campus.

Upon motion by Dr. Jennings, seconded by Mr. Zweig, the meeting was adjourned at 6:07 pm.

**ADJOURNMENT**

  
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Suzanne Kalkbrenner  
Assistant Secretary to the Board