

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, August 24, 2021 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
Philip J. Danaher
Flora Fasoldt
Thomas P. Grant
William C. Jennings
Wayne Pratt
Brian Zweig

EXCUSED

William Fagan

ALSO PRESENT

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

J. Ashdown	J. Heiser	K. Paquette
J. Brennan	M. Howe	K. Petley
D. Christian	P. Hill	M. Reynolds
L. Coplin	D. Kennedy	D. Shoemaker
J. DiLorenzo	E. Kiel	P. Swieton
S. Ely	P. Klimkewicz	A Thomas
E. Hatter	I. LaChance	R. Wilson
G. Healy		

Chairman Kelleher called the meeting to order at 5:08 p.m.

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

MINUTES

Resolved, that the minutes of the regular meeting of the Board of Trustees, held on June 22, 2021, be and hereby are, approved.

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

DEAN OF
STUDENT
DEVELOPMENT

Resolved, that the request to for the appointment of Dr. Gayle Healy as Dean of Student Development, effective September 1, 2021, at an annual salary of \$90,000, be and hereby is, approved.

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

DEAN OF
ENROLLMENT
SERVICES AND
REGISTRAR

Resolved, that the request to for the appointment of Ian LaChance as Dean of Enrollment Services and Registrar, effective September 1, 2021, at an annual salary of \$90,000, be and hereby is, approved.

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

**ANTI-BULLYING
POLICY**

Resolved, that the request for approval of the HVCC Anti-Bullying Policy, as recommended by the President and college counsel, be and hereby is, approved, subject to any future edits that may be deemed necessary by counsel. The policy, effective immediately, shall read as follows:

ANTI-BULLYING POLICY

A. PURPOSE

Bullying can foster a climate of fear and disrespect which seriously impairs the physical and psychological health of its victims and creates conditions that negatively affect any learning and working environment. Hudson Valley Community College (“College”) is committed to maintaining high standards for behavior where every member of the College community conducts himself/herself in a manner which demonstrates proper regard for the rights and welfare of others. This Anti-Bullying Policy, therefore, seeks to educate the College community about bullying, and to promote civility and respect among all its members, including the College’s trustees, administration, faculty, staff, students, contractors, consultants and vendors.

B. DEFINITION

1. Bullying is defined as the aggressive and hostile acts of an individual or group of individuals which are intended to humiliate, mentally or physically injure or intimidate, and/or control another individual or group of individuals.
2. Such aggressive and hostile acts can occur as a single, severe incident or repeated incidents, and may manifest in the following forms:
 - a. **Physical Bullying** includes pushing, shoving, kicking, poking, and/or tripping another; assaulting or threatening a physical assault; damaging a person’s work area or personal property; and/or damaging or destroying a person’s work product.
 - b. **Verbal/Written Bullying** includes ridiculing, insulting or maligning a person, either verbally or in writing; addressing abusive, threatening, derogatory or offensive remarks to a person; and/or attempting to exploit an individual’s known intellectual or physical vulnerabilities.
 - c. **Gesture Bullying**- Nonverbal gestures that can convey threatening messages.
 - d. **Cyberbullying** is defined as bullying an individual using any electronic form, including, but not limited to, the Internet, interactive and digital technologies, or mobile phones.
 - e. **Exclusion Bullying** Socially or physically excluding or disregarding a person in a work-related activity.
 - f. **Homophobic (Gender and Sexual Orientation) Bullying** is defined as bullying usually aimed at gay, lesbian, bisexual and transgender individuals.
 - g. **Stalking** is defined as continued unwanted attention through: Personal contact (directly with you or through your friends and family); telephone calls; letters; e-mails; text messages; internet chat rooms.

In addition, the following examples may constitute or contribute to evidence of bullying in the workplace:

- Persistent singling out of one person.

- Shouting or raising one's voice at an individual in public or private.
- Using obscene or intimidating gestures.
- Not allowing the person to speak or express herself or himself (i.e.; ignoring or interrupting).
- Personal insult and use of offensive nicknames.
- Repeatedly accusing someone of errors that cannot be documented.
- Spreading rumors and gossip regarding individuals.
- Refusing reasonable requests for leave in the absence of work-related reasons not to grant leave.
- Assigning menial tasks not in keeping with the normal responsibilities of the job.

C. BULLYING PROHIBITED

1. Bullying is strictly prohibited on any College property; at any College function, event or activity; or through the use of any electronic or digital technology, whether or not such use occurs on College property.
2. This policy shall apply to all College trustees, administration, faculty, staff, contractors, consultants and vendors.
3. Any case of bullying suspected to be of a criminal nature shall be referred to local law enforcement authorities.

D. PROCEDURES FOR REPORTING BULLYING

1. Reporting Bullying by Employees
 - a. Complaints alleging College employees of bullying other employees, students, contractors, consultants or vendors, should be reported immediately to the Office of Human Resources.
 - b. In accordance with College policy, the Human Resources Department will review the complaint, conduct an investigation and recommend appropriate disciplinary action.
 - c. Any inquiries regarding reporting alleged violations of this policy may be directed to the College General Counsel.

E. DISCIPLINARY ACTION

Violations of this policy shall be considered misconduct, and violators will be subject to disciplinary action in accordance with College policy, the applicable collective bargaining agreements, and the Employee Handbook.

F. EDUCATION/PREVENTION

The Human Resources Department will facilitate anti-bullying training for College employees.

G. OTHER REMEDIES

Nothing contained herein shall preclude or limit any right, remedy or cause of action provided under any other College policy or any local, state or federal ordinance, law or regulation, including, but not limited to the Civil Rights Act of 1964, or the Rehabilitation Act of 1964, or the Americans with Disabilities Act of 1990.

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

**CHILD PROTECTION
POLICY**

Resolved, that the request for approval of the HVCC Child Protection Policy, as recommended by the President and college counsel, be and hereby is, approved, subject to any future edits that may be deemed necessary by counsel. The policy, effective immediately, shall read as follows:

HVCC CHILD PROTECTION POLICY

A. Summary

Individuals must conduct themselves appropriately with children who participate in College-related programs and report instances or suspicion of physical sexual abuse of children.

B. Policy Statement:

Hudson Valley Community College is committed to protecting the safety and well-being of children who participate in college-related programs and activities, whether on or off campus, or utilize campus facilities for activities including, but not limited to, sports camps, academic and personal enrichment programs and research studies.

C. Definitions

Covered Activity: A program or activity sponsored or approved by the College or a College-affiliated organization, or an activity conducted by a vendor, licensee or permittee for which a license or permit for use of College facilities has been approved, occurring on or off campus, for the duration of which the responsibility for custody, control and supervision of children is vested in the College, College-affiliated organization or the vendor, licensee or permittee so approved. This policy is not applicable to the College on-campus child care center.

Covered Person: A person who is responsible for the custody, control or supervision of children participating in the Covered Activity and who is:

- i. an employee of the College or College-affiliated organization;
- ii. a College student;
- iii. a volunteer of the College or College-affiliated organization; or
- iv. a vendor, renter or other person, who is given permission to come onto campus or to use College facilities for Covered Activities; or
- v. an employee, agent or volunteer of (iv) above.

Child: An individual under the age of seventeen years, who is participating in a Covered Activity. The term “child” shall not include a matriculated student of the College or a person accepted for matriculation. For purposes of this policy, “matriculation” means accepted by the College as a student into a college course that is listed in the college catalog.

Children's Camp: A camp defined under New York Public Health Law §1392.

Physical Abuse: Physical contact with a child by a covered person which is intended to cause, or causes, pain or physical injury, including punching, beating, shaking, throwing, kicking, biting and burning, or directing a child, outside the norm of the supervised activity, to perform physical activity which is intended to cause physical injury.

Sexual Abuse: Engaging in a sexual offense with a child and/or encouraging or promoting sexual performance by a child. Pursuant to the NYS Penal Law Articles 130, 263, and Sections 260.10 and 260.25, sexual offenses include: sexual misconduct, rape, criminal sex acts, forcible touching, persistent sexual abuse, sexual abuse, aggravated sexual abuse, course of sexual conduct against a child, facilitating a sex offense with a controlled substance, sexually motivated felony, predatory sexual assault against a child, and sexual performance by a child. This also includes Penal Law offenses relating to children including endangering the welfare of a child and unlawfully dealing with a child in the first degree. Sexual performance by a child, as defined by the Penal Law, is any behavior which results in touching of the sexual or other intimate parts of a child for the purpose of sexual gratification of the child and/or adult, including touching by the child and/or adult with or without clothing, and all acts as defined by New York State Penal Law Articles 130, 263 and Section 260.10.

Responsible College Official: The employee of the College or College-affiliated organization, who has been designated by the Campus under Section F, Campus Responsibilities.

College-affiliated organization: The Hudson Valley Community College Foundation, Campus Alumni Association, Faculty Student Association or any other entity so designated by the Campus President.

D. Prohibited Conduct

A Covered Person shall not:

1. Be alone with a child, unless the Covered Person is a relative or guardian of the child, unless one-on-one contact is approved in accordance with a determination pursuant to Section F.2 of this policy. In no event shall a Covered Person, who is not a relative or guardian of a child, be alone with the child in a rest room, locker room, shower, sleeping area or vehicle.
2. Engage in physical abuse or sexual abuse of a child.
3. Engage in the use of alcohol or illegal drugs, or be under the influence of alcohol or illegal drugs during Covered Activities.
4. Enable, facilitate or fail to address a child's use of alcohol or illegal/non-prescribed drugs.
5. Contact a child through electronic media, including social media, for the purpose of engaging in any prohibited conduct, including sexual conduct.
6. Offer or make a gift to a child for the purpose of engaging in any prohibited conduct, including sexual conduct.
7. Release a child from a Covered Activity without a written authorization from the child's parent or guardian.

E. Required Conduct

A Covered Person shall:

Take all reasonable measures to prevent physical and sexual abuse of a child, including immediately removing a child from potential physical abuse, sexual abuse or prohibited conduct as defined herein.

1. Report immediately any suspected physical abuse or sexual abuse of a child to the campus Office of Public Safety, and provide to the campus Office of Public Safety a written report of suspected physical or sexual abuse of a child. Other reporting requirements not addressed in this Policy may apply, such as the obligations of mandated reporters under New York Social Services Law, who are required to report suspected child abuse or maltreatment when they are presented with a reasonable cause to suspect such abuse or maltreatment has occurred
2. Comply with the SUNY [University's Policy on Mandatory Reporting and Prevention of Child Sexual Abuse, Document No. 6504](#) available on the SUNY [College-Wide Policies and Procedures webpage](#).
3. Complete all required training developed pursuant to this Policy.
4. Wear and display prominently at all times during the Covered Activity a lanyard or other form of identification that identifies the individual as having the responsibilities of a Covered Person.

F. Responsible College Official

A Responsible College Official shall:

1. Confirm that the requirements of this Policy have been communicated to Covered Persons (i) – (iii) prior to the commencement of a Covered Activity.
2. Confirm that New York Sex Offender Registry and National Sex Offender Public Registry searches (as described in Campus Responsibilities, below) have been obtained and reviewed for Covered Persons (i) – (iii) prior to the commencement of a Covered Activity.
3. Confirm that the completed Acknowledgement of the College's Child Protection form has been obtained from Covered Persons (iv) – (v) prior to the commencement of a Covered Activity.
4. Immediately report allegations of physical abuse or sexual abuse of a child to the campus Office of Public Safety, and complete and provide to the campus Office of Public Safety a written report for each allegation of physical abuse or sexual abuse of a child. Other reporting requirements not addressed in this Policy may apply, such as the obligations of mandated reporters under New York Social Services Law, who are required to report suspected child abuse or maltreatment when they are presented with a reasonable cause to suspect such abuse or maltreatment has occurred.
5. Notify and coordinate with appropriate campus offices to ensure that allegations of suspected physical abuse or sexual abuse are investigated and addressed appropriately.
6. Confirm that required training on this Policy has occurred prior to the commencement of a Covered Activity for all Covered Persons who are employees, volunteers, students or agents of the College or a College- affiliated organization.

G. College Responsibilities

The College shall develop procedures to:

1. Designate a Responsible College Official for each Covered Activity.
2. Determine on a limited basis that the first sentence of section D.1 of this Policy, which prohibits a Covered Person from being alone with a child, shall not apply to certain Covered Activities when the pedagogical or health-related nature of the Covered Activity requires such one-on-one contact with a child. Examples include but are not limited to tutoring, music lessons, speech therapy, and medical, dental or optical services.
3. The requirements of this Policy to Covered Persons (i) – (v) will be communicated.
4. Starting in Fall 2021 and biennially thereafter, training will be provided on this Policy for all Covered Persons who are employees, volunteers, students or agents of College or a College-affiliated organization prior to the commencement of a Covered Activity
5. The following will be done: New York Sex Offender Registry and National Sex Offender Public Registry searches for Covered Persons who are employees, volunteers, students or agents of the College or a College-affiliated organization and complete a review of such searches not more than ninety (90) days prior to the commencement of a Covered Activity.
 - a. A search of the NY Sex Offender Registry means:
 - i. a search of the file of persons required to register pursuant to Article 6-C of the Correction Law maintained by the NY Division of Criminal Justice Services pursuant to NY Correction Law § 168-b for every level of sex offender (Level 1 through Level 3), which requires an email, CD or hard copy submission of names and identifiers to DCJS as described on the [DCJS website](http://www.criminaljustice.ny.gov/nsor/800info_cdsubm_it.htm) [url: http://www.criminaljustice.ny.gov/nsor/800info_cdsubm_it.htm]; and
 - ii. retention of the records of the results of such search. Note that an internet search alone will not meet the requirements of this Policy.
6. The College will provide for the prompt investigation and preparation of written findings by the Office of Public Safety of reports of suspected physical abuse or sexual abuse, and if there is reasonable cause to believe a crime has been committed, coordination by the Office of Public Safety with other law enforcement officials.
7. Provide a mechanism to report and respond to allegations of relation (as described below).
8. Retain documentation of the search results from the New York and National Sex Offender registries for Covered Persons who are employees, volunteers, students or agents of the College or a College-affiliated organization for six (6) years after the covered person has separated from employment.
9. Provide identification for Covered Persons (i) – (iii) that identifies the individual as having the responsibilities of a Covered Person.

H. RETALIATION

Retaliatory action against anyone acting in good faith, who has reported alleged physical abuse or sexual abuse in accordance with this Policy, or who has been involved in investigating or responding to allegations of physical or sexual abuse, or who has reported a failure to comply with this Policy, is a violation of this Policy.

Retaliatory acts may include, but are not limited to:

- employment actions affecting salary, promotion, job duties, work schedules and/or work locations;
- actions negatively impacting a student's academic record or progress; and
- any action affecting the campus environment, including harassment and intimidation.

I. THIRD PARTY USE OF COLLEGE FACILITIES

The use of College facilities by vendors, licensees or permittees for commercial and non-commercial Covered Activities shall be accomplished pursuant to a revocable permit. The following minimum terms shall be included in all such revocable permits:

- A. A specific definition of the areas accessible to the Covered Activity. For example, revocable permits for sporting events held on athletic fields should include the athletic field, as well as any ancillary areas or structures where minors will be permitted, such as adjacent grounds, parking lots, rest rooms, locker rooms, accessory structures, etc.
- B. A provision requiring insurance coverage in the types and amounts listed below, naming the College as an additional insured, and requiring that evidence of such insurance be provided to the College within five (5) business days of execution of the revocable permit or at minimum two weeks (14 days) prior to the scheduled use of College facilities. (See 2D, below)
 - a. General Liability insurance two million dollars (\$2,000,000) each claim and two million dollars (\$2,000,000) in the aggregate; or one million (\$1,000,000) each claim/ and one million (\$1,000,000) umbrella.
 - b. New York State Workers' Compensation insurance and New York State Disability Benefits insurance during the term of the revocable permit for the benefit of permittee's employees required to be covered under the NYS Workers' Compensation Law and the New York State Disability Benefits law.
 - c. For those instances in which a campus believes that the activity is so long or substantial and that the obtaining of such insurance will not unduly preclude beneficial use of the campus' facilities, the campus should require additional insurance in the form of: Sexual Abuse and Molestation insurance, either under the above-described general liability policy or in a separate policy, with coverage not less than one million dollars (\$1,000,000). Any insurance coverage for sexual abuse and molestation insurance written on a claims-made basis shall remain in effect for a minimum of two (2) years following the use of College facilities.
 - d. Additional Insured: Hudson Valley Community College, County of Rensselaer and SUNY are listed as additional insured.
 - e. Non-contributory language: Coverage shall be primary to any similar insurance carried by Hudson Valley Community College whose insurance shall be considered excess and non-contributory with insurance maintained by [Contractor/Sub-contractor/Permittee, i.e., entity providing the certificate].
 - f. Hold Harmless/Waiver of Subrogation: Hudson Valley Community College and their respective directors, officers, agents and employees are held harmless and are named as additional insured on all above policies and waiver of subrogation in favor of Hudson Valley Community College, and each its parent, affiliated or subsidiary companies and entities, and their respective directors, officers, agents and employees applies as required by written contract.

Conditions: The above coverages must be placed with an insurance company admitted in New York State with an A.M. Best rating of A:-VII or better; provide 30 days' notice of cancellation.

- C. If the Covered Activity is a Children's Camp as defined in Section C of this policy, a provision requiring permittee to provide the College with a copy of its camp operator permit issued by the New York State Commissioner of Health, either upon execution of the permit or not later than two weeks (14 days) before the scheduled use of College facilities.

- D. A representation and warranty from permittee that for all of its employees and volunteers, and employees and volunteers of its sub-permittees, who shall enter upon College facilities for purposes related to Covered Activity, permittee has conducted within the ninety (90) day period preceding the use of College facilities (i) a search of the NY Sex Offender Registry; and (ii) a search of the National Sex Offender Public website.
- E. A representation and warranty from permittee that for all Covered Activities: (i) it shall adhere to the American Camp Association standards for minimum staff-to-child supervision ratios, minimum staff age and minimum staff accreditation requirements (available at: <http://www.acacamps.org/accreditation/stdsglance>); and (ii) that the overall supervisor for each Covered Activity is an adult with certification or documented training and experience in the Covered Activity.
- F. A representation and warranty from permittee that any transportation it provides for participating minors to and from the College grounds shall conform to the American Camp Association's transportation standards (available at: <http://www.acacamps.org/accreditation/stdsglance>
- G. A provision requiring written acknowledgement from permittee that it has received a copy of the College's Child Protection Policy and agrees to abide by all of its terms, including its requirement that any suspected physical or sexual abuse be immediately reported to the campus College Police Department.

J. CAMPUS POLICIES AND PROCEDURES

A campus may promulgate policies and procedures that supplement, and are no less stringent than, the policies and procedures set forth herein.

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

**CAPITAL
CONSTRUCTION—
WAYFINDING
PROJECT**

Resolved, that the request for the award of contract for exterior signage fabrication and installation, phase I, in the amount of \$676,769 to ID Sign Systems for the capital project entitled "Wayfinding and Related Projects," be and hereby is, approved.

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

**CAPITAL
CONSTRUCTION—
ATEC
DESIGN**

Resolved, that the request for the award of contract for design services, in the amount of \$2,100,000 to JMZ Architects and Planners, PC, for the capital project entitled "Applied Technology Education Center (ATEC) – Design Services," be and hereby is, approved.

INFORMATION ITEMS

The following information items were noted:

**INFORMATION
ITEMS**

A. TENURE AND PROMOTION BY TENURE

In accord with the Faculty Association Agreement, a College faculty member at the rank of Instructor who is awarded tenure is automatically promoted to the rank of Assistant Professor and granted a \$1,000 increase in annual salary.

Effective: January 18, 2022

Heather Chase

Business, Computer Science and Criminal Justice

Peter Czuwala

Engineering, Architecture, Construction and Mathematics

Effective: February 9, 2022

Steven Whitney Learning Assistance Center

Effective: September 1, 2022

Denise Brocci Engineering, Architecture, Construction and Mathematics
 Jessica Brouker English, Foreign Languages, and English as a Second Language
 Paul Charbel English, Foreign Languages, and English as a Second Language
 Cynthia Harms Business, Computer Science and Criminal Justice
 Douglas Kenney, Jr. Applied Technologies
 Lisa Lavery Dental Hygiene
 Aaron Nooney Learning Assistance Center
 Denise Pickering Human Services and Chemical Dependency Counseling
 Lovern Shadwick Nursing

Effective: January 2, 2023

Karen Dujack Dental Hygiene

B. DEPARTMENT CHAIRPERSON**1. School of STEM**

Joseph N. Dana, Interim Department Chair,
 Engineering, Architecture, Construction and Mathematics,
 f/t temp. appt., eff. 9/1/21 \$55,000/yr.
 +\$9,661 stipend

C. FULL TIME FACULTY**1. Academic Affairs**

Kisha Sawyers, Faculty Librarian,
 Marvin Library,
 f/t temp. appt., eff. 9/1/21 \$48,981/yr

2. School of Business and Liberal Arts

Carla Gleason, Instructor
 Education and Social Sciences Department,
 f/t temp. appt., eff. 8/30/21 \$48,981/yr

3. School of Health Sciences

Lori Brush, Instructor
 Nursing and Surgical Technology Department,
 f/t prob. appt., eff. 8/30/21 \$48,981/yr

Sarah Kownack, Instructor
 Nursing and Surgical Technology Department,
 f/t prob. appt., eff. 8/30/21 \$48,981/yr

Amber O'Connell, Instructor,
 Medical Imaging Department,
 f/t prob. appt., eff. 8/30/21 \$48,981/yr

4. School of STEM

Kent Chase, Instructor
 Welding and Fabrication, Applied Technologies Department,
 f/t prob. appt., eff. 8/30/21 \$48,981/yr

Nicholas DeGeorgia, Instructor
Advanced Manufacturing, Applied Technologies Department,
f/t prob. appt., eff. 8/30/21 \$48,981/yr

Timothy Howe, Instructor
Advanced Manufacturing, Applied Technologies Department,
f/t prob. appt., eff. 8/30/21 \$48,981/yr

Robert Kenney, Instructor
Electric & Autonomous Vehicle, Applied Technologies Department,
f/t prob. appt., eff. 8/30/21 \$48,981/yr

D. FULL TIME NON-TEACHING PROFESSIONALS

1. Academic Affairs

Kevin Dean, Instructional Designer,
Distance Learning,
f/t prob. appt., eff. 8/1/21 \$60,000/yr

Matthew W. Howe, Associate Dean,
Academic Advisement and Retention,
f/t appt., eff. 9/1/21 \$75,000/yr

Sydney Wilk, Instructional Designer,
Distance Learning,
f/t prob. appt., eff. 7/1/21 \$60,000/yr

2. Administration and Finance

Pawel Swieton, Director of Environmental Health and Safety,
Administration,
f/t appt., eff. 8/2/21 \$85,000/yr

Vijay Kumar, Assistant Comptroller,
Finance,
f/t prob. appt., eff. 9/1/21 or thereafter \$51,000/yr

3. School of Business and Liberal Arts

Alison Maddock, Advising Specialist,
Business, Computer Sciences and Criminal Justice Department,
f/t prob. appt., eff. 6/30/21 or thereafter \$44,136/yr

Aaron Messina, Technical Assistant,
Business, Computer Sciences and Criminal Justice Department,
f/t prob. appt., eff. 8/2/21 \$37,000/yr

Nicole Shepard, Advising Specialist,
Liberal Arts and General Studies,
f/t prob. appt., eff. 9/1/21 \$40,100/yr

4. Student Affairs

Julie Warren, Clinical Coordinator,
Health Services,
f/t prob. appt., eff. 9/1/21 \$55,000/yr

E. CLASSIFIED/NON-INSTRUCTIONAL STAFF**1. Administration and Finance**

Angela Teta, Principal Account Clerk,
Finance,
f/t prov. appt., eff. 6/11/21 or thereafter \$20.4561/hr

F. PART TIME FACULTY**1. School of Business and Liberal Arts**

Xiomara Giordano, Instructor
English, Foreign Languages and English as a Second Language,
p/t appt., (shelf) eff. 6/17/21 or thereafter \$1,136/sch

James Mesiti, Instructor
English, Foreign Languages and English as a Second Language,
p/t appt., (shelf) eff. 6/17/21 or thereafter \$1,136/sch

Robert Shane, Instructor
Fine Arts, Theatre Arts and Digital Media
p/t appt., (shelf) eff. 6/10/21 or thereafter \$1,136/sch

G. RESIGNATIONS

1. Amanda Church, Program Assistant, Health Services, eff. 7/29/21
2. Craig T. D’Allaird, Department Chair, Engineering, Architecture, Construction and Mathematics, eff. 7/22/21
3. Bridget Hogan-Malanowski, College Nurse, Health Services, eff. 8/30/21
4. Monica Hughes, Advising Specialist, Business Advisement Center, eff. 9/3/21
5. Jessica Pugliese, Assistant Director of Admissions, eff. 8/20/21
6. Sarah Romeo, Technical Assistant, Online Media, Marvin Library, eff. 8/19/21
7. Denise Russo, Instructional Content Developer, Distance Learning, eff. 8/3/21
8. Christine Smith, Director of Enterprise Operations, eff. 7/16/21
9. Sarah VanAlstyne, Instructor, Education and Social Sciences, eff. 7/30/21

H. RETIREMENTS

1. Kathleen Haynes, Program Assistant, Education and Social Sciences, eff. 8/20/21

I. HVCC MONTHLY FINANCIAL REPORTS

1. 2020-2021 Fiscal Year Operating Budget Summary as of 7/31/2021
2. Capital Expenditures, July 2021 and cumulative

J. FACULTY STUDENT ASSOCIATION FINANCIAL REPORTS

2. FSA Financial Reports, period ending 7/31/2021

D. HVCC FOUNDATION INC., NON-MONETARY GIFT ACCEPTANCE REPORT

1. FY 2020 Gifts-in-Kind Transferred to the College, November 2020 through June 2021

E. ADVISORY BOARD APPOINTMENTS**1. School of Health Sciences****Community and Public Health**

Sara Adams, Health and Wellness Division Leader, Trinity Alliance of the Capital Region

Rachel Bradt, Lead Coordinated Entry Systems Data Analyst, CARES of NY, Inc.

Andrea Lane, MPH, CHES®, CWPM, Commercial Health Promotion Leader, MVP Healthcare

Lara A. Madison, Program Director of the Maternal Infant Community Health Collaborative, Albany County Department of Health

Janelle C. Shults, Health Home Director, Samaritan Hospital
Maryfran Wachunas, Public Health Director, Rensselaer Department of Health
Danielle Wissenbach, HSS Assistant Service Director, Unity House of Troy, Inc.

Upon a motion by Dr. Jennings, seconded by Ms. Breselor, an executive session was called at 5:17 p.m. for the purposes of discussing personnel matters and a real estate transaction.

**EXECUTIVE
SESSION**


Upon a motion by Mr. Grant, seconded by Mr. Zweig, the executive session was ended at 6:20 p.m. and Chairman Kelleher opened the meeting.

SEPTEMBER MEETINGS

The annual meeting and the next monthly meeting of the Board of Trustees will be held on Tuesday, September 28, 2021.

Upon a motion by Mr. Pratt, seconded by Dr. Jennings, the meeting was adjourned at 6:21 p.m.

ADJOURNMENT


Suzanne Kalkbrenner
Assistant Secretary to the Board