

Hudson Valley Community College

80 Vandenberg Avenue, Troy, New York 12180

AGENDA

For the regular meeting of the Board of Trustees of Hudson Valley Community College to be held on Tuesday, March 25, 2025, at 5:00 p.m. or thereafter on the college campus, Guenther Board Room, 80 Vandenberg Avenue, Troy, New York and via remote meeting, with live stream for the public via the college website at hvcc.edu, the following matters are submitted for consideration and action.

1. MINUTES

Request is made for approval of the minutes of the monthly meeting of the Board of Trustees held on February 25, 2025.

Action Taken

2. SPECIAL MINUTES

Request is made for approval of the minutes of the special meeting of the Board of Trustees held on March 6, 2025.

Action Taken

3. HUDSON VALLEY COMMUNITY COLLEGE — AUDITOR’S REPORT

Request is made for the approval to accept the College’s Audited Financial Statements for the fiscal year September 1, 2023 through August 31, 2024, as conducted by UHY LLP.

Action Taken

4. HUDSON VALLEY COMMUNITY COLLEGE FOUNDATION, INC.— AUDITOR’S REPORT

Request is made for the approval of Hudson Valley Community College Foundation, Inc.’s audited financial statements for FY2024 as of June 30, 2024, as conducted by UHY, LLP, as recommended by the Foundation Board of Directors on March 19, 2025.

Action Taken

5. HUDSON VALLEY COMMUNITY COLLEGE FOUNDATION, INC: 990 FILING

Request is made to accept the Hudson Valley Community College Foundation, Inc.’s IRS Form 990 for the fiscal year ended June 30, 2024, as prepared by UHY LLP, and as recommended by the Foundation Executive Committee on behalf of the Foundation’s Board of Directors on March 19, 2025.

Action Taken

6. FACULTY STUDENT ASSOCIATION OPERATING BUDGET, FY 2025-2026

Request is made for approval of the Faculty Student Association's operating budget for fiscal year 2025-2026, totaling \$8,607,141 in revenues and 8,272,766 in expenditures, as approved by the Faculty Student Association Board of Directors on March 10, 2025.

Action Taken

7. 2025 RETIREMENT INCENTIVE FOR FACULTY AND STAFF MEMBERS OF HUDSON VALLEY COMMUNITY COLLEGE

Request is made for approval of a 2025 Retirement Incentive for Faculty and Staff Members of Hudson Valley Community College, as follows:

WHEREAS, the College wishes to offer a Retirement Incentive Program for all eligible faculty and staff members; and

WHEREAS, eligible employees must be at least sixty (60) years of age with a number of years of consecutive full-time service at Hudson Valley Community College and/or the Educational Opportunity Center, for a total of age and years of service totaling at least eighty (80) years; and

WHEREAS, eligible employees must notify the Officer in Charge of Hudson Valley Community College in writing of their irrevocable intent to retire between March 26, 2025 and May 26, 2025, and no less than twenty (20) days before the effective date of retirement; and

WHEREAS, eligible employees who retire under this incentive will follow the terms and conditions for retirement in accord with their respective Collective Bargaining Agreements or Management Confidential Contract; and

WHEREAS, the 2025 Retirement Incentive Program provides for a one-time payment of one-half (1/2) the employee's current base annual salary (no overtime, overload, stipends, or additional earnings) up to a maximum of forty thousand dollars [\$40,000.00] which may be paid by separate check OR added to an account (sick bank) for payment of health insurance premiums in retirement; and

WHEREAS, eligible employees may retire under the Retirement Incentive Program only during the open period of May 19, 2025 through August 30, 2025, with all payments made no later than August 22, 2025; and

WHEREAS, the College has allocated seven hundred fifty thousand dollars (\$750,000) for this incentive and will distribute based on a first-come first-served basis on date of written notification to the Officer in Charge of irrevocable intent to retire,

WHEREAS, the College will extend the notification period through June 30, 2025 and will extend eligibility to include employees at least fifty-five (55) years of age with a number of years of

(including non-credit remedial) will be used to determine continued eligibility in athletics and student senate sponsored organizations.

Midterm grades are not recorded on official student transcripts and, as such, will only be changed in the event of a data entry or calculation error.

A student will be considered academically at-risk if his/her midterm grade point average (average based on that term's midterm grades) falls below 2.0. A student at-risk (in this situation) will be encouraged to meet with his/her department chairperson or faculty advisor to discuss options and implement a course of action to improve the student's academic performance.

Midterm grades are reported for the 16- and 12-week terms of the fall and spring semesters. Midterm grades for 16-week courses shall be reported in the 9th week of the term. Midterm grades for 12-week courses shall be reported in the 7th week of the term.

Action Taken

10. ACADEMIC SENATE RECOMMENDATION—CURRICULUM CHANGES

Request is made for approval of the following curriculum changes, as recommended by the Academic Senate and the Officer in Charge:

A. SCHOOL OF BUSINESS AND LIBERAL ARTS

1. BUSINESS AND CRIMINAL JUSTICE

Change to Existing Course Proposal:

- **ACTG - 200 - Accounting Computerized Systems**
Change in prerequisites: Accounting faculty noted that the content covered in Financial Accounting is not required for success in the Accounting Computerized Systems course.
- **CRJS - 252 - Forensic Psychology**
Change in Course Number: Per Department Chair Thibodeau, the new subject code change will be more in line with the Criminal Justice program and enable students to find the course - FSCI 252 to CRJS 252
- **ENTR - 290 - Entrepreneurial Strategy**
Change in Prerequisites: Per a degree works audit, the prerequisites for ENTR 290 were incorrect. This proposal is being submitted to update the prerequisites for ENTR 290.
- **FSCI - 244 - Digital Forensics**
Change in Course Number: Per Department Chair Thibodeau, the course is moving over to new department and the new subject code aligns with the change as this course is a co-requisite for the Hacking and Cybersecurity AS program - from FSCI 244 to CISS 244.
- **FSCI - 245 - Forensic Science**
Change in Course Title: Since the department discontinued Forensic Science II (FSCI246), there is no need to have the "I" noted in the current FSCI 245 course title.

Change to Existing Program/Certificate Proposal:

- **Criminal Justice, A.A.S.**
Change in Program Entrance Requirements: Department Chair Thibodeau wishes to pursue open enrollment and eliminate the "1 unit of any math" program requirement and eliminate the entrance requirement of H.S. average of "70 or above."
- **Criminal Justice, A.S.**
Change in Program Entrance Requirements: Department Chair Thibodeau wishes to eliminate the "must maintain a minimum GPA of 2.8 while in program" requirement. Per Department Chair notice to Dean, a discussion was had with faculty and there was an agreement on the change.

Deactivate Course Proposal:

- **FSCI - 246 - Forensic Science II**
Per Department Chair Thibodeau, this class has not run in many years.

2. EDUCATION AND SOCIAL SCIENCES

Change to Existing Course Proposal:

- **HIST - 205 - Native American Cultures of New York and New England**
Change in Course Description: Collaboration with indigenous scholars lead to updates to course. This course offers an in-depth exploration of Native American cultures within the regions of New York and New England, emphasizing the diverse peoples, histories and contemporary challenges and opportunities of these communities.

New Course Proposal:

- **INDG - 100 - Introduction to Indigenous Peoples**
The Indigenous Student Task Force has developed several non-credit initiatives on campus, and this course complements those initiatives. The course, designed collaboratively with scholars from indigenous communities, adds to the college's DEISJ offerings and will contribute to the newly proposed microcredential in Indigenous Studies.

B. SCHOOL OF STEM

1. APPLIED TECHNOLOGIES

New Program/Certificate Proposal:

- **Aviation Maintenance Management, AOS**
The Aviation Maintenance Management, A.O.S. is specifically crafted for students with an Aviation Maintenance Technicians (AMT) certification issued by the FAA. The FAA-certificate (AMT) is based on knowledge gained through training and experience, which is demonstrated via completing written, oral, and practical tests administered by the FAA. Individuals who obtained the certification can pursue careers in the aviation maintenance field, including general and commercial aircraft maintenance, avionics repair and installation, aircraft and aircraft engine manufacturing, aviation maintenance management or leadership, and other advanced aviation maintenance career fields. The Aviation Maintenance

Angelo Fuda, Motor Equipment Operator, Light (MEOL), Facilities, f/t prob. appt., eff. 3/11/25 or thereafter	\$18.2971/hr
Richard Jenkins, Special Assignment Custodial Worker, Facilities/Physical Plant, f/t prob. appt., eff. 2/24/25 or thereafter	\$18.15/hr
William Rivera, Special Assignment Custodial Worker, Facilities/Physical Plant, f/t prob. appt., eff. 2/24/25 or thereafter	\$18.15/hr
Angela Teta, Principal Account Clerk, Finance/Accounts Payable f/t prob. appt., eff. 1/29/25 or thereafter	\$23.32/hr
2. <u>Student Affairs</u> Maya Lewis, Program Assistant, Student Success Cener, Student Development, f/t prov. appt., eff. 3/10/25 or thereafter	\$22.5049/hr
C. PART TIME FACULTY	
1. <u>Academic Affairs</u> Jeremy Messier, DDS, Adjunct Instructor, non-credit, Workforce Development and Community Education, p/t appt., eff. 3/8/25	\$100.00/hr
2. <u>EOC</u> Samantha D'Agostino, Tutor, EOC Instructional Services, p/t appt., eff. 3/13/25 or thereafter	\$23.00/hr
3. <u>School of Business and Liberal Arts</u> Kainat Akhtar, Adjunct Instructor, Education and Liberal Arts, p/t appt. (shelf), eff. 3/11/25 or thereafter	\$1,394/sch
Dee Levy, Adjunct Instructor, Education and Liberal Arts, p/t appt. (shelf), eff. 3/11/25 or thereafter	\$1,394/sch
Chali Nondo, Adjunct Instructor, Education and Liberal Arts, p/t appt. (shelf), eff. 3/11/25 or thereafter	\$1,394/sch
D. PART TIME NON-TEACHING PROFESSIONALS	
1. <u>Student Affairs</u> Scott George, Assistant Women's Tennis Coach, Intercollegiate Athletics, p/t appt., eff. 2/19/25 or thereafter	\$1,000/season

E. RESIGNATIONS

1. Karina Berberick, Advising Specialist, SOAR, eff. 3/7/25
2. Taylor Ringer, Assistant Athletic Trainer, Intercollegiate Athletics, eff. 2/12/2025

F. HVCC MONTHLY FINANCIAL REPORTS

1. 2024-2025 Fiscal Year Operating Budget Summary as of 2/28/25
2. Capital Expenditures, February 2025 and cumulative

G. FACULTY STUDENT ASSOCIATION FINANCIAL REPORTS

1. FSA Financial Reports, period ending 2/28/25

15. APRIL MEETING

The next monthly meeting of the Board of Trustees will be held on Tuesday, April 29, 2025.

16. ADJOURNMENT

Action Taken