

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 December 17, 2024, 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
Ryan Connors
Philip J. Danaher
William Fagan
Flora Fasoldt
Thomas P. Grant
William C. Jennings
(remote, nonvoting)
Jacqueline McDonough
Wayne Pratt

ALSO PRESENT

Louis Coplin, Officer in Charge
George J. Raneri, Secretary to the Board
Suzanne Kalkbrenner, Assistant Secretary to the Board
G. Ambriz
J. Ashdown
K. Better
T. Bocketti
J. Bourdeau (remote)
W. Bordak
A. Campbell
D. Christian
M. Coons
A. Campbell
J. Deitchman
J. DiLorenzo
J. Dorrough
E. Dwyer
S. Ely
D. Fernandez
L. Hassib
M. Howe
A. Kennedy
D. Kennedy
T. Kessel
P. Klimkewicz
I. LaChance
D. Martin
D. McGreevy
A. Novak
M. Pendergast
K. Petley
M. Reynolds
D. Richey
H. Rodriguez
G. Sausville
D. Shoemaker
A. Shulkin
A. Thomas
R. Whitaker
R. Wilson

EXCUSED

none

Chairman Kelleher called the monthly meeting to order at 5:28 pm.

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

Resolved that the minutes of the monthly meeting of the Board of Trustees, held on November 26, 2024, be and hereby are, approved.

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

Resolved that the following curriculum changes, as recommended by the Academic Senate and the Officer in Charge, be, and hereby are, approved:

A. SCHOOL OF BUSINESS AND LIBERAL ARTS

1. EDUCATION AND SOCIAL SCIENCES

Change to Existing Course Proposal:

- x EDUC 108 - Individuals with Exceptionalities in The School and Community

Education faculty determined that a revision of the course description was necessary to accurately reflect the focus of the course topics addressed throughout the duration of the course, using current terminology in the area of special education.

2. FINE ARTS, THEATRE ARTS AND DIGITAL MEDIA

New Course Proposal:

x DART 210 - Advanced Graphic Design

The department is proposing the creation of a second level graphic design course called Advanced Graphic Design. This course delves deeper into the intricacies of graphic design and will greatly benefit students in the Digital Media Certificate program. Feedback from Digital Media AS students has shown that a lot of DGM alum go directly into the workforce. Having an advanced graphic design course as a possible elective would provide enhancement to their skills in this area.

Members of the Arts Advisory Committee agreed that graduates of the DMC and DGM programs would have better job opportunity in graphic design, if an advanced graphic design course were taken.

B. SCHOOL OF STEM

1. APPLIED TECHNOLOGIES

New Course Proposal:

x AUTO 210 - Automotive and Industrial Computers

Using a combination of classroom and laboratory activities, this course will build on the student's knowledge of automotive and/or industrial computers, computer networks, module programming, cloning and modifications. Technicians are increasingly responsible for repairing and reprogramming computers found in sophisticated equipment. This course will prepare students in Applied Technology programs to meet these expectations from future employers.

New Program/Certificate Proposal:

x Aviation Maintenance, AAS

The Aviation Maintenance, A.A.S. is specifically crafted for students with an Aviation Maintenance Technicians (AMT) certification issued by the FAA. The FAA

Change to Existing Program/Certificate Proposal:

x Biotechnology Certificate

The degree requirements for the Biotechnology Certificate are being changed to better serve the students' success in the program. These changes will give the students a better opportunity to become successful after completion with attaining employment in the field of Biotechnology.

Change to Existing Course Proposal:

x STEM 298 - STEM Internship

The new description will better reflect broader STEM enrollment opportunities. This course is removing the prerequisite or corequisite BIOL 296 Biological Imaging and Cytometry to better align with the requirements in the Biotechnology Certificate.

BIOL 296 is not needed to complete the course work for the changes being made in the Biotechnology Certificate. Additionally, we would like to open the course to more students outside of the Biotechnology Certificate.

The change in the course title to STEM Internship will provide a better description for the course availability for more than the Biology, Chemistry and Physics department. The course will be opened up to other majors within the STEM division. This will provide a multiple stream of enrollment for this course and provide more internship availability to majors.

The change in course code will be from BIOL 296 STEM 298 to better give options to more majors within the STEM division order to open up multiple streams of enrollment for the course. STEM 298 will still reside with the BCP department.

Reducing credits from 4 to 3, and suggesting at least 9 hours of student presence at the internship site to validate the 3 credits. The one "other" hour will reflect the hour of faculty load and will represent the faculty student time and therefore correlate to load.

Upon a motion by Mr. Danaher, seconded by Mr. Connor, the following resolution was adopted by a vote of 9-1, with Ms. McDonough voting no due to the wording of the resolution. Following the vote, it was decided that the that the resolution should be rewritten for clarity and re-submitted to the Board for ratification at the January 28, 2025 meeting. HVCC NORTH--
RE-PURPOSE OF
FUNDING

Resolved that the request to re-purpose \$1,000,000 originally designated for a Class 10,000 Clean Room at HVCC North to a suite of Nursing Laboratories and an Observation Room, be and hereby approved.

Upon a motion by Mr. Danaher, seconded by Ms. McDonough, the resolution was adopted by a vote of 9-1, with Mr. Grant voting no. SCHEDULING A
PUBLIC MEETING

Resolved that the request to schedule a public meeting on January 28, 2025 on videoconferencing, be and hereby approved, as follows:

SCHEDULING A PUBLIC MEETING OF THE HUDSON VALLEY
BOARD OF TRUSTEES ON VIDEOCONFERENCING

WHEREAS, by passing Chapter 56 of the Laws of 2022 ("Chapter 56"), the New York State Legislature amended Section 103 of the Open Meetings Law; and

WHEREAS, Chapter 56 adds Section 103 of the Open Meetings Law, permitting the Hudson Valley Community College Board of Trustees to authorize its members to attend meetings by videoconferencing under extraordinary circumstances; and

WHEREAS, Section 103a(2)(a) requires the Hudson Valley Community College Board of Trustees to adopt a resolution following a public hearing authorizing the limited use of videoconferencing under such circumstances; and

WHEREAS, Section 103-a(2) allows for hybrid meetings by requiring "that a minimum number of members are present to fulfill the public body's quorum requirement in the same physical location or locations where the public can attend"; and

WHEREAS, Section 103a(2)(c) requires that members be physically present at any such meeting "unless such member is unable to be physically present at any such meeting location due to extraordinary circumstances . . . including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting"; and

WHEREAS, in accordance with Section 103a(2)(d), any members attending by videoconference must, except during executive session, be "heard, seen and identifiable while meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon"; and

WHEREAS, Section 103a(2)(g) requires that any meeting where a member attends by videoconference be recorded, posted to the Hudson Valley Community College Board of Trustees webpage within five business days, and transcribed upon request; and

WHEREAS, Section 103-a(2)(h) requires that members of the public be permitted to attend and participate, if authorized, in any meeting by videoconference when a member attends by videoconference; now, therefore

BE IT RESOLVED , that the Hudson Valley Community College Board of Trustees hereby schedules a Public Hearing to hear comments from the Public concerning the possible adoption of the attached Resolution and Procedures governing the use of videoconferencing as set forth above, with such Public Hearing to take place in the Guenther Enrollment Services Center's Board Room, Room 148, at HVCC, 80 Vandenberg Ave, Troy, New York 12180 at 4:25 pm on Tuesday, January 28, 2025, and be it further

RESOLVED, that appropriate Notice of the Public Hearing be Posted and Published as required by Law.

INFORMATION ITEMS

The following information items were noted:

INFORMATION ITEMS

A. FULL TIME FACULTY

1. <u>School of Health Sciences</u> Ann Ruecker, Instructor, Human Services and Chemical Dependency Counseling, f/t prob. appt., eff. 11/20/24 or thereafter	\$52,000/yr
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Christina Yerdon, Instructor, Nursing and Surgical Technology, f/t prob. appt., eff. 1/21/25	\$52,000/yr
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B. FULL TIME NON -TEACHING PROFESSIONALS

1. Academic Affairs

William Bordak, Coordinator of Academic Services,
Academic Affairs,
f/t prob. appt., eff. 12/9/24 or thereafter \$70,000/yr

Kirsten Kellersberger, Assistant Coordinator,
High School Programs,
f/t prob. appt., eff. 11/20/24 or thereafter \$52,000/yr

2. Institutional Effectiveness and Technology

Mohammad Ali, Senior Computer Programmer Analyst,
Instructional and Information Technology,
f/t prob. appt., eff. 12/9//24 or thereafter \$75,000/yr

C. FULL TIME CLASSIFIED/NON -INSTRUCTIONAL STAFF

1. Administration and Finance

Debra Larkin, Principal Account Clerk,
Facilities,
f/t appt., eff. 12/9/24 \$ 24.1184

2. Student Affairs

Dorena Frank, Data Analysis Coordinator II,
Office of Admissions,
f/t prob. appt., eff. 12/4/24 or thereafter \$23.52/hr

Taisei Reale, Data Analysis Coordinator I,
Office of Admissions,
f/t prov. appt., eff. 12/10/24 or thereafter \$21.6026/hr

Da'Antria Williams, Program Assistant,
Student Outreach and Retention,
f/t prov. appt., eff. 11/19/24 \$22.50/hr

D. PART TIME NON- TEACHING PROFESSIONALS

1. Student Affairs

Darryl White, Assistant Men's and Women's Track & Field Coach
Intercollegiate Athletics,
p/t appt., eff. 1/7/25 or thereafter \$2105.12/season

E. HVCC MONTHLY FINANCIAL REPORTS

1. 2024-2025 Fiscal Year Operating Budget Summary as of 11/30/24
2. Capital Expenditures, November 2024 and cumulative

F. FACULTY STUDENT ASSOCIATION FINANCIAL REPORTS

1. FSA Financial Reports, period ending 11/30/24

G. ADVISORY BOARD APPOINTMENTS

1. School of Business and Liberal Arts

Education and Social Sciences

Julianna L. Currey, Director of Grants, Academic Programs and Accountability; Universal
Prekindergarten Program, Troy City School District
Bethany St. Dennis, Career Advisor, NYS Early Childhood Professional Development Institute

H. ALCOHOLIC BEVERAGE APPROVAL

- 1. Holiday Reception, Guenther Enrollment Services Center, 12/17/24


JANUARY MEETING

JANUARY MEETING

The next regular meeting of the Board of Trustees will be held on Tuesday, January 28, 2025.

Prior to adjournment, Secretary Raneri shared that the New York State Association of Counties (NYSAC) had sent a letter of support to the New York Community College Trustees (NYCCT) regarding their position on SUNY’s increased involvement in community colleges’ presidential searches.

Upon a motion by Mr. Pratt seconded by Ms. McDonough, the meeting was adjourned at 5:32 p.m. ADJOURNMENT



Suzanne Kalkbrenner
Assistant Secretary to the Board