

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, February 25, 2020 on the college campus, 80 Vandenburg Avenue, Troy, New York.

PRESENT

Neil J. Kelleher, Chairman
 Joseph A. Kapp, Vice Chairman
 Judith Breselor
 William Fagan
 Thomas P. Grant
 William C. Jennings
 Wayne Pratt
 Brian Zweig

EXCUSED

Omsalama Ayoub

ALSO PRESENT

Dr. Roger A. Ramsammy, President
 William Reuter, Vice President for Administration
 and Finance
 George J. Raneri, Secretary to the Board
 Suzanne Kalkbrenner, Assistant Secretary

J. Ashdown	P. Hill	J. Schneider
J. Braungard	B. Kearns	Z. Sherin
J. Brennan	P. Klimkewicz	D. Shoemaker
L. Coplin	R. LaGatta	A. Thomas
J. DiLorenzo	P. Myers	R. Whitaker
S. Ely	K. Paquette	R. Wilson
E. Hatter	K. Petley	A. Zhang
J. Heiser	G. Ricci	

Chairman Kelleher called the meeting to order at 5:15 p.m.

Upon a motion by Mr. Pratt, seconded by Dr. Kapp, the following resolution was adopted unanimously.

MINUTES

Resolved, that the minutes of the regular meeting of the Board of Trustees, held on January 28, 2020, be and hereby are, approved.

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

**HVCC FY 2018-2019
 AUDITED
 FINANCIAL
 STATEMENTS**

Resolved, that the request to accept the College’s audited financial statements for the fiscal year September 1, 2018 through August 31, 2019, as conducted by UHY, LLP, be, and hereby is, approved.

Chairman Kelleher and President Ramsammy congratulated Vice President Reuter and his team on completing a complex and successful audit. Vice President Reuter thanked everyone and said he was blessed to have such an amazing staff.

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

**HVCC FOUNDATION-
FY 2018-2019 AUDITED
FINANCIAL
STATEMENTS**

Resolved, that the request to accept the Hudson Valley Community College Foundation, Inc.'s audited financial statements for Year Ended June 30, 2019, as conducted by UHY, LLP, and as recommended by the Foundation Board of Directors on November 13, 2019, be, and hereby is, approved.

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

**CAPITAL
CONSTRUCTION—
DESIGN SERVICES
AWARD OF
CONTRACT,
IMPLEMENTATION,
PHASE I**

Resolved, that the request for approval of the award of contract for the Guenther Enrollment Services Center, Lang Technical Building, and Fitzgibbons Health Technologies Center – Renovations: Design Services in the amount of \$178,500 to LaBella Associates, D.P.C. for the capital project entitled “Facility Master Plan Implementation – Phase I,” be, and hereby is, approved.

Upon a motion by Dr. Jennings, seconded by Mr. Fagan, an executive session was called at 5:18 p.m. for the purposes of discussing personnel and collective bargaining matters.

**EXECUTIVE
SESSION**

Upon a motion by Dr. Kapp, seconded by Dr. Jennings, the executive session was ended at 5:42 p.m. and Chairman Kelleher opened the meeting.

Upon a motion by Dr. Jennings, seconded by Mr. Fagan, an the Board voted unanimously to amend the agenda to include the next item.

**AMENDMENT TO
AGENDA**

Upon a motion by Dr. Kapp, seconded by Dr. Jennings, the executive session was ended at 5:42 p.m. and Chairman Kelleher opened the meeting.

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

**2020 RETIREMENT
INCENTIVE
PROGRAM FOR
HVCC FACULTY
ASSOCIATION**

Resolved, that the request for approval of the 2020 Retirement Incentive Program for the Hudson Valley Community College Faculty Association, be, and hereby is, approved. The resolution shall read as follows:

**RESOLUTION APPROVING A 2020 RETIREMENT INCENTIVE PROGRAM FOR
THE HUDSON VALLEY COMMUNITY COLLEGE FACULTY ASSOCIATION**

WHEREAS, The College has proposed providing the benefits of a Retirement Incentive Program for eligible employees of the Faculty Association who retire with an effective date of retirement during the open period commencing on March 15, 2020 and ending on May 16, 2020; and

WHEREAS, Eligible employees must be a minimum of fifty-five (55) years of age with twenty (20) years of consecutive full-time service at Hudson Valley Community College with a combined total of age and service totaling at least eighty (80) years; and

WHEREAS, Eligible employees must notify the President of Hudson Valley Community College in writing of their irreversible intent to retire no less than twenty-one (21) 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 Agreement; and

WHEREAS, The 2020 Retirement Incentive Program provides 2 options for teaching faculty as follows:

Option 1: A one (1) time payout of one-half (1/2) of the employee's 2019/20 annual salary (no overtime, overload, stipends, or additional earnings) up to a maximum of forty thousand dollars (\$40,000) which will be paid by separate check. Retirement will be effective upon completion of Spring 2020 responsibilities; or

Option 2: A one (1) year, two (2) semester stepdown, along with a one (1) time payout of twenty percent (20%) of the employee's 2019/20 annual salary (no overtime, overload, stipends, or additional earnings) which will be paid by separate check. Such stepdown will total eight (8), nine (9), or ten (10) credit hours, allocated as mutually agreed to for the Fall/Spring 2020/21 semesters. Retirement will be effective upon completion of Spring 2021 responsibilities; and

WHEREAS, The 2020 Retirement Incentive Program for non-teaching faculty will have similar terms and conditions as outlined above except the two (2) semester stepdown will be at the same percentage as the nine (9) credit hour reduction; and

WHEREAS, Hudson Valley Community College has executed a Memorandum of Agreement with the Faculty Association outlining the parameters of the retirement incentive, now, therefore, be it

RESOLVED, that the request for approval of the Retirement Incentive Program commencing on March 15, 2020 and ending on May 16, 2020 and detailed above, be, and hereby is, approved.

INFORMATION ITEMS

The following information items were noted:

INFORMATION ITEMS

A. FULL-TIME FACULTY

- | | |
|--|-----------------|
| 1. <u>School of Science, Technology, Engineering and Mathematics</u>
Hunter Fonda, Instructor,
Biology, Chemistry & Physics,
f/t appt., eff. 9/1/20 | \$48,981/yr |
|
Sujatha Kabada, Instructor,
Biology, Chemistry & Physics,
f/t appt., eff. 9/1/20 |
\$48,981/yr |

B. FULL-TIME NON-TEACHING PROFESSIONALS

- | | |
|---|-----------------|
| 1. <u>Academic Affairs</u>
Diane Auerbach Lerner, Instructional Designer,
Distance Learning,
f/t appt., eff. 2/14/20 or thereafter | \$58,000 yr |
|
Abigail Johnson, Instructional Designer,
Distance Learning,
f/t appt., eff. 2/14/20 or thereafter |
\$60,000 yr |

Denise Russo, Instructional Content Developer, Distance Learning, f/t appt., eff. 2/14/20 or thereafter	\$55,000 yr
2. <u>Administration and Finance</u> Casey DeBell, Senior Classroom Technologist, Information Technology Services, f/t appt., eff. 1/17/20 or thereafter	\$55,000/yr
3. <u>E.O.C.</u> Nicholas DeCaprio, Associate Director, E.O.C., f/t appt., eff. 2/10/20 or thereafter	\$70,000/yr
4. <u>Institutional Effectiveness</u> Caitlin Gerardi, Technical Assistant, Institutional Effectiveness, f/t appt., eff. 2/10/20	\$35,000/yr
C. FULL-TIME CLASSIFIED STAFF	
1. <u>Academic Affairs</u> Jeffrey Richards, Laboratory Assistant, Electrical, Applied Technologies, f/t appt., eff. 2/3/20	\$20.1705/hr
2. <u>Administration and Finance</u> James Benjamin, Motor Equipment Operator Light, Grounds, f/t appt., eff. 2/3/20	\$14.7266/hr
Ronald Davis, Custodial Worker, Physical Plant, f/t appt., eff. 1/23/20 or thereafter	\$14.2995/hr
Cerone Smalls, Custodial Worker, Physical Plant, f/t appt., eff. 2/3/20	\$14.2995/hr
D. PART-TIME FACULTY	
1. <u>Academic Affairs</u> Jill Knapp, Instructor, Community and Professional Education, (non-credit), p/t appt., eff. 3/31/20	\$25.00/hr
Shannon Johnson, Instructor, Community and Professional Education, (non-credit), p/t appt., eff. 3/31/20	\$25.00/hr
2. <u>School of Business and Liberal Arts</u> Bruce Kutner, Instructor, Accounting, Entrepreneurship and Marketing, p/t appt., eff. 1/27/20 or thereafter	\$1,136/sch

Maria Speranza Nielson, Instructor,
English, Foreign Languages and English as a Second Language,
p/t appt. (HS Model), eff. 1/27/20 \$0

Anthony Santa Teresa, Instructor,
English, Foreign Languages and English as a Second Language,
p/t appt. (HS Model), eff. 1/27/20 \$0

E. PART-TIME NON-TEACHING PROFESSIONALS

1. Administration and Finance

Zhenelle Fish, Television Production Technician,
Multi-Media and Video Services,
p/t appt., eff. 2/11/20 \$35.00/hr

Dylan Hartford, Television Production Technician,
Multi-Media and Video Services,
p/t appt., eff. 2/11/20 \$35.00/hr

Zeke Kubisch, Television Production Technician,
Multi-Media and Video Services,
p/t appt., eff. 2/11/20 \$35.00/hr

Rich Northrup, Television Production Technician,
Multi-Media and Video Services,
p/t appt., eff. 2/11/20 \$35.00/hr

Jim Powers, Television Production Technician,
Multi-Media and Video Services,
p/t appt., eff. 2/11/20 \$35.00/hr

Daniel Ross, Television Production Technician,
Multi-Media and Video Services,
p/t appt., eff. 2/11/20 \$35.00/hr

Matthew Soriano, Television Production Technician,
Multi-Media and Video Services,
p/t appt., eff. 2/11/20 \$35.00/hr

Gus Trapani, Television Production Technician,
Multi-Media and Video Services,
p/t appt., eff. 2/11/20 \$35.00/hr

Maisie Weissman, Television Production Technician,
Multi-Media and Video Services,
p/t appt., eff. 2/11/20 \$35.00/hr

F. RESIGNATIONS

1. Elaine Bell-Stone, Program Assistant, Nursing, eff. 2/4/20
2. Kimberly Berry, Director of Advancement Operations, Foundation, eff 3/6/20
3. Brad Howe, Assistant Registrar, eff. 2/4/20
4. Everett Phillips, Technical Assistant, Financial Aid, eff. 1/24/20

G. RETIREMENTS

1. Gary Cellucci, Data and Voice Communications Technician, Information Technology Services, eff. 4/8/20
2. Michael Fox, Custodial Worker, Physical Plant, eff. 1/24/20

H. HVCC MONTHLY FINANCIAL REPORTS

1. 2019-2020 Fiscal Year Operating Budget Summary as of 1/31/2020
2. Capital Expenditures, January 2020 and cumulative

I. FACULTY STUDENT ASSOCIATION MONTHLY FINANCIAL REPORTS

1. FSA Financial Reports, period ending 1/31/2020

MARCH MEETING

The next monthly meeting of the Board of Trustees will be held on Tuesday, March 24, 2020.

Upon motion by Dr. Jennings, seconded by Mr. Pratt, the meeting was adjourned at 5:42 p.m.

ADJOURNMENT


Suzanne Kalkbrenner
Assistant Secretary to the Board of Trustees