

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 26, 2024, 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.

PRESENT

Neil J. Kelleher, Chairman
Ameera Aftab
Judith Breselor
William Fagan
Flora Fasoldt
Thomas P. Grant
William C. Jennings
Wayne Pratt
Brian Zweig

EXCUSED

Philip J. Danaher

ALSO PRESENT

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

J. Ashdown	S. Ely	D. Martin
K. Better	D. Fernandez-Palozzi	J. McCart
J. Blaha	D. Garvey	W. Miller
T. Bocketti	C. Grocki (remote)	K. Petley
J. Bourdeau (remote)	L. Hassib	M. Reynolds
K. Bunkley	G. Healy (remote)	D. Richey
C. Campana	W. Jojo	H. Rodriguez
B. Kearns	B. Kearns	G. Sausville
D. Christian	D. Kennedy	D. Shoemaker
J. Dana	T. Kessel	A. Shulkin
J. Deitchman	P. Klimkewicz	R. Whitaker
J. DiLorenzo	I. LaChance	R. Wilson
L. Donaghue	C. Lasch	A. Zhang
K. DuJack	M. Mann	

Chairman Kelleher called the meeting to order at 5:24 p.m.

Upon a motion by Dr. Jennings, 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 February 27, 2024, be and hereby are, approved.

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

HVCC FY 2022-2023
AUDITED
FINANCIAL
STATEMENTS

Resolved, that the request to accept Hudson Valley Community College's audited financial statements for the fiscal year September 1, 2022 through August 31, 2023, as conducted by UHY LLP, be, and hereby is, approved.

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

HVCC FOUNDATION:
AUDITOR'S REPORT

Resolved, that the request for approval of Hudson Valley Community College Foundation, Inc.'s audited financial statements for FY2023 as of June 30, 2023, as conducted by UHY, LLP, and as recommended by the Foundation Board of Directors on January 17, 2024, be and hereby is, approved.

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

**CHANGES TO THE
CODE OF CONDUCT
FOR ACADEMIC
ETHICS**

Resolved, that the following changes to the Code of Conduct for Academic Ethics to address Artificial Intelligence Detection Tools, as recommended by the Academic Senate and the President, be, and hereby are, approved. The revised Code will be effective immediately and shall read as follows:
and shall read as follows:

Article VII. Code of Conduct for Academic Ethics

Academic Ethics

Hudson Valley Community College expects all members of the College community to conduct themselves in a manner befitting the tradition of scholarship, honor and integrity. They are expected to assist the College by reporting suspected violations of academic integrity to appropriate Faculty and/or other College Personnel.

These guidelines define a context of values for individual and institutional decisions concerning academic integrity. It is every Student's responsibility to become familiar with the standards of academic ethics at the College, including individual course policies. Claims of ignorance, unintentional error, or academic or personal pressures do not excuse violations.

7.1 Plagiarism.

A Student is guilty of plagiarism any time they attempt to obtain academic credit by presenting someone else's ideas, including content generated by an Artificial Intelligence third-party service or site, as their own without appropriately documenting the original source. Appropriate documentation requires credit to the original source in a current manuscript style (e.g., MLA or APA) that is appropriate to the assignment and the discipline. Faculty Members are encouraged to distinguish between a Student's unintentional failure to follow the current conventions of the appropriate manuscript style and a blatant act of plagiarism. Regarding the suspicion of AI-generated content, under no circumstances shall the results from an AI detection tool constitute the sole basis for a charge of plagiarism. Whether in citation or prose, students are ultimately responsible for the integrity of their work.

Upon a motion by Dr. Jennings, seconded by Ms. Fasoldt, 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. BUSINESS & CRIMINAL JUSTICE

Change to Existing Course:

- **CRJS- 275 History of Criminal Justice Reform**

Change in Course Title from **Criminal Justice Reform**; name better suits the course.

Deactivate Courses- These courses have not run in several semesters:

- **PADM - 133 - Introduction to Animal Advocacy**
- **PADM - 130 - Legal Issues for Animal Control**
- **PADM - 230 - Public Policy and Domestic Violence**
- **PADM - 135 - Animal Policy Seminar I**
- **PADM - 238 - Animal Law II**
- **PADM - 240 - Public Affairs Seminar I**
- **PADM - 241 - Public Affairs Seminar II**
- **PADM - 242 - Public Affairs Seminar III**
- **PADM - 236 - Animal Abuse, Interpersonal Violence and The Justice System**
- **PADM - 237 - Animal Law I**
- **PADM - 136 - Animal Policy Seminar II**
- **PADM - 137 - Animal Policy Seminar III**
- **PADM - 220 - Courts, Justice and Public Administration**

2. EDUCATION & SOCIAL SCIENCES

Change to Existing Course:

- **ECCE - 228 - Observation, Assessment and Guidance in Early Childhood Education**
Change in Course Description. After careful review of **ECCE 228: Observation, Assessment, and Guidance in Early Childhood Education** the 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.

3. ENGLISH, FOREIGN LANGUAGES, & ENGLISH AS A SECOND LANGUAGE

Change to Existing Courses:

- **LATN - 200 - Latin Language and Culture III**
25% or More Change in Course Content. Change in Course Description.
- **ENGL - 240 - Honors Literature: Critical Perspectives on Traditional and Contemporary Voices**
Reintroduction of Course after 7 Semester Hiatus with 25% Content Change. New course title and course description.

New Course:

- **LATN - 201 - Latin Language and Culture IV**
A new course that will benefit the Latin course sequence, as well as the College in the High School program.

B. SCHOOL OF HEALTH SCIENCES

1. CARDIORESPIRATORY AND EMERGENCY MEDICINE

Change to Existing Course:

- **RESP - 120 - Fundamentals of Respiratory Care I**

Change in Course Description. Description needs updating to refer to general categories of therapies and procedures that will include advances in the field. Change in Prerequisites. The program was approved to change the curriculum back to requiring PHYS 110 in the first semester in place of MATH 132. PHYS 110 is our approved Math Gen Ed starting Fall 2024. We therefore need to change the pre-requisite of Math 132 to PHYS 110 with a C or better for RESP 120.

C. SCHOOL OF STEM

1. APPLIED TECHNOLOGIES

Change to Existing Course:

- **ESYS - 100 - Introduction to Wind Power**

25% or More Change in Course Content. The current ESYS 100 course does not adequately address the needs of students seeking entry into the wind power industry. This change will add a laboratory session that will allow the students to gain hands-on skills necessary in the industry.

New Course:

- **ESYS - 106 - Wind Power Safety**

Local employers, including GE and Marmen, have indicated the need for employees with training in wind energy safety. This new course will provide HVCC students with industry proven safety training. Individuals with this training may be eligible for advanced employment opportunities.

2. COMPUTER SCIENCE & MATHEMATICS

Change to Existing Program/Certificate:

- **Mathematics and Science, A.S.**

Change in Program Title. Change in Degree Requirements. Creation of an Actuarial Track option.

- **Hacking and Cybersecurity AS**

Change in Program Entrance Requirements. The proposal to change the entrance requirement of a HS average of 85 to a HS average of 80 has the following goals:

- To provide more students pursuing this field the opportunity to join the program, form relationships with their peers and instructors, and be advised by the HCY program advisor
- To align the entrance requirements with the other Computer Science related programs

3. ENGINEERING, ARCHITECTURE & MANUFACTURING

Change to Existing Program/Certificate:

- **Welding and Fabrication, A.O.S.**

Change in Degree Requirements. The sequence of classes has changed. The courses offered have slightly changed as well. The goal is to incorporate more non-destructive testing courses and fabrication specific information for the offshore wind industry. This is a response to a large grant that we earned with welding and fabrication to support future local workforce needs.

Change to Existing Course:

- **ENGR - 211 - Engineering Statics**

Change in Prerequisites. **ENGR 110 - Engineering Tools** has been communicated by faculty members as a vital part of Engineering Statics and students should know it before taking ENGR 211.

INFORMATION ITEMS

The following information items were noted:

INFORMATION ITEMS

A. FULL TIME NON-TEACHING PROFESSIONALS

1. Communications and Marketing

	Christopher Babadelis, Associate Director of Multimedia and Video Services, Creative Services, Graphics and Printing, f/t prob. appt., eff. 2/26/24 or thereafter	\$62,000/yr
2.	<u>Educational Opportunity Center</u> Andrew Marro, Student Services Specialist, Capital District Educational Opportunity Center, f/t. appt., eff. 2/28/24 or thereafter	\$40,000/yr
	Victoria Phillips, Student Services Specialist, Capital District Educational Opportunity Center, f/t. appt., eff. 2/28/24 or thereafter	\$40,000/yr
3.	<u>Office of the President</u> Karen DuJack, Executive Assistant and Advisor to the President, Office of the President, f/t appt., eff. 3/11/24	\$89,000/yr
4.	<u>Student Affairs</u> Jessica Powers, Student Development Specialist, Student Affairs, f/t prob. appt., eff 2/28/24 or thereafter	\$47,500/yr
B. FULL TIME CLASSIFIED/NON-INSTRUCTIONAL STAFF		
1.	<u>Administration and Finance</u> Thomas Cupp, Building Maintenance Worker, Facilities, f/t prob. appt., eff. 3/12/24 or thereafter	\$20.26/hr
C. PART TIME FACULTY		
1.	<u>Academic Affairs</u> Charles Ayotte, Education Specialist, Learning Centers, p/t appt., eff. 3/11/24 or thereafter	\$36.56/hr
	Syed Nabeel Amjad, Education Specialist, Learning Centers, p/t appt., eff. 3/11/24 or thereafter	\$36.56/hr
	Michelle Soule, Education Specialist, Learning Centers, p/t appt., eff. 3/12/24 or thereafter	\$36.56/hr
D. PART-TIME NON-TEACHING PROFESSIONALS		
1.	<u>Academic Affairs</u> Logan Radcliffe, Instructional Support Assistant (Professional Tutor), Learning Centers, p/t appt., eff. 3/13/24 or thereafter	\$17.00/hr
2.	<u>Student Affairs</u> Eric Beaulac, Assistant Baseball Coach, Intercollegiate Athletics, p/t appt., eff. 3/11/24 or thereafter	\$882.30/season

Robert Malik, Assistant Men's Lacrosse Coach,
Intercollegiate Athletics,
p/t appt., eff. 3/4/24 or thereafter \$2,000/season

Skye Schweit, Veteran Peer Mentor,
Center for Access and Assistive Technology,
p/t appt., eff. 3/11/24 or thereafter \$20.00/hr

Julie Testo, Admissions Counselor,
Admissions Office,
p/t appt., eff. 2/26/24 or thereafter \$32.00/hr

E. RESIGNATION

1. Fatima Malik, Program Assistant, Student Outreach, Advisement and Retention, eff. 3/8/24

F. RETIREMENT

1. Fred Aliberti, Director of Public Safety and Security, eff. 3/21/24

G. HVCC MONTHLY FINANCIAL REPORTS

1. 2023-2024 Fiscal Year Operating Budget Summary as of 2/29/24
2. Capital Expenditures, February 2024 and cumulative

H. ADVISORY BOARD APPOINTMENTS

1. **School of STEM**

Biology, Chemistry and Physics

Alexander Steele, Senior Manager, University Relations, Regeneron Pharmaceuticals, Rensselaer, NY

APRIL MEETINGS

The next monthly meeting of the Board of Trustees will be held on Tuesday, April 23, 2024.

Upon a motion by Dr. Jennings, seconded by Ms. Breselor, an executive session was called at 5:30 p.m. for the purposes of discussion of a personnel matter. Motion carried unanimously.

**EXECUTIVE
SESSION**

Upon motion and second, the executive session was ended at 6:20 p.m. and Chairman Kelleher re-opened the meeting.


Upon a motion and second, the following resolution was adopted.

Resolved, that the request for approval of the delegation to the Chairman of the Board the authority to execute a fourth amended and restated employment agreement between the Hudson Valley Community College Board of Trustees and President Roger A. Ramsammy for a term beginning March 30, 2024 and ending August 31, 2029, with terms to be determined by the parties and in a form acceptable to counsel, be, and hereby is, approved.

**DELEGATION OF
AUTHORITY FOR
PRESIDENT'S
CONTRACT**

Upon a motion by Dr. Jennings, seconded by Mr. Zweig, the meeting was adjourned at 6:21 pm.

ADJOURNMENT



Suzanne Kalkbrenner
Assistant Secretary to the Board