

# 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, May 28, 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](http://www.hvcc.edu).

### PRESENT

Neil J. Kelleher, Chairman  
Ameera Aftab (remote, non-voting)  
Judith Breselor  
Philip J. Danaher  
William Fagan  
Flora Fasoldt  
Thomas P. Grant  
William C. Jennings  
Jacqueline McDonough  
Wayne Pratt

### EXCUSED

none

### ALSO PRESENT

Louis Coplin, Officer-in-Charge  
George J. Raneri, Secretary to the Board  
Suzanne Kalkbrenner, Assistant Secretary to the Board

J. Ashdown	C. Eustace	W. Miller
P. Blacklock	M. Ewart Zapp	A. Novak
T. Bocketti	D. Fernandez-Palozzi	V. Paull
R. Bornn	C. Grocki (remote)	M. Pepe
J. Bourdeau (remote)	L. Hassib	K. Petley
A. Campbell	W. Jojo	M. Reynolds
A. Collins Schroeder	A. Kennedy (remote)	D. Richey
R. Connors	D. Kennedy	H. Rodriguez
D. Christian (remote)	T. Kessel	G. Sausville
J. Deitchman	P. Klimkewicz	D. Shoemaker
J. DiLorenzo	I. LaChance	D. Wax
L. Donaghue	D. Martin	R. Whitaker
J. Eaton	J. McCart	R. Wilson
S. Ely		

During the committee meetings, Ms. Aftab introduced Ryan Connors, who has been elected by the students to succeed her as the Student Trustee on July 1, 2024.

Chairman Kelleher called the meeting to order at 5:18 p.m. He remarked on the recent passing of emeritus P. Phillip White, who served as an instructor and then as the Dean of the School of Business, Engineering, and Industrial Technologies until his retirement in 2019. Chairman Kelleher stated that when he thought of "Phil," the two words that come to his mind are "caring and sharing." He announced that the meeting would be adjourned in Dean White's memory.

Chairman Kelleher also noted the upcoming retirement of Claudine Potvin-Giordano, the director of Health Services and recalled her outstanding work, especially during the COVID-19 pandemic. On behalf of the Board, he stated how much she would be missed.

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

MINUTES

**Resolved**, that the minutes of the special meeting of the Board of Trustees held on May 15, 2024, be and hereby are, approved.

Upon a motion by Ms. Breselor, seconded by Ms. Fasoldt, the Board voted unanimously to table the vote on the HVCC 2024-2024 Operating Budget to the June 25, 2024 meeting.

**TABLED:**  
**HVCC 2024-2025**  
**OPERATING BUDGET**

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

**HVCC 2024-2025**  
**TUITION & FEE**  
**SCHEDULE**

**Resolved**, that the request for approval of the Hudson Valley Community College Tuition and Fee Schedule, for the fiscal year commencing September 1, 2024 and ending August 31, 2025, be and hereby is, approved, as follows:

<b>HUDSON VALLEY COMMUNITY COLLEGE</b>			
<b><u>Tuition &amp; Fee Schedule 2024-2025</u></b>			
	<b>Full-time (annual)</b>	<b>Part-time (per credit hour)</b>	<b>Flat Rate per student/course/occurrence</b>
Resident Tuition	\$5,056.00	\$211.00	
Non-Resident Tuition	\$10,112.00	\$422.00	
Out-of-State Tuition	\$10,112.00	\$422.00	
College in the High School*		\$70.00	
Technology Fee	\$900.00	\$37.50	
Automotive/Autobody Repair Fee			up to \$50.00
Capital Chargeback (out-of-state students)	\$300.00	\$10.00	
CLEP**			\$25.00
Credit by Examination		\$55.00	
Dental Hygiene Clinic			varies
Health Facility Fee	\$80.00	\$3.25	
Identification Card Replacement			\$9.00
Lab/Course Fee (including uniforms & tools)			up to \$1,000
Late Fee-Immunization			\$0.00
Late Registration Fee			\$0.00
Library Fine			\$3.00
Life Experience Evaluation		\$50.00	
Locker Fee (optional)			\$10.00
Lost or Damaged Materials (print or audiovisual)			\$70 minimum
Parking Fine			varies
Placement Fee			\$9.50
Records & Activities Fee	\$255.00	\$21.25	
Return Check Fee			\$20.00
Study Abroad Application			\$200.00
Transcript Fee			\$0.00
Tuition Deposit (non-refundable)			\$50.00
Tuition Payment Plan Fee***			\$0.00

Vehicle Registration Fee	\$125.00	\$10.42	
*Per SUNY review, needs to be 1/3 of credit hour rate (211/3=70.34, allowed to round down)			
**CLEP College Board also charges an additional fee to the student			
***HVCC does not charge a fee, the tuition payment plan provider charges a \$50 fee per semester			

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

**2024-2029+  
STRATEGIC PLAN**

**Resolved**, that the request for approval of the Hudson Valley Community College 2024-2029+ Strategic Plan, as recommended by the Academic Senate and the President, be, and hereby is, approved. The plan shall read as follows:

**HUDSON VALLEY COMMUNITY COLLEGE  
2024-2029+ STRATEGIC PLAN**

**New Horizons**

*Prepare Students for Continued Success by Being Both High Tech and High Touch*

- Continue to build a positive and seamless student experience
- Develop approaches to identify and address the full spectrum of student challenges to increase student performance
- Enhance virtual learning, ensure online course quality, and further develop robust, rich online experiences for learners
- Integrate AI into the curriculum and programs as appropriate and ethical to ensure opportunities for student success and identify ways it can be used to assist in streamlining college operations
- Establish a resource and support center designed to assist international and English as a Second Language students in succeeding at HVCC and beyond, manage international partnerships, and grow study abroad opportunities

*Deliver Innovative, Timely Academic Programming and Structures for Today and Tomorrow*

- Complete ATEC building to expand opportunities in skilled trades programs and to support our workforce in high-demand areas
- Standardize processes for prioritizing academic offerings and examining market penetration and transferability to ensure optimal capacity and enrollment in programs
- Continue meaningful engagement with community partners to align health services industry collaboration opportunities and academic programming
- Emphasize the paramount role creativity plays in STEM, health sciences, and the liberal arts
- Continue developing the next iteration of the STEM High School and other early high school college programs

*Serve as the Community's First Choice for Education and Workforce Development in the Capital Region*

- Expand program offerings and sponsorships to address business and industry needs
- Engage community, alumni, advisory boards, donors, funding agencies, stakeholders, and benefactors to further support HVCC
- Enhance relationships with industry, pre-K-12, and higher education partners to ensure HVCC is aware of the needs of today and tomorrow
- Increase offerings, student support services, and opportunities at HVCC North, HVCC South, the Educational Opportunity Center, and the Albany International Airport
- Continue to develop partnership opportunities to attract skilled workers of diverse backgrounds to the Capital Region

*Empower Faculty and Staff to Enhance Operations and Continually Improve the Student Experience*

- Identify, adopt, implement, and further develop tools that fully enhance communication with students, the campus community, and our partners
- Improve faculty and staff recruitment and retention and expand opportunities for professional development
- Continue to develop an infrastructure that emphasizes safety and security, first-rate facilities, data-informed decision-making, and cutting-edge technology
- Enhance commitment to the principles of diversity, equity, inclusion, and social justice
- Develop a collaborative culture built on cross-functionality to empower employees to be forward-thinking and develop innovative solutions

Upon a motion by Ms. Fasoldt, seconded by Ms. McDonough, the following **CURRICULUM** resolution was adopted unanimously. **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 AND CRIMINAL JUSTICE**

*Change to Existing Course:*

**BADM 242 – Intro to Sport Event Arena Management** The department seeks to reintroduce this course after a hiatus because the department is creating an Esports Event Management Microcredential.

*Information Item: New Microcredential:*

**Esports Event Management Microcredential**

The department seeks to create a new microcredential which is an industry that students have become highly interested in. This microcredential will also provide a pathway for students to matriculate into the Business Administration, AAS program.

**2. EDUCATION AND SOCIAL SCIENCES**

*Change to Existing Course:*

**EDUC 101 – Introduction to Secondary Education**

The department seeks to change the prerequisite, EDUC 110, to better prepare students for success in this course and change the course number to reflect the course sequence.

### 3. ENGLISH, FOREIGN LANGUAGES AND ENGLISH AS A SECOND LANGUAGE

*Change to Existing Course:*

#### ENGL 234 – Indigenous Literature of North America

The department seeks to reintroduce this course after a hiatus because of the anticipated development of a new microcredential in Indigenous Studies, as well as changing the title and course description to reflect the current language.

## B. SCHOOL OF HEALTH SCIENCES

### 1. MEDICAL IMAGING

*New Certificate:*

#### Cardiovascular Intervention Technology Certificate

The Medical Imaging Dept. proposed a Cardiovascular Intervention Technology Certificate. When the proposal went to SUNY, significant changes were required. NYSED recently approved the program as revised.

*Change to Existing Course:*

#### ECHO 284 – Fetal Echocardiogram

The department seeks to reintroduce this course after a hiatus due to increased interest.

### 2. SURGICAL TECHNOLOGY

*Change to Elective List:*

The department seeks to make changes to the elective list.

Upon a motion by Mr. Danaher, seconded by Mr. Grant, the following resolution was approved, with Mr. Pratt abstaining.

**CAPITAL  
CONSTRUCTION--  
ATEC CONSTRUCTION  
MANAGEMENT**

**Resolved**, that the request for the award of contract for ATEC Construction Management Services, related to the project entitled, “Applied Technology Education Center (ATEC) Phase II,” to Turner Construction Company, in the amount of \$1,908,800, be, and hereby is, approved.

### INFORMATION ITEMS

The following information items were noted:

**INFORMATION  
ITEMS**

#### A. FULL TIME FACULTY

##### 1. Academic Affairs

Connelly McHugh, Librarian, Emerging Technology,  
Marvin Library,  
f/t prob. appt., eff. 9/3/24

\$48,981/yr

Hannah Van Vleet, Librarian, Research and Instruction,  
Marvin Library,  
f/t prob. appt., eff. 4/25/24 or thereafter

\$48,981/yr

##### 2. School of STEM

Margaret Liberti, Instructor,  
Biology, Chemistry and Physics,  
f/t prob. appt., eff. 9/4/24

\$48,981/yr

Freddy Santiago, Instructor,  
Applied Technology: Heating, Air Conditioning, Refrigeration  
f/t prob. appt., eff. 4/16/24 or thereafter

\$48,981/yr

**B. FULL TIME NON-TEACHING PROFESSIONALS**1. Administration and Finance

Makhlouf Cheniti, Assistant for Financial Analysis,  
Accounts Payable,  
f/t prob. appt., eff. 5/6/24 or thereafter \$45,000/yr

Zachary Gorgen, Assistant for Financial Analysis,  
Finance,  
f/t appt., eff. 5/20/24 or thereafter \$46,000/yr

Keenan Hall, Environmental Health and Safety Technician,  
Facilities,  
f/t prob. appt., eff. 5/14/24 or thereafter \$40,000/yr

Tina Opalka, Assistant for Financial Analysis,  
Payroll,  
f/t prob. appt., eff. 4/23/24 or thereafter \$46,000/yr

2. Institutional Effectiveness and Technology

Erin Hatter, Coordinator of Operations,  
Instructional and Information Technology,  
f/t appt., eff. 5/13/24 or thereafter \$76,000/yr

3. School of Health Sciences

Allison Bazanos, Academic Advisement Services Coordinator,  
Human Services and Chemical Dependency Counseling,  
f/t appt., eff. 5/14/24 or thereafter \$50,000/yr

4. Student Affairs

Areatha Fryar, Advisor, Advancing Success in Associate Pathways,  
Center for Careers and Transfer,  
f/t appt. (grant-funded), eff. 5/20/24 or thereafter \$52,000/yr

Kirsten Kellersberger, Assistant Registrar,  
Registrar's Office,  
f/t prob. appt., eff. 5/28/24 \$48,000/yr

**C. FULL TIME CLASSIFIED/NON-INSTRUCTIONAL STAFF**1. Administration and Finance

Shawn Hallenbeck, Building Maintenance Worker,  
Facilities,  
f/t prob. appt., eff. 5/2/24 or thereafter \$20.26/hr

2. School of Business and Liberal Arts

Daniella Charzuk, Program Assistant Academics II,  
Fine Arts, Theatre Arts and Digital Media,  
f/t prov. appt., eff. 5/8/24 or thereafter \$19.03/hr

3. Student Affairs

Jill Lorette, Program Assistant,  
Student Outreach and Retention (SOAR),  
f/t prov. appt., eff. 5/3/24 or thereafter \$21.50/hr

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

Rachel Seeber Conine, Adjunct Instructor,  
Business and Criminal Justice  
p/t appt., eff. 9/3/24 or thereafter

\$1340/sch

Nathan Gillespi, Adjunct Instructor,  
Education and Social Sciences,  
p/t appt., (shelf), eff. 9/4/24 or thereafter

\$1340/sch

Mathilda Scott, Adjunct Instructor,  
Education and Social Sciences,  
p/t appt., (shelf), eff. 9/4/24 or thereafter

\$1340/sch

Ann Zak, Adjunct Instructor,  
Education and Social Sciences,  
p/t appt., (shelf), eff. 9/4/24 or thereafter

\$1340/sch

2. School of Health Sciences

Kaitlin Knight, Adjunct Instructor,  
Nursing and Surgical Technology,  
p/t appt., eff. 8/20/24 or thereafter

\$1340/sch

Julie Warren, Adjunct Instructor,  
Nursing and Surgical Technology,  
p/t appt., eff. 8/20/24 or thereafter

\$1340/sch

**E. RESIGNATION**

- Christine DeCancio, Coordinator of Academic Services, eff. 5/16/24

**F. RETIREMENT**

- Claudine Potvin-Giordano, Director of Health Services, eff. 7/9/24
- Erica Puentes, Associate Professor, Business and Criminal Justice, eff. 8/31/24

**G. HVCC MONTHLY FINANCIAL REPORTS**

- 2023-2024 Fiscal Year Operating Budget Summary as of 4/30/24
- Capital Expenditures, April 2024 and cumulative

**H. FACULTY STUDENT ASSOCIATION FINANCIAL REPORTS**

- FSA Financial Reports, period ending 4/30/24

**I. ADVISORY BOARD APPOINTMENTS****School of Business and Liberal Arts:****Business and Criminal Justice**

Lori Ann Harris, GBA, Agent/Broker and Principal, HMS Agency, Inc., Albany, NY

**Education and Social Sciences**

Dr. Brian Sweeney, former Chair and Associate Professor of English, The College of Saint Rose, Albany, NY

Upon a motion by Dr. Jennings, seconded by Mr. Fagan, an executive session was called at 5:25 p.m. for the purposes of discussion of a personnel matter. Motion carried unanimously.

**EXECUTIVE  
SESSION**

Upon a motion by Mr. Danaher, seconded by Mr. Grant, the executive session was ended at 5:47 p.m. and Chairman Kelleher re-opened the meeting.

Upon unanimous motion and second, the Board voted unanimously to amend the agenda to include the following resolution.

**AMENDED  
AGENDA**

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

**SPECIAL COUNSEL  
TO THE BOARD**

**Resolved**, that the request to authorize the Chairman of the Board of Trustees to retain qualified special counsel, at their customary rates and fees, to advise the Board on procedural issues involving contract and education law, be and hereby is, approved.

**JUNE MEETING**

The next regular meeting of the Board of Trustees will be held on Tuesday, June 25, 2024.

**NEXT MEETING**

Upon unanimous motion and second the Board adjourned the meeting at 5:49 pm. in honor and memory of P. Philip White.

**ADJOURNMENT IN  
MEMORY OF  
P. PHILLIP WHITE**



Suzanne Kalkbrenner  
Assistant Secretary to the Board