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	B. Hazard	S. Romeo
J. Bourdeau	P. Hill	J. Schneider
J. Brennan	I. LaChance	D. Shoemaker
L. Coplin	D. Kennedy	A. Thomas
J. DiLorenzo	E. Kiel	F. Vega
S. Ely	P. Klimkewicz	L. Vendetti
K. Ferrer-Muniz	R. LaGatta	B.

Following the votes, the Deans thanked President Ramsammy and the Board for their support and confidence in them. Dean Ashdown added that it was a tremendous honor to accept the role at a very exciting time at the college, and that one day we'll look back at this era as one that was crucial to the long-term success of the college.

Upon a motion by Dr. Kapp, seconded by Mr. Fagan, 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:

1. Change in Degree Requirements:
A. Digital Media Certificate, Fall 2020

Current:	New:
Total Credits Required: 31	Total Credits Required: 25

When the Digital Media Certificate was created, the degree requirements were selected for all students interested in the area of digital media; recent high school graduates as well as experienced professions. Since implementation of the Digital Media A.S. program, the demographics of the students enrolled in the Digital Media Certificate program are primarily adult learners who already possess a college degree. Their interest and need for the DMC program is to learn or refine their artistic and technical skills to pursue a change or advancement in their career. They have little or no need for foundational studio courses or courses in art history and business. A majority of the students interested in the DMC program are employed and the high number of credit hours required to complete the Digital Media Certificate program either discourages them from enrolling in the program or prohibits them from completing the program.

Students will benefit from a reduced number of credits required for completion. They will be more likely to complete the program.

B. Radiologic Technology A.A.S. Degree Fall 2020

Current:	New:

Cloud Computing has been suffused throughout the CIS curriculum since the late 2000s and the department has used AWS resources when possible throughout this time period prior to the recent official launch of AWS educate. Students will have another viable track.

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

POLICY:
METHODS OF
EARNING CREDIT

       <u>Resolved</u>, that the request for approval of the policy entitled, "Methods of Earning Credit," as recommended by the Academic Senate and the President, be and hereby is, approved. The policy shall read as follows:

Earning Credit
A student, regardless of matriculation status, who enrolls in a regularly scheduled Hudson Valley Community College course and satisfactorily completes the course with a passing grade will be granted the number of credits for that course as set forth in the catalog active for the academic year during which the course was taken.

Challenge Exam
By reason of occupational or educational experience, a student may request a challenge exam

Transfer credit will appear on the Hudson Valley Community College transcript with a "T" entered in the grade column and the credit will not be factored into the student's GPA calculation. Refer to the Residency Policy to determine how many credits can be transferred toward program requirements. Courses from institutions within the SUNY System designated as General Education courses or identified as Transfer Path courses will transfer in accordance with the SUNY Seamless Transfer Policy provided the transferred credit applies toward a requirement of the student's program.

Credit Earned at Other Institutions
Credit earned from regionally accredited institutions* will be transferred to satisfy specific program requirements. Courses that share at least 75% content are deemed equivalent. Transfer courses that have no Hudson Valley equivalent will be transferred and used in appropriate elective areas or applied to program requirements as per the Course Substitution Policy. A student wi11 be allowed to transfer only course credit for which a letter grade of "C" or better or a numerical grade of 2.0 (on a 4-point scale) or 70 (on a 100-point scale) or better or the equivalent has been received.
* Transfer credit is granted only if an institution is accredited by one of the following regional institutional accrediting agencies:
- Middle States Commission on Higher Education
- New England Association of Schools and Colleges, Commission on Institutions of Higher Education
- North Central Association of Colleges and Schools, the Higher Learning Commission
- Northwest Commission on Colleges and Universities
- Southern Association of Colleges and Schools. Commission on Colleges
- Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges
- Western Association of Schools and Colleges. Accrediting Commission for Senior Colleges and Universities

SUNY Transfer Appeal Process
Students who do not agree with the college's decision on the granting or placement of credit earned at another SUNY institution have the right to submit an appeal to the coordinator of the SUNY transfer credit appeal process, Hudson Valley Community College Registrar, or his/her designee. Appropriate forms are available from the Registrar's Office. The transfer credit appeal board will consist of the appropriate Dean and the Vice President of Academic Affairs.

Students requesting an appeal for SUNY transfer credit should be prepared to provide reasonable material to support their case, such as the course description or syllabus in question. The registrar will notify a student of the transfer credit appeal board decision within 15 business days of receipt of the completed appeal application. If the student does not agree with the Hudson Valley decision, he/she may appeal to the SUNY system provost. For more information, visit http://system.suny.edu/provost/.

Credit by Examination
Degree credit is awarded in transfer through the following examination programs:
Advanced Placement Examination (AP) - This program is an instrument that relates college-level courses at secondary schools to appropriate placement and credit at collegiate institutions. A list indicating how transfer credit is awarded for each exam based on minimum scores can be viewed at https://www.hvcc.edu/registrar/eaming-credit-apexam.pdf.

Multiple Degrees

The eligibility of a student who has earned a previous degree, regardless of degree level or the awarding institution, must be reviewed for admission into a degree program. If the courses used for the previous degree, when applied to the program of admission, comprise 70 percent or less of the number of credits required for the program, the student may be admitted. If the courses comprise more than 70 percent of the credits required for the program, admission will be denied. An additional degree is awarded only when the degree requirements in a different field are completed (i.e. 30 percent of the program for which a degree is sought).

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

Resolved, that the request for approval of the policy entitled, "Micro-Credential Completion Requirements," as recommended by the Academic Senate and the President, Tcadhhenoliyeshhll redo

POLICY: MICRO-CREDENTIAL COMPLETION REQUIREMENTS

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

Resolved, that the request for approval of the policy entitled, "Graduation and Certificate Completion Requirements," as recommended by the Academic Senate and the President, be and hereby is, approved. The policy shall read as follows:

Graduation and Certificate Completion Requirements

To receive an associate's degree or a certificate, a student must meet all of the following requirements:

1. Attain a 2.0 grade point index among courses required for program.
2. Complete all prescribed courses with a passing grade in accordance with minimum grade requirements.
3. Complete all prescribed minimum credit requirements.
4. Satisfy the College's Residency Policy.
5. Submit completed degree/certificate completion application to Registrar's Office.

Please note: Mortuary Science students accepted prior to Fall 2017 must take and pass the National Board Examination as a requirement for graduation from the program. Students are required to take the National Board Examination within one semester (including summer) of completion of all courses required for the Mortuary Science program. In order to receive approval to take the NBE exam beyond the one semester limit, students are required to retake and pass the MTSC 250 Pre-Professional Mortuary Seminar course.

The student is ultimately responsible for ensuring that all degree or certificate requirements have been fulfilled. Course requirements for each program are specified in the catalog. A student may complete the degree or certificate requirements at the end of the fall, spring or summer semesters. Hudson Valley Community College confers degrees and awards certificates following the close of each of these terms; however, there is only one commencement ceremony each year in May. In order to be considered for graduation or certificate completion, degree and certificate applications must be submitted by the deadlines noted below. If any of the noted deadlines fall on a day classes are not in session, the deadline will be the business day following to the noted deadline.

Specific deadline dates can be found with degree applications on the Registrar's Office webpage. Degree/Certificate Applications for all semesters can be accessed here.

Application Deadlines

Fall: First Monday in December
Spring: *First Monday in April- Deadline for name inclusion in the Commencement program
      First Monday in May- Final deadline (name will not be listed in Commencement program)
Summer: *First Monday in April- Deadline for name inclusion in the Commencement program
      First Monday in August -Final deadline (name will not be listed in Commencement program)

*In order to be listed in the Commencement program, spring and summer candidates must submit an application by the first Monday in April. Applications will continue to be accepted through the final deadline, but the student's name will not be listed in the Commencement program. All applicants may participate in the Commencement Ceremony provided an application has been submitted prior to the date of the event.

If a student does not file an application, the student's academic record will not be reviewed for graduation or certificate completion. Upon review, any student who has not met all degree or certificate requirements, as outlined in the College Catalog, will be notified of the deficiency and may reapply for a subsequent graduation or certificate completion period.

A student will not receive a diploma or certificate or be able to request a transcript until all outstanding obligations have been satisfied.

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

Resolved, that the request for approval of the resolution entitled, "Supporting a Permanent Funding Floor for Community College Base State Aid Formula for Fiscal Year 2020, be and hereby is, approved. The resolution shall read as follows:

SUPPORTING A PERMANENT FUNDING FLOOR FOR COMMUNITY COLLEGE BASE STATE AID FORMULA FOR FY 2020

SUPPORTING A PERMANENT FUNDING FLOOR FOR COMMUNITY COLLEGE BASE STATE AID FORMULA FOR FISCAL YEAR 2020

INFORMATION ITEMS
The following information items were noted:

A. FULL-TIME FACULTY
1. <u>Academic Affairs</u>
   Amy Hathaway, Faculty Librarian/Instructor,
   Instructional Support Services and Retention,
   f/t appt., eff. 1/21/20 $48,981/yr

2. <u>School of Health Sciences</u>
   Brian Barboza, Instructor,
   Surgical Technology,
   f/t appt., eff. 1/21/20 $48,981/yr

B. FULL-TIME NON-TEACHING PROFESSIONALS
1. <u>Academic Affairs</u>
   Deborah Shoemaker, Associate Dean,
   Community and Educational Partnerships,
   f/t appt., eff. 12/20/19 $93,000/yr

2. <u>Administration and Finance</u>
   Richard Davis, Assistant Director,
   Financial Aid,
   f/t appt., eff. 12/9/19 $46,000/yr

   Vijay Kumar, Assistant for Financial Analysis,
   Purchasing,
   f/t appt., eff. 12/16/19 $39,000/yr

   Heather Muller, Technical Assistant,
   Financial Aid,
   f/t appt., eff. 11/26/19 or thereafter $37,000/yr

C. FULL-TIME CLASSIFIED STAFF
1. <u>Administration and Finance</u>
   Yu-Gene Chen, Data Analysis Coordinator II,
   Human Resources,
   f/t appt., eff. 11/22/19 $19.8044/hr

D. PART-TIME FACULTY
1. <u>School of Business and Liberal Arts</u>
   Erin Bokor, Instructor,
   English, Foreign Languages and English as a Second Language (HS Model),
   p/t appt., eff. 11/11/19 or thereafter $0

E. PART-TIME NON-TEACHING PROFESSIONALS
1. School of Science, TechJ   0 Tc 5 (ACH)-12 -0 tHLangua-ÍdBäú   B   >Vað   ,   så)å)álNŽ¡ dBäñåmddEl]n

2. Student Affairs
   Bruce Perry, Assistant Women's Basketball Coach,
   Intercollegiate Athletics,
   p/t appt. (emergency hire), eff. 12/10/19 $2,500/yr

F. RESIGNATIONS
1. Kathryn Davis, State Certifying Officer, Financial Aid, eff. 1/8/20
2. Kiera Davis, Program Assistant II, Liberal Arts, eff. 12/6/19
3. Donald Durand, Custodial Worker, Physical Plant, eff. 12/2/19
4. Don Hogan, Assistant Football Coach, Intercollegiate Athletics, eff. 11/8/19

G. RETIREMENTS
1. Christine LaPlante, Department Chairperson, Civil, Construction, Industrial & Mechanical Technologies, eff. 1/10/20
2. Eileen Maloney, Technical Assistant, Vice President of Student Affairs, eff. 12/30/19
3. Peter Tolcser, Associate Professor, Civil, Construction, Industrial & Mechanical Technologies, eff. 1/6/20

H. HVCC MONTHLY FINANCIAL REPORTS
1. 2019-2020 Fiscal Year Operating Budget Summary as of 11/30/19
2. Capital Expenditures, November 2019 and cumulative

I. ALCOHOLIC BEVERAGE REQUEST
1. BOT Holiday Reception, Guenther Executive Suite, 12/19/19

JANUARY MEETING

The next monthly meeting of the Board of Trustees will be held on Tuesday, January 28, 2020.

Secretary Raneri distributed the December 2019 newsletter from the New York Community College Trustees (NYCCT) for the Board's information.

Regina LaGatta, Executive Director of External Affairs and Government Relations/College Foundation, informed the Board that she and President Ramsammy earlier in the day had attended the Regional Economic Development Council awards, where Lt. Governor Hochul announced $84 million in funding for the Capital Region. Ms. LaGatta noted that the Gene F. Haas Center for Advanced Manufacturing Skills was featured prominently throughout the video presentation and that President Ramsammy was the only college president interviewed in the video. Ms. LaGatta also informed the Board that the Foundation raised $22,000 on Giving Tuesday, surpassing their goal of $18,000.

Upon motion by Dr. Jennings, seconded by Ms. Breselor, the meeting   **ADJOURNMENT**
was adjourned at 5:37 p.m.

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Suzanne Kalkbrenner
Assistant Secretary to the Board of Trustees