

# Hudson Valley Community College

80 Vandenberg Avenue, Troy, New York 12180

## MINUTES

The regular

### 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

O. Ayoub	M. Geehan	J. Panzanaro
D. Baxter	A. Geisendorfer	K. Paquette
R. Bennett	D. Kennedy	K. Petley
L. Coplin	R. LaGatta	P. Sawyer
J. DiLorenzo	P. Klimkewicz	F. Vega
S. Ely	I. LaChance	R. Whitaker
K. Ferrer-Muñiz	L. Marion	



- Connect pathways to careers and transfer opportunities for current and prospective students

**Priority: Encourage Faculty and Staff Excellence**

- Craft a comprehensive policies and procedures manual that captures the operations of the institution
- Design, implement, and provide student-centered services by all employees of the college
- Develop a comprehensive talent management plan that includes recognition of the importance of diversity and inclusivity to the campus culture
- Develop and implement an onboarding process for all new employees
- Identify areas of potential cross-training and cross-divisional collaboration
- Develop a technology optimization strategy—inclusive of training—that encompasses teaching, learning, leadership, assessment, and institutional infrastructure while ensuring institutional technology is properly resourced >G€

**Resolved**, that the request to approve the Hudson Valley Community College Operating Budget for the fiscal year commencing September 1, 2019 and ending August 31, 2020 of \$98,141,024, be and hereby is, approved.

Prior to the vote on the next item, Mr. Zweig stated that he would not vote to increase tuition at a time of declining enrollment and increased competition from other colleges. Mr. Caluneo stated that he could not support a tuition increase that puts an additional financial burden on the students.

Upon a motion by Dr. Jennings, seconded by Mr. Fagan, the following resolution was adopted by a vote of 6-2, with Chairman Kelleher, Vice Chairman Kapp, Mr. Fagan, Mr. Grant, Dr. Jennings and Mr. Pratt in favor of the resolution and Mr. Caluneo and Mr. Zweig opposed.

**HVCC 2019-2020  
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, 2019 and ending August 31, 2020, be and hereby is, approved, as follows:

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

**POLICY CHANGES:  
COLLEGE IN THE  
HIGH SCHOOL  
TRANSCRIPTS**

**Resolved**, that the request for approval of the changes to the policy entitled, “College in the High School Transcripts,” as recommended by the Academic Senate and the President, be and hereby is, approved. The policy shall read as follows:

**COLLEGE IN THE HIGH SCHOOL TRANSCRIPTS**

Applicants must submit an official, final high school transcript. This and all required documents must be submitted to the Admissions Office at Hudson Valley Community College.

- If still enrolled in high school, submit the completed application to the high school guidance office. The guidance office should then forward your application along with an official high school transcript to the Admissions Office. Upon completion of your high school diploma or equivalency, you must submit official, final academic records to complete the admission process.
- Applicants who have graduated from high school should request that an official, final high school transcript, with proof of graduation, be sent to the Admissions Office.
- Applicants who hold a General Equivalency Diploma (GED) or Test Assessing Secondary Completion (TASC) must submit a copy of their score report.
- If you received any college credit for courses taken while in high school, please have an official transcript(s) from the college/university that is granting the credit sent to the Admissions Office at Hudson Valley Community College. These transcript(s) are not required for admission, but will be used during the advisement and scheduling session.
- Transfer students must indicate all collegiate institutions the student has previously or is currently attending on the Application for Admission. In addition to the high school transcript, official transcripts of all completed college work must be forwarded to the Admissions Office. When deemed reasonable by both the director of admissions and the department chairperson, a student may request an irrevocable waiver of this requirement. When requesting such a waiver, the student will agree that he/she does not seek transfer credit or advanced standing from courses taken at the school from which the waiver is requested.

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

**POLICY:  
METHODS OF  
EARNING CREDIT**

**Resolved**, 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:

**METHODS OF 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



not agree with the Hudson Valley decision, he/she may appeal to the SUNY system

**Challenge Exam**

By reason of occupational or educational experience, a student may earn credit for any Hudson Valley Community College course in the student's degree program by taking the final examination for the course. A challenge exam cannot be administered once a student is registered for and is attending the course. A student can initiate this process by obtaining a Challenge Exam Form from the Registrar's Office.

Once all signatures have been obtained on the form (with the exception of the Registrar), the student must make payment for the examination to the Cashier's Office prior to taking the challenge exam. Please refer to Tuition and Fees for the current fee structure. The student must submit the form and receipt to the faculty member administering the examination. The completed form and receipt are submitted to the Registrar's Office by the faculty member. The grade earned on the exam is posted to the student's transcript as the course grade. Credit earned via the challenge exam process is considered institutional credit.

**Credit for Micro-Credentials**

An established micro-credential comprised of non-credit courses may be designed to yield credit for an established Hudson Valley course to a student who completes requirements. In such cases, the earned credit will be considered and processed as transfer credit.

Upon a motion by Mr. Grant, seconded by Mr. Pratt, the following

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student is not charged tuition, he/she is responsible for all applicable fees at the host institution. Cross-







2. Jennifer Moss, Principal Account Clerk, Cashier's Office, Finance, eff. 4/25/19
3. Joshua Palmer, Motor Equipment Operator Light, Grounds, eff. 5/10/19

**E. RETIREMENTS**

1. Carol Bosco, Dean of Health Sciences, Academic Affairs, eff. 8/5/19
2. Linda Desnoyers, Associate Professor, Medical Imaging, eff. 8/16/19
3. Anthony Kossmann, Professor, Automotive, Manufacturing and Electrical Engineering Technologies, eff. 8/19/19
4. Sandra Wimmer, Assistant Professor, Health, Physical Education & Exercise Studies, eff. 8/30/19

**F. ADVISORY COMMITTEE APPOINTMENTS**

1. Automotive Technical Services  
Todd Tesman, Owner, Tesman's Service Station, Inc.
  
2. Educational Opportunity Center  
Virginia Berrios, Owner-Operator, Perfect Cut Salon  
Gary Emery, Director of Patient Support Associates, Albany Medical Center  
Karen Ferrer-Muñiz, Dean of Retention and Instructional Support Services, Hudson Valley Community College  
Steven A. Goodyear, Community Relations Specialist, Fidelis Care  
Penny Hill, Dean of Economic Development and Workforce Initiatives, Hudson Valley Community College  
Jenn Hyde, Executive Director of Catholic Charities Tri-County Services, Rensselaer  
Hon. Christopher T. Maier, Supervising Judge for the City Courts in the Third Judicial District, Troy  
Jonathan Scherzer, Director of Marketing for the Capital District Transportation Authority  
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**JUNE MONTHLY MEETING**

The next regular monthly meeting of the Board of Trustees will be held on Tuesday, June 25, 2019.

Upon motion by Dr. Kapp, seconded by Mr. Zweig, the meeting was adjourned at 6:28 p.m.

**ADJOURNMENT**

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Suzanne Kalkbrenner  
Assistant Secretary to the Board of Trustees