



Ratified at February 3, 2021 meeting

**Board of Trustees Meeting
December 16, 2020**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, December 16, 2020, at 3 PM via zoom video conference.

Trustees Present:

Hon. John Nonna, Chairperson, Dr. LeRoy Mitchell, Vice-Chairperson, Hon. Andrew Spano, Vice-Chairperson, Robin Bikkal, Esq., Toni Cox-Burns, Sue Gerry, Dr. Norman Jacknis, Deborah Raizes, Dr. Gregory Robeson Smith, and Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Estefany Palencia

Cabinet Members Present:

Dr. Belinda S. Miles, President, Dr. Vanessa Morest, Provost and Vice President, Academic Affairs, Dr. Shawn Brown, Chief of Staff and Vice President of Strategic Operations, Brian Murphy, Vice President and Dean of Administrative Services, Eve Larner, Vice President and Dean, External Affairs, Executive Director, WCC Foundation, Anthony Scordino, Vice President, Information Technology, Tere Wisell, Vice President and Dean, Continuing Education and Workforce Development, & Student Access, Involvement, & Success.

Call to Order

Chairperson John Nonna called the meeting to order.

Ratification of Minutes

Trustee Mitchell made a motion seconded by Trustee Gerry to ratify the minutes of the November 18, 2020 Board meeting. The motion passed.

INFORMATION AND DECISION

A. President's Report

Dr. Belinda S. Miles reported:

My report will be brief. It is one simply of gratitude. Gratitude for the experience that I have to serve as leader of this institution. January 1 will be the beginning of my sixth year. It has been a tremendous journey. It is not always the case that you get to experience vocation that is aligned with personal mission. To be able to serve our students and the Westchester County community through this institution has just been a phenomenal life experience for me. I do want to acknowledge and thank this Board for your vision and the depth and breadth of your thinking. Thank you to the members of the President's cabinet. I am also grateful to our staff members. You have kept us afloat this year in ways that have been extraordinary. Thank you to the faculty for being leaders and innovators who support the teaching and learning mission and supporting our students.

B. Board Chair's Report

Trustee Nonna reported:

I would like to thank Dr. Miles. The Board has appreciated your service over all these years. At this meeting we will be approving a new contract for Dr. Miles effective, January 1, 2021 for five years.

They are too many people to thank but I know many people have brought us through this pandemic season. So, I would like to thank all of you.

We just had a meeting of the Committee of the Whole which is essentially a mini retreat. Thank you to all those who are leading the effort to recognize the 75th anniversary of the college and the colleges' Master Plan. We also had a session on pandemic recovery. This meeting was very valuable.

Yes, this has been quite a year. It's been a year of public health crises but it has also been a year of racial and social justice, attacks on our democracy and our fair and open elections. I hope that students have recognized all of these events. We need to keep students engaged and we need to have programs which emphasize the principles upon which this country was founded.

I am looking forward to graduation next week. These students have had to overcome so many obstacles.

C. Committees

Finance/Facilities

Trustee Mitchell asked Vice President Brian Murphy to discuss the contracts.

Vice President Murphy presented the contracts to the Board.

Resolution: Contract Ratification

WHEREAS, Westchester Community College is required to enter into agreements for the continued operation of the College; and

WHEREAS, the attached schedule represents those agreements approved by the College since the last meeting of the Board of Trustees; therefore

BE IT RESOLVED, that the Board of Trustees of Westchester Community College hereby ratifies the aforementioned agreements.

<u>CONTRACT #</u>	<u>CONTRACTOR NAME</u>	<u>CONTRACT DESCRIPTION</u>	<u>TERM</u>	<u>AMOUNT</u>
21-0240-615 – FAC	American Petroleum Equipment and Construction Company, Inc.	Compliance Program for under and above ground tanks & fuel island to meet NYDEC and WCDH requirements & preventive maintenance.	2/1/21 – 1/31/22	\$11,115
21-0240-479 - FAC	Gotham Elevator Inspection, Inc.	Annual and Semi-Annual elevator safety inspection. Witness of elevator maintenance contractor test. Main campus, Mt. Vernon and Peekskill extension centers only.	6/1/21 – 12/31/21	\$12,580
21-0240-614 – FAC	National Standby Repair, Inc.	Preventive maintenance on all campus generators.	1/1/21 – 12/31/21	\$18,800
21-0240-918 – FAC	Open Systems Metro NY, Inc.	Upgrade Technology building fire alarm panel components.	1/1/21 – 4/30/21	\$9,265

****Motion: Mitchell/Spano – all in favor**

Facilities Master Plan

We had a discussion on the plan. We will have further discussion at another time.

Titles Resolution

Trustee Mitchell presented the following resolution to the Board.

Resolution

- 1) **WHEREAS**, it is the intention of the administration of Westchester Community College to add a professional service title to its unclassified title listing.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Westchester Community College hereby authorizes the State University of New York to add the

professional title of Vice President for Strategic Operations to the unclassified title listing for Westchester Community College.

- 2) **WHEREAS**, *it is the intention of the administration of Westchester Community College to add a professional service title to its unclassified title listing.*

NOW, THEREFORE BE IT RESOLVED, *that the Board of Trustees of Westchester Community College hereby authorizes the State University of New York to add the professional title of Deputy Chief Information Officer to the unclassified title listing for Westchester Community College.*

- 3) **WHEREAS**, *it is the intention of the administration of Westchester Community College to add a professional service title to its unclassified title listing.*

NOW, THEREFORE BE IT RESOLVED, *that the Board of Trustees of Westchester Community College hereby authorizes the State University of New York to add the professional title of Assistant Director of Human Resources to the unclassified title listing for Westchester Community College.*

- 4) **WHEREAS**, *it is the intention of the administration of Westchester Community College to add a professional service title to its unclassified title listing.*

NOW, THEREFORE BE IT RESOLVED, *that the Board of Trustees of Westchester Community College hereby authorizes the State University of New York to add the professional title of Assistant Director of Student Affairs to the unclassified title listing for Westchester Community College.*

- 5) **WHEREAS**, *it is the intention of the administration of Westchester Community College to add a professional service title to its unclassified title listing.*

NOW, THEREFORE BE IT RESOLVED, *that the Board of Trustees of Westchester Community College hereby authorizes the State University of New York to add the professional title of Chief of Strategic Partnerships and Networks to the unclassified title listing for Westchester Community College.*

- 6) **WHEREAS**, *it is the intention of the administration of Westchester Community College to add a professional service title to its unclassified title listing.*

NOW, THEREFORE BE IT RESOLVED, *that the Board of Trustees of Westchester Community College hereby authorizes the State University of New York to add the professional title of Associate Dean (Partnership Development) to the unclassified title listing for Westchester Community College.*

****Motion: Mitchell/Cox-Burns – all in favor**

Remote Agreement

Memorandum of Agreement

WHEREAS, the County of Westchester (“County”), Westchester Community College (“College”) (hereinafter collectively referred to as “Employer”) and the Westchester Community College Federation of Teachers (“WCCFT”) are parties to a collective bargaining agreement (“CBA”) covering the terms and conditions of employment for members of a bargaining unit of employees including full-time and regular part-time professional employees and an agreement governing online instruction (“2015 Online Agreement”);

WHEREAS, on March 7, 2020, the Governor of the State of New York issued an Executive Order declaring a state disaster emergency for the entire state due to the communicability of COVID-19;

WHEREAS, on March 16, 2020, the Westchester County Executive declared a state of emergency in the County due to the emergency conditions produced by COVID-19;

WHEREAS, due to the exceptional circumstances caused by the COVID-19 pandemic including closure of the College campus, the parties informally agreed to temporarily require WCCFT unit members to teach online courses despite certain provisions in their 2015 Online Agreement;

WHEREAS, it is unclear whether the College will be able to resume in-person instruction for the Spring 2021 semester;

WHEREAS, the parties have held discussions as to how to maintain instruction should the College remain closed to in-person instruction for the Spring 2021 Semester and have reached a tentative agreement, subject to ratification by the WCCFT membership;

1. **NOW, THEREFORE**, it is hereby agreed, by and between the parties, as follows: The terms of the attached document titled “Remote Teaching Proposal Spring 2021” shall be incorporated into this Agreement and all remote instruction shall be subject to its terms (See Appendix 1);

2. All other terms and conditions of the CBA and 2015 Online Agreement (attached hereto as Appendix 2) shall remain the same and in full force and effect except as otherwise amended herein. The terms of this Agreement shall be subject to the grievance process in the CBA.

****Motion: Mitchell/Gerry – all in favor**

Presidential Contract

WHEREAS, the College’s Board of Trustees has conducted extensive reviews of Dr. Miles’ performance during her approximately six (6) years as President of Westchester Community College; and

WHEREAS, the Board of Trustees has determined that her performance has been exemplary.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Westchester Community College recommends that the existing agreement with Dr. Belinda S. Miles be terminated effective December 31, 2020 and that a new contract be entered into for her employment as President of Westchester Community College (“WCC”); and be it further

RESOLVED, that the new agreement should commence January 1, 2021 and terminate December 31, 2025.

****Motion: Mitchell/Spano – all in favor**

Public Comment

Trustee Nonna invited members of the community for public comment.

No public comment

Adjournment

****Motion: Mitchell/Spano – all in favor.**

The next meeting of the Board of Trustees is scheduled for February 3, 2021.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees