



Ratified at November 16, 2022 meeting

**Board of Trustees Meeting
September 21, 2022**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, September 21, 2022, at 3 PM in the Student Center Event Room.

Trustees Present:

Dr. LeRoy Mitchell, Chairperson, Deborah Raizes Vice Chairperson, Robin Bikkal Esq., Susan Gerry, Hon. John Nonna, Lucas Peixoto, Dr. Gregory Robeson Smith, Sergio Serratto, and Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Dr. Norman Jacknis, Vice-Chairperson, Hon. Lyndon Williams.

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, Dolores Swirin Yao, Vice President and Dean, External Affairs, Executive Director, WCC Foundation, Tere Wisell, Vice President and Dean, Community Education and Workforce Development, Adam Frank, Interim Vice President of Student Access, Involvement & Success.

Call to Order

Chairperson LeRoy Mitchell called the meeting to order.

Ratification of Minutes

Trustee Robeson Smith made a motion seconded by Trustee Nonna to ratify the minutes of the July 20 and July 22, 2022, Board meetings. The motion passed.

INFORMATION AND DECISION

A. President's Report

Dr. Belinda S. Miles reported:

President Miles gave updates on the following:

We celebrate our return to campus and more in-person meetings and events.

We have had a strong start to the fall semester.

- Today we celebrate Blue & Gold Day
- We recognized the achievements of Faculty and staff at this morning's Convocation ceremony, hosted by Faculty Senate and Presiding Officer Chad Thompson.

It's appropriate to take a few minutes to "re-introduce" ourselves and to acknowledge all that our trustees bring to SUNY Westchester.

Dr. LeRoy Mitchell – Board Chair - outstanding leadership, keen eye on issues that affect community colleges, leadership roles within organizations like the Association of Community College Trustees and NY Community College Trustees, focus our work and the impact we make on our community and the lives of students.

Deborah S. Raizes – Vice Chair. Keen insights into academy and student support mission – well understands the power of myriad resources in support of students and the college. Leadership and support of students reflect the details and nuances of our community college mission.

Hon. John Nonna – brings his unique strengths to our governance. With strong regional ties to government, Trustee Nonna helps to steer the college toward a strong and vibrant future.

Hon. Lyndon Williams – fortunate to have a colleague with such strong civic and community engagement. Understands the needs of our community and our students and has knowledge and experience to advocate for programs that meet the needs of our diverse college community.

Dr. Gregory Robeson Smith – Renowned national thought leader in civil rights. His work within the Bush (41) and Clinton Administrations as president and chief executive officer of the African Development Foundation provide a solid foundation in support of our most vulnerable and underrepresented students.

Susan Gerry brings extensive transactional, public policy, legislative and leadership experience to the board – along with strength in developing strategic relationships within our local communities in alignment with the economic, workforce and healthcare needs of our regional communities.

Dr. Norman Jacknis – Vice Chair. globally recognized expert in government innovation and transformation. Served as Director of Cisco’s IBSG Public Sector Group (the company’s open innovation and pro-bono strategic advisory group). Keen insight into cybersecurity, IT, AI – and the future of higher education.

Robin Bikkal, Esq. - long and solid record of civic engagement, especially on behalf of our local Hispanic communities – leadership and insight help guide our work as a minority serving institution.

Lucas Peixoto, current SUNY Westchester student – elected by his peers to represent the student body.

Sergio Serratto, a Westchester Community College alumnus who was just appointed by the Governor to our board. We welcome Sergio to his first meeting.

Faculty & Staff Excellence

- Interim Vice President of Student Access, Involvement and Success Adam Frank was recognized by the Business Council of Westchester as a 2022 40 under 40 Rising Star, which honors those who exemplify leadership foresight and vision for the future of Westchester.
- Dr. Farhad Ameen, Carl & Lily Pforzheimer Foundation Endowed Chair for Business and Public Policy, was appointed to the SUNY Distinguished Academy Board as a SUNY Distinguished Teaching Professor.

Leadership & Supporting Students

- WCC has received a new, second CCAMPIS grant - annual award is \$462,223 x 4 years, which represents \$1,848,892 over four (4) years.
- In this new CCAMPIS grant, WCC seeks to build on a successful 2017 CCAMPIS grant in which *96% of WCC student-parents who received CCAMPIS subsidies said they would have been unable able to enroll in college without such aid. In addition, the case management services in the 2017 grant—to be continued and expanded under this new grant—have doubled graduation rates among those with childcare subsidies.*
- The grant will provide 20 students with comprehensive childcare and parenting support, and completion-focused case management support

similar to our Viking ROADS, TRIO SSS, Title V, Mercy HSI-STEM Ready grant and other grant-supported cohorts.

- The CCAMPIS grant is an excellent example of exceptional collaboration and support between the college, federal funding and the WCC Foundation, which provides essential support for childcare on campus.

B. Board Chair's Report

Trustee Mitchell reported:

- Welcome to our recently appointed trustee Sergio Serratto.

NYCCT Awards – Congratulations to the following who will be honored in Saratoga this weekend.

- Betsy Stern – Distinguished Trustee Service award
- Robert Weiner – Benefactor Vision for Tomorrow award
- Harry Phillips – Friend of Community College award
- Westchester Community College – Community College Innovation award

C. Committees

Governance Committee

Trustee Gerry reported:

The Governance Committee had discussion on the following topics:

- 2022 Board Self-Evaluation
- Retreat Preparation

Program Committee:

Trustee Raizes reported:

The Program Committee had discussion on the following topics:

- Updates from Academic Affairs
- Updates from Workforce Development & Community Education
- Updates from Student Access, Involvement & Success

Student Trustee Report

Trustee Peixoto reported:

- The SGA will be meeting with Financial Aid to discuss issues that some students are having.
- The SGA is in conversations with the FSA regarding improving technology at the registers in the cafeteria.

Finance/Facilities

Trustee Robeson Smith reported:

The Finance committee had discussion on the following topics.

- Operating Forecast
- Capital Projects Update
- Contracts
- Title Changes
- Facilities/Capital and other projects completed over the summer

Trustee Robeson Smith asked Vice President Brian Murphy to go over the forecast for the month ending August 31, 2022 and 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>
22-0240-330-FAC	American Petroleum Equipment and Construction Company, Inc.	Required corrective actions to remediate the open spill ticket on the petroleum bulk storage permit. College must maintain compliance with DEC and EPA regulations.	10/1/22 – 2/28/23	\$9,700
23-0110-331-EA	Juan Sanabria	Provide graphic design services to the College.	7/1/20 – 11/30/22 Was 7/1/20-6/30/22 Extending term 5 months. No additional cost. Originally approved at BOT 6/17/2020	
22-9110-546-EOC	Perry Onah Enterprises Inc. d/b/a Sec-Curity Safety Center	Provide on-site or on-line various OSHA & SST training to WEOC enrolled students. Exempt from Procurement.	10/01/22 – 09/30/24	NTE \$21,000 Grant funded.
22-9110-547-EOC	Brenshirer Consultants & Contractors LLC	Provide on-site or on-line various OSHA & SST training to WEOC enrolled students. Exempt from Procurement.	10/01/22 – 09/30/24	NTE \$22,500 Grant funded.
22-9549-316-SPS	TOGETHERALL	Clinically moderated peer-to-peer mental	10/1/22 – 9/30/23	Grant funded.

<u>CONTRACT #</u>	<u>CONTRACTOR NAME</u>	<u>CONTRACT DESCRIPTION</u>	<u>TERM</u>	<u>AMOUNT</u>
		health community to manage student demand for mental health support.	Was 3/1/22 – 2/28/23 Extending start date by 7 months. No additional cost. Originally approved at BOT 5/18/2022	

****Motion: Robeson Smith/Nonna – all in favor**

- 1) **WHEREAS**, it is the intention of the administration of Westchester Community College to add a professional service title to its unclassified title listing. This title, and all others, are revenue and expense neutral.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Westchester Community College hereby authorizes the State University of New York **to change the professional title of Senior Personnel Staff Assistant to Assistant Director of Human Resources** 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 change the professional title of Personnel Director-WCC to Director of Human Resources** 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 change the professional title of Deputy Chief Information Officer to Assistant Vice President (Information Technology)** 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 change the professional title of Director-Fiscal Operations to Assistant Vice President (Comptroller)** 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 change the professional title of Associate Dean (Enrollment Management) to Assistant Vice**

President and Dean (Enrollment Management) 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 change the professional title of Associate Dean (Student Personnel Services) to Assistant Vice President and Dean (Student Personnel Services)** to the unclassified title listing for Westchester Community College.

- 7) **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 change the professional title of Associate Dean -CC to Executive Director of EOC** to the unclassified title listing for Westchester Community College.

- 8) **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 change the professional title of Vice President and Dean Administrative Services to Vice President (Administrative Services)** to the unclassified title listing for Westchester Community College.

- 9) **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 change the professional title of Vice President and Dean of External Relations to Vice President and Dean (External Relations)** to the unclassified title listing for Westchester Community College.

- 10) **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 change the professional title of Vice President and Dean of Community Services and Corporate**

Education to Vice President and Dean (Community Services and Corporate Education)
to the unclassified title listing for Westchester Community College.

11) **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 change the professional title of Vice President and Dean of Academic Affairs to Vice President and Dean (Provost)** to the unclassified title listing for Westchester Community College.

****Motion: Robeson Smith/Bikkal – all in favor**

Public Comment

Trustee Mitchell invited members of the community for public comment.

No public comment.

Adjournment

****Motion: Peixoto/Serratto – all in favor.**

The next meeting of the Board of Trustees is scheduled for October 19, 2022.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees