



**Ratified at December 18, 2019 meeting**

**Board of Trustees Meeting  
November 20, 2019**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, November 20, 2019, at 3 PM in the Event Room of the Student Center on the Valhalla campus.

**Trustees Present:**

Hon. John Nonna, Chairperson, Hon. Andrew Spano, Vice-Chairperson, Dr. LeRoy Mitchell, Vice-Chairperson, Robin Bikkal, Esq., Toni Cox-Burns, Charles Greco, Dr. Gregory Robeson Smith, and Yolanda Howell, Secretary to the Board of Trustees.

**Trustees Excused:**

Dr. Norman Jacknis, Deborah Raizes, Susan Gerry.

**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 Lerner, 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, Dr. Sara Thompson Tweedy, Vice President and Dean of Student Access, Involvement, & Success.

**Call to Order**

Chairperson John Nonna called the meeting to order.

**Ratification of Minutes**

Trustee Bikkal made a motion seconded by Trustee Robeson Smith to ratify the minutes of the October 16, 2019 Board meeting. The motion passed.

## **INFORMATION AND DECISION**

### **A. President's Report**

Dr. Belinda S. Miles reported:

President Miles gave updates on the following:

- Grand Connector dedication earlier today.
- Kudos to Student Involvement. The Westchester Events Board (WEB) won an Excellence in Programming Award at the National Association of Campus Activities Northeast Conference.
- Recent weekly messages have captured academic excellence.
  - Student veterans "More than a Veteran" event last week
  - Student who is a 2019 Pulitzer Center reporting fellow (Joel Luke Van Alstine)
  - Educational Opportunity Program student excellence award winner (Natarsha Brewton)
- Diversity Breakfast tomorrow 11/21. Co-sponsor with American Jewish Committee Westchester/Fairfield. Trustee Robeson Smith is former Diversity Breakfast chair. Former CDO Tiffany Hamilton is a co-chair.
- Congratulations to the Foundation on spectacular 50<sup>th</sup> anniversary celebration.

Dr. Miles then introduced Josh Gaccione, Director, Student Support Services & VA Certifying Official at Westchester Community College.

Mr. Gaccione gave a presentation on veteran's services at Westchester Community College.

### **B. Board Chair's Report**

Trustee Nonna reported:

- I am pleased that we have an active veterans program at Westchester Community College. The country owes you all an opportunity to succeed. The County is currently working on establishing a Veteran's Court for veterans who are may have legal issues and problems transitioning back to civilian life.
- The Westchester Community College Foundation 50<sup>th</sup> Gala was a fantastic event. Trustee Betsy Stern was a speaker as well as former student Wellington Mackey.

### Approval of 2020 BOT Meeting Dates

January 29	July 18 – BOT Retreat (Saturday)
February – No Meeting	August – No Meeting
March 18	September 16
April 15	October 21
May 20	November 18
June 17	December 16

Meetings generally take place in the Student Center Event Room (but may be moved to another location) at 3:00 p.m. and are usually scheduled for the 3<sup>rd</sup> Wednesday of each month. There are no meetings in February and August. The Board will have a retreat in July.

**\*\*Motion: Nonna/Spano – all in favor**

### **C. Committees**

#### Governance

Trustee Spano reported:

The Governance committee had discussion on the following topics.

- Trustee Stern’s term has expired and a new Trustee has been appointed.
- Onboarding of new trustees
- A December mini retreat for the Board
  - Strategic Plan discussion
- Laptops for Trustees
- Imaginarium
  - Spring 2020

#### Program Committee Report

Trustee Spano reported:

The Program committee had discussion on the following topics.

- A presentation on our veterans program at Westchester Community College
- Possible Yonkers branch campus

#### Student Trustee Report

Trustee Greco reported:

- The SGA Board attended the SUNY Student Assembly conference
  - We spoke with other students from community colleges to see if we were having similar issues.
  - The southern community colleges student government associations are planning on having a meeting in the spring
- The SGA will be visiting the Peekskill extension center on December 4
- The SGA has been looking into the cause of the delay of refund checks for students.

Finance/Facilities

Trustee Mitchell reported:

Trustee Mitchell introduced Tenée R. Casaccio from JMZ Architects and Planners to give a presentation to the Board on the Facilities Master Plan.

The Finance committee had discussion on the following topics.

Trustee Mitchell asked Vice President Brian Murphy to go over the forecast for the month ending October 31, 2019 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>
190130390 - ADM	UNISA	Amendment: to increase the NTE from \$6K to \$12K for Perkins loans servicing.	1/1/19 – 12/31/19	\$12,000 total add'l \$6K requested
208211447 – CE	KECK HEATING & AIR CONDITIONING	Service contract for HVAC at the Ossining Extension Center.	3/1/20 – 2/28/22	\$5,760
208102581 – PDC	ORION DEVELOPMENT GROUP, INC.	Agreement for provision of corporate training classes.	12/1/19 – 11/30/20	\$19,200 (net revenue)
209110448 – EOC	WHITE PLAINS BUS CO., INC.	Provide round-trip bus transportation for EOC students within Westchester and NYC for college tours and attend college fairs.	12/2/19 – 12/1/20	\$6,300 (Grant funds)
200240449 – FAC	R.PUGNI & SONS, INC.	Removal of 900 sq.ft. of concrete in front of HAAB and installation of replacement asphalt.	90 days of signed contracts	\$9,500

**\*\*Motion: Nonna/Spano – all in favor**

2020-2021 Capital Program

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

**RESOLUTION – Application Fee Waiver for Veterans**

**WHEREAS**, Generations of New Yorkers have fought to preserve the freedoms and ideals of this state and nation at great personal sacrifice; and

**WHEREAS**, Governor Cuomo has recommended that SUNY and CUNY waive application fees for veterans and their spouses in order to help veterans and their families take the next steps in adapting back to civilian life and to help ensure that they have the tools they need to succeed; and

**WHEREAS**, The Board of Trustees of Westchester Community College fully supports our nation’s veterans and the proposed application fee waiver for veterans and their spouses will represent an important addition to the roster of services and opportunities Westchester Community College already provides its student-veterans; and now, therefore, be it

**RESOLVED**, that the Board of Trustees of Westchester Community College hereby authorizes the waiver of the Westchester Community College application fee for all veterans and their spouses.

**\*\*Motion: Mitchell/Greco – all in favor**

Public Comment

Chairman Nonna invited members of the community for public comment

No comments from the public.

Adjournment

**\*\*Motion: Mitchell/Greco – all in favor.**

The next meeting of the Board of Trustees is scheduled for December 18, 2019.

Respectfully submitted,

*Yolanda Howell*

Yolanda Howell  
Secretary, Board of Trustees