



Ratified at April 15, 2020 meeting

**Board of Trustees Meeting
March 18, 2020**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, March 18, 2020, at 3 PM via zoom video conference.

Trustees Present:

Hon. John Nonna, Chairperson, Dr. LeRoy Mitchell, Vice-Chairperson, Hon. Andrew Spano, Vice-Chairperson, Toni Cox-Burns, Sue Gerry, Charles Greco, Dr. Norman Jacknis, Deborah Raizes, and Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Robin Bikkal, Esq., Dr. Gregory Robeson Smith.

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 Raizes made a motion seconded by Trustee Mitchell to ratify the minutes of the January 29, 2020 Board meeting. The motion passed.

INFORMATION AND DECISION

A. President's Report

Dr. Belinda S. Miles reported:

In lieu of the standard report that I would give I would ask that we await the report of the board chair on the committee of the whole which was the update regarding the college's pandemic preparedness plan.

B. Board Chair's Report

Trustee Nonna reported:

Every entity, organization, business and government is facing tremendous challenges with the pandemic. It really challenges leadership. It brings out the best in students. I am very proud of our college leadership with the steps that they have taken. These are uncharted waters and I want to thank the leadership of the college for finding a way to navigate through these waters in particular serving our students.

It is a challenge for the faculty, administrators and staff to move from in person classes to online learning. To the students I want to say that you have great leadership and great faculty and staff that are all supporting your success and the continuation of your education during these very difficult times. Your success remains our mission.

Student Trustee Report

Trustee Greco reported:

The Student Government Association's main concern has been getting the word out to as many students as we can. The college has done a great job with the website, twitter and Instagram.

C. Committees

Finance/Facilities

Trustee Mitchell reported:

The Finance committee had discussion on the following topics.

- Reviewed the budget for the current fiscal year
- Looked at the forecast for the upcoming year

Trustee Mitchell asked Vice President Brian Murphy to go over the forecast for the month ending February 29, 2020 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>
209110591 - EOC	BRESHIRER CONSULTANTS & CONTRACTORS	Onsite OSHA 30 hr. for general construction industry training to students enrolled in EOC programs.	4/14/20 – 4/13/22	\$20,000
209110590 - EOC	NYSBACKFLOW TESTERS TRAINING CENTER	Onsite OSHA 30 hr. for general construction industry training to students enrolled in EOC programs.	4/14/20 – 4/13/20	\$20,000
209110589 - EOC	ROYAL MANAGEMENT 360, LLC	Onsite OSHA 30 hr. for general construction industry training to students enrolled in EOC programs.	4/14/20 – 4/13/20	\$20,000

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

Resolution – MOA- CSEA

WHEREAS, the Board wishes to recognize the outstanding job performance by the CSEA staff of Westchester Community College; and

WHEREAS, in recognition of the outstanding contribution that the CSEA staff makes to the efficient and effective functioning of Westchester Community College;

BE IT RESOLVED, that the Board of Trustees of Westchester Community College hereby ratifies and approves the attached Memorandum of Agreement between CSEA Local 860 Unit 9202 and Westchester Community College, having a term of September 1, 2019 through August 31, 2022, which includes, *inter alia*, provisions for increases to wages and longevity pay

Effective February 27, 2020 the following has been agreed to by CSEA 9202, Westchester Community College and Westchester County. The terms are subject to ratification by CSEA 9202 and approval of WCC Board of Trustees and Westchester County Board of Legislators

1. **Duration:** Three year agreement effective September 1, 2019 expiring August 31, 2022

2. **Wages:** Effective 9/1/2019 2% increase to all steps of the pay scale.
Effective 9/1/2020 2.25% increase to all steps of the pay scale.
Effective 9/1/2021 2.25% increase to all steps of the pay scale.

To receive retroactive pay for the 9/1/2019 wage increase, employee must be on the payroll effective at the date of ratification by CSEA 9202 or the employee has retired between the dates of 9/1/19 and the date of ratification. Retirement shall mean that an employee is eligible to receive a payment for the New York State Retirement System on the day following the employee's resignation from the College.

3. **Longevity:** Effective 9/1/2019 all longevity steps shall be increased by \$75
Effective 9/1/21 all longevity steps shall be increased by \$75

Employees are entitled to retroactivity for the 9/1/2019 longevity increase subject to the same limitations that apply to the salary increase.

4. **Health Care:** No increase for current employees. New hires as of the date the County Executive signs the legislation approving this contract by the Board of Legislators will pay:

Grades 1 – 6 10%

Grades 7 – 10 15%

Grades 11 – 14 20%

5. **Call In:** At least 2 hours of minimum pay per event if you are required to work at home. If there is a different event and you are called again (even within the first 2 hour window) you will get paid another 2 hours for the second event. If you are required to come into work, you are guaranteed at least 4 hours of pay. Rates of pay as defined in this provision shall be at the straight time rate.

6. **Meal Allowance:** To be bound to the County Finance Department numbers.

7. **Professional Development Day:** If the college determines to have a Professional Development Day, it will be held on the Thursday of Spring Break week.

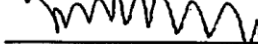
8. **Effective January 1, 2020, December 24 shall be treated as a holiday. Employees who work on that day will receive an alternate day off, hour for hour. In addition, employees who work on December 24 shall be paid at straight time.**

9. **Insurance & Retirement: The College will pay as follows:**

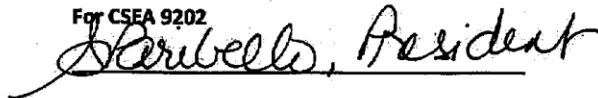
For employees who retire with 20 years or more of service to the College, the College shall pay the complete cost of individual health care.

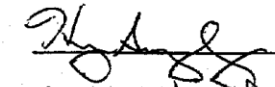
If the employee elects family coverage, the employee will pay the difference between the individual and family plan at their current contribution percentage upon retirement.

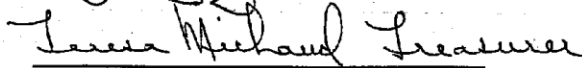
For WCC & Westchester County


2/27/20

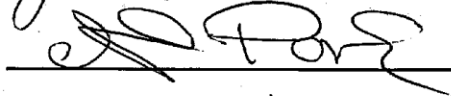
For CSEA 9202

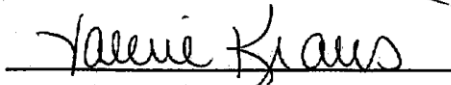
 President

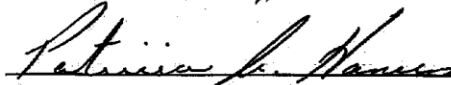
 VICE PRESIDENT

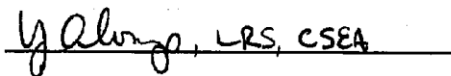
 Treasurer









 LRS, CSEA

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

Public Comment

Trustee Nonna invited members of the community for public comment

No public comment.

The -Chairperson convened an Executive Session under provisions of Section 105 of Article 7 of the Public Officers Law to discuss personnel matters.

Motion to go into Executive Session to discuss personnel issues.

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

Motion out of Executive Session

****Motion: Cox-Burns/Jacknis – all in favor.**

Adjournment

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

The next meeting of the Board of Trustees is scheduled for April 15, 2020.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees