



**Ratified at September 20, 2017 meeting**

**Board of Trustees Meeting  
July 19, 2017**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, July 19, 2017 at 3:00 PM in the event room of the Student Center.

**Trustees Present:**

Hon. John Nonna, Chairperson, Betsy Stern, Vice-Chairperson, Toni Cox-Burns, Dr. Norman Jacknis, Dr. LeRoy Mitchell, David Swope, Esq., and Yolanda Howell, Secretary to the Board of Trustees.

**Trustees Excused:**

Robin Bikkal, Esq., Joseph P. McLaughlin, Nicholas Singh, Andrew Spano.

**Cabinet Members Present:**

Dr. Belinda S. Miles, President, Dr. Shawn Brown, Chief of Staff, Barry Cohen, Interim 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.

**Call to Order**

The Meeting was called to order by Chairperson John Nonna.

**Ratification of Minutes**

Trustees Swope and Cox-Burns made a motion to ratify the minutes of the May 17, 2017 board meeting. The motion passed.

**INFORMATION AND DECISION**

**A. President's Report**

Dr. Belinda S. Miles reported:

- Welcome Dr. Barry Cohen who joins us as our Interim Chief Financial Officer
- There was a joint press conference with the County Executive on the college budget
- Last night we had a reception for our students who are headed to Cambridge University. This is the 15<sup>th</sup> year for the program. Thanks to Dr. Flynn and members of the faculty who have worked to prepare our students.
- Men's and Women's Basketball will be reinstated this fall.
  - Men's coach: Sean Kelly. Head coach at Bronx Community College, formerly Bergen Community College. Master's in secondary education from Teachers College.
  - Women's coach: Nesta Felix. Head coach at Yeshiva University, formerly Woodlands HS in Hartsdale. Manages her own nonprofit supporting women in athletics. MBA from Monroe College.
- New student orientation will take place in three weeks. Our staff is hard at work.
- Excelsior Scholarship applications close Friday. It is too soon to assess the impact. We have received between 100-200 applications.
- Transportation Update (David Sklar reported)
  - New bee-line express service to/from Bronx and Mount Vernon to Valhalla. There will be three trips morning and evening.
- Best wishes to Brian Dolansky who will be leaving us in August to pursue another opportunity.

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

### Welcome

- I would like to welcome Barry Cohen and J. P. Iannace to Westchester Community College.

### Press Release

- I was very happy to see the press release with the County Executive regarding the college budget and no tuition increase for our students.

### BOT Self-Evaluation

- The Board has come up with a list of items to improve what we do and our mission.

## **C. Committees**

### Governance

Trustee Nonna reported:

- We had discussion on the following topics
  - Video conference participation for board members who may not be able to attend meetings in person.
  - Procedure for the faculty to have an item on the agenda for one of our committee meetings.

Program & Planning

Trustee Jacknis reported:

- We had discussion on the following topics
  - Viking Roads
  - Lifelong learning program for mature adults

Finance/Facilities

Trustee Mitchell reported:

Welcome to Barry Cohen

The committee discussed the following

- The college budget
- Discussed the news clips that advertise that we have not had a tuition increase.

Trustee Mitchell asked Barry Cohen to give the finance report.

Barry Cohen reported:

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>
179463328 – AA	ELLUCIAN	This project will input pre-requisites to assist counselors for purposes of improving advising, enrollment management, time to degree completion and graduation rates	5/17/17 – 10/31/17	\$14,618

<b><u>CONTRACT #</u></b>	<b><u>CONTRACTOR NAME</u></b>	<b><u>CONTRACT DESCRIPTION</u></b>	<b><u>TERM</u></b>	<b><u>AMOUNT</u></b>
1794744140 – AA	TRUE NORTH TEAM BUILDING LLC	Team building company to organize student team-building activities for up To 60 P-Tech students at Riverside High School	6/28/17	\$4,500
1794744141 – AA	TRUE NORTH TEAM BUILDING LLC	Team building company to organize student team-building activities for up To 60 P-Tech students at Saunders High School	6/28/17	\$4,500
170130522 – ADM	PLEASANTVILLE UNION FREE SCHOOL DISTRICT	Partnership with Pleasantville School District to provide access for students with disabilities	7/1/17 – 6/30/18	\$30,000
178191520 – CE	MAHOPAC SCHOOL DISTRICT	Renewal of contract for space and services used at extension school-based sites	9/11/17 – 5/31/22	\$92,000
178207519 – CE	PORT CHESTER – RYE UFSD	Renewal of contract for space and services used at extension school-based sites	9/11/17 – 5/31/22	\$45,500
178207521 – CE	THE URSULINE SCHOOL	Renewal of contract for space and services used at extension school-based sites	9/11/17 – 5/31/22	\$75,000
170510518 – CE	LAKELAND CENTRAL SCHOOL DISTRICT	Renewal of contract for space and services used at extension school-based sites	9/11/17 – 5/31/22	\$40,000
178211326 – CE	ALVAREZ CLEANING SERVICE	Janitorial cleaning of the Ossining Extension Center facility 7 days per week	3/1/17 – 5/31/17* Revised contract	\$9,795
178207519 – CE	PORT CHESTER – RYE UFSD	Renewal of contract for space and services used at extension school-based sites *previously approved for term 4/1/17 – 5/31/17 for \$6,530	9/11/17 – 5/31/22	\$45,500
170520330 – CE	PLUMBERS & STEAMFITTERS LOCAL UNION 21	Two (2) sessions of construction gas operator training program with UA Local 21 Pipefitters and Steamfitters union	6/16/17 – 8/11/17	\$15,700
170520139 – CE	SAVE A LIFE, CPR & FIRST AID	Contract for instructors and materials for two (2) sessions for CPR/AED/First Aid training for Construction Gas Operator program	6/28/17 – 8/11/17	\$2,550
170155524 – EA	PTB & ASSOCIATES	Exercise option to renew grant consulting and writing services over a twelve (12) month period with option to renew for two (2) additional one (1) year terms	7/1/17 – 6/30/18	\$28,000
179110333 – EOC	JEFFREY SHIRER	Onsite OSHA 10 hour general industry training to students enrolled in EOC programs	8/11/17 – 7/31/18	\$15,000
179110332 – EOC	SEC-CURITY SAFETY CENTER	Provide onsite NYS DCJS Security Guard Training course consisting of 8-hour pre-assignment training and 16-hour on-the-job training	8/11/17 – 7/31/18	\$15,000
170245329 – FAC	DLB BACKFLOW PREVENTION SERVICES, INC.	Annual inspection of campus backflow prevention devices	5/1/18 – 4/30/23	\$8,887.50
17WCC56984 – FAC	PROBUILT DESIGNS, LLC	Install a total of four (4) athletic field dugout shade structures on the softball fields at Parking Lot 6 and 10	5/1/17 – 12/31/17	\$19,000

<u>CONTRACT #</u>	<u>CONTRACTOR NAME</u>	<u>CONTRACT DESCRIPTION</u>	<u>TERM</u>	<u>AMOUNT</u>
170240335 – FAC	NORTHEAST GENERATOR CO.	Remove existing fuel tank for Maintenance III generator. Install new tank and new hose, belts, radiator, thermostat, fuel lines	within 90 days of signed contract	\$11,877
170240143 – FAC	SRI FIRE SPRINKLER, LLC.	Repair of the seven (7) backflow prevention devices	8/1/17 – 10/31/17	\$3,650
1701015523 – PRE	COLLEGIATE ENTERPRISE SOLUTIONS, LLC D/B/A THE REGISTRY FOR COLLEGE AND UNIVERSITY PRESIDENTS	To secure experienced interim leadership that will ensure strong organizational continuity and effective leadership transition for V.P./Dean of Administration/CFO position	6/29/17	\$75,000
170305138 – SPS	JAMES J. PETERS VA MEDICAL CENTER	Develop a virtual student clinic project to share resources in order to provide health services via telemedicine modality to student veterans	two (2) years after date of execution	\$0
170305137 – SPS	GUIDANCE CENTER OF WESTCHESTER	Provide long-term mental health support to students diagnosed with mental illness	9/1/17 – 12/31/18	\$0
170305136 – SPS	AMERICAN FOUNDATION FOR SUICIDE PREVENTION	Interactive screening program – online stress and depression assessment and communication tool	9/11/17 – 8/31/120	\$0

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

#### **D. New Business**

Chairperson Nonna invited attendees to address the Board

#### Ed Tatton

- Expressed thanks to Greg Palmieri for his years of service.
- The staff would like to have an opportunity to review the policy for faculty and staff to speak at Board of Trustees Committee meetings

**The Vice-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/Stern – all in favor.**

Motion out of Executive Session

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

#### Adjournment

**\*\*Motion: Swope/Jacknis – all in favor.**

The next meeting of the Board of Trustees is scheduled for September 20, 2017 at 3 pm.

Respectfully submitted,

*Yolanda Howell*

Yolanda Howell  
Secretary, Board of Trustees