



Ratified at November 20, 2018 meeting

**Board of Trustees Meeting
October 17, 2018**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, October 17, 2018, 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, Dr. Norman Jacknis, Elizabeth Lugones, Deborah Raizes, Dr. Gregory Robeson Smith, Betsy Stern, and Yolanda Howell, Secretary to the Board of Trustees.

Cabinet Members Present:

Dr. Belinda S. Miles, President, Dr. Vanessa Morest, Provost and Vice President, Academic Affairs, Dr. Shawn Brown, Chief of Staff, 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.

Call to Order

Chairperson John Nonna called the meeting to order.

Ratification of Minutes

Trustee Stern made a motion seconded by Trustee Mitchell to ratify the minutes of the September 18, 2018 Board meeting. The motion passed.

INFORMATION AND DECISION

A. President's Report

Dr. Belinda S. Miles reported:

President Miles gave updates on the following:

- We have worked hard to get the results we are getting. Our quality shows.
 - USDOE Title V. \$2.7 million over five years.
 - \$900K from anonymous donor for CRM.
 - \$100K from PepsiCo.
 - Recent celebration of \$2 million in student scholarships.

We will be hosting a special reception during common hour Nov. 1. All invited. More details soon.

- Reflections on other events
 - Phi Theta Kappa New York Region Honors in Action
 - PTK students Alyssa Strickland and John Henry on video project
 - Faculty Convocation was Sep. 26 – great remarks from Dr. Ostman, Dr. Morest, Al Seward and Ava Marie Tapia
 - Native Plant Center anniversary
 - White Plains and Vicinity Ministerial Alliance
- Based upon their exemplary performance last month, we have invited the music club performers for an encore performance from Constitution Day
(Students from the music club gave a performance for members of the BOT)

B. Board Chair's Report

Trustee Nonna reported:

- I attended the scholarship recognition ceremony. It was great opportunity for the students and the donors to meet each other.
- Two members of the Board, Dr. Miles and Dr. Ostman will be attending a conference sponsored by NBC entitled Shaping the Future of Higher Education.
- Trustee Spano, Dr. Miles and myself will be conducting a panel on Shared Governance and Collaborative Decision Making at the ACCT conference in New York City in late October.
- Art Gallery Exhibit – stars rearranged on the American Flag
 - Offensive to veterans
(Trustee Nonna read a few amendments and offered his own comments regarding the exhibit)

- Trustee Betsy Stern was given an award from NYCCT and we would like to present her with that award now. Trustee Stern is the recipient of the Donald M. Mawhinney, Jr. Trustee Leadership Award.
(Trustee Stern gave remarks)
- Trustee Bikkal was honored with the Latin American Heritage Appreciation and Leadership Award

Proposed Dates for 2019 Board of Trustee Meetings

The following dates were presented to the Board for approval.

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|-------------------------|-------------------------|
| • January 16 | • July 27 – BOT Retreat |
| • February – No Meeting | • August – No Meeting |
| • March 20 | • September 18 |
| • April 17 | • October 16 |
| • May 15 | • November 20 |
| • June 19 | • December 18 |

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 3rd Wednesday of each month. There are no meetings in February and August. The Board will have a retreat in July.

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

C. Committees

Governance

Trustee Spano reported:

- The Imaginarium session took place prior to the Governance meeting today.
 - Over fifty people attended. The purpose is to look forward to the future.

The Governance committee had discussion on the following topics.

- Strategic Planning
- Board member nominations
- Trustee terms

Program Committee Report

Trustee Jacknis reported:

The Program committee had discussion on the following topics.

- Constituent Relationship Management (CRM)
- Title V Grant

Student Trustee Report

Trustee Lugones reported:

- The Alpha Iota Omicron chapter of Phi Theta Kappa honor society cohosted a regional conference with LaGuardia Community College at the Crowne Plaza Hotel in White Plains.
- Adam Frank has graciously taken time out of his busy schedule to meet with the Tier-One student leaders once a month for lunch.
 - *Tier One organizations are the most visible and active student organizations advised directly by staff in the department of student involvement. They consist of the Student Government Association (SGA), the Westchester Events Board, the Viking Newspaper and the campus radio station.*
- Student Government President, Ava Marie Tapia, addressed those who attended Faculty Convocation about the need to reevaluate current scheduling practices. This is an effort that the SGA is advocating for based on issues that students are having related to transportation and registration.
- The Senate has voted on appointing two senators to the One Plan Core Team, to develop the college's five-year strategic plan.

Finance/Facilities

Trustee Mitchell reported:

The Finance committee had discussion on the following topics.

- College Budget
- Contracts
- Update on the library situation
- Capital Projects currently in progress
- Enrollment Scorecard

Trustee Mitchell asked Vice President Brian Murphy to go over the forecast for the month ending September 30, 2018 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>
190130552 – ADM	BPAS ACTUARIAL & PENSION SERVICES, LLP	Actuarial consulting services for the 2019, 2020, 2021, 2022 and 2023 plan years	9/1/18 – 8/31/23	\$90,000
199110384 – EOC	JEFFERY SHIRER	Provide onsite OSHA 10-hour course to students enrolled in EOC programs in connection with security guard certifications	10/1/18 – 9/30/19	\$15,000 (grant funds)
199110383 – EOC	PERRY ONAN ENTERPRISES, INC. D/B/A 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 to certify students as security guards	10/1/18 – 9/30/19	\$10,000 (grant funds)

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

A motion was made to waive the rule of waiting a month before voting on an issue that has just been given to the Board

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

Resolution: Memorandum of Agreement between the College and the Federation of Teachers

WHEREAS, the Board wishes to recognize the exemplary job performance by the faculty of Westchester Community College; and

WHEREAS, in recognition of the exemplary contribution that the faculty makes to Westchester Community College and to its students;

BE IT RESOLVED, that the Board of Trustees of Westchester Community College hereby ratifies and approves the provisions of the Memorandum of Agreement between Westchester Community College and the Westchester Community College Federation of Teachers. The Agreement has a term of September 1, 2018 through August 31, 2019, and includes a provision for two percent (2%) increases in compensation.

****Motion: Spano/Robeson-Smith – all in favor**

Public Comment

Chairman Nonna invited members of the public for public comment

Mel Bienenfeld

Addressed the Board to let them know of his appreciation regarding the Westchester Community College faculty contract extension and his appreciation to Dr. Belinda Miles for working with the faculty.

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 matters of personnel.

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

Motion out of Executive Session

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

Faculty Promotions

The Board has decided to delegate to the President, Dr. Belinda Miles the authority to promote faculty.

****Motion: Nonna/Jacknis**

Adjournment

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

The next meeting of the Board of Trustees is scheduled for November 20, 2018.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees