



Ratified at November 15, 2023 meeting

**Board of Trustees Meeting
October 18, 2023**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, October 18, 2023, at 3 PM in the Student Center Event Room.

Trustees Present:

Dr. LeRoy Mitchell, Chairperson, Dr. Norman Jacknis, Vice-Chairperson, Deborah Raizes Vice Chairperson, Robin Bikkal, Esq., (via videoconference) Clara Carnot, Susan Gerry, Esq., Hon. John Nonna, Dr. Gregory Robeson Smith, (via videoconference), Sergio Serratto, (via videoconference), Hon. Lyndon Williams, (via videoconference), Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

None

Cabinet Members Present:

Dr. Vanessa Morest, Provost and Vice President, Academic Affairs, 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, Dante Cantú, Vice President of Student Access, Involvement & Success, Ben Naylor, Chief of Staff & Vice President of Strategic Affairs.

Call to Order

Chairperson LeRoy Mitchell called the meeting to order.

Ratification of Minutes

Trustee Nonna made a motion seconded by Trustee Gerry to ratify the minutes of the September 20, 2023, Board meeting. The motion passed.

INFORMATION AND DECISION

B. Board Chair's Report

Trustee Mitchell reported:

Since our September meeting, I attended the dedication of the Student Center in honor of our late past Chair, David Swope in recognition of his enormous contribution to the College, and to its students. The event was very well attended. Among those present were former Congresswoman Nita Lowey and her husband, County Executive George Latimer and former County Executive and former board member, Andrew Spano.

I also participated in a zoom meeting with the leadership of NYCCT. The meeting focused on advocacy for equitable funding for community colleges in New York. We discussed the disparity which exists between the per pupil allocation for the State Ops and the community colleges. A flyer was developed to highlight the situation.

The 54th Congress of ACCT took place in Las Vegas from October 7th thru 12th. At this event, our own President Dr. Belinda Miles, received the Northeast Region CEO Award. Congratulations!

At the conference, I participated in several leadership activities namely, the meeting of the chair's advisory board, where the discussion focused on the mental health and food and housing challenges of the students. We also discussed the new communication tool, ACCT-Connect, which is available free to all member colleges. Indeed, one of the first modules on the site is Trusteeship 101.

There was also a very informative session at the pre-congress event which addressed specifically the issues of the Black Learner. The speakers highlighted the alarming situation in which over 600,000 black students dropped out during the pandemic and have not returned. The speakers suggested that colleges should be intentional in their efforts to help black learners because they are an endangered group.

I was a panelist on the New Trustees and First Time Attendees welcome session. I was also appointed Coordinator of Tellers for the Senate meeting where at-large trustees were elected to the ACCT Board.

At the Northeast Regional Caucus, we were able to elect Allen Williams from Monroe Community College, and current NYCCT Chair to the ACCT Board. NYCCT sponsored a breakfast for the members in attendance. There, we again discussed advocacy for equitable funding for community colleges.

Achieving The Dream sponsored a session on the use of data analytics in pursuit of student success. Dr. Miles and I were invited to join the ACCT/ATD Data Advisory

Committee. There we explored ways in which the use of data can drive certain aspects of student success and thus influence budgeting priorities. The group is comprised of selected presidents and trustees from twelve Community Colleges from around the country together with representatives from ACCT and Achieving the Dream.

We listened to a very informative presentation from Dr. Ben Armstrong, Executive Director and Research Scientist at MIT Industrial Performance Center, during the opening session. He spoke about the place of community colleges in the Work for the Future initiative.

A panel of leaders from industry, business, and academia discussed how business and industry could assist in transforming communities and the role of Community Colleges in the process.

Additionally, I attended sessions on, Bringing Adults back to College; Redesigning Tenure to Advance Black and Brown Student Excellence; Digital Learning Pulse Survey round Table, A Trustee’s Role in Advancing Student Success with Equity—A Toolkit.

C. Committees

Governance Committee

Trustee Gerry reported:

The Governance Committee had discussion on the following topics.

- Middle States Commission on Higher Education
- Board Member Orientation Discussion
- 2024 BOT meeting dates
- SUNY Budget Advocacy

Program Committee

Trustee Jacknis reported:

The Program Committee had discussion on the following topics.

- Fall enrollment update
- ESL enrollment
- North80 update

Student Trustee Report

Trustee Carnot reported:

- Last week the SGA established the *Disability Committee*. We want to work with students, faculty, and staff members to gain their input as well to be part of the committee.
- The committee will advocate for equal opportunities. We will be implementing Social Services.
- I have met with the following organizations:
 - *Mental Health Association of Westchester* to partner with them to bring them to the college and inform people of the services that they have.
 - *Tour of New York*, helps with the following:
 - Establishing a food pantry delivery system
 - Social Services
 - Housing
- I plan to connect with *Disabled on the Move* to help with the following:
 - Mobility devices on campus
 - Walkers
 - Wheelchairs

Finance/Facilities

Trustee Robeson Smith reported:

The Finance committee had discussion on the following topics.

- Operating Forecast
- Capital Projects Update
- Contracts

Trustee Robeson Smith asked Vice President Brian Murphy to go over the forecast for the month ending September 30, 2023, 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>
21-0130—278	BPAS Actuarial and Pension Services, LLP	Actuarial Services – Medicare attestation for retiree drug subsidy (RDS program) In the best interest of the County	9/1/23 – 12/31/23	\$4,500
24-9564-356	Association on Higher Education and Disability	Secure an external Evaluator to assess Disability services, institutional policies, and access for students with Disabilities at SUNY WCC. Sole source.	10/18/23 – 5/31/24	\$7,000
29-9110-279	Leprechaun Lines, Inc.	Provide bus transportation (54 passenger) for WEOC students To visit Binghamton University, SUNY Cortland, SUNY Polytechnic, and SUNY Albany.	11/13/23 – 11/14/23	\$3,944 Grant Funded
24-9110-598	Katie Borman Creative Design, Inc.	Provide graphic design services for WEOC to maximize student enrollment, retention or college placement	11/1/23 – 10/31/25	NTE \$100,000 Grant Funded
24-0240-597	Pierotti Corp.	Remove clay roof tiles on Hartford Hall roof and install new Flashing, ice and water shield And lead coated copper flashing on Roof. Reinstall existing clay roof tiles. Includes \$5000 of Misc additional work.	11/1/23 – 12/31/23	\$34,600

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

Resolution: Free Application Weeks

Whereas, the State University of New York (SUNY) is implementing SUNY Free Application Weeks from October 16, 2023 to October 29, 2023 where all new applicants will not have to pay an application fee to apply to a SUNY affiliated institution who uses the SUNY application;

Whereas, Westchester Community College does not use the SUNY application and instead elects to use its own application;

Whereas, Westchester Community seeks to be part of the system-wide efforts to bolster enrollments and provide opportunities for students to both apply to the college who may be otherwise unable to finance the application fee;

Be it resolved that Westchester Community College will waive its application fee for all new applicants, in recognition of SUNY’s Free Application Weeks, from October 16, 2023 to October 29, 2023; and

Be it further resolved that this resolution will only apply to new applicants during this time and refunds will not be awarded to students who have already paid application fees.

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

Resolution: Barnes & Noble First Day Complete

WHEREAS, Barnes & Noble, the sponsors of the WCC Bookstore, offer an equitable access program, known as First Day Complete, wherein all students receive their required course materials, both in physical and digital formats, before the first day of class;

WHEREAS, equitable access models are proven to positively impact student outcomes as students are able to engage with their course content from day one, thus enabling them to be more prepared for class, which can result in higher completion rates across student populations;

WHEREAS, Costs for course materials in First Day Complete are bundled as a student fee, typically saving students on their course materials;

WHEREAS, students will be able to opt out of this new fee should they not want to take advantage of the program;

RESOLVED, that the Board authorizes the creation of the following fee effective Fall 2024: Textbook & Course Material Fee at \$24 per credit

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

Resolution: 2024 BOT Meeting dates

WHEREAS, the SUNY Westchester Community College bylaws require regular meetings of the Board of Trustees to be held at a date, time, and place to be announced by the Chairperson or Vice Chairperson; and

WHEREAS, the Board determines its regular meeting schedule annually prior to the start of the new year;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby approves the 2024 meeting schedule for Board of Trustees meetings to be held at 3 p.m. at the Student Center Event Room at the Valhalla Campus, unless otherwise determined by the Board and announced in accordance with Open Meetings Law:

January 17, 2024,

February 21, 2024,

March 20, 2024),

April 17, 2024,

May 15, 2024 (Annual Meeting),

June 19, 2024,

July 17, 2024,

September 18, 2024,
October 16, 2024,
November 20, 2024, and
December 11, 2024.

****Motion: Gerry/Carnot – all in favor**

25 Years of Service Awards

Trustee Nonna recognized the Westchester Community College employees who were honored by the County for 25 years of service.

- Robert Carey
- Roberto Cirillo
- Michael Hackett
- Deborah Krikun
- Meredith Scimia
- Mary Lou Sgro
- Roselle Simonetti
- Bertram Vaninwegen
- Roberto Williams
- Christolyn Willams

Public Comment

Trustee Mitchell invited members of the community for public comment.

1. Kamil Hamaoui

(Summary of report)

Good afternoon, Chairperson Mitchell and all members of the Board of Trustees,

My name is Kamil Hamaoui. I teach psychology at the College, and I'm happy to introduce myself to you in my new role as Presiding Officer of the Faculty Senate.

To give you a brief sampling of our work, this term we are: revising our institutional learning outcomes to align with the new SUNY general education core, continuing to revise reappointment and promotion processes to place a greater emphasis on professional growth, developing a new general education course approval process, and developing a new prior learning assessment policy in a joint task force with Academic Affairs.

I look forward to periodically reporting our accomplishments to the Board of Trustees at future meetings and welcome any questions at any time.

Thank you.

2. Jim Werner

(Summary of report)

Good afternoon, as President of the WCC Federation of Teachers, our faculty union, I speak on behalf of the faculty, particularly our more than 700 union members at the College.

Yesterday the faculty received an email from Dr. Miles in response to a report I made to our membership on the status of contract negotiations, which have been ongoing for over four years now. I believe that both sides have been bargaining in good faith, and continue to do so. We have painstakingly worked through dozens of complex issues brought by both sides, with a fair amount of success. However, as we now reach the point where we discuss economic proposals on salary, we find ourselves miles apart.

We appreciate the attention Dr. Miles has given to our concerns, and we will continue to bargain with the College in good faith on this and all other negotiating items. But my hope is that my remarks today have underscored the urgency of our needs, and that the College will make real the respect and admiration it voices, in the form of salary increases that will keep our collective "heart" strong and healthy. We would be grateful for any support you could show for our faculty in this regard.

Thank you.

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

Motion to go into Executive Session to discuss litigation.

****Motion: Gerry/Nonna – all in favor**

Motion out of Executive Session

****Motion: Nonna/Gerry – all in favor**

Adjournment

****Motion: Jacknis/Gerry – all in favor**

The next meeting of the Board of Trustees is scheduled for November 15, 2023.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees