



Ratified at March 16, 2022 meeting

**Board of Trustees Meeting
January 19, 2022**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, January 19, 2022, at 3 PM via zoom video conference.

Trustees Present:

Dr. LeRoy Mitchell, Chairperson, Deborah Raizes Vice Chairperson, Robin Bikkal Esq., Susan Gerry, Hon. John Nonna, Dr. Gregory Robeson Smith, Hon. Lyndon Williams and Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Dr. Norman Jacknis, Vice-Chairperson

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, Dolores Swirin Yao, 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 LeRoy Mitchell called the meeting to order.

Ratification of Minutes

Trustee Mitchell made a motion seconded by Trustee Roberson Smith to ratify the minutes of the December 15, 2021, Board meeting. The motion passed.

INFORMATION AND DECISION

A. President's Report

Dr. Belinda S. Miles reported:

President Miles gave updates on the following:

President's Report

Spring 2022 Semester Update

- The PRT constantly monitors COVID-19 developments, reviews guidance as it becomes available from federal, state, and local health authorities, adjusts, and communicates accordingly
- Scheduling Student & Employee Town Hall meetings to provide updates prior to the January 31 return to campus.
- With few exceptions, courses scheduled to begin in January will convene remote-only for the first two weeks. We look forward to welcoming students to campus for in-person classes starting January 31.
- All student services are available both in person and remotely.
- We strongly encourage all members of our college community to get vaccinated + booster.

Academic Excellence

- Our faculty and academic leadership are always looking at ways to innovate and enhance our programs and courses. This is driven, in part, by input from curriculum advisory boards where business and industry partners bring ideas and needs, program reviews that include input from receiving universities regarding expectations of our curriculum, grant initiatives. As we reflect on the National Clearinghouse report on enrollment declines – down one million students nationally -- we recognize the need for a reboot! A refreshing of what we are offering, how we are offering it, how we create better synergies among and across programs of study, and give consideration to our brand. What draws students to WCC? What is distinctive about teaching and learning here? How does our value proposition stand out among others? I will, of course, look to our faculty led by Provost Morest and the academic deans to lead this imperative and we will keep you posted on our progress.

Enhancing the Student Experience

- Black History Month Opening Event – Tuesday, February 1 at 12 noon (virtual event). Theme: "Black Health & Wellness." The 2022 BHM Planning Committee will share the schedule of events once finalized. Watch for the link to the

opening event and be sure to check the college website Event Calendar for Black History Month and other events.

Community & Legislative Outreach/Partnerships

- Community Conversations – throughout the spring semester hosting virtual conversations with our “neighbors” that will include open dialogue on emerging from the pandemic, and opportunities for joint advocacy and new or expanded partnerships.

B. Board Chair’s Report

Trustee Mitchell reported:

- Thanks to college leadership and Enrollment Management teams for supporting new and continuing students. Thanks to those who worked this past weekend on registration activities.
- We are eager to return to in-person Board meetings in March or as soon as is feasible.
- 3-year Graduation rate doubled in 6 years from 12 to 24%. Evidence that our student success initiatives are bearing fruit. We've had a Student Success Policy since 2015. We should revisit this to see how we might refresh it.
- Assemblywoman Sandy Galef is retiring; college to send congratulations. Governor has announced new budget. Must stay abreast of opportunities for SUNY funding.
- Student trustee position now vacant due to Trustee Loreti’s graduation. The SGA is in the process of recruiting.
- Media and public inquires to individual trustees should be coordinated through Chair/President/Secretary with Marketing and Communications department taking the lead in the case of news media involvement
- Participation in SUNY ASPEN leadership program with President and nine other SUNY community colleges. Examining issues of student success from lens of equity and economic mobility and what responses are needed from our institution. "Be careful not to measure all students by the same yardstick."
- ACCT - Community College National Legislative Summit – February 6-9, 2022, Washington DC.

C. Committees

Governance

Trustee Gerry reported:

The Governance committee had discussion on the following topics.

- Policies governing trustee ethical governance
- New trustee onboarding content and delivery

Program Committee Report

Trustee Raizes reported:

The Program committee had discussion on the following topics.

- Update of the start of spring semester
- Graduation Rate

Finance/Facilities

Trustee Robeson Smith reported:

The Finance committee had discussion on the following topics.

- Operating Forecast
- Capital Projects Update
- Meeting on 2/1 with County Planning Board on the College's 2022-23 Capital Programs

Trustee Robeson Smith asked Vice President Brian Murphy to go over the forecast for the month ending December 31, 2021 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>
22-8211-310-EOC	ABM Air Conditioning And Heating, Inc.	Service contract for HVAC at the Ossining Extension Center.	3/1/22 – 2/29/24	\$8,520
22-0240-309-FAC	Lightning Mechanical, LLC	Replace 2 failed VRV compressors at Hartford Hall.	2/1/22 – 7/31/22	\$13,250
22-0240-513-FAC	W & M Fire Protection Services	Emergency repair to maintenance 3 sprinkler system.	1/6/22 – 3/1/22	\$25,000 (NTE)
22-9999-511-WDCE	Yocasta Jimenez	Honorarium to speak at Trauma Awareness webinar series. Part of SUNY Family empowerment Community College pilot program grant.	10/26/21	\$250 GRANT
22-9997-512-WDCE	UWM Foundation Inc.	Honorarium to speak at Trauma Awareness series. Part of SUNY Family empowerment College pilot program grant.	11/17/21	\$250 GRANT

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

Public Comment

Trustee Mitchell invited members of the community for public comment

No public comment

Adjournment

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

The next meeting of the Board of Trustees is scheduled for March 16, 2022.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees