



Ratified at December 21, 2016 meeting

**Board of Trustees Meeting
November 16, 2016**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, November 16, 2016 at 3:00 PM in the Event room of the Student Center.

Trustees Present:

Hon. John Nonna, Chairperson, Hon. Andrew Spano, Vice-Chairperson, Betsy Stern, Vice-Chairperson, Robin Bikkal, Esq., Toni Cox-Burns, Jonathan Kimiadi, Joseph P. McLaughlin, Dr. LeRoy Mitchell, David Swope, Esq. and Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Dr. Norman Jacknis

Cabinet Members Present:

Dr. Belinda S. Miles, President, Dr. Peggy Bradford, Interim Vice President, Academic Affairs, Dr. Shawn Brown, Chief of Staff, Pat D’Imperio, Vice President and Dean Administrative Services, Eve Larner, Vice President and Dean, External Affairs, Executive Director, WCC Foundation, Anthony Scordino, Vice President, Information Technology, Sara Tweedy, Vice President and Dean of Student Access, Involvement, & Success, 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 Bikkal and Stern made a motion to ratify the minutes of the October 19, 2016 board meeting. The motion passed.

INFORMATION AND DECISION

A. President’s Report

Dr. Belinda S. Miles reported:

Thank you, Mr. Chairman. We are pleased to have our trustees back on main campus this month, which happens to be National Career Development Month. We're recognizing the occasion through a variety of events, including a Career Services Office open house earlier today. And recently, we launched Career Coach, a new online resource that helps students explore career options with real-time local data on wages, employment trends, job postings, education, and training. It is made possible by a grant from SUNY to the Hudson Valley Education Consortium that includes other area community colleges and the Department of Labor. It is a great project from which we received an employment demand gap analysis from EMSI that we have already used in conjunction with our Middle Skills report to evaluate program opportunities here.

We're celebrating another big grant to the college this month: the Laura and John Arnold Foundation awarded Westchester Community College a \$1 million grant in a highly competitive process that resulted in only 3 awards from among 30+ applications. The award enables us to replicate the CUNY ASAP program—associated study in associate programs—which is renowned for improving graduation rates among first-time, full-time students in the CUNY system. This is substantial recognition by a foundation on the forefront of using evidence-based practices to address important areas of great opportunity, including increasing student success rates in America's community colleges. This funding enables us to create a student experience that we could scale up here and share best practices with community colleges across SUNY and the U.S. Many thanks to the team that came together to submit a proposal.

Our college celebrated Veterans Day last week by recognizing military service by our students, employees, and other community members. This coincides with the college being named a Military Friendly school representing top tier institutions that provide the best opportunities for military service members and spouses. Thanks to Joshua Gaccione for all the great work on behalf of our veterans.

Speaking of local heroes, maybe you heard the recent news about the gentleman who jumped into Lake Mahopac and rescued two young women from their overturned, submerged vehicle. It turns out that this brave young man is a Westchester Community College student: Cullen Malzo. Thanks to Prof. Richard Courage in the English department for bringing this to my attention, and especially our admiration and congratulations goes out to Cullen and the young women whose lives he saved.

Kudos to Dr. Sherry Mayo, director of the Peekskill Extension Center, for her article that is featured in the National Art Education Association News, October Issue. The article explains the transformation of our youth art program into one that centers on a STEAM curriculum (Science, Technology, Engineering Art and Mathematics). The curriculum leverages students' interest in game design, 3-animation and other graphic art specialties as it enhances their 21st century literacies and skills in critical thinking, problem solving, and collaborative approaches to work.

The college is featured in *Diverse Issues in Higher Education* again as a 2016 Top 100 Associate Degree Producer. The college is in the top 10 for African Americans in Allied Health Diagnostic, Intervention, and Treatment Professionals; we are in the top 20 in five categories and in the top 50 in 19 categories.

On Monday last week, a small contingency from the college travelled to Lincoln University and Delaware State University, both Historically Black Colleges and Universities, to sign new and updated articulation agreements that guarantee our students junior standing upon transferring after graduating from Westchester Community College.

We are hosting a special guest this week: Pam Silvers from Asheville-Buncombe Technical Community College. She is advising us on increasing recruitment and retention in non-traditional fields for their gender. This is connected to our work with CTE programs and new emphasis by New York State to improve outcomes in these areas as part of its Perkins program.

Prof. Nancy Dashefsky submitted a summary report for her learning portfolio project completed during her sabbatical last spring. I look forward to speaking with her about what she developed and how it is working for students.

Board committees met earlier this afternoon, and I know our trustees will have updates in a few key areas, including

- An update on our Middle States Monitoring Report,
- Positive news on accreditation of our veterinary technology program,
- Review of the tobacco-free college policy, and
- Promotion for JoAnn Gala.

We look forward to hearing your reports.

At this time, I would like to invite Professor Alexis del Sol who will show us a video of the student dance performance from the Student Success and Academic Excellence Summit.

B. Chairperson's Report

Chairperson John Nonna:

- The signing of the articulation agreements with Lincoln University and Delaware State is a wonderful opportunity for our students.
- We are continuing to follow the situation with our faculty and non-faculty contracts. We are aware that the County CSEA recently voted down their proposed contracts.
- I know that there is a lot of concern on campus regarding the election results. This is democracy and democracy is about elections. We accept the results and move forward. Please encourage our students to have faith in our institutions in the long run and to continue to remain engaged citizens.

Proposed Dates for 2017 Board of Trustee Meetings

The following dates were presented to the Board for approval.

January 18 th	July 19 th
February – No Meeting	August – No Meeting
March 15 th	September 20 th
April 19 th	October 18 th
May 17 th	November 15 th
June 21 st	December 20 th

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

C. Committees

Governance

Trustee Spano reported:

We discussed at our committee meeting today

- A website update for the board page

- The trustee travel policy
 - The governance committee is recommending that we get a list of all meetings at the beginning of each year and discuss which meetings would be appropriate to attend.
- The vaping policy at Westchester Community College
- The textbook policy

Program & Planning

Trustee Swope reported:

The Program & Planning committee discussed the following

- Update on Middle States
- Update on the Monitoring report
- Veterinary Technology
- Virginia Marx Children’s Center
 - Given a certification for freedom of movement for infants and toddlers
- Viking dollars
 - A pilot program will be rolled out to all financial aid students

Promotion

JoAnn Gala – Promotion to Coordinator IV

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

Student Trustee Report

Jonathan Kimiadi reported:

- Members of the executive board of the Student Government Association attended the fall SUNY Student Assembly Conference in Albany. Delegates from all 64 campuses were represented. Thirteen resolutions were highlighted. I would like to address the resolution on shared governance. The student assembly addressed the lack of student representation on campus level committees throughout school systems. The student assembly leaders introduced the Fredonia model. A system that is being implemented at SUNY Fredonia which portrays a high level of student involvement and representation throughout multiple committees of governance. The SGA would like to commend Dr. Belinda Miles for creating the President’s Communication Council which is helping to increase the effectiveness of governance across the board.

Finance/Facilities

Trustee Mitchell reported:

NYCCT

Trustee Mitchell informed the board about the 62nd Annual Conference of the New York Community College Trustees which took place on October 21-23, 2016.

Trustee Mitchell asked Pat D’Imperio to give the finance report.

Pat D’Imperio reported:

2017/18 Capital Program

Pat D’Imperio gave the Board an overview of the 2017/18 Capital Program.

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

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>
170410314-AA	COPYRIGHT CLEARANCE CENTER	License to allow all faculty, researchers, administrators and staff to photocopy and/or distribute electronically portions of copyrighted materials	11/10/16-11/9/17	\$9,165 renewal
178301303-CE	AXIAL THEATER	Offer acting classes at the Axial Theater	9/1/16-8/31/17	\$5,000 (revenue share)
178301300-CE	BDI DATALYNK	Offer fiber optics training classes	9/1/16-8/31/17	\$225/student (revenue share)
178301304-CE	CENTER FOR COACHING MASTERY	Offer classes in coaching and leadership skills	9/1/16-8/31/17	\$3,200 (revenue)
178301306-CE	GREATER WESTCHESTER YOUTH ORCHESTRA	Offer music instruction classes to youth	9/1/16-8/31/17	\$10,400 (revenue)
178301501-CE	HUAXIA CHINESE SCHOOL	Offer Chinese language and culture classes	9/1/16-8/31/17	\$35,000 (revenue)
178301301-CE	HILLTOP HANOVER FARM	Offer courses and certificate in	9/1/16-8/31/17	\$6,000 (revenue share)
1786301302-CE	WESTMORELAND SANCTUARY	Offer classes in wilderness survival	9/1/16-8/31/17	\$3,000 (revenue share)
178301500-CE	WORLD INSTRUCTOR TRAINING INSTITUTE	Offer personal fitness training classes	9/1/16-8/31/17	\$200/student (revenue share)
1783011305-CE	AMERICAN HOME INSPECTION	Offer classes for home inspection	9/1/16-8/31/17	\$4,350

	TRAINING	certification		(revenue)
170240315-FAC	PETER LANDI, INC.	Remove damaged concrete between Lot J, Health Science and Hartford Hall and replace with blacktop	4/1/17-7/1/17	\$13,320
160240165-FAC	SRI FIRE SPRINKLER, LLC	Required maintenance on backflow prevention devices	within 90 days of signed contract	\$3,990
170240312-FAC	UNITY MECHANICAL CORP.	Furnish and install glycol to campus Building HVAC systems to ensure freeze protection	within 90 days of signed contract	\$15,000
170335108-SPS	ACADEMIC PATHWAYS	America Reads program – Federal Work Study	9/8/16-6/30/19	\$0
170335104-SPS	GREENBURGH HOUSING AUTHORITY	America Reads program – Federal Work Study	9/8/16-6/30/19	\$0
170335106-SPS	NEPPERHAN COMMUNITY CENTER	America Reads program – Federal Work Study	9/8/16-6/30/19	\$0
170335105-SPS	URBAN LEAGUE OF WESTCHESTER	America Reads program – Federal Work Study	9/8/16-6/30/19	\$0
170335102-SPS	WESTCOP – VIVIAN POZO	America Reads program – Federal Work Study	10/17/16-6/30/17	\$0
170335103-SPS	WESTHAB YOUTH SERVICES	America Reads program – Federal Work Study	7/1/16-6/30/19	\$0
170335107-SPS	YONKERS FAMILY YMCA	America Reads program – Federal Work Study	9/8/16-6/30/19	\$0
170330111-SPS	THE GUIDANCE CENTER OF WESTCHESTER	Supported education program for students diagnosed with serious mental illness to help manage demands and stresses of college life.	9/1/16-8/31/17	\$0
170330112-SPS	WESTCHESTER HISPANIC COALITION	Provide victim services and prevention	10/1/16-9/30/17	\$0

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

D. New Business

Chairperson Nonna invited attendees to address the Board

Mel Bienenfeld

Addressed the Board regarding faculty contracts and low morale

Heather Ostman

Addressed the Board regarding following up on the mission statement, textbook concerns, and the senate resolution.

Sheldon Malev

Addressed the Board regarding the smoking ban and vaping areas

Edward Tatton

Addressed the Board regarding vaping and the dangers of lithium batteries in e-cigarettes.

Janice Gilroy

Addressed the Board regarding the smoking policy.

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/Stern – all in favor.**

Motion out of Executive Session

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

Adjournment

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

The next meeting of the Board of Trustees is scheduled for December 21, 2016 at 3 pm.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees