



Ratified at January 18, 2017 meeting

**Board of Trustees Meeting
December 21, 2016**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, December 21, 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, Dr. LeRoy Mitchell, and Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Jonathan Kimiadi, Joseph P. McLaughlin, David Swope.

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 Stern and Spano made a motion to ratify the minutes of the November 16, 2016 board meeting. The motion passed.

INFORMATION AND DECISION

A. President’s Report

Dr. Belinda S. Miles reported:

We've had a lot of activity at the college since we last met in November... I keep you informed about the excitement through my Friday emails, and judging from your responses, you read them fairly regularly. Ms. Yolanda Howell can help you if you ever miss one. Those messages are a joy to write because every week here is truly a great week. It is a privilege and a pleasure to serve as the college's president alongside very talented and devoted faculty, staff, and administrators.

It is remarkable to think about everything we've done in my first two years. Think about this: we have filled more than 60 key vacancies since January 2015. Introducing 60 new people to the college or advancing some of our most accomplished employees into new roles leads to new opportunities... and it is also very disruptive. These new employees, myself included, are learning the ways of a new organization. We're getting to know each other. All the while, we have important work to do, and time waits for no one. That is challenging and demanding... we're learning about each other at the same time we are called upon to engage with each other in mission-critical work that supports the college and its students.

This fall I instituted open office hours and have enjoyed meeting with and learning from faculty and staff during these sessions. This spring I will extend this experience to students with open sessions beginning in January.

We are forging ahead. Together. All of us. No one person can claim all or even most of the credit for our outstanding accomplishments in the past two years. It is impractical to list everything we've done and everyone involved, but we find evidence of our success in a few key areas:

The Middle States Commission has affirmed that we meet all four standards on which it requested a monitoring report.

We're working on academic and career pathways for students to know how to successfully navigate the college going process and achieve their goals.

We're increasing our profile in regional economic development taking a leadership position in middle skills jobs and strengthening our connections with regional workforce boards and chambers of commerce who are looking to us as a key player to close the current and growing skills gap to meet regional workforce needs.

We've established relationships with organizations with a national profile that are helping us further expand innovation throughout our system... this includes really major engagements such as the National Science Foundation where our faculty delivered a proposal on a new photonics curriculum that was rated number one nationally and has

been designated the model for community colleges, the Community College Research Center where our participation in the Multiple Measures study has the potential to significantly reduce the number of students placed into developmental education, and Achieving the Dream – and I pause here to thank the many faculty and staff who participated in the ATD site visit just two weeks ago. We received wonderful feedback from our coaches who recognized our work to better integrate promising practices and proposals into a more comprehensive college-wide agenda.

We've also attracted the attention of several major funders including resources from the Arnold Foundation and other very generous donors to support our ASAP replication study and additional resources to endow our professional development resources. We've added more than \$2.5 million in resources in just the past 60 days to support our SSAE efforts. And we have had some very promising meetings around the college to explore additional resources from Title V of the Higher Education Act that support success and excellence efforts at Hispanic Serving Institutions like ours.

And each year we are graduating more and more students with our graduation rate climbing by multiple percentage points. Thanks to those who participated.

In a world where there is constant pressure on community colleges to keep their doors open to all, innovate and meet the needs of wider audiences, keep college affordable, and demonstrate student success, in a world where these pressures exist and are growing, our ability to keep pace and do so while orienting dozens of new employees is significant and deserves recognition.

Through it all, we keep students at the center. And we realize that wrapped closely around that center is the ongoing effort of our faculty and staff who we know work tirelessly to bring our mission to life. Our teams continue to meet regularly to resolve our outstanding contracts and I thank those who have made the commitment to do this work around the negotiation table. There is a lot at stake and there are a lot of people counting on you.

While New York State law allows members of unions to work with expired contracts, presidential contracts are different and do not provide this opportunity. I thank the Board for its continued confidence in the work we have started. As I begin my third year, I do not take lightly your decision to secure my leadership further into the coming years so we can remain focused—without interruption—and achieve the even greater results that we know are within our reach.

Thanks to all for a great 2016. I look forward to our work together 2017 with great confidence and pride.

At this time, I would like to invite Anthony Scordino who will give us a brief presentation on the College Technology Study.

Anthony Scordino

Tony Scordino gave the Board an update from the recent visit from CampusWorks regarding the college technology study.

B. Chairperson's Report

Chairperson John Nonna:

- After the last Board meeting I believe that there was recognition that we need to make more formal the process of shared governance. The governance committee will be working on that process.
- I had a conversation with Dr. Miles regarding the college becoming a forum for the presentation of public issues of importance.
- I would like to thank the college community for all of your efforts this year.

C. Committees

Governance

Trustee Spano reported:

Dr. Heather Ostman attended our meeting today

- We had discussion on the following topics
 - shared governance
 - mission statement
 - tobacco free policy
 - travel policy for trustees
 - meeting times for board committee meetings
 - re-evaluate the board and presidential evaluation process
 - Erie Community College report

We would like to have a resolution at the next board meeting stating that resolutions/proposals/policies should come to the committees one month prior to coming before the full board meeting for a vote.

Program & Planning

Trustee Jacknis reported:

The Program & Planning committee discussed the following

- The transportation committee
- Updated on textbooks

We have two proposals that we discussed and we would like to bring them before the board today for a vote.

Proposals

Health Studies A.S. Degree Proposal

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

Medical Billing Certificate

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

We also would like to recommend a vote on the following faculty members for Tenure.

Tenure

Stephen Arienta
Frank Maddalena
Maria Sireci
Nicole Tschampel
James Ziegler

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

Finance/Facilities

Trustee Mitchell reported:

The committee discussed the following

- Projections for winter enrollment
- Projections for State aid.
- Meeting regarding capital budget
- Space utilization plan
- Impact of the Erie report on a financial basis

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

Pat D’Imperio 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>
170130114-ADM	TAXWARE, LLC	Student taxpayer identification number (TIN) verification as part of form 1098-T student tuition statement processing	4/1/16 – 3/31/17	\$1,188
178102507-CE	ORION DEVELOPMENT GROUP	Development of corporate relationships and delivery of onsite custom training and consulting services	12/1/16 – 11/30/17	\$27,000
178102316-CE	INTERNATIONAL UNION OF OPERATING ENGINEERS - LOCAL – 15D	Educational services provided to IUOE members – IUOE will reimburse WCC for members authorized to attend	1/1/17 – 12/31/17	\$6,000
170110503-EA	KATE BORMAN CREATIVE DESIGN	To provide graphic design services to the college	2/10/17 – 2/9/20	\$90,000
170240115-FAC	EMPIRE MECHANICAL SERVICES	Replace the pump Variable Frequency Drive (VFD) and triple duty valve in boiler Room of Physical Education building	12/1/16 – 2/1/17	\$5,800
170240511-FAC	NIKO K. CONSTRUCTION CORPORATION	Remove and install new roof on Library building front entrance about 90" X 18'	1/1/17 – 12/31/17	\$24,000
17WCC73979-IT	PEAK POWER METRO	Removal of existing Uninterruptable Power Supply (UPS) unit in Library and Installation of replacement UPS unit	12/15/16 – 12/30/16	\$11,056

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

D. New Business

Chairperson Nonna invited attendees to address the Board

Judy Langer

Gave an update on WCCFT contract.

Mel Bienenfeld

Addressed the Board regarding college administration issues and the low opinions of shared governance.

Jodi Cotten

Addressed the Board regarding her feeling devalued as a faculty member, and her concerns with the Math Department.

Don Chernoff

Addressed the Board regarding the Math Department not having enough resources.

Richard Courage

Addressed the Board regarding the Chronicle Survey on Shared Governance.

Joanna Peters

Addressed the board regarding the survey in the Chronicle, shared governance and the national agenda on college completion.

Kwesi Amoa

Addressed the board regarding false statements that have been made against him regarding giving students a soft "c".

Sheldon Malev

Offered praise for the courage to the faculty to speak out. Thanks to the board on being opened minded.

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: Spano/Stern – all in favor.**

Motion out of Executive Session

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

Adjournment

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

The next meeting of the Board of Trustees is scheduled for January 18, 2017 at 3 pm.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees