Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, July 19, 2017 at 3:00 PM in the event room of the Student Center.

**Trustees Present:**
Hon. John Nonna, Chairperson, Betsy Stern, Vice-Chairperson, Toni Cox-Burns, Dr. Norman Jacknis, Dr. LeRoy Mitchell, David Swope, Esq., and Yolanda Howell, Secretary to the Board of Trustees.

**Trustees Excused:**
Robin Bikkal, Esq., Joseph P. McLaughlin, Nicholas Singh, Andrew Spano.

**Cabinet Members Present:**
Dr. Belinda S. Miles, President, Dr. Shawn Brown, Chief of Staff, Barry Cohen, Interim Vice President and Dean of Administrative Services, Eve Larner, 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**
The Meeting was called to order by Chairperson John Nonna.

**Ratification of Minutes**
Trustees Swope and Cox-Burns made a motion to ratify the minutes of the May 17, 2017 board meeting. The motion passed.

**INFORMATION AND DECISION**

**A. President’s Report**

Dr. Belinda S. Miles reported:
• Welcome Dr. Barry Cohen who joins us as our Interim Chief Financial Officer
• There was a joint press conference with the County Executive on the college budget
• Last night we had a reception for our students who are headed to Cambridge University. This is the 15th year for the program. Thanks to Dr. Flynn and members of the faculty who have worked to prepare our students.
• Men’s and Women’s Basketball will be reinstated this fall.
  o Men’s coach: Sean Kelly. Head coach at Bronx Community College, formerly Bergen Community College. Master’s in secondary education from Teachers College.
  o Women’s coach: Nesta Felix. Head coach at Yeshiva University, formerly Woodlands HS in Hartsdale. Manages her own nonprofit supporting women in athletics. MBA from Monroe College.
• New student orientation will take place in three weeks. Our staff is hard at work.
• Excelsior Scholarship applications close Friday. It is too soon to assess the impact. We have received between 100-200 applications.
• Transportation Update (David Sklar reported)
  o New bee-line express service to/from Bronx and Mount Vernon to Valhalla. There will be three trips morning and evening.
• Best wishes to Brian Dolansky who will be leaving us in August to pursue another opportunity.

B. Board Chair’s Report

Welcome
• I would like to welcome Barry Cohen and J. P. Iannace to Westchester Community College.

Press Release
• I was very happy to see the press release with the County Executive regarding the college budget and no tuition increase for our students.

BOT Self-Evaluation
• The Board has come up with a list of items to improve what we do and our mission.

C. Committees

Governance
Trustee Nonna reported:

- We had discussion on the following topics
  - Video conference participation for board members who may not be able to attend meetings in person.
  - Procedure for the faculty to have an item on the agenda for one of our committee meetings.

Program & Planning

Trustee Jacknis reported:

- We had discussion on the following topics
  - Viking Roads
  - Lifelong learning program for mature adults

Finance/Facilities

Trustee Mitchell reported:

Welcome to Barry Cohen

The committee discussed the following
- The college budget
- Discussed the news clips that advertise that we have not had a tuition increase.

Trustee Mitchell asked Barry Cohen to give the finance report.

Barry Cohen 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.

<table>
<thead>
<tr>
<th>CONTRACT #</th>
<th>CONTRACTOR NAME</th>
<th>CONTRACT DESCRIPTION</th>
<th>TERM</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>179463328 – AA</td>
<td>ELLUCIAN</td>
<td>This project will input pre-requisites to assist counselors for purposes of</td>
<td>5/17/17 – 10/31/17</td>
<td>$14,618</td>
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<tr>
<td>CONTRACT #</td>
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<tr>
<td>1794744140 – AA</td>
<td>TRUE NORTH TEAM BUILDING LLC</td>
<td>Team building company to organize student team-building activities for up To 60 P-Tech students at Riverside High School</td>
<td>6/28/17</td>
<td>$4,500</td>
</tr>
<tr>
<td>1794744141 – AA</td>
<td>TRUE NORTH TEAM BUILDING LLC</td>
<td>Team building company to organize student team-building activities for up To 60 P-Tech students at Saunders High School</td>
<td>6/28/17</td>
<td>$4,500</td>
</tr>
<tr>
<td>170130522 – ADM</td>
<td>PLEASANTIVILLE UNION FREE SCHOOL DISTRICT</td>
<td>Partnership with Pleasantville School District to provide access for students with disabilities</td>
<td>7/1/17 – 6/30/18</td>
<td>$30,000</td>
</tr>
<tr>
<td>178191520 – CE</td>
<td>MAHOPAC SCHOOL DISTRICT</td>
<td>Renewal of contract for space and services used at extension school-based sites</td>
<td>9/11/17 – 5/31/22</td>
<td>$92,000</td>
</tr>
<tr>
<td>178207519 – CE</td>
<td>PORT CHESTER – RYE UFSD</td>
<td>Renewal of contract for space and services used at extension school-based sites</td>
<td>9/11/17 – 5/31/22</td>
<td>$45,500</td>
</tr>
<tr>
<td>178207521 – CE</td>
<td>THE URSULINE SCHOOL</td>
<td>Renewal of contract for space and services used at extension school-based sites</td>
<td>9/11/17 – 5/31/22</td>
<td>$75,000</td>
</tr>
<tr>
<td>170510518 – CE</td>
<td>LAKELAND CENTRAL SCHOOL DISTRICT</td>
<td>Renewal of contract for space and services used at extension school-based sites</td>
<td>9/11/17 – 5/31/22</td>
<td>$40,000</td>
</tr>
<tr>
<td>178211326 – CE</td>
<td>ALVAREZ CLEANING SERVICE</td>
<td>Janitorial cleaning of the Ossining Extension Center facility 7 days per week</td>
<td>3/1/17 – 5/31/17* Revised contract</td>
<td>$9,795</td>
</tr>
<tr>
<td>178207519 – CE</td>
<td>PORT CHESTER – RYE UFSD</td>
<td>Renewal of contract for space and services used at extension school-based sites</td>
<td>9/11/17 – 5/31/22</td>
<td>$45,500</td>
</tr>
<tr>
<td>170520330 – CE</td>
<td>PLUMBERS &amp; STEAMFITTERS LOCAL UNION 21</td>
<td>Two (2) sessions of construction gas operator training program with UA Local 21 Pipefitters and Steamfitters union</td>
<td>6/16/17 – 8/11/17</td>
<td>$15,700</td>
</tr>
<tr>
<td>170520139 – CE</td>
<td>SAVE A LIFE, CPR &amp; FIRST AID</td>
<td>Contract for instructors and materials for two (2) sessions for CPR/AED/First Aid training for Construction Gas Operator program</td>
<td>6/28/17 – 8/11/17</td>
<td>$2,550</td>
</tr>
<tr>
<td>170155524 – EA</td>
<td>PTB &amp; ASSOCIATES</td>
<td>Exercise option to renew grant consulting and writing services over a twelve (12) month period with option to renew for two (2) additional one (1) year terms</td>
<td>7/1/17 – 6/30/18</td>
<td>$28,000</td>
</tr>
<tr>
<td>179110333 – EOC</td>
<td>JEFFREY SHIRER</td>
<td>Onsite OSHA 10 hour general industry training to students enrolled in EOC programs</td>
<td>8/11/7 – 7/31/18</td>
<td>$15,000</td>
</tr>
<tr>
<td>179110332 – EOC</td>
<td>SEC-CURITY SAFETY CENTER</td>
<td>Provide onsite NYS DCJS Security Guard Training course consisting of 8-hour pre-assignment training and 16-hour on-the-job training</td>
<td>8/11/17 – 7/31/18</td>
<td>$15,000</td>
</tr>
<tr>
<td>170245329 – FAC</td>
<td>DLB BACKFLOW PREVENTION SERVICES, INC.</td>
<td>Annual inspection of campus backflow prevention devices</td>
<td>5/1/18 – 4/30/23</td>
<td>$8,887.50</td>
</tr>
<tr>
<td>17WCC56984 – FAC</td>
<td>PROBUILT DESIGNS, LLC</td>
<td>Install a total of four (4) athletic field dugout shade structures on the softball fields at Parking Lot 6 and 10</td>
<td>5/1/17 – 12/31/17</td>
<td>$19,000</td>
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</tbody>
</table>

BOT Minutes 7-19-17
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<tr>
<td>170240335 – FAC</td>
<td>NORTHEAST GENERATOR CO.</td>
<td>Remove existing fuel tank for Maintenance Ill generator. Install new tank and new hose, belts, radiator, thermostat, fuel lines</td>
<td>within 90 days of signed contract</td>
<td>$11,877</td>
</tr>
<tr>
<td>170240143 – FAC</td>
<td>SRI FIRE SPRINKLER, LLC.</td>
<td>Repair of the seven (7) backflow prevention devices</td>
<td>8/1/17 – 10/31/17</td>
<td>$3,650</td>
</tr>
<tr>
<td>1701015523 – PRE</td>
<td>COLLEGIATE ENTERPRISE SOLUTIONS, LLC D/B/A THE REGISTRY FOR COLLEGE AND UNIVERSITY PRESIDENTS</td>
<td>To secure experienced interim leadership that will ensure strong organizational continuity and effective leadership transition for V.P./Dean of Administration/CFO position</td>
<td>6/29/17</td>
<td>$75,000</td>
</tr>
<tr>
<td>170305138 – SPS</td>
<td>JAMES J. PETERS VA MEDICAL CENTER</td>
<td>Develop a virtual student clinic project to share resources in order to provide health services via telemedicine modality to student veterans</td>
<td>two (2) years after date of execution</td>
<td>$0</td>
</tr>
<tr>
<td>170305137 – SPS</td>
<td>GUIDANCE CENTER OF WESTCHESTER</td>
<td>Provide long-term mental health support to students diagnosed with mental illness</td>
<td>9/1/17 – 12/31/18</td>
<td>$0</td>
</tr>
<tr>
<td>170305136 – SPS</td>
<td>AMERICAN FOUNDATION FOR SUICIDE PREVENTION</td>
<td>Interactive screening program – online stress and depression assessment and communication tool</td>
<td>9/11/17 – 8/31/20</td>
<td>$0</td>
</tr>
</tbody>
</table>

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

**D. New Business**

Chairperson Nonna invited attendees to address the Board

Ed Tatton
- Expressed thanks to Greg Palmieri for his years of service.
- The staff would like to have an opportunity to review the policy for faculty and staff to speak at Board of Trustees Committee meetings

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: Mitchell/Stern – all in favor.**

Motion out of Executive Session

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

**Adjournment**

**Motion: Swope/Jacknis – all in favor.**
The next meeting of the Board of Trustees is scheduled for September 20, 2017 at 3 pm.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees