



Ratified at November 15, 2017 meeting

**Board of Trustees Meeting
October 18, 2017**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, October 18, 2017 at 3:00 PM in room L-35 at the Mt. Vernon Extension Center.

Trustees Present:

Betsy Stern Vice-Chairperson, Hon. Andrew Spano, Vice-Chairperson, Robin Bikkal, Esq., Toni Cox-Burns, Dr. Norman Jacknis, Dr. LeRoy Mitchell, David Swope, Esq., and Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Hon. John Nonna, Chairperson, Joseph P. McLaughlin, Nicholas Singh.

Cabinet Members Present:

Dr. Belinda S. Miles, President, Dr. Shawn Brown, Chief of Staff, Barry Cohen, Interim Vice President and Dean of Administrative Services, Dr. Vanessa Morest, Vice President and Provost, Academic Affairs, Anthony Scordino, Vice President, Information Technology, Sara Tweedy, Vice President and Dean Student Access, Involvement and Success, Tere Wisell, Vice President and Dean, Continuing Education and Workforce Development.

Call to Order

The Meeting was called to order by Vice-Chairperson Betsy Stern.

Ratification of Minutes

Trustees Spano and Mitchell made a motion to ratify the minutes of the September 20, 2017 board meeting. The motion passed.

INFORMATION AND DECISION

A. President's Report

Dr. Belinda S. Miles reported:

- Welcome to the Mount Vernon Extension Center and welcome to our livestreaming viewers. We had our second community conversation earlier today here in Mt. Vernon.
- Workforce/Community Education
 - Vice President Tere Wisell will represent the college at SUNY Corporate Engagement Bootcamp Oct. 19-20 that will provide “the essential ingredients needed to create successful and sustainable relationships
- Student Success.
 - We have feedback from our Title V funding. We were in a five-way tie at the end for top review. We are in the que should there be another federal appropriation of resources
 - Basketball returns to Westchester Community College on Thursday, November 2.
 - Provost Morest is exploring SUNY Guided Pathways Institute Application with, deans, and faculty.
 - We are still in the process of enrolling students for our second 7.5-week session starting at the end of the month.
 - A December commencement ceremony will take place on Thursday, December 14, at 4 p.m. It will be more than a completion ceremony but less than a full commencement exercise.
- Stewardship.
 - Thanks to Trustee Mitchell for inviting me to join him at the ACCT Annual Conference last month.
 - Our space utilization study has concluded and a community town hall is scheduled for November 2 at 4 p.m.
 - I have invited several members of the executive leadership team to join me at meetings with various offices at the County.
 - I would like to extend a thank you to Dr. Barry Cohen for his interim leadership
- Dr. Miles introduced Francine Carl, Director of the Mt. Vernon Extension Site who gave an overview of the programs offered in Mount Vernon. The extension center has also hosted and sponsored many events such as the annual Mount

Vernon Film Festival and the colleges endowed chair lecture presentation. The center also runs the Entrepreneurship Summer Academy.

(A brief video was shown of students and faculty from the Mt. Vernon extension center expressing their experiences at the facility)

B. Vice Chair's Report

Proposed Dates for 2018 Board of Trustee Meetings

The following dates were presented to the Board for approval.

- January 17^h
- February – No Meeting
- March 21
- April 18
- May 16
- June 20
- July 18
- August – No Meeting
- September 18
- October 17
- November 20
- December 19

*Meetings generally take place in the Student Center Event Room (but may be moved to another location) at 3:00 p.m. and are usually scheduled for the 3rd Wednesday of each month. **For the year 2018, we are proposing Tuesday meetings for the months of September and November. There are no meetings in February and August.***

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

C. Committees

Governance

Trustee Spano reported:

The Governance committee had discussion on the following topics.

- Website page for the Board of Trustees
- Proclamation for Trustee Joseph P. McLaughlin
- New Trustee onboarding and orientation procedure

Program & Planning

Trustee Jacknis reported:

The Program and Planning committee discussed the following topics.

- Analytics on student success at Westchester Community College
- Viking Success Networks
- 2017-18 priorities for Academic Affairs

Finance/Facilities

Trustee Mitchell reported:

I attended the ACCT Annual Meeting in Las Vegas with Dr. Miles. You have a report in your folders. I have also brought back some publications for your review.

Trustee Mitchell asked Barry Cohen to give the finance report.

Barry Cohen reported:

In-state tuition rates for displaced residents of Puerto Rico and the U.S. Virgin Islands

***WHEREAS**, a substantial number of students from Puerto Rico and the U.S. Virgin Islands have been displaced as a consequence of Hurricanes Maria and Irma; and*

***WHEREAS**, the Federal Emergency Management Agency (FEMA) has declared Puerto Rico and the U.S. Virgin Islands to be disaster areas in accordance with Major Disaster Declarations 4335, 4336, 4339 and 4340; and*

***WHEREAS**, the infrastructures of these island communities have been substantially undermined by these hurricanes; and*

***WHEREAS**, universities and higher education associations across the country are making efforts to assist students displaced by Hurricanes Maria and Irma in the most expeditious and humanitarian manner possible; and*

***WHEREAS**, Governor Cuomo has called upon State University of New York (“SUNY”) Colleges and Universities to offer resident tuition rates to students displaced by these storms; and*

***WHEREAS**, on October 6, 2017, the SUNY Board of Trustees duly passed a resolution authorizing the SUNY Chancellor to amend the SUNY guidelines governing residency for tuition purposes to make undergraduate and graduate students from Puerto Rico and the U.S. Virgin Islands who have been displaced by either Hurricane Maria or Irma eligible for resident tuition rates for the 2017/18 academic year at SUNY State-operated institutions; and,*

***WHEREAS**, on October 6, 2017, the SUNY Board of Trustees duly passed a resolution encouraging the boards of trustees of the thirty (30) community colleges operating under the program of SUNY, to take similar action or to otherwise provide assistance and support to facilitate the ability of these students to continue their academic studies at SUNY; now, therefore, be it*

***BE IT RESOLVED**, that the Board of Trustees of Westchester Community College hereby authorizes students from Puerto Rico and the U.S. Virgin Islands who have been displaced by either Hurricane Maria or Irma to be eligible for resident tuition rates for the 2017/18 academic year in accordance with the amended SUNY guidelines governing residency for tuition purposes.*

****Motion: Spano/Bikkal – 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>
189110529 - EOC	GOLDEN CROWN DRIVING SCHOOL	Provide NYS DMV driver license, commercial driver license and commercial driver license with endorsements training to EOC students by referral (on an as needed basis)	10/1/17 – 9/30/19	\$100,000
189110528 - EOC	ALBERT SORANO D/B/A AL SORANO'S PROFESSIONAL TRUCK DRIVING SCHOOL	Provide NYS DMV driver license, commercial driver license and commercial driver license with endorsements training to EOC students by referral (on an as needed basis)	10/1/17 – 9/30/19	\$100,000
180240338 – FAC	UNITY MECHANICAL CORP.	Repair of Science Building chiller	9/15/17 – 3/31/18	\$19,500
188301348 - CE	GREATER WESTCHESTER YOUTH ORCHESTRA ASSOCIATION	Offer music instruction classes to youth	9/1/17 – 8/31/18	\$10,400 (revenue)
188301347 - CE	AMERICAN HOME INSPECTION TRAINING INSTITUTE	Offer classes for home inspection certificate	9/1/17 – 8/31/18	\$4,350 (revenue)
188301344 - CE	WESTMORELAND SANCTUARY	Offer classes in wilderness survival	9/1/17 – 8/31/18	\$500 (revenue)
188301345 - CE	AXIAL THEATER	Offer acting classes on site at Axial Theater	9/1/17 – 8/31/18	\$441 (revenue)
188301349 - CE	WORLD INSTRUCTOR TRAINING INSTITUTE	Offer personal training classes	9/1/17 – 8/31/18	\$4,500 (revenue)
188301342 - CE	BDI DATALYNK	Offer fiber optics training classes	9/1/17 – 8/31/18	\$3,375 (revenue)
188301134 - CE	CENTER FOR COACHING MASTERY	Offer classes in coaching and leadership skills	9/1/17 – 8/31/18	\$1,500 (revenue)
188301343 - CE	FRIENDS OF HILLTOP HANOVER FARM AND ENVIRONMENTAL CENTER, INC.	Offer courses and certificate in sustainable vegetable production	9/1/17 – 8/31/18	\$1,500 (revenue)
188301530 - CE	HUAXIA CHINESE SCHOOL	Offer Chinese language and culture classes	9/1/17 – 8/31/18	\$50,000 (revenue)

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

Adjournment

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

The next meeting of the Board of Trustees is scheduled for November 15, 2017 at 3 pm.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees