



**To be ratified at January 25, 2018 meeting**

**Board of Trustees Meeting  
December 20, 2017**

Draft minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, December 20, 2017 at 10:00 AM in the Event Room of the Student Center on the Valhalla campus.

**Trustees Present:**

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

**Trustees Excused:**

Nicholas Singh, David Swope, Esq.

**Cabinet Members Present:**

Dr. Belinda S. Miles, President, Dr. Shawn Brown, Chief of Staff, Dr. Vanessa Morest, Vice President and Provost, Academic Affairs, Eve Larner, Vice President and Dean, External Affairs, Executive Director, WCC Foundation, 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 Chairperson John Nonna

**Ratification of Minutes**

Trustees Stern and Mitchell made a motion to ratify the minutes of the November 15, 2017 board meeting with the necessary corrections. The motion passed.

**INFORMATION AND DECISION**

## A. President's Report

Dr. Belinda S. Miles reported:

- Today is unusual because not only we are meeting at 10 a.m. but also this is exam week and we do not have the same high level of activity with classes at this hour. If attendance seems light this morning, faculty members who might otherwise attend this meeting are proctoring exams. I ask board members to be mindful of these other commitments.
- Included in your materials today is a resolution and my recommendations for nine faculty members to be considered for tenure. The board will be asked to vote on tenure at the January 2018 board meeting.
- We are making progress on our journey to exemplary shared governance, especially after this board's policy on collective decision-making. Faculty Senate passed a resolution reaffirming shared governance processes, which this administration supports. We have lamented the suspension of President's Communication Council that regularly brought together the cabinet and Faculty Senate leadership, so we are bringing that back next semester.
- Our Completion Ceremony took place on December 14, 2017. Thanks to Trustees Betsy Stern, LeRoy Mitchell, and Nicholas Singh for being present on this occasion.
- Also on the same day, Student Involvement hosted Late Night Breakfast to help students get ready for exams. Approximately 180 students attended.
- Our SALT team (40 administrators) visited Food Bank for Westchester and packed 800 backpacks for children—thanks to Trustee Andy Spano for focusing attention on food insecurity at the board level.
- Thanks to a referral from Chairman John Nonna, co-chairs of the Gen Ed Committee, Melissa Dreyfus and Elise Martucci are working with producer Joanna James to screen "A Fine Line" at the college this winter or spring. The film focuses on women working in the restaurant industry.
- Viking ROADS was formally unveiled at a college town hall at the end of November.

- Other grant activity is picking up with two SUNY awards: DEI and Guided Pathways.
- There is a heightened need to monitor public policy at all levels. Alongside AACU and ACCT, we are monitoring and considering responses to the latest on tax reform and reauthorization of the Higher Education Act.
- We are also looking at ways to engage students in advocacy for themselves and issues important to college students.
- We thank members of the County Executive Transition Team for engaging with the college through meetings where we have been able to discuss our tremendous impact in the community.

## **B. Board Chair's Report**

- Members of the Board received a letter from ACE Fellow Dr. Nicola Blake stating the conclusion of her 2016-2017 ACE fellowship and thanking them for the highly rewarding experience of learning from them and members of the institution.
- Thank you for the information regarding members of the faculty who are due for tenure. The Board will review your recommendations.
- Last week Foundation Board members and members of the Board of Trustees met with the County Executive Elect.
- Contracts for faculty and staff contracts will go before the Board of Legislators in for approval January 2018.

## **C. Committees**

### Finance/Facilities

Trustee Mitchell asked John Paul Iannace to give the finance report.

### 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>
180130536 – ADM	ASSOCIATION OF COMMUNITY COLLEGE (ACCT)	Executive recruitment services to enhance pool of candidates and vet finalist for the V.P./Dean of Administrative Services (CFO/COO) position	1/1/18 – 4/30/18	\$30,000
180240350 – FAC	VEOLIA ENVIROMENTAL SERVICES	Main campus chemical waste pickup and disposal services to comply with Environmental Protection Agency (EPA) regulations for proper handling of hazardous waste	1/16/18 – 1/15/20	\$8,845
180240351 – FAC	EUROPEAN AMERICAN DECORATIVE PAINTING	Repair damaged wallpaper in the second floor hallway of Hartford Hall	within 90 days of signed contract	\$7,675
170115339 – IT	FALCON DATA NETWORKS, LLC	Test and repair single mode and multi-mode fiber optic cables at Valhalla campus. Repair connectors.	12/23/17 – 5/1/18	\$16,092

**\*\*Motion: Stern/Spano – all in favor**

**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: Stern/Mitchell – all in favor.**

Motion out of Executive Session

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

Adjournment

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

The next meeting of the Board of Trustees is scheduled for January 17, 2018.

Respectfully submitted,

*Yolanda Howell*

Yolanda Howell  
Secretary, Board of Trustees