



**Ratified at April 18, 2018 meeting**

**Board of Trustees Meeting  
March 28, 2018**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, March 28, 2018, at 3 PM 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, (via zoom), Dr. Norman Jacknis, Dr. LeRoy Mitchell, Nicholas Singh, and Yolanda Howell, Secretary to the Board of Trustees.

**Trustees Excused:**

Robin Bikkal, Esq., Toni Cox-Burns.

**Cabinet Members Present:**

Dr. Belinda S. Miles, President, Dr. Shawn Brown, Chief of Staff 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.

**Moment of Silence**

Chairman John Nonna requested a moment of silence for Trustee David Swope who passed away in January 2018.

**Ratification of Minutes**

Trustees Stern and Mitchell made a motion to ratify the minutes of the January 25, 2018 board meeting. The motion passed.

**INFORMATION AND DECISION**

## A. President's Report

Dr. Belinda S. Miles reported:

- This is our first meeting since the February hiatus, and first meeting without David Swope. Thank you for a beautiful memorial last Friday.
- Yesterday was a big day in Valhalla.
  - We welcomed more than 30 school counselors through Admissions.
  - We had a visit from the SUNY Board Vice Chair Merryl Tisch.
  - Chancellor Kristina Johnson also visited our campus.
- A WCC team went to the county to present our Capital projects. We had discussions regarding our space needs at extension locations.
  - Renewing leases on two extension locations, Yonkers and Ossining, and the EOC in Yonkers. We are contemplating a future for Yonkers as a branch campus.
  - Our next two community conversations for these locations are set: Yonkers on April 4 (next week) and Ossining on May 15. More than 40 people have registered for Yonkers.
- These discussions integrate academic and enrollment planning. We have been talking about 75<sup>th</sup> anniversary more frequently. Various planning processes are converging.
  - There will be a Vision and Values Summit next Friday.
  - ICAT this fall. Through Achieving the Dream led by Provost Morest.
    - Teaching and learning
    - Engagement and communication
    - Strategy and planning
    - Policies and practices
    - Leadership and vision
    - Data and technology
    - Equity
  - We are anticipating an updated academic master plan with areas where we can introduce new or expand existing programs

- Our Title IX work is moving under our Chief Diversity Officer area. We are currently evaluating policies on freedom of speech. Thanks to Trustee Stern for Chicago's statement.
- We are looking closer at technology. Dr. Brown and I attended an Oracle CFO Conference looking at industry trends/best practices in cloud computing.
- Update on the Bookstore: FSA about to sign an agreement with Barnes & Noble. This was an open, transparent process that kicked off last summer. The agreement is designed to better serve students and faculty.
- Kudos to Professor Jodi Cotten (mathematics) who with one of her students, Michael Ozaruk, attended a CUNY/SUNY conference on OER last week. Our student was on a student panel, the only SUNY student serving in this capacity. Our Board led on this with its textbook policy last year.

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

- This Board is down two board members (David Swope, Joseph P. McLaughlin). We will ask the Board of Legislators to move forward and identify some candidates.
- The Westchester Board of Legislators has approved the collective bargaining agreements.
- The Board of Legislators passed the Immigrant Protection Act. This does not make Westchester a sanctuary county. A sanctuary county is one that does not abide by federal law. This law provides that we will abide by federal law. I would be happy to discuss this law with anyone who has any questions.

## **C. Committees**

### Governance

Trustee Spano reported:

The Governance committee had discussion on the following topics.

- Imaginarium planning
  - Timeline
- Board and Presidential Procedures
- Board of Trustee officer nominations
- Two policies – Conflict of Interest Policy and the Freedom of Expression Policy
- NYCCT Conference April 28, 2018

## Student Trustee Report

Trustee Singh reported:

- We will be having SGA elections within the next few weeks
- We will be having our 70<sup>th</sup> Annual Recognition Dinner
- The SGA diversity committee will be hosting a week of peace week next week for the first time. We will be having events throughout the week, which will serve as a permanent marker that embraces diversity at our institution.
- For the first time student involvement did an alternative spring break program. This serves as a learning opportunity for students to learn about food insecurity through community service.
- Our Viking newspaper place second in the national competition for best newspaper in the spring national college convention
- PTK attended its national convention and won runner up for best officer team of the year.
- Under the recommendation of Dr. Miles, the SGA has started a safety initiative with reflective snap bracelets that make individuals more visible at night.
- I along with three other students in Professor Anne D’Orazio’s International Law class were selected to attend meetings in Rome, Italy. We attend multiple meetings where we saw our class lectures come to life. We visited the NGO, the World Food Program and the UN building.

## Finance/Facilities

Trustee Mitchell reported:

- The Finance committee had preliminary review of the proposed 18-19 Budget. There are still a number of moving parts to the budget.
- We also discussed our financial forecast.

Trustee Mitchell asked Dawn Gillins to go over the forecast for the month ending February 28, 2018.

John Paul Iannace presented the contracts to the Board.

### 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>
189474542 – AA	YONKERS PUBLIC SCHOOLS	Collaboration between WCC and Riverside High School to provide an opportunity for P-Tech students to enroll in college courses through the ECE Program	9/1/17 – 6/30/18	\$44,780 (revenue)
189474543 – AA	YONKERS PUBLIC SCHOOLS	Collaboration between WCC and Saunders High School to provide an opportunity for P-Tech students to enroll in college courses through the ECE Program	9/1/17 – 6/30/18	\$71,543 (revenue)
188211362 – CE	KECK HEATING AND AIR CONDITIONING	Service contract for maintenance of the HVAC system at the Ossining Extension Center	3/1/18 – 2/20/20	\$5,760
188211361 – CE	KECK HEATING AND AIR CONDITIONING	Replacement of the failed 25 ton stage 1 compressor at the Ossining Extension Center	3/26/18 – 5/31/18	\$7,400
180240352 – FAC	RENTOKILL NORTH AMERICA, INC. D/B/A/ J.C. EHRlich	Extermination services for WCC main campus and Extension Centers	4/1/18 – 3/31/19	\$12,150
180245363 – FAC	GLOBAL SYSTEMS INTEGRATORS	Maintenance of the Keltron system critical fire alarm, including the Monitoring hardware and software	3/1/18 – 8/31/18	\$4,743
18240366 – FAC	EMPIRE MECHANICAL SERVICES	Replacement of the pool recirculation pump	within 90 days after	\$6,813
189508368 – FAC	STANLEY CONVERGENT SECURITY SOLUTIONS, INC.	To provide and install security system for the WCC Bookstore	3/26/218 – 4/18/18	\$6,060
180315365 – SPS	CREDENTIALS, INC. D/B/A CREDENTIALS SOLUTIONS	Online transcript ordering/processing- with all terms and pricing in accordance with the master SUNY agreement	12/15/17 – 12/15/22	\$7,500 (revenue)

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

Robert Cirillo discussed the WCC79 Capital Project (Hartford Hall roof replacement). Mr. Cirillo also updated the Board on the restoration of the wallpaper in Hartford Hall.

Public Comment

Chairman Nonna invited members of the public for public comment

Professor Kimberly Mallory – Adjunct Faculty, English

- Difficulties with adjuncts applying for unemployment insurance

Professor Rajashree Karve – Adjunct Faculty, Chemistry

- Adjuncts are looking for dignity
- Healthcare

Professor Mel Bienenfeld, Full time Faculty, Math, WCCFT

- Adjuncts attended Higher Education Lobby Day
- The unemployment process for adjuncts

- Would like the Board to consider the contract with Corporate Cost Control.

Professor Heather Ostman, Full time faculty, English, Faculty Senate Presiding Officer

- What two polices is the Governance Committee addressing? Where can we find information for the Senate?
  - Response
    - *A committee is in place to review the policies that exist (Conflict of Interest Policy and the Freedom of Expression Policy). This follows the collaborative decision process. Policies will be circulated and there will be time for discussion.*

**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/Jacknis – all in favor.**

Motion out of Executive Session

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

Adjournment

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

The next meeting of the Board of Trustees is scheduled for April 18, 2018.

Respectfully submitted,

*Yolanda Howell*

Yolanda Howell  
Secretary, Board of Trustees