



Ratified at June 26, 2018 meeting

**Board of Trustees Meeting
May 16, 2018**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, May 16, 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, Robin Bikkal, Esq., Dr. Norman Jacknis, Dr. LeRoy Mitchell, Nicholas Singh, and Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Toni Cox-Burns

Cabinet Members Present:

Dr. Belinda S. Miles, President, Dr. Shawn Brown, Chief of Staff, Dr. Vanessa Morest, Provost and Vice President, Academic Affairs, 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 Stern and Mitchell made a motion to ratify the minutes of the April 18, 2018 board meeting. The motion passed.

INFORMATION AND DECISION

A. President's Report

Dr. Belinda S. Miles reported:

- College Family Memorial Committee has short ceremony today from 3 to 4 p.m. Master list has 162 names.
- This week has been very busy
 - There was community conversation in Ossining
 - Admissions had their spring open house
 - Our student films were shown at Jacob Burns Film Center
 - There was a teaching and learning symposium
 - Tomorrow is Commencement – and honoring 50-year graduates
- This year is also a big year
 - A values and vision statement has been forwarded to board
 - We are finalizing update letter to Middle States
 - We met with our Achieving the Dream coaches
 - Title V funding - \$2.7 million over five years, on top of other resources we have garnered to support our pathways work
 - We well on our way toward the milestone of 75 years in 2021
- I would like to take a moment to thank faculty, staff, administrators, and the board for their commitment to innovation and excellence
- Looking forward
 - We anticipate welcoming new board members this year
 - We will have a new CFO starting this summer
 - We will be filling a number of full-time and adjunct faculty positions

B. Board Chair's Report

Trustee Nonna reported:

Trustee Nonna asked for a moment of silence for those of the college community who are no longer with us.

- At the Governance Committee meeting today we had a very good presentation regarding our alcohol and substance abuse program and the steps that the college is taking to address this issue
- The Board has received the Vision and Values statement and will review it
- The Board has also been given the Audit Report
- The County has announced that the property that was formally occupied by Westhelp will have 74 affordable housing units for senior citizens. Those occupants may decide to take class on our campus.

C. Committees

Governance

Trustee Spano reported:

Election of Board Officers

The Governance committee has received the following slate from the nominating committee

Chair – Hon. John Nonna

1st Vice Chair – Hon. Andrew Spano

2nd Vice Chair – Dr. LeRoy Mitchell

Treasurer – Dawn Gillins

Secretary – Yolanda Howell

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

The Governance committee had discussion on the following topics.

- The Presidents evaluation recipients
- Freedom of Expression policy
- A joint statement on Civil Discourse and Campus Climate

CUNY University Faculty Senate, SUNY Faculty Council of Community Colleges, and SUNY University Faculty Senate Joint Statement on Civil Discourse and Campus Climate

The SUNY Faculty Council of Community Colleges, the CUNY University Faculty Senate, and the SUNY University Faculty Senate affirm their commitment to foster campus climates that equitably support the diversity that is inherent in our modern, pluralistic society. Our academic communities depend on critical inquiry and the free expression of diverse opinions for the creation of effective and inclusive learning environments. We call upon all members of our academic communities—faculty, staff, and students—to not only engage in, but to encourage, civil discourse that enables the exchange of ideas, however uncomfortable, thus furthering the crucial mission of public higher education to contribute to the greater good.

We would like the Board to endorse this statement

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

- Imaginarium Update
- Alcohol and substance abuse policy
- Vision and Values statement
- Sexual Harassment policy from SUNY
- The Board would like to nominate two colleagues for an ACCT award
 - CEO – Dr. Belinda Miles
 - Trustee – Betsy Stern

****Motion: Nonna/Mitchell – Stern (abstain) – all in favor**

Program Committee Report

Trustee Jacknis reported:

The Program committee had discussion on the following topics.

- Adjunct Faculty
 - We may want to re-think their role
- Data analysis

Sabbatical Recommendations

We would like to submit two sabbaticals for consideration

1. Paul Siegel
2. Deborah Krikun

A motion was made to waive the rule of waiting a month before voting on an issue that has just been given to the Board

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

Motion to approve sabbatical for Paul Siegel

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

No motion was made to approve the sabbatical for Deborah Krikun

Student Trustee

Trustee Singh reported

The Student Government recently concluded their elections.

President – Ava Tapia

Treasurer – Monica Aguirre

Director of Public Relations – Raffakatu Abubakar

Student Trustee – Elizabeth Lugones

I would like to thank everyone who has played a key role in my success at Westchester Community College.

Finance/Facilities

Trustee Mitchell reported:

On April 28, 2018, I attended the NYCCT meeting. I will send the report to the Board.

The Finance committee had discussion on the following topics.

- Presentation of the College Auditor’s Report
- Snapshot of WCC 4 Schools

Trustee Mitchell asked Dawn Gillins to go over the forecast for the month ending April 30, 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>
189515547 – AA	YONKERS PUBLIC SCHOOLS	Agreement to enable Gorton High School P-tech students to enroll in college courses through the ECE Program	9/1/17 – 6/30/18	\$21,200 (revenue & expense) Net \$0
189476163 – CE	BUSINESS COUNCIL OF WESTCHESTER	Recruitment services for the “Just Add One” Program in collaboration with the Workforce Development Center to identify and recruit businesses to participate in the College’s “Just Add One” Program	9/1/17 – 8/31/18	\$11,500
188211369 – CE	CITY OF MT. VERNON	WCC shall provide ESA instruction, SAT And ACT Prep tutoring, student mentoring and space for meetings	7/1/18 -6/30/19	\$13,200 (revenue & expense) Net \$0
180110546 – EA	ASHWORTH DESIGN, INC D/B/A ASHWORTH CREATIVE	Graphic design services for major WCC publications on an as needed basis	6/15/18 – 6/14/20	\$75,000
189110164 – EOC	ART C, INC.	Photography and video services At WEOC graduation, including post production editing services of videos	6/1/18 – 7/31/18	\$4,400
180240353 – FAC	ENERGY MANAGEMENT OF FACILITIES, INC.	Maintenance on all Andover Systems including HVAC and boilers on main campus	3/1/18 – 2/29/20	\$19,480

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

Capital Projects

Robert Cirillo reported:

- WCC78 – Safety and Security Phase 3
 - Construction will start this summer

Unclassified Titles

Dr. Belinda S. Miles reported:

Resolution on Unclassified Titles

***WHEREAS**, it is the intention of the administration of Westchester Community College to add professional service titles to its unclassified title listing; and*

***THEREFORE BE IT RESOLVED**, that the Board of Trustees of Westchester Community College hereby authorizes the State University of New York to add the professional titles listed below to the unclassified title listing for Westchester Community College.*

***Associate Dean (Enrollment Management)**
Associate Dean (Adjunct Services, Professional Development and Academic Operations)
Associate Dean, Chief Diversity Officer
Division Coordinator (Community College Extension Sites)
Program Coordinator (Community Services Programming-CC)
Program Coordinator (Virginia Marx Center)
Program Administrator (Bursar Operations)*

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

ACCT Proposal

John Nonna reported:

We have submitted a proposal to present at the ACCT conference in October. The presentation is called “Shared Governance in an area of Rapid Change”

Public Comment

Chairman Nonna invited members of the public for public comment

Dorothy Posada – Interim Staff Council President

Addressed the Board regarding the memorial that was held today for members of the campus community that we have lost.

The 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: Stern/Bikkal – all in favor.**

Adjournment

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

The next meeting of the Board of Trustees is scheduled for June 20, 2018.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees