



Ratified at September 18, 2018 meeting

**Board of Trustees Meeting
July 18, 2018**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, July 18, 2018, at 3 PM in the Event Room of the Student Center on the Valhalla campus.

Trustees Present:

Hon. John Nonna, Chairperson, Hon. Andrew Spano, Vice-Chairperson, Dr. LeRoy Mitchell, Vice-Chairperson, Dr. Norman Jacknis, Elizabeth Lugones, Deborah Raizes, Betsy Stern, and Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Robin Bikkal, Esq., Toni Cox-Burns, Dr. Gregory Robeson Smith.

Cabinet Members Present:

Dr. Belinda S. Miles, President, , Dr. Vanessa Morest, Provost and Vice President, Academic Affairs, Dr. Shawn Brown, Chief of Staff, Brian Murphy, Vice President and Dean of Administrative Services, Eve Lerner, 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, Dr. Sara Thompson Tweedy, Vice President and Dean of Student Access, Involvement, & Success.

Call to Order

The Meeting was called to order by Chairperson John Nonna.

Ratification of Minutes

Trustee Mitchell made a motion seconded by Trustee Spano to ratify the minutes of the June 26, 2018 board meeting. The motion passed.

INFORMATION AND DECISION

A. President's Report

Dr. Belinda S. Miles reported:

President Miles gave updates on the following:

- Guided Pathways Institute at SUNY
- The COAP Banquet recognizing accounting students
- A farewell for students leaving to study in Cambridge
- Legislative visits to Westchester Community College
- We are preparing for a major influx of registrations
 - Recruitment and admissions numbers look strong
 - Focusing on continuing students; we will soon ask for employee volunteers for call nights

Dr. Miles thanked the Staff Council for the picnic that was held in the beginning of July.

B. Board Chair's Report

Trustee Nonna reported:

- Trustee Robin Bikkal has indicated that she will step down from the Board due to work commitments.
- The Board will meet on Saturday, July 28 for a board retreat. Topics that will be discussed are:
 - The Presidential Evaluation
 - The Board of Trustee Self Evaluation
 - Looking at trends in Community Colleges
- ACCT Conference
 - Trustee Spano, Dr. Miles and myself will be giving a presentation on Shared Governance at the ACCT Conference in New York City in October
- Board of Legislators
 - On August 6 the college will present its budget to the Board of Legislators

C. Committees

Governance

Trustee Spano reported:

The Governance Committee would like to bring forward a resolution to nominate Trustee Stern for the Benefactor Vision for Tomorrow Award.

WHEREAS, New York Community College Trustees invites nominations to honor outstanding trustees for its Annual Awards Presentation taking place on Saturday, September 22, 2018; and

WHEREAS, Trustee Elizabeth M. Stern has served on the Westchester Community College Board of Trustees since 2009 and served as its vice chair from 2013 to 2018; and

WHEREAS, Ms. Stern has served on the Westchester Community College Foundation Board since 1985 and served as its President for more than a decade and Chair for several more years; and

WHEREAS, Westchester Community College has expanded or improved a wide range of programs and services improving the quality of education for community college students for which Ms. Stern has been a volunteer and advocate; and

WHEREAS, Examples of those programs include Gateway Center and its innovative immigrant education programs, Volunteer Center providing student mentoring and support, the establishment of an Honors College, and the development of the Native Plant Center; and

WHEREAS, Ms. Stern's leadership that people together and stewards public and private resources to maximize the impact of the community college mission to provide access to opportunity.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Trustees nominate Elizabeth M. Stern for the New York Community College Trustees Benefactor Vision for Tomorrow Award.

BE IT FURTHER RESOLVED THAT the Board Secretary shall transmit this resolution and corresponding nomination to the New York Community College Trustees.

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: Spano/Jacknis – all in favor**

Motion to approve resolution to nominate Trustee Stern for the Benefactor Vision for Tomorrow award

****Motion: Mitchell/Spano – Stern, recused – all in favor**

The Governance committee had discussion on the following topic.

- Discussion on making a slight modification regarding the July Board of Trustee meeting. We would like to eliminate the July Board Meeting due to the fact that our Board Retreat occurs in July.
 - After discussion with the entire Board it was decided that the July board meetings would be eliminated. No vote is need.

Program Committee Report

Trustee Jacknis reported:

The Program committee had discussion on the following topics.

- High School partnerships
- Updates to our changes in counseling

Finance/Facilities

Trustee Mitchell reported:

The Finance committee had discussion on the following topics.

- The budget forecast
- Improvements to our reporting model to conform with the auditors recommendations

Trustee Mitchell asked Brian Murphy to go over the forecast for the month ending June 30, 2018 and the contracts.

Brian Murphy 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>
180245374 – FAC	GLOBAL SYSTEMS	Maintenance of the Keltron system critical fire alarm, including the monitoring hardware and software	9/1/18 – 8/31/19	\$9,485
180240372 – FAC	HEALY ELECTRIC CONTRACTING	Repair transformer damaged during winter storms	6/1/18 – 9/30/18	\$12,800
180240371 – FAC	QUALITY FENCE OF PEEKSKILL, INC.	Repair fences across campus damaged during winter storms	6/1/18 – 9/30/18	\$9,625
180240169 – FAC	LANDI, INC.	Line cut 24’ x 20’ section of blacktop and top coat with 2” of asphalt to make surface even with sewer cap	within 90 days after contract signed	\$4,200

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

Public Comment

Chairman Nonna invited members of the public for public comment

No public comment

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 matters of personnel.

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

Motion out of Executive Session

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

Adjournment

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

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

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees