



**Ratified at October 17, 2018 meeting**

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

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

**Trustees Present:**

Hon. Andrew Spano, Vice-Chairperson, via video, Dr. LeRoy Mitchell, Vice-Chairperson, Toni Cox-Burns, Dr. Norman Jacknis, Elizabeth Lugones, Deborah Raizes, Dr. Gregory Robeson Smith, Betsy Stern, and Yolanda Howell, Secretary to the Board of Trustees.

**Trustees Excused:**

Hon. John Nonna, Robin Bikkal, Esq.

**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**

Vice Chairperson Dr. LeRoy Mitchell called the meeting to order.

**Ratification of Minutes**

Trustee Stern made a motion seconded by Trustee Cox-Burns to ratify the minutes of the July 18, 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:

#### Students

- New student orientation
- New student convocation
- The student involvement fair

#### County update

- The County has approved the 2018-2019 budget

#### Personnel

- We bid farewell to Sabrina Johnson Chandler and thank her for her many years of service to the college. An interim has been named and a search is commencing.

#### Library

Thanks to members of the college community who have had to endure the library climate systems, which are being repaired and replaced as we speak.

### C. Committees

#### Governance

Trustee Spano reported:

The Governance committee had discussion on the following topics.

- The MOU between the College and the Foundation is in place
- The Vision and Value statement. The committee is recommending that we approve the following Value statement.
  - I. ***“To better ourselves and our relationships, we are committed to:”***
    - *Personal Excellence- Promote life-long learning, academic growth and intellectual development.*
    - *Respect- Support an environment of open, honest and collegial communication.*
    - *Integrity- Expect personal accountability through ethical behavior.*
  - II. ***“To better our community and collective efforts, we are committed to:”***
    - *Collaboration- Work together on the achievement of a common goal.*

- *Civic Engagement-Advance active involvement in the life of the community.*
  - *Innovation- Encourage and empower a creative environment.*
- III. **“To better our society and our world, we are committed to:”**
- *Diversity- Fostering an inclusive community through acceptance and understanding.*
  - *Environmental Sustainability-Protect, preserve, and conserve resources for the future.*
  - *Empathy- Respond to each other’s views and opinions without judgement.*

**\*\*Motion: Mitchell/Robeson Smith – all in favor**

- The Vision statement needs to be re-worked with some more input.
- Our new trustee process
- ACCT Government Leadership Institute Conference
  - Dr. Shawn Brown and Dr. Gregory Robeson Smith both attended the conference. *(Dr. Brown and Dr. Robeson Smith informed the other Board members about their experiences at the conference).*
- Imaginarium
  - Additional information will be sent out by the college

Program Committee Report

Trustee Jacknis reported:

The Program committee had discussion on the following topics.

- Enrollment patterns
- Reorganization of student services
- Workforce development and community organization

Student Trustee Report

Trustee Lugones reported:

The Student Government Association is in the process of recruiting.

Finance/Facilities

Trustee Mitchell reported:

The Finance committee had discussion on the following topics.

- Renewal of leases for spaces that we rent
- The impact that the current FTE funding level would have on enrollment
- The masterplan
- The possibility of having a branch campus designation for our Yonkers site.

Trustee Mitchell asked Vice President Brian Murphy to go over the forecast for the month ending August 31, 2018 and the contracts.

Vice President 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>
190410379 – AA	COPYRIGHT CLEARANCE CENTER	Annual copyright license agreement	11/10/18 – 11/9/19	\$9,106
188102378 - CE	PLUMBERS & STEAMFITTERS LOCAL UNION 21	Instruction provided by Local Union 21 for the Construction Gas Operator Program	7/30/18 – 8/10/18	\$10,306 (expense) \$18,200 (revenue)
198191551 – CE	RC SERVICE CORP.	EMERGENCY - Six (6) month contract for cleaning and maintenance of 20,000 sq. ft. Peekskill facility (6 days per week) includes snow removal	9/1/18 – 2/28/19	\$46,920
198102380 – CE	PROJECT MANAGEMENT INSTITUTE	Membership to increase contract training and open enrollment opportunities to meet the demand of project management professionals and credentialing	11/1/18 – 10/30/19	\$1,850 (expense) \$15,070 (revenue)
198301180 - CE	AMERICAN HOME INSPECTION TRAINING INSTITUTE	Provide classes for home inspection certificate	9/1/18 – 8/31/19	\$4,350 (revenue)
198301182 - CE	HUAXIA CHINESE SCHOOL	Provide Chinese language and cultural education programming	9/1/18 – 8/31/19	\$42,000 (revenue)
198301181 - CE	GREATER WESTCHESTER YOUTH ORCHESTRA ASSOCIATION	Provide space and co-sponsorship of GWYO to practice and perform	9/1/18 – 8/31/19	\$10,400 (revenue)
198301171 – CE	S.F. & WELLNESS, INC. D/B/A WORLD INSTRUCTOR TRAINING INSTITUTE	Offer non-credit personal fitness training certification	9/1/18 – 8/31/19	\$3,000 (revenue)
199504183 – AA	ARIANA QUINONES	Provision of ten (10) educational workshops for Step-Up students and open to all students	9/1/18 – 6/30/19	\$5,000
190240184 - FAC	OVAL TENNIS, INC.	Paint new lines on the eight (8) tennis courts	5/1/19 – 6/30/19	\$4,110
180245375 – FAC	CARE SECURITY SYSTEMS, INC. INC.	GENETEC Advantage (CCTV) software licensing, service and support and AMAG SSA (Access Control) software licensing, service and support	9/1/18 – 8/31/19	\$16,386

<u>CONTRACT #</u>	<u>CONTRACTOR NAME</u>	<u>CONTRACT DESCRIPTION</u>	<u>TERM</u>	<u>AMOUNT</u>
180245532 - FAC	SIMPLEX GRINNELL	Annual inspection and testing of fire sprinkler systems, fire pumps and fire hydrants for Main Campus and two (2) extension centers	8/1/18 – 7/31/20	\$15,920
180240376 – FAC	NIKO CONSTRUCTION CORP.	Remove and install new frosted double glass skylights at Physical Education Building	within 90 days of signed contract	\$16,900
180240377 – FAC	J. ANGELO INDUSTRIES	Vacuum and clean all storm drain catch basins throughout the campus	within 90 days of signed contract	\$9,500
180240541 – FAC	CNY ELEVATOR INSPECTIONS LLC, SUBSIDIARY OF ATIS ELEVATOR INSPECTIONS LLC	Annual and semi-annual elevator safety inspection for Main Campus, Mt. Vernon and Peekskill Extension	9/1/18 – 8/31/19	\$20,000

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

Resolution: In-State Tuition for Displaced Hurricane Victims

***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,** on October 6, 2017, the SUNY Board of Trustees adopted 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, the resolution encouraged 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; and*

***WHEREAS**, on October 18, 2017 the Westchester Community College Board of Trustees adopted a resolution that authorized 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; and*

***WHEREAS**, on June 14, 2018, the SUNY Board of Trustees adopted 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 2018/19 academic year at SUNY State-operated institutions and, the resolution encouraged 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 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 2018/19 academic year in accordance with the amended SUNY guidelines governing residency for tuition purposes.*

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

Public Comment

Vice Chairman Mitchell invited members of the public for public comment

Saul Salinas

Addressed the Board regarding Mainstream changes in tuition and fees.

Mel Bienenfeld

Addressed the Board regarding the environmental issues in the library.

Jessica Tagliaferro

Addressed the Board regarding the environmental issues in the library.

Yvonne Rhode

Addressed the Board regarding the environmental issues in the library.

Virginia Falcone

Addressed the Board regarding the environmental issues in the library.

Sharon Massey

Addressed the Board regarding the environmental issues in the library.

Vice Chairman Mitchell

This is an emergency situation and the college had to invoke emergency procedures to get new compressors for the library. One of the compressors came in today and the other is due in next week.

Adjournment

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

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

Respectfully submitted,

*Yolanda Howell*

Yolanda Howell  
Secretary, Board of Trustees