



**Ratified at December 19, 2018 meeting**

**Board of Trustees Meeting  
November 20, 2018**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Tuesday, November 20, 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, Toni Cox-Burns, Dr. Norman Jacknis, Deborah Raizes, Dr. Gregory Robeson Smith, Betsy Stern, and Yolanda Howell, Secretary to the Board of Trustees.

**Trustees Excused:**

Robin Bikkal, Esq., Elizabeth Lugones.

**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 Larner, Vice President and Dean, External Affairs, Executive Director, WCC Foundation.

**Call to Order**

Chairperson John Nonna called the meeting to order.

**Ratification of Minutes**

Trustee Robeson Smith made a motion seconded by Trustee Spano to ratify the minutes of the October 17, 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:

- Thanks to Faculty Senate Presiding Officer Dr. Heather Ostman for several senate resolutions last week including one supporting FCCC's statement on community college funding.
- The President's Forum held on November 11, 2018.
- Campus-wide celebration on progress improving student success programs.

President Miles then introduced Dean Hector Graciano, Associate Dean, Adjunct Services Professional Development, & Online Education. Dean Graciano gave a presentation on Open Educational Resources (OER).

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

Trustee Nonna reported:

Association of Community College Trustees Annual Meeting – New York City

- Last month, Dr. Miles, Trustee Spano and myself gave a presentation on "Shared Governance" (Collaborative Decision Making). We had an audience of more than 100 people. The session went well.

Veterans Event

- I attended an event sponsored by Westchester Community College Veterans Association that portrayed the history of the US flag. Boy scouts and girl scouts as well as our County Executive participated.

## **C. Committees**

### Governance

Trustee Spano reported:

The Governance committee had discussion on the following topics.

- Term limits for Trustees
- A retreat for the Board to be held next month

We will discuss the Sexual Harassment Prevention Policy at the December Board Meeting.

Program Committee Report

Trustee Jacknis reported:

The Program committee had discussion on the following topics.

- Open Educational Resources (OER)
- Starfish

Finance/Facilities

Trustee Mitchell reported:

The Finance committee had discussion on the following topics.

- College operating budget
- The short fall in state aid
- College capital budget

Trustee Mitchell asked Vice President Brian Murphy to go over the forecast for the month ending October 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>
190240184 - FAC	OVAL TENNIS, INC.	Paint new lines on the eight (8) tennis courts	5/1/19 – 6/30/19	\$5,885
190245381 - FAC	INTERSTATE FIRE & SAFETY EQUIPMENT COMPANY, INC.	Annual fire extinguisher inspection and annual and semi-annual fire suppression system inspection and service	10/1/18 – 9/30/21	\$7,142
199521385 – FAC	DENNIS NOSKIN ARCHITECTS	Design services in connection with the renovation of Student Center (Room 190) from classroom to counseling office	10/1/18 – 9/30/19	\$9,850 (grant)
19WCC65904 – IT	CIBER GLOBAL, LLC	Consulting services in connection with the preparation of a plan to implement the Oracle PeopleSoft fixed assets and e-procurement modules	12/1/18 – 6/31/19	\$40,430
199520556 - SPS	LHC CREATIVE STRATEGIES FOR DEVELOPMENT, LLC	Evaluation consultant to evaluate implementation of CCAMPIS grant over four (4) year period	10/1/18 – 12/31/22	\$40,000 (grant)

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

Resolution: CSEA Contract and Non-Represented Management COLA Adjustment

*WHEREAS, the Board wishes to recognize the outstanding job performance by the CSEA staff and non-represented management employees of Westchester Community College; and*

*WHEREAS, in recognition of the outstanding contribution that the CSEA staff and non-represented management employees make to the efficient and effective functioning of Westchester Community College;*

***BE IT RESOLVED,** that the Board of Trustees of Westchester Community College hereby ratifies and approves the attached Memorandum of Agreement between CSEA Local 860 Unit 9202 and Westchester Community College, having a term of September 1, 2018 through August 31, 2019, which includes a provision for two percent (2%) increases for wages and longevity pay; and*

***BE IT RESOLVED,** that non-represented management employees shall receive two (2%) increases for wages and longevity pay, effective September 1, 2018.*

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

Public Comment

Chairman Nonna invited members of the public for public comment

Dr. Jessica Godin

Addressed the Board regarding unmet accreditation standards for the Veterinary Technology program.

Carol Ann Zavarella

Addressed the Board to thank them for the approval of the memorandum of agreement for CSEA.

Adjournment

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

The next meeting of the Board of Trustees is scheduled for December 19, 2018.

Respectfully submitted,

*Yolanda Howell*

Yolanda Howell  
Secretary, Board of Trustees