



**Ratified at June 19, 2019 meeting**

**Board of Trustees Meeting  
May 15, 2019**

Draft minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, May 15, 2019, 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, Robin Bikkal, Esq., Dr. Norman Jacknis, Elizabeth Lugones, Betsy Stern, and Yolanda Howell, Secretary to the Board of Trustees.

**Trustees Excused:**

Toni Cox-Burns, Deborah Raizes, 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 and Vice President of Strategic Operations, 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**

Chairperson John Nonna called the meeting to order.

**Ratification of Minutes**

Trustee Stern made a motion seconded by Trustee Bikkal to ratify the minutes of the April 17, 2019 Board meeting. The motion passed.

## INFORMATION AND DECISION

### A. President's Report

Dr. Belinda S. Miles reported:

President Miles gave updates on the following:

- Commencement is tomorrow at the County Center!
  - More than 1,800 graduates inclusive of Aug. and Dec.
  - Thanks to faculty, curricula chair certifying graduates
  - This is a season of celebration
    - Farewell toast
    - Davis Scholar presentations
    - Honors College dinner
    - Athletic banquet
    - Student leader recognition dinner
    - PTK event, Chancellor's awards in Albany (Chancellor's award winners will be recognized at commencement)
    - Academic recognition ceremony (more than 850 May graduates have at least 3.5 GPA)
- We had a Teaching and Learning Symposium this morning
- Our Native Plant Center recognized two times: Planning Achievement Award from the Westchester Municipal Planning Federation, Community Partner Award from the Westchester Parks Foundation

Dr. Miles then thanked members of the Cabinet, her office staff and other direct reports for their service this academic year.

Dr. Miles introduced Tiffany Hamilton, Associate Dean—Diversity, Equity & Inclusion Chief Diversity Officer, Title IX Coordinator to give an update on Diversity, Equity and Inclusion programs and initiatives.

Dr. Miles also thanked Heather Ostman, Faculty Senate Presiding Officer for her service this year.

Dr. Miles introduced Aurora Workman as the new Director of Human Resources.

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

Trustee Nonna reported:

- Thank you to the administration, faculty, and staff for another successful year.
- The memorial service for former President Joseph N. Hankin was held on Sunday, April 28. Dr. Hankin's family was presented with an honorary degree from Westchester Community College.
- Thank you to the Foundation for all of the great work they have done. Some examples in particular are the State of the College 2019 brochure, the campaign for student success and for their Celebrity Salon series.
- Thanks to Tere Wisell and colleagues at the County for being able to preserve the Center for the Arts program at least through next May.
- I am looking forward to Westchester Community College's commencement tomorrow and the EOC graduation on June 6.

## **C. Committees**

### Governance

Trustee Spano reported:

- Thanks to the Westchester Community College faculty and staff for another successful academic year.

The Governance committee had discussion on the following topics.

- The honorary degree policy and procedure will include a provision for revocation. The Board will vote on this item at the June board meeting.
- Our summer retreat will be held in July. We will evaluate the President, the Board and discuss strategic planning.

### Program Committee Report

Trustee Jacknis reported:

The Program committee had discussion on the following topics.

- Data on non-credit courses
  - ESL, BOCES
- Guided Pathways/IR Update

- Response to a public comment made at the April 17, 2019 Board meeting
  - Timeline which outlines communications to the various appropriate departments within Westchester County government.

### Student Trustee Report

Trustee Lugones reported:

### Student Government Update

- The last Student Government Senate meeting was quite eventful
  - An amendment was ratified to create positions in the senate for extension center students to represent their campuses.
  - A resolution was passed for scheduling practices to be improved to ensure student success in the registration process.

Today is my last meeting as the Student Trustee. Serving as the student trustee this past academic year has helped me become a better person both personally and professionally. I have really enjoyed working with you all and hope to see you all again in the future.

Trustee Jacknis thanked Trustee Lugones for being a highly engaged student trustee.

Chairman Nonna thanked Trustee Lugones for being a valuable member of the Board and wished her best wishes at Stony Brook University.

### Finance/Facilities

Trustee Mitchell reported:

Thanks to Brian Murphy and Dawn Gillins for bringing the audit to a final conclusion.

The Finance committee had discussion on the following topics.

- The audit report
- Reviewed the current operating budget
- An update on capital projects

Trustee Mitchell asked Vice President Brian Murphy to go over the forecast for the month ending April 30, 2019 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>
190655418 – AA	NEW YORK MEDICAL COLLEGE	Agreement for New York Medical College to provide five (5) annual courses on laborative animal care in connection with the College’s Vet Tech Program	9/1/19 – 5/31/24	\$44,000
190155566 – EA	PTB & ASSOCIATES	Exercise option to renew grant consulting and writing services over a twelve (12) month period [3 <sup>rd</sup> of 3 options]	7/1/19 – 6/30/20	\$28,000
190240567 – FAC	MANZER’S LANDSCAPING DESIGN & DEVELOPMENT, INC.	Landscape services for all beds throughout the campus	5/1/19 – 9/30/19	\$20,000

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

Election of Board Officers

Trustee Bikkal

Resolution

ELECTION OF OFFICERS OF THE  
WESTCHESTER COMMUNITY COLLEGE  
BOARD OF TRUSTEES

**WHEREAS**, the annual meeting of the Board of Trustees for the election of Officers of the Board of Trustees shall be held in May of each year; and

**WHEREAS**, a nominating committee consisting of three members of the Board (Toni Cox-Burns, Robin Bikkal, Esq., Deborah Raizes) was appointed by the Board therefore

**BE IT RESOVLED**, that the nominating committee of the Board of Trustees hereby present the following slate of officers for the following positions:

Chairperson – Hon. John Nonna  
Vice Chairperson – Hon. Andrew Spano  
Vice Chairperson – Dr. LeRoy Mitchell  
Secretary – Yolanda Howell

**BE IT FURTHER RESOLVED** that this slate of Officers will take office on July 1 and will hold office until their elected successors take office.

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

Public Comment

Chairman Nonna invited members of the community for public comment

Laura Sinko

- Addressed the Board regarding issues with air quality in the library.

Mel Bienenfeld

- Informed the Board that this would be his last time addressing them as President of the Westchester Community College Faculty Teachers Union.
- Addressed the conflict of interest expressed at the last board meeting.

**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/Spano – all in favor.**

Motion out of Executive Session

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

Adjournment

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

The next meeting of the Board of Trustees is scheduled for June 19, 2019.

Respectfully submitted,

*Yolanda Howell*

Yolanda Howell  
Secretary, Board of Trustees