



Ratified at November 19, 2025 meeting

**Board of Trustees Meeting
October 15, 2025**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, October 15, 2025, at 3 PM in the Student Center Event Room.

Trustees Present:

Dr. Norman Jacknis, Vice-Chairperson, Deborah Raizes, Vice Chairperson, Robin Bikkal, Esq. (via video conference), Anabella Delduco, Susan Gerry, Esq., Hon. John Nonna, Sergio Serratto, (via video conference), Hon. Lyndon Williams, Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Dr. LeRoy Mitchell, Chairperson, Dr. Gregory Robeson Smith.

Cabinet Members Present:

Dr. Belinda S. Miles, President, Dr. Vanessa Morest, Provost and Vice President, Academic Affairs, Dawn Gillins, Acting Vice President and Dean of Administrative Services, Dolores Swirin-Yao, Vice President and Dean, External Affairs, Executive Director, WCC Foundation, Tere Wisell, Vice President and Dean, Community Education and Workforce Development, Garrett McAlister, Vice President, Information Technology, Dr. Rinardo Reddick, Acting Vice President of Student Access, Involvement & Success, Ben Naylor, Chief of Staff & Vice President of Strategic Affairs.

Call to Order

Vice Chairperson Deborah Raizes called the meeting to order.

Ratification of Minutes

Trustee Nonna made a motion seconded by Trustee Williams to ratify the minutes of the September 17, 2025, Board meetings. The motion passed.

INFORMATION AND DECISION

A. President's Report

Dr. Belinda S. Miles reported:

It's that time of year when the Department of Student Involvement, Phi Theta Kappa, and the Office of Student Support Services invite the college community to collect non-perishable items for students and families in need during our annual UNHunger to END Hunger Food Drive and Fresh Start Challenge. Competition is fierce as departments/teams/offices/clubs compete to fill as many boxes or bags as possible before Tuesday, November 4. Be sure to check email for additional information.

Enhancing the Student Experience

We welcomed the 9th cohort of students to SUNY WCC's **Honors College** during a celebration last month. Thanks to Director – Professor Brian Centrone and Assistant Director – Professor Matthew Sokol for their leadership and creating innovative learning experiences for our student scholars.

Later this month, SUNY WCC's PTK chapter is hosting the Fall 2025 PTK NY Conference at the Sonesta in White Plains.

SIM Lab ribbon-cutting celebration & demonstration – Wednesday, October 29, 11 AM – 1 PM.

Fall Open House will take place on Saturday, November 15, 1:00 PM to 4:00 PM starting in the Physical Education Building.

Community Engagement

On Tuesday, November 11 we welcome **Neighbor's Link** for their fall program - Courtrooms, Communities, and Classrooms. Multi-sector panel exploring how current immigration policies affect legal systems, educational spaces, and the heart of our communities. Hankin Auditorium, 6:30 PM. (Tix \$50)

Enrollment Management

Institutional Research, Planning, and Effectiveness reports the following data.

- Enrollment for the second 7.5-week session is still ongoing. Currently, there are 9,583 students enrolled for the Fall 2025 term, reflecting a 3.5% increase compared to Fall 2024. Fall 2025 **FTEs** have similarly **increased by 2.8%**.
- The Summer 2025 Average Annual Full-Time Equivalent (AAFTE), which includes credit, non-credit (aidable), and tutorial FTEs, has been finalized and submitted

to SUNY. We are pleased to report that the final AAFTE for Summer 2025 is 999.58, representing a **10.6% increase** compared to Summer 2024.

SUNY Info

We are working closely with SUNY as well as our own Board and the WCC Foundation Outreach Committee as we monitor federal funding and legislative actions.

Finally, congratulations to our Security team on their production of a new training video, *See Something; Say Something*. Timely reminder to be present and aware of our surroundings. And, keeping to our values – watching out for one another.

I also call attention to an email sent out earlier today on behalf of the Department of Student Rights & Responsibilities – as part of student wellbeing and campus safety, please be sure to learn more about our CARE Team (Community Assessment & Risk Evaluation) - members of our college community who “identify, assess, and mitigate risks associated with students exhibiting concerning behavior or thoughts.

C. Committees

Governance Committee

Trustee Gerry reported:

The Governance Committee had discussion on the following:

- Final review of BOT Orientation Process
 - Hopefully by our next meeting we should be able to adopt a new process that we can practice on ourselves to make sure it works.
- Presidential Evaluation review
 - A survey that is distributed to the trustees, college community and broader community.
- BOT Self-Evaluation Review
- 2026 Meeting Dates

Program Committee

Trustee Jacknis reported:

The Program Committee had discussion on the following:

- SUNY Reconnect
 - For eligible adults age 25-55 who do not have a college degree.

- The average age is about 32.
- Free community college tuition, fees, and books.
- SIM Lab
 - Originally when this started here, we were talking about nursing, but this has become much more of an interdisciplinary program that does cover nursing, but also paramedic training, radiology training, respiratory care training and the simulation that helps with all of those.

Student Trustee Report

Trustee Delduco reported:

- Senate is now full; committees are being organized.
- Planning a LinkedIn event with Career Services in early November (includes professional headshots).
- Furthering SGA's Career Service Initiative: Sending a survey to collect student input for Career Services programs.

Finance/Facilities

Trustee Williams reported:

The Finance committee had discussion on the following topics.

- Operating Forecast
- Capital Projects Update
- Contracts

Trustee Williams asked Acting Vice President Dawn Gillins to go over the forecast for the month ending September 30, 2025, and the contracts.

Acting Vice President Gillins 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>
26-9110-703	Copy & Art Advertising, DBA C & A Digital	Provide graphic design services for WEOC to maximize student enrollment, retention and completion leading to job placement or college placement	12/1/25 – 6/30/27	\$75,000 Grant Funded
26-0115-701	NELNET	To provide an online educational platform that will assist with credit card tuition payments	11/1/25 – 10/31/26	\$26,367
26-8211-377	ABM Air Conditioning and Heating, Inc.	Service contract for HVAC at the Ossining Center.	3/1/26 – 2/28/28	\$9,380

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

Resolution: Free Application Weeks

Whereas, the State University of New York (SUNY) is implementing SUNY Free Application Weeks from Monday, October 20, 2025 to Monday, November 3, 2025, where all new applicants will not have to pay an application fee to apply to a SUNY affiliated institution who uses the SUNY application;

Whereas, Westchester Community College does not use the SUNY application and instead elects to use its own application;

Whereas, Westchester Community College seeks to be part of the system-wide efforts to bolster enrollments and provide opportunities for students to both apply to the college who may be otherwise unable to finance the application fee;

Be it resolved that Westchester Community College will waive its application fee for all new applicants, in recognition of SUNY’s Free Application Weeks, from Monday, October 20, 2025 to Monday, November 3, 2025; and

Be it further resolved that this resolution will only apply to new applicants during this time and refunds will not be awarded to students who have already paid application fees.

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

Resolution: Approval of Non-Represented Managers Pay Scale

Effective September 1, 2025

WHEREAS, Westchester Community College values the contributions made by its Non-Represented Managers and their continued leadership.

RESOLVED, that the Board of Trustees of Westchester Community College herewith approves the attached Pay Scales for Non-Represented Managers effective September 1, 2025.

PAY SCALE III (Effective September 1, 2025)

WESTCHESTER COMMUNITY COLLEGE MANAGERS

STEPS

<u>Group 1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	
I	87,784	93,073	98,361	103,649	108,936	114,224	119,513	124,800	130,087	135,375
II	107,320	113,804	120,289	126,772	133,258	139,742	146,228	152,712	159,198	165,682
III	127,381	134,114	140,846	147,578	154,313	161,045	167,777	174,509	181,241	187,974
IV	147,409	155,368	163,326	171,286	179,245	187,201	195,159	203,120	211,075	219,035

Longevity Rates

5 years = \$2,550

10 years = \$2,756

15 years = \$3,065

20 years = \$4,096

25 years = \$5,538

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

RESOLUTION ON 2026 MEETING DATES

WHEREAS, the SUNY Westchester Community College bylaws require regular meetings of the Board of Trustees to be held at a date, time, and place to be announced by the Chairperson or Vice Chairperson; and

WHEREAS, the Board determines its regular meeting schedule annually prior to the start of the new year;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby approves the 2026 meeting schedule for Board of Trustees meetings to be held at 3 p.m. at the Student Center Event Room at the Valhalla Campus, unless otherwise determined by the Board and announced in accordance with Open Meetings Law:

*January 21, 2026,
February 18, 2026,
March 18, 2026,
April 15, 2026,
May 20, 2026
June 17, 2026,*

*July 15, 2026,
September 16, 2026,
October 21, 2026,
November 18, 2026
December 9, 2026*

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

Public Comment

Trustee Raizes invited members of the community for public comment.

No Public Comment

Adjournment

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

The next meeting of the Board of Trustees is scheduled for November 19, 2025.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees