



Ratified at February 15, 2023 meeting

**Board of Trustees Meeting
January 18, 2023**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, January 18, 2023, at 3 PM in the Student Center Event Room.

Trustees Present:

Dr. LeRoy Mitchell, Chairperson, Deborah Raizes Vice Chairperson, Susan Gerry, Hon. John Nonna, Lucas Peixoto, Dr. Gregory Robeson Smith, Sergio Serratto, Hon. Lyndon Williams, Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Dr. Norman Jacknis, Vice-Chairperson, Robin Bikkal Esq.

Excused:

Dr. Belinda S. Miles, President

Cabinet Members Present:

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, Dolores Swirin Yao, Vice President and Dean, External Affairs, Executive Director, WCC Foundation, Adam Frank, Interim Vice President of Student Access, Involvement & Success.

Call to Order

Chairperson LeRoy Mitchell called the meeting to order.

Ratification of Minutes

Trustee Mitchell made a motion seconded by Trustee Nonna to ratify the minutes of the December 14, 2022, Board meeting. The motion passed.

INFORMATION AND DECISION

A. President's Report

The Secretary read the report from the President for the record

Dr. Belinda S. Miles reported:

I hope everyone is staying safe and healthy. Regrettably, I am not able to join you today due to a severe upper respiratory virus and laryngitis. I have been in contact with our VPs and executive team leaders, who are at the ready to address urgent matters or immediate needs. Thanks to all faculty and staff who worked diligently to get our spring semester underway by welcoming new and continuing students. Wishing all a Happy New Year! See you soon!

B. Board Chair's Report

Trustee Mitchell reported:

- The ACCT Community College Legislative Summit will take place on February 5-8, 2023, in Washington DC.
- There will be a webinar on Wednesday, January 25 at 3 pm for the unveiling of the final 2023 Community College Priorities.

C. Committees

Governance Committee

Trustee Gerry reported:

The Governance Committee had discussion on the following topics:

- New Trustee Onboarding/Orientation
- Call for Nominating Committee Members
 - Chairman Mitchell appointed Trustees, Gerry, Nonna and Robeson Smith as members of the nominating committee

Program Committee:

Trustee Raizes reported:

The Program Committee had discussion on the following topics:

- High School Partnerships
- Update on Enrollment

Student Trustee Report

Lucas Peixoto reported:

- Last semester we sent out a campus wide survey to check on how students were feeling and if they have a sense of belonging on campus. We found that students are having issues with the Disabilities and Mental Health offices and where to find them.
- SGA will be sending out a survey to STEM students about a program called Colligate Science Technology Entry Program. This is a program to diversify the STEM field by providing unrepresented groups with financial aid.
- SGA will be doing a cost analysis on dining this semester.

Finance/Facilities

Trustee Robeson Smith reported:

The Finance committee had discussion on the following topics.

- Operating Forecast
- Capital Projects Update
- Contracts

Trustee Robeson Smith asked Vice President Brian Murphy to go over the forecast for the month ending December 31, 2022 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>
23-0240-559	Kone, Inc.	Elevator maintenance Service contract for 6 months	2/16/23 – 8/15/23	\$22,880
23-9549-256	National Fit Testing Services	To establish an agreement with a vendor to perform mask fit test for clinical students	8/15/22 -9/30/22	\$4,855 HEERF Grant funded.

<u>CONTRACT #</u>	<u>CONTRACTOR NAME</u>	<u>CONTRACT DESCRIPTION</u>	<u>TERM</u>	<u>AMOUNT</u>
23-9522-563-AA	Nectar Learning Inc.	Instructional Design consultant to develop Online supplementary Course materials and interactive Learning modules. Title Five grant.	3/1/23 – 9/30/23	\$67,548 Grant funded.
23-0240-258	Valhalla Contracting	Repair Children’s Center Roof. Roof was damaged and should be reimbursed by Vendor’s insurance.	2/1/23 – 8/31/23	\$4,200
22-0240-537	Taconic Remodeling Corp.	Contract amendment for an additional \$5,000 to include priming and painting of the walls not covered by the new whiteboards.	1/19/23 – 1/31/23 Approved June 2022 BOT For \$24,200 HEERF funded.	\$5,000
23 -9522-562-AA	SpearMC Consulting, Inc.	No cost extension. Change end date to 8-30-23. Consultant for data automation technical services and tableau dashboard development. Title V grant.	6/1/21 -8/30/23 Original term 6/1/21 – 5/31/22 Approved at BOT May 2021 for \$70,000	\$0 Grant funded.

****Motion: Robeson Smith/Nonna – all in favor**

Trustee Robeson Smith reported:

Resolution: In-State Tuition for Students from Countries with Temporary Protected Status

WHEREAS, SUNY has a history of responding to populations in need by designating the citizens/residents of locations devastated by natural or manmade disasters as New York residents for tuition purposes; and

WHEREAS, the United States Secretary for the Department of Homeland Security is authorized to designate a foreign state (or any part thereof) for Temporary Protected Status upon finding that extraordinary and temporary conditions in the foreign state prevent its nationals from returning safely; and

WHEREAS, the SUNY Board of Trustees wishes to extend the benefit of resident tuition to students who are nationals of countries that have been designated with Temporary Protected Status as a humanitarian response which acknowledges these students’ inability to return to their home; and

WHEREAS, on December 13, 2022, the SUNY Board of Trustees adopted a resolution authorizing the SUNY Chancellor or designee, to amend the SUNY guidelines governing residency for tuition purposes to make undergraduate and graduate students enrolled in

the State- operated institutions of the State University of New York, who are attending these institutions on non-immigrant visas and are nationals of a country that has been granted Temporary Protected Status, to be considered eligible for resident tuition for the 2022/23 academic year; and,

WHEREAS, *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 who are nationals of countries that have been granted Temporary Protected Status, such designated countries currently including Afghanistan, Burma (Myanmar), Cameroon, El Salvador, Ethiopia, Haiti, Honduras, Nepal, Nicaragua, Syria, Somalia, Sudan, South Sudan, Ukraine, Venezuela, and Yemen, to be considered eligible for resident tuition for the 2022/23 academic year in accordance with the amended SUNY guidelines governing residency for tuition purposes.*

****Motion: Robeson Smith/Nonna – all in favor**

Trustee Gerry reported:

RESOLUTION TO AMEND THE BYLAWS for TERM OF OFFICERS

WHEREAS, the Governance Committee has reviewed the Bylaws of the SUNY Westchester Community College Board of Trustees to determine whether existing provisions should be updated or revised; and

WHEREAS, the Governance Committee has recommended changing the term of Officers of the Board from one year to two years; and

WHEREAS, the Board of Trustees has received the Governance Committee’s findings and agrees with the recommendations and changes suggested by the Governance Committee;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby approves the amendment to Article II, Sections 2, 3, and 4 of the Bylaws.

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

Trustee Gerry reported:

RESOLUTION TO AMEND THE BYLAWS for PUBLIC NOTICE OF MEETINGS

WHEREAS, the Governance Committee has reviewed the Bylaws of the SUNY Westchester Community College Board of Trustees to determine whether existing provisions should be updated or revised; and

*WHEREAS, the Governance Committee has recommended changing the notice of time and place of meetings to be consistent with state Open Meeting Law; and
WHEREAS, the Board of Trustees has received the Governance Committee’s findings and agrees with the recommendations and changes suggested by the Governance Committee;*

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees hereby approves the amendment to Article III, Section 2 of the Bylaws.

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

Public Comment

Trustee Mitchell invited members of the community for public comment.
No public comment.

Adjournment

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

The next meeting of the Board of Trustees is scheduled for February 15, 2023.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees