



Ratified at May 17, 2023 meeting

**Board of Trustees Meeting
April 19, 2023**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, April 19, 2023, at 3 PM in the Student Center Event Room on the Valhalla Campus.

Trustees Present:

Dr. LeRoy Mitchell, Chairperson, Dr. Norman Jacknis, Vice-Chairperson, (via videoconference), Deborah Raizes Vice Chairperson, Robin Bikkal Esq, Susan Gerry, Hon. John Nonna, Lucas Peixoto, Dr. Gregory Robeson Smith, Sergio Serratto, Hon. Lyndon Williams, (via videoconference), Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

None.

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, Dolores Swirin Yao, Vice President and Dean, External Affairs, Executive Director, WCC Foundation, Tere Wisell, Vice President and Dean, Community Education and Workforce Development, Anthony Scordino, Vice President, Information Technology, Dante Cantú, Vice President of Student Access, Involvement & Success.

Call to Order

Chairperson LeRoy Mitchell called the meeting to order.

Ratification of Minutes

Trustee Robeson Smith made a motion seconded by Trustee Nonna to ratify the minutes of the March 15, 2023, Board meeting with the necessary corrections. The motion passed.

INFORMATION AND DECISION

A. President's Report

Dr. Belinda S. Miles reported:

April is Community College Month – according to ACCT, this is “a great opportunity to get the word out about why community colleges matter, how we are serving our community's needs, and why public support for community colleges is more important than ever.”

Student Excellence

We have celebrated a number of student achievements and events that add to the student experience at SUNY WCC. Here are just a few...

- **Phi Theta Kappa Spring Induction Ceremony** – Recognized 56 students at the ceremony. We have close to 300 members currently enrolled in our award-winning chapter.

Our chapter holds designation as a top 50 chapter in the nation and are hoping to again be named a Distinguished Chapter at the PTK Catalyst conference this week.

Kudos to our PTK advisors: Adam Frank, Robin Graff, and Tiago Machado for their leadership and guidance.

- **11th Annual Student Film Festival** - Over 80 students, alumni, faculty and community attended the 11th annual WCC Film Festival on April 13, 2023. Twenty-two films competed in eight categories. Three students were honored in the first WCC Film Essay Contest for excellent analytical writing in cinema studies courses.

Community Involvement and Outreach

914Inc. DEI Panel – inaugural event – joined colleagues from business, education, and government sectors.

AACC Panel “Building a Scholarship Program with Equity at its Center” – joined our neighbors PepsiCo, who offer wonderful scholarships to our students and students across the nation – making a difference in so many lives. Thanks to Ilene Lieberman for helping to foster such a strong partnership with PepsiCo.

Southern Westchester BOCES – joined our neighbors across the way to celebrate their 75th anniversary.

Institutional Excellence

AACC – our efforts were acknowledged by AACC where SUNY WCC was recognized as a finalist in the category of Student Success during the Awards of Excellence event at recent annual conference. We were one of six community colleges recognized for

innovative work in advancing student success. Kudos to all who participated in the application process – and we look forward to showcasing our achievements next year at this and other national events that recognize the work of community colleges. Despite budget challenges, we are working hard... and our efforts are getting national attention.

Middle States Town Hall – Thursday, April 20, 4 -5 PM – Hybrid - Come together as a community to take a deep dive into envisioning the future of SUNY WCC.

The preliminary campus visit will be held on November 27, 2023, and the Team visit will occur March 24-27, 2024. Thanks to our MSCHE Self-Study team for their work, and please look forward to opportunities to participate in this critical accreditation process.

Meeting with Student Trustee

It was great to meet with our Student Trustee to continue our discussion on funding and programming. I appreciate the opportunity to brief him on strategies for ongoing institutional and student support services.

Enrollment Update

Focused on enrollment growth – summer and fall applications are up.

New ad campaign – Thanks to Mark Stollar and his team for their efforts in strategic enrollment.

As of April 19, **Summer 2023 enrollment** is 1,821, which is a 9.4% decline compared to Summer 2022 during the same time. However, we see a 45.7% increase among full-time students.

Fall enrollment is underway. To date - a 13.1% increase in enrollments compared to Fall 2022 during the same time. Additionally, we see a 35.9% increase among full-time students and 22% increase in FTE.

Final Spring 2023 credit enrollment is 10,198, only a 0.28% decline when compared to Spring 2022.

B. Board Chair's Report

Trustee Mitchell reported:

NYCCT (New York Community College Trustees)

- On April 10th I participated in the NYCCT finance meeting via zoom. They discussed the finances of the organization and prepared the revenue and expense budget for the coming year. The budget contains a modest increase in dues for the coming year and will be presented at the Board of Directors meeting this Saturday at Hudson Valley Community College in Troy, New York.

ACCT (Association of Community College Trustees)

- I attended the ACCT Northeast regional meeting via zoom.
 - Pell should have an increase this year to \$7,395 and President Biden is asking for an increase of \$820 for the following year.
 - ACCT is putting forth a request for short term Pell and Workforce Pell.
 - The next ACCT conference will be in Las Vegas in October.
 - On April 13 I attended a meeting sponsored by ACCT and ECMC Foundation; Seldin/Haring-Smith Foundation. The project title was, Kids on Campus: A Planning Grant in Support of Single Mothers' College Attainment through Co-Location of Head Start Sites at Community Colleges.

- The Board of Trustees Executive Committee met on April 14 to prepare for a meeting with the County Executive and Senior Staff to discuss the budget for the college.
- SUNY is allowing four-year colleges to dispense with exams (SAT, ACT) at four-year colleges for admission.

C. Committees

Governance Committee

Trustee Raizes reported:

The Governance Committee had discussion on the following topics:

- Nominations for ACCT Awards
 - CEO award for Dr. Belinda Miles
 - Trustee Leadership award for Trustee John Nonna
- Timeline for Board and Presidential evaluations

Program Committee:

Trustee Raizes reported:

The Program Committee had discussion on the following topics:

- Retention
 - This is a partnership between Student Affairs and Academic Affairs
 - We are trying to figure out how to retain our students.

- Campus Wide Community of Care
 - How to target and provide proactive support

Student Trustee Report

Lucas Peixoto reported:

- The Student Government Association (SGA) passed the C Step for the future act.
- New SGA leaders are transitioning into their new roles.
- My term on the Board is ending. We are in the process of announcing a new student trustee.

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 March 31, 2023, 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>
23-0245-564	Global Systems Integrators, Inc.	Keltron Service and Systems test agreement NICET Level IV Engineer, NYS Certified fire alarm installer and computer network specialist. Sole source.	9/1/23 - 8/31/26	\$29,355
23-9572-570	MOTIMATIC, PBC	Vendor to provide outreach campaign to Stop-outs using targeted social media advertising based on motivational research to encourage re-enrollment	5/1/23 - 4/30/25	\$70,000 SUNY Enrollment Fund Grant

<u>CONTRACT #</u>	<u>CONTRACTOR NAME</u>	<u>CONTRACT DESCRIPTION</u>	<u>TERM</u>	<u>AMOUNT</u>
23-8216-569	Mn8 Creative, Inc. Dba CollegeAPP	Provide access to database that identifies prospective adult Learners. Contract amount includes \$24,700 bid and \$1,300 expected email validation costs.	5/15/23 – 5/14/24	\$26,000 NTE
23-0240-260	USDA-APHIS-Wildlife Services	Proper management of damage caused by Canadian geese. Control population of geese on campus without impacting persons or wildlife. Will not use pesticides and provide reports of completed work performed. APHIS provides service at no additional cost as a campus is within a 5-mile radius of Westchester County Airport.	4/2023 – 8/1/23	\$0
23-9573-343	Togetherall, Inc.	Togetherall is a clinically moderated Peer-to-peer mental health community Will help management increase in demand by students seeking mental health support. Sole source.	6/5/23 – 6/4/24	\$0 Grant funded by Foundation (originally approved at May 2022 BOT for \$13,150 with HEERF funding with term of 3/1/22-2/28/23. Then revise dates 10/1/22-9/30/23 at no add'l cost Approved at Sept 2022 BOT. Being brought back to the Board with new funding Source and term dates.
23-9339-261	Porter Carroll, Jr.	Honorarium for guest speaker Participating in TRIO workshop on 4/5/23.	4/5/23	\$250 TRIO Grant Funded

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

Public Comment

Trustee Mitchell invited members of the community for public comment.

No public comment

Adjournment

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

The next meeting of the Board of Trustees is scheduled for May 17, 2023.

Respectfully submitted,

Yolanda Howell

Yolanda Howell, Secretary, Board of Trustees