



Ratified at June 21, 2023 meeting

**Board of Trustees Meeting
May 17, 2023**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, May 17, 2023, at 3 PM in the Student Center Event Room.

Trustees Present:

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

Trustees Excused:

Deborah Raizes Vice Chairperson.

Cabinet Members Present:

Dr. Belinda S. Miles, President, 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 Nonna made a motion seconded by Trustee Gerry to ratify the minutes of the April 19, 2023, Board meeting. The motion passed.

INFORMATION AND DECISION

A. President's Report

It's remarkable that we are at this point in our academic year – we have worked to grow our enrollment, keep current students on track toward completion, and celebrated – mostly in person – the rites and rituals that are part of the college experience.

Student Excellence

- **Jack Kent Cooke Scholar:** We were pleased to learn earlier this month that Zefferino “Zeff” Carriero (May 2023 graduate and Valedictorian) was awarded the very prestigious Jack Kent Cooke Foundation Undergraduate Transfer Scholarship. This highly competitive scholarship provides selected students with up to \$55,000 a year to complete their bachelor's degrees. Zeff is SUNY Westchester Community College's 13th Jack Kent Cooke Scholar!
- **Commencement:** I would like to thank the trustees who were present for our three commencement ceremonies on May 11. A special thank you to all of those who volunteered to work at Commencement. Close to 600 students plus their friends and families were present during the day to celebrate completion and academic achievement. There were close to 700-degree applications for May completion. Our Strategic Enrollment Management (SEM) team is working to get those students on target for August completion.
- **Golden Alumni** – One gentleman was celebrating his 70th year as an alum of Westchester Community College.

Faculty Excellence

- **Center for Teaching and Learning Annual Symposium:** I would like to acknowledge the outstanding work of our faculty in and out of the classroom. This wraps up a semester of professional development, camaraderie, sharing of ideas, teaching innovations, and more.

Institutional Excellence

- **Spring Open House:** Despite the weather, we welcomed at least 340 students and guests to the April 29 Open House. This year's event drew 7.3% more attendees than Spring 2022. This is a tremendous effort that involves the entire college community, from marketing and Physical Plant to faculty, staff, and student participation. Our spring and fall open house events are successful because of the commitment of our SEM team and our college community volunteers.

Community Involvement

- **Westchester County Association Healthcare Talent Roundtable:** Dr. George Contreras Dean, School of Health Careers, Technology, and Applied Learning), Dr. LaTasha Hamlett Carver (Workforce Development and Community Education), and I participated in a consortium that brought together leaders from our region’s hospitals, healthcare providers, and colleges to identify talent recruitment and retention – a top priority for our colleagues in the healthcare fields. Both talent needs and training programs were discussed that currently exist or need to be created or expanded. Building critical pipelines supports students to enroll in our programs and graduates to fill available jobs during critical, nationwide healthcare staff shortage.
- **PepsiCo Global DEI Impact Celebration:** I was invited to join Chairman and CEO Ramon Laguarta and our PepsiCo colleagues at this special event that recognized those who are leading DEI initiatives across PepsiCo and celebrate how PepsiCo is catalyzing positive change in the communities they serve around the world.

SUNY Westchester Community College was selected to participate in the PepsiCo’s SMILE (Success Matters in Life and Education) Scholarship program, designed to help Black and Hispanic students transition from community colleges in PepsiCo’s US HQ cities (City Colleges of Chicago, Dallas College, and SUNY Westchester Community College) to four-year colleges and universities to pursue a bachelor’s degree. According to PepsiCo, to date, the program has provided 50 scholarships that will support 125 recipients by 2025.

- **Attorney General Letitia James** and staff were on campus today to host Charities Symposium – Doing Well While Doing Good – attended by regional non-profit organizations. The focus was ensuring that organizations fulfill their charitable purposes and comply with their legal obligations. Thanks County Executive Latimer for attending and supporting learning opportunities like this.
- **POTUS visit** was a standing room only event. The President spoke about the efforts underway regarding the debt ceiling.

B. Board Chair’s Report

Trustee Mitchell reported:

- Thank you to John Nonna, Robin Bikkal and Deborah Raizes for speaking at Commencement
- Thank you to the maintenance and staff for making the campus beautiful for the POTUS event.
- Congratulations to faculty and staff for completion of another year.
- Congratulations to our Jack Kent Cook Scholar Zefferino Carriero.
- The Association of Community College Trustees conference is in Las Vegas on October 9-12.
- I will be in Albany next week and I will attend the NYCCT event.

C. Committees

Governance Committee

Trustee Gerry reported:

The Governance Committee had discussion on the following:

Preparation for Presidential and Trustee Evaluations

- Review of updated evaluation timeline
- Review of procedure for presidential evaluation
- Review of evaluation instruments (President and Board)
- Selection of Evaluators for Presidential review
- Expired terms of Board members

Program Committee

Trustee Jacknis reported:

The Program Committee discussed the following topic.

Microcredentials

- Updates from Academic Affairs, Student Affairs and WDCE
 - Sources
 - Existing credit courses
 - Historic preservations
 - Leadership development

(Potentially starting in Spring 2024)

Finance/Facilities

Trustee Robeson Smith reported:

The Finance committee had discussion on the following topics.

- Operating Forecast
- Capital Projects Update
- Contracts
- Presentation from Independent Auditors

Trustee Robeson Smith asked Vice President Brian Murphy to go over the forecast for the month ending April 30, 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>
23-0240-344	National Standby Repair, Inc.	Library generator engine gasket repair. Leaks antifreeze. Needs repair to prevent damage from happening	5/29/23 – 8/31/23	\$15,925.50
23-0240-572	Valhalla Contracting Corp.	Black top sidewalk repairs campus wide. To fix tripping Hazards	5/22/23 – 8/31/23	\$32,580.50
23-9110-265	Yonkers Police Department	Traffic control for EOC Graduation at Yonkers Public School Saunders H.S.	6/8/23	\$2,430
23-9110-573	ConsultWithKD, LLC	Professional Development/ Student Success Speaker/ Workshops.	6/1/23 – 6/30/24	NTE \$40,000 Grant Funded
23-0240-345	ADT Commercial, LLC	Guard house fire alarm system replacement and add new devices needed per fire code.	6/26/23 – 8/31/23	\$5,580

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

WCC 2023/2024 Operating Budget

Resolution: Approval of the 2023-24 College Operating Budget with \$237 increase in tuition per semester

WHEREAS, Westchester Community College seeks to provide accessible, high quality and affordable education and related services to meet the needs of its diverse community; and

WHEREAS, Westchester Community College must balance financial stability with affordability to ensure the continued success of its mission; therefore, be it

RESOLVED, that the Board of Trustees of Westchester Community College herewith approves the College's 2023/24 Total Operating Budget Request in the amount of \$123,047,503 inclusive of the Unrestricted Operating Budget (\$103,632,000), Special Programs and Satellites (\$16,887,384) and Island Accounts (\$2,528,119); and be it further

RESOLVED, that the Board of Trustees of Westchester Community College authorizes a tuition increase of Two Hundred Thirty-Seven Dollars (\$237.00) per semester from Two Thousand Three Hundred Sixty-Five Dollars (\$2,365.00) to Two Thousand Six Hundred Two Dollars (\$2,602.00) for full-time credit courses and an equivalent increase of 10% for part-time credit courses; be it further

RESOLVED, that the Board authorizes the following fee increases effective Fall 2023: 3% increase in Children's Center fees; an increase in the Student Activity Fee from \$8.50 per credit to \$9.50 per credit up to a maximum of 12 credits; an increase in the Student Services Fee from \$4.50 to \$5.50 per credit up to a maximum of 12 credits.

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

SUNY Community College Direct Admission Resolution

Whereas, the State University of New York (SUNY) is implementing SUNY Community College Direct Admission beginning around May 15, 2023, which provides guaranteed admission to 2023 New York State high school graduates to their local community college(s) based on the county where they live, where all colleges are asked to waive application fees for students who apply through this initiative and only graduating high school students who are contacted by SUNY will receive this offer, providing the student with an offer code ("ADMIT"), which is nontransferable;

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;

Now, therefore, be it resolved that Westchester Community College will waive its application fee for all 2023 New York State high school graduates applying for admission through the SUNY Community College Direct Admission initiative who are contacted by SUNY to receive this offer, with an offer code (“ADMIT”), which is nontransferable; 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: Robeson Smith/Gerry – all in favor**

Election of Board Officers

Trustees Gerry, Nonna, and Robeson Smith

Resolution

ELECTION OF OFFICERS OF THE
WESTCHESTER COMMUNITY COLLEGE
BOARD OF TRUSTEES
May 17, 2023

WHEREAS, the annual meeting of the Board of Trustees for the election of Officers of the Board of Trustees shall be held in May every two years; and

WHEREAS, a nominating committee consisting of three members of the Board (Susan Gerry, Esq, Hon. John Nonna, Dr. Gregory Robeson Smith) was appointed by the Board; and

WHEREAS, the nominating committee met to consider the proposed slate of officers for the term beginning July 1, 2023.

NOW THEREFORE, BE IT RESOLVED, that the nominating committee of the Board of Trustees hereby present the following slate of officers for the following positions:

Chairperson – Dr. LeRoy Mitchell
Vice Chairperson – Dr. Norman Jacknis
Vice Chairperson – Deborah Raizes
Secretary – Yolanda Howell

BE IT FURTHER RESOLVED that this slate of Officers will take office on **July 1, 2023** and will hold office until their elected successors take office.

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

Public Comment

Trustee Mitchell invited members of the community for public comment.

No public comment

Adjournment

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

The next meeting of the Board of Trustees is scheduled for June 21, 2023.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees