



Ratified at June 15, 2022 meeting

**Board of Trustees Meeting
May 18, 2022**

Minutes of the meeting of the Board of Trustees of Westchester Community College held on Wednesday, May 18, 2022, at 3 PM via zoom video conference.

Trustees Present:

Dr. LeRoy Mitchell, Chairperson, Dr. Norman Jacknis, Vice-Chairperson, Deborah Raizes Vice Chairperson, Robin Bikkal Esq., Susan Gerry, Hon. John Nonna, Dr. Gregory Robeson Smith, and Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Hon. Lyndon Williams

Cabinet Members Present:

Dr. Belinda S. Miles, President, Dr. Vanessa Morest, Provost and Vice President, Academic Affairs, Brian Murphy, Vice President and Dean of Administrative Services, Dolores Swirin Yao, 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.

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 20, 2022, Board meeting. The motion passed.

INFORMATION AND DECISION

A. President's Report

Dr. Belinda S. Miles reported:

President Miles gave updates on the following:

PRT Update

- Effective May 16, 2022 - wearing of a mask/face covering in indoor spaces on Westchester Community College property is mandatory. The Center for Disease Control (CDC) has elevated Westchester County's COVID-19 Community Level from Medium (**YELLOW**) to High (**ORANGE**).

Commencement

- Thanks to trustees who attended last Thursday's Commencement ceremonies. Events were each well attended with our gymnasium filled with celebrating students and their loved ones.

Student Excellence

- Vassar Exploring Transfer Program – three WCC students have been invited to participate this summer: Blake Carrasco, Emilio-Jose Torres, and Ingrid White Kawiec.
- 2nd Annual Commitment Day: this Friday at 10 AM. Welcome newest Vikings to WCC – so far, over 1,000 students have committed to attend WCC as their college of choice for fall 2022. On Friday, we will welcome over 300 students to our college community during a remote celebration of Commitment Day. Important step to building connection to the college.

Class of 2022

- 975 students applied for Spring or Summer 2022 graduation. (811 spring / 164 summer).
- Valedictorian Paola Beber Sanches has been awarded a 2022 Jack Kent Cooke Foundation Undergraduate Scholarship and is WCC's 12th Cooke Scholar! She is part of the JCK Foundation's biggest cohort yet, with 100 scholars from across the nation selected this year to receive this very prestigious scholarship. Recipients receive up to \$55,000 per year toward tuition, living expenses, books, and required fees to complete their bachelor's degree. Paola is considering NYU among other schools for the fall.
- Salutatorian Liam Murphy is considering Columbia and Yale for fall.

Class of 2021

- Institutional Research, Planning & Effectiveness is completing its **2020-2021 Study of Graduates** – a few details from that report include:
- 76.3% of the survey respondents felt WCC prepared them well for further study
- 71% of the survey respondents felt that their experience at WCC enabled them to be well prepared or somewhat prepared for their current job
- 26.5% reported working full- or part-time in a job related to their degree or certificate.

- 26% of the survey respondents report earning \$50,000 or more/year.

IR's Fast Facts 2021 is now published online

- Even through pandemic challenges, students persisted.
- 1,801 degrees were granted in 2020-2021. 122 more than in 2019-2020.
- Student Success Story:
 - 24.5% Graduated Within Three Years
 - 13.7% Transferred to Another College without Graduating
 - 38.2% Total Graduated or Transferred
 - 54.6% Total success story for 2018 Cohort

(A brief video of commencement was shown)

B. Board Chair's Report

Trustee Mitchell reported:

I have attended several meetings/events.

- Guided Pathways symposium
 - Items discussed
 - Equity
 - Enrollment
 - Examined the fact that we should prioritize
- ACCT Regional Conference
 - Items discussed
 - Pell Grant increased
 - Short term Pell
 - President Biden has requested for Pell to be increased
- Articles of note from
 - Insider Higher Education (May 2, 2022)
 - The Name Game
 - Reimagining the University

C. Committees

Governance Committee

Trustee Gerry reported:

The Governance Committee had discussion on the following topics:

- Report from the nominating committee for Board Officers for the year beginning July 1, 2022

- 2022 Board Self-Evaluation
- 2022 Presidential Evaluation
 - Selection of names from Trustees
 - Review timeline
- Finalize Tool
- Retreat Planning
 - What day of the week is best?
 - Potential topics

Program Committee

Trustee Jacknis reported:

The Program Committee had discussion on the following topics with a focus on DEI:

- Workforce Development & Community Education
- Student Involvement

Additional topics

- Pepsi Uplift scholarship
- Student Life

Finance/Facilities

Trustee Robeson Smith reported:

The Finance committee had discussion on the following topics.

Trustee Robeson Smith asked Vice President Brian Murphy to go over the forecast for the month ending April 30, 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>
22-0240-523-FAC	Mengler Mechanical, Inc.	Repair underground chilled water Piping to the chiller at Virginia Marx Children's Center. Emergency contract.	4/20/22-6/1/22	\$12,800.63

<u>CONTRACT #</u>	<u>CONTRACTOR NAME</u>	<u>CONTRACT DESCRIPTION</u>	<u>TERM</u>	<u>AMOUNT</u>
22-830-1319-WDCE	Greater Westchester Youth Orchestra	To partner and co-sponsor with the Greater Westchester Youth Orchestra to offer music practices and performances	9/1/22 – 8/31/22	\$13,200 (Revenue)
22-0240-509-FAC	Allstate Sprinkler, LLC	One-time repairs and work for mandatory Fire sprinkler system 5-year compliance on Main Campus, Peekskill and Mt. Vernon extension sites.	6/1/22-12/31/22	\$19,175
WCC-21-919	DCAK-MSA Architecture & Engineering PC	Design study for Science Building Nursing Simulation Lab Renovations.	2/1/22-12/31/22 TERM DATE CHANGE ONLY APPROVED May 21, 2021 BOT Original dates 6/1/21—1/31/22	
22-9549-316-SPS	TOGETHERALL	A clinically moderated peer-to-peer mental health community to manage student demand for mental health support	3/1/22 – 2/28/23 Grant funded by Institutional ARP.	\$13,150
WCC-22-928-IT	OLA Consulting Engineers, PC	Generate design drawings and Specifications for upgrade of APC silicon 80KVA UPS in the Technology building. Additional changes & equipment required to successfully complete this project.	9/6/21 – 9/5/22 Approved by Sept 22.2021 BOT	\$11,500 \$7,500
22-9110-233-EOC	Yonkers Police Department	Traffic control for EOC Graduation at YPS Saunders High School.	6/9/22	\$1,600 Grant Funded.
22-9110-232-EOC	Macintosh Electric Corporation	Run 10 CAT6 cables from server room switch to access points in the EOC facility for installation of additional wireless access points.	6/27/22 – 7/1/22	\$2,980 Grant Funded.
22-0155-521-IA	Paul T Bucci PhD, LLC	Grants consulting and writing services. Support for federal and state grant competitions. Exercising 2nd option of 3 one-year renewals.	8/1/22 – 7/31/23	\$27,500
22-0155-522-IA	Resource Development Services	Grants consulting and writing services. Support for federal and state grant competitions. Exercising 2nd option of 3 one-year renewals.	8/30/22 – 8/29/23	\$30,000
22-9110-234-EOC	ILYASAH SHABAZZ	Honorarium – Key-Note Speaker WEOC Graduation 2022. Exempt from procurement.	6/9/22	\$500 Grant Funded.
22-9110-235-EOC	MARYANNE CUOMO	Honorarium - Singer/Soloist for WEOC Graduation Event. Exempt from procurement.	6/9/22	\$200 Grant Funded.
22-031-0530	Ireyuwa Michelle Osagie	Provide sign-language interpreting service for people with hearing impairments dependent on non-verbal communication. Federal Mandate.	9/1/22 – 8/31/24	\$24,334 (\$65/hr)
22-031-0531	Lynne Martirano	Provide sign-language interpreting service for people with hearing impairments dependent on non-verbal communication. Federal Mandate.	9/1/22 – 8/31/24	\$20,332 (\$65/hr)
22-031-0532	Melanie Garten	Provide sign-language interpreting service for people with hearing impairments dependent on non-verbal communication. Federal Mandate.	9/1/22 – 8/31/24	\$28,334 (\$65/hr)
22-031-0320	Nancy Kaplan	Provide sign-language interpreting service for people with hearing impairments dependent on non-verbal communication. Federal Mandate.	9/1/22 – 8/31/24	\$8,000 (\$65/hr)
22-031-0321	Jody Prysock	Provide sign-language interpreting service for people with hearing impairments dependent on non-verbal communication. Federal Mandate.	9/1/22 – 8/31/24	\$8,000 (\$65/hr)

<u>CONTRACT #</u>	<u>CONTRACTOR NAME</u>	<u>CONTRACT DESCRIPTION</u>	<u>TERM</u>	<u>AMOUNT</u>
22-031-0535	Debbie Grandinetti	Provide sign-language interpreting service for people with hearing impairments dependent on non-verbal communication. Federal Mandate.	9/1/22 – 8/31/24	\$32,334 (\$65/hr)
22-031-0534	Deborah Kair	Provide sign-language interpreting service for people with hearing impairments dependent on non-verbal communication. Federal Mandate.	9/1/22 – 8/31/24	\$20,332 (\$65/hr)
22-031-0533	Gabrielle Reyes	Provide sign-language interpreting service for people with hearing impairments dependent on non-verbal communication. Federal Mandate.	9/1/22 – 8/31/24	\$28,334 (\$65/hr)
22-954-9536	Ivy.ai	Provider to create integrated 24/7/365 automated chat tool to be utilized on our website to source information about current Covid-19 policies/procedures.	6/1/22 – 5/31/24	\$72,000 Grant funded by Institutional ARP.

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

Resolution on Facility Use by External Entities

WHEREAS, Westchester Community College manages a 218-acre campus in Valhalla, New York, inclusive of its various buildings, grounds, and equipment, and operates multiple extension locations in Westchester County; and

WHEREAS, Westchester Community College’s primary mission is teaching and learning, for which the main purpose of its facilities is for instructional activities, co-curricular programs, and student services; and

WHEREAS, occasionally spaces on campus may be unoccupied for college business and subsequently available for use by community organizations and external entities; and

WHEREAS, partnerships with external entities may result in opportunities to advance the mission of the college and its visibility in the community; and

WHEREAS, hosting an external entity may impose the need for additional facility maintenance and security to keep facilities in pristine condition and coordinating facility use by external entities requires administrative and staff oversight of a facility use program;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Westchester Community College adopt the attached policy on facility use by external entities; and be it further

RESOLVED, that the Board of Trustees of Westchester Community College adopt the attached fee schedule for facility use effective September 1, 2022 until August 31, 2023.

****Motion: Robeson Smith/Nonna – 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 18, 2022

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 (Susan Gerry, 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, 2022.

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, 2022** and will hold office until their elected successors take office.

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

Public Comment

Trustee Mitchell invited members of the community for public comment

Professor Sheldon Malev addressed the Board

- Thank you to Dr. Miles for inviting me to be the Grand Marshall at Commencement.
- He has been at the college for 51 years
- Listed several reasons why he stayed at Westchester Community College
- Thank you to Amy Mozingo and Mark Stollar
- He will remain as an adjunct

The 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: Nonna/Jacknis – all in favor**

Motion out of Executive Session

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

Adjournment

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

The next meeting of the Board of Trustees is scheduled for June 15, 2022.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees