



Ratified at September 20, 2023 meeting

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

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

Trustees Present:

Dr. LeRoy Mitchell, Chairperson, Dr. Norman Jacknis, Vice-Chairperson, Deborah Raizes Vice Chairperson, Susan Gerry, Esq., Hon. John Nonna, Hon. Lyndon Williams (via video conference), Yolanda Howell, Secretary to the Board of Trustees.

Trustees Excused:

Robin Bikkal, Esq., Sergio Serratto, Dr. Gregory Robeson Smith.

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, Anthony Scordino, Vice President, Information Technology.

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 legal matters.

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

Note: Trustee John Nonna recused himself from this discussion and has not provided any legal advice on this issue.

Motion out of Executive Session

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

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 June 21, 2023, Board meeting. The motion passed.

INFORMATION AND DECISION

A. President's Report

SUNY Presidents Retreat - Among topics discussed.

- State budget implementation
- Enrollment initiatives
- Digital transformation planning
- Long-term plan for SUNY success
- Scholarship
- DEI
- Student success – *We are the model college for CUNY ASAP*

Community Outreach & Partnership Opportunities

- SUNY Westchester Community College hosted a Regional **Trauma Symposium** – “Roadside to Bedside” - part of our ongoing collaboration with Westchester Medical Center Health. Thank you, Dean George Contreras and the School of Health Careers, Technology and Applied Learning team, for showcasing our facilities and programs – and our paramedic students who participated in the trauma simulation workshops.

Student Success

- **Cambridge Study Abroad** - Pleased to report that 16 of our honors students are currently participating in our study abroad program at Cambridge University in England as part of Cambridge University's International Summer Schools. SUNY WCC is one of the few community colleges in the United States to participate in this program.

Enrollment Update

Fall 2023 enrollment is 3,696, a 2.3% increase compared to Fall 2022 during the same time. We also see a 14.2% increase in full-time enrollment and a 7.0% increase in FTE. August completers – as of yesterday, 219 students on target for August completion have applied for graduation.

Applications for fall are up 11.7% (535 applications) compared to fall 2022 applications during the same time – includes first-time in college and transfers into SUNY Westchester Community College.

- **Expanding P-Tech & HS Partnerships/Auto-Admissions**

Three additional P-TECH partnerships (Yonkers, Peekskill, & Brewster) bringing our total at SUNY WCC to six! The original three are also with Yonkers high schools.

Dr. Miles introduced Assistant Dean of HS Partnerships, Lisa Santalis & AVP and Dean of Enrollment Management, Chris Westby.

Chris Westby gave a presentation on High School Partnerships.

Lisa Santalis gave a presentation on High School Partnerships and PTECH.

B. Board Chair's Report

Trustee Mitchell reported:

- I attended a meeting with the Foundation in June.
 - Economic impact study was shared with the attendees.
- EOC Graduation
 - Life stories of graduates
 - Keynote – EOC Director from Rochester
- Student Loan Forgiveness
 - Due to the Supreme Courts recent decision, we will have to wait to see what happens next.

C. Committees

Committee of the Whole

Trustee Mitchell reported:

Discussion was held on the following:

- Budget presentation to the County
 - Discussed a plan to present the information to the County.
- Review of Board Evaluation
 - Taking comments under advisement
 - Review of Presidential Evaluation

Finance/Facilities

VP Murphy reported:

The Finance committee had discussion on the following topics.

- Operating Forecast
- Capital Projects Update
- Contracts

Vice President Brian Murphy went over the forecast for the month ending June 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>
23-9543-347	National Fit Testing Services	To establish an agreement with a vendor to perform mask fit test for clinical students.	8/30/23 – 8/31/23	\$5,340 HEERF Grant Funded
23-0240-575	Valhalla Contracting Corp.	Children Center coping stone repairs/sealing.	7/21/23 – 8/31/23 Arista Renovation Inc. original approved contract bid from BOT June 21, 2023 for \$17,500 was withdrawn	\$24,750
23-0240-346	Valhalla Contracting Corp.	Stone wall repair campus wide.	7/24/23 – 8/31/23	\$9,750
23-8301-591	Huaxia Chinese School	Provide Chinese Cultural and language educational programming for Chinese-American children and adults.	9/10/23 – 6/30/24	\$40,000 Revenue
23-8216-569A	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.	8/1/23 – 7/31/24 was 5/15/23 to 5/14/24 Approved at 4/18/23 BOT for \$26,000 NTE Term date change only.	
23-8301-352	Greater Westchester Youth Orchestra	To partner and co-sponsor with Greater Westchester Youth Orchestra to offer music practices And performances. Educational Program.	9/1/23 – 8/31/24	\$11,800
20-0110-576A	Dotted Line, LLC	No-cost contract extension to provide typography services to WCC.	9/1/19 – 11/1/23 Was 9/1/19 – 7/31/23 Approved at 9/19/19 BOT Term date change only	

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

Public Comment

Trustee Mitchell invited members of the community for public comment.

No public comment.

Adjournment

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

The next meeting of the Board of Trustees is scheduled for September 20, 2023.

Respectfully submitted,

Yolanda Howell

Yolanda Howell
Secretary, Board of Trustees