

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
February 19, 2024

MINUTES

TRUSTEES PRESENT: Ann Fleming Brown, Tina Chericoni Versaci, Renee Bradley, Ray Gillen, Gary Hughes, Michael Karl, Margaret King, Maureen Mbanga

ALSO PRESENT: Patrick Ryan, Paula Ohlhaus, President's Council, and other College faculty and staff

ABSENT: Damonni Farley

1) WELCOME AND CALL TO ORDER

Ann Fleming Brown called the meeting to order at 5:30 p.m.

2) **APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 19, 2024 AND CONSENT AGENDA**

#23-169 **RESOLVED**, that the Minutes of the of January 22, 2024 meeting be approved as submitted and read; and be it further

RESOLVED, that the personnel items listed in the Consent Agenda be approved.

Upon motion by Trustee Hughes and seconded by Trustee Karl, the resolution was unanimously approved.

3) **CONSENT AGENDA**

#23-170 **RESOLUTION OF RECOMMENDATION FOR AN INTIAL CAREER CHAIRPERSONS, ADMINISTRATORS & DIRECTORS ASSOCIATION (CADA) APPOINTMENT EFFECTIVE SEPTEMBER 1, 2024**

WHEREAS, the President assured the members of the Board of Trustees that the stipulations of the Agreements with the County of Schenectady have been met in considering career appointments recommended for September 1, 2024; and

WHEREAS, the members of the Board of Trustees considered the recommendations made on behalf of the members of the professional staff listed below, it is hereby

RESOLVED, that the following person be granted a three-year career appointment, as listed below, effective September 1, 2024 and continuing through August 31, 2027:

Jacquie Keleher-Hughes, Director of Library Services

#23-171

PROFESSIONAL STAFF (CADA) ELIGIBLE FOR ONE YEAR REAPPOINTMENT

WHEREAS, the President has recommended a one-year term appointment for professional staff members eligible for reappointment, it is hereby

RESOLVED, that individuals of the professional staff listed below be appointed for a one-year term appointment for the academic year beginning September 1, 2024 and continuing through August 31, 2025, pursuant to the Agreements between the County of Schenectady and the Chairpersons, Administrators and Directors Association (CADA).

CONSIDER FOR REAPPOINTMENT EFFECTIVE SEPTEMBER 1, 2024 THROUGH AUGUST 31, 2025

INFORMATIONAL TECHNOLOGY

Juno Hidaka, Director of IT Operations
Jolly Pazhai, Director of Enterprise Systems

WORKFORCE DEVELOPMENT AND COMMUNITY EDUCATION

Lauren Lankau, Director of Apprenticeship and Healthcare

#23-172

CADA CAREER ADMINISTRATIVE APPOINTMENT (DIRECTORS) - EXTENSIONS (SEPTEMBER 1, 2024 – AUGUST 31, 2027)

WHEREAS, Article VI of the Agreement between the County of Schenectady and the Chairpersons, Administrators and Directors Association (CADA) provides for career administrative appointments for Directors eligible for consideration of these three-year appointments, as well as for extensions of such appointments, and

WHEREAS, individuals holding a position of Directors are eligible for such consideration, and

WHEREAS, a recommendation has been made for three eligible Directors, based on a review of recent evaluations of their job performance, it is hereby

RESOLVED, that the following individuals be granted an extension of their career administrative appointments per the terms and conditions of the Agreement between the County of Schenectady and the Chairpersons, Administrators and

Directors Association (CADA) as noted below:

David Wolf, Director of Instructional Design and Online Learning
September 1, 2024 – August 31, 2027

Robyn King, Director of Wellness and Support Services
September 1, 2024 – August 31, 2027

Michelle Ragucci, Director of Academic Services
September 1, 2024 – August 31, 2027

#23-173

PROFESSIONAL STAFF (UFP) ELIGIBLE FOR REAPPOINTMENT

WHEREAS, the President has recommended a one-year term appointment, for professional staff members eligible for reappointment; it is hereby

RESOLVED, that individuals of the professional staff listed below be appointed for a one-year term appointment for the academic year beginning September 1, 2024 to August 31, 2025, pursuant to the Agreements between the County of Schenectady and the SUNY Schenectady Union of the Faculty and Professionals (UFP).

CONSIDER FOR REAPPOINTMENT EFFECTIVE SEPTEMBER 1, 2024

ACADEMIC AFFAIRS

Alexis Deyette, Assistant Registrar
Giovannine Matheron, Collection Development & Electronic Resources Librarian

BUSINESS, CRIMINAL JUSTICE AND LAW

Louis Aiossa, Assistant Professor
Mykha'el Wilson, Assistant Professor

LIBERAL ARTS

Michelle Garretson, Assistant Professor
Lawrence Mullen, English Instructor (eligible to be promoted to Assistant Professor effective 9.1.24)

MATH, SCIENCE, TECHNOLOGY AND HEALTH

Dr. Paul Amy, Instructor
Cayla Gaworecki, Assistant Professor
Michele Gilson, Biology Lab Technician
Daniel Holz, Assistant Professor
Carol Maimone, Assistant Professor
Amy Osborne, Assistant Professor

SCHOOL OF HOTEL, CULINARY ARTS AND TOURISM

Susan Hatalsky, Professor
James Larkin, Associate Professor
Michael Niccoli, Technical/Purchaser
Rain O'Donnell, Assistant Professor
Vanessa Schulte, Assistant Professor
Courtney Withey, Assistant Professor (eligible to be promoted to Associate Professor effective 9.1.24)

SCHOOL OF MUSIC

Dr. Joseph Han, Instructor/Choral Director

STRATEGIC INITIATIVES AND PLANNING

Leanna Liuzzi, Academic Advisor
Amy Student, Academic Advisor

STUDENT AFFAIRS

Cynthia Decker, Assistant Director of Financial Aid
Christina Charette, Student Activities Advisor
Sean Mullen, Counselor I
Nicole Grant, Assistant Director of Financial Aid

#23-174

RESOLUTION TO APPROVE STIPEND FOR TIOMBE TATUM

WHEREAS, Tiombé Tatum will be responsible for additional duties in the onboarding and interim supervision of the new Director of Educational Opportunity and Access (EOP);

WHEREAS, Tiombé Tatum will supervise Mr. Michael Henderson and ensure full compliance with EOP regulations. Ms. Tiombe Tatum is well suited for this task as she previously successfully served as the Director of Educational Opportunity Programs and Access; therefore, be it

RESOLVED, that Tiombé Tatum be compensated for additional work and to receive a biweekly stipend of \$150 per pay period starting March 3, 2024 through June 7, 2024.

#23-175

PROMOTION EFFECTIVE SEPTEMBER 1, 2024

WHEREAS, the President has assured the Board that the policies of the Board of Trustees and the stipulations of the Agreements with the SUNY Schenectady Union of Faculty and Professionals (UFP) have been met in considering promotions, and

WHEREAS, the Board of Trustees has considered the recommendation of the President for the following promotion and promotional recognition, it is hereby

RESOLVED, that the following person be promoted to the rank indicated, with a \$2,000 stipend to be added to their 2024-25 salary base, effective September 1, 2024:

NAME/DEPARTMENT

PROMOTED TO

Courtney Withey

Associate Professor

Hotel, Culinary Art, and Tourism

#23-176

PROFESSIONAL DEVELOPMENT REQUEST – DR. STEADY MOONO

RESOLVED, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

President, Dr. Steady Moono, to attend the Association of Community College Trustees (ACCT) National Leadership Congress, October 23 – October 26, 2024, in Seattle, Washington at a cost not to exceed \$3,500.00.

#23-177

PROFESSIONAL DEVELOPMENT REQUEST – ANN FLEMING BROWN

RESOLVED, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

Board of Trustee Chair, Ann Fleming Brown, to attend the Association of Community College Trustees (ACCT) National Leadership Congress, October 23 – October 26, 2024, in Seattle, Washington at a cost not to exceed \$3,500.00.

#23-178

PROFESSIONAL DEVELOPMENT REQUEST – TINA CHERICONI VERSACI

RESOLVED, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

Board of Trustee Vice Chair, Tina Chericoni Versaci, to attend the Association of Community College Trustees (ACCT) National Leadership Congress, October 23 – October 26, 2024, in Seattle, Washington at a cost not to exceed \$3,500.00.

#23-179

PROFESSIONAL DEVELOPMENT REQUEST – TIOMBE TATUM

RESOLVED, that the Board of Trustees hereby approves the following

professional development request in accordance with the policies and procedures of the College:

Tiombé Tatum, to attend the Association of Community College Trustees (ACCT) National Leadership Congress, October 23 – October 26, 2024, in Seattle, Washington at a cost not to exceed \$3,500.00.

#23-180 **PROFESSIONAL DEVELOPMENT REQUEST – SARAH WILSON - SPARROW**

RESOLVED, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

Vice President of Workforce Development and Community Education, Sarah Wilson-Sparrow to attend the NoCo Hemp Expo April 10-13, 2024, in Estes Park, Colorado at a cost not to exceed \$1,900.00.

4) **REPORT OF THE CHAIR**

- Report of the Foundation

The Scholarship application is open! Our IT folks were able to add the program to the student portal, and as a result, our applications more than quadrupled! Selection takes place this summer.

Food for Thought and All That Jazz total revenue as of February 14 is \$55,500 – halfway to our goal of \$100,000.

Please consider joining the Honorary Committee. Honorary Committee names will be included in the invitation if received by February 20.

Please let us know of any companies that may want to sponsor the event.

Sponsorships are the main source of revenue for the event and total \$44,500

We are also happy to accept items for our silent auction, especially gift cards and vacation home rentals!

Campaign Updates:

The Case statement has been designed and sent to print. A draft copy is included in your materials.

The Campaign Steering and Honorary Committees have been recruited – thank you to those of you who will participate. If you are interested in serving on a Committee, please let Marianne know.

As of February 14, 2024, Campaign proceeds total \$930,000.

Finally, the Foundation has recently been awarded a \$62,000 grant from the Schenectady Foundation for our workforce development efforts. Many thanks to Trustee Ray Gillen and Dr. Moono for their roles in bringing in this gift!

5) **REPORT OF THE TREASURER**

#23-181 **APPROVAL FOR THE KEY BANK N.A. WARRANTS #20 THROUGH #25**

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #20 through #25 and recommends payment of same, it is hereby

RESOLVED, that Key Bank N.A. Warrants #20 through #25 be hereby approved for payment.

Upon motion by Vice Chair Chericoni Versaci and seconded by Trustee Hughes, the resolution was unanimously approved.

#23-182 **APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING JANUARY 31, 2024**

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending January 31, 2024, as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

RESOLVED, that the Report of Revenues and Expenditures for the period ending January 31, 2024, be accepted as received.

Upon motion by Trustee King and seconded by Trustee Karl, the resolution was unanimously approved.

#23-183 **2022-23 AUDIT REPORT: Lumsden & McCormick, LLP**

WHEREAS, Lumsden & McCormick, LLP has completed their annual audit of SUNY Schenectady's records and accounts for the operating funds ending August 31, 2023, and

WHEREAS, the Audit Report was disseminated to the Board of Trustees and reviewed and discussed with the Board of Trustees, it is hereby

RESOLVED, that the Audit Report for SUNY Schenectady's 2022-23 Operating Funds be hereby approved by the Board of Trustees and filed.

Upon motion by Trustee King and seconded by Trustee Karl, the resolution was unanimously approved.

6) **PRESIDENT'S REPORT - February 2024**

Dr. David Clickner and Dr. Mark Meachem provided an update on the Self-Study.

7) **PERSONNEL**

#23-184 **RESOLUTION FOR A TEMPORARY SPECIAL ASSIGNMENT FOR STEPHEN TYSON TO SERVE AS THE ART GALLERY AND CURATOR (GRANT FUNDED)**

WHEREAS, Stephen Tyson has agreed to take on the responsibilities and duties in this temporary position.

WHEREAS, the duties and responsibilities as art gallery director and curator include: to procure art for and curate a maximum of two art exhibitions per period of employment; to teach one course per semester (outside of gallery hours); to attend all gallery openings and run the gallery during regular gallery hours; to create programming for and conduct a community conversation focused on public and/or community art; to secure internships and public art projects installation space for art students in their final semester.
and;

WHEREAS, After the semester ends, Mr. Tyson would continue to oversee and open the gallery while also continuing to secure contracts and internships avenues for the college; and

RESOLVED, that Stephen Tyson would be compensated \$12,500 for the work above inclusive of teaching the 3-credit course. The deliverables will be completed during the period of January 16, 2024 -July 5, 2024. Bi-weekly timesheets will be submitted to the Dean of Liberal Arts for approval and it is expected that Mr. Tyson will regularly meet and update the Dean of Liberal Arts on the progress of deliverables.

Upon motion by Vice Chair Tina Chericoni Versaci and seconded by Trustee King, the resolution was unanimously approved.

#23-185 **RESOLUTION TO APPOINTMENT LEANNA LIUZZI AS STEWARDSHIP OFFICER FUNDED BY THE SUNY SCHENECTADY FOUNDATION**

WHEREAS, it has been recommended that the employee listed below be awarded a grant-supported appointment for the period commencing March 1, 2024 and continuing through August 31, 2024; and

WHEREAS, the President has concurred with said recommendation, it is hereby

RESOLVED, that the employee listed below be awarded a grant-supported appointment funded by the SUNY Schenectady Foundation for the period commencing March 1, 2024 and continuing through August 31, 2024, at an annual prorated salary of \$55,000. The salary will be funded by the Foundation and Leanna will be considered for renewal on August 31 annually. This appointment is subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees and Policy 2.2 Temporary, Grant-Supported Staff Positions & Temporary Assignments.

Leanna Liuzzi, Stewardship Officer

#23-186

RESOLUTION TO APPOINT EVELYN MAKULSKI AS ACCELERATED STUDY IN ASSOCIATE PROGRAMS (ASAP) ADVISOR

WHEREAS, it has been recommended that Evelyn Makulski be appointed as ASAP Advisor; and

WHEREAS, Evelyn Makulski has indicated that she will accept the position if offered by the Board of Trustees; and

WHEREAS, the President concurs with said recommendation, it is hereby

RESOLVED, that Evelyn Makulski be appointed as ASAP Advisor for the period of February 20, 2024 through August 31, 2024 at an annual prorated salary of \$45,798, funded by the ASAP Grant. This appointment is consistent with the terms and conditions of employment as set forth by the Personnel Policies of the Board of Trustees (Unrepresented) and the terms and conditions of employment as set forth in Board Policies 2.2, Temporary, Grant-Supported Staff Positions and Temporary Assignments.

Upon motion by Trustee Hughes and seconded by Trustee Karl, the resolution was unanimously approved.

#23-187

RESOLUTION TO APPOINT MATTHEW MALOY AS DIRECTOR OF WORKFORCE DEVELOPMENT MOBILE TRAINING LABS

WHEREAS, it has been recommended that Matthew Maloy be appointed as Director of Workforce Development Mobile Training Labs; and

WHEREAS, Matthew Maloy has indicated that he will accept the position if offered by the Board of Trustees; and

WHEREAS, the President concurs with said recommendation, it is hereby

RESOLVED, that Matthew Maloy be appointed as Director of Workforce Development Mobile Training Labs for the period of March 7, 2024 through August 31, 2024 at an annual prorated salary of \$60,000. This appointment is consistent with the terms and conditions of employment as set forth by the Personnel Policies of the Board of Trustees (Unrepresented).

Upon motion by Trustee King and seconded by Trustee Gillen, the resolution was unanimously approved.

#23-188

RESOLUTION TO APPOINT MICHAEL HENDERSON AS DIRECTOR OF EDUCATIONAL OPPORTUNITY PROGRAMS & ACCESS

WHEREAS, it has been recommended that Michael Henderson be appointed as Director of Educational Opportunity Programs & Access; and

WHEREAS, Michael Henderson has indicated that he will accept the position if offered by the Board of Trustees; and

WHEREAS, the President concurs with said recommendation, it is hereby

RESOLVED, that Michael Henderson be appointed as Director of Educational Opportunity Programs & Access for the period of February 12, 2024 through August 31, 2024 at an annual prorated salary of \$60,000. This appointment is governed by the terms and conditions as set forth by the personnel policies of the Board of Trustees and those set forth under the CADA agreement.

Upon motion by Trustee King and seconded by Vice Chair Chericoni Versaci, the resolution was unanimously approved.

#23-189

APPROVAL TO SUBMIT PROGRAM ANNOUNCEMENT

WHEREAS, that the President of the College is authorized to submit the Program Announcement of Direct Support Professional I and II Proposal; and

WHEREAS, these micro-credentials are designed to provide state-wide standards and further professionalize direct support workforce growth; and are intended to deliver skills, education and training to enrolled students. These courses meet the National Alliance for Direct Support (NADSP) education accreditation

requirements and prepare students to achieve the NADSP DSP Certification; and

WHEREAS, these micro-credentials are designed to improve the tenure and capacity of direct support workers in partnership with the Office of People with Developmental Disabilities; these courses lead to attainment of the Direct Support Professional Certificate or the credit requirements of the Associate Degree of Science in Human Services; and be it further

RESOLVED, that the Board of Trustees approve this Direct Support Professional I and II Micro-Credential Proposals as reflected in the copy attached hereto, to become effective immediately and is anticipate to enroll 6 students for the Spring 2024 semester.

Upon motion by Trustee Hughes and seconded by Trustee Karl, the resolution was unanimously approved.

Upon motion by Trustee Hughes and Trustee Karl, the meeting was adjourned at 6:23 p.m.

Respectfully submitted,

Renee Bradley
Secretary
Board of Trustees

Recorded by:
Tiombe Tatum
Chief of Staff