

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
JANUARY 23, 2023

M I N U T E S

TRUSTEES PRESENT: Ann Fleming Brown, Gary Hughes, Michael Karl, Margaret King,
Tina Chericoni Versaci, Ray Gillen and Rondacia McPherson,

ALSO PRESENT: Steady Moono, Patrick Ryan, Hamin Shabazz, Paula Ohlhous,
President's Council, and other College faculty and staff.

ABSENT: Renee Bradley, Damonni Farley

1) WELCOME AND CALL TO ORDER

Chair Fleming Brown called the meeting to order at 5:30 pm.

2) Motion for Executive Session

3) Reconvene Regular Meeting

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

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF
DECEMBER 19, 2022 AND CONSENT AGENDA**

23-01 **RESOLVED**, that the Minutes of the December 19, 2022 meeting be approved as submitted and read; and be it further

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

RESOLVED, that the Consent Agenda be approved.

5) CONSENT AGENDA

PROFESSIONAL DEVELOPMENT REQUEST – DR. STEADY MOONO

23-01A **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 American Association of Community

College's Presidents Academy Summer Institute in Toronto, Ontario July 15-18, 2023, at a cost not to exceed \$2,500.

PROFESSIONAL DEVELOPMENT REQUEST – DR. DAVID CLICKNER

- # 23-01B** **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 for Strategic Initiatives & Planning, Dr. David Clickner, to attend the American Association of Community Colleges (AACC) annual conference, April 1-4, 2023, in Denver, Colorado at a cost not to exceed \$2,500.

6) **REPORT OF THE CHAIR**

Chair Ann Fleming Brown acknowledged Stacy McIlduff, Vice President of Development and External Affairs and Alicia Richardson, Interim Chief Diversity Officer for their dedication to the College and wished them well.

Foundation Report was provided by Vice Chair Chericoni Versaci.

Vice Chair Chericoni Versaci thanked donors who supported the year end campaign.

Food for Thought & All That Jazz will be held on Tuesday, April 4, 2023. The Foundation has garnered an additional \$14,000 in sponsorship support from several Corporate Champions for "Food for Thought & All That Jazz", including: Martin, Harding & Mazzotti, LLP, Gleason, Dunn, Walsh & O'Shea, Price Chopper's Golub Foundation and Stewart's Shops.

7) **REPORT OF THE TREASURER**

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

APPROVAL FOR THE KEY BANK N.A. WARRANTS #14 THROUGH #19

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #14 through #19 and recommends payment of same, it is hereby

- # 23-02** **RESOLVED**, that Key Bank N.A. Warrants #14 through #19 be hereby approved for payment.

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

**APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES
FOR THE PERIOD ENDING DECEMBER 31, 2022**

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending December 31, 2022, as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

- # 23-04** **RESOLVED**, that the Report of Revenues and Expenditures for the period ending December 31, 2022, be accepted as received.

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

8) **PRESIDENT’S REPORT**

Dr. Moono thanked Alicia Richardson and the DEI Committee for the Inaugural Professional Development Day events held on Tuesday, January 10, 2023 during Faculty Institute Week.

Dr. Moono noted the great articles recognizing the School of Music in the Daily Gazette newspaper and the Hotel, Culinary Arts & Tourism Casola Dining Room in the Upstate New York magazine.

Click on link for full report:

[President’s Report](#) – January 2023

9) **POLICIES**

RESOLUTION TO ADOPT A NEW POLICY: CHOSEN NAME, CHOSEN PRONOUN AND GENDER/SEX

WHEREAS, this policy provides students with the opportunity to use a Chosen Name and/or Chosen Pronoun and to identify “x” as their gender or sex; and

WHEREAS, SUNY Schenectady supports members of the campus community who wish to identify “x” as their gender or sex; and

WHEREAS, in compliance with laws and regulations, individuals will be provided the option of “x” for sex or gender, for New York State purposes, with implementation by January 31, 2023, and

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

- # 23-05** **RESOLVED**, that the Board of Trustees hereby adopts the Chosen Name,

Chosen Pronoun and Gender/Sex Policy, to become effective immediately.

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

RESOLUTION FOR THE APPROVAL OF A PROPERTY DISPOSAL POLICY

WHEREAS, SUNY Schenectady follows guidance on the disposition of physical assets in alignment with the Office of the New York State Comptroller Local Government Management Guide on Capital Assets; and

WHEREAS, it is proposed SUNY Schenectady adopts a policy on Property Disposal which is in accordance with the New York State guidance which provides guidance on the disposition of property to be cataloged, monitored and disposed of in accordance with the regulations; therefore, it be

23-06 **RESOLVED**, by the Board of Trustees of SUNY Schenectady approves the Property Disposal Policy effective immediately.

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

RESOLUTION FOR APPROVAL OF THE REVISION TO POLICY (2.1) ADMINISTRATIVE STAFF (UNREPRESENTED)

WHEREAS, the Human Resource office conducted a review of this policy in compliance with the Middle States Accreditation Review Schedule approve by the Board of Trustees; and

WHEREAS, the Human Resource office provided a summary of the substantive recommended revisions; and

NOW THEREFORE BE IT

23-07 **RESOLVED**, that the Board of Trustees hereby approves the revisions to the Administrative Staff (Unrepresented) Policy 2.1, as reflected in the copy attached hereto, effective immediately.

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

RESOLUTION FOR APPROVAL OF THE REVISION TO POLICY (2.3) INVOLUNTARY TERMINATION OF EMPLOYMENT

WHEREAS, the Human Resource office conducted a review of this policy in compliance with the Middle States Accreditation Review Schedule approve by the Board of Trustees; and

WHEREAS, the Human Resource office updated the language to ensure this policy complied with the Administrative Staff (Unrepresented) policy with respect to an involuntary termination of employment, when a collective bargaining agreement is not applicable; and

NOW THEREFORE BE IT

23-08 **RESOLVED**, that the Board of Trustees hereby approves the revisions to the Involuntary Termination of Employment Policy 2.3, as reflected in the copy attached hereto, effective immediately.

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

10) **PERSONNEL**

**TEMPORARY STIPEND FOR DR. DAVID CLICKNER, VICE
PRESIDENT FOR STRATEGIC INITIATIVES AND PLANNING**

WHEREAS, Dr. David Clickner has agreed to serve as the Vice President for Academic Affairs while a search is initiated to fill the position permanently; and

WHEREAS, in addition to responsibilities as the Vice President of Strategic Initiatives and Planning, Dr. Clickner provides leadership for Academic Affairs; therefore, be it

RESOLVED, that Dr. David Clickner serve as the Vice President of Academic Affairs for the period commencing January 10, 2023 and continuing through July 1, 2023, and be it further

23-09 **RESOLVED**, that David Clickner be compensated for this additional assignment and receive a \$500 stipend per pay period from January 10, 2023 through July 1, 2023.

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

**RESOLUTION TO APPOINT PAMELA MCCALL AS INTERIM DEAN
OF ACADEMIC AFFAIRS**

WHEREAS, it has been recommended that Pamela McCall be appointed as Interim Dean of Academic Affairs for the period of January 21, 2023 through June 30, 2023, and

WHEREAS, Pamela McCall currently serves as the Director of College and High School Partnerships; and

WHEREAS, in order to build upon the efforts that Pamela McCall has completed with the Welcome Center and in light of linked, upcoming Student Services Center project, it is recommended that she be granted a stipend of \$100 per pay period; and

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

RESOLVED, that Pamela McCall be awarded an appointment as Interim Dean of Academic Affairs at an annual salary of \$76,000, prorated for the period of January 21, 2023 to June 30, 2023; and

23-10 **RESOLVED**, that a stipend of \$100 per pay period in addition to her salary, commencing with the first full pay period after January 21, 2023, will also run to June 30, 2023. This position follows the terms and conditions as set forth in BOT Policy 2.1 – Personnel Policies (Unrepresented)

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

**RESOLUTION TO EXTEND APPOINTMENT OF RYAN MEYER AS
TEMPORARY FULL TIME ENGLISH INSTRUCTOR**

WHEREAS, it has been recommended that Ryan Meyer's appointment as Temporary Full-Time English Instructor be extended; and

WHEREAS, Ryan has thus far fulfilled his duties well and is able to teach Creative Writing next semester, as well as the usual gateway course in English; and

WHEREAS, even with Ryan teaching a full-load, there is a projected need for instructional coverage of English courses for the Spring 2023 semester; and

WHEREAS, extending Ryan's appointment will ease the burden on the current adjunct pool and add greatly to student success at SUNY Schenectady; and

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

23-11 **RESOLVED**, that Ryan Meyer be appointed as Temporary English Instructor for the periods January 9, 2023 through May 19, 2023 at a prorated annual salary of

\$45,550 and for the dates specified above at a salary of \$22,175. This position is governed by the terms and conditions of the SUNY Schenectady Union of Faculty and Professionals Agreement, Personnel Policies of the Board of Trustees and Policy 2.2-Temporary, Grant-Supported Staff Positions and Temporary Assignments.

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

RESOLUTION TO APPOINT MELANIE UEBELE INTERIM LIBERTY PARTNERSHIPS PROGRAM ADMINISTRATOR (LPP)

WHEREAS, it has been recommended that Melanie Uebele be appointed Interim Liberty Partnerships Program Administrator (LPP Grant Funded) for the period commencing January 21, 2023 and continuing through June 30, 2023, and

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

23-12

RESOLVED, that Melanie Uebele be appointed Interim Liberty Partnerships Program Administrator at a pro-rated salary of \$55,000 (LPP Grant Funded) for the period commencing January 21, 2023 and continuing through June 30, 2023 or sooner, pending the successful completion of a search. This appointment is consistent with the terms and conditions of employment as set forth in Board Policies 2.2, Temporary, Grant-Supported Staff Positions and Temporary Assignments, respectively.

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

RESOLUTION TO APPROVE A STIPEND FOR MARK BESSETTE ASSISTANT DEAN OF FINANCIAL AID AND ACCESS

WHEREAS, it has been recommended that Mark Bessette, Assistant Dean of Financial Aid and Access to take on the additional responsibilities and duties above and beyond his current position description as Assistant Dean; and

WHEREAS, the additional duties and responsibilities as Assistant Dean of Financial Aid and Access include, expanding his knowledge of the reports used by the Registrar's Office, to include the back-end information that is involved in their functionality, identifying areas of overlap across reporting between required reporting output of the Registrar's Office and Financial Aid, working with IT collaboratively and the College's Argos reporting tool independently and in collaboration with IT and other office as needed to build and test draft Argos reports to serve the needs of both offices and working with Ellucian, through the College' current contracted resources with the company, to identify and respond to any opportunities to use current Banner reports in both offices in a more robust manner, and

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

23-13

RESOLVED, that Mark Bessette, Assistant Dean of Financial Aid and Access be granted a stipend of \$250 per pay period effective in the first full pay period after the January Board meeting and continuing until June 30, 2023, or sooner depending on the information revealed through the above efforts and the needs of the College.

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

**RESOLUTION FOR AN EMPLOYMENT SEPARATION AGREEMENT
BETWEEN DR. CHERYL RENEE GOOCH AND SCHENECTADY
COUNTY COMMUNITY COLLEGE**

23-14

IT IS HEREBY RESOLVED, that the employment separation agreement between Dr. Cheryl Renee Gooch and Schenectady County Community College, dated December 24, 2022, be approved.

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

**A RESOLUTION AUTHORIZING THE SALE BY PUBLIC AUCTION OR
DISPOSAL OF PROPERTY OWNED BY SUNY SCHENECTADY
COUNTY COMMUNITY COLLEGE**

WHEREAS, the President recommends for sale or disposal of the following college property consisting of the following:

52 Desktop Computers
112 Laptop Computers
2 Projectors
19 Computer Monitors
6 Printers

WHEREAS, the Board of Trustees of SUNY Schenectady County Community College (“College”) has determined that it is no longer necessary or useful to, or in the best interests of, the College to retain ownership of the property hereinafter described; and

WHEREAS, the Board of Trustees has determined it is in the best interest of the College to see or dispose of the personal property.

- # 23-15 **NOW, THEREFORE BE IT RESOLVED**, that the President and his designee is hereby authorized to sell by public auction or dispose of and retire said property from the fixed asset inventory account, as necessary.
RESOLVED to approve sale of public auction of disposal of property

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

APPROVAL OF TITLE TO BE ADDED TO THE COLLEGE'S PROFESSIONAL SERVICE LISTING

WHEREAS, the College President has recommended that the new titles listed #below be included in the College's Professional Services Listing; and therefore, be it

- # 23-16 **RESOLVED**, that the President be authorized to submit the following titles to the Chancellor of the State University of New York for inclusion in the Professional Service Listing for SUNY Schenectady effective immediately.

Early College High School Program Administrator
Liberty Partnership Program Administrator (LPP)
Technical Specialist/Purchaser

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

- 11) Upon motion by Trustee Hughes and seconded by Vice Chair Chericoni Versaci, the meeting was adjourned at 6:15 pm.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Dr. Hamin Shabazz, Chief of Staff