

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
OCTOBER 19, 2020 at 5:30 pm
VIA TELECONFERENCE

M I N U T E S

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

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

1) **WELCOME AND CALL TO ORDER**

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

2) **APPROVAL OF THE MINUTES OF THE SEPTEMBER 21, 2020
REGULAR MEETING**

Upon the motion of Trustee Hughes, seconded by Trustee Versaci, the September 21, 2020 Board Meeting Minutes were unanimously approved.

#20-90 **RESOLVED**, that the Minutes of the September 21, 2020 meeting be approved as submitted and read.

3) **REPORT OF THE CHAIR**

Chair Brown reported that President Moono will be chairing a visiting team to Puerto Rico in March and has been appointed to the Human Rights Commission this past month.

Trustee Versaci provided a report for the Foundation.

- A new scholarship been established in memory of a School of Music student who recently passed away. Ron enrolled as a student in his early 70's, regretting his abandonment of piano lessons when he was a teenager. For the last several years, Ron worked toward his degree while undergoing cancer treatment. His classmates say he was an inspiration and he will be remembered as fearless, generous, wise, and full of life. Ron passed away last month at the age of 79 after a long battle with prostate cancer; he was just one class short of graduating.
- The Special Events Committee is rallying to jump start the online auction and planning for our virtual "Food for Thought & All That Jazz" on November 10. Upside Collective completed filming of student interviews on campus last week and will be finalizing a video link that can be sent to sponsors and

patrons on November 10. We still need help spreading the word about the auction and will share the link with you when it's ready

- Plans continue for putting together approximately 200 Thanksgiving meal kits for students who need some extra help for the holiday; several sponsors have been secured and Price Chopper is generously donating all the turkey we need. If you have a chance to extend our thanks again to our friends at Price Chopper please do

Chair Brown concluded her report by recognizing the entire team at the College for working hard and for all the good work that is being done.

4) REPORT OF THE TREASURER

Upon a motion presented by Trustee Hughes, seconded by Trustee Karl, the Key Bank N.A. Warrants #1 through #4 were unanimously approved.

APPROVAL FOR THE KEY BANK N.A. WARRANTS #1 THROUGH #4

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #1 through #4 and recommends payment of same, it is hereby

#20-91 RESOLVED, that Key Bank N.A. Warrants #1 through #4 be hereby approved for payment.

Upon a motion presented by Trustee Karl and seconded by Trustee Versaci, the Report of the Revenues and Expenditures were unanimously approved.

APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING SEPTEMBER 30, 2020

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending September 30, 2020, as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

#20-92 RESOLVED, that the Report of Revenues and Expenditures for the period ending September 30, 2020, be accepted as received.

5) REPORT OF THE PRESIDENT

Patrick Ryan provided an update on the **Begley Learning Commons**. It is a beautiful, bright new space that is coming together. The contractors are anticipating a 99% completion by the end of October. A punch list has been done and things are being completed. The 1% holding up is additional structure needed under the circulation desk, to secure the fixture that is multi-level. The Library Collection may move back to the College from storage by the end of November.

Justin Norris, with Campus Works, provided an update on the **Strategic Plan**. The Steering Committee and the tri-chairs have worked tirelessly on the Strategic Plan. Justin shared the Highlights of SUNY Schenectady's Strategic Position:

- Enrollment declines, growing diversity, and historical position as open access institution.
- Economic imperative for upskilled workforce, gaps in and focus on educational attainment, and acceleration of trends due to COVID-19.
- Eliminating old and new barriers to student success, emphasizing success outcomes and equity in success outcomes, and building the right infrastructure and organization to support these aims.

Draft Vision statement options:

- "SUNY Schenectady, through the power of equity and inclusion, will provide innovative educational experiences improving lives and transforming our local and global communities."
- SUNY Schenectady will serve our community supporting the success of all students through innovative pathways and authentic educational experiences.'
- To ignite every student's passion through equitable practices, innovative education, community engagement, and student success."

Draft Mission Statement:

"Passionately committed to educating the whole person for lifelong success."

Draft Strategy Statements:

- Promoting Diversity, Equity and Inclusion
- Delivering a Meaningful Student Experience
- Building Organizational Effectiveness
- Ensuring Financial Sustainability and self-sufficiency

In the near future, we hope to finalize mission, vision, and strategy statements for the Board's approval November 16th.

Dr. Moono reported that we have been working on the specifics for the **Winter and Spring terms**. It may look like we might be mimicking the plan from the Fall Semester and hope to have the final plan to SUNY later in the week.

See attached full report.

https://sunysccc.edu/PDF/About%20SCCC/CollegeLeadershipVision/PresidentsReport_10-2020.pdf

6)

PERSONNEL

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

APPOINTMENT OF MS. MICHELLE KRAINES AS PROGRAM COORDINATOR

WHEREAS, it has been recommended that Ms. Michelle Kraines be appointed as Program Coordinator in the Office of Workforce Development and Community Education; and

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

#20-93

RESOLVED, that Ms. Michelle Kraines be appointed as Program Coordinator for the period commencing October 20, 2020, and continuing through September 29, 2021, subject to the terms and conditions of employment as set forth by the Personnel Policies of the Board of Trustees at an annual prorated salary of \$46,000 funded by the HPOG 2.0 grant.

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

APPOINTMENT OF MR. PAUL H. HENRY AS NETWORK SPECIALIST

WHEREAS, it has been recommended that Mr. Paul H. Henry be appointed as Network Specialist in the Information Technology Services Division; and

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

#20-94

RESOLVED, that Mr. Paul H. Henry be appointed as Network Specialist for the period commencing October 20, 2020, and continuing through August 31, 2021, subject to the terms and conditions of employment as set forth in the by the Union of Faculty Professionals (UFP) contract, at a prorated annual salary of \$65,000.

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

APPOINTMENT OF MS. THERESA FAY AS CONFIDENTIAL SECRETARY IN THE OFFICE OF ACADEMIC AFFAIRS

WHEREAS, it has been recommended that Ms. Theresa Fay be appointed as Confidential Secretary in the Office of Academic Affairs; and

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

#20-88

RESOLVED, that Ms. Theresa Fay be granted an initial appointment as Confidential Secretary for the period commencing October 20, 2020, and continuing through August 31, 2021, subject to the terms and conditions of

employment as set forth by the Personnel Policies of the Board of Trustees at an annual prorated salary of \$45,000.

- 7) Upon a motion presented by Trustee Hughes and seconded by Trustee Versaci, the resolution was unanimously approved.

RESOLUTION TO APPROVE THE AGREEMENT WITH WESTFIELD FLIGHT ACADEMY FOR THE AVIATION PROGRAM

WHEREAS, Westfield Flight Academy is a vendor providing aircraft and Certified Flight Instructors and is equipped to support the College's aviation program; and

WHEREAS, Westfield Flight Academy is well positioned to meet the College's need for support of students' flight instruction in aviation course labs; and

WHEREAS, Westfield Flight Academy is agreeable to a contract term beginning October 20, 2020, subject to Board approval, and running through August 31, 2022; therefore, be it

- # 20-96 **RESOLVED**, that Westfield Flight Academy be approved as a flight instruction vendor in support of the College's aviation program for the period commencing October 20, 2020 and continuing through August 31, 2022.

- 8) Upon a motion presented by Trustee Hughes and seconded by Trustee Karl, the resolution was unanimously approved.

RESOLUTION FOR THE 2021-22 BUDGET SCHEDULE

WHEREAS, the budget process policy is developed as a management tool to be implemented at the College as a well as to ensure that the budget is aligned with the strategic goals; and

WHEREAS, the policy outlines the process for developing the annual budget in collaboration with the President's Council, the College Community and the Board of Trustees; and

WHEREAS, a budget process schedule of actions and dates is developed to facilitate the budget process activities with the President's Council, College community and the Board of Trustees; it is hereby

- #20-97 **RESOLVED**, that the Board of Trustees hereby approve the 2021-22 Budget Process Schedule effective immediately.

- 9) **ADJOURNMENT**

Upon the motion of Trustee Hughes, seconded by Trustee King the meeting was adjourned at 6:32 p.m.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Paula Ohlhous, Chief of Staff