

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
October 20, 2025

M I N U T E S

TRUSTEES PRESENT: Renee Bradley, Ann Fleming Brown, Raymond Gillen, Gary Hughes, Michael Karl, Margaret King, Tina Chericoni Versaci and Josh Johnson

ALSO PRESENT: Dr. Steady Moono, 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 5:31 p.m.

2) EXECUTIVE SESSION

Upon the motion of Trustee Brown, seconded by Trustee King, the Board went into Executive Session at 5:31 p.m., to discuss personnel matters. The Board went out of Executive Session at 5:36 p.m.

3) AMENDMENT TO FOURTH AGREEMENT OF EMPLOYMENT – DR. STEADY H. MOONO, PRESIDENT

#25-108 **WHEREAS**, the Board of Trustees of SUNY Schenectady County Community College and Steady H. Moono, Ed.D., the President of SUNY Schenectady, are parties to a Fourth Employment Agreement, with a Term commencing on July 1, 2026 and ending on December 31, 2026, and a three-month Extension Term as Immediate Past President, commencing on January 1, 2027 and ending on March 31, 2027 (the “Fourth Agreement”): and

WHEREAS, the terms and conditions of the President's employment are contained within the Fourth Agreement; and

WHEREAS, the Board and the President agreed to amend the Fourth Agreement, providing that if SUNY Schenectady hires a new President to start their term on or before July 1, 2026, the President shall have the option to end his Term as President on June 30, 2026 (“Alternate Term”), and if he opts for the Alternate Term, his Extension Term as Immediate Past President will commence on July 1, 2026 and end on September 30, 2026 (“Alternate Extension Term”); and

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of SUNY Schenectady hereby adopts the Amendment to the Fourth Agreement of Employment for Dr. Steady H. Moono as President of Schenectady County Community College

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

4) **APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 15, 2025 AND CONSENT AGENDA**

RESOLVED, that the Minutes of the of August 18, 2025 meeting and consent agenda be approved as submitted and read; and be it further

#25-109 **RESOLVED**, that the personnel items listed in the Consent Agenda be approved.

Upon motion by Trustee Versaci and seconded by Trustee Hughes, the minutes and consent agenda were unanimously approved.

5) **CONSENT AGENDA**

#25-110A **CONTINUED SALARY ADJUSTMENT FOR NICOLE GRANT TO MANAGE THE DISTRIBUTION OF FOUNDATION SUPPORTED STUDENT SCHOLARSHIPS**

WHEREAS, Nicole Grant has agreed to take on additional duties in support of the College; and

WHEREAS, the scholarship program for students is a key priority of the SUNY Schenectady Foundation. During the 2024-2025 school year, the Foundation offered 218 scholarships, totaling \$326,712; and

WHEREAS, Nicole Grant, as the Assistant Director of Financial Aid and Access possesses the unique skill set and prerequisite knowledge to lead this effort; and

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

RESOLVED, that Nicole Grant will continue to receive her full salary from the Student Affairs operational budget but will receive a \$150 stipend per pay period through the Foundation effective from September 1, 2025 through August 31, 2026 with the possibility of renewal in subsequent academic years. This position follows the terms and conditions as set forth in Board of Trustee Policy 2.1 - Personnel Policies (Unrepresented).

#25-110B SALARY ADJUSTMENT FOR THERESA FAY, CONFIDENTIAL SECRETARY IN ACADEMIC AFFAIRS

WHEREAS, Academic Affairs has requested a salary adjustment for Theresa Fay, Confidential Secretary in the Academic Affairs Office;

WHEREAS, this adjustment has been reviewed and approved during the budget process and is incorporated into the 2025–2026 fiscal year budget;

WHEREAS, Ms. Fay has demonstrated exceptional dedication to the academic mission of the institution, including increased responsibilities related to Middle States documentation and expanded administrative oversight of additional offices now under Academic Affairs (including LPP, EOP, TRIO, Aviation, and Academic Services);

WHEREAS, her contributions and workload have grown significantly, warranting a salary that more appropriately aligns with her peers in similar roles;

NOW, THEREFORE, BE IT RESOLVED that the salary of Ms. Fay be adjusted from \$51,114 to \$53,000 for the 2025–2026 budget year, effective September 1, 2025 through August 31, 2026.

#25-110C APPOINTMENT OF DOUGLAS MACDONALD AS INTERIM DIRECTOR OF TRIO

WHEREAS, the College recognizes the importance of maintaining leadership and continuity in the TRIO program during a period of transition;

WHEREAS, Douglas MacDonald has demonstrated the qualifications and commitment necessary to serve in the capacity of Interim Director of TRIO;

WHEREAS, an agreement has been reached between Douglas MacDonald and the College, as documented in the Memorandum of Agreement signed on October 13, 2025, outlining the terms of this interim appointment;

WHEREAS, Douglas MacDonald will be paid at an annual salary of \$55,000, 100% funded by the TRIO SSS Grant, prorated for the period of September 15, 2025, for 90 days or until the conclusion of a successful search of Director of TRIO, whichever comes first.

NOW, THEREFORE, BE IT RESOLVED, that the College formally appoints Douglas MacDonald as Interim Director of TRIO.

#25-110D RESOLUTION FOR SPECIAL ASSIGNMENT FOR CARLA BAVARO

WHEREAS, Carla Bavaro serves as the Executive Assistant to the President and is being asked to temporarily oversee and coordinate Campus Events; and

WHEREAS, Carla Bavaro will schedule and coordinate public seminars, conferences, and event activities for campus and community organizations. This coordination has the responsibility for managing various aspects of events such as facility scheduling, set-up, technical and AV equipment requirements, security, parking and event follow-up; it is hereby

RESOLVED, that the Board of Trustees approves Carla Bavaro for the special interim assignment to oversee and coordinate Campus Events and be provided a stipend of \$300 per pay period effective October 8, 2025 through December 1, 2025.

Informational Professional Development/Travel

Kimberly Otis, Associate Professor, HCAT, attend NYSHTA Hospital Summit and NYSRA Board Meeting in Cooperstown, NY, October 26 – 28, 2025.

Sarah Wilson-Sparrow, Lauren Lankau, Jeremy LaMaster, Maria Kotary, Tricia Terleckey and Jason Lohraseb attend 2025 CEANY Conference in Syracuse, NY, November 5 – 7, 2025.

Joshua Gaul, CIO, attend SUNY CCIO Fall Meeting/SUNY ITEC Wizard Conference in Syracuse, NY, November 10 – 13, 2025.

David Brough, Dean of HCAT, check-in with HCAT student interns at Walt Disney World Resort, Orlando, FL, November 17 – 19, 2025.

Christopher Brellocks, Dean, School of Music, attend NASM Annual Meeting in Orlando, FL, November 22 – 25, 2025.

Allyson Keyser, Professor, School of Music, attend NYSSMA Winter Conference in Rochester, NY, December 4 – 7, 2025.

Mark Meachem, Jessica Gilbert and Cayla Gaworecki, attend Achieving the Dream 2026 Conference in Portland, OR, March 2 – 5, 2026.

Carla Bavaro, Executive Assistant to the President, attend NAPAHE 2026 Conference in San Antonio, TX, March 11-13, 2026.

6) REPORT OF THE CHAIR

REPORT FROM THE FOUNDATION

Presented by Vice Chair Tina Chericoni Versaci

The NYS Tax Incentive Program will bring in \$68,000 this year from six donors. SUNY is lobbying to have the \$10M cap on the program raised to \$20M next year, which would allow for larger donations.

The Foundation hosted a successful all-class reunion on Friday, October 10. Approximately 50 alumni from the Class of 1974 to the Class of 2024 returned to the College to share stories, play trivia, and tour the campus. We followed up with a survey to get feedback on the event, which will help guide our efforts next year.

We are pleased to announce that we have an Honorary Chair for Food for Thought & All That Jazz! Joan Dembinski, Class of 2010, will take on the role for this 34th annual event. Please save the date - Tuesday, April 21, 2026 - to celebrate with us.

REPORT OF THE STUDENT TRUSTEE

SGA is moving forward with a student survey.

Commendations and Reflections

The Student Trustee provided a thoughtful reflection on recent academic and professional experiences at Schenectady County Community College, highlighting several exemplary individuals and programs that embody the institution's mission and values:

- **Organic Chemistry Course with Dr. Fontana:** The Trustee commended the course for its rigorous academic standards and the inclusive, collaborative atmosphere fostered by both the instructor and the students. The class comprises a diverse cohort—including high school students, traditional college-aged learners, and returning adults—who demonstrate mutual support and engagement. This environment was cited as a model of SCCC's commitment to cultivating a positive and supportive learning community.
- **Recognition of Elizabeth Brunick:** Special acknowledgment was given to Ms. Elizabeth Brunick, an SCCC alumna currently serving as Biology Technician. The Trustee praised her exceptional professionalism, work ethic, and mentorship, noting her significant contributions as a supervisor and colleague. Ms. Brunick's dedication and effectiveness were described as a valuable asset to the college.
- **Faculty Appreciation in the Sciences:** The Trustee expressed sincere gratitude to Dr. Simons, Dr. Munaim, Dr. Harris (Biology), and Dr. Osborne (Chemistry) for their consistent support, expertise, and commitment to student success. Their efforts were recognized as representative of the high caliber of faculty at SCCC and their role in fostering academic excellence and personal growth among students.

Board Chair Ann Fleming Brown provided an update on the Presidential Search.

Board Chair Ann Fleming Brown congratulated Trustee Raymond Gillen as the recipient of The Donald M. Mawhinney, Jr. Trustee Leadership Award, awarded at the NYCCT Annual Conference and Awards Banquet on September 12, 2025 at the Saratoga Casino & Hotel in Saratoga.

7) **REPORT OF THE TREASURER**

#25-111 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

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

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

#25-112 APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING SEPTEMBER 30, 2025

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending September 30, 2025, as prepared by the Office of the Executive Vice President of Administration in advance of the meeting, it is hereby

RESOLVED, that the Report of Revenues and Expenditures for the period ending September 30, 2025, be accepted as received.

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

#25-113 RESOLUTION FOR THE 2026-27 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

RESOLVED, that the Board of Trustees hereby approve the 2026-27 Budget Process Schedule effective immediately.

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

8) **PRESIDENT'S REPORT – October 2025**

Dr. Mark Meachem, Vice President for Academic Affairs, provided an update on the Middle States Self Study and the meeting with the Zambian Higher Education Authority.

Sarah Wilson-Sparrow, Vice President of Workforce Development and Community Education, provided an update on new initiatives and grants.

Brian Kasler, Assistant Vice President for Administration, provided an update on capital projects underway.

9) **REVIEW OF THE 2026-27 ACADEMIC CALENDAR (INFORMATIONAL)**

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

#25-114 **WHEREAS**, the College President has recommended the new titles listed below be included in the College's Professional Services Listing; and therefore, be it **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.

Director of Network Operations

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

11) **PERSONNEL**

#25-115 **RESOLUTION TO APPOINT RYAN DUNHAM AS DIRECTOR OF TRIO**

WHEREAS, Academic Affairs has recommended Ryan Dunham for appointment as Director of TRIO, following a comprehensive search and interview process conducted by the Search Committee chaired by Douglas MacDonald;

WHEREAS, the Search Committee and Hiring Manager identified Ryan Dunham as a finalist and noted his strong commitment to student success, along with the following qualifications:

- Expertise in data analysis and reporting, with significant experience in previous roles;
- Experience in community college settings and familiarity with student support services;
- Proven ability to work with student populations similar to those served at SUNY Schenectady;
- Clear understanding of TRIO program goals and data management expectations;
- Demonstrated success in cross-departmental collaboration and staff management;
- Experience in program improvement through data-driven decision-making;
- Extensive knowledge and experience with Banner systems;

WHEREAS, Ryan Dunham holds an ABD in Mass Communications from Ohio University and a Master of Arts in English from Binghamton University;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approves the appointment of Ryan Dunham as Director of TRIO, effective October 22, 2025 through August 31, 2026, at an annual prorated salary of \$55,000 is subject to the terms and conditions as set forth in the Chairperson, Administrators & Directors Association contract and Board Policy 2.2, Temporary, Grant-Supported Staff Positions and Temporary Assignments.

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

12) **POLICY**

#25-116 **REVISION OF POLICY 2.36-3.16: SEXUAL ASSAULT, RELATIONSHIP VIOLENCE, AND STALKING FOR STUDENTS AND EMPLOYEES (SEXUAL MISCONDUCT POLICY)**

WHEREAS, the College is committed to maintaining a safe and respectful environment for all students and employees, free from sexual assault, relationship violence, and stalking;

WHEREAS, the College has reviewed Policy 2.36-3.16: Sexual Assault, Relationship Violence, and Stalking for Students and Employees (Sexual Misconduct Policy) in light of updated guidance from the SUNY Office of General Counsel, dated August 18, 2025; [system.suny.edu]

WHEREAS, the FBI's National Incident-Based Reporting System (NIBRS) has revised the definition of "sexual assault," replacing the prior category of "fondling" with "criminal sexual contact," which now includes:

- Any intentional touching of clothed or unclothed body parts without consent for sexual degradation, gratification, or humiliation; and
- Forced touching by the victim of the actor's body without consent;

WHEREAS, the College has revised its Sexual Misconduct Policy to reflect this updated definition, removing the term "fondling" and incorporating "criminal sexual contact" as defined above;

WHEREAS, the revised policy also includes routine updates such as current staff names and contact information, updated URLs and phone numbers for community resources, and minor edits for clarity;

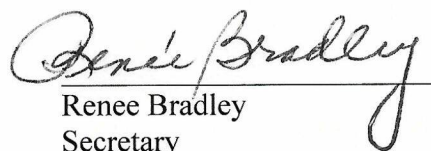
NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approves the revision of Policy 2.36-3.16: Sexual Assault, Relationship Violence, and Stalking for Students and Employees, effective immediately.

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

15) **ADJOURNMENT**

The meeting was adjourned at 6:27 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Renee Bradley", written over a horizontal line.

Renee Bradley
Secretary
Board of Trustees

Recorded by:
Tiombé Tatum
Chief of Staff