

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
DECEMBER 16, 2019

M I N U T E S

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

EXCUSED: None

ABSENT: None

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

1) WELCOME AND CALL TO ORDER

Chair Brown called the meeting to order at 5:35 p.m.

2) EXCECUTIVE SESSION

Upon the motion of Trustee Versaci, seconded by Trustee Hughes, the Board went into Executive Session at 5:36 p.m., to discuss current investigations. Upon the motion of Trustee Hughes, seconded by Trustee Versaci, the Board went out of executive session at 5:50 p.m.

3) Upon the motion of Trustee Gillen, seconded by Trustee King, the November 18, 2019 Board Meeting Minutes and Consent Agenda were unanimously approved.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 18, 2019 AND CONSENT AGENDA

#19-111 RESOLVED, that the Minutes of the of November 18, 2019 meeting be approved as submitted and read; and be it further

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

4) CONSENT AGENDA ITEMS

APPOINTMENT OF MEMBERS TO THE DIVERSITY AND INCLUSION ADVISORY COMMITTEE

WHEREAS, the College Board of Trustees makes appointments of members to Advisory Committees to serve as an important link between the College and the professional, industrial and business communities, and

WHEREAS, the advisory committee membership represents a diverse group of professionals that bring a specialized knowledge to the particular committee(s) to which the appointment is being made, and

WHEREAS, each advisory committee has a specific purpose and responsibilities to support and enhance the continued growth and success of the institution, therefore be it

#19-111A **RESOLVED**, that the individuals listed in the Diversity and Inclusion advisory committee be approved for an appointment as recommended and listed on the Advisory Committee appointment form.

**** A recommendation was made by Trustee Ubadike to include people from the majority population to avoid diversity conversations becoming an echo chamber. ****

PROFESSIONAL DEVELOPMENT REQUEST – MR. DAVID WHITE

#19-111B **RESOLVED**, that the Board of Trustees hereby approve the following professional development request in accordance with the policies and procedures of the College:

Director of Marketing and Public Relations, Mr. David White to attend the National Council for Marketing and Public Relations (NCMPR) National Conference, March 22 – March 24, 2020, in Orlando, FL, at a cost not to exceed \$1,575.00.

PROFESSIONAL DEVELOPMENT REQUEST – MR. MICHAEL KARL

#19-111C **RESOLVED**, that the Board of Trustees hereby approve the following professional development request in accordance with the policies and procedures of the College:

Trustee, Mr. Michael Karl to attend the Association of Community College Trustees (ACCT) National Legislative Summit, February 9 – February 12, 2020, in Washington, DC at a cost not to exceed \$2,500.00.

PROFESSIONAL DEVELOPMENT REQUEST – DR. DAVID CLICKNER

#19-111D **RESOLVED**, that the Board of Trustees hereby approve the following professional development request in accordance with the policies and procedures of the College:

Interim Vice President of Academic Affairs, Dr. David Clickner to attend the

Aspen Rising Presidents Fellowship in Washington, DC, at a cost not to exceed \$5,000.00.

5) **REPORT OF THE CHAIR**

Upon the motion presented by Trustee Hughes, seconded by Trustee Karl, the Resolution of Appreciation for Student Trustee, Nkeiru Ubadike was unanimously approved.

**RESOLUTION OF APPRECIATION FOR STUDENT TRUSTEE,
NKEIRU UBADIKE**

WHEREAS, Nkeiru Ubadike was elected by the student body to serve as the student member of the SUNY Schenectady Board of Trustees, for the period January 1, 2019 through December 31, 2019, and served in student government for the academic year; and

WHEREAS, the student trustee plays an important role on the Board of Trustees with the same responsibilities and privileges as gubernatorial and County appointed trustees; and

WHEREAS, Nkeiru is also a very active member of the Student Government Association (SGA), the Royals Women's Crew Program, and the Collegiate Science and Technology Entry Program (C-STEP) – all in which she continuously focuses and advocates for student success; and

WHEREAS, Nkeiru will be graduating this December as a Math and Science major who plans to transfer to a 4-year institution to obtain her bachelors in Physics and then later go onto graduate school; it is hereby

#19-112 **RESOLVED**, that the SUNY Schenectady Board of Trustees hereby congratulates and extends its appreciation and gratitude to Nkeiru Ubadike for her efforts and commitment to the SUNY Schenectady Board of Trustees.

Chair Brown welcomed Mr. Damonni Farley, new Trustee member, to the Board of Trustees. She also announced that President Moono has been appointed to the American Association of Community Colleges (AACC) President's Academy Executive Committee (PAEC).

Lastly, she advised the Board of Trustees to mark their calendar for the upcoming events for next year – such as the Food For Thought & All That Jazz (4/7/20), the Trustee Legislative Dinner (4/16/20), and Commencement (5/21/20).

Vice Chair Versaci provided the following Foundation updates:

- The Foundation secured an additional \$50,000 gift to the capital campaign from Berkshire Bank to start a new endowed scholarship,

bringing the new campaign total to \$3,632,242. An update went out to campaign donors just before Thanksgiving, and another is scheduled to be sent in January.

- The team is hard at work with year-end fundraising efforts; if you have not already - please consider buying a brick for the “*Paving the Way for Future Royals*” fundraiser. Proceeds will help students where the need is greatest.

6) REPORT OF THE TREASURER

Upon a motion presented by Trustee Karl, seconded by Trustee Gillen the Key Bank N.A. Warrants #10 through #13 were unanimously approved.

APPROVAL FOR THE KEY BANK N.A. WARRANTS #10 THROUGH #13

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #10 through #13 and recommends payment of same, it is hereby

#19 – 113 RESOLVED, that Key Bank N.A. Warrants #10 through #13 be hereby approved for payment.

Upon a motion presented by Trustee King and seconded by Trustee Gillen the Report of the Revenues and Expenditures were unanimously approved.

APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING NOVEMBER 30, 2019

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending November 30, 2019, as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

#19-114 RESOLVED, that the Report of Revenues and Expenditures for the period ending November 30, 2019, be accepted as received.

7) REPORT OF THE PRESIDENT

President Moono mentioned how the SUNY Schenectady Chefs, including Dean Brough, prepared a meal for the culinary students who maintained perfect attendance throughout the fall semester. He also mentioned how the graduation rates for SUNY Schenectady has increased by 3% from the previous year, in spite of the decrease in enrollment.

Mr. Sean Maguire, Vice President of Workforce Development and Community Education. and Dr. Tiziana Rota, Project Director of HPOG presented the Board of Trustees the HPOG Performance Progress Report for 2018-2019.

See attached full report:

https://sunysccc.edu/Portals/1/PDF/About%20SCCC/College%20Leadership%20&%20Vision/PresidentsReport_12-2019.pdf

8) PERSONNEL

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

APPOINTMENT OF MS. SARAH WILSON-SPARROW AS PROJECT DIRECTOR IN THE OFFICE OF WORKFORCE DEVELOPMENT AND COMMUNITY EDUCATION

WHEREAS, it has been recommended that Ms. Sarah Wilson-Sparrow be appointed as Project Director in the Office of Workforce Development and Community Education; and

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

#19-115 **RESOLVED**, that Ms. Sarah Wilson-Sparrow be appointed as Project Director in the Office of Workforce Development and Community Education for the period commencing January 6, 2020 and continuing through August 31, 2020, subject to the terms and conditions of employment as set forth in the Personnel Policies of the Board of Trustees at a pro-rated annual salary of \$60,000, funded through a SUNY Performance Improvement Fund grant.

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

APPOINTMENT OF MS. HEATHER LESSARD AS SUCCESS COACH MANAGER

WHEREAS, it has been recommended that Ms. Heather Lessard be appointed as Success Coach Manager for the period commencing on December 30, 2019 and continuing through August 31, 2020; and

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

#19-116 **RESOLVED**, that Ms. Heather Lessard be hereby appointed as Success Coach Manager for the period commencing December 30, 2019 through August 31, 2020, subject to the terms and conditions of employment as set forth in the

Personnel Policies of the Board of Trustees at an annual prorated salary of \$55,000, that is covered under the Title III Grant.

- 9) Upon a motion presented by Trustee Versaci, seconded by Trustee Ubadike, the resolution was unanimously approved.

RESOLUTION TO AWARD CONTRACT FOR STRATEGIC PLANNING CONSULTANTS

WHEREAS, SUNY Schenectady (“College”) seeks a qualified vendor to work with college personnel and the Strategic Planning Committee to facilitate development of the College’s 2020-2025 Strategic Plan; and

WHEREAS, SUNY Schenectady (“College”) published a Notice of Request for Proposals (RFP) to solicit bids from firms interested in providing these services to the college; and

WHEREAS, SUNY Schenectady (“College”) received multiple competing bids in response to the RFP and carefully reviewed and evaluated each against the criteria established in the RFP;

- #19-117** **NOW THEREFORE BE IT, RESOLVED**, that the Board of Trustees hereby authorizes the award of a contract to CampusWorks, Inc. to provide strategic planning consultative services to the College starting on or about December 17, 2019 until the planning process is completed or September 30, 2020. The total amount of this engagement is not to exceed \$63,345.

- 10) **NEXT MEETING**

January 13, 2020 Board of Trustees meeting.

- 11) **ADJOURNMENT**

Upon the motion of Trustee Hughes, seconded by Trustee King the meeting was adjourned at 6:26 p.m.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Nneka Morgini, Administrative Assistant to the
President/ Board of Trustees