

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
DECEMBER 21, 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, Tina Chericoni Versaci, Renee Bradley and 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 NOVEMBER 16, 2020
REGULAR MEETING AND CONSENT AGENDA**

Upon the motion of Trustee Hughes, seconded by Trustee Karl, the November 16, 2020 Board Meeting Minutes and the Consent Agenda were unanimously approved.

#20-102 **RESOLVED**, that the Minutes of the November 16, 2020 meeting be approved as submitted and read.

CONSENT AGENDA ITEMS:

**RE-APPOINTMENT OF MS. KELLY MAJURI AS INTERIM DEAN OF
BUSINESS, CRIMINAL JUSTICE AND LAW**

WHEREAS, it has been recommended that Ms. Kelly Majuri be reappointed as the Interim Dean of Business, Criminal Justice and Law; and

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

#20-103 **RESOLVED**, that Ms. Kelly Majuri be reappointed as Interim Dean of Business, Criminal Justice and Law for the period commencing January 1, 2021 and continuing on a month-to-month basis until the conclusion of a search, 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 \$76,000.

RE-APPOINTMENT OF DR. EDWARD MARSCHILOK, AS INTERIM DEAN FOR SCHOOL OF MUSIC

WHEREAS, it has been recommended that Dr. Edward Marschilok be reappointed as Interim Dean for the School of Music; and

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

#20-104 **RESOLVED**, that Dr. Edward Marschilok be reappointed as the Interim Dean for the School of Music at an annual prorated salary of \$76,000 for the period commencing January 1, 2021 and continuing through March 26, 2021, or until the completion of a successful search

3) **REPORT OF THE CHAIR**

Trustee Versaci provided a report from the Foundation.

- On November 10, the Foundation’s virtual “Food for Thought & All That Jazz” took place, with the online auction running until November 17; proceeds from the auction totaled more than \$7,500 for a grand total of **\$60,000** raised by the event.
- On November 18, the Foundation Board voted in favor of a **5% endowment payout** for the 2021-2022 academic year. Over the past two months the Foundation received \$46,000 in additional scholarship support to both endowments and annual scholarship renewals. The scholarship application will open to students online on January 25.

It is very hard to raise money at this time and raising that amount of money, especially at a virtual Gala is remarkable and shows the support of the community.

Chair Brown noted that first time donations to the Food Pantry are currently being matched by SEFCU up to \$2500 and stress that participation is important to the Community College. Chair Brown also thanked Dr. Moono and his staff for their donation to the City Mission, on behalf of the Board of Trustees.

Chair Brown loves to see how future oriented the College is in this difficult time. Funding may be delayed, but plans are moving forward.

4) **REPORT OF THE TREASURER**

Upon a motion presented by Trustee Bradley, seconded by Trustee Farley, 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

#20-105 **RESOLVED**, that Key Bank N.A. Warrants #10 through #13 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 NOVEMBER 30, 2020

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

#20-106 **RESOLVED**, that the Report of Revenues and Expenditures for the period ending November 30, 2020, be accepted as received.

Upon a motion presented by Trustee Karl and seconded by Trustee King, the revised tuition and fee schedule for Winter and Spring 2021 has been unanimously approved.

REVISED TUITION AND FEE SCHEDULE FOR WINTER AND SPRING 2021

WHEREAS, on August 17, 2020 the Board of Trustees approved a revised Tuition and Fee Schedule for the 2020-21 academic year, and

WHEREAS, SUNY Schenectady County Community College proposes an adjustment to the Winter and Spring 2021 semester Tuition and Fee schedule as a result of an anticipated pandemic-related reduction in transportation and student activity expenses, it is hereby

RESOLVED, that the Revised Winter and Spring 2021 semester Tuition and Fee Schedule be approved by the Board of Trustees, and it further be

#20-107 **RESOLVED**, that the President and/or his designee be hereby directed to submit the attached Tuition and Fee Schedule to the State University of New York for consideration and approval.

5) **REPORT OF THE PRESIDENT**

Dr. Moono echoed the Chair's sentiments relative to the work the College continues to do and thanked Faculty, Staff, and PC for their continued efforts.

The report highlights myriad activities faculty and staff engage in. Dr. Moono provided the Board rationale for the restructuring of the Workforce Development and Community Education Division. He recognized Sarah Wilson-Sparrow as coming to the helm upon the departure of the former Vice President of Workforce Development and Community Education. Dr. Moono thanked Dr. Rota for her work in HPOG, as she will be retiring at the end of January. The resolutions brought forth are to formalize Sarah's position to Executive Director that she has functioned in over the past year, and to approve the position of Director of Apprenticeship and Healthcare, that will oversee HPOG due to the gap upon Dr. Rota's departure. These positions are fiscally responsible and move the College and Workforce Development and Community Education forward.

Trustees Gillen and Farley gave kudos to the work that the College has done in this area, as this position at the College has prepared the predecessors to continue onto more challenging and bigger positions.

See attached full report.

https://www.sunysccc.edu/PDF/About%20SCCC/CollegeLeadershipVision/PresidentReport_11-2020.pdf

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

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

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

- #20-108** **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.

Executive Director for Workforce Development and Community Education
Director of Apprenticeship and Healthcare

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

RESOLUTION TO APPOINT MS. SARAH WILSON-SPARROW AS EXECUTIVE DIRECTOR FOR WORKFORCE DEVELOPMENT AND COMMUNITY EDUCATION

WHEREAS, the President is recommending that Ms. Sarah Wilson-Sparrow's title be changed from Project Director to Executive Director for Workforce

Development and Community Education as a result of the restructuring of the Workforce Development and Community Education Division; and

WHEREAS, the Executive Director for Workforce Development and Community Education position will be funded proportionately as follows: 15% to Apprenticeship grant for 8 months + 5% of HPOG 7 mos. Feb. to August; and 80% to August 31, to College operations; therefore, be it

20-109 **RESOLVED**, that Ms. Sarah Wilson-Sparrow be appointed as Executive Director for Workforce Development and Community Education, effective January 1, 2021 through August 31, 2021 at an annual prorated salary of \$80,000, subject to the terms and conditions of employment as set forth by the Personnel Policies of the Board of Trustees and Policy [2.2 - Temporary, Grant-Supported Staff Positions and Temporary Assignments](#).

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

RESOLUTION FOR SHARED CHIEF INFORMATION OFFICER (CIO) SERVICES WITH THE SUNY INFORMATION TECHNOLOGY AND EXCHANGE CENTER (ITEC)

WHEREAS, SUNY Schenectady requires the services of an experienced Chief Information Officer (CIO) to lead the Information Technology Services department; and

WHEREAS, SUNY Schenectady (“College”) entered into conversations with SUNY ITEC on their shared SUNY Chief Information Officer (CIO) program; and

WHEREAS, SUNY Schenectady (“College”) determined engagement of a shared CIO through ITEC would be the most efficient and effective way for the College to obtain the services of an experienced CIO who understands the community college environment and opportunities for SUNY-wide collaboration and cost savings partnerships.

NOW THEREFORE BE IT

20-111 **RESOLVED**, that the Board of Trustees hereby authorizes the College to enter into an Agreement with SUNY ITEC for a 50% FTE shared CIO for the period 1/1/2021 to 8/31/2021 with an optional one-year renewal at a cost of \$55,000 for services through 8/31/2021 plus travel and incidental costs. Costs starting 9/1/2021 will be \$83,000 plus travel and incidentals for a 12-month period.

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

RESOLUTION TO REQUEST DEACTIVATION OF PROGRAMS

WHEREAS, the Interim Vice President of Academic Affairs is recommending the deactivation of seven programs as a result of insufficient enrollments, it is hereby

RESOLVED, that the following programs be deactivated with respect to the listing of programs at SUNY Schenectady County Community College, effective January 2021, in accordance with the policies/procedures of the State University of New York:

Alternative Energy Technology AAS
Casino and Gaming Management AAS
Emergency Management AAS
Fire Protection Technology AAS
Fire Science Certificate
General Business Certificate
Liberal Arts, Humanities & Social Sciences AA: Drama
Concentration

AND, be it further

20-112 **RESOLVED**, that President and/or his designee be hereby authorized and directed to submit said requests to the State University of New York.

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

**RESOLUTION TO APPROVE THE COLLEGE'S STRATEGIC PLAN
2021-2026**

WHEREAS, twelve months ago SUNY Schenectady started working on the next Strategic Plan that would guide the College's collective work from 2021 to 2026; and

WHEREAS, the planning process began with the formation of a Strategic Planning Steering Committee comprised of 33 members representing various sectors of the College led by Tri-Chairs Dean Brett Wery, Professor Donna Corbisiero, and Ms. Jamie Hungerschafer in consultancy with Campus Works; and

WHEREAS, the process was iterative with multiple points of feedback from students, employers, K-12 partners, community organizations, and the Board of Trustees; and

WHEREAS, the first stage of these efforts resulted in a revision of the mission and vision statements; and

WHEREAS, the inclusive process also asked and relied on SUNY Schenectady's faculty, staff, and students in developing the Student Experience Statement, Values, Strategies, and Objectives; and

WHEREAS, the plan articulates SUNY Schenectady's hopes, dreams, and aspirations to fully build upon the best of our history while positioning the College to be open, flexible, and dynamic in responding to new opportunities; and

WHEREAS, the Strategic Planning Steering Committee shared multiple drafts of the Mission and Vision statements, Values, and Strategies with the campus community for comment; therefore, be it

#20-113 **RESOLVED**, the College President recommends that the Board of Trustees approve the following components of the 2021-2026 Strategic Plan: Mission, Vision and Strategies as the formal planning document for SUNY Schenectady effective immediately.

11) Informational Item

The Academic Calendar for 2021-2022 was presented, as well as the Spring Semester Plan.

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

RESOLUTION TO APPOINT EMERITUS DIRECTOR STATUS — MR. RICHARD KOTLOW

WHEREAS, the SUNY Schenectady County Community College Foundation, Inc. has established an Emeritus Director Policy to honor, recognize and engage distinguished former Foundation Directors; and

WHEREAS, Mr. Richard Kotlow has provided distinguished service and support to the SUNY Schenectady County Community College Foundation, Inc.; and

WHEREAS, the SUNY Schenectady Foundation Board of Directors has recommended that Mr. Richard Kotlow be appointed with Emeritus Director Status; it is hereby

#20-114 **RESOLVED**, that Mr. Richard Kotlow be appointed Board Member Emeritus to the SUNY Schenectady County Community College Foundation, Inc. Board of Directors.

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

RESOLUTION TO APPOINT NEW FOUNDATION BOARD MEMBER:

WHEREAS, the Schenectady County Community College Foundation, Inc. By-Laws indicate the Foundation Board of Directors shall consist of: (a) the President of SUNY Schenectady County Community College; (b) up to three (3) members of the Trustees; and (c) up to twenty-six (26) but not less than ten (10) other persons, recommended by the Board, and

WHEREAS, the SUNY Schenectady Foundation Board of Directors has recommended that Ms. Sandra Miller be appointed to serve on the SUNY Schenectady Foundation Board of Directors, it is hereby

#20-115 **RESOLVED**, that Ms. Sandra Miller be appointed to a first three-year term to the SUNY Schenectady County Community College Foundation Board of Directors, effective January 1, 2021.

ADJOURNMENT

Upon the motion of Trustee Hughes, seconded by Trustee Karl, the meeting was adjourned at 6:37 p.m.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Paula Ohlhous, Chief of Staff