

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
FEBRUARY 17, 2020

MINUTES

TRUSTEES PRESENT: Ann Fleming Brown, Damonni Farley, Ray Gillen, Michael Karl, Margaret King, and Tina Chericoni Versaci

EXCUSED: Renee Bradley, Hannah Daignault, and Gary Hughes

ABSENT: None

ALSO PRESENT: Steady Moono, Patrick Ryan, Nneka Morgini, Sarah Hopkins, Lumsden & McCormick Representative, President's Council, and other College faculty and staff.

1) WELCOME AND CALL TO ORDER

Chair Brown called the meeting to order at 5:33 p.m.

2) Upon the motion of Trustee Karl, seconded by Trustee King, the January 13, 2020 Board Meeting Minutes and Consent Agenda were unanimously approved.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JANUARY 13, 2020 AND CONSENT AGENDA

#20-07 **RESOLVED**, that the Minutes of the of January 13, 2020 meeting be approved as submitted and read; and be it further

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

3) CONSENT AGENDA ITEMS

APPOINTMENT OF PROFESSIONAL STAFF ELIGIBLE FOR REAPPOINTMENT

WHEREAS, the President has recommended a one-year term appointment for professional staff members eligible for reappointment, it is hereby

#20-07A **RESOLVED**, that individuals of the professional staff listed below be appointed for a one-year term appointment for the academic year beginning September 1, 2020 and continuing through August 31, 2021, pursuant to the Agreements between the County of Schenectady and the Chairpersons, Administrators and Directors Association (CADA).

CONSIDER FOR REAPPOINTMENT EFFECTIVE SEPTEMBER 1, 2020

ACADEMIC AFFAIRS

Jacqueline Keleher-Hughes, Director of Library Services
Pamela McCall, Director of College and High School Partnerships
Michelle Ragucci, Director of Academic Services
Cynthia Zielaskowski, Registrar

STUDENT AFFAIRS

Laura Sprague, Director of Admissions

INFORMATIONAL TECHNOLOGY

Albin Zielaskowski, Director of Enterprise Systems
Jeffrey Snow, Director of IT Operations

CAREER ADMINISTRATIVE APPOINTMENTS (DIRECTORS)

WHEREAS, Article VI of the Agreement between the County of Schenectady and the Chairpersons, Administrators and Directors Association (CADA) provides for career administrative appointments for Directors eligible for consideration of these three-year appointments, as well as for extensions of such appointments, and

WHEREAS, individuals holding a position of director are eligible for such consideration, and

WHEREAS, a recommendation has been made for one eligible Director, based on a review of recent evaluations of their job performance, it is hereby

#20-07B

RESOLVED, that the following individual be granted an extension of their career administrative appointment per the terms and conditions of the Agreement between the County of Schenectady and the Chairpersons, Administrators and Directors Association (CADA) as noted below:

David Gonzalez, Director of Athletics
September 1, 2020 – August 31, 2023

REAPPOINTMENT OF MR. MICHAEL MUNGER, DIRECTOR OF CAMPUS SAFETY

WHEREAS, it has been recommended that Mr. Michael Munger be reappointed to the position of Director of Campus Safety for an additional six-month period; and

WHEREAS, Mr. Munger has shown good performance in various areas of responsibility, and improved his overall performance; and

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

#20-07C **RESOLVED**, that Mr. Michael Munger be reappointed as Director of Campus Safety for the period commencing March 1, 2020 and continuing through August 31, 2020, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees.

TEMPORARY STIPEND FOR MS. DONNA CORBISIERO, ASSISTANT PROFESSOR

WHEREAS, Ms. Donna Corbisiero has agreed to take on some additional duties in co-chairing the Strategic Planning Committee from February 1, 2020 and continuing through May 30, 2020, when it will be presented to the Board of Trustees for adoption; and

WHEREAS, the duties include coordinating the Strategic Planning Steering Committee and serving as the primary liaison to the President and Board of Trustees relative to the planning process; therefore, be it

#20-07D **RESOLVED**, that Ms. Donna Corbisiero, Assistant Professor, be compensated for this additional work and assume a monthly stipend of \$200 for the period commencing February 1, 2020 and continuing through May 30, 2020.

TEMPORARY STIPEND FOR MS. SARAH WILSON-SPARROW, PROJECT DIRECTOR IN THE OFFICE OF WORKFORCE DEVELOPMENT

WHEREAS, Ms. Sarah Wilson-Sparrow has agreed to take on some additional duties in the Office of Workforce Development beginning March 1, 2020 and continuing until the Vice President of Workforce Development and Community Education is hired; and

WHEREAS, the duties will include overseeing the day-to day operations of the office, and serve as the primary liaison to the Office of Workforce Development and Community Education; therefore, be it

#20-07E **RESOLVED**, that Ms. Sarah Wilson-Sparrow, Project Director, be compensated for this additional work and assume a monthly stipend of \$600 for the period commencing March 1, 2020 and continuing until the Vice President of Workforce Development and Community Education is hired.

PROFESSIONAL DEVELOPMENT REQUEST – MS. THERESA HOBBS

#20-07F **RESOLVED**, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

Chief Diversity Officer & Title IX Coordinator, Ms. Theresa Hobbs to attend the National Diversity Conference, April 19 – April 21, 2020, in Houston, TX, at a cost not to exceed \$1,150.00.

4) REPORT OF THE CHAIR

Chair Brown thanked Vice Chair Versaci, Trustee Gillen, Trustee King, and President Moono for hosting and attending the Kick-Off at Mill Lane event on February 11, 2020 to hear the exciting collaborative venture involving chocolate and confection production and expansion of our brewing and culinary program. She also added that classes are expected to start in Fall 2020.

Chair Brown also mentioned the passing of Professor Rocco Verrigni, whom happily served this institution for 37 years in our Hotel, Culinary Arts, and Tourism (HCAT) Division.

Trustee Karl provided updates from his visit to Washington, DC to attend the ACCT National Legislative Summit, where he met with representatives from Senator Schumer's office.

Vice Chair Versaci provided the following Foundation updates:

- The Foundation received a **\$50,000** gift from a local couple to endow a new fund for the food pantry, which will help to generate funds for the pantry in perpetuity.
- *“Paving the Way for Future Royals”* has resulted in more than **\$15,000** in unrestricted revenue so far. If the Foundation receives your form by March 20 to donate to the campaign, your engraved brick will be included in the very first installation around the quad fountain later this spring.
- The 29th annual *“Food for Thought & All That Jazz”* will take place on April 7; so far the Foundation has raised **\$37,000** in unrestricted revenue through the event. It's not too late to join the Honorary Committee – please see Stacy tonight if you would like to be included for the Honorary Committee and the brick campaign, and **thank you** to everyone who has already made their gifts for these efforts.

5) REPORT OF THE TREASURER

Upon a motion presented by Vice Chair Versaci, seconded by Trustee Karl the Key Bank N.A. Warrants #19 through #23 were unanimously approved.

APPROVAL FOR THE KEY BANK N.A. WARRANTS #19 THROUGH #23

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #19 through #23 and recommends payment of same, it is hereby

#20-08 **RESOLVED**, that Key Bank N.A. Warrants #19 through #23 be hereby approved for payment.

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

APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING JANUARY 31, 2020

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending January 31, 2020 as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

#20-09 **RESOLVED**, that the Report of Revenues and Expenditures for the period ending January 31, 2020, be accepted as received.

Upon a motion presented by Trustee King and seconded by Vice Chair Versaci, the 2018-19 Audit was unanimously approved.

2018-19 AUDIT REPORT: Lumsden & McCormick, LLP

WHEREAS, Lumsden & McCormick, LLP has completed their annual audit of SUNY Schenectady's records and accounts for the operating funds ending August 31, 2019, and

WHEREAS, the Audit Report was disseminated to the Board of Trustees and reviewed and discussed with the Board of Trustees, it is hereby

#20-10 **RESOLVED**, that the Audit Report for SUNY Schenectady's 2018-19 Operating Funds be hereby approved by the Board of Trustees and filed.

6) **REPORT OF THE PRESIDENT**

President Steady Moono discussed the Strategic Plan process for the 2020-2026 Strategic Plan. He plans to finalize and bring forth the plan during the August 2020 board meeting.

See attached full report:

https://sunysccc.edu/Portals/1/PDF/About%20SCCC/College%20Leadership%20&%20Vision/PresidentsReport_2-2020.pdf

7) PERSONNEL

Upon a motion presented by Trustee Gillen and seconded by Trustee Farley, the resolution was unanimously approved.

APPROVAL OF A TITLE 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

#20-11 **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.

In-house General Counsel

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

APPOINTMENT OF MS. NICOLE GRANT AS FINANCIAL LITERACY COUNSELOR

WHEREAS, it has been recommended that Ms. Nicole Grant be appointed as Financial Literacy Counselor for the period commencing on February 24, 2020 and continuing through June 7, 2021; and

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

#20-12 **RESOLVED**, that Ms. Nicole Grant be hereby appointed as Financial Literacy Counselor for the period commencing February 18, 2020 through June 7, 2021, 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 \$36,500 that is covered under the Title III Grant.

8) Upon a motion presented by Vice Chair Versaci, seconded by Trustee Karl, the resolution was unanimously approved.

RESOLUTION FOR SUMMER HOURS

WHEREAS, the College President has recommended that the College campus be closed for normal business at 1:00 p.m. on Fridays during the last two weeks of the month of June, entire month of July, and the first two Fridays of August 2020; and

WHEREAS, the College President and Civil Service Employees Association, Inc., Local 1000 AFSCME, have agreed to a Memorandum of Agreement which

provides a change in the work week for employees covered by this bargaining unit to allow for these summer hours; it is therefore

#20-13 **RESOLVED**, that the Board of Trustees hereby approves the recommendation to close the SUNY Schenectady campus for normal business at 1:00 p.m. on Fridays during the last two weeks of June through the first two Fridays of August 2020.

9) NEXT MEETING

March 16, 2020 Board of Trustees meeting.

10) ADJOURNMENT

Upon the motion of Vice Chair Versaci, seconded by Trustee Karl the meeting was adjourned at 6:23 p.m.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

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