

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MARCH 16, 2020

M I N U T E S

TRUSTEES PRESENT: Ann Fleming Brown, Ray Gillen, Gary Hughes, Michael Karl,
Margaret King, Renee Bradley, and Hannah Daignault

EXCUSED: Tina Cherconi Versaci

ABSENT: Damonni Farley

ALSO PRESENT: Steady Moono, Patrick Ryan, 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) Upon the motion of Trustee Karl, seconded by Student Trustee Daignault, the February 17, 2020 Board Meeting Minutes and Consent Agenda were unanimously approved.

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF
FEBRUARY 17, 2020 AND CONSENT AGENDA**

#20-14 RESOLVED, that the Minutes of the of February 17, 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

GRANTING OF EMERITUS STATUS

WHEREAS, the Faculty of SUNY Schenectady had requested that the Board of Trustees consider granting Emeritus Stats to retiring Faculty members with 12 or more years of service to the College, and

WHEREAS, the Board of Trustees approved the recommendation to consider retiring Faculty members for such designation, per Resolution #11-155, dated October 24, 2011, which was amended June 16, 2014, in accordance with Resolution #14-116; and

WHEREAS, a listing of eligible retirees has been developed and a review of their

service and accomplishments during their employment at SUNY Schenectady has been conducted, and

WHEREAS, recommendations have been made by members of the Faculty and the President of the College to grant individuals Emeritus Status, it is hereby

#20-15A

RESOLVED, that the Board of Trustees hereby grants the following individuals Emeritus Status, in accordance with procedures adopted by the Board of Trustees, per Resolution #14-116;

- Paul Krebs, Professor, School of Hotel, Culinary Arts, and Tourism
- Dennis Mott, Senior Technical Assistant, Division of Academic Affairs
- Kimberly Williams, Associate Professor, School of Hotel, Culinary Arts and Tourism
- Kathleen Dowd Freese, Associate Director of Admissions, Division of Student Affairs
- Stephen Fragale, Dean of Students, Division of Student Affairs
- Peter Houghton, Senior Technical Assistant, Information Technology Services

APPOINTMENT OF PROFESSIONAL STAFF ELIGIBLE FOR REAPPOINTMENT

WHEREAS, the President has recommended a one-year or a six-month term appointment based on performance, for professional staff members eligible for reappointment; it is hereby

#20-15B

RESOLVED, that individuals of the professional staff listed below be appointed for a one-year or a six-month term appointment for the academic year beginning September 1, 2020, pursuant to the Agreements between the County of Schenectady and the SUNY Schenectady Union of Faculty and Professionals (UFP).

CONSIDER FOR REAPPOINTMENT EFFECTIVE SEPTEMBER 1, 2020

1-YEAR REAPPOINTMENTS (September 1, 2020-August 31, 2020)

ACADEMIC AFFAIRS

Anna (Barth) Westerman, Academic Advisor/Veteran's Certifying Officer

Luke Lavera, Academic Advisor

Racene Lawes, Academic Advisor

Giovannine Matheron, Collection Development/Electronic Resource Specialist

Mary Silverstri, Testing Center Coordinator

David Wolf, Teaching and Learning Faculty Specialist

BUSINESS, CRIMINAL JUSTICE AND LAW

Cayla Gaworecki, Developmental Math Instructor

Papa Gueye, Professor

LIBERAL ARTS

Eric McCurdy, Instructor

C. Geoffrey Welch, Professor

MATH, SCIENCE, TECHNOLOGY AND HEALTH

Carol Maimone, Instructor

Margaret McLellan-Zabielski, Instructor

Imari Shaw, Instructor

SCHOOL OF HOTEL, CULINARY ARTS AND TOURISM

Michael Hazard, Technical Assistant

Ronald Ragucci, Technical Specialist

Vanessa Traver, Instructor

Courtney Withey, Instructor

SCHOOL OF MUSIC

Mark Evans, Assistant Professor

Sten Isachsen, Assistant Professor

STUDENT AFFAIRS

Janet Danz, Assistant Director of Financial Aid

Mary Katherine Marx, Assistant Director of Financial Aid

Casey Pederson, Admissions Advisor

6-MONTH REAPPOINTMENTS (September 1, 2020-February 28, 2021)

STUDENT AFFAIRS

Deryle McCann, Student Activities Advisor

Sydney MacDonald, Admissions Advisor

**PROMOTIONS AND PROMOTIONAL RECOGNITIONS EFFECTIVE
SEPTEMBER 1, 2020**

WHEREAS, the President has assured the Board that the policies of the Board of Trustees and the stipulations of the Agreements with the SUNY Schenectady Union of Faculty and Professionals (UFP), and the Chairpersons, Administrators and Directors Association (CADA) have been met in considering promotions/promotional recognition, and

WHEREAS, the Board of Trustees has considered the recommendations of the President for the following promotions, it is hereby

#20-15C

RESOLVED: that the following persons be promoted to the rank indicated, with a stipend to be added to their 2020-21 salary base, effective September 1, 2020; and be it further

RESOLVED, that the following persons receiving a promotional recognition be awarded a merit award of \$1,000 that is not added to the base salary:

<u>NAME/DEPARTMENT</u>	<u>PROMOTED TO</u>	<u>INCREASE</u>
Megan (Hall) Cassidy Liberal Arts	Associate Professor	\$2,000
Donna Corbisiero Liberal Arts	Associate Professor	\$2,000
Barbara Jones Liberal Arts	Professor	\$3,000
James Larkin Hotel, Culinary Arts & Tourism	Associate Professor	\$2,000
Kim Scheuerman Liberal Arts	Professor	\$3,000
Michael Stamets Hotel, Culinary Arts & Tourism	Associate Professor	\$2,000
Michael Hazard Hotel, Culinary Arts & Tourism	Senior Technical Assistant	\$1,150
Eric McCurdy Liberal Arts	Assistant Professor	\$1,000
Ronald Ragucci Hotel, Culinary Arts & Tourism	Senior Technical Specialist	\$1,150
Courtney Withey Hotel, Culinary Arts & Tourism	Assistant Professor	\$1,000

<u>NAME/DEPARTMENT</u>	<u>PROMOTIONAL RECOGNITION</u>	<u>INCREASE</u>
Susanna Adams Student Affairs	ADA Transition Coordinator	\$1,000.00
Nancy Hall Information Technology	Senior Technical Assistant	\$1,000.00
Robyn King Student Affairs	Counselor IV	\$1,000.00
Maria Kotary Workforce Development	Associate for Workforce Development	\$1,000.00

NAME/DEPARTMENT PROMOTIONAL RECOGNITION INCREASE

Heidi Borofsky Academic Advisor \$ 1,000.00
Academic Affairs

Mitzi Espinola Assistant Director of Academic \$ 1,000.00
Academic Affairs Advisement and Retention

David Wolf Teaching & Learning Specialist \$ 1,000.00
Academic Affairs

#20-15D **RESOLVED**, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

Board Chair, Ms. Ann Fleming Brown to attend the Association of Community Colleges Trustees (ACCT) Leadership Congress, September 30-October 3, 2020, in Chicago, IL, at a cost not to exceed \$2,900.00

#20-15E **RESOLVED**, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

President, Dr. Steady Moono to attend the Association of Community Colleges Trustees (ACCT) Leadership Congress, September 30-October 3, 2020, in Chicago, IL, at a cost not to exceed \$2,500.00.

#20-16 **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.

4) **REPORT OF THE CHAIR**

Chair Brown provided the 2020-21 Board Meeting Dates.

Chair Brown also provided some Foundation updates:

- A representative of the Greater Capital Region Endowment Fund confirmed the group's intent to endow a \$25,000 scholarship at SUNY Schenectady.

- Several scholarships were secured this month for academic year 2020-2021, including \$20,000 from the Women's Fund of the Capital Region (to support 4

women), and a new \$100,000 endowed scholarship contribution was made by a longtime donor and friend of the Foundation.

•On February 24, a third quarter “Paving the Way for Future Royals” appeal mailing went to print to capture additional alumni as potential donors to the paver campaign. So far, \$16,000 has been raised through the program.

•“Food for Thought & All That Jazz” has been postponed to November 10 and all registrations will automatically transfer to the new date. More than \$46,000 has been raised.

5) REPORT OF THE TREASURER

Upon a motion presented by Trustee Hughes, seconded by Trustee Karl, the Key Bank N.A. Warrants #24 through #27 were unanimously approved.

APPROVAL FOR THE KEY BANK N.A. WARRANTS #24 THROUGH #27

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #24 through #27 and recommends payment of same, it is hereby

#20-17 RESOLVED, that Key Bank N.A. Warrants #24 through #27 be hereby approved for payment.

Upon a motion presented by Trustee Hughes 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 FEBRUARY 29, 2020

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending February 29, 2020 as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

#20-18 RESOLVED, that the Report of Revenues and Expenditures for the period ending February 29, 2020, be accepted as received.

Upon a motion presented by Trustee Hughes and seconded by Trustee King, the President was granted authorization to implement various personnel measures during the COVID-19 pandemic.

6) REPORT OF THE PRESIDENT

See attached full report:.

https://sunysccc.edu/Portals/1/PDF/About%20SCCC/College%20Leadership%20&%20Vision/PresidentsReport_3-2020.pdf

AUTHORIZING THE COLLEGE PRESIDENT TO IMPLEMENT VARIOUS PERSONNEL MEASURES DURING THE COVID-19 PANDEMIC

WHEREAS, on January 30, 2020, the World Health Organization designated the novel coronavirus, COVID-19, outbreak as a Public Health Emergency of International Concern; and

WHEREAS, both travel-related cases and community contact transmission of COVID-19 have been documented in New York State and more are expected to continue; and

WHEREAS, on March 7, 2020, Governor Cuomo signed Executive Order Number 202 in which he declared a State disaster emergency across all of New York State in response to the threat posed by the spread of the COVID-19 virus, effective March 7, 2020 through September 7, 2020; and

WHEREAS, these conditions warrant the College President to take appropriate action to implement various measures to protect the College's students, faculty, staff, and community; and

#20-19

RESOLVED, that effective immediately, the President of the College is authorized to take all steps necessary to preserve health and safety for all members of the College community, to deploy College employees, to determine and make changes in the scope and manner of any instructional program delivery for students, to determine and make changes in essential ancillary functions and services, and to take other actions as needed in response to the COVID-19 declarations of emergency at the federal, state and county levels, provided, however, that the President's actions shall be consistent with: 1) all applicable federal, state and local laws; 2) any guidance, directives, and executive orders issued by federal, state and county authorities with jurisdiction; and 3) the terms of applicable collective bargaining agreements between the College and its bargaining units.

Upon a motion by Trustee Hughes and seconded by Trustee King, the Emergency Procurement Plan has been approved.

WHEREAS, on January 30, 2020 The World Health Organization designated the novel coronavirus, COVID-19, outbreak as a Public Health Emergency of International Concern; and

WHEREAS, both travel-related cases and community contract transmission of COVID-19 have been documented in New York State and more are expected to continue; and

WHEREAS, on March 7, 2020, Governor Cuomo signed Executive Order Number 202 in which he declared a State disaster emergency across all of New York State in response to the threat posed by the spread of the COVID-19 virus, effective March 7, 2020 through September 7, 2020; and

WHEREAS, these conditions warrant the College President to take appropriate action to implement various measures to protect the College's students, faculty, staff and community; and

WHEREAS, the scope of this emergency is beyond the response and recovery capability of the College's current resources; and

WHEREAS, the College's purchasing policy allows emergency exceptions in such instances provided that the Board of Trustees subsequently approve of the action at the next regularly scheduled Board of Trustees' meeting; it is hereby

#20-20 **RESOLVED**, that the Board of Trustees authorize the College President to take appropriate actions as required and approve emergency procurement as needed until conclusion of the current health emergency situation at an amount no to exceed \$500,000.

7) PERSONNEL

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

SABBATICAL LEAVE REQUEST FOR DR. TAMMY GUMMERSHEIMER, PROFESSOR

WHEREAS, Dr. Tammy Gummersheimer, Professor, has submitted a request for a sabbatical leave for the period of August 31, 2020 through December 19, 2020; and

WHEREAS, the SUNY Schenectady Union of Faculty and Professionals (UFP) contract provides for sabbatical leaves, per Article 18; and

WHEREAS, the College President has reviewed said request and recommends approval; it is hereby

#20-21 **RESOLVED**, that Tammy Gummersheimer, Professor, be granted a sabbatical leave for the period of August 31, 2020 through December 19, 2020, subject to

the terms and conditions stated in the SUNY Schenectady Union of Faculty and Professionals contract – pending appropriate budget approvals.

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

SABBATICAL LEAVE REQUEST FOR KAREN HOSMER, PROFESSOR

WHEREAS, Karen Hosmer, Professor, has submitted a request for a sabbatical leave for the period of January 19, 2021 through May 18, 2021; and

WHEREAS, the SUNY Schenectady Union of Faculty and Professionals (UFP) contract – provides for sabbatical leaves, per Article 18; and

WHEREAS, the College President has reviewed said request and recommends approval; it is hereby

#20-22

RESOLVED, that Karen Hosmer, Professor, be granted a sabbatical leave for the period of January 19, 2021 through May 18, 2021, subject to the terms and conditions stated in the SUNY Schenectady Union of Faculty and Professionals contract – pending appropriate budget approvals.

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

RECOMMENDATIONS FOR TENURE APPOINTMENTS

WHEREAS, the Interim Vice President of Academic Affairs received and reviewed the recommendations that were submitted by the Tenure Committee chaired by Professor Eileen Abrahams; and

WHEREAS, the members of the Board of Trustees considered the recommendations made on behalf of the professional faculty members listed below, it is hereby

#20-23

RESOLVED, that the following persons be granted a tenure appointment, as listed below:

Tenure Appointments

Professor, Tamara Calhoun, Business, Criminal Justice and Law

Associate Professor, Megan (Hall) Cassidy, Liberal Arts

Professor, Donna Corbisiero, Liberal Arts

Professor, RaeEllen Doyle, Liberal Arts

Associate Professor, Dr. Babette Faehmel, Liberal Arts

Professor, Dr. Syeda Munaim, Math, Science, Technology and Health

Professor, John O'Connell, Hotel, Culinary Arts and Tourism

Associate Professor, Alicia Richardson, Liberal Arts

Associate Professor, Dr. Richard Simons, Math, Science, Technology and Health

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

APPOINTMENT OF MR. FNU HASHMATULLAH AS NETWORK SPECIALIST

WHEREAS, it has been recommended that Mr. Fnu Hashmatullah be appointed as Network Specialist in the Information Technology Division; and

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

#20-24

RESOLVED, that Mr. Fnu Hashmatullah be appointed as Network Specialist in the Division of Student Affairs, for the period commencing March 17, 2020 and continuing through August 31, 2021, subject to the terms and conditions of employment as set forth by the Union of Faculty Professionals (UFP) contract, at an annual salary of \$65,000.

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

APPOINTMENT OF MR. JEFF ARANDA AS DIRECTOR OF EDUCATIONAL OPPORTUNITY PROGRAM

WHEREAS, it has been recommended that Mr. Jeff Aranda be appointed as Director of Educational Opportunity Program (EOP); and

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

#20-25

RESOLVED, that Mr. Jeff Aranda be appointed as Director of Educational Opportunity Program (EOP) for the period commencing March 17, 2020 and continuing through August 31, 2021, subject to the terms and conditions as set forth in the agreement between the County of Schenectady and the Chairpersons, Administrators, and Directors Association, at an annual salary of \$55,000, prorated for this period.

9) **NEXT MEETING**

April 20, 2020

10) **ADJOURNMENT**

Upon the motion of Trustee Gillen, seconded by Trustee Hughes, the meeting was adjourned at 5:54 p.m.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Paula Ohlhous, Chief of Staff