

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
March 16, 2026

MINUTES

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

ALSO PRESENT: Dr. Steady Moono, President's Council, and other College faculty and staff

ABSENT: Raymond Gillen

1) **WELCOME AND CALL TO ORDER**

Ann Fleming Brown called the meeting to order at 5:30 p.m.

2) **EXECUTIVE SESSION**

Upon the motion of Trustee Brown, seconded by Trustee Hughes, the Board went into Executive Session at 5:31 p.m., to discuss personnel matters. The Board went out of Executive Session at 5:42 p.m.

#26-025 The Board voted in executive session on the employment of a particular individual. Trustee Farley made a motion to appoint a particular individual as President of SUNY Schenectady County Community College. The motion was seconded by Trustee Hughes. The vote was unanimous.

3) **APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 16, 2026**

#26-026 **RESOLVED**, that the Minutes of the of February 16, 2026 meeting and consent agenda be approved as submitted and read; and be it further

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

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

4) **CONSENT AGENDA**

#26-027A **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, which during the 2024–2025 academic year awarded 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 an increased stipend of \$175 biweekly, funded by the SUNY Schenectady County Community College Foundation, Inc., for the period April 1, 2026, through August 31, 2026; and

BE IT FURTHER RESOLVED, that this stipend adjustment reflects a proposed 16% increase to her current Foundation-supported stipend and will first appear in the April 12, 2026 paycheck; and

BE IT FURTHER RESOLVED, that this position continues to follow the terms and conditions set forth in Board of Trustees Policy 2.1 – Personnel Policies (Unrepresented).

#26-027B **RESOLUTION AUTHORIZING A TEMPORARY STIPEND FOR PATRICK RYAN, EXECUTIVE VICE PRESIDENT OF ADMINISTRATION AND FINANCE**

WHEREAS, the Associate Vice President for Campus Safety and Security passed away in October 2025; and

WHEREAS, since that time the Patrick Ryan, the Executive Vice President for Administration and Finance, has assumed additional responsibilities, including the direct oversight and management of the College’s Campus Safety and Security operations; and

WHEREAS, these duties represent a significant expansion of the Executive Vice President’s responsibilities beyond the normal scope of the position; and

WHEREAS, the College administration wishes to recognize and compensate the Executive Vice President for Administration and Finance for these additional duties during this interim period;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of SUNY Schenectady County Community College authorizes a bi-weekly stipend of \$385.88

for the Executive Vice President for Administration and Finance, Patrick Ryan, in recognition of the additional responsibilities associated with overseeing Campus Safety and Security operations; and

BE IT FURTHER RESOLVED, that this stipend shall be effective April 1, 2026 through August 31, 2026; and

BE IT FURTHER RESOLVED, that the President of SUNY Schenectady is authorized to take any necessary administrative actions to implement this resolution.

Informational Professional Development/Travel

Tamara Calhoun, Professor, School of Music, to attend the NYAEYC Annual Conference in Verona, NY, April 22-24, 2026.

Dean Bennett, Professor, Liberal Arts, to attend the Annual Conference of the Society for the Advancement of Scandinavian Study in Brooklyn, NY, April 24-25, 2026.

5) **REPORT OF THE CHAIR**

REPORT FROM THE FOUNDATION

Presented by Vice Chair Tina Chericoni Versaci

*The Foundation is pleased to share with you a mid-year update on the student support provided by the Foundation. We hope that you enjoy the **6 Months of Impact** piece included with your materials. Of special note, this has been a record year for scholarship support, with **\$442,000** in scholarships being awarded.*

***Three new endowed scholarships** have been recently established.*

*The **In Your Element scholarship**, fully funded by an anonymous donor, will support students in the division of Math, Science, Technology, and Health which requires the completion of at least one course in chemistry.*

*The **Ellie Moore '86 Business Award**, established by a Keystone Society member through a planned gift, will reward students with the highest grades in Business Administration. As you know, we have been fortunate to receive some substantial bequest funds over the past two years. Planned gifts like this one make it possible for us to plan confidently for the future and guarantee that our work continues for years ahead.*

*Finally, The **President Steady H. Moono, Ed.D. Legacy Scholarship** has been established to support needy students who exhibit leadership qualities, participation in community service, and a commitment to their educational goals. This scholarship has received **\$50,000** in commitments to date!*

*As you know, we are planning to celebrate the retirement of our long-time President this fall. The **President Steady H. Moono Legacy Celebration** already has **\$30,000** in sponsorship commitments. Net proceeds from the event will support the **Legacy***

Scholarship. Please save the evening of Friday, October 16, 2026 to celebrate with us at Rivers Casino. (Hoping to put a save the date in their packets)

Finally, Food for Thought sponsorships and ticket sales are ramping up and our volunteer auction committee has been hard at work creating a fabulous auction selection, including a wonderful wine basket and tickets to Proctors.

- *Sponsorships are currently at \$58,750*
- *Honorary and Ticket Sales are over \$12,000.*

Keep an eye out for the formal invitations in the coming days.

Board Chair Ann Fleming Brown reported that the Presidential Search process has progressed with the completion of candidate campus visits and subsequent meetings between the finalists and the Chancellor. A formal announcement is expected following the SUNY Board of Trustees meeting on April 28, 2026, at which time the presidential candidate will be presented for approval.

Board Chair Ann Fleming Brown provided a NYCCT Monthly Report.

6) REPORT OF THE TREASURER

#26-028 APPROVAL FOR THE KEY BANK N.A. WARRANTS #23 THROUGH #26

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #23 through #26 and recommends payment of same, it is hereby

RESOLVED, that Key Bank N.A. Warrants #23 through #26 be hereby approved for payment.

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

#26-029 APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING FEBRUARY 28, 2026

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending February 28, 2026, 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 February 28, 2026, be accepted as received.

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

7) **PRESIDENT'S REPORT – March 2026**

Dale Miller, Director of Institutional Research, presented the 2025 IPEDS Data Feedback Report.

8) **POLICIES**

#26-030 RESOLUTION TO APPROVE REVISIONS TO THE 2.23-3.19 – TITLE IX GRIEVANCE POLICY

WHEREAS, Board Policy 2.23-3.19, Title IX Grievance Policy, outlines how the College responds to allegations of sexual misconduct that meet the definition of Title IX; and

WHEREAS, periodic review of College policies is necessary to ensure accuracy, clarity, and alignment with current regulations and institutional practices; and

WHEREAS, a recommendation has been made to revise Policy 2.23-3.19 to enhance clarity and improve the usability of the policy for students, employees, and other stakeholders; and

WHEREAS, the proposed revisions update language and terminology, correct and modernize reference URLs throughout the document, update staff names, titles, and contact information, and clarify procedural steps and responsible parties; now therefore be it

RESOLVED, that the Board of Trustees hereby approves the revisions to Board Policy 2.23-3.19 – Title IX Grievance Policy, as presented; and be it further

RESOLVED, that the revised policy shall take effect immediately.

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

#26-031 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);

WHEREAS, a recommendation has been made to revise Policy 2.36-3.16 to enhance clarity, accuracy, and alignment with current institutional practices and community resources; and

WHEREAS, the proposed revisions include updating language and terminology for clarity, updating URLs and phone numbers for community resources, updating staff names, titles, and contact information, and clarifying procedural steps and responsible parties; now therefore be it

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

#26-032

ADOPTION OF NEW BOARD POLICY 3.24 – NOTIFICATION OF STUDENT GUARDIAN OF ALCOHOL/CONTROLLED SUBSTANCE VIOLATION (BEAU’S LAW)

WHEREAS, New York State Education Law §6438-d, known as Beau’s Law, takes effect on July 1, 2026 and requires institutions of higher education to publicly post their procedures for notifying a student’s parent(s), guardian(s), or emergency contact(s) when a student under the age of 21 is found responsible for alcohol or controlled substance use or possession; and

WHEREAS, Beau’s Law emphasizes transparency by requiring institutions to clearly communicate under what circumstances parental or guardian notification may occur, including but not limited to rule violations, violations of law, and alcohol- or substance-related hospitalizations or overdoses, while not mandating such notification; and

WHEREAS, the law further requires institutions to conduct regular training for relevant administrators and staff on the Family Educational Rights and Privacy Act (FERPA), specifically as it relates to health and safety emergencies and institutional responses to student alcohol- or substance-related hospitalizations or overdoses; and

WHEREAS, a new institutional policy is needed to ensure full compliance with New York State law and to clearly outline the College’s procedures and practices

regarding notification of parent(s), guardian(s), or emergency contact(s) for students under the age of 21; and

WHEREAS, the proposed Policy 3.24 – Notification of Student Guardian of Alcohol/Controlled Substance Violation establishes the required public statement of the College’s practices, defines applicable circumstances, and affirms the College’s commitment to transparency and compliance with FERPA and state law; now therefore be it

RESOLVED, that the Board of Trustees hereby approves the adoption of Policy 3.24 – Notification of Student Guardian of Alcohol/Controlled Substance Violation (Beau’s Law), as presented; and be it further

RESOLVED, that the policy shall take effect July 1, 2026, in accordance with New York State Education Law §6438-d, and shall be publicly posted and incorporated into all official College policy repositories, publications, and communications; and be it further

RESOLVED, that the College shall implement regular FERPA training for relevant administrators and staff to ensure appropriate understanding of health and safety exceptions and compliance with all legal requirements related to student alcohol or controlled substance-related incidents.

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

#26-033

RESOLUTION TO APPROVE REVISIONS TO THE 5.6 – ACCEPTABLE USE POLICY - TECHNOLOGY

WHEREAS, the College is committed to ensuring the secure, compliant, and responsible use of its technology resources in support of its educational mission and operational effectiveness; and

WHEREAS, rapid advancements in digital technologies—including artificial intelligence (AI)—have created new opportunities as well as heightened risks related to data privacy, cybersecurity, regulatory compliance, and institutional reputation; and

WHEREAS, regulatory guidance and industry best practices now emphasize the need for stronger governance over the use of AI technologies and digital tools within higher education institutions; and

WHEREAS, the College recognizes the importance of establishing clear expectations for the use of AI to support academic, administrative, and operational functions, while safeguarding sensitive information and mitigating institutional risk; and

WHEREAS, 5.6 Acceptable Use Policy - Technology has been reviewed and updated to reflect these evolving expectations and to ensure consistent, ethical, and compliant use of College systems and data;

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1) 5.6 Acceptable Use Policy - Technology is hereby amended to incorporate updated language ensuring consistent, secure, and compliant use of all College Technology Resources, and to strengthen institutional risk mitigation practices.
- 2) A comprehensive definitions section is added, including formal definitions for Artificial Intelligence (AI) and AI Technologies, to provide clarity and support consistent application of the policy.
- 3) The section on Prohibited Uses is expanded to better address emerging technology risks, clarify monitoring expectations, and outline unacceptable behaviors that compromise privacy, security, or operational integrity.
- 4) A new section titled “Use of AI Technologies” is established, setting expectations for transparency, accuracy, fairness, accessibility, and security when AI systems are used for academic or administrative purposes.
- 5) Microsoft Copilot is designated as the official institutional AI tool, approved for use by students, faculty, and staff, as it meets the College’s requirements for security, data protection, accessibility, and compliance.
- 6) The use of unapproved AI systems is restricted in order to protect confidential or personally identifiable information, maintain regulatory compliance, and reduce cybersecurity risk. Any alternative AI tools must undergo review and approval through established College processes.
- 7) All College stakeholders are required to comply with the revised policy, and the Information Technology unit will support implementation through communication, training, and ongoing monitoring.

BE IT FURTHER RESOLVED THAT, the revised 5.6 Acceptable Use Policy - Technology shall become effective immediately upon adoption.

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

Informational
AI Guidelines

9) **PERSONNEL**

#26-034 **APPOINTMENT OF JANINE O’DONNELL AS ACADEMIC SPECIALIST – TRIO**

WHEREAS, the College conducted a comprehensive search process for the position of Academic Specialist – TRIO, during which four finalists were interviewed by the Search Committee; and

WHEREAS, Academic Affairs recommends Janine O’Donnell for the Academic Specialist – TRIO position based on her qualifications and demonstrated commitment to student success; and

WHEREAS, Janine O’Donnell brings extensive experience working with underprivileged students, and her background in Special Education will be essential to supporting TRIO participants; and

WHEREAS, Janine O’Donnell is familiar with the SUNY System and SUNY Schenectady’s policies and procedures, further strengthening her readiness to serve in this role; and

WHEREAS, Janine O’Donnell distinguished herself from other finalists through her clear passion, dedication to student impact, strong organization skills, and her willingness to adapt to TRIO’s holistic, student-centered support model; and

WHEREAS, this position is fully grant funded through the TRIO program, and the recommended appointment aligns with the terms and conditions of employment established by the TRIO grant; now therefore be it

RESOLVED, that the Board of Trustees hereby approves the appointment of Janine O’Donnell as Academic Specialist – TRIO, effective March 17, 2026 through August 31, 2026, at a prorated annual salary of \$48,000; and be it further

RESOLVED, that this appointment is contingent upon continued availability of TRIO grant funding and adherence to all grant requirements.

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

#26-035

APPOINTMENT OF GRACE FERRIS AS OUTREACH ADVISOR – TRIO

WHEREAS, Academic Affairs recommends Grace Ferris for the position of Outreach Advisor for the TRIO program; and

WHEREAS, the hiring manager identified Grace Ferris’s strong background in database management as a key qualification, noting that the TRIO grant requires the ongoing management of numerous data points for each student and relies heavily on accurate and well-maintained data systems; and

WHEREAS, Grace Ferris demonstrated a clear passion for data management and expressed enthusiasm for ensuring TRIO’s database remains up-to-date and compliant with U.S. Department of Education rules and regulations; and

WHEREAS, Grace Ferris’s experience with Starfish at SUNY Schenectady and her background with Google Analytics provide a strong foundation for mastering TRIO’s federally guided data requirements; and

WHEREAS, as an internal candidate, Grace Ferris brings familiarity with SUNY Schenectady’s campus, culture, and front-desk operations, and her academic background—including a Bachelor of Arts in History, ongoing Master’s studies at SUNY Empire State University, and an Associate in Liberal Arts in History from SUNY Schenectady—further supports her readiness for this role; and

WHEREAS, this position is fully funded through the TRIO grant and the recommended appointment aligns with the terms and conditions of employment established by that grant; now therefore be it

RESOLVED, that the Board of Trustees hereby approves the appointment of Grace Ferris as Outreach Advisor – TRIO, effective March 17, 2026 through August 31, 2026, at a prorated annual salary of \$45,000; and be it further

RESOLVED, that this appointment is contingent upon continued availability of TRIO grant funding and adherence to all grant requirements.

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

10) APPROVAL OF INSTITUTIONAL LEARNING OUTCOMES (ILOs)

#26-036 **WHEREAS**, Academic Affairs has recommended the formal acceptance of SUNY Schenectady’s Institutional Learning Outcomes (ILOs), which are based on the required SUNY General Education competencies and skills to be demonstrated across all degree programs; and

WHEREAS, the proposed Institutional Learning Outcomes encompass seven areas—Oral and Written Communication Skills; Diversity, Equity, Inclusion, and Social Justice; Mathematics & Quantitative Reasoning; Scientific Reasoning; Critical Thinking and Reasoning; Information Literacy; and Civic Discourse—each with clearly defined knowledge, skills, and competencies to be achieved within student coursework; and

WHEREAS, these Institutional Learning Outcomes have been reviewed and affirmed by the Academic Divisions and were approved by the Academic Senate at its meeting on February 20, 2026; now therefore be it

RESOLVED, that the Board of Trustees hereby approves the Institutional Learning Outcomes (ILOs) as presented in the Academic Affairs memorandum dated February 23, 2026; and be it further

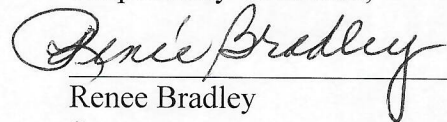
RESOLVED, that these Institutional Learning Outcomes shall be adopted as SUNY Schenectady's official institutional benchmarks for student learning and integrated into all relevant academic planning, assessment processes, and publications.

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

13) **ADJOURNMENT**

The meeting was adjourned at 6:24 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Renee Bradley". The signature is written in black ink and is positioned above a horizontal line.

Renee Bradley
Secretary
Board of Trustees

Recorded by:
Tiombé Tatum
Chief of Staff