

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
JUNE 15, 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, Renee Bradley, Tina Chericoni Versaci, Damonni Farley and Hannah Daignault

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 King, seconded by Trustee Gillen, the May 18, 2020 Board Meeting Minutes were unanimously approved.

#20-35 **RESOLVED**, that the Minutes of the May 18, 2020 meeting be approved as submitted and read.

Upon the motion of Trustee King, seconded by Trustee Gillen, the Consent Agenda was unanimously approved.

3) CONSENT AGENDA

UNREPRESENTED ADMINISTRATIVE STAFF APPOINTMENTS

WHEREAS, the Board of Trustees adopted a personnel policy which provides for initial, regular and career administrative appointments for members of the unrepresented administrative staff, and

WHEREAS, the President has recommended appointments for eligible individuals, it is hereby,

#20-36A **RESOLVED**, that the Board of Trustees hereby approves the following appointments, as listed below, in accordance with the policy on the unrepresented administrative staff for:

CAREER ADMINISTRATIVE: September 1, 2020 THROUGH August 31, 2022

Dr. David Brough, Dean of the School of Hotel, Culinary Arts and Tourism

Ms. Linda Czub, Confidential Secretary

Ms. Paula Ohlhous, Chief of Staff

Ms. Amiee Warfield, Controller

INITIAL REGULAR ADMINISTRATIVE APPOINTMENTS: September 1, 2020 THROUGH August 31, 2021

None

REGULAR ADMINISTRATIVE APPOINTMENTS: September 1, 2020 THROUGH August 31, 2021

First Regular

Ms. Christine McLear, Coordinator of Workforce Development

Ms. Nneka Morgini, Confidential Secretary

Second Regular

Mr. Mark Bessette, Assistant Dean for Financial Aid and Access

Ms. Tania Cabrera, Dean for Math, Science, Technology and Health

Ms. Stacy McIlduff, Vice President of Development and External Affairs

Mr. Edmund McTernan, Executive Director of Human Resources

Ms. Deborah Spass, Executive Secretary II (Confidential)

Dr. Aaron Tolbert, Dean of Liberal Arts

Third Regular

Mr. Patrick Ryan, Vice President of Administration

Dr. David Clickner, Assistant Vice President of Academic Affairs

Ms. Sabrina McGinty, Assistant Vice President of Student Affairs

Ms. Jessica Gilbert, Dean of Academic Affairs

Fourth Regular

Mr. Anthony Schwartz, Director of Facilities

Fifth Regular

Ms. Marisa Daigle, Bursar

REGULAR ADMINISTRATIVE APPOINTMENTS: September 1, 2020 THROUGH February 28, 2021

Fourth Regular Appointment

Mr. Dale Miller, Director of Institutional Research

REGULAR ADMINISTRATIVE APPOINTMENT: September 1, 2020 – October 2, 2020

Fifth Regular Appointment

Ms. Sandra Troiano, Recruitment Specialist

RESOLUTION FOR 1-YEAR REAPPOINTMENTS FUNDED BY THE TITLE III GRANT

WHEREAS, it has been recommended that the employees listed below be awarded a grant-supported reappointment for the period commencing September 1, 2020 and continuing through August 31, 2021, and

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

#20-36B RESOLVED, that the employees listed below be awarded a grant-supported reappointment funded by the Title III grant for the period commencing September 1, 2020 and continuing through August 31, 2021, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees.

Ms. Heather Lessard, Success Coach Manager, Academic Affairs
Mr. Harry Rolle, Student Success Coach, Academic Affairs
Ms. Evelyn Maclutsky, Student Success Coach, Academic Affairs
Dr. Emily Rodabaugh, Research Analyst

GRANT-SUPPORTED REAPPOINTMENT OF MS. AUBREY SEPPA-HODGKINS AS TRIO PROGRAM DIRECTOR

WHEREAS, it has been recommended that Ms. Aubrey Seppa-Hodgkins be awarded a grant-supported reappointment as TRIO Program Director for the period commencing September 1, 2020 and continuing through August 31, 2021, and

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

#20-36C RESOLVED, that Ms. Aubrey Seppa-Hodgkins be awarded a grant-supported reappointment as TRIO Program Director for the period commencing September 1, 2020 and continuing through August 31, 2021, subject to the terms and conditions of employment as set forth in the Personnel Policies of the Board of Trustees.

GRANT-SUPPORTED REAPPOINTMENT OF MS. ALISHA RUSSO AS DIRECTOR OF LIBERTY PARTNERSHIP PROGRAM

WHEREAS, it has been recommended that Ms. Alisha Russo be awarded a grant-supported reappointment as Director of Liberty Partnership Program for the period commencing September 1, 2020 and continuing through August 31, 2021, and

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

#20-36D RESOLVED, that Ms. Alisha Russo be awarded a grant-supported reappointment as Director of Liberty Partnership Program for the period commencing September 1, 2020 and continuing through August 31, 2021, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees.

GRANT-SUPPORTED REAPPOINTMENT OF MS. TIOMBE FARLEY AS ASSISTANT DIRECTOR OF LIBERTY PARTNERSHIP PROGRAM

WHEREAS, it has been recommended that Ms. Tiombe Farley be awarded a grant-supported reappointment as Assistant Director of Liberty Partnership Program for the period commencing September 1, 2020 and continuing through August 31, 2021, and

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

#20-36E **RESOLVED**, that Ms. Tiombe Farley be awarded a grant-supported reappointment as Assistant Director of Liberty Partnership Program for the period commencing September 1, 2020 and continuing through August 31, 2021, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees.

GRANT-SUPPORTED REAPPOINTMENT OF MS. MELANIE UEBELE AS LIBERTY PARTNERSHIP PROGRAM (LPP) PROGRAM COORDINATOR

WHEREAS, it has been recommended that Ms. Melanie Uebele be awarded a grant-supported reappointment as LPP Program Coordinator for the period commencing September 1, 2020 and continuing through August 31, 2021, and

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

#20-36F **RESOLVED**, that Ms. Melanie Uebele be awarded a grant-supported reappointment as LPP Program Coordinator for the period commencing September 1, 2020 and continuing through August 31, 2021, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees.

REAPPOINTMENT OF SARAH WILSON-SPARROW AS PROJECT DIRECTOR

WHEREAS, it has been recommended that Ms. Sarah Wilson-Sparrow be reappointed as Project Director for the period commencing September 1, 2020 and continuing through August 31, 2021; and

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

#20-36G **RESOLVED**, that Ms. Sarah Wilson-Sparrow be reappointed as Project Director for the period commencing September 1, 2020 and continuing through August 31, 2021, funded by the SUNY Performance Improvement Fund Grant and subject to the terms and conditions of employment as set forth in the Personnel Policies of the Board of Trustees.

GRANT-SUPPORTED REAPPOINTMENT OF DR. DESHAWN MCGARRITY AS EXECUTIVE DIRECTOR, SCHENECTADY COLLEGE AND CAREER OUTREACH CENTER (SCCOC)

WHEREAS, it has been recommended that Dr. DeShawn McGarrity be awarded a grant-supported reappointment as Executive Director for the Schenectady College and Career Outreach Center for the period commencing July 1, 2020 and continuing through June 30, 2021; and

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

#20-36H

RESOLVED, that Dr. DeShawn McGarrity be awarded a grant-supported reappointment as Executive Director for the Schenectady College and Career Outreach Center for the period commencing July 1, 2020 and continuing through June 30, 2021, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees.

GRANT-SUPPORTED REAPPOINTMENT OF MS. JAIMEE L. KING AS ASSOCIATE EXECUTIVE DIRECTOR, SCHENECTADY COLLEGE AND CAREER OUTREACH CENTER (SCCOC)

WHEREAS, it has been recommended that Ms. Jaimee L. King be awarded a grant-supported reappointment as Associate Executive Director, Schenectady College and Career Outreach Center for the period commencing July 1, 2020 and continuing through June 30, 2021, and

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

#20-36I

RESOLVED, that Ms. Jaimee L. King be awarded a grant-supported reappointment as Associate Executive Director, Schenectady College and Career Outreach Center for the period commencing July 1, 2020 and continuing through June 30, 2021, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees.

GRANT-SUPPORTED REAPPOINTMENT OF MS. ERIN FLORA AS OUTREACH ADVISOR, SCHENECTADY COLLEGE AND CAREER OUTREACH CENTER (SCCOC)

WHEREAS, it has been recommended that Ms. Erin Flora be awarded a grant-supported reappointment as Outreach Advisor, Schenectady College and Career Outreach Center for the period commencing July 1, 2020 and continuing through June 30, 2021, and

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

#20-36J

RESOLVED, that Ms. Erin Flora be awarded a grant-supported reappointment as Outreach Advisor, Schenectady College and Career Outreach Center for the period commencing July 1, 2020 and continuing through June 30, 2021, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees.

REAPPOINTMENT OF DR. LORENA HARRIS AS C-STEP PROGRAM DIRECTOR

WHEREAS, it has been recommended that Dr. Lorena Harris be reappointed as C-STEP Program Director for the period commencing September 1, 2020 and continuing through August 31, 2021; and

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

#20-36K **RESOLVED**, that Dr. Lorena Harris be reappointed as C-STEP Program Director for the period commencing September 1, 2020 and continuing through August 31, 2021, funded by the C-STEP grant and subject to the terms and conditions of employment as set forth in the Personnel Policies of the Board of Trustees.

ONE-YEAR REAPPOINTMENT OF ELIGIBLE PROFESSIONAL STAFF

WHEREAS, the President has recommended a one-year reappointment based on performance for the eligible listed professional staff member, it is hereby

#20-36L **RESOLVED**, that the individual of the professional staff listed below be appointed for a one-year reappointment for the academic year beginning September 1, 2020 through August 31, 2021, pursuant to the Agreements between the County of Schenectady and the SUNY Schenectady Union of the Faculty and Professionals (UFP).

INFORMATION TECHNOLOGY

Robert Corey, Senior Technical Assistant

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

#20-36M **RESOLVED**, that Ms. Kelly Majuri be reappointed as Interim Dean of Business, Criminal Justice and Law for the period commencing August 27, 2020 and continuing through December 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 \$76,000.

RE-APPOINTMENT OF DR. DAVID CLICKNER AS INTERIM VICE PRESIDENT OF ACADEMIC AFFAIRS

WHEREAS, it has been recommended that Dr. David Clickner be reappointed as Interim Vice President of Academic Affairs for the period commencing July 1, 2020 and continuing through June 30, 2021 due to the vacated position as a result of a resignation in the Office of Academic Affairs; and

WHEREAS, the President has recommended that Dr. David Clickner assume the role of Interim Vice President of Academic Affairs in which he will report

directly to the President during this interim period and will receive a salary of \$110,662 for this term; and

WHEREAS, in the event that Dr. David Clickner does not apply for, or is not selected for the position of Vice President for Academic Affairs, his title will revert back to Assistant Vice President of Academic Affairs for the period of July 1, 2021 through August 31, 2021, and shall continue at an annual salary level of \$110,662, pro-rated for that period; it is hereby

#20-36N RESOLVED, that Dr. David Clickner be reappointed as Interim Vice President of Academic Affairs for the period commencing July 1, 2020 and continuing through June 30, 2021, 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 \$110,662.

4) REPORT OF THE CHAIR

Chair Brown congratulated student trustee Hanna Daignault, as she graduated this semester.

The report of the SUNY Schenectady Foundation was heard. Trustee Versaci Scholarship selection process is under way. The total is \$251,000.00. Unfortunately, Honors Convocation has been cancelled for this year due to public health concerns, but the team is working on creative ways to celebrate the scholarship recipients and their donors. Additionally, more than \$7,000 has been raised for the Student Emergency Fund Challenge Match, which means we will have over \$14,000 available to help students who encounter financial emergencies in the coming academic year. The Foundation is very grateful for a grant from the Community Foundation of the Greater Capital Region, as well as faculty and staff who generously contributed to the cause.

The report of the NYCCT Board of Directors Meeting was heard. That meeting was a Zoom meeting and we passed new by-laws for the organization and decided to offer the dues at a 50% reduction, due to COVID-19. Many colleges have told their stories of facing stressful choices. Some colleges have drawn significantly from the fund balance and very few have received the support from their local County, which we should so richly treasure from our County. The speakers included Bill Reuter, HVCC, Johanna-Duncan-Poitier and her colleague Jennifer Miller. NYCCT is offering educational modules. Thank you to Trustee Renee Bradley for attending. There will be future educational modules offered, and you will receive e-mails if you'd like Professional Development as a Trustee.

Upon motion by Trustee King and seconded by Trustee Karl, the New Slate of Officers was unanimously approved.

NEW SLATE OF OFFICERS

- #20-37** **RESOLVED**, that the nominations for the offices of Chair, Vice Chair, and Secretary of the Board of Trustees of SUNY Schenectady County Community College, to commence immediately on July 1, 2020 and continuing through June 30, 2021, are hereby closed and the Secretary instructed to cast ballots for the election of the following officers:
- Ms. Ann Fleming Brown, Chair
 - Ms. Tina Chericoni Versaci, Vice Chair
 - Ms. Renee Bradley, Secretary

5) **REPORT OF THE TREASURER**

Upon motion of Trustee Versaci, seconded by Trustee Karl, the Key Bank Warrants #36 through #40 were approved.

APPROVAL FOR THE KEY BANK N.A. WARRANTS #36 THROUGH #40

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #36 through #40 and recommends payment of same, it is hereby

- #20-38** **RESOLVED**, that Key Bank N.A. Warrants #36 through #40 be hereby approved for payment.

Upon motion of Trustee Karl and seconded by Trustee Hughes, the Report of the Revenues and Expenditures were unanimously approved.

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

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

- #20-39** **RESOLVED**, that the Report of Revenues and Expenditures for the period ending May 31, 2020, be accepted as received.

Upon motion of Trustee Hughes and seconded by Trustee Versaci, the resolution to approve the 2020-2021 Operating Budget was unanimously approved.

OPERATING BUDGET FOR FISCAL YEAR BEGINNING SEPTEMBER 1, 2020 AND ENDING AUGUST 31, 2021

WHEREAS, the President of the College has presented an Operating Budget for Fiscal Year 2020-2021, along with appropriate background information for the items contained in the budget; and

WHEREAS, the 2020/21 Enacted State Budget includes expanded powers of the Director of State Budget and, pursuant to these expanded powers, State funding for SUNY Schenectady for the period commencing April 1, 2020 and concluding March 31, 2021 may be less than that provided in the Enacted State Budget and pursuant to an act of the Board of Trustees of the State University of New York, this reduced level of State funding may be allocated to SUNY Schenectady in the amount intended to minimize the impact of such reduction, specifically in a manner as may maximize the support provided to SUNY Schenectady from federal resources in the best interest of the college; and

WHEREAS, the College's Board of Trustees, at their meeting of June 15, 2020 will consider the 2020-21 operating budget for SUNY Schenectady for the period September 1, 2020 to August 31, 2021 totaling \$ 27,483,579, which may be reduced due to actions made by the Director of the State Budget; and

WHEREAS, pursuant to Section 6304 of the Education Law of the State of New York, a budget in the amount of \$27,483,579, or such amount that be remaining following action by the Director of the State Budget and approval by the SUNY Board of Trustees, be and the same is hereby adopted for SUNY Schenectady, for the period beginning September 1, 2020 and concluding on August 31, 2021; and

WHEREAS, resultant from any reduction in revenues from actions of the Director of the State Budget and/or significant reduction in revenues due to enrollment decline, the College President, upon informing the SUNY Schenectady Board of Trustees may take appropriate actions to reduce expenditure levels for the 2020-21 budget period; and

WHEREAS, \$1,615,559 will be used out of the College's fund balance to balance the 2020-21 operating budget; and

WHEREAS, the Board of Trustees has reviewed the budget and found it to be satisfactory; it is hereby

RESOLVED, that the operating budget for fiscal year 2020-2021, beginning September 1, 2020 and ending August 31, 2021, be approved in the amount of \$27,483,579; and be it further

#20-40

RESOLVED, that the President shall be directed to submit the budget, together with appropriate documents, to Schenectady County and the State University of New York, in that order, for approval.

Upon motion of Trustee Hughes and seconded by Trustee Karl, the Tuition and Fee Schedule was unanimously approved.

TUITION AND FEE SCHEDULE: 2020-21

WHEREAS, SUNY Schenectady County Community College has developed and confirmed a Tuition and Fee Schedule for the 2020-21 academic year, it is hereby

RESOLVED, that the 2020-21 Tuition and Fee Schedule be approved by the Board of Trustees, and it further be

#20-41 **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.

6) **REPORT OF THE PRESIDENT**

Dr. Moono would like to extend his thanks and appreciation to the Trustees for their guidance and support. He feels humbled and honored.

Dr. Moono spoke about the Commencement taking place on June 29th at 4:00 pm. He extended his thanks to Paula Ohlhaus, Sabrina McGinty, David Clickner & Patrick Ryan for their work on this event. The College would not be holding a virtual commencement, but a drive-in commencement. Dr. Moono thanked Trustee Hughes for the conversations about Commencement. More details will be forthcoming. Dr. Moono felt it is important to the students, as well as the Vision Supporters to cross that stage to receive the diploma. It's going to be the 2nd best thing we can do for our Students. Additionally, each student in the Class of 2020 will be receiving a commemorative brick in their name, in the quad, by the fountain in recognition of students' resilience, grit, and perseverance.

The Reimagine Task Force led by tri-chairs IVP Clickner, VP Ryan, and AVP McGinty represents a strong group of 21 people that was charged with how the College would offer classes in the fall and navigate the fall semester. Dr. Moono supplied SUNY with a brief summary of the plan. Later this week, SUNY will review the plan, approve it, or make suggestions for change, and then it goes to the Governor's Office. There is some time before it can be shared, but Dr. Moono is confident this is a solid plan and accounts for everything. This team has worked diligently. We have had conversations on how to communicate this to students, in a way this makes sense to them. This will be forwarded in the next 2-3 weeks. It will not be a traditional semester. The landscape for Higher Education is going to be different. Dr. Moono is proud of the team for thinking outside of the box, as this may be landscape for the future.

See attached full report.

https://sunysccc.edu/PDF/About%20SCCC/CollegeLeadershipVision/PresidentsReport_6-2020.pdf

7)

POLICIES

Upon motion of Trustee Hughes and seconded by Trustee Versaci, the revision to Policy 6.10 was unanimously approved.

**RESOLUTION TO APPROVE REVISION TO POLICY 6.10 - TITLE IV
MAXIMUM TIME FRAME FOR COMPLETION POLICY (150%)**

WHEREAS, the College needs to comply with federal guidelines for awarding financial aid; and

WHEREAS, the Title IV Maximum Time Frame Policy (150%) will now fall under the responsibility of the Office of Financial Aid.

WHEREAS, the revision to the Title IV Maximum Time Frame for Completion Policy (150%) has been approved by the Academic Senate and is being recommended to the Board of Trustees, it is hereby

#20-42

RESOLVED, that the Board of Trustees adopts the revision to the policy on Title IV Maximum Time Frame for Completion (150%), as reflected in the copy attached hereto, to become effective beginning Fall Semester 2020.

Upon motion of Trustee Versaci and seconded by Trustee Hughes, the revisions to Policy 6.10 were unanimously approved.

**RESOLUTION TO APPROVE REVISION TO POLICY 1.10 –
ACADEMIC CODE POLICY**

WHEREAS, the following revisions to the Academic Code were put forth by the Academic Policy Committee to be voted on by the Academic Senate, and

WHEREAS, Section 7.6 Satisfactory Academic Progress removes the Pursuit of Program portion of the Policy, and

WHEREAS, Section 3.8 Incomplete course now includes the students in Aviation and Air Traffic Control lab courses, and

WHEREAS, Section 3.10 Withdrawal now outlines the requirements for a medical withdrawal from courses, and

WHEREAS, Section 7.5.1 Fresh Start, reduces the number of years required to resume attendance under this policy, and

WHEREAS, Section 3.5 Limitations on Course Loads have been revised to now include online courses and a change in the course credit load that is acceptable, therefore

WHEREAS, these revisions to the Academic Code Policy have been approved by the Academic Senate and are being recommended to the Board of Trustees, it is hereby

20-43 **RESOLVED**, that the Board of Trustees adopts the revision to the policy on Academic Code, as reflected in the copy attached hereto, to become effective immediately.

8) **CAPITAL BUDGET REQUEST**

Upon motion of Trustee Hughes and seconded by Trustee Gillen, the Capital Budget Request was approved.

2021-2022 CAPITAL BUDGET REQUEST

WHEREAS, the President proposes a 2021-2022 Capital Budget to be submitted to Schenectady County and the State University of New York, and

WHEREAS, the Board of Trustees has reviewed the list of projects to be submitted for funding and found them to be acceptable, it is hereby

RESOLVED, that the President and his designee is hereby authorized to submit the 2021-2022 Capital Budget Request, as listed below, to Schenectady County and the State University of New York:

2021	<u>Amount</u>	<u>Project</u>
	\$ 100,000	Student Service Center – Phase I Design
	\$ 110,000	Begley Hall Lobby Restroom Renovations
	\$ 470,000	CST & Elston Hall Roof Restoration
	\$ 500,000	Taylor Auditorium Upgrades
	\$ 66,500	Utility Truck and Snow Plow
	\$ 160,000	Culinary School Equipment
	<u>\$ 250,000</u>	CST Building Chemistry Laboratory Renovations
	\$1,656,500	TOTAL 2021 Project Request

2022	<u>Amount</u>	<u>Project</u>
	\$1,100,000	Student Service Center – Phase II Construction
	\$1,100,000	Elston Hall Lobby & Community Rooms
	\$ 600,000	Campus wide Updated Fire Alarm System
	\$ 220,000	Stockade Hall Mechanical Updates

\$ 35,000 Stockade Hall Lecture Center Renovation
\$3,555,000 **TOTAL 2022 Project Request**

9) NAMING OPPORTUNITY

Upon motion by Trustee Hughes and seconded by Trustee King, the proposal for the naming opportunity for the New Chocolate Lab was unanimously approved.

RESOLUTION TO PROPOSE NAMING OPPORTUNITIES FOR NEW CHOCOLATE LAB

WHEREAS, naming opportunities have a powerful impact; they send a message to our donors that they are valued as members of our College community, and provide our institution with a meaningful way to recognize the generosity of our benefactors; and

WHEREAS, in policy 4.3: Naming of College Facilities, Areas, & Roads it states that minimum donations for campus spaces such as classrooms and labs will be determined by the President and the Vice President of Development and External Affairs on a case by case basis, and the Board of Trustees will give naming consideration on the basis of (1) personal or historical significance to the College or the County, (2) direct involvement with either the development, management or operation of the College, or (3) philanthropic support;

20-45 **THEREFORE, BE IT RESOLVED**, that the Board of Trustees approves the proposal of naming opportunities for the new Chocolate Lab within the Mill Lane Artisan District valued at \$200,000 for the duration of the space lease only, based on philanthropic support.

10) MILL LANE CONTRACT FOR CULINARY KITCHEN EQUIPMENT

Upon motion by Trustee Hughes and seconded by Trustee Gillen, the resolution to approve the contract for Mill Lane culinary kitchen equipment was unanimously approved.

MILL LANE CULINARY CONFECTIONARY CLASSROOM KITCHEN CONSTRUCTION AND EQUIPMENT

WHEREAS, SUNY Schenectady County Community College (the “College”), by Resolution #19-91 dated September 16, 2019 authorized the execution of a certain lease agreement (the “Lease”) at 108 State Street in the City and County of Schenectady for (i) exclusive use and possession of a classroom and other space intended for the instruction and production of chocolate, candy and confections (the “Exclusive Space”); and (ii) shared space for instruction and use of a brewery and distillery, and

WHEREAS, in accordance with the provisions of Section 103 of the General Municipal Law, the College solicited competitive bids for the project's Culinary Classroom Equipment via a contract with Hospitality House, Inc., a specialized commercial kitchen design firm, and

WHEREAS, Hospitality House forwarded a Request for Proposals to four specialized culinary equipment sales firms in the New York City and Capital District areas, and

WHEREAS, bids were received from three reputable sales organizations and such bids were reviewed by a team of representatives from the School of Hotel, Culinary Arts and Tourism, the Interim Vice President of Academic Affairs and the Vice President of Administration, and

WHEREAS, the lowest responsible bid was received from Kittredge Food Service Equipment and Supply Company, a Certified Woman Owned Business Enterprise (WBE), located in Albany, New York for \$417,606, and

WHEREAS, the College is also working with BBL Construction Services, Inc. ("BBL") as its Construction Manager (as advisor in a professional services capacity), and

WHEREAS, BBL has obtained preliminary pricing for the construction of desired improvements to the Exclusive Space over the Landlord's limited build out and such build out would cost \$450,635, and

WHEREAS, the Board deems it advisable and in the best interests of the College to authorize the budgeting and expenditure of up to \$868,241 for the fit up of the Exclusive Space as the aggregate amount of the equipment and construction, therefore it is hereby

RESOLVED, that the Board hereby consents to and approves the College to enter contracts and make expenditures in furtherance of the fit up of the Exclusive Space of up to \$450,635 and be it further

RESOLVED, the bid submitted by Kittredge Food Service Equipment and Supply Company, Albany, New York, in the amount of \$417,606 is hereby accepted and the Board of Trustees hereby approves an award to Kittredge Food Service Equipment and Supply Company to provide specialized food service and culinary kitchen equipment for the project as indicated in the attachment,

AND BE IT FURTHER

#20-46

RESOLVED, that the President and/or his designee is hereby authorized to execute any or all documents pertaining to the aforesaid.

Upon motion by Trustee Hughes and seconded by Trustee Karl, Ms. Jeanne Maloy was appointed to her first three-year term to the SUNY Schenectady Foundation Board of Directors.

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. Jeanne Maloy be appointed to serve on the SUNY Schenectady Foundation Board of Directors, it is hereby

RESOLVED, that Ms. Jeanne Maloy is appointed to a first three-year term to the SUNY Schenectady Foundation Board of Directors, effective September 1, 2020.

12) NEXT MEETING

August 17, 2020, 5:30 p.m.

13) ADJOURNMENT

Upon motion of Trustee Hughes and seconded by Trustee Karl, the meeting was adjourned at 6:56 p.m.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Paula Ohlhous, Chief of Staff