SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES SPECIAL MEETING
July 13, 2026

M I N U T E S

TRUSTEES PRESENT: Renee Bradley, Damonni Farley, Ann Fleming Brown, Gary Hughes, Margaret King, Hema Singh and Tina Chericoni Versaci

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

ABSENT: NONE

1) WELCOME AND CALL TO ORDER

Ann Fleming Brown called the meeting to order at 5:31 p.m.

2) APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JUNE 8, 2026

#26-078 **RESOLVED,** that the Minutes of the of June 8, 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 Hughes, the minutes and consent agenda were approved unanimously.

3) CONSENT AGENDA

#26-079A RESOLUTION APPOINTING AMIEE WARFIELD AS INTERIM HEAD OF FINANCE AND ADMINISTRATION

WHEREAS, SUNY Schenectady County Community College requires continuity of leadership within the Division of Finance and Administration during the transition period pending the appointment of a permanent Vice President of Finance and Administration;

WHEREAS, Ms. Amiee Warfield, currently serving as Finance Systems Project Manager, possesses the experience, institutional knowledge, and professional qualifications necessary to provide executive leadership and oversight of the Division of Finance and Administration;

WHEREAS, the President has recommended that Ms. Warfield serve in an interim capacity to oversee the financial, administrative, operational, and supervisory functions of the Division of Finance and Administration effective July 1, 2026;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of SUNY Schenectady County Community College hereby acknowledges and approves the appointment of Ms. Amiee Warfield as Interim Head of Finance and Administration, effective July 1, 2026;

BE IT FURTHER RESOLVED, that Ms. Warfield shall serve in this interim role until the earlier of (i) the appointment of a permanent Vice President of Finance and Administration or (ii) such time as the President determines an alternative organizational structure or leadership arrangement is appropriate;

BE IT FURTHER RESOLVED, that during her interim appointment, Ms. Warfield shall report directly to the President of the College, or such individual as may be designated by the President, and shall assume executive leadership and oversight of the Division of Finance and Administration and related functions as assigned by the President;

BE IT FURTHER RESOLVED, that in recognition of the additional responsibilities associated with this interim appointment, Ms. Warfield shall receive supplemental compensation of Two Thousand Dollars ($2,000.00) per pay period for the duration of her interim assignment, in accordance with the terms set forth in the Memorandum of Understanding;

BE IT FURTHER RESOLVED, that Ms. Warfield shall be eligible to accrue and carry forward up to fifty (50) days of vacation leave during her service in the interim position, subject to the terms and conditions outlined in the Memorandum of Understanding and applicable College policies;

BE IT FURTHER RESOLVED, that the President is authorized to take all actions necessary to implement and administer this appointment and the terms of the related Memorandum of Understanding.

#26-079B **RESOLUTION AUTHORIZING INTERIM APPOINTMENT AND COMPENSATION FOR VICE PRESIDENT OF ACADEMIC AFFAIRS**

WHEREAS, the position of Vice President of Academic Affairs at SUNY Schenectady County Community College is currently vacant; and

WHEREAS, it is necessary to ensure continuity of leadership and effective oversight of the College's academic operations during this transitional period; and

WHEREAS, the President has recommended that the Dean of Liberal Studies assume the additional responsibilities of Vice President of Academic Affairs on an interim basis; and

WHEREAS, the President has executed a Memorandum of Understanding (MoU) outlining the scope of responsibilities, compensation, and terms of this interim assignment, effective July 13, 2026;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby approves the interim appointment of the Dean of Liberal Studies to also serve as Interim Vice President of Academic Affairs, effective July 13, 2026, and continuing until such time as a permanent Vice President of Academic Affairs is appointed by the incoming President; and

BE IT FURTHER RESOLVED, that the Board of Trustees approves additional compensation in the amount of $2,000 per pay period for the duration of this interim assignment; and

BE IT FURTHER RESOLVED, that during the interim period, the appointee shall be permitted to carry up to fifty (50) days of vacation leave, with such provision expiring upon the appointment of a permanent Vice President of Academic Affairs at which time all accumulated vacation leave will be paid out. In the event the Dean of Liberal Studies chooses to depart the institution prior to the appointment of a permanent Vice President of Academic Affairs and notice is less than 60 days, half of the accumulated vacation days at the time will be paid out; and

BE IT FURTHER RESOLVED, that all other terms and conditions of the appointee's current position shall remain unchanged; and

BE IT FINALLY RESOLVED, that the President is authorized to take all necessary actions to implement the terms of this resolution and the associated Memorandum of Understanding.

#26-079C **<u>RESOLUTION TO APPROVE A TEMPORARY SPECIAL ASSIGNMENT FOR PAULA OHLHOUS AS THE MIDDLE STATES COMMISSION ON HIGHER EDUCATION (MSCHE) LIAISON</u>**

WHEREAS, SUNY Schenectady County Community College is committed to maintaining the highest standards of institutional quality and continuous improvement through accreditation by the Middle States Commission on Higher Education (MSCHE);

WHEREAS, the accreditation process requires experienced institutional leadership, coordination, and effective communication among the College community, the Board of Trustees, and the Middle States Commission on Higher Education; and

WHEREAS, Ms. Paula Ohlhous, Executive Director for Human Resources, has demonstrated extensive accreditation experience through her participation in multiple Middle States self-study efforts and peer evaluation visits, bringing valuable institutional knowledge and expertise to the College's reaffirmation of accreditation process; and

WHEREAS, the President has recommended that Ms. Ohlhous serve in a temporary special assignment as the College's Middle States Commission on Higher Education Liaison effective August 1, 2026, to support the College's accreditation and reaffirmation efforts; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of SUNY Schenectady County Community College hereby appoints Paula Ohlhous to a temporary special assignment as the Middle States Commission on Higher Education Liaison, effective August 1, 2026.

BE IT FURTHER RESOLVED, that this temporary special assignment shall continue until such time as the President of the College determines that the assignment is no longer needed or appoints a successor liaison.

BE IT FURTHER RESOLVED, that in this role she shall provide leadership and coordination for the College's accreditation efforts, including but not limited to:

- Serving as the College's primary institutional liaison with MSCHE;
- Providing guidance and support to the Self-Study Tri-Chairs;
- Coordinating communications regarding accreditation activities with the College community;
- Coordinating Board of Trustees accreditation updates and presentations;
- Planning and coordinating working group meetings and accreditation planning sessions;
- Coordinating logistics for the Visiting Team evaluation and the Visiting Chair's pre-
- accreditation readiness visit;
- Monitoring accreditation timelines, milestones, and institutional readiness;
- Assisting with evidence collection, documentation, compliance activities, and

reporting requirements; and

- Performing such other accreditation-related duties as may be assigned by the President.

BE IT FURTHER RESOLVED, that in recognition of the significant additional responsibilities associated with this temporary special assignment, Ms. Ohlhous shall receive supplemental compensation in the amount of Five Hundred Dollars ($500.00) per pay period for the duration of the assignment.

BE IT FINALLY RESOLVED, that the President is authorized to execute any Memorandum of Understanding and take any additional actions necessary to implement this appointment.

#26-079D **<u>RESOLUTION TO APPROVE TRAVEL</u>**

WHEREAS, President Emeritus Dr. Steady Moono, in consultation with institutional partners in Zambia, will determine the dates for the Spring 2027 Zambia trip; and

WHEREAS, this transition is intended to formally hand over leadership to the new President, Dr. Nicole Reaves, to continue advancing the work and to further develop and strengthen the international academic partnerships established to support growth and long-term impact; and

WHEREAS, the expenses associated with this trip will be funded through private donors;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby acknowledges and approves the determined dates for the Spring 2027 Zambia trip as established by President Emeritus Dr. Steady Moono in coordination with partners in Zambia; and

BE IT FURTHER RESOLVED, that the Board affirms that funding for this trip shall be supported through private donor contributions; and

BE IT FURTHER RESOLVED, that the Board supports the purpose of this visit to formally introduce and ensure a successful leadership transition to President Dr. Nicole Reaves; and

BE IT FURTHER RESOLVED, that the following individuals are authorized to participate in the Spring 2027 Zambia trip: President Dr. Nicole Reaves, Board Chair Ann Fleming Brown, Trustee Renee Bradley, and Chief of Staff Tiombé Tatum.

Informational Professional Development/Travel
None

4) <u>REPORT OF THE CHAIR</u>

<u>REPORT FROM THE FOUNDATION</u>
Presented by Vice Chair Tina Chericoni Versaci

Corporate Relations Officer, Sarah Boink secured a new grant in the amount of $25,000 from the Schenectady Foundation; the grant process was competitive was highly competitive; the grant will fund a complete renovation of the daycare playground that will be redesigned and rebranded as the Gateway STEM Park — a living, outdoor classroom.

Board Chair Ann Fleming Brown provided a NYCCT Monthly Report.

Board Chair Ann Fleming Brown introduced the new student trustee, Hema Singh.

5) REPORT OF THE TREASURER – NONE

6) PRESIDENT'S REPORT

President Moono reported that our Middle States Site Visit is scheduled for March 29-April 1, 2027. The site visit team chair is Dr. Ann Davis. Dr. Davis will also be visiting campus in October.

Associate Professor Kim Otis and Culinary Arts Instructor Michael Niccoli gave an update on their trip to Zambia.

7) PERSONNEL

#26-080 RESOLUTION TO APPOINT KEITH KAPLAN AS VICE PRESIDENT OF ADMINISTRATION AND FINANCE

WHEREAS, it has been recommended that Keith Kaplan be appointed as Vice President of Administration and Finance; and

WHEREAS, Keith Kaplan has indicated that he will accept the position if offered by the Board of Trustees; and

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

RESOLVED, that Keith Kaplan be appointed for the position of Vice President of Administration and Finance at an annual salary of $160,000, prorated for the period of September 1, 2026 to August 31, 2027. This appointment is consistent with the terms and conditions of employment as set forth in the personnel policies of the Board of Trustees Policy 2.1 – Administrative Staff (Unrepresented).

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

#26-081 RESOLUTION TO APPOINT REBECCA YATES AS HUMAN SERVICES INSTRUCTOR

WHEREAS, it has been recommended that Rebecca Yates be appointed as Human Services Instructor for the period August 17, 2026 through August 15, 2027, and

WHEREAS, Rebecca Yates has indicated that she will accept the position if offered by the Board of Trustees; and

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

RESOLVED, that Rebecca Yates be awarded an appointment as Human Services Instructor at an annual prorated salary of $51,727. This appointment is governed by the terms and conditions of employment as set forth by the personnel policies of the Board of Trustees and is consistent with the terms and conditions as set forth in the Union of Faculty and Professionals (UFP) Agreement.

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

#26-082 **RESOLUTION TO APPOINT CHRISTOPHER HERNANDEZ AS HIGH SCHOOL GRANT AND DATA MANAGER (GRANT-FUNDED)**

WHEREAS, it has been recommended that Christopher Hernandez be appointed as High School Grant and Data Manager; and

WHEREAS, Christopher Hernandez has indicated that he will accept the position if offered by the Board of Trustees; and

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

RESOLVED, that Christopher Hernandez be appointed as High School Grant and Data Manager from July 27, 2026 through August 31, 2027 at a prorated annual salary amount of $55,000, as funded by the Smart Transfer and Smart Scholars Grants. This appointment is consistent with the terms and conditions of employment as set forth by the Personnel Policies of the Board of Trustees (Unrepresented) and the terms and conditions of employment as set forth in Board Policies 2.2, Temporary, Grant-Supported Staff Positions and Temporary Assignments.

FURTHER RESOLVED, the grant-funded reappointment may be terminated prior to the end of the 2025-2026 or 2026-2027 academic year, upon expiration of grant funding. Should the funding source end, the salary and benefits will be reduced accordingly.

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

#26-083 **RESOLUTION TO APPROVE MEMORANDUM OF UNDERSTANDING OF MARK MULLIGAN AS SPECIAL ADVISOR FOR FINANCIAL AND OPERATIONAL MATTERS**

WHEREAS, SUNY Schenectady County Community College is committed to maintaining sound financial management, effective administrative operations, and strong institutional leadership;

WHEREAS, the College and SUNY System Administration have entered into a Memorandum of Understanding to provide additional financial and operational support to the College through the temporary assignment of Mark Mulligan, Senior Director of Business Operations for SUNY System Administration; and

WHEREAS, Mr. Mulligan possesses substantial experience in fiscal management, operational oversight, and higher education administration and is well qualified to provide strategic guidance and support to the College during this period; and

WHEREAS, pursuant to the Memorandum of Understanding, Mr. Mulligan will serve as Special Advisor for Financial and Operational Matters to the President of SUNY Schenectady County Community College and/or the President's designee(s); and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of SUNY Schenectady County Community College acknowledges and approves the appointment of Mark Mulligan as Special Advisor for Financial and Operational Matters, effective retroactively to June 22, 2026, for a term of four (4) months unless earlier terminated in accordance with the terms of the Memorandum of Understanding.

BE IT FURTHER RESOLVED, that in this advisory role, Mr. Mulligan shall engage with the College's financial leadership, review materials for Presidential and Board consideration, provide guidance on best practices and process improvements, and furnish recommendations regarding financial and administrative operations.

BE IT FURTHER RESOLVED, that Mr. Mulligan shall report to the President of the College and SUNY's Chief Financial Officer with respect to the services provided under this appointment while remaining an employee of SUNY System Administration.

BE IT FURTHER RESOLVED, that the duties of the Special Advisor shall not include, nor impact, any decisions related to capital construction or the finances of a swimming center or similar facility during the term of this assignment.

BE IT FINALLY RESOLVED, that the President is authorized to take all actions necessary to implement the Memorandum of Understanding and facilitate the successful completion of the advisory services contemplated therein.

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

8) <u>2027 CAPITAL BUDGET REQUEST</u>

#26-084 **WHEREAS,** the President proposes a 2027 Capital Budget Request 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 2027 Capital Budget Request, as listed below, to Schenectady County and the State University of New York:

2027	Amount	Project
	$2,275,000	North Mechanical Room Basement Chiller Replacement
	$2,275,000	

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

10) <u>ADJOURNMENT</u>

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

Respectfully submitted,

Renee Bradley

Renee Bradley
Secretary, Board of Trustees

Recorded by:
Tiombé Tatum, Chief of Staff