

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
January 12, 2026

MINUTES

TRUSTEES PRESENT: Renee Bradley, Ann Fleming Brown, Damonni Farley, Raymond Gillen, 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: 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 DECEMBER 15, 2025**

**#26-001** **RESOLVED**, that the Minutes of the of December 15, 2025 meeting be approved as submitted and read; and be it further

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

3) **NO CONSENT AGENDA ITEMS**

4) **REPORT OF THE CHAIR**

**REPORT FROM THE FOUNDATION**

Presented by Vice Chair Tina Chericoni Versaci

SUNY has recently provided some very impactful funding for our students.

First, the SUNY/Gates Foundation Emergency Aid Initiative will provide \$20,000 over two years to strengthen our Student Emergency Fund program. Part of the program pairs us with a community college that does not currently have a student emergency fund program so that we can share ideas and processes. Karen Smith, Food Pantry Coordinator, administers the Student Emergency Fund for the Foundation.

Next, in collaboration with Governor Hochul, SUNY obtained \$550,000 in funding for SUNY Community College food pantries. SUNY Schenectady received \$15,000 as part of this effort.

Initial results are in for our year-end solicitation. At this point, we have raised **\$8,400**, which is less than expected. I will provide an update if any additional substantial gifts come in.

Lastly, the final disbursement of **\$58,983** from the estate of Benita Allaire has arrived. This generous, unrestricted estate gift totaled **\$390,260!**

Board Chair Ann Fleming Brown provided an update on the Presidential Search that the committee is currently on its second round of reviewing candidates before they are invited for a campus visit.

Board Chair Ann Fleming Brown provided a NYCCT Monthly Report.

5) **REPORT OF THE TREASURER**

#26-002 **APPROVAL FOR THE KEY BANK N.A. WARRANTS #14 THROUGH #17**

**WHEREAS**, the Treasurer has reviewed Key Bank N.A. Warrants #14 through #17 and recommends payment of same, it is hereby

**RESOLVED**, that Key Bank N.A. Warrants #14 through #17 be hereby approved for payment.

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

#26-003 **APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING DECEMBER 31, 2025**

**WHEREAS**, the Board has received the Report of Revenues and Expenditures for the period ending December 31, 2025, 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 December 31, 2025, be accepted as received.

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

6) **PRESIDENT'S REPORT – January 2026**

Catia Laird de Polanco, Chief Diversity Officer, presented an overview of the Annual Diversity, Equity and Inclusion Highlights Report for 2024-2025.

7) **RESOLUTION TO APPROVE ACADEMIC PROGRAM REVIEW FOR A.S. SCIENCE/BIOLOGY CONCENTRATION**

**#26-004** WHEREAS, SUNY Schenectady's Science A.S. – Biology Concentration provides a critical transfer pathway for students pursuing baccalaureate and advanced degrees in biological and health sciences, and

WHEREAS, the recent comprehensive program review and external evaluation affirm the program's academic rigor, alignment with SUNY Transfer Pathways, and strong faculty commitment to student success, while identifying key challenges impacting retention and completion, particularly in the first semester; and

WHEREAS, data indicate that only 38% of Biology Concentration students successfully complete both BIO 141 and CHM 121 when taken concurrently in the first semester, contributing to attrition rates, while students who progress beyond these gateway courses achieve pass rates exceeding 90% in upper-level biology courses, demonstrating strong preparation for transfer; and

WHEREAS, the review highlights additional challenges including limited full-time faculty, aging laboratory equipment, and constrained scheduling flexibility, alongside opportunities to strengthen recruitment, articulation agreements, and early academic supports; and

WHEREAS, the external review team recommends targeted interventions such as revising introductory course sequencing, improving coordination across sections, expanding tutoring and academic support, and enhancing program oversight to improve student persistence and success;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Board of Trustees approves the following action plan for the Science A.S. – Biology Concentration program:

1. Curriculum and Instructional Improvements
  - Revisit sequencing of introductory Biology and Chemistry courses to reduce first- semester attrition.
  - Standardize course learning objectives and assessment across all sections, including College-in-the-High-School offerings.
2. Student Support Enhancements
  - Expand targeted tutoring and review sessions for gateway courses.
  - Explore creative support models such as faculty-led recitation sessions and peer mentoring.
3. Faculty and Resource Development

- Develop a plan to address faculty workload and ensure adequate staffing for core and elective courses.
  - Implement an annual cycle for laboratory equipment repair and replacement.
4. Scheduling and Accessibility
    - Increase flexible scheduling options, including evening, hybrid, and summer offerings, to accommodate diverse learners.
  5. Recruitment and Transfer Initiatives
    - Refresh articulation agreements with four-year institutions.
    - Leverage research opportunities and pipeline programs (e.g., CSTEP, BRITE) to attract and retain students.
  6. Continuous Improvement and Data Tracking
    - Monitor gateway course success and retention rates regularly.
    - Implement exit surveys and alumni tracking to inform future program enhancements.

**BE IT FURTHER RESOLVED THAT** Academic Affairs will report progress on these initiatives annually to the Board of Trustees, ensuring alignment with institutional mission and student success goals.

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

8) **PERSONNEL**

**#26-005      RESOLUTION TO APPOINT ANDY DYKEMAN-DAAMS AS EARLY COLLEGE IN THE HIGH SCHOOL (ECHS) SUCCESS COACH (GRANT-FUNDED)**

**WHEREAS**, it has been recommended that Andy Dykeman-Daams be appointed as Early College in the High School (ECHS) Success Coach; and

**WHEREAS**, Andy Dykeman-Daams has indicated that they will accept the position if offered by the Board of Trustees; and

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

**RESOLVED**, that Andy Dykeman-Daams be appointed as Early College in the High School (ECHS) Success Coach from January 20, 2026 through August 31, 2026 at a prorated annual salary amount of \$45,800, as funded by the ECHS Grant. 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 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 unanimously approved.

**#26-006**

**RESOLUTION OF RECOMMENDATION FOR TENURE APPOINTMENT**

**WHEREAS**, the Vice President for Academic Affairs received and reviewed the recommendations submitted by the Tenure Committee chaired by Professor, Matthew Farron; 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

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

Tenure Appointment

Dan Holz, Assistant Professor

Vanessa Schulte, Associate Professor

Courtney Withey, Associate Professor

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

**9) RESOLUTION TO APPROVE A POSTHUMOUS DEGREE FOR JOHN MAY**

**#26-007**

**WHEREAS**, SUNY Schenectady recognizes the academic achievements of its students and seeks to honor those who have met the requirements for graduation; and

**WHEREAS**, John May, a student enrolled in the Chemical Dependency Counseling program, passed away on December 13, 2025; and

**WHEREAS**, Mr. May had successfully completed the majority of his degree requirements and, after the current semester, would have had only two courses remaining to graduate; and

**WHEREAS**, the Registrar has confirmed that Mr. May meets the criteria outlined in the College's posthumous degree policy, and the Dean of Liberal Arts has approved awarding the degree; and

**WHEREAS**, the family of Mr. May has requested the conferral of the degree and expressed interest in receiving the diploma and final transcript, as well as participating in the graduation ceremony in his honor;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Board of Trustees approves the awarding of a posthumous degree Associate Degree in Chemical Dependency Counseling to John May, in recognition of his academic accomplishments and commitment to his studies; and

**BE IT FURTHER RESOLVED THAT** the College shall provide the family with the diploma and final transcript and extend an invitation to attend the upcoming commencement ceremony.

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

**10) A RESOLUTION AUTHORIZING THE SALE BY PUBLIC AUCTION OR DISPOSAL OF PROPERTY OWNED BY SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE**

**#26-008** WHEREAS, the President recommends for sale or disposal of the following college property consisting of the following:

|   |         |                       |                    |
|---|---------|-----------------------|--------------------|
| 2 | Garland | small flat top ranges | Model No. MST7SE   |
| 1 | Garland | large flat top ranges | Model No. MST47RE  |
| 1 | Garland | Char broiler          | Model No. MST34BE  |
| 4 | Garland | Ranges/stoves         | Model No. MST44RE  |
| 1 | Toro    | Utility Vehicle       | Model Workman 2100 |
| 1 | Unknown | Lawn Aerator          | Model Unknown      |

WHEREAS, the Board of Trustees of SUNY Schenectady County Community College (“College”) has determined that it is no longer necessary or useful to, or in the best interests of, the College to retain ownership of the property hereinafter described; and

WHEREAS, the Board of Trustees has determined it is in the best interest of the College to sell or dispose of the personal property.

**NOW, THEREFORE BE IT RESOLVED,** that the President and his designee is hereby authorized to sell by public auction or dispose of and retire said property from the fixed asset inventory account, as necessary.

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

**11) CAPITAL PROJECT REVISION – COLLEGE ROAD ASPHALT REPLACEMENT PROJECT**

**#26-009** WHEREAS, the College and the County requested \$400,000 in 2023 appropriation and funding for a capital project to replace the asphalt surface of the college’s roads and parking lots; and

**WHEREAS**, the County of Schenectady performed the majority of the work on this project that was completed in 2025; and

**WHEREAS**, the County exceeded their originally quoted price for this project by \$48,030 due to labor and material costs; and

**WHEREAS**, the County is requesting approval of additional funding from the County and a 50% match of existing DASNY appropriation in the amount of \$48,030; and

**WHEREAS**, the President recommends approval of this revision to the capital project budget for consideration by the College's Board of Trustees and has found it to be acceptable; and

**RESOLVED**, that the President and his designee is hereby authorized to submit to the County and SUNY/DASNY the necessary documentation to increase the Asphalt Project's budget by \$48,030.

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

12) **POLICY**

#26-010 **RESOLUTION TO APPROVE NEW POLICY 2.40 (AND 5.12)  
ELECTRONIC AND INFORMATION TECHNOLOGY ACCESSIBILITY**

**WHEREAS**, SUNY Schenectady is committed to ensuring equitable access to electronic and information technology resources for all students, faculty, staff, and visitors; and

**WHEREAS**, federal compliance standards require institutions of higher education to maintain accessibility of shared digital content and technology platforms; and

**WHEREAS**, the proposed Electronic and Information Technology Accessibility Policy has undergone the College's shared governance process and reflects best practices for accessibility and inclusion; and

**WHEREAS**, adoption of this policy will strengthen the College's compliance with federal regulations, promote accessibility across all digital platforms, and support the institution's mission of diversity, equity, and inclusion;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Board of Trustees approves the Electronic and Information Technology Accessibility Policy as presented; and

**BE IT FURTHER RESOLVED THAT** the policy shall take effect immediately upon approval and be implemented across all relevant College systems and processes.

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

**#26-011     RESOLUTION TO APPROVE REVISIONS TO POLICY 6.2 INVESTMENT OF FUNDS**

**WHEREAS**, SUNY Schenectady County Community College is committed to applying all moneys and other financial resources available for investment on its own behalf, conforming with all applicable Federal, State, and other legal requirements, adequately safeguard principal safety, providing sufficient liquidity to meet all operating requirements, and obtaining a reasonable rate of return; and

**WHEREAS**, this policy was reviewed by the Controller with final review by the Executive Vice President of Administration and Finance, and

**WHEREAS**, a review of this policy is required every five years, it is hereby

**RESOLVED**, the Board of Trustees hereby adopts the Investment of Funds Policy, as reflected in the copy attached hereto, to become effective immediately.

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

**#26-012     RESOLUTION TO APPROVE REVISIONS TO THE 6.3 CASH HANDLING POLICY**

**WHEREAS**, this policy was first introduced in 2012 to set guidelines and standards for cash handling on campus. This policy was reviewed and updated to reflect new titles and streamlined processes, and

**WHEREAS**, this policy was reviewed and updated by the Controller with final review by the Executive Vice President of Administration and Finance, and

**WHEREAS**, an updated policy has been recommended that includes revisions to the existing policy, it is hereby

**RESOLVED**, that the Board of Trustees hereby adopts the amended policy on the Cash Handling Policy, as reflected in the copy attached hereto, to become effective immediately.

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

#26-013

**RESOLUTION TO APPROVE REVISIONS TO THE 6.8 FEDERAL FINANCIAL AID REFUND POLICY**

**WHEREAS**, SUNY Schenectady County Community College is required to comply with the U.S. Department of Education's Return to Title IV (R2T4) guidelines which stipulates the unearned percentage of federal financial aid that needs to be returned to the federal programs upon a student's withdrawal from school and also defines an official withdrawal versus an unofficial withdrawal; and

**WHEREAS**, this policy was reviewed by the Controller, Financial Aid Director with final review by the Executive Vice President of Administration and Finance, and

**WHEREAS**, a review of this policy is required every five years, it is hereby

**RESOLVED**, the Board of Trustees approves the updated Federal Financial Aid Refund Policy.

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

#26-014

**RESOLUTION TO APPROVE REVISIONS TO THE 6.12 NON-RESIDENT, OUT-OF-STATE AND INTERNATIONAL STUDENT, TUITION POLICY**

**WHEREAS**, SUNY Schenectady County Community College defines the parameters for non-resident, out-of-state, and international student tuition; and

**WHEREAS**, this policy was reviewed by the Controller with final review by the Executive Vice President of Administration and Finance, and

**WHEREAS**, a review of this policy is required every five years and the College wishes to clarify procedures, it is hereby

**RESOLVED**, the Board of Trustees approves the updated Non-Resident, Out-of-State and International Student, Tuition Policy.

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

#26-015

**RESOLUTION FOR THE APPROVAL OF 6.14 ALLOWABILITY OF FEDERAL COSTS POLICY**

**WHEREAS**, this policy is to ensure all costs charged to federally sponsored programs, including federal flow through funds match approved budgets and receive proper internal review prior to funds being spent, and

**WHEREAS**, this policy was reviewed by the Controller and the college's auditors with final review by the Executive Vice President of Administration and Finance, and

**WHEREAS**, a review of this policy is required every five years, it is hereby

**RESOLVED**, the Board of Trustees approves the Allowability of Federal Costs Policy.

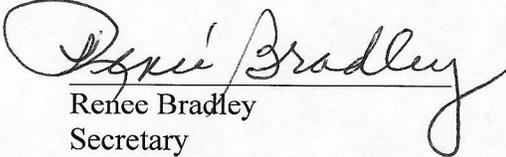
Upon motion by Trustee Hughes and seconded by Trustee Karl, the resolution was unanimously approved.

*Informational*  
6.9 Credit Card Policy

**13) ADJOURNMENT**

The meeting was adjourned at 6:15 p.m.

Respectfully submitted,



Renee Bradley  
Secretary  
Board of Trustees

Recorded by:  
Tiombé Tatum  
Chief of Staff