

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES MEETING  
JANUARY 24, 2022 at 5:30 pm

VIA TELECONFERENCE

MINUTES

TRUSTEES PRESENT: Ann Fleming Brown, Ray Gillen, Michael Karl, Tina Chericoni Versaci, Renee Bradley, Gary Hughes, Margaret King and Dravid Secharran

TRUSTEE ABSENT: Damonni Farley

ALSO PRESENT: Steady Moono, Patrick Ryan, Paula Ohlhous, Deborah Spass, 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 pm.

2) Upon motion by Trustee Bradley and seconded by Trustee Secharran, the resolution was unanimously approved.

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 20, 2021 AND CONSENT AGENDA**

#22-01 **RESOLVED**, that the Minutes of the December 20, 2021 meeting be approved as submitted and read; and be it further

#22-02 **RESOLVED**, that the Consent Agenda be approved.

3) CONSENT AGENDA

Upon motion by Trustee Bradley and seconded by Trustee Secharran, the resolution was unanimously approved.

**RESOLUTION OF RECOMMENDATION FOR AN INTIAL CAREER APPOINTMENT EFFECTIVE SEPTEMBER 1, 2022**

**WHEREAS**, the President assured the members of the Board of Trustees that the stipulations of the Agreements with the County of Schenectady have been met in considering career appointments recommended for September 1, 2022; and

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

**#22-02A**      **RESOLVED**, that the following person be granted a six-year career appointment, as listed below, effective September 1, 2022 and continuing through August 31, 2028:

Janet Danz, Associate Director of Financial Aid

**RESOLUTION OF RECOMMENDATION FOR A CONTINUING CAREER APPOINTMENT EFFECTIVE SEPTEMBER 1, 2022**

**WHEREAS**, the President assured the members of the Board of Trustees that the stipulations of the Agreements with the County of Schenectady have been met in considering career appointments recommended for September 1, 2022; and

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

**#22-02B**      **RESOLVED**, that the following persons be granted a seven-year career appointment renewal, as listed below, effective September 1, 2022 and continuing through August 31, 2029:

Career Appointment Renewal

- Susanna Adams, Coordinator of ADA Transition Services
- Dawn Jones, Assistant Director of Career Services
- Joanna Krasodowski, Senior Technical Assistant
- Jessica McHugh Greene, Graphic Designer II

**APPOINTMENT/REAPPOINTMENT OF MEMBERS TO AN ADVISORY COMMITTEE**

**WHEREAS**, the College Board of Trustees makes appointments/reappointments of members to Advisory Committees to serve as an important link between the College and the professional, industrial and business communities, and

**WHEREAS**, the advisory committee membership represents a diverse group of professionals that bring a specialized knowledge to the particular committee(s) to which the appointment/reappointment is being made, and

**WHEREAS**, each advisory committee has a specific purpose and responsibilities to support and enhance the continued growth and success of the institution, therefore be it

**#22-02C**      **RESOLVED**, that the individuals listed be approved for appointment or reappointment as recommended for the Diversity and Inclusion Advisory Committee.

Dr. Hamin Shabazz  
Dr. Deidre Butler  
Frankie Timmons  
Jasmine Solana  
Carlos Cotto

**PROFESSIONAL DEVELOPMENT REQUEST – DR. DAVID CLICKNER**

**WHEREAS**, the Schenectady County Community College Foundation Finance Committee voted in support of funding expenses associated with travel to Indonesia for representatives of SUNY Schenectady from May 21, 2022-June 5, 2022, and

**WHEREAS**, the goals of this trip are: (1) to establish a relationship and sign a MOU with Sekolah Tinggi Pariwisata (STP) Bandung for the purposes of developing educational opportunities for hotel, culinary arts, and tourism students at both schools, (2) to tour three STP's hospitality campuses, including Bandung, Palembang and Bali, garner knowledge from exchange of information and practices, and provide a culinary demonstration for STP Bandung students, and (3) to recruit students from STP Bandung to enroll at SUNY Schenectady for the Fall 2022 semester, including meeting and screening applicants of the *Joan R. Dembinski Study Abroad Scholarship*, it is hereby,

**#22-02D** **RESOLVED**, that the Board of Trustees hereby approves Dr. David Clickner to travel to Indonesia from May 21, 2022-June 5, 2022, at a cost not to exceed \$6,582, funded by the Foundation.

4) **REPORT OF THE CHAIR**

Trustee Versaci provide a report of the Foundation:

- The Foundation has been notified of two bequests that they will be receiving in the coming months from generous donors who remembered the Foundation in their estate plans. The bequests total approximately \$350,000.
- The Foundation has received new support for the Royals Care Center, including a \$10,000 grant from the Eastern United Methodist Church's GROWTH Fund and \$3,000 from a donor advised fund through the Community Foundation of the Greater Capital Region. Total funds for the Royals Care Center are \$18,000 with several other grants pending.
- Fundraising for *Food for Thought & All That Jazz* is underway with \$35,500 in sponsorships raised so far.

The Board was reminded to complete the form for evaluation of Dr. Moono.

5) REPORT OF THE TREASURER

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

**APPROVAL FOR THE KEY BANK N.A. WARRANTS #15 THROUGH #19**

**WHEREAS**, the Treasurer has reviewed Key Bank N.A. Warrants #15 through #19 and recommends payment of same, it is hereby

# 22-03 **RESOLVED**, that Key Bank N.A. Warrants #15 through #19 be hereby approved for payment.

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

**APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING DECEMBER 31, 2021**

**WHEREAS**, the Board has received the Report of Revenues and Expenditures for the period ending December 31, 2021, as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

#22-04 **RESOLVED**, that the Report of Revenues and Expenditures for the period ending December 31, 2021, be accepted as received.

6) PRESIDENT'S REPORT

President Moono thanked the Task Force for the work done on the development of the plan and critical communications.

See attached full report:

[President's Report – January 2022 \(sunysccc.edu\)](https://sunysccc.edu)

7) PERSONNEL

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

**RESOLUTION TO APPOINT MYKHA'EL WILSON AS ACCOUNTING INSTRUCTOR**

**WHEREAS**, it has been recommended that Mykha'el Wilson be appointed as Accounting Instructor for the period January 25, 2022 through August 31, 2022, and

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

**#22-05**

**RESOLVED**, that Mykha'el Wilson be awarded an appointment as Accounting Instructor at an annual prorated salary of \$43,000 for the period January 25, 2022 through August 31, 2022. This appointment is consistent with the terms and conditions of employment as set forth by the UFP Agreement.

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

**RESOLUTION TO APPOINT LOUIS AIOSSA AS CRIMINAL JUSTICE INSTRUCTOR**

**WHEREAS**, it has been recommended that Louis Aiossa be appointed as Criminal Justice Instructor for the period January 25, 2022 through August 31, 2022, and

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

**#22-06**

**RESOLVED**, that Louis Aiossa be awarded an appointment as Criminal Justice Instructor at an annual prorated salary of \$43,000 for the period January 25, 2022 through August 31, 2022. This appointment is consistent with the terms and conditions of employment as set forth by the UFP Agreement.

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

**RESOLUTION TO APPOINT DR. HAMIN SHABAZZ AS CHIEF OF STAFF**

**WHEREAS**, it has been recommended that Dr. Hamin Shabazz be appointed as Chief of Staff; and

**WHEREAS**, over the past year, Dr. Shabazz has served as the Dean of Business, Criminal Justice and Law and prior to that appointment, he served as an Education and Training Consultant; and

**WHEREAS**, this position will report to the President and assumes a broad range of support for the office, including oversight of all operations of the President's Office and ensuring effective implementation of initiatives on behalf of the President; and

**WHEREAS**, this position is a senior advisor to the President on significant and sensitive issues and plays a critical role in strategic planning, decision-making, and execution of decisions; and

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

**#22-07**

**RESOLVED**, that Dr. Hamin Shabazz be appointed as Chief of Staff at an annual prorated salary of \$85,000 with the term of January 31, 2022 through August 31, 2022. This position shall be governed by the terms and conditions as set forth in the College's Personnel Policy 2.1 – Administrative Staff (Unrepresented) including benefits, termination, and other terms and conditions of employment.

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

**SPECIAL ASSIGNMENT FOR DEBORAH SPASS**

**WHEREAS**, Deborah Spass serves as the Confidential Secretary and is being asked to oversee and coordinate Campus Events; and

**WHEREAS**, Deborah Spass will schedule and coordinate public seminars, conferences, and event activities for campus and community organizations. This coordination has the responsibility for managing various aspects of events such as facility scheduling, set-up, technical and AV equipment requirements, security, parking and event follow-up; it is hereby

**#22-08**

**RESOLVED**, that the Board of Trustees approves Deborah Spass for the special assignment to oversee and coordinate Campus Events and be provided a stipend of \$150 per pay period effective January 10, 2022 through August 31, 2022.

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

**RESOLUTION FOR PROJECT DIRECTORS' STIPEND FOR THE COLLEGE'S INSTITUTIONAL RESILIENCE AND EXPANDED POSTSECONDARY OPPORTUNITY (IREPO) PROJECT**

**WHEREAS**, the project focuses on breaking down barriers, expanding access to quality education and serving individuals who come from traditionally underserved and underrepresented populations; and

**WHEREAS**, in order to execute, implement, and administer a comprehensive program of this nature, the approved project budget provides monetary support for the Project Director and Co-Project Director, and it is hereby

**#22-09**

**RESOLVED**, that the following individuals receive a stipend to be paid in bi-weekly installments of \$500 each pay period for each pay period of the grant project year, (Year 1: 08.01.21-07.30.22 and Year 2: 8.1.22-7.30.23) to not exceed the grant project budgeted amount of \$6,000 per person as set forth below:

- Pamela McCall, Director of College and High School Partnerships
- Heather Lessard, Success Coach Manager

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

**SABBATICAL LEAVE REQUEST FOR DR. BABETTE FAEHMEL, PROFESSOR**

**WHEREAS**, Dr. Babette Faehmel, Professor, has submitted a request for a sabbatical leave for the period of August 31, 2022 through December 21, 2022; and

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

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

**#22-10** **RESOLVED**, that Dr. Babette Faehmel, Professor, be granted a sabbatical leave for the period of August 31, 2022 through December 21, 2022, subject to the terms and conditions stated in the SUNY Schenectady Union of Faculty and Professionals contract, pending appropriate budget approvals.

8) Upon motion by Trustee Seecharran and seconded by Trustee King, the resolution was unanimously approved.

**RESOLUTION TO RATIFY THE MEMORANDUM OF AGREEMENT BETWEEN SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE AND THE UNION OF THE FACULTY AND PROFESSIONALS (UFP) FOR A SUCCESSOR COLLECTIVE BARGAINING AGREEMENT COVERING A TERM FROM SEPTEMBER 1, 2020 TO AUGUST 31, 2026**

**#22-11** **RESOLVED**, that the Board of Trustees ratifies and approves the Memorandum of Agreement Creating a successor Collective Bargaining Agreement Between SUNY Schenectady County Community College and the Union of Faculty Professionals, dated September 1, 2017 through August 31, 2020, adopts the terms of the negotiated successor agreement, with a term of September 1, 2020 to August 31, 2026, and authorizes and directs the President of the College and the Chair of the Board of Trustees to execute a final collective bargaining agreement that is substantially consistent therewith, upon receipt of the approval of the Legislature of the County of Schenectady.

9) Policies

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

**AMENDMENT TO PERSONNEL POLICIES OF THE BOARD OF TRUSTEES – Section 2.1 Administrative Staff (Unrepresented)**

**WHEREAS**, recent ratification of the Union of the Faculty and Professionals agreement grant individuals in those units an annual not-on base stipend based upon longevity, and

**WHEREAS**, the President recommends that the Board amend its Personnel Policies for Unrepresented Staff also receive an annual not-on base stipend based upon longevity, and

**WHEREAS**, it is proposed that the Board of Trustees approve the implementation of a longevity stipend for full-time unrepresented staff, achieving the following plateaus:

5-9 years	\$500 in each year
10-14 years	\$750 in each year
15-19 years	\$850 in each year
20-24 years	\$950 in each year
25-29 years	\$1,500 in each year
30-34 years	\$2,000 in each year
35-39 years	\$2,500 in each year
40-44 years	\$3,000 in each year
45 years and each successive year	\$3,500 in each year

It is hereby

**#22-12** **RESOLVED**, that the Personnel Policies of the Board of Trustees, Section 2.1 Administrative Staff (Unrepresented) be amended as outlined above, effective September 1, 2021 at the discretion of the president and pending budget approval.

10) Upon motion by Trustee Seecharan and seconded by Trustee King, the resolution was unanimously approved.



**A RESOLUTION TO REQUEST CAPITAL FUNDING FOR  
CONSTRUCTION OF A HANGAR AND EDUCATIONAL SPACE AT  
THE SCHENECTADY COUNTY AIRPORT**

**WHEREAS**, Schenectady County received a \$1 million grant from the New York State Department of Transportation to build a new airplane hangar at the Schenectady County Airport; and

**WHEREAS**, the College would like to occupy two of the four hangar pods being proposed; one for airplane storage and the other for educational classroom and other purposes; and

**WHEREAS**, Schenectady County has received bids for construction of the four hangar pods and the estimated construction costs are expected to be \$1.8 million; and

**WHEREAS**, SUNY Schenectady is requesting support from the County in the amount of \$400,000 and from SUNY/State of New York for \$400,000 towards the construction cost of two pods to be used for educational purposes; and

**NOW, THEREFORE BE IT**

**#22-13** **RESOLVED**, that the Board of Trustees approve the request of \$400,000 from the County of Schenectady and \$400,000 from SUNY/State of New York to build two aviation pod hangars at the Schenectady County Airport for the purposes of the College's aviation program.

11) Upon motion by Trustee King and seconded by Trustee Versaci, the resolutions were unanimously approved.

**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 Dr. Odo Butler be appointed to serve on the SUNY Schenectady Foundation Board of Directors, it is hereby

**#22-14** **RESOLVED**, that Dr. Odo Butler be appointed to a first three-year term to the SUNY Schenectady County Community College Foundation Board of Directors, effective March 1, 2022.

**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 Michelle Davis be appointed to serve on the SUNY Schenectady Foundation Board of Directors, it is hereby

**#22-15**      **RESOLVED**, that Michelle Davis be appointed to a first three-year term to the SUNY Schenectady County Community College Foundation Board of Directors, effective March 1, 2022.

12)      Upon motion by Trustee Hughes and seconded by Trustee Karl, the meeting was adjourned at 6:10 pm.

Respectfully submitted,

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Renee Bradley, Secretary  
Board of Trustees

Recorded by:  
Paula Ohlhous, Chief of Staff