

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
November 17, 2025

M I N U T E S

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

ALSO PRESENT: Dr. Steady Moono, President's Council, and other College faculty and staff; Guests (Aquatic Center Update) JT Pollard, Architect, Re4orm; Luigi Stochetti, Re4orm; Richard Ruzzo, Schenectady County Legislature; Kara Haraden

ABSENT: Damonni Farley

1) WELCOME AND CALL TO ORDER

Ann Fleming Brown called the meeting to order at 5:33 p.m.

2) APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 20, 2025 AND CONSENT AGENDA

RESOLVED, that the Minutes of the of October 20, 2025 meeting and consent agenda be approved as submitted and read; and be it further

#25-117 RESOLVED, that the personnel items listed in the Consent Agenda be approved.

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

3) CONSENT AGENDA

#25-118A RESOLUTION TO APPROVE A SALARY ADJUSTMENT FOR SARAH WILSON-SPARROW, VICE PRESIDENT OF WORKFORCE DEVELOPMENT & COMMUNITY EDUCATION (WFDCE)

WHEREAS, Sarah Wilson-Sparrow has demonstrated exceptional leadership and commitment in her role as Vice President of Workforce Development & Community Education at SUNY Schenectady, and

WHEREAS, Ms. Wilson-Sparrow is a proud alumna of Fulton-Montgomery County Community College and Skidmore College, and holds a master's degree in Adult Learning from SUNY Empire State College, and

WHEREAS, since joining SUNY Schenectady in 2014 as a Program Coordinator, she has continually advanced within the institution—serving as Director, Executive Director, and, since 2022, Vice President—demonstrating a deep commitment to workforce development, industry collaboration, and serving diverse and underrepresented populations, and

WHEREAS, her leadership has significantly expanded SUNY Schenectady’s Workforce Development and Community Education (WFD&CE) programming, including increased grant activity and strategic partnerships with key industry and community stakeholders, and

WHEREAS, the scope of her responsibilities has expanded, most notably through the administration of the RAEN project, which has increased WFD&CE’s grant portfolio from \$10,012,751 to \$12,582,751, requiring greater oversight and management, and

WHEREAS, Ms. Wilson-Sparrow plays an integral role on several institutional and regional boards and committees including the President’s Council, the Middle States Committee, the Liberty ARC Board, the Executive Committee of the Capital Region Workforce Development Board, the Employer Resource Network Advisory, the One Schenectady Workforce Development Coalition, and the Continuing Education Association of New York,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees authorizes a salary adjustment for Sarah Wilson-Sparrow to the prorated annual salary of **\$120,000**, effective **September 16, 2025 through August 30, 2026**, in recognition of her expanded duties and ongoing contributions to the College, and

BE IT FURTHER RESOLVED, that this position shall be funded as follows:

3.5% from Budget Code 22665
3.5% from Budget Code 22765

AND BE IT FURTHER RESOLVED, that this position remains subject to the terms and conditions of employment as defined by the Personnel Policies of the Board of Trustees and Policy 2.2 on Temporary, Grant-Supported Staff Positions & Temporary Assignments.

#25-118B RESOLUTION FOR SPECIAL ASSIGNMENT FOR DARA OREDERU, ASSOCIATE EXECUTIVE DIRECTOR, SCHENECTADY COLLEGE AND CAREER OUTREACH CENTER (SCCOC)

WHEREAS, Dara Orederu serves as the Associate Director of Schenectady College and Career Outreach Center (SCCOC) and has assumed additional responsibilities as a result of the vacant Participant Services Specialist position; and

WHEREAS, Dara Orederu will provide comprehensive case management and support services for program participants, including intake, needs assessment, skill development, referrals, and progress follow-up. Deliver employment and educational assistance through resume and cover letter preparation, job placement support, and guidance in identifying and applying to educational programs. Conduct outreach and recruitment activities, represent the Center at community and career events, and maintain accurate participant records in the SUNY UCAWD Banner database. Additionally, coordinate enrichment activities such as workshops, fairs, and field trips, and support all aspects of training programs in collaboration with partner organizations.; it is hereby

RESOLVED, that the Board of Trustees approves Dara Orederu for a special assignment to provide comprehensive case management and support services for program participants as described above, effective October 6, 2025, through December 19, 2025. The assignment is grant-funded through SUNY UCAWD, and Dara Orederu shall receive a stipend of \$150 per pay period for the duration of this special assignment

#25-118C PROFESSIONAL DEVELOPMENT REQUEST – ANN FLEMING BROWN

RESOLVED, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

Board of Trustees Chair, Ann Fleming Brown, to attend the Association of Community College Trustees (ACCT) National Legislative Summit in Washington, DC, February 8-11, 2026, at a cost not to exceed \$3,300.00.

Informational Professional Development/Travel

Mark Bessette, Assistant Dean for Financial Aid and Access, Ellucian Live Conference, Denver, CO, April 19-22, 2026.

Carrie Swain, Registrar, Ellucian Live Conference, Denver, CO, April 19-22, 2026 (partially funded through CADA).

4) REPORT OF THE CHAIR

Board Chair Ann Fleming Brown asked for a moment of silence for our recently passed colleague, Eric Fluty, Associate Vice President of Campus Safety.

REPORT FROM THE FOUNDATION

Presented by Vice Chair Tina Chericoni Versaci

The Foundation has received several notable gifts recently:

- 100 turkeys from Price Chopper for our Thanksgiving Meal Giveaway. Please thank them if you see them!
- \$10,000 estate gift from former faculty member, Jan Robbins' for the Porter Robbins Music Scholarship
- \$10,000 for the Payback Scholarship.
- \$5,000 for the Promise Fund
- \$4,000 from an alumna in California – an increase of \$1,000 over last year!

These larger gifts are important, but so are smaller new gifts. We have acquired 36 new donors since September 1. These gifts are mainly from event guests, but often they turn into consistent donors. This is why we ask that you bring **new** folks to Casola or to College events. Once they see our talented students in action, they are happy to support them.

In addition, Board Chair Ann Fleming Brown welcome new Foundation Board members Barbara Casey and Claudia Brown.

Board Chair Ann Fleming Brown provided an update on the Presidential Search that the committee is currently reviewing resume.

5) REPORT OF THE TREASURER

#25-119 APPROVAL FOR THE KEY BANK N.A. WARRANTS #5 THROUGH #9

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #5 through #9 and recommends payment of same, it is hereby

RESOLVED, that Key Bank N.A. Warrants #5 through #9 be hereby approved for payment.

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

#25-120 APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING OCTOBER 31, 2025

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending October 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 October 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** – November 2025

JT Pollard, Architect of Re4orm provided a 3D presentation of the Aquatic Center.

Dr. Mark Meachem, Vice President for Academic Affairs, and Dr. David Clickner, Vice President for Strategic Initiatives and Planning, provided an update on the Middle States Self Study.

7) **PROGRAM REVIEWS**

RESOLUTION ON THE APPLIED AVIATION SCIENCE – AIR TRAFFIC CONTROL (ATC) PROGRAM REVIEW

#25-121 WHEREAS, the Applied Aviation Science – Air Traffic Control (ATC) Associate in Applied Science program at SUNY Schenectady has undergone a strategic transformation, culminating in the pursuit of FAA Enhanced-Collegiate Training Initiative (Enhanced-CTI) certification scheduled for Fall 2025;

WHEREAS, the program's revised mission aligns with SUNY Schenectady's institutional goals by preparing students for direct employment with the Federal Aviation Administration (FAA) and for transfer into advanced aviation programs, thereby supporting regional workforce innovation and economic development;

WHEREAS, the program has secured over \$500,000 in federal, state, and county investment to acquire advanced simulation and communication technologies, positioning SUNY Schenectady among the most technologically advanced two-year ATC programs in the nation;

WHEREAS, SUNY Schenectady has become the fifth institution nationally—and only the second community college east of the Mississippi River—to receive FAA Enhanced-CTI designation, providing a competitive advantage in aviation workforce training;

WHEREAS, the program faces challenges including limited full-time faculty capacity, historical retention issues, and the need for improved student learning outcome tracking and alumni engagement;

WHEREAS, national workforce projections indicate a sustained demand for air traffic controllers, with over 2,200 annual openings and median wages exceeding \$137,000, offering a compelling opportunity for student recruitment and regional economic impact;

THEREFORE, BE IT RESOLVED that the Academic Affairs Committee (or appropriate governing body):

1. Endorses the continued development and strategic realignment of the ATC program under the Enhanced-CTI model.
2. Supports the finalization of FAA certification and the launch of student enrollment in Fall 2025.
3. Recommends the recruitment of a full-time ATC faculty member or Coordinator with FAA Certified Professional Controller (CPC) credentials.
4. Encourages the development of comprehensive assessment tools for FAA and SUNY reporting, and the implementation of graduate tracking systems.
5. Advocates for expanded partnerships with FAA regional offices, local airports, and aviation organizations to enhance experiential learning and employment outcomes.
6. Promotes professional development for faculty in simulation-based instruction, ATSA exam preparation, and FAA human factors curriculum.
7. Requests the establishment of program review dashboards and alumni follow-up surveys to support continuous improvement and data-informed decision-making.

BE IT FURTHER RESOLVED that SUNY Schenectady continues to invest in the ATC program to ensure its role as a national leader in community college aviation education and a key contributor to addressing the FAA's workforce needs.

RESOLUTION ON THE COMPUTER NETWORKING SYSTEMS AND CYBER SECURITY A.A.S. PROGRAM REVIEW

#25-122 **WHEREAS**, the Computer Networking Systems and Cyber Security (CNSCS) Associate in Applied Science program at SUNY Schenectady has demonstrated strong alignment with the College's mission, regional workforce needs, and evolving industry standards since its inception in 2005;

WHEREAS, the program has shown significant enrollment growth in 2025, supported by SUNY Reconnect initiatives and targeted outreach, and continues to attract adult learners and returning students;

WHEREAS, the curriculum effectively prepares students for industry-recognized certifications such as Cisco CCNA and CompTIA A+, and recent updates—including the addition of CIS 263 (Computer Forensics)—reflect responsiveness to technological and workforce developments;

WHEREAS, the program benefits from a highly credentialed faculty member with expertise in cybersecurity and artificial intelligence, and maintains affordability and access through partnerships with Cisco NetAcad and Cengage Unlimited;

WHEREAS, the program faces challenges including reliance on a single full-time faculty member, lower-than-average retention and graduation rates, and resource constraints related to hardware, lab space, and adjunct support;

WHEREAS, opportunities exist to strengthen employer engagement, diversify recruitment, improve alumni tracking, and expand faculty development in emerging technologies;

THEREFORE, BE IT RESOLVED THAT the Academic Affairs Committee (or appropriate governing body):

1. **Endorses** the continued development and support of the CNSCS program as a strategic priority for SUNY Schenectady.
2. **Supports** the implementation of a retention plan in collaboration with the MSTH Dean and Advising by Spring 2026, including expanded tutoring and advising services.
3. **Recommends** the initiation of a faculty search for an additional CIS/Cybersecurity instructor in 2026 to ensure program sustainability and growth.
4. **Encourages** the integration of advanced topics such as AI, cloud infrastructure, and cybersecurity analytics into the curriculum.
5. **Advocates** for the development of employer partnerships to support internships, apprenticeships, and capstone projects aligned with real-world cybersecurity challenges.
6. **Promotes** expanded outreach efforts to high schools, technical centers, and DEI-focused organizations to diversify and strengthen the student pipeline.

7. **Requests** the implementation of a graduate tracking system to monitor employment outcomes and certification success.

BE IT FURTHER RESOLVED THAT SUNY Schenectady continues to invest in the CNSCS program to ensure its role as a regional leader in cybersecurity and networking education.

Upon motion by Trustee Hughes and seconded by Trustee King, the resolutions were unanimously approved.

8) **NEW CURRICULUM**

#25-123 **APPROVAL TO SUBMIT PROGRAM ANNOUNCEMENT**

RESOLUTION TO APPROVE THE DIRECT SUPPORT PROFESSIONAL (DSP) III MICROCREDENTIAL

WHEREAS, SUNY Schenectady recognizes the urgent need to address workforce shortages in the direct support profession, with turnover rates in New York State averaging 35.6%;

WHEREAS, the College, in partnership with the Office for People with Developmental Disabilities (OPWDD), is committed to improving the tenure, capacity, and professionalization of the direct support workforce;

WHEREAS, the proposed Direct Support Professional (DSP) III Microcredential consists of three courses—PSY 222 Lifespan Development, PSY 227 Psychology of Disabilities, and HUS 222 Human Service and Field Instruction II—which align with the National Alliance for Direct Support Professionals (NADSP) education accreditation standards and prepare students for NADSP DSP Certification;

WHEREAS, the DSP III Microcredential is designed to be stackable with DSP I and DSP II microcredentials, and credits earned may be applied toward the Human Services A.S. degree and Direct Support Professional Certificate programs;

WHEREAS, the DSP III Microcredential has been developed through faculty governance, approved by the Academic Senate, and endorsed by academic leadership;

THEREFORE, BE IT RESOLVED that the Board of Trustees of SUNY Schenectady hereby approves the implementation of the DSP III Microcredential, effective immediately;

BE IT FURTHER RESOLVED that the Board commends the College's continued efforts to provide industry-recognized, stackable credentials that support workforce development and student success in the human services sector.

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

9) **RESOLUTION TO APPROVE THE DEACTIVATION OF THE BIOLOGICAL TECHNICIAN A.A.S. DEGREE PROGRAM**

#25-124 **WHEREAS**, the Biological Technician Associate in Applied Science (A.A.S.) degree program at SUNY Schenectady has experienced consistently low enrollment in recent years;

WHEREAS, the College has faced ongoing challenges in recruiting qualified instructors to teach the required 200-level courses within the program;

WHEREAS, the Division of Math, Science, Technology, and Health, which oversees the program, has formally voted to deactivate the degree;

WHEREAS, the Curriculum Committee and the Academic Senate have reviewed and approved the recommendation for deactivation;

THEREFORE, BE IT RESOLVED that the Board of Trustees of SUNY Schenectady hereby approves the deactivation of the Biological Technician A.A.S. degree program, effective immediately;

BE IT FURTHER RESOLVED that the College will ensure that currently enrolled students are supported in completing their academic requirements through appropriate advising and course offerings.

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

10) **PERSONNEL**

#25-125 **RESOLUTION TO APPOINT JAMES (MIKE) GERSH AS AIR TRAFFIC CONTROL PROGRAM ADMINISTRATOR**

WHEREAS, it has been recommended that James (Mike) Gersh be appointed as Air Traffic Control Program Administrator; and

WHEREAS, James (Mike) Gersh 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 James (Mike) Gersh be appointed as Air Traffic Control Program Administrator from December 1, 2025 through August 31, 2026 at a prorated annual salary amount of \$61,620. This appointment is consistent with the terms and conditions of employment as set forth in the Personnel Policies of the Board of Trustees and Board Policy 2.1 Administrative Staff (Unrepresented).

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

11) **POLICY**

#25-126 **RESOLUTION TO APPROVE REVISIONS TO BOARD POLICY 1.4 – COLLEGE GOVERNANCE / SHARED GOVERNANCE**

WHEREAS, SUNY Schenectady maintains a commitment to shared governance that reflects the College's mission, goals, and operational effectiveness; and

WHEREAS, the Board of Trustees periodically reviews and updates its policies to ensure clarity, compliance with applicable laws and regulations, and alignment with SUNY and Faculty Council of Community Colleges statements and policies; and

WHEREAS, the revisions to Policy 1.4 *College Governance / Shared Governance* provide updated language clarifying the governance roles and responsibilities of the Board of Trustees, Administration, Faculty, and Students; and

WHEREAS, the revised policy further aligns College governance practices with current organizational structure, SUNY regulations, and institutional procedures; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of SUNY Schenectady hereby approves the revisions to **Board Policy 1.4 College Governance / Shared Governance** as presented; and

BE IT FURTHER RESOLVED, that the approved policy shall be effective.

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

#25-127 **RESOLUTION TO APPROVE AN AMENDMENT TO POLICY 1.5 – BOARD OF TRUSTEES BYLAWS**

WHEREAS, the Board of Trustees of SUNY Schenectady has adopted and periodically amended Policy 1.5 which is the Bylaws for the Board of Trustees; and

WHEREAS, the current Bylaws are being updated to properly reflect New York State Law citations, remove the full recitation of such laws as they have been updated, and to clarify that the Chair of the Board has the right to vote on committees;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby approves the proposed revisions to Policy 1.5 – Board of Trustees Bylaws, as submitted by the President’s Office;

AND, BE IT FURTHER RESOLVED, that all other provisions of Policy 1.5 shall remain in full force and effect.

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

#25-128 RESOLUTION TO APPROVE REVISIONS TO BOARD POLICY 3.7
AWARDING POSTHUMOUS DEGREES

WHEREAS, SUNY Schenectady County Community College recognizes the importance of honoring the academic achievements of students who pass away prior to the completion of their degree or certificate requirements; and

WHEREAS, the existing policy on Awarding Posthumous Degrees has been reviewed and updated to ensure clarity, consistency, and alignment with current institutional practices and SUNY guidance; and

WHEREAS, the revised policy establishes clear procedures and criteria for awarding posthumous degrees and certificates, including the roles and responsibilities of the Division Dean, Vice President for Academic Affairs, Registrar, and President; and

WHEREAS, the revisions include provisions for determining academic and conduct standing, verifying eligibility, specifying honors distinctions, and outlining procedures for family notification and ceremonial recognition; and

WHEREAS, the revised policy also clarifies that posthumous degrees and certificates will not be included in institutional completion reporting, and that exceptions may be approved by the President or Vice President for Academic Affairs; and

WHEREAS, the revised version of Policy 3.7 Awarding Posthumous Degrees reflects current practice and ensures compassionate recognition of deceased students’ accomplishments while maintaining appropriate academic standards;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of SUNY Schenectady County Community College hereby approves the revisions to Board Policy 3.7 Awarding Posthumous Degrees as presented; and

BE IT FURTHER RESOLVED, that the approved policy shall take effect immediately.

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

Informational
6.1 Travel Policy

12) RESOLUTION TO AWARD CONTRACT FOR LEGAL SERVICES

#25-129 WHEREAS, SUNY Schenectady (“College”) seeks a qualified vendor to provide Legal Services for the College, and

WHEREAS, SUNY Schenectady (“College”) published a Notice of Request for Proposals (RFP) to solicit proposals from Law firms interested in providing these services to the college; and

WHEREAS, SUNY Schenectady (“College”) received fourteen (14) viable proposals in response to the RFP and carefully reviewed and evaluated them against the criteria established in the RFP, and

WHEREAS, SUNY Schenectady (“College”) established the evaluation criteria for this request for proposals (RFP) contract to be awarded on the basis of which proposal(s) the College has deemed best suited to fulfill the requirements of the RFP.

NOW THEREFORE BE IT

RESOLVED, that the Board of Trustees hereby authorizes the award of a contract to Whiteman, Osterman and Hanna of 1 Commerce Plaza, Albany, New York 12260, and to Gleason, Dunn, Walsh & O’Shea of 300 Green Oaks Boulevard, Suite 321, Albany, New York 12203 for the College’s Legal Services to commence on January 1, 2026, to December 31, 2028, with an option of two additional one-year extensions at the discretion of the College.

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

13) **RESOLUTION TO AWARD CONTRACT FOR LENOVO WORKSTATIONS TS P3 TOWER W880 ES R**

#25-130 **WHEREAS**, SUNY Schenectady (“College”) seeks a qualified vendor to provide 25 Lenovo Workstations TS P3 Tower W880 ES R, with a three-year warranty; and

WHEREAS, SUNY Schenectady (“College”) posted a Request for Quotations (RFQ) on the NY State Office of General Services – Comet Portal to solicit quotes from interested bidders to provide these products to the college; and

WHEREAS, SUNY Schenectady (“College”) received 3 Bids, 1 Non-Responsive Bid, and 8 No Bids in response to the solicitation and carefully reviewed and evaluated them against the criteria established in the RFQ,

NOW THEREFORE BE IT

RESOLVED, that the Board of Trustees hereby authorizes a purchase order be issued to Y&S Technologies, located at 383 Kingston Avenue, Suite 357 Brooklyn, New York 11213, to purchase “25” Lenovo Workstations TS P3 Tower W880 ES R, with a three-year warranty, at a cost not to exceed \$67,975.

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

14) **RESOLUTION TO RATIFY THE MEMORANDUM OF AGREEMENT BETWEEN SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE AND SEIU LOCAL 200 UNITED (ADJUNCT FACULTY BARGAINING UNIT)**

#25-131 **WHEREAS**, where all terms and conditions of the Agreement between the College and SEIU Local 200 United for the period of September 1, 2020 through August 31, 2025, will continue unless expressly changed in the Agreement dated October 30, 2025; and

WHEREAS, the parties agree that the terms of the agreement shall be for three years from September 1, 2025 through August 31, 2028; therefore, be it

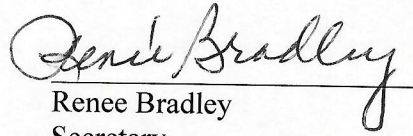
RESOLVED, that the Board of Trustees ratifies and approves the Memorandum of Agreement between SUNY Schenectady and SEIU Local 200 United, dated October 30, 2025 and authorizes and directs the President of the College and the Chair of the Board of Trustees to execute a final collective bargaining agreement that is substantially consistent therewith, upon receipt of the approval of the Legislature of the County of Schenectady.

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

15) **ADJOURNMENT**

The meeting was adjourned at 6:52 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Renee Bradley", written over a horizontal line.

Renee Bradley
Secretary
Board of Trustees

Recorded by:
Tiombé Tatum
Chief of Staff