

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
DECEMBER 19, 2022

MINUTES

TRUSTEES PRESENT: Ann Fleming Brown, Gary Hughes, Michael Karl, Renee Bradley, Margaret King, Tina Chericoni Versaci, Ray Gillen and Rondacia McPherson, Damonni Farley (via phone)

ALSO PRESENT: Steady Moono, Patrick Ryan, Hamin Shabazz, Deborah Spass, President's Council, and other College faculty and staff.

1) WELCOME AND CALL TO ORDER

Chair Fleming Brown called the meeting to order at 5:31 pm.

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

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 21, 2022 AND CONSENT AGENDA

#22-146 **RESOLVED**, that the Minutes of the November 21, 2022 meeting be approved as submitted and read; and be it further

#22-147 **RESOLVED**, that the Consent Agenda be approved.

3) CONSENT AGENDA

PROFESSIONAL DEVELOPMENT REQUEST – ANN FLEMING BROWN

#22-147A **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, February 5 – February 8, 2023, in Washington, DC at a cost not to exceed \$2,640.00.

PROFESSIONAL DEVELOPMENT REQUEST – DR. STEADY MOONO

#22-147B **RESOLVED**, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

President, Dr. Steady Moono to attend the Association of Community College Trustees (ACCT) National Legislative Summit, February 5 – February 8, 2023, in Washington, DC at a cost not to exceed \$2,620.00.

PROFESSIONAL DEVELOPMENT REQUEST – DR. STEADY MOONO

#22-147C **RESOLVED**, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

President, Dr. Steady Moono, to attend American Association of Community College’s Reaching New Heights Conference in Denver, CO April 1-4, 2023, at a cost not to exceed \$2,500.00.

PROFESSIONAL DEVELOPMENT REQUEST – DR. HAMIN SHABAZZ

#22-147D **RESOLVED**, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

Chief of Staff, Dr. Hamin Shabazz to attend the Association of Community College Trustees (ACCT) National Legislative Summit, February 5 – February 8, 2023, in Washington, DC at a cost not to exceed \$2,640.00.

4) **REPORT OF THE CHAIR**

Foundation Report was provided by Vice Chair Chericoni Versaci:
Student Trustee Update (Rondacia Mcpherson)

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

5) **REPORT OF THE TREASURER**

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

APPROVAL FOR THE KEY BANK N.A. WARRANTS #10 THROUGH #13

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #10 through #13 and recommends payment of same, it is hereby

#22-148 **RESOLVED**, that Key Bank N.A. Warrants #10 through #13 be hereby approved for payment.

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

APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING NOVEMBER 30, 2022

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending November 30, 2022, as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

#22-149 **RESOLVED**, that the Report of Revenues and Expenditures for the period ending November 30, 2022, be accepted as received.

6) PRESIDENT’S REPORT

Click on link for full report:

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

7) Upon motion by Trustee Versaci and seconded by Trustee Bradley, the resolution was unanimously approved.

AUTHORIZATION TO CONFER DEGREES AND CERTIFICATES FOR DECEMBER 2022

WHEREAS, the Academic Senate will be voting on December 16, 2022 to recommend that each of the candidates listed on the graduation list provided by the Registrar’s Office be granted a degree or certificate as indicated therein, it is hereby

#22-150 **RESOLVED**, that the President be authorized to confer at the Commencement Exercises scheduled for May 18, 2023, the degrees and certificates listed on the graduation list, as recommended by the Academic Senate.

8) PERSONNEL

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

RESOLUTION TO APPOINT THERESA POLSON AS INTERIM EARLY COLLEGE HIGH SCHOOL PROGRAM ADMINISTRATOR

WHEREAS, it has been recommended that Theresa Polson be appointed as the Interim Early College High School (ECHS) Program Administrator, and

WHEREAS, as the ECHS Program Administrator, Theresa’s duties include overseeing data analysis, budgeting and reporting for all ECHS programs, being the Liaison to New York State Education Department (NYSED) for ECHS grants, and recruitment, retention, and course selection and registration in keeping with students’ interests, values and abilities; and

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

#22-151

RESOLVED, that Theresa Polson be awarded an appointment as Interim Early College High School Program Administrator at an annual prorated salary of \$55,000 (CHS Grant Funded) for the period from December 20, 2022 through August 31, 2023 pursuant to the terms and conditions of employment as set forth in Board Policies 2.1, Personnel Policies and 2.2 - Temporary, Grant-Supported Staff Positions and Temporary Assignments, respectively.

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

RESOLUTION TO APPOINT AMY STUDENT AS EARLY COLLEGE HIGH SCHOOL STUDENT SUCCESS COACH (IREPO)

WHEREAS, it has been recommended that Amy Student be appointed as the Early College High School (ECHS) Student Success Coach, and

WHEREAS, as the ECHS Student Success Coach, Amy Student’s duties are providing workshops, meeting with students for academic planning, mentoring and social emotional support serving our Smart Scholar and additional Early College High School students. Amy comes to us with a strong connection to the local community and experience working with diverse populations; and

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

#22-152

RESOLVED, that Amy Student be awarded an appointment as Student Success Coach at an annual prorated salary of \$45,000 (IREPO Grant Funded) for the period from January 3, 2023 through July 30, 2023 pursuant to the terms and conditions of employment as set forth in Board Policies 2.1, and 2.2 - Temporary, Grant-Supported Staff Positions and Temporary Assignments, respectively.

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

EXTENSION OF TEMPORARY STIPEND FOR MICHELLE RAGUCCI

WHEREAS, Michelle Ragucci has agreed to continue her oversight and supervision of the daily operations of the Testing Center; and

WHEREAS, Michelle Ragucci will oversee the administration and proctoring of tests; coordinate with the ADA Transition Services staff regarding the scheduling of students with disabilities and liaise with faculty regarding make-up testing, in addition to other duties, it is hereby

#22-153 **RESOLVED**, that the Board of Trustees approves Michelle Ragucci’s temporary stipend of \$150 per pay period be extended through June 30, 2023.

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

SPECIAL ASSIGNMENT FOR DR. HAMIN SHABAZZ

WHEREAS, Dr. Hamin Shabazz serves as the Chief of Staff and is being asked to oversee and coordinate Campus Events; and

WHEREAS, Dr. Shabazz 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

#22-154 **RESOLVED**, that the Board of Trustees approves Dr. Hamin Shabazz for the special assignment to oversee and coordinate Campus Events and be provided a stipend of \$350 per pay period effective December 25, 2022 through August 31, 2023, or sooner when a Coordinator of Campus Events is hired.

10) Upon motion by Trustee Versaci and seconded by Trustee Hughes, the resolution was unanimously approved.

RESOLUTION TO AWARD CONTRACT FOR 110 CISCO MERAKI MR46-HW INDOOR ACCESS POINTS, WITH 110 THREE (3) YEAR LICENSES

WHEREAS, SUNY Schenectady (“College”) seeks a qualified vendor to provide 110 CISCO Meraki MR46-HW Indoor Access Points, with 110 Three (3) Year Licenses; 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 firms interested in providing these products to the college; and

WHEREAS, SUNY Schenectady (“College”) received three (3) viable quotes in response to the RFQ and carefully reviewed and evaluated them against the criteria established in the RFQ;

NOW THEREFORE BE IT

#22-155 **RESOLVED**, that the Board of Trustees hereby authorizes that a Purchase Order be issued to ConvergeOne of 747 Pierce Road Suite 2 Clifton Park, New York 12065 for 110 CISCO Meraki MR46-HW Indoor Access Points, with 110 Three (3) Year Licenses; for immediate purchase at a cost not to exceed \$98,606.20.

12) Upon motion by Trustee Hughes and seconded by Trustee Karl, the meeting was adjourned at 6:27 pm.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Dr. Hamin Shabazz, Chief of Staff