

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
DECEMBER 20, 2021 at 5:30 pm
VAN CURLER ROOM
&
VIA TELECONFERENCE

MINUTES

TRUSTEES PRESENT: Ann Fleming Brown, Ray Gillen, Michael Karl, Tina Chericoni Versaci, Renee Bradley, Damonni Farley and Dravid Seecharran

TRUSTEES EXCUSED: Gary Hughes and Margaret King

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 5:33 pm.

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

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 15, 2021 AND CONSENT AGENDA

#21-136 **RESOLVED**, that the Minutes of the November 15, 2021 meeting be approved as submitted and read; and be it further

#21-137 **RESOLVED**, that the Consent Agenda be approved.

3) CONSENT AGENDA

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

PROFESSIONAL DEVELOPMENT REQUEST – DR. STEADY MOONO

#21-137A **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 Presidents Academy Summer Institute in Dana Point, CA July 9-13, 2022, at a cost not to exceed \$5,000.00.

4)

REPORT OF THE CHAIR

Trustee Versaci provide a report of the Foundation:

- The Foundation is in “holiday appeal mode” and sent over 2,000 year-end holiday appeal requests to friends and alumni at the beginning of the month, resulting in just over \$2,000 in contributions so far. A follow up e-mail was sent on Friday, December 17th. The Foundation team anticipates that most gifts from these appeals will arrive in the final two weeks of 2021.
- We are excited to share that SUNY Schenectady has been selected to join hundreds of partners across the nation participating in the National Fitness Campaign. As a collective force, SUNY Schenectady and the National Fitness Campaign are working together to forge a partnership that will improve the quality of life for our students, faculty, staff and the community by bringing a state-of-the-art, digitally connected outdoor fitness court to be installed on our campus this Spring, near the access point for the Mohawk-Hudson Bike-Hike Trail. MVP Healthcare has confirmed a grant of \$50,000 to support this initiative, and the Foundation team has also submitted a grant to the City of Schenectady for American Rescue Plan Act funding to assist with the remaining costs.
- Just before Thanksgiving, the Foundation delivered cookie platters for an alumnae-owned bakery to thank our generous Corporate Champions for their past support. So far, the efforts have resulted in over \$24,000 in sponsorship confirmations to support “Food for Thought and All That Jazz.”

Chair Brown thanked Paula Ohlhous for the great job she has done as Chief of Staff in supporting the Board in a proactive manner over the years. She will be missed as she moves onto her new role at the College as Executive Director for Human Resources.

Chair Brown also recognized Jim Malatras, the former SUNY Chancellor for the excellent job he did and for Community Colleges. She hopes the next Chancellor will be as supportive with the SUNY system and Community Colleges.

Student Trustee, Dravid Seecharan, provided an update of the events surrounding the student body.

Council of Clubs and Organizations:

- Held second large meeting with 30/35 of the clubs attending
- Most of the clubs had a very successful semester
- 3 new clubs chartered this semester- Dungeons and Dragons, Hacky Sack, and E-Sport

Finance:

- SGA stayed within budget
- Will encourage clubs to use more of the money allocated to them next semester

Events/Activities:

- Had many successful events this semester
- Retro Game Night and Movie Night (on the last day of exams) had the biggest turn out
- There is a large group of ever-growing involved students on campus (mainly freshman) who are consistently going to events

Gratitude:

- SGA is thankful for the board of trustees and administration for their support and making college life comfortable for them through these challenging and unprecedented times
- Specifically, very grateful for the new Learning Commons and the hope to be able to use that space more frequently for a wide range of activities on campus in the future

5) REPORT OF THE TREASURER

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

APPROVAL FOR THE KEY BANK N.A. WARRANTS #11 THROUGH #14

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #11 through #14 and recommends payment of same, it is hereby

#21-138 RESOLVED, that Key Bank N.A. Warrants #11 through #14 be hereby approved for payment.

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

APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING NOVEMBER 30, 2021

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending November 30, 2021, as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

#21-139 RESOLVED, that the Report of Revenues and Expenditures for the period ending November 30, 2021, be accepted as received.

6) In addition to hearing the President's Report,

Sarah Wilson Sparrow, Executive Director of Workforce Development and Community Education, provided an overview of Workforce Development and Community Education (WFD&CE). WFD& CE focuses on an individual's ability to grow their skills and develop the tools they need for business success. In similar terms, WFD trains individuals to be more productive and prosperous in the workplace, which benefits both the employer and the employee.

Additionally, Dr. Clickner, Vice President for Strategic Initiatives and Planning, provided a Strategic Plan update, more specifically the Leading and Lagging Data Indicators for the Plan.

Leading Indicators are measures of the factors contributing to a desired future outcome. Lagging Indicators are the measures of a desired outcome, which is usually months into the future.

See attached full report:

[President's Report – December 2021 \(sunysccc.edu\)](https://www.sunysccc.edu/president-report-december-2021)

7) PERSONNEL

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

RESOLUTION TO APPOINT MS. SHANNON STONE AS ACADEMIC ADVISOR

WHEREAS, it has been recommended that Ms. Shannon Stone be appointed as Academic Advisor for the period commencing December 21, 2021 and continuing through August 31, 2022, and

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

#21-140

RESOLVED, that Ms. Shannon Stone be awarded an appointment as Academic Advisor at a prorated annual salary of \$37,000 for the period commencing December 21, 2021 and continuing through August 31, 2022. This appointment is consistent with the terms and conditions as set forth in the SUNY Schenectady Union of Faculty and Professionals (UFP) Agreement.

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

RESOLUTION TO APPOINT MS. LEAH RYE AS HUMAN RESOURCES SPECIALIST

WHEREAS, it has been recommended that Ms. Leah Rye be appointed as Human Resources Specialist for the period commencing December 21, 2021 and continuing through August 31, 2022, and

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

#21-141 **RESOLVED**, that Ms. Leah Rye be awarded an appointment as Human Resources Specialist for the period commencing December 21, 2021 and continuing through August 31, 2022, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees, at a pro-rated annual salary of \$64,000.

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

RESOLUTION TO APPOINT MR. ERIC FLUTY AS DIRECTOR OF CAMPUS SAFETY

WHEREAS, it has been recommended that Mr. Eric Fluty be appointed as Director of Campus Safety for the period commencing February 1, 2022 and continuing through August 31, 2022, and

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

21-142 **RESOLVED**, that Mr. Eric Fluty be awarded an appointment as Director of Campus Safety for the period commencing February 1, 2022 and continuing through August 31, 2022, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees, at a pro-rated annual salary of \$70,000.

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

RESOLUTION TO APPOINT MR. JEFFERY D. SNOW AS THE CHIEF INFORMATION OFFICER

WHEREAS, it has been recommended that Mr. Jeffery D. Snow be appointed as the Chief Information Officer for the period commencing January 10, 2022 and continuing through August 31, 2022, and

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

#21-143 **RESOLVED**, that Mr. Jeffery D. Snow be awarded an appointment as the Chief Information Officer for the period commencing January 10, 2022 and continuing through August 31, 2022, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees, at a pro-rated annual salary of \$100,000.

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

RESOLUTION TO APPOINT MR. BEN DEANGELIS AS INTERIM DIRECTOR OF TRIO

WHEREAS, it has been recommended that Mr. Ben DeAngelis be appointed as Interim Director of TRIO for the period commencing January 5, 2022 and continuing through February 28, 2022, and

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

#21-144 **RESOLVED**, that Mr. Ben DeAngelis be awarded an appointment as Interim Director of TRIO for the period commencing January 5, 2022 and continuing through February 28, 2022, subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees, and the Temporary, Grant-Supported Staff Positions and Temporary Assignments, at a pro-rated annual salary of \$55,000.

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

RESOLUTION TO APPOINT MS. MARY SILVESTRI AS TEMPORARY STUDENT ACTIVITIES ADVISOR

WHEREAS, it has been recommended that Ms. Mary Silvestri be appointed as Temporary Student Activities Advisor for the period commencing January 5, 2022 and continuing through February 28, 2022, and

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

#21-145 **RESOLVED**, that Ms. Mary Silvestri be awarded a temporary appointment as temporary Student Activities Advisor for the period commencing January 5, 2022 and continuing through February 28, 2022, subject to the terms and conditions as set forth in the Union of Faculty and Professionals (UFP) Agreement and Temporary, Grant-Supported Staff Positions and Temporary Assignments (2.2).

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

RESOLUTION TO APPOINT MS. SHALINI KUMAR VARMA TO A TEMPORARY BIOLOGY INSTRUCTOR

WHEREAS, it has been recommended that Ms. Shalini Kumar Varma be temporarily appointed as a Biology Instructor for the period January 10, 2022 through May 31, 2022, and

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

#21-146

RESOLVED, that Ms. Shalini Kumar Varma be awarded an appointment as a temporary Biology Instructor at a prorated annual salary of \$43,000 for the period January 10, 2022 through May 31, 2022. This appointment is consistent with the terms and conditions of employment as set forth by the Union of Faculty and Professionals (UFP) Agreement and Temporary, Grant-Supported Staff Positions and Temporary Assignments (2.2).

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

RESOLUTION FOR A SALARY INCREASE FOR THE VICE PRESIDENT OF DEVELOPMENT AND EXTERNAL AFFAIRS

WHEREAS, the Foundation Board is recommending that Ms. Stacy McIlduff's salary be increased relative to her performance and will commensurate with the established College's level salary scale; and

WHEREAS, this salary increase will not be charged to the college accounts and will be funded by the Foundation grant; and

WHEREAS, the President concurs with this recommendation; it is hereby

#21-147

RESOLVED, that Ms. Stacy McIlduff's salary be increased to \$95,000, with a salary of effective January 21, 2022, in which the Schenectady County Community College Foundation assumes the salary increase.

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

RESOLUTION FOR A SALARY INCREASE AND POSITION TITLE ADJUSTMENT FOR THE DEAN OF STUDENT AFFAIRS

WHEREAS, Mr. Stephen Fragale was appointed as Interim Dean of Student Affairs on May 17, 2021; and

WHEREAS, he has been exceptional in performing his role and leading his team even through the pandemic challenges; and

WHEREAS, he is willing and ready to assume the title of Dean of Student Affairs; and

WHEREAS, the President concurs with this recommendation; it is hereby

#21-148 **RESOLVED**, that Mr. Stephen Fragale's salary title be changed to Dean of Student Affairs, with an annual salary of \$76,000 prorated accordingly and effective January 21, 2022.

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

RESOLUTION FOR A TITLE ADJUSTMENT FOR THE DEAN OF LIBERAL ARTS

WHEREAS, Ms. Eileen Abrahams was appointed as Interim Dean of Liberal Arts on May 1, 2021; and

WHEREAS, she has been exceptional in performing her role and leading her division even through the pandemic challenges; and

WHEREAS, she is willing and ready to assume the title of Dean of Liberal Arts; and

WHEREAS, the President concurs with this recommendation; it is hereby

#21-149 **RESOLVED**, that Ms. Eileen Abrahams title be changed to Dean of Liberal Arts, with an annual salary of \$76,000 prorated accordingly and effective January 21, 2022.

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

RESOLUTION FOR SALARY INCREASE AND TITLE CHANGE FOR THE EXECUTIVE DIRECTOR FOR WORKFORCE DEVELOPMENT AND COMMUNITY EDUCATION

WHEREAS, the President is recommending that Ms. Sarah Wilson-Sparrow's title be changed from Executive Director for Workforce Development and Community Education to Vice President for Workforce Development and Community Education as a result of the restructuring of the Workforce Development and Community Education Division; and

WHEREAS, the Vice President for Workforce Development and Community Education position will be funded proportionately as follows: **15% to**

Apprenticeship grant for 12 months; and 85% to College operations; therefore, be it

#21-150 **RESOLVED**, that Ms. Sarah Wilson-Sparrow be appointed as Vice President for Workforce Development and Community Education, effective January 21, 2022 through August 31, 2022 at an annual prorated salary of \$95,000, subject to the terms and conditions of employment as set forth by the Personnel Policies of the Board of Trustees and Policy 2.2 - Temporary, Grant-Supported Staff Positions and Temporary Assignments.
Upon motion by Trustee Seecharran and seconded by Trustee Karl, the resolution was unanimously approved.

SPECIAL ASSIGNMENT FOR MICHELLE RAGUCCI

WHEREAS, Michelle Ragucci serves as the Director of Academic Services and is being asked to take over the daily operations of the Testing Center; and

WHEREAS, Ms. 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

#21-151 **RESOLVED**, that the Board of Trustees approves Michelle Ragucci for the special assignment to take over the daily operations of the Testing Center and be provided a stipend of \$150 per pay period effective January 5, 2022 through February 22, 2022 or sooner pending the successful search for the Student Activities Advisor position.

8) **POLICIES**

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

RESOLUTION TO ADOPT A POLICY: MICRO-CREDENTIAL

WHEREAS, Micro-credentials are developed with faculty governance participation and academic leadership endorsement to meet workforce and community education needs; and be it further

WHEREAS, Micro-credentials should “stack into” and existing degree or certificate offered at SUNY Schenectady; and be it further

#21-152 **RESOLVED**, that the Board of Trustees hereby adopts the Micro-Credential Policy as reflected in the copy attached hereto, to become effective immediately.

- 9) Upon motion by Trustee Seecharran and seconded by Trustee Gillen, the resolution was unanimously approved.

CAPITAL PROJECT REQUEST TO INCREASE APPROPRIATION FOR ELSTON HALL FACILITY IMPROVEMENTS

WHEREAS, in 2018 and 2019 the Board of Trustees approved a capital project for \$600,000 in combined funding to renovate the North and East side of Elston Hall's exterior façade, and

WHEREAS, during the Spring/Summer of 2021, Schenectady County solicited bids to perform this important work to stabilize and repair the façade, and

WHEREAS, after receiving actual contractor bids, the total cost of the project exceeded existing appropriation by \$800,000 due to inflation and labor costs, and

WHEREAS, the County of Schenectady has agreed to provide an additional \$400,000 in capital support for this project and SUNY Schenectady is able to access existing State appropriation to match the \$400,000 additional support from the County, it is hereby

RESOLVED, that a revised request for State appropriation to support the Elston Facility Improvement Project be approved by the Board of Trustees; and be it further

- #21-153** **RESOLVED**, that the President and/or his designee be hereby directed to submit the necessary forms and supporting documents to the County of Schenectady and the State University of New York for consideration and approval.

- 10) Upon motion by Trustee Gillen and seconded by Trustee Karl, the resolution was unanimously approved.

RESOLUTION TO APPROVE SECURITY SERVICES CONTRACT

WHEREAS, SUNY Schenectady awarded a contract to Summit Security Services for campus security guard services for the period ending January 24, 2022, and

WHEREAS, the College solicited a competitive Request for Proposals (RFP) for Security Services during the Fall of 2021, and

WHEREAS, the College received seven (7) responses to its solicitation, which were evaluated by a committee made up of members of the college community, and

WHEREAS, Allied Universal submitted most favorable services upon review of presentation strengths, weaknesses and cost;

NOW THEREFORE BE IT

#21-154 **RESOLVED**, that that the Board of Trustees hereby authorizes the President to enter into a contract with Allied Universal for the period commencing January 25, 2022 and expiring January 24, 2025, with two 1-year options to renew under the same terms and conditions, for an annual amount not to exceed \$890,133.40, plus any additional costs required to comply with Article 9 of the NYS Labor Law (Prevailing Wage Law).

11) Upon motion by Trustee Gillen and seconded by Trustee Seecharran, the resolutions were unanimously approved.

APPROVAL TO SUBMIT PROGRAM ANNOUNCEMENT

WHEREAS, that the President of the College is authorized to submit the Program Announcement of Global Business and Transportation (GBT) Micro-credential Proposal; and

WHEREAS, this micro-credential is designed to “stack into” the Supply Chain Management A.A.S. program; and

WHEREAS, this micro-credential is the result of a partnership between the Business, Criminal Justice and Law (BCJL) Division, Office of Academic Affairs and Workforce Development and Community Education; and be it further

#21-155 **RESOLVED**, that the Board of Trustees approve this GBT Micro-credential proposal as reflected in the copy attached hereto, to become effective immediately.

APPROVAL TO SUBMIT PROGRAM ANNOUNCEMENT

WHEREAS, that the President of the College is authorized to submit the Program Announcement of Child Development Associate (CDA) Micro-credential Proposal; and

WHEREAS, this micro-credential is designed to “stack into” the Early Childhood A.S. program; and

WHEREAS, this micro-credential is the result of a partnership between the Business, Criminal Justice and Law (BCJL) Division, City University of New York (CUNY) and the New York Early Childhood Professional Development Institute (PDI); and be it further

#21-156 **RESOLVED**, that the Board of Trustees approve this CDA Micro-credential proposal as reflected in the copy attached hereto, to become effective immediately.

12) Upon motion by Trustee Seecharran and seconded by Trustee Karl, the resolution was unanimously approved.

AUTHORIZATION TO CONFER DEGREES AND CERTIFICATES FOR DECEMBER 2021

WHEREAS, the Academic Senate will be voting on December 17, 2021 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

#21-157 **RESOLVED**, that the President be authorized to confer at the Commencement Exercises scheduled for May 19, 2022, the degrees and certificates listed on the graduation list, as recommended by the Academic Senate.

13) Upon motion by Trustee Seecharran and seconded by Trustee Karl, the resolution was 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 Ms. Paula Marshman be appointed to serve on the SUNY Schenectady Foundation Board of Directors, it is hereby

#21-158 **RESOLVED**, that Ms. Paula Marshman be appointed to a first three-year term to the SUNY Schenectady County Community College Foundation Board of Directors, effective January 1, 2022.

14) Upon motion by Trustee Seecharran and seconded by Trustee Karl, the resolution was unanimously approved.

**RESOLUTION FOR AN EMPLOYMENT SEPARATION AGREEMENT
BETWEEN MR. CLIFFORD M. BRUCKER AND SUNY SCHENECTADY
COUNTY COMMUNITY COLLEGE**

- #21-159** **IT IS HEREBY RESOLVED**, that the employment separation agreement between Mr. Clifford M. Brucker and SUNY Schenectady, dated November 30, 2021, be approved.
- 15) Upon motion by Trustee Karl and seconded by Trustee Seecharran, the meeting was adjourned at 6:43 pm.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Paula Ohlhous, Chief of Staff