

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
FEBRUARY 20, 2023

MINUTES

TRUSTEES PRESENT: Ann Fleming Brown, Renee Bradley, Tina Chericoni Versaci, Gary Hughes, Michael Karl, Margaret King and Rondacia McPherson,

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

ABSENT: Ray Gillen and Damonni Farley

1) WELCOME AND CALL TO ORDER

Chair Fleming Brown called the meeting to order at 5:30 pm.

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

2) **APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JANUARY 23, 2023 AND CONSENT AGENDA**

23-17 **RESOLVED**, that the Minutes of the January 23, 2023 meeting be approved as submitted and read; and be it further

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

RESOLVED, that the Consent Agenda be approved.

3) CONSENT AGENDA

#23-17A **RESOLUTION OF RECOMMENDATION FOR AN INTIAL CAREER CHAIRPERSONS, ADMINISTRATORS & DIRECTORS ASSOCIATION (CADA) APPOINTMENT EFFECTIVE SEPTEMBER 1, 2023**

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, 2023; 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

RESOLVED, that the following person be granted a three-year career appointment, as listed below, effective September 1, 2023 and continuing through August 31, 2026.

Tiombe (Farley) Tatum, Director of Educational Opportunity Program (EOP)

APPOINTMENT OF PROFESSIONAL STAFF ELIGIBLE FOR REAPPOINTMENT

WHEREAS, the President has recommended a one-year term appointment for professional staff members eligible for reappointment, it is hereby

#23-17B

RESOLVED, that individuals of the professional staff listed below be appointed for a one-year term appointment for the academic year beginning September 1, 2023 and continuing through August 31, 2024, pursuant to the Agreements between the County of Schenectady and the Chairpersons, Administrators and Directors Association (CADA).

CONSIDER FOR REAPPOINTMENT EFFECTIVE SEPTEMBER 1, 2023

ACADEMIC AFFAIRS

Jacqueline Keleher-Hughes, Director of Library Services

INFORMATIONAL TECHNOLOGY

Paul Henry, Director of IT Operations

STRATEGIC INITIATIVES AND PLANNING

Benjamin DeAngelis, Director of TRIO

Laura Sprague, Director of Admissions

WORKFORCE DEVELOPMENT AND COMMUNITY EDUCATION

Lauren Lankau, Director of Apprenticeship and Healthcare

CAREER ADMINISTRATIVE APPOINTMENT (DIRECTORS) - EXTENSIONS

WHEREAS, Article VI of the Agreement between the County of Schenectady and the Chairpersons, Administrators and Directors Association (CADA) provides for career administrative appointments for Directors eligible for consideration of these three-year appointments, as well as for extensions of such appointments, and

WHEREAS, individuals holding a position of Director are eligible for such consideration, and

WHEREAS, a recommendation has been made for two eligible Directors, based

on a review of recent evaluations of their job performance, it is hereby

#23-17C **RESOLVED**, that the following individuals be granted an extension of their career administrative appointments per the terms and conditions of the Agreement between the County of Schenectady and the Chairpersons, Administrators and Directors Association (CADA) as noted below:

David Gonzalez, Director of Athletics
September 1, 2023 – August 31, 2026

Robin King, Director of Wellness and Support Services
September 1, 2023 – August 31, 2026

Michelle Ragucci, Director of Academic Services
September 1, 2023 – August 31, 2026

APPOINTMENT OF PROFESSIONAL STAFF ELIGIBLE FOR REAPPOINTMENT

WHEREAS, the President has recommended a one-year term appointment, for professional staff members eligible for reappointment; it is hereby

#23-17D **RESOLVED**, that individuals of the professional staff listed below be appointed for a one-year term appointment for the academic year beginning September 1, 2023 to August 31, 2024, pursuant to the Agreements between the County of Schenectady and the SUNY Schenectady Union of the Faculty and Professionals (UFP).

CONSIDER FOR REAPPOINTMENT EFFECTIVE SEPTEMBER 1, 2023

ACADEMIC AFFAIRS

Giovannine Matheron, Collection Development & Electronic Resources Librarian

BUSINESS, CRIMINAL JUSTICE AND LAW

Louis Aiozza, Assistant Professor
Mykha'el Wilson, Instructor

INFORMATION TECHNOLOGY

Jason Gibson, Senior Technical Specialist
Todd Noeth, ITS Network Specialist

LIBERAL ARTS

Michelle Garretson, Assistant Professor
Geoffrey C. Welch, Professor

MATH, SCIENCE, TECHNOLOGY AND HEALTH

Dr. Paul Amy, Instructor
Cayla Gaworecki, Assistant Professor
Daniel Holz, Assistant Professor
Carol Maimone, Assistant Professor
Dr. Margaret McLellan-Zabielskis, Assistant Professor
Amy Osborne, Instructor

SCHOOL OF MUSIC

Dr. Joseph Han, Instructor/Choral Director

SCHOOL OF HOTEL, CULINARY ARTS AND TOURISM

Susan Hatalsky, Professor
James Larkin, Associate Professor
Rain O'Donnell, Instructor
Vanessa Traver, Assistant Professor
Courtney Withey, Assistant Professor

STRATEGIC INITIATIVES AND PLANNING

Thairy Echevarria, Admissions Advisor
Leanna Liuzzi, Academic Advisor
Shannon Stone, Academic Advisor
Mary Silvestri, Testing Center Coordinator

STUDENT AFFAIRS

Cynthia Decker, Assistant Director of Financial

RESOLUTION OF RECOMMENDATION FOR AN INITIAL SIX-YEAR CAREER APPOINTMENT EFFECTIVE SEPTEMBER 1, 2023

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, 2023; 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

#23-17E

RESOLVED, that the following persons be granted an initial six-year career appointment, as listed below, effective September 1, 2023 and continuing through August 31, 2029:

Anna Westerman, Academic Advisor II
Ronald Ragucci, Senior Technical Specialist

PROFESSIONAL DEVELOPMENT REQUEST – DR. DAVID CLICKNER

#23-17F **RESOLVED**, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

Vice President, Dr. David Clickner, to participate as the Vice-Chair for the On-Site Evaluation Team Visit for Reading Area Community College in Reading, Pennsylvania from March 12, 2023 to March 15, 2023 at a cost not to exceed \$800.00.

PROFESSIONAL DEVELOPMENT REQUEST – PAULA OHLHOUS

#23-17G **RESOLVED**, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

Executive Director, Paula Ohlhaus to participate as a Middle States Team Member for the On-Site Evaluation Team Visit for Allegany College of Maryland in Cumberland, Maryland from April 2, 2023 to April 5, 2023 at a cost not to exceed \$1050.00.

PROFESSIONAL DEVELOPMENT REQUEST – DR. STEADY MOONO

#23-17H **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 Leadership Congress, October 9 – October 12, 2023, in Las Vegas, NV at a cost not to exceed \$3,500.00.

PROFESSIONAL DEVELOPMENT REQUEST – ANN FLEMING BROWN

#23-17I **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 Trustee Chair, Ann Fleming Brown, to attend the Association of Community College Trustees (ACCT) National Leadership Congress, October 9 – October 12, 2023, in Las Vegas, NV at a cost not to exceed \$3,500.00.

4) REPORT OF THE CHAIR

Chair Ann Fleming Brown congratulated the reappointments on the Board agenda.

Foundation Report was provided by Vice Chair Chericoni Versaci.

Vice Chair Chericoni Versaci talked about the upcoming Food for Thought & All That Jazz event which will be held on Tuesday, April 4, 2023. 2023-2024 scholarships are starting to come in.

Student Trustee Rondacia McPherson along with several students attended the SUNY Student Assembly Advocacy Day at the State Capital. As a group they were able to meet with over 25 Assembly members, State Senators and the Governor's staff.

5) REPORT OF THE TREASURER

An auditor from Lumsden & McCormick, LLP presented an overview of SUNY Schenectady's auditor's report and provided a handout to the Board of Trustees.

2021-22 AUDIT REPORT: Lumsden & McCormick, LLP

WHEREAS, Lumsden & McCormick, LLP has completed their annual audit of SUNY Schenectady's records and accounts for the operating funds ending August 31, 2022, and

WHEREAS, the Audit Report was disseminated to the Board of Trustees and reviewed and discussed with the Board of Trustees, it is hereby

#23-18 RESOLVED, that the Audit Report for SUNY Schenectady's 2021-22 Operating Funds be hereby approved by the Board of Trustees and filed.

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

APPROVAL FOR THE KEY BANK N.A. WARRANTS #20 THROUGH #24

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #20 through 24 and recommends payment of same, it is hereby

#23-19 RESOLVED, that Key Bank N.A. Warrants #20 through #24 be hereby approved for payment.

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

APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING JANUARY 31, 2023

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending January 31, 2023, as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

#23-20 RESOLVED, that the Report of Revenues and Expenditures for the period ending January 31, 2023, be accepted as received.

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

Ann Fleming Brown thanked Patrick Ryan and his team for their continued work which resulted in a successful audit. Patrick Ryan then thanked Amiee Warfield, Comptroller for her role in the audit.

6) **PRESIDENT’S REPORT**

Dr. Moono introduced Karen Tanski, Executive Director of Marketing and Public Relations to provide an overview of the College’s Marketing Strategy for Summer and Fall 2023.

Dr. Moono’s President’s Report can be found in the link below:

Click on link for full report:

[President’s Report](#) – February 2023

7) **PERSONNEL**

APPROVAL OF TITLES TO BE ADDED TO THE COLLEGE’S PROFESSIONAL SERVICE LISTING

WHEREAS, the College President has recommended the new titles listed below be included in the College’s Professional Services Listing; and therefore, be it

#23-21 RESOLVED, that the President be authorized to submit the following titles to the Chancellor of the State University of New York for inclusion in the Professional Service Listing for SUNY Schenectady effective immediately.

Data Analyst
Associate Vice President of Student Affairs

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

RESOLUTION OF RECOMMENDATIONS FOR TENURE APPOINTMENT

WHEREAS, the Vice President for Academic Affairs received and reviewed the recommendation that was submitted by the Tenure Committee chaired by Associate Professor, Megan Hall; and

WHEREAS, the members of the Board of Trustees considered the recommendation made on behalf of the professional faculty member listed below, it is hereby

#23-22 **RESOLVED**, that the following person be granted a tenure appointment, as listed below:

Tenure Appointment
Kim Otis, Associate Professor

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

TEMPORARY STIPEND FOR EILEEN ABRAHAMS, DEAN OF LIBERAL ARTS

WHEREAS, Eileen Abrahams has agreed to take on some additional duties in coordinating the institution with the collection and reporting on assessment planning efforts across programs, divisions and departments to meet goals for continuous improvement and accreditation standards from February 20, 2023 to June 30, 2023; and

WHEREAS, the duties will include additional responsibilities of coordinating the College's Assessment and serve as the primary liaison to the President, Vice Presidents, Deans and Board of Trustees relative to assessment planning process; therefore, be it

#23-23 **RESOLVED**, that Eileen Abrahams be compensated for this additional work and receive a stipend of \$150.00 per pay period for the period commencing February 20, 2023 and continuing until June 30, 2023.

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

RESOLUTION TO APPOINT STEPHEN FRAGALE AS ASSOCIATE VICE PRESIDENT OF STUDENT AFFAIRS

WHEREAS, it has been recommended that Stephen Fragale be appointed Associate Vice President of Student Affairs for the period February 21, 2023 through August 31, 2023, and

WHEREAS, this appointment is the result of a transformative structural reorganization whereby the resources of Strategic Initiatives and & Planning, Academic Affairs, and Student Affairs will be leveraged to break down institutional silos, advance collaborative enrollment efforts, and fuel the continued approach to transformation set forth under the President’s leadership, and

WHEREAS, Stephen Fragale has indicated that he will accept the position, if offered by the Board of Trustees, and

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

#23-24

RESOLVED, that Stephen Fragale be awarded an appointment as Associate Vice President of Student Affairs at a prorated annual salary of \$83,000 for the period of February 21, 2023 through August 31, 2023. This position follows the terms and conditions as set forth in Board of Trustee Policy 2.1 – Personnel Policies (Unrepresented).

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

RESOLUTION TO APPOINT DR. MICHELE GILSON AS BIOLOGY LAB TECHNICIAN

WHEREAS, it has been recommended that Dr. Michele Gilson be appointed as Biology Lab Technician for the period February 21, 2023 through August 31, 2024, and

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

#23-25

RESOLVED, that Dr. Michele Gilson be awarded an appointment as Biology Lab Technician at an annual prorated salary of \$41,250 for the period of February 21, 2023, through August 31, 2023 and an annual salary of \$42,178 for the period of September 1, 2023 to August 31, 2024. This appointment is governed by the terms and conditions of employment as set forth by the personnel policies of the Board of Trustees and is consistent with the terms and conditions as set forth in the UFP Agreement.

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

RESOLUTION TO APPOINT NICOLE GRANT AS ASSISTANT DIRECTOR OF FINANCIAL AID

WHEREAS, it has been recommended that Nicole Grant be appointed as Assistant Director of Financial Aid for the period February 21, 2023 through June 30, 2023, and

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

#23-26

RESOLVED, that Nicole Grant be awarded an appointment as Assistant Director of Financial Aid from February 21, 2023 through June 30, 2023 in a represented capacity funded 84% through HERF funds and 16% from the College operating budget at a salary of \$46,250 prorated through June 30, 2023. The position will be fully funded by the College at \$46,250 effective July 1, 2023 through August 31, 2023 prorated and is governed by the terms and conditions of employment as set forth by the personnel policies of the Board of Trustees and is consistent with the terms and conditions as set forth in the UFP Agreement.

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

SALARY ADJUSTMENT FOR MARK BESSETTE AS ASSISTANT DEAN OF FINANCIAL AID AND ACCESS

WHEREAS, Mark Bessette has agreed to take on some additional duties in support of the College; and

WHEREAS, with the continued transformation of the higher education landscape there is, an opportunity to bring Financial Aid and the Registrar's office under unified management; and

WHEREAS, his intuitive ability to navigate Banner processes and Argos has allowed him defining opportunities and increased efficiencies; and

WHEREAS, this assignment of duties is aligned with Pillars 2, 3, and 4 of the Strategic Plan; and

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

#23-27

RESOLVED, that Mark Bessette be compensated for this additional work and assume an annual salary of \$81,500 for the period of February 21, 2023 through August 31, 2023. This position follows the terms and conditions as set forth in Board of Trustee Policy 2.1 – Personnel Policies (Unrepresented).

Upon motion by Vice Chair Chericoni Versaci and seconded by Trustee McPherson, the resolution was unanimously approved.

SALARY ADJUSTMENT FOR JAIMEE KING. EXECUTIVE DIRECTOR, SCHENECTADY COLLEGE CAREER OUTREACH CENTER (SCCOC)

WHEREAS, the University Center for Academic and Workforce Development (UCAWD) recently completed a review of the EOC Director compensation and classification across both the State University of New York (SUNY) and City University of New York (CUNY) systems to address inequities that existed in parts of the EOC structure; and

WHEREAS, UCAWD presented the adjustment that they requested to be implemented for the Schenectady College and Career Outreach Center Executive Director, Jaimee King; and

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

#23-28 **RESOLVED**, that Jaimee King’s salary be increased from \$75,000 to \$78,000 for fiscal year 2022-23 pursuant to the terms and conditions of employment as set forth in Board Policies 2.2, Temporary, Grant-Supported Staff Positions and Temporary Assignments, respectively.

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

RESOLUTION TO APPOINT DR. ERIC SAVAGE DIRECTOR OF AVIATION PROGRAMS

WHEREAS, it has been recommended that Dr. Eric Savage be appointed as the Director of Aviation Programs; and

WHEREAS, Dr. Eric Savage 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

#23-29 **RESOLVED**, that Dr. Eric Savage be appointed as the Director of Aviation Programs at a prorated annual salary of \$74,000 for the period of May 1, 2023 to August 31, 2023, subject to the terms and conditions of employment as set forth in the Personnel Policies of the Board of Trustees, Policy 2.1 – (Unrepresented).

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

RESOLUTION TO APPOINT MARIANNE SENNECA AS INTERIM EXECUTIVE DIRECTOR OF DEVELOPMENT AND EXTERNAL AFFAIRS

WHEREAS, it has been recommended that Marianne Senneca be appointed as Interim Executive Director of Development and External Affairs, and

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

#23-30

RESOLVED, that Marianne Senneca be appointed Interim Executive Director of Development and External Affairs for the period commencing January 23, 2023, and continuing through July 1, 2023, at an annual salary of \$72,000 that is funded by the Schenectady County Community College Foundation and subject to the terms and conditions as set forth in the Personnel Policies of the Board of Trustees.

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

8)

RESOLUTION TO AWARD CONTRACT FOR WEBSITE REDESIGN

WHEREAS, SUNY Schenectady (“College”) seeks a qualified vendor to provide a Website Redesign, and

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

WHEREAS, SUNY Schenectady (“College”) received six (6) viable proposals in response to the RFP and carefully reviewed and evaluated them against the criteria established in the RFP, including verifying references, and

WHEREAS, SUNY Schenectady (“College”) established the evaluation criteria for this request for proposal (RFP) contract to be awarded on the basis of which proposal from among the top three (3) vendors advanced to the Level II presentations the College deemed best suited to fulfill the requirements of the RFP;

NOW THEREFORE BE IT

#23-31

RESOLVED, that the Board of Trustees hereby authorizes the award of a contract to iFactory aka The RDW Group, Inc. located at 125 Holden Street Providence Rhode Island 02908, for the College’s Website Redesign to start on March 1, 2023 at a cost not to exceed \$184,100.

Upon motion by Trustee Hughes and seconded by Trustee Karl, the resolution

was unanimously approved.

9) **RESOLUTION TO REQUEST DEACTIVATION OF A PROGRAM**

WHEREAS, the Vice President for Academic Affairs is recommending the deactivation of one program as a result of insufficient enrollments, it is hereby

#23-32 **RESOLVED**, that the following program be deactivated with respect to the listing of programs at SUNY Schenectady County Community College, with an anticipated effective date of August 1, 2023 in accordance with the policies/procedures of the State University of New York:

Liberal Arts: Humanities & Social Sciences A.A.: Sociology Concentration

AND, be it further

#23-33 **RESOLVED**, that President and/or his designee be hereby authorized and directed to submit said requests to the State University of New York.

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

Upon motion by Trustee Hughes and seconded by Trustee Karl, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Dr. Hamin Shabazz, Chief of Staff