

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
FEBRUARY 21, 2022 at 5:30 pm

VIA TELECONFERENCE

MINUTES

TRUSTEES PRESENT: Ann Fleming Brown, Ray Gillen, Michael Karl, Renee Bradley, Gary Hughes, Margaret King and Dravid Seecharan

TRUSTEE ABSENT: Tina Chericoni Versaci

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

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

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF
JANUARY 24, 2022 AND CONSENT AGENDA**

#22-16 **RESOLVED**, that the Minutes of the January 24, 2022 meeting be approved as submitted and read; and be it further

#22-17 **RESOLVED**, that the Consent Agenda be approved.

3) CONSENT AGENDA

**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

#22-17A **RESOLVED**, that individuals of the professional staff listed below be appointed for a one-year term appointment for the academic year beginning September 1, 2022 and continuing through August 31, 2023, pursuant to the Agreements between the County of Schenectady and the Chairpersons, Administrators and Directors Association (CADA).

CONSIDER FOR REAPPOINTMENT EFFECTIVE SEPTEMBER 1, 2022

ACADEMIC AFFAIRS

Jacqueline Keleher-Hughes, Director of Library Services
Cynthia Zielaskowski, Registrar

INFORMATIONAL TECHNOLOGY

Albin Zielaskowski, Director of Enterprise Systems
Paul Henry, Director of IT Operations

STRATEGIC INITIATIVES AND PLANNING

Laura Sprague, Director of Admissions

CAREER ADMINISTRATIVE APPOINTMENT (DIRECTORS)

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 one eligible Director, based on a review of recent evaluations of their job performance, it is hereby

#22- 17B

RESOLVED, that the following individual be granted an initial career administrative appointment per the terms and conditions of the Agreement between the County of Schenectady and the Chairpersons, Administrators and Directors Association (CADA) as noted below:

Pamela McCall, Director of College and High School Partnerships
September 1, 2021 – August 31, 2024

CAREER ADMINISTRATIVE APPOINTMENT (DIRECTORS)

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 one eligible Director, based on a review of recent evaluations of their job performance, it is hereby

#22-17C **RESOLVED**, that the following individual be granted an initial career administrative appointment per the terms and conditions of the Agreement between the County of Schenectady and the Chairpersons, Administrators and Directors Association (CADA) as noted below:

Michelle Ragucci, Director of Academic Services
September 1, 2020 – August 31, 2023

CAREER ADMINISTRATIVE APPOINTMENT (DIRECTORS)

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 one eligible Director, based on a review of recent evaluations of their job performance, it is hereby

#22-17D **RESOLVED**, that the following individual be granted an extension of their career administrative appointment 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, 2022 – August 31, 2025

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

#22-17E **RESOLVED**, that individuals of the professional staff listed below be appointed for a one-year term appointment for the academic year beginning September 1, 2022, 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, 2022

ACADEMIC AFFAIRS

Giovannine Matheron, Collection Development/ Electronic Resource Librarian
Holly Sociagrosch, Assistant Registrar

BUSINESS, CRIMINAL JUSTICE AND LAW

Cayla Gaworecki, Assistant Professor
Daniel Holz, Math Instructor
Dr. Claire Parham, Paralegal Instructor

LIBERAL ARTS

Michelle Garretson, Psychology Instructor
C. Geoffrey Welch, Professor

MATH, SCIENCE, TECHNOLOGY AND HEALTH

Carol Maimone, Assistant Professor
Dr. Margaret McLellan-Zabielski, Assistant Professor
Dr. Imari Shaw, Assistant Professor

SCHOOL OF HOTEL, CULINARY ARTS AND TOURISM

Michael Hazard, Senior Technical Assistant
Ronald Ragucci, Senior Technical Specialist
Vanessa Traver, Assistant Professor
Courtney Withey, Assistant Professor

STRATEGIC INITIATIVES AND PLANNING

Thairy Echevarria, Admissions Advisor
Mark Kelly, Admissions Advisor
Racene Lawes, Academic Advisor
Shannon Stone, Academic Advisor
Anna Westerman, Academic Advisor/Veteran's Certifying Officer
Mary Silvestri, Testing Center Coordinator

STUDENT AFFAIRS

Ben DeAngelis, Student Activities Advisor and Title IX Coordinator

PROMOTIONS EFFECTIVE SEPTEMBER 1, 2022

WHEREAS, the President has assured the Board that the policies of the Board of Trustees and the stipulations of the Agreements with the SUNY Schenectady Union of Faculty and Professionals (UFP) have been met in considering promotions, and

WHEREAS, the Board of Trustees has considered the recommendations of the President for the following promotions and promotional recognitions, it is hereby

#22-17F **RESOLVED**, that the following persons be promoted to the rank indicated, with a stipend to be added to their 2022-23 salary base, effective September 1, 2022:

| <u>NAME/DEPARTMENT</u> | <u>PROMOTED TO</u> | <u>INCREASE</u> |
|--|--|-----------------|
| Susanna Adams Student Affairs | Coordinator of ADA Transition Services II | \$1,150 |
| Sten Isachsen Music | Associate Professor | \$2,000 |
| Allyson Keyser Music | Professor | \$3,000 |
| Racene Lawes Strategic Initiatives and Planning | Academic Advisor II | \$1,150 |
| John O'Connell Hotel, Culinary Arts & Tourism | Associate Professor | \$2,000 |
| Richard Simons Math, Science, Technology & Health | Professor | \$3,000 |

PROFESSIONAL DEVELOPMENT REQUEST – ANN FLEMING BROWN

#22-17G **RESOLVED**, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

Board Chair, Ann Fleming Brown, to attend the American Association of Community College's (AACC) Annual Meeting, April 30-May 3, in New York, NY at a cost not to exceed \$3,000.00.

PROFESSIONAL DEVELOPMENT REQUEST – DR. STEADY MOONO

#22-17H **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 American Association of Community College's (AACC) Annual Meeting, April 30-May 3, in New York, NY at a cost not to exceed \$3,000.00.

PROFESSIONAL DEVELOPMENT REQUEST – DR. DAVID CLICKNER

#22-17I **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 for Strategic Initiatives and Planning, Dr. David Clickner, to attend the American Association of Community College's (AACC) Annual Meeting, April 30-May 3, in New York, NY at a cost not to exceed \$3,000.00.

PROFESSIONAL DEVELOPMENT REQUEST – DR. HAMIN SHABAZZ

#22-17J **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 6 – February 9, 2022, in Washington, DC at a cost not to exceed \$2,425.00.

4) **REPORT OF THE CHAIR**

Dr. Shabazz, Dr. Moono, Paula Ohlhous and I have represented SUNY Schenectady at the NYCCT Conference in DC. Paula was able to have Congressman Paul Tonko join us for breakfast with all of the NYS Community College Trustees. He shined very brightly on SUNY Schenectady. We also had the chance to meet with Senator Gillibrand and Senator Schumer by ZOOM, to advocate for federal information. We learned some insightful information; something interesting which will put SarahWilson-Sparrow to work, about monies becoming available for HealthCare Workforce, that was learned about from Senator Gillibrand.

Foundation Report was provided by Ann Fleming Brown, speaking for Tina Versaci:

- The Foundation continues to receive new scholarship support for students in the 2022-23 academic year..scholarship gifts in the last month total \$27,000.
- Funds raised for *Food for Thought & All That Jazz* total over \$52,000 and the invitations have not even gone to print yet! Don't forget, the event is on Tuesday, April 5th on campus and we thank those of you who have already joined the Honorary Committee.
- Over the past month the Foundation submitted grants to 10 small private foundations requesting more than \$25,000 in support for various projects.
- Three days after sending a personalized video "thank you" message from

Stacy and Robyn King about the Royals Care Center, food pantry endowment donors Magda and Gus Mininberg made an additional gift of \$5,000 to the food pantry.

- Our thanks to Marshall & Sterling Upstate for committing to a \$7,500 scholarship of our Fall 2022 Founder's Day Matching Challenge.

5) **REPORT OF THE TREASURER**

A presentation of the College's 2020-2021 Audit was presented by Lumsden & McCormick, LLP. In addition, Chair Brown thanked the auditors for their considerations and thank you to team for a successful audit.

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

2020-21 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, 2021, and

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

#22-18 RESOLVED, that the Audit Report for SUNY Schenectady's 2020-21 Operating Funds be hereby approved by the Board of Trustees and filed.

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

APPROVAL FOR THE KEY BANK N.A. WARRANTS #20 THROUGH #23

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #20 through #23 and recommends payment of same, it is hereby

#22-19 RESOLVED, that Key Bank N.A. Warrants #20 through #23 be hereby approved for payment.

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

APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING JANUARY 31, 2022

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending January 31, 2022, as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

#22-20 **RESOLVED**, that the Report of Revenues and Expenditures for the period ending January 31, 2022, be accepted as received.

6) **PRESIDENT’S REPORT**

Thank you to Patrick Ryan, Amiee, Brian and the entire team for their excellent job with the attention to the standards with regards to budget.

Dr. Moono stated that we are at “full court press” regarding the budget, as it should be passed by end of March. There have been interactions with the Board, as well as Legislatures in Albany to reemphasize and help us in pointing out what we are asking.

Our College Community continue to do the Youmans work in the midst of the challenges we face today.

A data presentation of the Integrated Postsecondary Education Data System (IPEDS) was provided by Dale Miller, Director of Institutional Research. The question we walk away with is what are we putting forward for Diversity on Campus amongst students and faculty?

Click on link for full report:

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

Student Trustee Dravid Seecharran shared a concern some of the students had, which was mentioned that during a recent meeting with SGA, the question was raised in regards to Diversity – students inquired about having a dedicated space for a prayer room, as the space suggested does not provide privacy for prayer.

7) **PERSONNEL**

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

TEMPORARY ASSIGNMENT FOR DR. CHERYL GOOCH, VICE PRESIDENT FOR ACADEMIC AFFAIRS

WHEREAS, Dr. Cheryl Gooch will have the added responsibility of overseeing the Division of Business, Criminal Justice and Law while a search is initiated to fill the position permanently, and

WHEREAS, in addition to the responsibilities as Vice President for Academic Affairs, Dr. Cheryl Gooch provides leadership for Academic Affairs; therefore, be it

#22-21

RESOLVED, that Dr. Cheryl Gooch be compensated for this additional work and receive a bi-weekly stipend of \$300 for the period beginning February 7, 2022 and continuing through April 29, 2022.

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

TEMPORARY ASSIGNMENT FOR MICHELLE RAGUCCI, DIRECTOR OF ACADEMIC SERVICES

WHEREAS, Michelle Ragucci will have the added responsibility of the Perkins Project, and

WHEREAS, Michelle Ragucci will oversee the Perkins project including but not limited to budget management, NYSED reporting, and coordination with multiple campus departments including project meetings, data collection, and assessment; therefore be it

#22-22

RESOLVED, that Michelle Ragucci be compensated for additional work and receive a bi-weekly stipend of \$175 effective January 24, 2022 through June 30, 2022.

TEMPORARY ASSIGNMENT FOR HEATHER LESSARD, STUDENT SUCCESS MANAGER

WHEREAS, Heather Lessard will have the added responsibility of the Title III Project Director, and

WHEREAS, Heather Lessard will complete the Title III Annual Performance Review, and

WHEREAS, Heather Lessard will monitor and remain up-to-date with all Title III requirements and participating in all meetings and professional development activities associated with the grant project; therefore be it

#22-23 **RESOLVED**, that Heather Lessard be compensated for additional work and receive a bi-weekly stipend of \$175 effective January 24, 2022 through August 31, 2022.

RESOLUTION TO EXTEND APPOINTMENT OF BEN DEANGELIS AS INTERIM DIRECTOR OF TRIO

WHEREAS, it has been recommended that Ben DeAngelis' appointment of Interim Director of TRIO be extended for the period March 1, 2022 to April 30, 2022, and

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

#22-24 **RESOLVED**, that Ben DeAngelis' appointment as Interim Director of TRIO be extended for the period commencing March 1, 2022 and continuing through April 30, 2022, or until the completion of a successful search, whichever is sooner.

EXTENSION OF SPECIAL ASSIGNMENT FOR MICHELLE RAGUCCI

WHEREAS, Michelle Ragucci serves as the Director of Academic Services and is being asked to continue to take over 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

#22-25 **RESOLVED**, that the Board of Trustees approves Michelle Ragucci to continue her special assignment to take over the daily operations of the Testing Center March 1, 2022 to April 30, 2022 or sooner pending the successful search and the assumption of the duties by the selected candidate, whichever is sooner.

RESOLUTION TO EXTEND APPOINTMENT OF MARY SILVESTRI AS TEMPORARY STUDENT ACTIVITIES ADVISOR

WHEREAS, it has been recommended that Mary Silvestri's appointment of Temporary Student Activities Advisor be extended for the period commencing March 1, 2022 and continuing through April 30, 2022, and

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

#22-26 **RESOLVED**, that Mary Silvestri’s appointment as temporary Student Activities Advisor be extended for the period commencing March 1, 2022 and continuing through April 30, 2022, or until the completion of a successful search, whichever is sooner.

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

RESOLUTION OF RECOMMENDATIONS FOR TENURE APPOINTMENTS

WHEREAS, the Vice President for Academic Affairs received and reviewed the recommendations that were submitted by the Tenure Committee chaired by Professor, Tamara Calhoun; and

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

#22-27 **RESOLVED**, that the following persons be granted a tenure appointment, as listed below:

Tenure Appointments

Catia Laird de Polanco, Associate Professor, Liberal Arts
Sten Isachsen, Associate Professor, Music

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

APPROVAL TO SUBMIT PROGRAM ANNOUNCEMENT

WHEREAS, that the President of the College is authorized to submit the Program Announcement of Behavioral Health Technician (BHT) Micro-credential Proposal; and

WHEREAS, this micro-credential is designed to “stack into” the Chemical Dependency Counseling certificate program; and

WHEREAS, this micro-credential is the result of an extensive collaboration between professionals in Academic Affairs, Workforce Development and community partners including experts in the field at St. Mary’s Hospital and New Choices; and be it further

#22-28 **RESOLVED**, that the Board of Trustees approve this BHT Micro-credential proposal as reflected in the copy attached hereto, to become effective immediately.

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

**A RESOLUTION TO REQUEST CAPITAL FUNDING FOR
CONSTRUCTION OF A FITNESS COURT ON THE ATHLETIC
GROUNDS AT SUNY SCHENECTADY**

WHEREAS, the SUNY Schenectady County Community College Foundation received \$92,500 in private grant supported contributions for purchase and construction of a new athletic fitness court to be located on the athletic fields of SUNY Schenectady County Community College; and

WHEREAS, the total cost of acquisition and installation of the Fitness Court is \$185,000; and

WHEREAS, SUNY Schenectady has an uncommitted capital project State appropriation available in the amount of \$92,500 for the purpose of enhancements to the Athletic Fields to match the private funding raised by the Foundation for the fitness court; and

- #22-29** **NOW, THEREFORE BE IT RESOLVED**, that the Board of Trustees approves a request of \$92,500 in capital matching appropriation from SUNY/State of New York for acquisition and installation of a fitness court on the Athletic Fields of SUNY Schenectady.

- 10) Upon motion by Trustee Hughes and seconded by Trustee Gillen, the meeting was adjourned at 6:29 pm.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Dr. Hamin Shabazz, Chief of Staff