

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

MINUTES

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

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

ABSENT: Damonni Farley

1) WELCOME AND CALL TO ORDER

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

2) **APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 20, 2023 AND CONSENT AGENDA**

#23-34 **RESOLVED**, that the Minutes of the February 20, 2023 meeting be approved as submitted and read; and be it further

RESOLVED, that the Consent Agenda be approved.

3) CONSENT AGENDA

PROFESSIONAL DEVELOPMENT REQUEST – JAIMEE KING

#23-34A **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 of the Schenectady College and Career Outreach Center (SCCOC), Jaimee King, to attend the 2023 Biennial Tri-State Consortium of Opportunity Programs Conference in Atlantic City, New Jersey from April 1, 2023 to April 5, 2023 at a cost not to exceed \$1,300.00. (Grant Funded)

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

PROMOTIONS EFFECTIVE SEPTEMBER 1, 2023

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

#23-34B

RESOLVED, that the following persons be promoted from Instructor to the rank indicated, pending the approval and consideration of the Board of Trustees, in accord with Article 14.4.2.5 - Promotion Pay of the UFP contract, effective September 1, 2023; and that the individuals listed below will receive a one-time payment of \$1,000. This one-time payment will not constitute an addition to base their salary:

<u>NAME/DEPARTMENT</u>	<u>PROMOTED TO</u>
Dr. Paul Amy Math, Science, Technology, and Health	Assistant Professor
Dr. Joseph Han Music	Assistant Professor
Rain O'Donnell Hotel, Culinary Art, and Tourism	Assistant Professor
Amy Osborne Math, Science, Technology, and Health	Assistant Professor
Mykha'el Wilson Business, Criminal Justice and Law	Assistant Professor

4)

REPORT OF THE CHAIR

Chair Ann Fleming Brown congratulated the staff promotions on the Board agenda. Chair Brown also announced today an MOU was signed between SUNY Schenectady and Ellis Hospital.

Graduation will be held on Thursday May 18, 2023.

Foundation Report was provided by Vice Chair Chericoni Versaci.

Vice Chair Chericoni Versaci talked about the feasibility study underway. Vice Chair Chericoni Versaci also noted the upcoming Food for Thought & All That Jazz event which will be held on Tuesday, April 4, 2023.

5) REPORT OF THE TREASURER

APPROVAL FOR THE KEY BANK N.A. WARRANTS #25 THROUGH #28

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #25 through #28 and recommends payment of same, it is hereby

#23-34C RESOLVED, that Key Bank N.A. Warrants #25 through #28 be hereby approved for payment.

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

APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING FEBRUARY 28, 2023

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending February 28, 2023, as prepared by the Office of the Vice President of Administration in advance of the meeting, it is hereby

#23-34D RESOLVED, that the Report of Revenues and Expenditures for the period ending February 28, 2023, be accepted as received.

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

6) PRESIDENT'S REPORT

Dr. Moono talked about the upcoming Chancellor John King Jr.'s visit to the SUNY Schenectady campus on Thursday, March 23, 2023.

IT Infrastructure Enhancements – Jeff Snow, Chief Information Officer presented a power point presentation on the overview of the IT Infrastructure.

Click on link for full report:

[President's Report](#) – March 2023

7) POLICIES

RESOLUTION FOR APPROVAL OF THE REVISION TO POLICY (2.20) WORKPLACE VIOLANCE

WHEREAS, the Office of Human Resources (HR) conducted a review of this policy in compliance with the Middle States Accreditation Review Schedule approved by the Board of Trustees; and

WHEREAS, HR updated this policy to include adding the word stalking as a form of violence. Additionally, non-substantive changes included updates with the proper contact information; and

WHEREAS, the Executive Director for Human Resources is listed along with the general human resources email box/phone number which would eliminate the need to update this policy with any change in leadership; and

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

#23-35

RESOLVED, that the Board of Trustees hereby approves the revisions to the Workplace Violence Policy 2.20, as reflected in the copy attached hereto, effective immediately.

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

**RESOLUTION FOR APPROVAL OF THE REVISION TO POLICY (2.2)
GRANT-SUPPORTED STAFF POSITIONS AND TEMPORARY
ASSIGNMENT OF DUTIES**

WHEREAS, the Office of Human Resources (HR) conducted a review of this policy in compliance with the Middle States Accreditation Review Schedule approved by the Board of Trustees; and

WHEREAS, HR revised the policy for clarification of the types of appointments the policy covers; and

WHEREAS, the substantive changes are specific to the fact that if an appointment to a position is comparable to one covered by an existing collective bargaining agreement (“CBA”), the appointment will be consistent with the respective CBA; and

WHEREAS, if the grant-supported appointment is not comparable to a position covered by a CBA then the benefits provided together with conditions of employment will be consistent with those provide pursuant to the Board Policy for Administrative Staff (Unrepresented) excluding those provisions referencing both time periods outside the specific term of the temporary appointment and tuition assistance, and other exclusions in the applicable Board resolution; and

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

23-36

RESOLVED, that the Board of Trustees hereby approves the revisions to the Temporary, Grant-Supported Staff Positions & Temporary Assignment Policy 2.2, as reflected in the copy attached hereto, effective immediately.

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

**RESOLUTION FOR APPROVAL OF THE REVISION TO POLICY (2.9)
RECRUITMENT AND SELECTION**

WHEREAS, the Office of Human Resources (HR) conducted a review of this policy in compliance with the Middle States Accreditation Review Schedule approved by the Board of Trustees; and

WHEREAS, this policy was revised with language and clarification relative to the updated search process to align with Equal Employment Opportunity (EEO) and Affirmative Action (AA) laws and regulations; and

WHEREAS, the Policy changes provide structure and consistency among all searches and the hiring process for compliance and minimizes institutional risk; and

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

23-37

RESOLVED, that the Board of Trustees hereby approves the revisions to the Recruitment and Selection Policy 2.9, as reflected in the copy attached hereto, effective immediately

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

**RESOLUTION FOR APPROVAL OF THE REVISION TO POLICY (3.9.1)
ACQUIRED IMMUNE DEFICIENCY SYNDROME (AIDS)**

WHEREAS, the Associate Vice President of Student Affairs conducted a review of this policy in compliance with the Middle States Accreditation Review Schedule approved by the Board of Trustees; and

WHEREAS, updates to this policy were made both in purpose and procedure to demonstrate SUNY Schenectady County Community College's compliance with the amendments to the American Disabilities Act (ADA) and alignment with legal interpretations made by the United States Department of Justice Civil Rights Division; and

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

#23-398 **RESOLVED**, that the Board of Trustees hereby approves the revisions to the Acquired Immune Deficiency Syndrome Policy 3.9.1, as reflected in the copy attached hereto, effective immediately.

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

8) PERSONNEL

APPROVAL OF TITLE TO BE ADDED TO THE COLLEGE'S PROFESSIONAL SERVICE LISTING

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

#23-39 **RESOLVED**, that the President be authorized to submit the following title to the Chancellor of the State University of New York for inclusion in the Professional Service Listing for SUNY Schenectady effective immediately.

Participant Services Specialist

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

RESOLUTION TO APPOINT MICHAEL NICCOLI AS TECHNICAL SPECIALIST/PURCHASER

WHEREAS, it has been recommended that Michael Niccoli be appointed as Technical Special/Purchaser for the period March 21, 2023 through August 31, 2023, and

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

#23-40 **RESOLVED**, that Michael Niccoli be awarded an appointment as Technical Specialist/Purchaser from March 21, 2023 through August 31, 2023 at a pro-rated salary of \$43,350. The position 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 Vice Chair Chericoni Versaci and seconded by Trustee Hughes, the resolution was unanimously approved.

9) **RESOLUTION TO AWARD CONTRACT FOR REPLACEMENT OF SUNY SCHENECTADY CLASSROOM LEARNING TECHNOLOGIES**

WHEREAS, SUNY Schenectady ("College") seeks a qualified vendor to provide replacement of classroom learning technology for 19 classrooms, and

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

WHEREAS, SUNY Schenectady (“College”) received only one (1) viable bid and two (2) no bids in response to the RFB and carefully reviewed and evaluated it against the criteria established in the RFB, including verifying references in writing;

NOW THEREFORE BE IT

#23-41 **RESOLVED**, that the Board of Trustees hereby authorizes the award of a contract to Critical Path Integrator, LLC. for Learning Technologies Upgrades to start on April 1, 2023 at a cost not to exceed a total of \$908,020.07, or \$47,790.53 per classroom.

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

10) Upon motion by Trustee Hughes and seconded by Trustee Karl, the meeting was adjourned at 6:15 pm.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Dr. Hamin Shabazz, Chief of Staff