

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
MAY 16, 2022 at 5:30 pm

VIA TELECONFERENCE

MINUTES

TRUSTEES PRESENT: Ann Fleming Brown, Michael Karl, Renee Bradley, Ray Gillen, Tina Chericoni Versaci, Gary Hughes, Margaret King and Dravid Seeharran

TRUSTEE ABSENT: Damonni Farley

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 5:34 pm.

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

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF APRIL 18, 2022 AND CONSENT AGENDA

#22-47 **RESOLVED**, that the Minutes of the April 18, 2022 meeting be approved as submitted and read; and be it further

#22-48 **RESOLVED**, that the Consent Agenda be approved.

3) CONSENT AGENDA

Upon motion by Trustee Hughes and seconded by Trustee Karl, the resolutions were unanimously approved.

UNREPRESENTED ADMINISTRATIVE STAFF APPOINTMENTS

WHEREAS, the Board of Trustees adopted a personnel policy which provides for initial, regular and career administrative appointments for members of the unrepresented administrative staff, and

WHEREAS, the President has recommended appointments for eligible individuals, it is hereby,

#22-48A

RESOLVED, that the Board of Trustees hereby approves the following appointments, as listed below, in accordance with the policy on the unrepresented administrative staff for:

INITIAL CAREER ADMINISTRATIVE: September 1, 2022 through August 31, 2024 (This is an initial two-year career appointment as a result of five successful one-year consecutive appointments).

Anthony Schwartz, Director of Facilities

Dale Miller, Director of Institutional Research

CAREER ADMINISTRATIVE: September 1, 2022 through August 31, 2024

This is an annual extension of the current appointment into a continuing two-year career appointment).

Dr. David Brough, Dean of School of Hotel, Culinary Arts & Tourism

Linda Czub, Confidential Secretary

Marissa Daigle, Bursar

Paula Ohlhaus, Executive Director for Human Resources

Amiee Warfield, Controller

INITIAL REGULAR APPOINTMENT: September 1, 2022 through August 31, 2023

Eric Fluty, Director of Campus Safety

FIRST REGULAR APPOINTMENT: September 1, 2022 through August 31, 2023

Eileen Abrahams, Dean of Liberal Arts

Dr. Christopher Brellocks, Dean of School of Music

Dr. David Clickner, Vice President for Strategic Initiatives and Planning

Stephen Fragale, Dean of Student Affairs

Dr. Cheryl Renée Gooch, Vice President for Academic Affairs

Brian Kasler, Assistant Vice President of Administration

Michelle Kraines, Coordinator of Workforce Development and Community Education

Leah Rye, Human Resources Specialist

Danielle Sloan, Coordinator of Workforce Development and Community Education

Jeff Snow, Chief Information Officer

Karen Tanski, Executive Director of Marketing and Public Relations

SECOND REGULAR APPOINTMENT: September 1, 2022 through August 31, 2023

Theresa Fay, Confidential Secretary

Sarah Wilson-Sparrow, Vice President of Workforce Development and Community Education

THIRD REGULAR APPOINTMENT: September 1, 2022 through August 31, 2023

Nneka Morgini, Confidential Secretary

FOURTH REGULAR APPOINTMENT: September 1, 2022 through August 31, 2023

Mark Bessette, Assistant Dean for Financial Aid and Access
Tania Cabrera, Dean of School of Math, Science, Technology and Health
Stacy McIluff, Vice President of Development and External Affairs

FOURTH REGULAR APPOINTMENT: September 1, 2022 through February 28, 2023

Deborah Spass, Confidential Secretary

FIFTH REGULAR APPOINTMENT: September 1, 2022 through August 31, 2023

Patrick Ryan, Vice President of Administration

GRANTING OF EMERITUS STATUS

WHEREAS, the Faculty of SUNY Schenectady had requested that the Board of Trustees consider granting Emeritus Status to retiring Faculty members with 12 or more years of service to the College, and

WHEREAS, the Board of Trustees approved the recommendation to consider retiring Faculty members for such designation, per Resolution #11-155, dated October 24, 2011, which was amended June 16, 2014, in accordance with Resolution #14-116; and

WHEREAS, a listing of eligible retirees has been developed and a review of their service and accomplishments during their employment at SUNY Schenectady has been conducted, and

WHEREAS, recommendations have been made by members of the Faculty and the President of the College to grant individuals Emeritus Status, it is hereby

#22-48B

RESOLVED, that the Board of Trustees hereby grants the following individuals Emeritus Status, in accordance with procedures adopted by the Board of Trustees, per Resolution #14-116:

Debra Ahola, Division of Business, Criminal Justice and Law
Sheila Foglietta, Division of Business, Criminal Justice and Law
Dr. Tiziana Rota, Workforce Development and Community Education
Dr. Ellen Wertlieb, Strategic Initiatives and Planning

PROFESSIONAL DEVELOPMENT REQUEST – MR. PATRICK RYAN

#22-48C **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 of Administration, Mr. Patrick Ryan to attend the Community College Business Officers Association (CCBOA) Conference in Saratoga Springs, NY, June 6 – 9, 2022 at a cost not to exceed \$700.00.

RESOLUTION FOR A SALARY REVISION FOR DR. JOSEPH HAN

WHEREAS, Dr. Joseph Han, approved at the April 18, 2022 Board of Trustees Meeting, recommending him to be an Instructor/Choral Director and;

WHEREAS, the newly adopted Union of Faculty and Professionals (UFP) Agreement includes salary increases for each specific category of positions; and

WHEREAS, Resolution #22-42 did not include the salary increase for the period September 1, 2022 through August 31, 2023;

THEREFORE BE IT

#22-48D **RESOLVED**, that Dr. Han’s salary be corrected to reflect an annual prorated salary of \$45,500 from August 22, 2022 through August 31, 2022 and an annual salary of \$46,750 from September 1, 2022 through August 31, 2023.

4) **REPORT OF THE CHAIR**

Foundation Report was provided by Trustee Versaci:

- On Tuesday, May 3rd the Foundation Board voted on a budget for the 2022-2023 fiscal year that includes just over \$900,000 in support to SUNY Schenectady.
- The scholarship application for returning students closed on April 22. A total of 211 applications were completed, with a 15% increase in the number of applicants this year. New student applications will close on May 20. The selection Committee will meet on June 8 to select scholarship recipients for the 2022-2023 academic year.
- The Foundation is very pleased to be supporting the delegate from SUNY Schenectady who will be traveling to Indonesia on Saturday, and visiting three institutions for MOU signings that will create a bridge for students who wish to enroll in our School of Hotel, Culinary Arts and Tourism programs starting this fall.

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

RESOLUTION OF CONGRATULATIONS FOR SYDNEY SWEDICK

WHEREAS, Sydney Swedick is one of only 20 college students from across the country named to the prestigious Phi Theta Kappa Honor Society All-USA Academic Team chosen from among more than 2,200 students nominated for this recognition; and

WHEREAS, Sydney Swedick has also been named a 2022 New Century Transfer Scholar. New Century Transfer Scholars are selected based on their academic accomplishments, leadership, activities, and how they extend their intellectual talents beyond the classroom.; and

WHEREAS, Sydney Swedick was selected to participate in the Johns Hopkins University Amgen Scholars U.S. Program, an undergraduate summer research program in science and biotechnology, which only accepts 15 students per year; and

WHEREAS, Sydney Swedick is Vice President of SUNY Schenectady’s chapter of Phi Theta Kappa, President of the Garden Club, a Member of the Christian Fellowship Club, and an Ambassador for the Collegiate Science and Technology Entry Program (CSTEP), all while maintaining a 4.0 GPA; now, therefore be it

RESOLVED, that the Board of Trustees hereby recognizes Sydney Swedick for her continuing exemplary commitment as a student leader at SUNY Schenectady; and be it further

#22-49 **RESOLVED**, that the Board of Trustees congratulates Sydney Swedick for being selected as an All-USA Academic Team member, a 2022 New Century Transfer Scholar recipient and for being selected to participate in the Johns Hopkins University Amgen Scholars U.S. Program.

5) **REPORT OF THE TREASURER**

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

APPROVAL FOR THE KEY BANK N.A. APRIL WARRANTS #32 THROUGH #36

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #32 through #36 and recommends payment of same, it is hereby

#22-50 **RESOLVED**, that Key Bank N.A. Warrants #32 through #36 be hereby approved for payment.

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

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

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

#22-51 **RESOLVED**, that the Report of Revenues and Expenditures for the period ending April 30, 2022, be accepted as received.

6) PRESIDENT’S REPORT

Dr. Moono was recently reminded by Dean Fragale, that we are in all things Commencement. Kudos to the team for pivoting and changing commencement.

Last week, we hosted Assemblyman Santabarbara here, and celebrated a program that is very near and dear to us, which helps those students with disabilities. A \$150,000 check was presented by Assemblyman Santabarbara to SUNY Schenectady as a Kickstarter with a promise of more to come.

Chair Brown commented that it is very impressive of the amount of work that has been done on the DEI efforts across the entire campus.

Click on link for full report:

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

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

AUTHORIZATION TO CONFER DEGREES AND CERTIFICATES FOR MAY 2022

WHEREAS, the Academic Senate will be voting on May 13, 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

#22-52 **RESOLVED**, that the President be authorized to confer at the Commencement Exercises scheduled for May 20, 2022, the degrees and certificates listed on the graduation list, as recommended by the Academic Senate.

8) PERSONNEL

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

RESOLUTION TO APPOINT ROBYN KING AS DIRECTOR OF WELLNESS AND SUPPORT SERVICES

WHEREAS, it has been recommended that Robyn King be appointed as Director of Wellness and Support Services for the period September 1, 2022 through August 31, 2023, and

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

#22-53

RESOLVED, that Robyn King be awarded an appointment as Director of Wellness and Support Services at an annual salary of \$68,000 for the period September 1, 2022 through August 31, 2023. This appointment is consistent with the terms and conditions of employment as set forth by the Chairpersons Administrators & Directors Association (CADA) Agreement and Grant-Supported Staff Position and Temporary Assignments respectively.

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

RESOLUTION TO APPOINT TANYA SCIME AS ASSISTANT DIRECTOR OF HUMAN RESOURCES

WHEREAS, it has been recommended that Tanya Scime be appointed as Assistant Director of Human Resources; and

WHEREAS, Tanya has over 10 years of experience in higher education working collaboratively with culturally diverse faculty, staff and leaders across the college; and

WHEREAS, this position will report to the Executive Director for Human Resources. Some of the responsibilities include administering all SUNY Schenectady employment policies and procedures; recommends and implement new policies and procedures; oversees staff recruitment, position management and employee records; and

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

#22-54

RESOLVED, that Tanya Scime be appointed as Assistant Director of Human Resources at an annual prorated salary of \$70,000 with the term of May 23, 2022 through August 31, 2023. This position shall be governed by the terms and

conditions as set forth in the College's Personnel Policies of the Board of Trustees.

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

RESOLUTION TO APPOINT SHERMAN ORTIZ AS STUDENT ACTIVITIES ADVISOR

WHEREAS, it has been recommended that Sherman Ortiz be appointed as Student Activities Advisor; and

WHEREAS, Sherman has a lot of experience serving in the capacity of Event Coordinator, where he highlighted his abilities in planning, promoting, and implementing late night student events; and

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

#22-55

RESOLVED, that Sherman Ortiz be appointed as Student Activities Advisor at an annual prorated salary of \$39,500 from May 17, 2022 through August 31, 2022 and an annual salary of \$40,750 from September 1, 2022 through August 31, 2023 funded by the Student Government Association as a grant-supported position and subject to the terms and conditions set forth by the Union of Faculty Professionals (UFP) Agreement.

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

RESOLUTION TO APPOINT DR. CHRISTIAN ISAAC DARFAH AS ECONOMICS INSTRUCTOR

WHEREAS, it has been recommended that Dr. Christian Isaac Darfah be appointed as Economics Instructor, and;

WHEREAS, Christian holds a Ph.D. in Economics and has taught in higher education; and

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

#22-56

RESOLVED, that Dr. Darfah be appointed as Economics Instructor at an annual prorated salary of \$45,500 from August 22, 2022 through August 31, 2022 and an annual salary of \$46,750 from September 1, 2022 through August 31, 2023. Dr. Darfah's appointment is subject to the terms and conditions set forth by the Union of Faculty Professionals (UFP) Agreement.

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

RESOLUTION TO APPOINT TODD NOETH AS NETWORK SPECIALIST

WHEREAS, it has been recommended that Todd Noeth be appointed as Network Specialist; and

WHEREAS, Todd has over 15 years' experience with network systems, and his extensive knowledge and work in the IT field will be an asset to the SUNY Schenectady IT Team; and

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

#22-57

RESOLVED, that Todd Noeth be appointed as Network Specialist at a prorated annual salary of \$70,000 for the period of May 23, 2022 through August 31, 2023. This position is consistent with the terms and conditions of employment set forth by the Union of Faculty and Professional (UFP) Agreement, Personnel Policies of the Board of Trustees and Grant-Supported Staff Position and Temporary Assignments.

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

RESOLUTION TO APPOINT JASON GIBSON AS SENIOR TECHNICAL ASSISTANT

WHEREAS, it has been recommended that Jason Gibson be appointed as Senior Technical Assistant; and

WHEREAS, Jason will graduate in May with an AAS in Computer Network Systems & Cybersecurity from SUNY Schenectady and currently holds a Certificate in Computer Repair and Networking from SUNY Schenectady; and

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

#22-58

RESOLVED, that Jason Gibson be appointed as Senior Technical Assistant at an annual prorated salary of \$41,000 for the period of May 17, 2022 through August 31, 2022 and an annual salary of \$42,250 from September 1, 2022 through August 31, 2023. This position is consistent with the terms and conditions of employment set forth by the Union of Faculty and Professional (UFP) Agreement.

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

RESOLUTION FOR A SPECIAL ASSIGNMENT FOR HOLLY SOCIAGROSCH

WHEREAS, Holly Sociagrosch serves as the Assistant Registrar and has taken on added responsibilities of researching and implementing Student Educational Planner (SEP), which is an enhancement that will provide us with the tools and data for predictive analysis for course scheduling; and

WHEREAS, Holly's added responsibilities will include: research the functionality of DegreeWorks SEP, attend SICAS webinar for SEP, investigate the next steps involved in implementing and utilizing Planner; therefore be it

#22-59 **RESOLVED**, that Holly Sociagrosch be compensated for additional work and receive a bi-weekly stipend of \$250 effective May 29, 2022 through December 24, 2022.

9) **MICRO-CREDENTIAL PROGRAM**

Upon motion by Trustee Bradley and seconded by Trustee Hughes, 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 Baking & Confections Micro-credential Proposal; and

WHEREAS, this micro-credential is designed to prepare students for employment in a bakery or candy/confection shop and appeal to home bakers as a path to improve their skills and transition to employment in the baking and confections industry; and

WHEREAS, SUNY Schenectady Micro-credentials are developed and approved through faculty governance and academic leadership endorsement; and be it further

#22-60 **RESOLVED**, that the Board of Trustees approve this Baking & Confections Micro-credential proposal as reflected in the copy attached hereto, to become effective immediately.

10) NEW BUSINESS

Upon motion by Trustee Karl and seconded by Trustee Versaci, 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 Dr. Kristin Seaburg be appointed to serve on the SUNY Schenectady Foundation Board of Directors, it is hereby

#22-61 **RESOLVED**, that Dr. Kristin Seaburg be appointed to a first three-year term to the SUNY Schenectady County Community College Foundation Board of Directors, effective September 1, 2022.

11) Upon motion by Trustee Hughes and seconded by Trustee Karl, the meeting was adjourned at 6:25 pm.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Dr. Hamin Shabazz, Chief of Staff