

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
SEPTEMBER 19, 2022

MINUTES

TRUSTEES PRESENT: Ann Fleming Brown, Ray Gillen, Michael Karl, Renee Bradley, Margaret King and Rondacia McPherson

TRUSTEE ABSENT: Damonni Farley, Gary Hughes, 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 Fleming Brown called the meeting to order at 5:32 pm.

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

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF AUGUST 22, 2022 AND CONSENT AGENDA

#22-110 **RESOLVED**, that the Minutes of the August 22, 2022 meeting be approved as submitted and read; and be it further

#22-111 **RESOLVED**, that the Consent Agenda be approved.

3) CONSENT AGENDA

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

APPOINTMENT/REAPPOINTMENT OF MEMBERS TO ADVISORY COMMITTEES

WHEREAS, the College Board of Trustees makes appointments/reappointments of members to Advisory Committees to serve as an important link between the College and the professional, industrial and business communities, and

WHEREAS, the advisory committee membership represents a diverse group of professionals that bring a specialized knowledge to the particular committee(s) to which the appointment/reappointment is being made, and

WHEREAS, each advisory committee has a specific purpose and responsibilities to support and enhance the continued growth and success of the institution, therefore be it

#22-111A **RESOLVED**, that the individuals listed in each advisory committee be approved for appointment or reappointment as recommended for each Advisory Committee and listed on each Advisory Committee appointment/reappointment form.

PROFESSIONAL DEVELOPMENT REQUEST – DR. CHERYL RENÉE GOOCH, VICE PRESIDENT OF ACADEMIC AFFAIRS

#22-111B **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 Academic Affairs, Dr. Cheryl Renée Gooch to attend the SUNY Association of Chief Academic Officers Fall 2022 Conference in Cooperstown, NY (November 2 – November 4, 2022) at a cost not to exceed \$825.00.

PROFESSIONAL DEVELOPMENT REQUEST – DR. STEADY MOONO, PRESIDENT

#22-111C **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 Fundraising for President’s Institute in Denver, CO (November 15 – November 16, 2022) at a cost not to exceed \$3,800.00.

APPROVAL FOR TRAVEL – DR. STEADY MOONO, PRESIDENT

WHEREAS, the Minister of Education and Minister of Finance of the Country of Zambia has extended an invitation to meet with Dr. Steady Moono, President, Schenectady County Community College, while attending the 77th Session of the United Nations General Assembly meeting in New York (September 20-22, 2022); and

WHEREAS, the President, Dr. Steady Moono, has agreed and accepted the invitation to meet with the Minister of Education and Minister of Finance of the Country of Zambia; therefore, be it

#22-111D **RESOLVED**, that the Board of Trustees hereby approves the following travel request in accordance with the policies and procedures of the College:

The President, Dr. Steady Moono to travel to New York to meet with the Minister

of Education and Minister of Finance of the Country of Zambia September 20-22, 2022 at a cost not to exceed \$3,000.00.

APPROVAL FOR TRAVEL – DR. HAMIN SHABAZZ, CHIEF OF STAFF

WHEREAS, the Minister of Education and Minister of Finance of the Country of Zambia has extended an invitation to meet with Dr. Steady Moono, President, while attending the 77th Session of the United Nations General Assembly meeting in New York (September 20-22, 2022); and

WHEREAS, the President, Dr. Steady Moono, has agreed and accepted the invitation to meet with the Minister of Education and Minister of Finance of the Country of Zambia; and

WHEREAS the President, Dr. Steady Moono, has requested that his Chief of Staff, Dr. Hamin Shabazz, accompany him to New York; therefore, be it

#22-111E **RESOLVED**, that the Board of Trustees hereby approves the following travel request in accordance with the policies and procedures of the College:

The Chief of Staff, Dr. Hamin Shabazz to travel to New York with the President to meet with the Minister of Education and Minister of Finance of the Country of Zambia September 20-22, 2022 at a cost not to exceed \$3,000.00.

APPROVAL FOR TRAVEL – DR. DAVID CLICKNER, VICE PRESIDENT FOR STRATEGIC INITIATIVES AND PLANNING

WHEREAS, the Minister of Education and Minister of Finance of the Country of Zambia has extended an invitation to meet with Dr. Steady Moono, President, while attending the 77th Session of the United Nations General Assembly meeting in New York (September 21-22, 2022); and

WHEREAS, the President, Dr. Steady Moono, has agreed and accepted the invitation to meet with the Minister of Education and Minister of Finance of the Country of Zambia; and

WHEREAS the President, Dr. Steady Moono, has requested that the Vice President for Strategic Initiatives and Planning, Dr. David Clickner, accompany him to New York; therefore, be it

#22-111F **RESOLVED**, that the Board of Trustees hereby approves the following travel request in accordance with the policies and procedures of the College:

The Vice President of Strategic Planning and Initiatives, Dr. David Clickner to travel to New York with the President to meet with the Minister of Education and Minister of Finance of the Country of Zambia September 21-22, 2022 at a cost

not to exceed \$850.00.

PROFESSIONAL DEVELOPMENT REQUEST – RONDACIA MCPHERSON, STUDENT TRUSTEE

#22-111G **RESOLVED**, that the Board of Trustees hereby approves the following professional development request in accordance with the policies and procedures of the College:

Student Trustee, Rondacia McPherson, to attend the New York Community College Trustees (NYCCT) 68th Annual Conference, September 23 – September 24, 2022, in Saratoga Springs, NY at a cost not to exceed \$850.00.

PROFESSIONAL DEVELOPMENT REQUEST – DR. HAMIN SHABAZZ, CHIEF OF STAFF

#22-111H **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 Community College of Beaver County (CCBC) Preliminary Reaffirmation Visit with Dr. Steady Moono, President. (September 9-10, 2022), at a cost not to exceed \$1800.00.

4) **REPORT OF THE CHAIR**

Foundation Report was provided by Chair Brown:

- The Foundation continues to work on **Board development** in preparation for our upcoming capital campaign:
 - A new Board member orientation was held in August, and we are thrilled to have 6 new Board members with us this fall.
 - The Foundation signed a contract with Langley Innovations to conduct virtual Foundation Board training over the course of two days next week; the training is funded by Title III and will focus on the most effective ways to prepare for and execute an optimally successful capital campaign.
 - The Foundation Board received (12) proposals in response to the campaign planning study RFP, and a finalist should be identified by the end of this week.

- Foundation staff and Board members are working together to promote the **NYS Charitable Tax Incentive program** being offered once again this year through the SUNY Impact Foundation. All major donors have been approached about the incentive with personal outreach, and so far there are (4)

donors interested in participating with a minimum gift of \$10,000. (Qualified donors receive a tax deduction AND a credit.)

5) REPORT OF THE TREASURER

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

APPROVAL FOR THE KEY BANK N.A. WARRANTS #51 THROUGH #55

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #51 through #55 and recommends payment of same, it is hereby

#22-112 RESOLVED, that Key Bank N.A. Warrants #51 through #55 be hereby approved for payment.

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

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

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

#22-113 RESOLVED, that the Report of Revenues and Expenditures for the period ending August 31, 2022, be accepted as received.

6) PRESIDENT'S REPORT

Dr. Moono highlighted the International Students Recruitment that has been done at the SUNY Schenectady. He indicated that we have the largest # of International Students to date, attending SUNY Schenectady. Thanks to the efforts of everyone involved. Additionally, we have more students coming from Indonesia in January.

SUNY Schenectady has partnered with the Schenectady City School District and Proctors Theater and is pleased to report we have 170 students attending class on Campus as a result of the partnership created.

SUNY Schenectady has received a Grant that will provide additional funds to most of the students. The details are currently being worked through, although we are pleased to have this additional cohort of monies for our students. Thanks to the efforts of Mark Bessette, Amiee Warfield, Dr. David Clickner, and Patrick

Ryan.

Click on link for full report:

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

7) POLICIES

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

RESOLUTION TO ADOPT A POLICY: NON-RESIDENT, OUT-OF-STATE AND INTERNATIONAL STUDENT, TUITION

WHEREAS, the proposed policy is based upon the regulations of the State University of New York, 8 NYCCRR Part 602.10© (10), which were amended by the SUNY Board of Trustees to include, in part, information regarding non-resident tuition; and be it further

WHEREAS, 8 NYCCRR Part 602.10 (c) (10) authorizes colleges to set the full-time and part-time tuition rates for out-of-state students and nonresidents students not presenting certificates of residence “at a rate no higher than three times the approved full-time and part-time tuition rates; and be it further

WHEREAS, non-New York State residents and New York State residents who do not present a Certificate of Residence shall be charged 150% of the then currently approved SUNY Schenectady tuition rate for New York State residents. International students shall also be charged 150% of the then currently approved SUNY Schenectady tuition rate for New York State residents, and therefore be it;

#22-114 RESOLVED, that the Board of Trustees hereby adopts the Non-Resident, Out-of-State and International Student, Tuition Policy as reflected in the copy attached hereto, to become effective immediately.

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

RESOLUTION TO AWARD CONTRACT FOR IT NETWORK INFRASTRUCTURE - CABLING

WHEREAS, SUNY Schenectady (“College”) seeks a qualified vendor to provide IT Network Infrastructure - Cabling and

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

WHEREAS, SUNY Schenectady (“College”) received several viable bids in response to the RFP and carefully reviewed and evaluated them against the criteria established in the RFP, including verification of references;

NOW THEREFORE BE IT

#22-115 **RESOLVED**, that the Board of Trustees hereby authorizes the award of a contract to Comalli Group, Inc. for IT Network Infrastructure - Cabling to start on October 1, 2022 at a cost not to exceed \$103,700.

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

RESOLUTION TO AWARD CONTRACT FOR IT NETWORK INFRASTRUCTURE - EQUIPMENT

WHEREAS, SUNY Schenectady (“College”) seeks a qualified vendor to provide IT Network Infrastructure - Equipment and

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

WHEREAS, SUNY Schenectady (“College”) received several viable bids in response to the RFP and carefully reviewed and evaluated it against the criteria established in the RFP;

NOW THEREFORE BE IT

#22-116 **RESOLVED**, that the Board of Trustees hereby authorizes the award of a contract to GSS Infotech NY, Inc., under the assumed name of Atec Group, 1762 Central Avenue, Suite 300 Albany, New York 12205 for IT Network Infrastructure - Equipment to start on October 1, 2022 at a cost not to exceed \$416,302.

9) PERSONNEL

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

RESOLUTION FOR A SPECIAL ASSIGNMENT FOR MARK BESSETTE AS TITLE IX COORDINATOR

WHEREAS, Mark Bessette, Assistant Dean of Financial Aid and Access has agreed to take on the additional responsibilities and duties above and beyond his current position description as Assistant Dean; and

WHEREAS, the additional duties and responsibilities as Title IX Coordinator include, coordinating the College’s Title IX activities, education, and investigations; coordinating the College’s compliance with Title IX, and other related discrimination laws; serve as the College’s primary administrator for cases alleging misconduct, specifically sexual misconduct, gender-based discrimination, harassment, intimate partner violence, and stalking for students, faculty and staff, and will also serve as the campus expert on Title IX issues, implementation of policies and training; and

WHEREAS, the President recommends that Mark Bessette, Assistant Dean of Financial Aid and Access, be granted a bi-weekly stipend of \$350 for the period starting September 18, 2022 through August 31, 2023, for taking on the additional duties and responsibilities, it is hereby

#22-117 **RESOLVED**, that Mark Bessette, Assistant Dean of Financial Aid and Access be granted the special assignment as Title IX Coordinator with a bi-weekly stipend of \$350 to be added to his current salary effective September 18, 2022 through August 31, 2023.

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

TEMPORARY ASSIGNMENT FOR ROBYN KING, DIRECTOR OF WELLNESS AND SUPPORT SERVICES

WHEREAS, Robyn King will have the added responsibility of serving as Counselor I, and

WHEREAS, the search for the Counselor I position has been reopened, which creates a gap in counseling support for students in the first several months of the Fall 2022 semester; therefore be it

#22-118 **RESOLVED**, that Robyn King be compensated for this additional work and receive a bi-weekly stipend of \$400 for the period beginning September 4, 2022 and continuing through October 29, 2022.

10) Upon motion by Trustee Gillen and seconded by Trustee Karl, the meeting was adjourned at 6:06 pm.

Respectfully submitted,

Renee Bradley, Secretary
Board of Trustees

Recorded by:
Dr. Hamin Shabazz, Chief of Staff