

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
January 13, 2025

MINUTES

TRUSTEES PRESENT: Ann Fleming Brown, Raymond Gillen, Gary Hughes, Michael Karl, Margaret King, and Imani Romain-Barthley

ALSO PRESENT: Patrick Ryan, Tiombé Tatum, President's Council, and other College faculty and staff

ABSENT: Dr. Steady Moono, Renee Bradley, Damonni Farley, and Tina Chericoni Versaci

1) WELCOME AND CALL TO ORDER

Ann Fleming Brown called the meeting to order at 5:33 p.m.

2) **APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 16, 2024 AND CONSENT AGENDA**

RESOLVED, that the Minutes of the of December 16, 2024 meeting and consent agenda be approved as submitted and read; and be it further

#25-01 RESOLVED, that the personnel items listed in the Consent Agenda be approved.

Upon motion by Trustee Hughes and seconded by Trustee Karl, the minutes and consent agenda were unanimously approved.

3) **CONSENT AGENDA**

#25-02A APPROVAL FOR A PROFESSIONAL DEVELOPMENT REQUEST FOR ANN FLEMING BROWN

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 Trustees Chair, Ann Fleming Brown, to attend the Association of Community College Trustees (ACCT) National Legislative Summit, February 8 – February 12, 2025, in Washington, DC at a cost not to exceed \$2,600.00.

#25-02B APPROVAL FOR A PROFESSIONAL DEVELOPMENT REQUEST FOR DR. STEADY MOONO

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 Legislative Summit, February 8 – February 12, 2025, in Washington, DC at a cost not to exceed \$2,600.00.

#25-02C APPROVAL FOR A PROFESSIONAL DEVELOPMENT REQUEST FOR TIOMBÉ TATUM

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, Tiombé Tatum, to attend the Association of Community College Trustees (ACCT) National Legislative Summit, February 8 – February 12, 2025, in Washington, DC at a cost not to exceed \$2,600.00.

#25-02D APPROVAL FOR A PROFESSIONAL DEVELOPMENT REQUEST FOR DR. DAVID CLICKNER

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 2025 Achieving the Dream Conference (AtD) in Philadelphia, PA, February 18-21, 2025 at a cost not to exceed \$2,000.00.

#25-02E APPROVAL FOR A PROFESSIONAL DEVELOPMENT REQUEST FOR DR. MARK MEACHEM

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 Academic Affairs, Dr. Mark Meachem to attend the 2025 Achieving the Dream Conference (AtD) in Philadelphia, PA, February 18-21, 2025 at a cost not to exceed \$2,000.00.

**Informational* of other DREAM – 2025 Attendee: Jessica Gilbert, Dean of Learner Support

4) **REPORT OF THE CHAIR**

Presented by Chair Ann Fleming Brown:

REPORT FROM THE FOUNDATION

We hope you have registered and will attend a complimentary **Key Stakeholders presentation by renowned AI expert, Todd McLees on “Building an AI-Ready Region” on Thursday, January 30th** beginning with breakfast in the Van Curler Ballroom at 7:30am. Feel free to invite colleagues and others that may be interested. It is a great way to introduce community members to what the College has to offer.

Campaign efforts continue as we focus on funding for Workforce Innovation and the SUNY Schenectady Fund. As of January 10, we have received **\$7,142.051** in support. **Thank you** to those who have given to **Rising Together**

The alumni outreach efforts will begin in earnest later this month after we analyze the results of our year end campaign. We will focus on several cohorts, including

1. Distinguished Alumni,
2. Student Government and Student Activities
3. Recent Graduates (2019 to date)
4. Business Grads
5. Science Grads

We have recruited five volunteer alumni to assist in these efforts by making personal outreach to their assigned cohort. The goal of this mini-campaign is \$250,000, which if achieved, will lead to a naming opportunity at the College. So far, our alumni have donated nearly \$100,000 to the campaign!

Year-end solicitation results as of have brought in **\$32,000** in support, which is **35% higher** than last year.

Other significant gifts include:

\$25,000 commitment from the Daily Gazette for the SUNY Schenectady Fund
\$10,000 grant from the Carlilian Foundation for refurbishments to the Quad.
\$5,000 to the Jenson Merriam Memorial Scholarship

Thank you to those who have given to **Rising Together**. Please let Marianne know if you would like to make a gift!

RESOLUTION TO EXECUTE A RETAINER AGREEMENT WITH NEW YORK COMMUNITY COLLEGE TRUSTEES (NYCCT) BY INGERMAN SMITH, LLP

WHEREAS, on November 12, 2024, the State University of New York (“SUNY”) Board of Trustees adopted a resolution regarding “Strengthening the Community College Presidential Search Process and Ensuring Transparency and Accountability” (the “Resolution”) which amends the SUNY Guidelines for Presidential Searches for Community Colleges (the “SUNY Guidelines”); and

WHEREAS, the Chancellor of SUNY and other SUNY officials have taken action(s) in furtherance of the aforesaid Resolution, including implementing new requirements regarding the employment contract of community college presidents; and

WHEREAS, the Board of Trustees of SUNY Schenectady County Community College has been advised that the adoption and implementation of said Resolution exceeds the statutory authority granted to the SUNY Board, in contravention to statute and existing policy and/or guidelines; and

WHEREAS, the Board of Trustees of SUNY Schenectady County Community College has further been advised that the SUNY Board failed to promulgate the new rules/requirements contained in the Resolution pursuant to the State Administrative Procedure Act’s statutorily required rulemaking procedure; and

WHEREAS, the Board of Trustees of SUNY Schenectady County Community College has determined that it is in its best interest to institute legal action, and/or take any other appropriate legal action to protect its rights, authority and autonomy as it relates to the Community College Presidential Search Process.

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of SUNY Schenectady County Community College hereby appoints Ingerman Smith, LLP, as Special Counsel for the purpose of commencing legal action against the SUNY Board of Trustees, the Chancellor of SUNY, Dr. John King, and/or any other proper parties on a cooperative basis with other community colleges and/or parties in the State Supreme Court, County of Albany, and/or other appropriate administrative agency(ies), jurisdiction(s) and/or tribunal(s), challenging the legality of the action(s) taken by SUNY related to the Resolution, the legality of the Resolution and the action(s) that the Chancellor of SUNY and others have taken in furtherance of the aforesaid Resolution and/or take any other appropriate legal action to address issues relating to the Resolution and its impact on the interests, rights, autonomy and authority of the SUNY Schenectady County Community College; and

BE IT FURTHER RESOLVED, that the Chair of the Board of Trustees of SUNY Schenectady County Community College is herewith authorized to execute

a retainer agreement with Ingerman Smith, LLP, and any other necessary documentation relative to this appointment, on behalf of the Board.

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

5) **REPORT OF THE TREASURER**

#25-04 **APPROVAL FOR THE KEY BANK N.A. WARRANTS #14 THROUGH #17**

WHEREAS, the Treasurer has reviewed Key Bank N.A. Warrants #9 through #13 and recommends payment of same, it is hereby

RESOLVED, that Key Bank N.A. Warrants #9 through #13 be hereby approved for payment.

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

#25-05 **APPROVAL OF THE REPORT OF REVENUES AND EXPENDITURES FOR THE PERIOD ENDING DECEMBER 31, 2024**

WHEREAS, the Board has received the Report of Revenues and Expenditures for the period ending December 31, 2024, as prepared by the Office of the Executive Vice President of Administration in advance of the meeting, it is hereby

RESOLVED, that the Report of Revenues and Expenditures for the period ending December 31, 2024, be accepted as received.

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

6) **PRESIDENT'S REPORT – January 2025**

Vice President of Academic Affairs Mark Meachem reviewed the Spring 2025 Institute Week schedule.

7) **PERSONNEL**

#25-06

RESOLUTION TO APPOINT ALONDRA ACA GARCIA AS EARLY COLLEGE HIGH SCHOOL (ECHS) SUCCESS COACH (GRANT FUNDED)

WHEREAS, it has been recommended that Alondra Aca Garcia be appointed as an Early College High School (ECHS) Success Coach; and

WHEREAS, the President concurs with said recommendation, it is hereby

RESOLVED, that Alondra Aca Garcia be appointed as Early College High School (ECHS) Success Coach for the period of January 14, 2025 through July 31, 2025, at an annual prorated salary of \$45,800; and be it

FURTHER RESOLVED, the grant-funded appointment may be terminated prior to the end of the 2024-2025 academic year, upon expiration of grant funding. Should the funding source end, the salary and benefits will be reduced accordingly. This appointment is subject to the terms and conditions of employment as set forth by the terms and conditions as set forth in the Personnel Policies of the Board of Trustees, and the Temporary, Grant-Supported Staff Positions Temporary Assignments.

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

#25-07

RESOLUTION TO APPOINT ELIZABETH RICHMOND AS EARLY COLLEGE HIGH SCHOOL (ECHS) SUCCESS COACH (GRANT FUNDED)

WHEREAS, it has been recommended that Elizabeth Richmond be appointed as an Early College High School (ECHS) Success Coach; and

WHEREAS, the President concurs with said recommendation, it is hereby

RESOLVED, that Elizabeth Richmond be appointed as Early College High School (ECHS) Success Coach for the period of January 14, 2025 through July 31, 2025, at an annual prorated salary of \$45,800; and be it

FURTHER RESOLVED, the grant-funded appointment may be terminated prior to the end of the 2024-2025 academic year, upon expiration of grant funding. Should the funding source end, the salary and benefits will be reduced accordingly. This appointment is subject to the terms and conditions of employment as set forth by the terms and conditions as set forth in the Personnel Policies of the Board of Trustees, and the Temporary, Grant-Supported Staff Positions Temporary Assignments.

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

#25-08

RESOLUTION TO APPOINT DARA OREDERU AS ASSOCIATE EXECUTIVE DIRECTOR FOR THE SCHENECTADY COLLEGE AND CAREER OUTREACH CENTER

WHEREAS, it has been recommended that Dara Orederu be appointed as Associate Executive Director for the Schenectady College and Career Outreach Center (SCCOC); and

WHEREAS, the President concurs with said recommendation, it is hereby

RESOLVED, that Dara Orederu be reappointed as Associate Executive Director for the Schenectady College and Career Outreach Center (SCCOC) for the period of January 14, 2025 to June 30, 2025; and be it

FURTHER RESOLVED, the grant-funded appointment may be terminated prior to the end of the 2024-2025 academic year, upon expiration of grant funding. Should the funding source end, the salary and benefits will be reduced accordingly. This appointment is subject to the terms and conditions of employment as set forth by the terms and conditions as set forth in the Personnel Policies of the Board of Trustees, and the Temporary, Grant-Supported Staff Positions and Temporary Assignments.

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

8) **NEW CURRICULUM**

#25-09

APPROVAL TO SUBMIT PROGRAM ANNOUNCEMENT

WHEREAS, that the President of the College is authorized to submit the Program Announcement of Clinical Medical Assistant (CMA) Micro-credential Proposal; and

WHEREAS, SUNY Schenectady County Community College seeks to expand its educational offerings through innovative and industry-relevant programs; and

WHEREAS, there exists an opportunity to create a Clinical Medical Assistant Microcredential that combines for-credit and credit-free courses; and

WHEREAS, this program will prepare students for the National Healthcareer Association (NHA) certifying exam for clinical medical assistants and provide certification in Phlebotomy; and

WHEREAS, the program creates a pathway for students to pursue further education through the Health Studies and Medical Coding and Billing Certificates; and

WHEREAS, this microcredential represents collaboration between Academic Affairs, the Math, Science, Technology and Health Division, and Workforce Development & Community Education;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of SUNY Schenectady County Community College hereby approves the establishment of the Clinical Medical Assistant Microcredential program; and

BE IT FURTHER RESOLVED that the College administration is authorized to implement this program in accordance with all applicable academic standards and regulatory requirements.

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

#25-10

APPROVAL TO SUBMIT PROGRAM ANNOUNCEMENT

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

WHEREAS, SUNY Schenectady County Community College strives to meet workforce demands through comprehensive educational programs; and

WHEREAS, there exists a need for qualified health information technicians with specialized release of information (ROI) experience in the healthcare field; and

WHEREAS, the proposed Health Information Technician Microcredential program will prepare students for immediate employment in the local healthcare market; and

WHEREAS, this program provides career advancement opportunities for current healthcare workers seeking to transition from clinical to administrative roles; and

WHEREAS, the microcredential creates a pathway for students to advance their education through the Health Studies and Medical Coding and Billing Certificates; and

WHEREAS, this program demonstrates effective collaboration between Academic Affairs, the Math, Science, Technology and Health Division, and Workforce Development & Community Education;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of SUNY Schenectady County Community College hereby approves the establishment of the Health Information Technician Microcredential program; and

BE IT FURTHER RESOLVED that the College administration is authorized to implement this program in accordance with all applicable academic standards and regulatory requirements.

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

9) **RESOLUTION TO RENAME THE PRESIDENT'S TERRACE**

#25-11 **WHEREAS**, SUNY Schenectady County Community College (SUNY Schenectady) seeks to honor individuals who have made significant contributions to the institution; and

WHEREAS, the naming of campus facilities provides an enduring recognition of such contributions while inspiring future generations; and

WHEREAS, the President's Terrace in Elston Hall serves as a significant space within our campus community; and

WHEREAS, Dr. Gabriel J. Basil, who served as the College's fifth president has demonstrated exceptional service and dedication to SUNY Schenectady with 26 years at the College including 17 years as the longest-serving President in the school's history, where he was beloved and respected by students and staff alike and led the college to great success; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of SUNY Schenectady hereby approves the naming of the President's Terrace in Elston Hall as the "Dr. Gabriel J. Basil President's Terrace"; and

BE IT FURTHER RESOLVED that this designation shall be effective immediately upon approval of this resolution; and

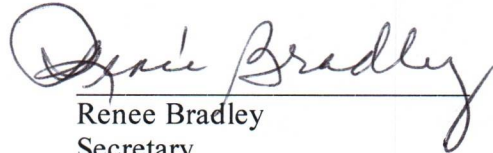
BE IT FURTHER RESOLVED that appropriate signage and recognition materials shall be created and installed to reflect this naming designation.

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

10) **ADJOURNMENT**

Upon motion by Trustee Hughes and Trustee Karl, the meeting was adjourned at 5:58 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Renee Bradley". The signature is written in black ink and is positioned above a horizontal line.

Renee Bradley
Secretary
Board of Trustees

Recorded by:
Tiombé Tatum
Chief of Staff