

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Public Comment
- V. Consideration of Minutes of Meeting held on January 24, 2023
- VI. COMMITTEE REPORTS
 - A. Academic & Student Affairs (L. Gharthey, Chair)
 1. Resolution to make PSO Remarks a Regular Item on Board of Trustees' Academic and Student Affairs Meeting Agenda (Resolution # 2023-11)
 - B. Board Policy (I. Guzman, Chair)
 - C. Finance & Facilities (S. Appel, Chair)
 1. Aviation Maintenance Technician Training Lear Jet Aircraft (Resolution # 2023-12)
 2. Computer Upgrades and Replacements Available through Fund Balance (Resolution # 2023-13)
 3. Agreements with Economic Modeling, LLC ("Lightcast") (Resolution # 2023-14)
 - D. Personnel and Community Relations (A. Flesland)
 1. Resolution to Terminate Employment of Employee # Axxxx1803 (Resolution # 2023-15)
- VII. Report of the Student Trustee
- VIII. Report of the Chairperson
- IX. Report of the President

DUTCHESS COMMUNITY COLLEGE
Minutes
Board of Trustees Meeting
January 24, 2023

Trustees Present: Mr. Michael Francis Dupree, Chair, Ms. Aminah Augustin-Muhammad, Mr. Frank Castella, Mr. Stephen Caswell, Ms. Darrah Cloud, Ms. Angela Flesland, Mr. Ibis Guzman, Ms. Linda Pratt, Dr. Peter Grant Jordan, President

Absent: None

- I. The meeting was called to order at 7:00 p.m. by Chairperson Dupree.
- II. Roll Call by Ms. Ponticello, quorum present.
- III. Approval of Agenda: Upon motion made by Ms. Flesland, seconded by Mr. Guzman, voted on and duly carried, the agenda was approved as distributed.

IV. Public Comment

There were no requests to address the Board.

- V. Consideration of Minutes of Meeting held on January 24, 2023: Upon motion made by Ms. Flesland, seconded by Mr. Guzman, voted on and duly carried, the minutes were approved as distributed.

VI. COMMITTEE REPORTS

1. Approval of Memorandum of Agreement with Dutchess United Educators:

RESOLUTION # 2023-10

A. Flesland offered the following resolution and moved its adoption:

WHEREAS, the College and Dutchess United Educators (DUE) have reached a Memorandum of Agreement (MOA) regarding adding the title of "Nursing Program Clinical and Assessment Coordinator" to the existing bargaining unit, now, therefore, be it

RESOLVED, that the Board of Trustees hereby approves the attached MOA and Group B salary schedule for all full-time unit members with this title which shall be made part of the official minutes of this meeting.

* * * * *

Seconded by F. Castella

Motion Carried Unanimously

VII. Report of the Student Trustee

- A. Student Trustee Augustin-Muhammad provided the Board with an update on; the First Day of Classes, confirmed trips for spring semester, upcoming campus activities, and the date for the first executive hall meeting.
- B. Student Trustee Augustin-Muhammad closed her report by reviewing her current tasks for the Spring Semester.

VIII. Report of the Chairperson

- A. Chairman Dupree spoke on successful college-wide highlights for January 2023.

IX. Report of the President

- A. President Jordan congratulated Student Trustee Augustin-Muhammad on her upcoming confirmation to graduate in the spring.
- B. President Jordan spoke to the Board about the upcoming visit to DCC by the new SUNY Chancellor, John B. King in February.
- C. President Jordan introducing the new Vice President for Instruction & Learning, Raymond Houston who spoke to the Board about his experience and background.
- D. President Jordan concluded his report by speaking to the Board about the successful ConvoCon event and introduced Scott Schnackenberg.
- E. S. Schnackenberg gave an update on spring enrollment numbers.

X. Other Business

There was no other business to report on.

XI. Date of Next Meeting

The next meeting of the Board of Trustees will be held on February 28, 2023 at 7:00 p.m.

XII. Adjournment

There being no further business to discuss, a motion was made by Ms. Cloud, seconded by Mr. Guzman, voted on, and duly carried, to adjourn the meeting. The meeting adjourned at 7:32 p.m.

Respectfully submitted,

Joia Ponticello
Executive Assistant
Date Submitted: March 7, 2023

X. Other Business

XI. Date of Next Meeting – **March 28, 2023**

XII. Adjournment

APPENDIX B – Salary Schedules

9/1/2020 – 8/31/2022

Level	Group B	Group A	Group 1	Group 2	Group 3	Instructor	Assistant Professor	Associate Professor	Professor
4			53,316	57,152				57,152	
5			55,001	59,034			55,001	59,034	
6			56,686	60,915	65,505		56,686	60,915	65,505
7	45,290	53,574	58,370	62,796	67,579		58,370	62,796	67,579
8	46,579	55,064	60,055	64,677	69,652		60,055	64,677	69,652
9	47,867	56,554	61,740	66,559	71,726	56,554	61,740	66,559	71,726
10	49,155	58,044	63,424	68,440	73,799	58,044	63,424	68,440	73,799
11	50,445	59,534	65,109	70,321	75,873	59,534	65,109	70,321	75,873
12	51,733	61,024	66,792	72,203	77,946	61,024	66,792	72,203	77,946
13	53,022	62,514	68,477	74,084	80,020	62,514	68,477	74,084	80,020
14	54,311	64,004	70,162	75,965	82,093	64,004	70,162	75,965	82,093
15	55,600	65,494	71,846	77,846	84,168	65,494	71,846	77,846	84,168
16	56,888	66,984	73,531	79,728	86,241	66,984	73,531	79,728	86,241
17	58,176	68,474	75,216	81,609	88,315	68,474	75,216	81,609	88,315
18	59,466	69,965	76,900	83,490	90,388	69,965	76,900	83,490	90,388
19	60,754	71,454	78,585	85,372	92,462	71,454	78,585	85,372	92,462
20	62,043	72,944	80,270	87,253	94,535	72,944	80,270	87,253	94,535
21	63,332	74,435	81,954	89,134	96,609	74,435	81,954	89,134	96,609
22	64,621	75,924	83,639	91,016	98,682	75,924	83,639	91,016	98,682
23	65,909	77,414	85,322	92,897	100,755	77,414	85,322	92,897	100,755
24	67,198	78,904	87,007	94,778	102,829	78,904	87,007	94,778	102,829
25			88,692	96,659	104,902		88,692	96,659	104,902
26			90,376	98,541	106,977		90,376	98,541	106,977
27				100,423	109,049			100,423	109,049
28				102,304	111,123			102,304	111,123
29					113,196				113,196

9/1/2022 – 8/31/2023

Level	Group B	Group A	Group 1	Group 2	Group 3	Instructor	Assistant Professor	Associate Professor	Professor
4			55,449	59,438				59,438	
5			57,201	61,395			57,201	61,395	
6			58,953	63,352	68,125		58,953	63,352	68,125
7	47,102	55,717	60,705	65,308	70,282		60,705	65,308	70,282
8	48,442	57,267	62,457	67,264	72,438		62,457	67,264	72,438
9	49,782	58,816	64,210	69,221	74,595	58,816	64,210	69,221	74,595
10	51,121	60,366	65,961	71,178	76,751	60,366	65,961	71,178	76,751
11	52,463	61,915	67,713	73,134	78,908	61,915	67,713	73,134	78,908
12	53,802	63,465	69,464	75,091	81,064	63,465	69,464	75,091	81,064
13	55,143	65,015	71,216	77,047	83,221	65,015	71,216	77,047	83,221
14	56,483	66,564	72,968	79,004	85,377	66,564	72,968	79,004	85,377
15	57,824	68,114	74,720	80,960	87,535	68,114	74,720	80,960	87,535
16	59,164	69,663	76,472	82,917	89,691	69,663	76,472	82,917	89,691
17	60,503	71,213	78,225	84,873	91,848	71,213	78,225	84,873	91,848
18	61,845	72,764	79,976	86,830	94,004	72,764	79,976	86,830	94,004
19	63,184	74,312	81,728	88,787	96,160	74,312	81,728	88,787	96,160
20	64,525	75,862	83,481	90,743	98,316	75,862	83,481	90,743	98,316
21	65,865	77,412	85,232	92,699	100,473	77,412	85,232	92,699	100,473
22	67,206	78,961	86,985	94,657	102,629	78,961	86,985	94,657	102,629
23	68,545	80,511	88,735	96,613	104,785	80,511	88,735	96,613	104,785
24	69,886	82,060	90,487	98,569	106,942	82,060	90,487	98,569	106,942
25			92,240	100,525	109,098		92,240	100,525	109,098
26			93,991	102,483	111,256		93,991	102,483	111,256
27				104,440	113,411			104,440	113,411
28				106,396	115,568			106,396	115,568
29					117,724				117,724

9/1/2023 – 8/31/2024

Level	Group B	Group A	Group 1	Group 2	Group 3	Instructor	Assistant Professor	Associate Professor	Professor
4			57,667	61,816				61,816	
5			59,489	63,851			59,489	63,851	
6			61,312	65,886	70,850		61,312	65,886	70,850
7	48,986	57,946	63,133	67,920	73,093		63,133	67,920	73,093
8	50,380	59,557	64,955	69,955	75,336		64,955	69,955	75,336
9	51,773	61,169	66,778	71,990	77,579	61,169	66,778	71,990	77,579
10	53,166	62,780	68,599	74,025	79,821	62,780	68,599	74,025	79,821
11	54,561	64,392	70,422	76,059	82,064	64,392	70,422	76,059	82,064
12	55,954	66,004	72,242	78,095	84,306	66,004	72,242	78,095	84,306
13	57,349	67,615	74,065	80,129	86,550	67,615	74,065	80,129	86,550
14	58,743	69,227	75,887	82,164	88,792	69,227	75,887	82,164	88,792
15	60,137	70,838	77,709	84,198	91,036	70,838	77,709	84,198	91,036
16	61,530	72,450	79,531	86,234	93,278	72,450	79,531	86,234	93,278
17	62,923	74,061	81,354	88,268	95,522	74,061	81,354	88,268	95,522
18	64,318	75,674	83,175	90,303	97,764	75,674	83,175	90,303	97,764
19	65,712	77,285	84,998	92,338	100,007	77,285	84,998	92,338	100,007
20	67,106	78,896	86,820	94,373	102,249	78,896	86,820	94,373	102,249
21	68,500	80,509	88,641	96,407	104,492	80,509	88,641	96,407	104,492
22	69,894	82,119	90,464	98,443	106,734	82,119	90,464	98,443	106,734
23	71,287	83,731	92,284	100,477	108,977	83,731	92,284	100,477	108,977
24	72,681	85,343	94,107	102,512	111,220	85,343	94,107	102,512	111,220
25			95,929	104,546	113,462		95,929	104,546	113,462
26			97,751	106,582	115,706		97,751	106,582	115,706
27				108,618	117,947			108,618	117,947
28				110,652	120,191			110,652	120,191
29					122,433				122,433

9/1/2024 – 8/31/2025

Level	Group B	Group A	Group 1	Group 2	Group 3	Instructor	Assistant Professor	Associate Professor	Professor
4			59,973	64,288				64,288	
5			61,869	66,405			61,869	66,405	
6			63,764	68,521	73,684		63,764	68,521	73,684
7	50,945	60,263	65,658	70,637	76,017		65,658	70,637	76,017
8	52,395	61,940	67,554	72,753	78,349		67,554	72,753	78,349
9	53,844	63,616	69,449	74,870	80,682	63,616	69,449	74,870	80,682
10	55,293	65,292	71,343	76,986	83,014	65,292	71,343	76,986	83,014
11	56,744	66,968	73,239	79,102	85,347	66,968	73,239	79,102	85,347
12	58,193	68,644	75,132	81,219	87,679	68,644	75,132	81,219	87,679
13	59,643	70,320	77,027	83,334	90,012	70,320	77,027	83,334	90,012
14	61,092	71,996	78,923	85,450	92,343	71,996	78,923	85,450	92,343
15	62,542	73,672	80,817	87,566	94,678	73,672	80,817	87,566	94,678
16	63,991	75,348	82,712	89,683	97,009	75,348	82,712	89,683	97,009
17	65,440	77,024	84,608	91,799	99,342	77,024	84,608	91,799	99,342
18	66,891	78,701	86,502	93,915	101,674	78,701	86,502	93,915	101,674
19	68,340	80,376	88,397	96,032	104,007	80,376	88,397	96,032	104,007
20	69,790	82,052	90,293	98,148	106,339	82,052	90,293	98,148	106,339
21	71,240	83,729	92,187	100,264	108,672	83,729	92,187	100,264	108,672
22	72,690	85,404	94,083	102,381	111,004	85,404	94,083	102,381	111,004
23	74,139	87,080	95,976	104,496	113,336	87,080	95,976	104,496	113,336
24	75,589	88,756	97,871	106,612	115,669	88,756	97,871	106,612	115,669
25			99,766	108,728	118,000		99,766	108,728	118,000
26			101,661	110,845	120,335		101,661	110,845	120,335
27				112,962	122,665			112,962	122,665
28				115,078	124,998			115,078	124,998
29					127,330				127,330

Nursing Teaching Educator Salary Schedules for 2022-2023, 2023-2024, and 2024-2025:

Level	9/1/2022 - 8/31/2023				9/1/2023 -8/31/2024			
	Instructor	Assistant Professor	Associate Professor	Professor	Instructor	Assistant Professor	Associate Professor	Professor
5		66,001	70,841			68,641	73,674	
6		68,023	73,098	78,606		70,744	76,022	81,750
7		70,044	75,355	81,095		72,846	78,369	84,339
8		72,066	77,612	83,582		74,949	80,716	86,926
9		74,088	79,871	86,071		77,052	83,066	89,514
10	69,653	76,109	82,128	88,559	72,439	79,153	85,413	92,101
11	71,441	78,131	84,385	91,047	74,298	81,256	87,760	94,689
12	73,229	80,150	86,643	93,535	76,158	83,356	90,109	97,277
13	75,017	82,172	88,901	96,024	78,017	85,459	92,457	99,865
14	76,805	84,194	91,158	98,511	79,877	87,562	94,804	102,451
15	78,593	86,215	93,415	101,001	81,737	89,664	97,152	105,041
16	80,381	88,237	95,673	103,489	83,596	91,767	99,500	107,629
17	82,169	90,259	97,931	105,978	85,456	93,870	101,848	110,217
18	83,958	92,280	100,188	108,465	87,316	95,971	104,196	112,804
19	85,745	94,302	102,446	110,954	89,175	98,074	106,544	115,392
20	87,533	96,324	104,703	113,442	91,034	100,177	108,891	117,980
21	89,322	98,345	106,961	115,931	92,895	102,279	111,239	120,568
22	91,109	100,367	109,219	118,634	94,753	104,381	113,588	123,379
23	92,897	102,386	111,476	120,906	96,613	106,482	115,935	125,742
24	94,685	104,408	113,733	123,395	98,472	108,584	118,282	128,331
25		106,430	115,991	125,882		110,687	120,631	130,918
26		108,451	118,249	128,372		112,789	122,979	133,507

Nursing Teaching Educator Salary Schedules (cont.)

Level	9/1/2024-8/31/2025			
	Instructor	Assistant Professor	Associate Professor	Professor
5		71,387	76,621	
6		73,574	79,063	85,020
7		75,760	81,504	87,713
8		77,947	83,945	90,403
9		80,134	86,388	93,095
10	75,336	82,319	88,830	95,785
11	77,270	84,506	91,271	98,476
12	79,204	86,691	93,713	101,168
13	81,138	88,878	96,155	103,860
14	83,072	91,064	98,596	106,549
15	85,006	93,250	101,038	109,243
16	86,940	95,437	103,480	111,934
17	88,874	97,624	105,922	114,626
18	90,809	99,810	108,363	117,316
19	92,742	101,997	110,806	120,008
20	94,675	104,184	113,247	122,699
21	96,611	106,370	115,689	125,391
22	98,543	108,557	118,131	128,315
23	100,477	110,741	120,573	130,772
24	102,411	112,928	123,014	133,464
25		115,115	125,456	136,154
26		117,301	127,898	138,848

VI.

Academic and Student Affairs

1. Resolution to Make PSO Remarks a Regular Item on Board of Trustees' Academic and Student Affairs Meetings
(Res. # 2023-11)

In effort to create better communication the Professional Staff Organization (PSO) is requesting that the Chair or designee present to the Board's Standing Committee on Academic and Student Affairs once per semester.

Finance and Facilities

1. Aviation Maintenance Technician Training Lear Jet Aircraft
(Res. #2023-12)

The FAA's CFR (Civilian Flight Rules part 147) govern the curriculum and projects that are taught at all AMT schools. Curricula and hands on projects are outlined in part 147 and state that instruction must be in aircraft systems and aircraft components that operate the systems. All level two and three hands on projects as well instructional aides are needed to meet these regulations. The aircraft in question will support the required hands-on instruction for their program.

Bids were advertised and one bid was received as a result of the solicitation. I am recommending that the bid be awarded to Langley Aviation LLC, Miami, FL, in the amount of \$105,000.

Funds for the vendor provided pricing will be made available through the New York State Empire Development grant.

2. Computer Upgrades and Replacements Available through Fund Balance
(Res. #2023-13)

Various computers and computer labs across campus need to be upgraded and replaced to improve reliability, performance and to improve the teaching-learning experience. Funding is available through the College's Fund Balance while still complying with the Procurement Policy.

The College is requesting to utilize the Fund Balance in an amount not to exceed \$250,000 for the upgrades and replacement of various computers and computer labs.

3. Agreements with Economic modeling, LLC ("Lightcast")
(Res. # 2023-14)

The College requests approval from the Board of Trustees to enter into agreements with Economic Modeling, LLC (“Lightcast”) for an Economic Impact Study, a Program Demand Gap Analysis and a subscription to Career Coach and Career Coach Widget Builder. The Economic Impact Study will provide the college with valuable insight into the employers, jobs and skills necessary in today’s economy. The Program Demand Gap Analysis will measure how well aligned the College’s programs are with the labor market and the subscription to Career Coach and the Career Coach Widget Builder will provide access to search and browse careers, obtain relevant labor market information and see the related education and training required and offered by the College.

Personnel and Community Relations

1. Resolution to Terminate the Employment of Employee # Axxxx1803
(Res. #2023-15)

Article IX of the Agreement between Dutchess County and the Civil Service Employees Association, Inc., the President of Dutchess Community College (“Charging Party”) preferred charges of misconduct against Employee # Axxxx1803 (“Employee”). A hearing Officer was appointed and a hearing was held on October 3, 2022. The Findings and Recommendation in the Hearing Officers report conclude that the Employee is guilty of the charges of misconduct and that the penalty of dismissal from service is the appropriate sanction.

RESOLUTION NO. 2023-11

Board of Trustees, Dutchess Community College
March 7, 2023

_____ offers the following resolution and moves its adoption:

WHEREAS the PSO met on January 26, 2023 and voted unanimously on a resolution to make PSO remarks a regular item on Board of Trustees' Academic and Student Affairs Committee Meeting Agenda, and

WHEREAS continued open communication will help support the vision, mission and values of the college, now, therefore be it

RESOLVED that the Board hereby adopts this resolution inviting the PSO Chair or designee to address the Board's Academic and Student Affairs committee, at least once per semester, in effort to better communication.

* * * * *

Seconded by _____

RESOLUTION NO. 2023-12

Board of Trustees, Dutchess Community College
March 7, 2023

_____ offers the following resolution and moves its adoption:

WHEREAS, bids were duly advertised and requested for an Aviation Maintenance Technician Training Lear Jet Aircraft or equivalent, and

WHEREAS, one (1) bid was received as a result of the solicitation and was publicly opened and read aloud at 2:30 P.M., February 2, 2023, and

WHEREAS, the vendor provided pricing as shown on the tabulation sheet attached to this resolution, and

WHEREAS, funds for Aviation Maintenance Technician Training Lear Jet Aircraft will be made available through grant funding, now, therefore, be it

RESOLVED, that the bid received for Aviation Maintenance Technician Training Lear Jet Aircraft, in accordance with the specifications, be awarded to Langley Aviation LLC, Miami, FL, in the amount of \$105,000.00.

* * * * *

Seconded by _____

RESOLUTION NO. 2023-13

Board of Trustees, Dutchess Community College
March 7, 2023

_____ offers the following resolution and moves its adoption:

WHEREAS, various Computers and Computer Labs on campus are in need of upgrades and replacements, and

WHEREAS, funds for the Computer Upgrades and Replacements are available through the College's Fund Balance, and

WHEREAS, appropriate bids will be created and posted to comply with the College's procurement policy, now, therefore, be it

RESOLVED, that the Board of Trustees hereby authorizes the purchase of computers through the College Fund Balance in an amount not to exceed \$250,000.

* * * * *

Seconded by _____

RESOLUTION NO. 2023-14

Board of Trustees, Dutchess Community College
March 7, 2023

_____ offers the following resolution and moves its adoption:

WHEREAS, the College seeks to enter into agreements with Economic Modeling, LLC (Lightcast) to provide an Economic Impact Study, a Program Demand Gap Analysis, and a Subscription for Career Coach and Career Coach Widget Builder, and

WHEREAS, Lightcast has been determined to be a sole source provider of the aforementioned services, and

WHEREAS, funding is available from the SUNY Revitalization Funds, now, therefore, be it

RESOLVED, that the Board of Trustees hereby authorizes the College to enter into the agreements with Economic Modeling, LLC in an amount not to exceed \$80,410 as a sole source provider.

* * * * *

Seconded by _____

_____ offered the following resolution and moved its adoption:

WHEREAS, in accordance with Article IX of the Agreement between Dutchess County and the Civil Service Employees Association, Inc., the President of Dutchess Community College (“Charging Party”) preferred charges of misconduct against Employee # AXXXX1803 (“Employee”) dated July 19, 2022; and

WHEREAS, the Board of Trustees (“Board”) appointed the Hearing Officer, Ira Lobel, to render an advisory opinion after conducting a disciplinary hearing on the charges; and

WHEREAS, by letter dated September 15, 2022, the Employee was notified that a disciplinary hearing pursuant to Section 75 of the Civil Service Law would be held on October 3, 2022; and

WHEREAS, the Employee informed the Charging Party that she would not appear at the disciplinary hearing; and

WHEREAS, the hearing was held on October 3, 2022, at which time the Hearing Officer heard testimony and received evidence presented by the Charging Party; and

WHEREAS, the Charging Party and the Employee submitted legal briefs to the Hearing Officer in support of their respective positions; and

WHEREAS, the burden of proving misconduct is on the Charging Party; and

WHEREAS, the Board has reviewed the record in this matter, including the transcript of the hearing, the exhibits introduced into evidence at the hearing, the respective legal briefs submitted by the Charging Party and Employee, and the Report and Recommendation of the Hearing Officer;

NOW THEREFORE, BE IT RESOLVED, that the Board hereby adopts the Findings and Recommendation in the Report and Recommendation of the Hearing Officer, including the determination that the Employee is guilty of the charges of misconduct and specifications one, two, three, four, and five, and determines that the Hearing Officer’s recommendation of the finding of guilt was based upon the substantial evidence in the record; and

BE IT FURTHER RESOLVED, that the Board concludes that the penalty of dismissal from service, effective immediately, is the appropriate sanction and adopts the Hearing Officer's penalty recommendation for the reasons set forth within his Report and Recommendation; and

BE IT FURTHER RESOLVED, that the Board hereby directs the President of Dutchess Community College or his designee to take whatever steps are necessary to inform the Employee of this determination, and to file the necessary documents with the Dutchess County Department of Civil Service.

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Seconded by _____