

DUTCHESS COMMUNITY COLLEGE  
Minutes  
Board of Trustees Meeting  
March 7, 2023

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

Absent: Ms. Darrah Cloud, Ms. Lisa Gharthey

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

VI. COMMITTEE REPORTS

A. Academic & Student Affairs

1. Resolution to make PSO Remarks a Regular Item on Board of Trustees' Academic and Student Affairs Meeting Agenda:

RESOLUTION # 2023-11

A. Augustin-Muhammad 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.

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Seconded by F. Castella

Motion Carried Unanimously

B. Finance & Facilities

1. Aviation Maintenance Technician Training Lear Jet Aircraft

RESOLUTION # 2023-12

S. Appel 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.

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Seconded by A. Flesland

Motion Carried Unanimously

2. Computer Upgrades and Replacements Available through Fund Balance

RESOLUTION # 2023-13

S. Appel 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.

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Seconded by I. Guzman

Motion Carried Unanimously

3. Agreements with Economic Modeling, LLC (“Lightcast”)

RESOLUTION # 2023-14

S. Appel 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.

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Seconded by I. Guzman

Motion Carried Unanimously

C. Personnel & Community Relations

1. Resolution to Terminate Employment of Employee #Axxxx1803

RESOLUTION # 2023-15

A. Flesland 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 S. Appel

Motion Carried Unanimously

VII. Report of the Student Trustee

A. Student Trustee Augustin-Muhammad began by providing the Board with an

update on recent residence hall activities, including an event hosted by the Black Student Union, and 'Snow Day' happenings.

- B. Student Trustee Augustin-Muhammad also spoke about the Conklin Hall Student Governance group, and mentioned events they hosted, such as the Superbowl Watch Party. This group met with Chartwells and had a very productive meeting, which has already resulted in two positive changes.
- C. Student Trustee Augustin-Muhammad congratulated the Men's Basketball Team on their success in heading to Nationals.
- D. Student Trustee Augustin-Muhammad provided SGA updates. Of note was an increase in the activity fee from \$7.50 to \$10.
- E. Student Trustee Augustin-Muhammad closed her report by saying how excited the students are who'll be attending the DCCF Gala by means of donated seats.

VIII. Report of the Chairperson

- A. Chairman Dupree spoke on successful college-wide highlights for February 2023.
- B. Chairman Dupree thanked his fellow Trustees for participating in the first annual planned Board of Trustees retreat. The focus of the retreat was on trustee duties and leadership.

IX. Report of the President

- A. President Jordan began his report by also thanking Trustees for participating in the Board Retreat.
- B. President Jordan spoke of meetings held in February with elected officials.
- C. S. Rogers gave a brief Middle States update.

X. Other Business

- A. Trustee Appel acknowledged the work the Marketing and Communications Department does with regard to social media postings.
- B. Chairman Dupree noted how the holding of monthly committee meetings results in smoothly run Board meetings.

XI. Date of Next Meeting

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

XII. Adjournment

There being no further business to discuss, a motion was made by Ms. Appel, seconded by Mr. Guzman, voted on, and duly carried, to adjourn the meeting. The meeting adjourned at 7:28 p.m.

Respectfully submitted,

AnneMarie Andrews  
Executive Assistant to the President  
*Date Submitted: March 28, 2023*