

**NIAGARA COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MARCH 20, 2018**

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**A meeting of the Board of Trustees was held  
on March 20, 2018 at 4:00 p.m.  
in the Robert Michael Sdao Memorial Board Room  
at Niagara County Community College**

**Board Members Present**

Mr. William Ross, Chairperson  
Ms. Gina Virtuoso, Vice Chairperson  
Ms. Bonnie Sloma, Secretary  
Mr. Bradley Rowles, Financial Secretary  
Mr. Richard Andres  
Mr. Vincent Ginestre  
Mr. Vincent Sandonato  
Ms. Sheila Smith  
Ms. Brittney Valdez, Student Trustee

**Board Member Absent**

Mr. Jason Cafarella

**Administration Present**

William J. Murabito, Ph.D., Interim President  
Ms. Deborah Brewer, Director of Foundation  
Ms. Barbara DeSimone, Director of Public Relations  
Mr. Michael Dombrowski, Vice President of Operations  
Mr. Robert McKeown, Assistant Vice President of Enrollment Management  
Mr. Dennis Michaels, Chief Information Officer  
Mr. Brian Michel, Director of Grants  
Ms. Julia Pitman, Vice President of Student Services  
Mr. William Schickling, Vice President of Finance/Information Technology  
Ms. Gail Tylec, Interim Vice President of Academic Affairs  
Ms. Lydia Ulatowski, Assistant Vice President of Academic Affairs  
Ms. Barbara Walck, Assistant to the President

**Invited Guests Present**

Ms. Cheryl Beyer, ESPA Union President  
Mr. Marc Pietrzykowski, Faculty Senate President

Chairperson Ross stated this month was our first time with our two committee system. College Community is invited to attend either committee. Thank you to our two chairs of these committees for doing an excellent job.

Chairperson Ross called the meeting to order at 4:45 p.m. and asked Trustee Andres to lead the assembly in the Pledge of Allegiance and a moment of silence in respect for the men and women who are serving our country. Also a moment of silence for the Director of Economic Development, Mr. Samuel Ferraro, who passed away one week ago. Also a moment of silence for Louise Slaughter who served as Congresswoman for over thirty years; each of whom had an impact on Niagara County and Niagara County Community College.

### **PUBLIC COMMENTS**

Public Comment was given by:  
Dr. Matthew Clarq

### **PRESENTATION**

Wrestling Coach Keith Maute introduced wrestler Troy Keller for winning the NJCAA wrestling national title. Congratulations to Troy Keller for his hard work and title and to Coach Keith Maute for being awarded Coach of the Year.

Interim Vice President Tylec introduced Brian Michel as our new Grant Director. Welcome Brian.

### **CONSENT AGENDA**

Chairperson Ross asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Sandonato and seconded by Trustee Andres that the Board approve the minutes from the February 12, 2018 special board meeting. Motion carried unanimously.

It was moved by Trustee Sloma and seconded by Trustee Sandonato that the Board approve the minutes from the February 20, 2018 board meeting. Motion carried unanimously. It was moved by Trustee Ginestre and seconded by Trustee Sandonato to approve the Statement of Revenues and Expenditures and Grant Activities. Motion carried unanimously.

### **INFORMATION ITEMS**

Chairperson Ross asked Board members if there were questions regarding the Information Items. Trustee Rowles asked for an update on the Learning Commons project. Vice President Dombrowski provided an update. The following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Foundation Report, Facilities Update, and Prospective Request for Bids (2). There were no other questions.

### **CHAIRPERSON'S REPORT**

Chairperson Ross provided an update on the Presidential Search. Last week, Vice Chairperson Virtuoso and he spoke with SUNY Senior Vice Chancellor Johanna Duncan-Poitier regarding the progress. It is anticipated the search will begin in fall 2018 and a new president appointed in July 2019.

Chairperson Ross also discussed the importance of intermural activities, sports, music, arts, etc. at NCCC. Over the past years, our athletic facilities have been lacking. Chairperson Ross will be organizing a task force team to review the athletic facility master plan presented in 2015 by then Athletic Director Bob McKeown. A meeting will be confirmed sometime in April to review the upgrades; keeping in mind the priority is still with the STEM building. Dr. Murabito discussed the capital improvement requests which was requested by the county. Trustee Ginestre discussed the STEM vision presented at the Leadership Breakfast.

### **INTERIM PRESIDENT'S REPORT**

Dr. Murabito discussed the following:

- The Middle States Monitoring Report which was approved by the board, and was submitted two weeks early to Middle States. The report will be reviewed by Middle States and we will be notified of the next steps.
- The Leadership Breakfast was held at the end of February. College updates were presented and were well received by the community.
- The Niagara Chamber Dinner was held at the end of February and attended by Trustees Ross and Virtuoso and Dr. Murabito.
- Vice President Pitman, Interim Vice President Tylec and Dr. Murabito met with Niagara University President and their staff and discussed opportunities for us to partner in various areas.
- Dr. Murabito attended The State of the City Address presented by Niagara Falls Mayor Dyster; economic development was discussed.
- Foundation Director Deb Brewer and Dr. Murabito met with United Way of Niagara President Connie Brown; discussed ways that the community and college can partner with United Way projects.
- There have been a series of calls with SUNY on an Advocacy Plan discussing the funding model, budget, etc.
- Dr. Murabito met with Town of Cambria Supervisor Wright Ellis; discussed fire safety, partnership with grant projects, and community services.
- On March 6, 2018, two students received the Phi Theta Kappa Award in Albany. Faculty member Paul Ratka coordinates this program.
- Trustee Ross and Dr. Murabito attended the latest LEAP meeting, and discussed how programs impact the county.
- Hospitality, Tourism and Culinary Arts Division Chair Mark Mistriner and Dr. Murabito met with Mr. Chris Schoepflin from Empire State Development; discussed ways to make NCCC more present in the community, projects to partner with them at NCCI to become more tourist friendly, working with the wine trail, etc.
- Chairperson Ross, and Dr. Murabito met with Legislator Syracuse to introduce himself and to obtain a working relationship with members of the Legislature.
- Foundation Director Jerry Wolfgang interviewed Dr. Murabito and provided college updates. Barb Walck will provide board members with the LCTV airing date.
- Chairperson Ross, Interim Director of Safety and Campus Security Annable and Dr. Murabito met with county representatives and discussed safety and security at the college, and upgrades that are needed. Trustee Andres stated the sheriff and his assistant were in attendance and discussed how the county and NCCC can work together to establish and define a plan on safety and security.
- This past Friday the three Student Housing Board members met and they nominated five new board members. There will be a new orientation transition meeting in May.
- Last week, SUNY held a phone conference with the Chancellor and presidents discussing sexual assault and a consensual relationship policy.

### **STUDENT TRUSTEE REPORT**

Chairperson Ross introduced and welcomed new Student Trustee Brittney Valdez. Student Trustee Valdez distributed her report and provided several updates.

### **FACULTY OBSERVER REPORT**

Faculty Senate President Marc Pietrzykowski provided an overview of the February Senate Meeting.

### **COMMITTEE REPORTS**

#### **Fiscal Committee**

Acting Chairperson Virtuoso stated the Bonadio Report has been moved to the April board meeting. The transportation fee and commencement fee was discussed and recommended for approval. The Job Description was recommended to approve. Any questions or changes to the Bylaw Revisions were to be

provided to Dr. Murabito's office, to be reviewed, and brought back to the board.

### **Academic/Student Life Committee**

Chairperson Smith stated the 2019-20 Calendar is tabled to next month. The Bylaws Revisions will be reviewed and brought back to the board. The Sabbatical Request was recommended for approval. The Student Activities Fee and Commencement Fee were discussed and recommended. The Transportation and Parking Fee was recommended for approval.

It was moved by Trustee Smith and seconded by Trustee Andres to approve the Sabbatical Request by Dr. Elizabeth Sachs for the fall 2018 semester. Motion carried unanimously.

### **Fiscal Committee**

It was moved by Trustee Rowles and seconded by Trustee Andres to approve the Job Description – Assistant Director of Campus Safety and Security as presented. Motion carried unanimously.

The following Cancer Screening Policy was read by Trustee Rowles:

The revision provides all State and local government employees with a paid leave of absence, not to exceed four hours on an annual basis, to undertake cancer screening. This leave is no longer specific to breast and prostate cancers, rather it can be used by employees to be screened for any form of cancer. Section 159-b (2) of the Civil Service Law remains unchanged and provides that the entire period of the leave shall be excused and leave accruals shall not be charged. Section 159-c which previously provided paid leave for prostate cancer screening has been repealed, however prostate cancer screening is now covered by section 159-b.

It was moved by Trustee Rowles and seconded by Trustee Virtuoso to approve the Revised Cancer Screening Policy as presented. Motion carried unanimously.

It was moved by Trustee Sandonato and seconded by Trustee Ginestre that the Board go into Executive Session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss personnel at 6:10 p.m. Motion carried unanimously.

It was moved by Trustee Virtuoso and seconded by Trustee Ginestre that the Board come out of Executive Session at 6:20 p.m. Motion carried unanimously.

It was moved by Trustee Rowles and seconded by Trustee Virtuoso to approve the title of Assistant to the President from Group Three to Group Four on the salary structure. Motion carried unanimously.

### **OLD BUSINESS**

Vice Chairperson Virtuoso stated the new menu at Savor Restaurant is excellent.

### **NEW BUSINESS**

There was no new business.

### **GOOD & WELFARE**

Trustee Rowles stated it was nice to have a Student Trustee at the board table and look forward to her remaining term.

It was moved by Trustee Valdez and seconded by Trustee Ginestre to adjourn at 6:25 p.m. Motion carried

unanimously.

Chairperson Ross stated the April board meeting will be on April 24.

Bonnie R. Sloma  
Secretary