

**NIAGARA COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
APRIL 24, 2018**

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**A meeting of the Board of Trustees was held
on April 24, 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
Mr. Bradley Rowles, Financial Secretary
Mr. Jason Cafarella
Mr. Vincent Ginestre
Mr. Vincent Sandonato
Ms. Sheila Smith
Ms. Brittney Valdez, Student Trustee

Board Member Absent

Ms. Bonnie Sloma, Secretary
Mr. Richard Andres, resigned as of 4/20/18

Administration Present

William J. Murabito, Ph.D., Interim President
Mr. Ross Annable, Interim Director of Campus Security and Safety
Ms. Deborah Brewer, Director of Foundation
Ms. Catherine Brown, Director of Human Resources
Ms. Barbara DeSimone, Director of Public Relations
Mr. Michael Dombrowski, Vice President of Operations
Ms. Sara Harvey, Assistant Director of Public Relations
Mr. Robert McKeown, Assistant Vice President of Enrollment Management
Mr. Dennis Michaels, Chief Information Officer
Mr. Brian Michel, Director of Grants
Ms. Victoria Orzetti, Assistant Director of Human Resources
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. Barbara Walck, Assistant to the President

Invited Guests Present

Mr. Joseph Colosi, Faculty Union President
Mr. Marc Pietrzykowski, Faculty Senate President
Mr. Frank Lawrence, SUNY Deputy Commissioner
Mr. Craig Stevens, CPA, Partner, Bonadio & Co., LLP

Chairperson Ross called the meeting to order at 4:40 p.m. and asked Trustee Sandonato 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.

PUBLIC COMMENTS

There were no public comments.

PRESENTATION

Dr. Murabito introduced Frank Lawrence, Deputy Commissioner for SUNY System Administration and Interim Director of Campus Security and Safety Ross Annable. They provided a Power Point presentation with a handout discussing a Peace Officer Model for NCCC. Trustee Sheila Smith read the resolution:

BOARD RESOLUTION - Campus Safety Model

Background

NCCC has a security model to provide for the safety of its students, employees and visitors. Campuses across the state and nation have been challenged to provide a safe environment to work, teach and study. Recently, a new Director of Public Safety was hired and was charged with conducting a safety audit and provide options regarding a campus safety model. All state operated campuses have incorporated a campus police model and a majority of community colleges have adopted a peace officer model. The duties and powers of peace officers and security officers are clearly defined in NYS Criminal Procedure Law. The Director of Public Safety has recommended the campus develop a "hybrid" model that includes armed peace officers, security officers and contracted police officers for designated times and special events; local and state police agencies will continue to respond to incidents.

At the meeting of the Board of Trustees of Niagara County Community College on April 24th 2018, the following resolution was introduced for discussion and action:

WHEREAS the Niagara County Community College Board of Trustees and its sponsor, Niagara County Legislature, have had discussions regarding safety on the NCCC campus, and WHEREAS the public access to NCCC requires a range of trained safety officers equipped with the necessary tools to fulfill their responsibilities, and

WHEREAS the training requirements are clearly defined in the NYS Criminal Procedures Law, THEREFORE be it resolved that consistent with NYS Criminal Procedures Law and SUNY regulations that the Niagara County Community College Board of Trustees hereby authorizes the President of Niagara County Community College to designate one or more Campus Security Officers as Campus Peace Officers and to revoke said designation(s) when appropriate; and BE IT FURTHER RESOLVED that the Board of Trustees hereby authorizes the President of Niagara County Community College to authorize one or more Campus Peace Officers to possess and carry a firearm as part of their on duty employment if they are duly licensed by the State of New York; and

BE IT FURTHER RESOLVED, that the campus is authorized to contract with individual and local police agencies to provide police coverage during designated times and special events; and

BE IT FURTHER RESOLVED, that the Board of Trustees hereby authorizes the President of Niagara County Community College to promulgate procedures and policies for the selection, retention and management of public safety staff.

William L. Ross
Board Chairperson
April 24, 2018

BOT 18-09

It was moved by Trustee Smith and seconded by Trustee Valdez that the Board approve the Resolution- Campus Safety Model as presented. Motion carried; Trustees Ginestre and Sandonato opposed.

COMMITTEE REPORTS

Fiscal Committee

Craig Stevens, CPA from Bonadio & Company, LLC., provided a presentation on the audit process. A handout was provided.

It was moved by Trustee Virtuoso and seconded by Trustee Rowles 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 5:40 p.m. Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Ginestre that the Board come out of Executive Session at 6:05 p.m. Motion carried unanimously.

It was moved by Trustee Rowles and seconded by Trustee Cafarella that the Board approve the decision to continue litigation regarding an appeal of a Supreme Court decision. Motion carried unanimously.

CONSENT AGENDA

Chairperson Ross asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Rowles and seconded by Trustee Ginestre that the Board approve the minutes from the March 20, 2018, 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. The following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Foundation Report, Facilities Update, and Viticulture and Enology Deactivation. There were no other questions.

CHAIRPERSON'S REPORT

Chairperson Ross stated that Trustee Richard Andres resigned his position on the board, due to being elected as the chair of the Niagara County GOP. His letter was distributed.

Vice Chairperson Virtuoso read the following: I would like to thank Dr. Matthew Clarcq for organizing the first NCCC Student Showcase. I would also like to thank all the faculty and staff who donated to the event. The prizes were \$1,000 grand prize and \$500 for each division prize. The showcase was a big success, the gym was filled with many students, faculty, staff, administrators, and families who were having a wonderful time. The projects were well thought out and nicely designed; it was nice to see so many students involved. I hope Dr. Clarcq and the many other volunteers who made this event possible will continue to do so for many years to come. This is a wonderful community event for NCCC and gives NCCC a time to shine.

Chairperson Ross received a note from Dr. Elizabeth Sachs thanking the board for supporting and approving her sabbatical leave for the fall 2018 semester.

Commencement will be held at NCCC on May 12. A handout was provided showing a breakdown of roles for each ceremony; 9:00 a.m., 11:30 a.m. and 2:00 p.m.

The NYCCT conference will be held in Saratoga Springs on September 20-22, 2018. Chairperson Ross discussed the following award nominations: Vice Chairperson Virtuoso for the Marvin A. Rapp Award, Trustee Ginestre for the Anne M. Bushnell Memorial Award and we are working with the NCCC SBDC to narrow down candidates for the Edward J. Pawenski Business/Industry Partnership Award.

Chairperson Ross thanked the Athletic Facility Task Force Members for their attendance at the first meeting last week.

Niagara County Legislature is asking to use our Lot number 5 for CDL training. Vice President Dombrowski has been working on this certification.

The budget proposal dates are confirmed from Niagara County; thank you to Vice President Schickling for his continued work on our budget presentation.

The ACCT meeting will be October 20-24 in New York City. These conferences are informative; please see Barb Walck if you are interested.

INTERIM PRESIDENT'S REPORT

Dr. Murabito discussed the following:

- Two employees have announced their retirement; Martin Bauer, Professor in Speech Communications and Mary Jane Feldman, Director of Planning and Research. We are planning on replacing these two key positions.
- Dr. Murabito met with the Kiwanis Club in Lewiston.
- Earlier this month, the SUNY Chancellors Awards were presented in Albany; Jenny Ames received her award, and the two other recipients Casey Guerin and Gerald Gillis could not attend.
- Chairperson Ross, Lee Simonson and Ross Annable met last week to discuss safety at NCCC.
- Public Relations provided a handout for commencement to be held on May 12. The handout provides a breakdown of roles, etc.
- May 2, 2018 is the Student Life and Athletic Awards Ceremony to be held in the main gym.
- May 3, 2018 is the Niagara Falls Culinary Institute Awards Ceremony to be held at NFCl.
- June 25, 2018 is the 16th Annual Roy E. Sommer Memorial Scholarship Golf Scramble.

STUDENT TRUSTEE REPORT

Student Trustee Brittney Valdez provided information from her report. Chairperson Ross stated that Student Trustee Valdez will be graduating on May 12.

FACULTY OBSERVER REPORT

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

COMMITTEE REPORTS

Academic/Student Life Committee

It was moved by Trustee Smith and seconded by Trustee Cafarella to approve the 2019-2020 Academic Calendar as presented. Motion carried unanimously.

It was moved by Trustee Smith and seconded by Trustee Sandonato to approve the Conferring of Degrees as presented. Motion carried unanimously.

It was moved by Trustee Smith and seconded by Student Trustee Valdez to approve the Institutional Learning Outcomes (ILO's) as presented. Trustee Ginestre questioned ILO's. Interim Vice President Tylec discussed ILO's and answered the question. Motion carried unanimously.

Dr. Murabito introduced Division Chair Mark Mistriner who provided information on a 16 month academic model for Niagara Falls Culinary Institute. It was moved by Trustee Smith and seconded by Trustee Cafarella to approve the academic model as presented. Motion carried unanimously.

Fiscal Committee

It was moved by Trustee Rowles and seconded by Trustee Ginestre to recommend the Bonadio Report Presentation of Audit Results by Craig Stevens from Bonadio & Company. Motion carried unanimously.

It was moved by Trustee Rowles and seconded by Trustee Ginestre to approve the Guidelines for 'Extra Service' Compensation for Employees as presented. Motion carried unanimously.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Chairperson Ross distributed a new Board calendar with upcoming meetings and events for April and May 2018 for review.

GOOD & WELFARE

There was no good and welfare.

It was moved by Trustee Sandonato and seconded by Student Trustee Valdez to adjourn at 6:40 p.m. Motion carried unanimously.

Chairperson Ross stated next board meeting will be the tour of the Learning Commons.

Barbara A. Walck
Secretary