

**NIAGARA COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES**

**MARCH 16, 2021**

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**A meeting of the Board of Trustees was held  
on March 16, 2021 at 4:30 p.m.  
via ZOOM and live streaming**

**Board Members Present via ZOOM**

Ms. Gina Virtuoso, Chairperson  
Mr. William Ross, Vice Chairperson  
Mr. Jason Cafarella, Financial Secretary  
Ms. Bonnie Sloma, Secretary  
Ms. Katherine Alexander  
Mr. Kevin Clark  
Ms. Sheila Smith  
Mr. Jerald Wolfgang (in person)  
Mr. Maurice Jackson, Student Trustee

**Administration Present via Zoom**

William J. Murabito, Ph.D., President  
Ms. Deborah Brewer, Director, Foundation  
Ms. Catherine Brown, Assistant Vice President of Human Resources  
Ms. Barbara DeSimone, Director of Public Relations  
Mr. John Eichner, Director of Business Services  
Mr. Jesse Goldberg, Interim Chief Information Officer  
Mr. Wayne Lynch, Vice President of Administration  
Mr. Robert McKeown, Assistant Vice President of Enrollment Management  
Ms. Lynn Oswald, Director, Small Business Develop Center (SBDC)  
Ms. Julia Pitman, Vice President of Student Services  
Ms. Lydia Ulatowski, Vice President of Academic Affairs  
Ms. Barbara Walck, Assistant to the President  
Mr. Brad Wingert, Assistant Vice President of Academic Affairs

Chairperson Virtuoso called the meeting to order at 4:35 p.m. and lead the assembly in the Pledge of Allegiance and a moment of silence for those serving in the military.

**PUBLIC COMMENTS**

There were no Public Comments.

**PRESENTATION**

Lynn Oswald, Director of Small Business Develop Center (SBDC) provided a Power Point presentation explaining how since 1984, SBDC has served small businesses with counseling, training, and research services.

Mr. Robert Morris, Chair, Humanities and Social Sciences Division/Professor of English, provided a Power Point presentation with a mid-point update on the 2019-2022 Strategic Plan.

**CONSENT AGENDA**

Chairperson Virtuoso asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Clark and seconded by Student Trustee Jackson that the Board approve the minutes from the February 16, 2021 board meeting, Statement of Revenues and Expenditures, Grant

Activities, and Program Title Change – Childhood Education (Grades 1-6), Associate in Arts. Motion carried unanimously.

## **INFORMATION ITEMS**

Chairperson Virtuoso 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 Enrollment Update.

## **CHAIRPERSON'S REPORT**

Chairperson Virtuoso reminded board members that Savor Restaurant is now open on Monday, Wednesday, and Friday for lunch and dinner and each include appetizer, entrée and dessert. She encouraged everyone to support our restaurant. Trustee Wolfgang added that all trustees, faculty and staff receive a discount. Trustee Ross commented that the food is delicious. Chairperson Virtuoso acknowledged and congratulated the retirees who were granted Emeritus last month: Martin Drake, Cynthia Meyers, James Mezhir, Carol Rogers, and Gail Tylec. She also wanted to congratulate those faculty receiving promotions: Matthew Clarcq, Kareen Klettke, Nathan Koscielski, David Milazzo, and Christine Tirella.

## **PRESIDENT'S REPORT**

Dr. Murabito discussed the following:

- President Murabito stated the first meeting was held with the 60<sup>th</sup> Anniversary Committee. We will be identifying an honorary committee chairperson(s), so if any board members have suggestions, please pass the name(s) to Chairperson Virtuoso.
- The Veterans Memorial Project presentation was given to the foundation board. The fundraising needs to go through the foundation. The plan is to have the foundation bring a full plan to the board and the foundation, which is ultimately a foundation project in support of the campus.
- There was a student townhall meeting on February 23; this was successful and we plan to continue those.
- On February 24, Security Officer Conrad Janik was sworn in as a Peace Officer. This is part of our public safety plan, in which some of our security officers become peace officers. They go through vigorous training and then return as a designated peace officer. We currently have to peace officers.
- President Murabito continues to meet with the Bridge District Committee to revitalize Main Street, Niagara Falls.
- There was a meeting for Pell Funding for non-credit workforce. Discussed new initiative to hopefully use non-credit courses for Pell funding for our students.
- Continue to meet with Stavatti and recently a meeting with individuals from the county workforce development individuals to discuss the core of the project which is very impressive.
- Last week, President Murabito was interviewed by TV channel LCTV, Ms. Hannigan, a previous faculty member, conducted the interview.
- We continue to meet regarding the aviation academy; this is moving along.
- Catherine Brown conducted some training on succession planning, this is an ongoing project, and is critical to the campus.
- We are performing 100% COVID testing on campus; this is significant to be compliant. We have tested well over 13,000 people, with less than 60 cases.
- President Murabito continues to meet with the SUNY community college presidents and the WNY college presidents.
- Our condolences to St. Bonaventure University and the loss of their President. He was hospitalized shortly after Christmas and lost his battle with COVID.

- President Murabito provided a Power Point Presentation on his Action Plan with a Mid-Year Update entitled Goals and Priorities. Each item was reviewed. Trustee Wolfgang asked about the mission of the Title III grant. President Murabito states we have a committee to develop a plan, but nothing final has been provided in how we will service those students.

### **STUDENT TRUSTEE REPORT**

The Student Trustee Report was provided.

### **FACULTY OBSERVER REPORT**

No report was provided.

### **ACADEMIC/STUDENT LIFE and FISCAL COMMITTEE**

Catherine Brown, Assistant Vice President of Human Resources discussed the draft resolution for Professional Title – Associate Vice President of Academic Affairs; as this is a reporting structure to distinguish from Assistant Vice President, which is currently held by Brad Wingert. It was moved by Trustee Ross and seconded by Trustee Alexander to approve the Title, Associate Vice President of Academic Affairs, as presented. Motion carried unanimously.

Catherine Brown, Assistant Vice President of Human Resources discussed the draft Pandemic Operation Plan. She updated the board, and stated this is required by all New York State Public Employers to adopt a plan of operation in the event of a public health emergency involving a communicable disease. The plan shows more clarity and actions that need to be done. President Murabito asked Catherine to bring the final draft of the plan to the Fiscal Committee and then bring to the full board. Catherine has provided the draft plan to the four unions, and no questions have arisen from them. Trustee Clark asked about four hours of time off for COVID vaccination. Catherine stated employees are eligible up to four hours for each vaccine. Trustee Alexander asked about a review timeline to update the plan. Catherine states typically policies/plans are reviewed annually. President Murabito states that we know how things change daily, and the language should state such.

Chairperson Virtuoso asked Wayne Lynch to provide is financial update. Interim Vice President Lynch provided his update and discussed FTE, stimulus funding from New York State and for students, tuition, revenue, auxiliary services, and student fees. Chairperson Virtuoso asked about the American Act. Trustee Clark thanked Wayne and his staff for the work they are doing.

President Murabito stated that the “interim” was removed from the titles of Lydia Ulatowski, Vice President of Academic Affairs and Wayne Lynch, Vice President of Administration. Congratulations to each.

It was moved by Trustee Wolfgang and seconded by Vice Chairperson Ross that the Board go into Executive Session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss legal matters at 6:00 p.m. Motion carried unanimously.

It was moved by Vice Chairperson Ross and seconded by Trustee Clark that the Board come out of Executive Session at 7:10 p.m. Motion carried unanimously.

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

There was no new business.

### **GOOD & WELFARE**

There was no Good & Welfare.

It was moved by Vice Chairperson Ross and seconded by Trustee Alexander to adjourn at 7:15 p.m.  
Motion carried unanimously.

Bonnie R. Sloma  
Secretary