

**NIAGARA COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES**

**SEPTEMBER 15, 2020**

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**A meeting of the Board of Trustees was held  
on September 15, 2020 at 4:30 p.m. in the  
V. James Renda Faculty Resource Center for Academic Excellence (FRCAE)  
and live streaming**

**Board Members Present**

Ms. Gina Virtuoso, Chairperson  
Mr. William Ross, Vice Chairperson  
Mr. Jason Cafarella, Financial Secretary (via ZOOM) (4:55 p.m.)  
Ms. Bonnie Sloma, Secretary  
Ms. Katherine Alexander  
Mr. Kevin Clark  
Mr. Jerald Wolfgang  
Mr. Eric Lipps, Student Trustee

**Board Member Excused**

Ms. Sheila Smith

**Administration Present**

William J. Murabito, Ph.D., President  
Ms. Catherine Brown, Assistant Vice President of Human Resources  
Mr. John Eichner, Director of Business Services  
Mr. Wayne Lynch, Interim Vice President of Administration  
Mr. Dennis Michaels, Assistant Vice President of Information Technology  
Ms. Julia Pitman, Vice President of Student Services  
Mr. Bradley Wingert, Interim Assistant Vice President of Academic Affairs  
Ms. Barbara Walck, Assistant to the President

**Invited Guests**

Mr. John D Strong, Chief Diversity and Equity Officer

Chairperson Virtuoso called the meeting to order at 4:45 p.m. and 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**

President Murabito introduced John Strong, Chief Equity, Diversity and Inclusion Officer. Mr. Strong provided a PowerPoint presentation on Equity, Diversity & Inclusion (EDI) Strategic Action Plan.

**CONSENT AGENDA**

Chairperson Virtuoso asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Sloma and seconded by Trustee Clark that the Board approve the minutes from the June 9, 2020 special board meeting, June 30, 2020 board meeting, and the July 14, 2020 special board meeting, along with the Statement of Revenues and Expenditures (2), Grant Activities and the Fiscal Year 2019-2020 Budget Transfer. 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 Prospective Requests for Bids.

## **CHAIRPERSON'S REPORT**

Chairperson Virtuoso thanked the board for their hard work during the past year. Chairperson Virtuoso provided board members with a handout showing the new 2020-2021 Committee Appointments showing officers, trustees on each committee, and representatives for various organizations. She also stated the board will review goals and priorities compiled by President Murabito and provide feedback. The Presidential Inauguration will be held "virtual"; the Board will provide input for this ceremony. The Public Relations Department has requested Chairperson Virtuoso be showcased for social media. Chairperson Virtuoso and Vice Chairperson Ross will be participating with the student town hall meeting on October 1. Vice Chairperson Virtuoso discussed Board committee meetings, and is asking for input from board as to how often to have them, or to just have a meeting of the whole. Board members are to provide their ideas to her. If any changes are made, the board bylaws will need to be adjusted. The October board meeting will be a meeting of the whole.

## **PRESIDENT'S REPORT**

Dr. Murabito discussed the following:

- On August 21, 2020, the State University of New York Board of Trustees announced the appointment of Dr. Jim Malatras as the 14<sup>th</sup> Chancellor of SUNY.
- Community College presidents have been meeting via ZOOM discussing themes around critical matters with community colleges concerning regionalism and how community colleges will survive this process. There is also a Western New York Consortium and Regional Community College group that have been discussing different methods and processes during these times.
- Reopening update has provided changes on campus and making improvements to classrooms, which will be seen on the tour after the meeting. The faculty and staff have stepped up on the delivery of the courses and students seem to be adjusting.
- Interim Vice President Wayne Lynch provided an update on the pool testing. The report has been submitted to SUNY. 480 pool sample tests will be done each week. Sewer monitoring from dorms will also be conducted.
- The budget was passed and SUNY will be taking action probably this month. This was with a 20% decrease from the state.
- Enrollment is at a 15% decrease with headcount. Full time and part time enrollment is down 11.9%
- Many hours have been spent on an action plan for classes this fall; board members need to become involved in a discussion of expectations.
- The plan is to move forward with fall sports. We will provide athletes with a safe environment.
- The CARES Act was discussed; two parts – first part deals with students, second part is funds for the institution. Scholarships will be a part of this also.
- The President has provided interviews with various newspapers pertaining to enrollment, budget, layoffs, etc.
- The President is working with a committee including Sheriff Filicetti, Niagara University President Maher, and others discussing hiring minority officers.
- The President met with Erie Community College Interim President Bill Reuter.
- The first day of classes was August 31.
- A town hall meeting was held on August 26 for employees.
- A student town hall meeting will be held on October 1 via ZOOM. Chairperson Virtuoso and Vice

Chairperson Ross will be a part of this meeting. We plan on continuing this every other month for employees and students.

- The Foundation Gala has been postponed to next spring. Some donations are being received for this year.
- The President will be interviewed tomorrow by Buffalo Business First.
- The college strategic plan was sent out via email and copies were sent to board members.

#### **STUDENT TRUSTEE REPORT**

No report was provided.

Chairperson Virtuoso thanked Eric Lipps for his time on the board. Student Trustee Lipps appreciated being part of the board.

#### **FACULTY OBSERVER REPORT**

No report was provided.

#### **ACADEMIC/STUDENT LIFE COMMITTEE**

It was moved by Chairperson Virtuoso and seconded by Trustee Alexander to approve the Revised Title IX Policy (Non-Discrimination Sexual Harassment Response and Prevention), as presented. Motion carried unanimously.

It was moved by Chairperson Virtuoso and seconded by Trustee Alexander to approve the Student Title IX Grievance Policy and Procedure, as presented, Motion carried unanimously.

It was moved by Chairperson Virtuoso and seconded by Student Trustee Lipps to approve the Job Description: Chief Diversity and Equity Officer, as presented. Motion carried unanimously.

It was moved by Chairperson Virtuoso and seconded by Trustee Ross to approve the Job Description: Vice President of Administration, as presented. Motion passed, Trustee Sloma opposed.

It was moved by Chairperson Virtuoso and seconded by Trustee Sloma to approve the Open Niagara Alliance FCU Savings Account as presented. Motion was read by Chairperson Virtuoso:

I move that Niagara County Community College (the "College") execute and deliver a duly signed account card and the authority to transact business, including but not limited to the maintenance of savings, checking and other accounts on behalf of the College with Alliance Niagara Federal Credit Union ("Alliance Niagara"). Alliance Niagara has a branch located on the College's Sanborn campus and able to accept College daily deposits without a fee and via College-initiated authorization, transfer funds to the College's primary checking account with another institution. Alliance Niagara accounts are federally insured to at least \$250,000.

The following officers and/or representatives shall be signatories to said accounts: William J. Murabito, President and Wayne Lynch, Interim Vice President of Administration.

The College has contracted for armored car pickup services of daily bank deposits at the Sanborn campus with its current third-party servicer since January 1, 2012. By opening an account with Alliance Niagara, the College will save approximately \$7,700 annually. The College's contract for services with the armored car service may be terminated with sixty (60) days written notice prior to anniversary date.

Motion carried unanimously.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

Chairperson Virtuoso reminded board members to obtain their new ID badge; the Security Department, located in G Building, will take their picture for the badge.

**GOOD & WELFARE**

There was no good & welfare.

It was moved by Trustee Ross and seconded by Trustee Sloma to adjourn at 6:10 p.m. Motion carried unanimously.

Bonnie R. Sloma  
Secretary