

NIAGARA COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

AUGUST 17, 2021

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**A meeting of the Board of Trustees was held
on August 17, 2021 at 4:30 p.m.
in person, via ZOOM, and live streaming**

Board Members Present

Mr. Jason Cafarella, Chairperson
Mr. Kevin Clark, Financial Secretary
Ms. Katherine Alexander
Mr. William Ross
Mr. Jerald Wolfgang
Mr. Maurice Jackson, Student Trustee

Board Members Present via ZOOM

Ms. Gina Virtuoso, Vice Chairperson
Ms. Bonnie Sloma, Secretary
Ms. Sheila Smith

Administration Present

William J. Murabito, Ph.D., President
Ms. Catherine Brown, Assistant Vice President of Human Resources
Mr. Jesse Goldberg, Chief Information Officer
Mr. Wayne Lynch, Vice President of Administration
Mr. Robert McKeown, Assistant Vice President of Enrollment Management
Mr. Brian Michel, Director of Grants
Ms. Julia Pitman, Vice President of Student Services
Ms. Lydia Ulatowski, Vice President of Academic Affairs
Ms. Barbara Walck, Assistant to the President
Dr. Brad Wingert, Associate Vice President of Academic Affairs

Chairperson Cafarella called the meeting to order at 4:35p.m. and asked Trustee Ross to lead the assembly in the Pledge of Allegiance and a moment of silence for the men and women serving in the military.

Chairperson Cafarella stated that the meeting is being recorded and live streamed.

PUBLIC COMMENTS

There were no Public Comments.

PRESENTATION

Heather Trumble, Technical Assistant, Office of Student Life stated this presentation was a continuation from the June board meeting. She introduced members of the Student Government Association Arianna Morales and Miranda Fiore; also stated that Student Trustee Maurice Jackson traveled to New Orleans with them. They presented a TikTok video showing their alternative spring break travels and the work completed on a home devastated by Hurricane Katrina. Vice Chairperson Virtuoso discussed the possibility of a project like this being done somewhere local. Heather Trumble discussed the campus pantry and the expansion of cold storage. A brochure was provided to all in the board room.

Robert McKeown, Assistant Vice President of Enrollment Management, provided a PowerPoint presentation on enrollment. A handout was provided. He discussed the daily flash report, NFCI task force, overall college enrollment, criminal justice enrollment updates four year look back, advertising, home schooled students, learning options with Hy-flex and the upgrades on campus.

CONSENT AGENDA

Chairperson Carafella asked if Board members wanted any item removed from the Consent Agenda. It was moved by Chairperson Cafarella and seconded by Trustee Clark that the Board approve the minutes from the June 15, 2021 board meeting, Statement of Revenues and Expenditures (2), and Grant Activities. Motion carried unanimously.

It was moved by Chairperson Cafarella and seconded by Trustee Alexander that the Board go into Executive Session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss contract negotiations at 5:15 p.m. Motion carried unanimously.

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

INFORMATION ITEMS

Chairperson Cafarella 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, and Facilities Update. Trustee Ross had a question on the veteran's legacy walkway. Brian Michel discussed the capital campaign.

Chairperson Cafarella left the meeting and asked Financial Secretary Sloma to chair the meeting.

CHAIRPERSON'S REPORT

Financial Secretary Sloma stated a handout was provided with the 2021-22 board meetings listed. There were no questions on the board schedule.

PRESIDENT'S REPORT

Dr. Murabito discussed the following:

- The Small Business Development Center provided an annual report. Please review and pass around. For those on the zoom call, please let Barb Walck know if you would like a copy.
- The NCCC golf tournament was successful. The Athletes did a great job running it.
- Dr. Murabito attended the United Way Strategic Planning Committee, and how to plan for the future was discussed.
- The College Presidents continue to meet every two weeks. We compare ideas on budget, enrollment, opening of classes, etc.
- The Empire State Ride concluded on July 31 on Old Falls Street. NFCI was involved with this event by providing water and cookies to the riders and their families as their final stop was in front of NFCI. Tours of NFCI were given, and the Savor Restaurant served many people.
- A group of people are working with Hanover Research, met with them virtually and will put together a proposal. They will review outside objectivity, enrollment, etc.
- If any trustees are interested in attending the Town of Niagara music concerts, tickets remain for the final concert on Monday.
- The newly renovated Dining Commons (formerly main cafeteria) will have a soft opening next week, this will be shown on the tour after the meeting.
- The Niagara County Law Enforcement Academy will have graduation in the theater next week. Any trustee interested in attending may do so.

- The All Faculty meeting will be on August 26.

- New student orientation will be on August 26, followed with a parent reception at 4:30 p.m. Any board members available to meet students or parents are welcome to attend.
- The first day of classes will be on Monday, August 30.
- Savor Restaurant is doing well. Their last day to be open in summer is Thursday, August 19, and will reopen on Friday, September 3.
- Last week, Karen Kwandrans, Assistant Vice President for Workforce Development gave her resignation. Looking at our future in that area, we would like to bring economic development, Small Business Development Corporation, Grants and Workforce Development together under one umbrella. I have asked Brian Michel to step up to be in charge of those areas as Assistant Vice President of Academic Affairs Economic Development.
- Brad Wingert, Associate Vice President of Academic Affairs gave his resignation and will begin teaching in the Niagara Falls School District.

STUDENT TRUSTEE REPORT

The Student Trustee Report was provided by Maurice Jackson.

FACULTY OBSERVER REPORT

No report was provided.

ACADEMIC/STUDENT LIFE COMMITTEE

There was no committee report.

FISCAL COMMITTEE

Wayne Lynch, Vice President of Administration provided the financial update. He discussed the updated FY 21/22 Budget Submission. It was moved by Trustee Wolfgang and seconded by Trustee Ross to accept the Updated FY 21/22 Budget Submission as presented. Motion carried unanimously.

Wayne Lynch stated the Fiscal Committee tabled the Draft Procurement/Purchasing Policy item for more discussion.

Wayne Lynch provided the business and finance update; discussed capital updates, revenue and expense update, and the COVID federal stimulus package.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

GOOD & WELFARE

There was no Good & Welfare.

A tour of various area upgrades will take place immediately following this meeting.

It was moved by Trustee Ross and seconded by Student Trustee Jackson to adjourn at 7:00 p.m. Motion carried unanimously.

Bonnie Sloma
Secretary