

**NIAGARA COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
JANUARY 15, 2019**

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**A meeting of the Board of Trustees was held
on January 15, 2019 at 4:30 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 (via ZOOM video)
Mr. Vincent Sandonato, Financial Secretary
Mr. Jason Cafarella
Mr. Jerald Wolfgang

Board Members Absent

Mr. Kevin Clark
Ms. Sheila Smith

Administration Present

William J. Murabito, Ph.D., Interim President
Ms. Deborah Brewer, Director of Foundation
Ms. Catherine Brown, Director of Human Resources
Ms. Barbara DeSimone, Director of Public Relations
Mr. John Eichner, Interim Vice President of Finance and Information Technology
Ms. Erika Grande, Assistant Director of Human Resources
Ms. Karen Kwandrans, Assistant Vice President of Academic Affairs / Workforce Dev'l
Mr. Wayne Lynch, Interim Vice President of Operations
Mr. Robert McKeown, Assistant Vice President of Enrollment Management
Mr. Dennis Michaels, Chief Information Officer
Mr. Mark Mistriner, Interim Assistant Vice President of Academic Affairs / N. Falls Campus
Ms. Julia Pitman, Vice President of Student Services
Ms. Lydia Ulatowski, Interim Vice President of Academic Affairs
Ms. Barbara Walck, Assistant to the President
Mr. Bradley Wingert, Interim Assistant Vice President of Academic Affairs

Invited Guests Present

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

Chairperson Ross called the meeting to order at 4:20 p.m. and asked Trustee Cafarella 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.

It was moved by Trustee Cafarella and seconded by Trustee Virtuoso that the Board go into Executive Session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss negotiations at 4:25 p.m. Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Virtuoso that the Board come out of Executive Session at 4:45 p.m. Motion carried unanimously.

CONSENT AGENDA

Chairperson Ross asked if Board members wanted any item removed from the Consent Agenda.

It was moved by Trustee Wolfgang and seconded by Trustee Cafarella that the Board approve the minutes from the December 11, 2018 board meeting. Motion carried unanimously. It was moved by Trustee Cafarella and seconded by Trustee Virtuoso that the Board approve the Special Board meeting minutes of December 17, 2018, along with the Statement of Revenues and Expenditures and Grant Activities. Motion carried unanimously.

Chairperson Ross asked Dr. Murabito to explain the Sole Source Justification Form for vendor Smartchoices provided in a handout. The board needs to take action on the Sole Source vendor. Assistant Vice President Karen Kwandrans provided a brief overview. It was moved by Trustee Wolfgang and seconded by Trustee Sandonato that the Board approve the Sole Source for vendor Smartchoices as presented. Motion carried unanimously.

INFORMATION ITEMS

Chairperson Ross asked Board members if there were questions regarding the Information Items. There were no questions. The following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Foundation Report, Facilities Update, and In-Kind Donation.

CHAIRPERSON'S REPORT

Chairperson Ross stated the college athletic teams are doing exceptionally well; congratulations to Coach Beutel for his undefeated women's basketball season; more games to follow. The men's basketball team and the wrestling teams are also doing well.

Chairperson Ross provided a handout listing the 2018-2019 Committee Appointments, officers, and trustee representations.

Chairperson Ross asked Vice Chairperson Virtuoso to provide an update on the Presidential Search. Next week, January 22, there will be three public forums for the President Search. On January 23, there will be a meeting with the Presidential Search Committee from 3:00 pm to 7:00 p.m. A special board meeting is scheduled for January 24 at 5:00 p.m. to discuss and approve the Presidential Profile.

The February board meeting has been rescheduled for Tuesday February 26.

PRESIDENT'S REPORT

Dr. Murabito discussed the following:

- On January 8, we hosted the annual Tech Wars event; coordinated by Mark Voisinet. This competition brings many high schools together by displaying and using their technical skills.
- January 10 was our Recognition Awards Ceremony, which included a breakfast followed by the All College Meeting. Trustees Virtuoso and Ross attended. Between employees of NCCC and the College Association, there were 790 years of combined service awarded. Congratulations!
- Instruction began yesterday. Bob McKeown provided an enrollment update.

- Gingerbread Wonderland had a very successful year with more tickets sold than any other year for the tour stops. Thank you to the Baking and Pastry staff and students for all their hard work in designing/decorating the Gingerbread Wonderland houses. Also thank you to our facility/staff for building the façade and to Public Relations, Grants, and Foundation for decorating and undecorating the Culinary Institute.
- New parking ramp rules will be adopted at the Culinary Institute starting on March 1. Swipe cards will be provided to students and staff regularly attending NFCI. New stamps will be developed to be used on the validation tickets. More information will be provided once this is finalized.
- Dennis Gasbarro, Assistant Director of Building and Grounds resigned from his position on January 4. We may reorganize that position.
- Many departmental moves are taking place around the campus. The Foundation Department will be moving back to the Sanborn campus.
- The Romantic/Consensual Relationship Policy was discussed in the Academic Committee meeting. This new draft policy will be addressed with college unions, and be on the agenda again in February.
- We are hoping by the February board meeting we may have a new student trustee. Vice President Pitman stated they are recruiting and encouraging everyone to bring forward student names who may be interested.

STUDENT TRUSTEE REPORT

There is no Student Trustee Report.

FACULTY OBSERVER REPORT

Faculty Senate President Marc Pietrzykowski provided his report.

PRESENTATION

Dr. Murabito introduced Carolyn Stanko, Associate Professor of Horticulture and Biology and the Horticulture Program Coordinator. Carolyn was awarded the 2018 Person of the Year by Plant WNY, the trade association for the professional landscape and nursery trades. Congratulation to Carolyn!

A PowerPoint presentation was provided by Carolyn Stanko entitled "The Controlled Environment Agriculture Center Proposal". A handout was distributed.

COMMITTEE REPORTS

Fiscal Committee

It was moved by Trustee Wolfgang and seconded by Trustee Sandonato that the Board approve the Fiscal Committee Meeting Minutes of December 11, 2018. Motion carried unanimously.

Academic/Student Life Committee

The Romantic/Consensual Relationship Policy will be discussed and reviewed by unions.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Chairperson Ross reminded trustees of the three important Presidential Search meetings next week.
Chairperson Ross reminded trustees of the February 26, 2019 board meeting.

GOOD & WELFARE

There was no Good & Welfare.

It was moved by Trustee Wolfgang and seconded by Trustee Cafarella to adjourn at 5:30 p.m. Motion carried unanimously.

Barbara Walck
Secretary