

**NIAGARA COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

A meeting of the Board of Trustees was held
at 8:00 a.m. on February 18, 2015
in the Robert Michael Sdao Memorial Board Room
at Niagara County Community College

Board Members Present

Mr. Henry Wojtaszek, Chairperson (arrived at 8:10 a.m.)
Mr. James Ward, Secretary
Ms. Gina Virtuoso Financial Secretary
Mr. Vincent Ginestre
Mr. William Ross
Mr. Kevin Schuler
Ms. Olivia Spitzer, Student Trustee

Board Members Excused

Mr. Bradley Rowles
Ms. Bonnie Sloma
Ms. Sheila Smith

Administration Present

Dr. James P. Klyczek, President
Mr. Donald Armstrong, Interim Director of Human Resources
Ms. Gina Beam, Director of Public Relations
Dr. Eunice Bellinger, Vice President of Academic Affairs
Ms. Deborah Brewer, Foundation Director
Mr. Michael Dombrowski, Vice President of Operations
Ms. Julia Pitman, Vice President of Student Services
Ms. Paula Sandy, Vice President of Academic Auxiliary Services
Ms. Lydia Ulatowski, Assistant Vice President of Academic Affairs
Ms. Barbara Walck, Assistant to the President

Invited Guests Present

Ms. Deborah Beach, ESPA Union President
Ms. Lori Townsend, Faculty Senate President

In the absence of Chairperson Wojtaszek, Trustee Schuler called the meeting to order at 8:05 a.m. and led the assembly in the Pledge of Allegiance and a moment of silence for the men and women who are serving our country.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Trustee Schuler asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Virtuoso and seconded by Trustee Ward that the Board approve the Consent Agenda which included the Meeting Minutes, Statements of Revenue and Expenditures, and Grant Activities. Motion carried unanimously.

INFORMATION ITEMS

Trustee Schuler asked Board members if there were questions regarding the Information Items.

President Klyczek clarified items 5 and 6 were information items and went through as a vote during the February Planning Committee but they really did not need to be approved. These items were only a notification that these programs went through the SUNY approval process. These two programs are expected to start in fall 2015. President Klyczek briefly discussed delays at the State Education Department for new programs and requirements when a new program is started. There being no other questions, the following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Facilities Update, Foundation Report, SUNY Approval of Enology AAS and SUNY Approval of Viticulture AAS.

CHAIRPERSON'S REPORT

President Klyczek stated it was discussed that the meeting times may be moved to late afternoon and once a month combining the committees within the board meeting and the other issue is officer positions since Trustee Needler has left. Chairperson Wojtaszek stated we can postpone the officer election to next month as three trustees were absent. Trustee Schuler stated he is against changing the meetings into one. Trustee Ginestre prefers an afternoon meeting; Trustees Ross and Virtuoso are open to either decision; Student Trustee Spitzer may have to alter her schedule. The meeting time will be discussed next month. President Klyczek stated the board information printed in the Capital Campaign booklet would remain the same showing Chairman Wojtaszek, Secretary Ward and Financial Secretary Virtuoso. It was agreed to proceed with the printing of the Capital Campaign booklet as is. Trustee Schuler nominated Trustee Ward as Chairperson, and by the next board meeting nominations will be provided. The next committee meeting will be at 8:00 a.m.

PRESIDENT'S REPORT

President Klyczek reported that:

- The Tobacco Free Campus policy has been progressing for approximately three (3) years, we are legally a tobacco free campus, but have difficulty with enforcement. It applies to everyone except the TSPA union. The proposal is to eliminate all the warnings and to immediately impose the fines. We have started the labor management meetings with the bargaining unit representatives. An update will be given at the March committee meeting.
- An article in the Niagara Gazette was chiding the college for not reporting a theft. Security responded to this incident, but this case involved a personal theft which must be reported to the police by the individual. Our security does not report thefts to the police when there is a personal theft; that is up to the individual. The individual who had

items taken chose not to report this incident to law enforcement. The criminal was seen at other colleges taking items, and eventually this person was caught. Lisa Babcock, Director of Security will provide an overview of security at our March committee meeting.

- The Start Up NY press release has been published.
- The NFCI façade approval from the Legislature will be voted on at their March 3 meeting.
- Vice President Dombrowski is wrapping up the final design questions for the Learning Commons with JMZ Architects. We are hoping to finalize the draft for the RFP for architecture and engineering, then refine the RFP so we are clear what stage we are at in design for bidders.
- Bellwether presentation was given at the end of January; consisted of the President, Trustees Virtuoso and Ross, Steve Lamkin, Deb Brewer, Mark Mistriner; designers were Gina Beam, Ryan Hermann, and Marlee McCabe; we did not win our category.
- The Niagara USA Chamber dinner is on Friday February 27.
- The Niagara Catholic dinner is on Saturday February 28. Please see Barb if you are interested in attending.
- Our audit will be done next month. The endowment for the Foundation has grown over 50% from 2012. Since 2007 the investment amount was \$2.5 million and for 2014 is \$8.7 million.
- This evening will be the Niagara Falls Mayor's State of the City Address at the Conference Center.
- The ECMC Springtime event will be held on May 9. Please contact Barb if you are interested in attending.
- The ACCT Conference in October will be held in San Diego from October 14 – 17. We have a preliminary outline for the agenda. Note: Our NCCC Gala is on October 17.
- The NYCCT Regional meeting and Annual Business meeting will be hosted by Finger Lakes Community College from April 24-25.
- An article from the Buffalo News was distributed entitled "Judge awards \$7.25 million to worker injured on NCCC project". The President explained that the college and the Board of Trustees were incorrectly listed as respondents.

STUDENT TRUSTEE REPORT

Student Trustee Spitzer reviewed the events from her report.

COMMITTEE REPORTS

Finance

There was no Finance Report.

Governmental Affairs

Trustee Ross stated at their Legislature meeting last night, Assemblywoman Jane Corwin and Senator Robert Ortting gave a brief overview, and reaffirmed many of the resolutions that are submitted to the State dealing with mandated relief.

Planning/Facilities

Trustee Ward stated the MOU for Security was discussed at the February committee meeting.

President Klyczek handed out a final version of the Middle States bullet points of the questions regarding the board self-analysis of our operations. The President and Trustee Virtuoso have been working on the details of question #10. Trustee Virtuoso will submit the report to the Middle States committee.

Personnel

The faculty evaluations were delayed this year, therefore an MOU was requested. The evaluations will be reviewed at the March committee meeting.

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 Trustee Schuler and seconded by Trustee Ward to adjourn at 9:05 a.m. Motion carried unanimously.

James W. Ward
Secretary