

**NIAGARA COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MAY 29, 2018**

\* \* \* \* \*

**A meeting of the Board of Trustees was held  
on May 29, 2018 at 4:00 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  
Mr. Bradley Rowles, Financial Secretary  
Mr. Vincent Ginestre  
Mr. Vincent Sandonato

**Board Members Absent**

Mr. Jason Cafarella  
Ms. Sheila Smith  
Ms. Brittney Valdez, Student Trustee

**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  
Ms. Sara Harvey, Assistant Director of Public Relations  
Mr. Robert McKeown, Assistant Vice President of Enrollment Management  
Mr. Dennis Michaels, Chief Information Officer  
Ms. Julia Pitman, Vice President of Student Services  
Mr. William Schickling, Vice President of Finance/Information Technology  
Ms. Gail Tylec, Interim Vice President of Academic Affairs

**Invited Guests Present**

Ms. Cheryl Beyer, ESPA Union President

Chairperson Ross called the meeting to order at 4:07 p.m. and asked Trustee Ginestre 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.

### **PRESENTATION**

There were no presentations.

### **COMMITTEE REPORTS**

#### **Fiscal Committee**

Trustee Rowles read the following resolution:

#### BOARD RESOLUTION

#### Revised Conditions of Employment for Administrative Employees Handbook

**Background:** The Conditions of Employment for Administrative Employees Handbook was previously revised in May 2012. Many revisions and changes were made to the handbook to comply with federal, state, and the colleges policies and procedures.

The revisions provide updates and changes to an existing Conditions of Employment Administrative Handbook.

At the meeting of the Board of Trustees of Niagara County Community College on May 29, 2018 the following resolution was proposed and approved by the board:

WHEREAS the Board of Trustees recognizes that all administrative employees will adhere to all guidelines and revisions as outlined in the Conditions of Employment for Administrative Employees Handbook dated May 2018.

WHEREAS all administrative employees will review all changes, sign, and acknowledge receipt of changes. THEREFORE be it resolved that the Board of Trustees approves the revised The Conditions of Employment for Administrative Employees Handbook effective May 29, 2018.

---

William L. Ross  
Board Chairperson  
May 29, 2018  
BOT 18-14

It was moved by Trustee Rowles and seconded by Trustee Ginestre that the Board approve the Resolution-Revised Conditions of Employment for Administrative Employees Handbook as presented. Motion carried unanimously.

It was moved by Trustee Rowles and seconded by Trustee Ginestre to amend the NCCC 2018-2019 Budget resolution to a 1.2% or \$100,000 increase from the county over last year's budget in place of the 2% increase that was proposed. Motion carried unanimously.

It was moved by Trustee Rowles and seconded by Trustee Sloma to approve the FY 2018-2019 Tuition and

Fees Schedule as presented. Motion carried unanimously.

It was moved by Trustee Rowles and seconded by Trustee Ginestre to accept the Student Senate Budget as presented. Motion carried unanimously.

It was moved by Trustee Rowles and seconded by Trustee Sandonato to accept the Athletic Budget as presented. Motion carried unanimously.

Trustee Rowles read the following resolution:

RESOLUTION  
Job Description - Director of Career and Transitional Services

BE IT RESOLVED that the Board of Trustees of Niagara County Community College hereby approve the title of Director of Career and Transitional Services.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2018

---

William L. Ross  
Chairperson, Board of Trustees  
BOT 18-10

It was moved by Trustee Rowles and seconded by Trustee Sloma to approve the Job Description: Director of Career & Transitional Services as presented. Motion carried unanimously.

**Academic/Student Life Committee**

Trustee Sloma read the following resolution:

BOARD RESOLUTION  
Conferral of Professor Emeritus Status

**Background:**

Niagara County Community College has a long history of awarding Emeritus Status to retiring faculty. Over the past 15 years, this tradition has been drastically curtailed. Prior to AY 2003-2004, over 60% of all returning faculty were granted Emeritus Status. Since Fall 2004, that percentage has dropped to 21%, with no awards granted since 2013. These findings come from a review of Board of Trustee minutes going back to the inception of the College. Colleges and universities have found that this gesture, which carries virtually no cost, keeps these retirees connected to the institution and creates a community of retired professionals who are willing to return as guest speakers in their disciplines, participate in student-based activities, serve on committees, and can be a great source of support for foundations.

At the meeting of the Board of Trustees of Niagara County Community College on May 29th 2018, the following resolution was introduced for discussion and action:

WHEREAS the Niagara County Community College Board of Trustees current Emeritus Professor Policy was approved June 15, 2004, and

WHEREAS Emeritus Professor status is a long tradition in higher education recognizing life times of significant service to the colleges and universities across the nation, and

WHEREAS a review of the current policy has resulted in a recommendation that will strengthen the procedure and make it more transparent,

THEREFORE be it resolved that the Niagara County Community College Board of Trustees rescind the current policy and approve the new policy entitled Conferral of Professor Emeritus Status; and BE IT FURTHER RESOLVED all eligible faculty since June 2003 be contacted and allowed to submit requests for consideration under the new policy for a period ending December 1, 2018.

---

William L. Ross  
Board Chairperson  
May 29, 2018  
BOT 18-13

It was moved by Trustee Sloma and seconded by Trustee Virtuoso to approve the Resolution- Conferral of Professor Emeritus Status as presented. Motion carried unanimously.

### **CONSENT AGENDA**

Chairperson Ross asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Sandonato and seconded by Trustee Rowles that the Board approve the minutes from the April 24, 2018, Statement of Revenues and Expenditures, and Grant Activities. Motion carried unanimously.

### **INFORMATION ITEMS**

Chairperson Ross 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 Request for Proposals. There were no other questions.

### **CHAIRPERSON'S REPORT**

Chairperson Ross recommends keeping the same slate of officers for 2018-2019 since they have only been in effect for about 6 months. They will be open to proposals at the June board meeting when the vote will take place.

The NYCCT conference will be held in Saratoga Springs on September 20-22, 2018. Chairperson Ross discussed the following award nominations: Vice Chairperson Virtuoso for the Marvin A. Rapp Award, Trustee Ginestre for the Anne M. Bushnell Memorial Award and Certo Brothers for the Edward J. Pawenski Business/Industry Partnership Award. A resolution and vote will take place at the June board meeting.

### **INTERIM PRESIDENT'S REPORT**

Dr. Murabito discussed the following:

- Dr. Murabito's action plan will be discussed at the June board meeting.
- Dr. Murabito and Vice President Bill Schickling met with members of the Niagara County Legislature regarding the 2018-2019 college budget. The budget will be presented to the Legislature on June 19th.
- Dr. Murabito met with Niagara Falls Mayor Dyster and Anthony Villardo, Director of Business Development, regarding economic development and the role of the college.
- Dr. Murabito attended the United Way breakfast, which included several college employees.
- Empire State College will have residence here at the Sanborn campus located in the Veteran's Center and will be moving in August 1<sup>st</sup> as discussed by Interim Vice President of Academic Affairs Gail Tylec. Dr. Murabito will be finalizing contract language and the discussion of a BSN degree with Empire.
- Dr. Murabito participated in the Inauguration Ceremony for the new ECC President, Dan Hocoy on

May 4<sup>th</sup>.

- Chairperson Ross and Dr. Murabito attended the LEAP meeting. North Tonawanda Mayor Arthur Pappas was the speaker.
- Dr. Murabito attended the SUNY President's meeting in Albany on May 22<sup>nd</sup> held with SUNY Chancellor Johnson.
- Chancellor Johnson will be visiting the college on June 5<sup>th</sup>.
- The first Distinguished Teaching Professorship Award for a faculty member of NCCC was awarded to Dr. Julie Woodworth at a Chancellor's Award ceremony in Albany on May 22<sup>nd</sup>.

#### **STUDENT TRUSTEE REPORT**

There was no Student Trustee report.

#### **FACULTY OBSERVER REPORT**

There was no Faculty Observer report.

#### **OLD BUSINESS**

There was no old business.

#### **NEW BUSINESS**

There was no new business.

#### **GOOD & WELFARE**

There was no good and welfare.

It was moved by Trustee Ginestre and seconded by Trustee Rowles to adjourn at 5:31 p.m. Motion carried unanimously.

Bonnie Sloma  
Secretary