

**NIAGARA COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
AUGUST 8, 2017**

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**A meeting of the Board of Trustees was held
on August 8, 2017 at 4:00 p.m.
in the Robert Michael Sdao Memorial Board Room
at Niagara County Community College**

Board Members Present

Mr. Vincent Ginestre, Chairperson
Mr. William Ross, Vice Chairperson
Ms. Gina Virtuoso, Financial Secretary (via video conference)
Ms. Sheila Smith, Secretary
Mr. Bradley Rowles
Mr. Vincent Sandonato
Ms. Bonnie Sloma

Board Member Excused

Mr. Jason Cafarella
Mr. James Ward
Ms. Katelynn DeLac, Student Trustee

Administration Present

Dr. Luba Chliwniak, Officer in Charge
Ms. Barbara DeSimone, Acting Director of Public Relations
Ms. Deborah Brewer, Director of Foundation
Ms. Catherine Brown, Director of Human Resources
Mr. Michael Dombrowski, Vice President of Operations
Mr. Dennis Michaels, Chief Information Officer
Ms. Vicki Orzetti, Assistant Director of Human Resources
Ms. Julia Pitman, Vice President of Student Services
Mr. William Schickling, Vice President of Finance/Information Technology
Mr. James Trimboli, Director of Financial Aid
Ms. Barbara Walck, Assistant to the President

Invited Guests Present

Ms. Cheryl Beyer, ESPA Union President
Mr. Joseph Colosi, Faculty Union President
Mr. Marc Pietrzykowski, Faculty Senate President
Mr. James Voutour, Niagara County Sheriff
Ms. Kathleen Granchelli, YWCA of the Niagara Frontier CEO
Ms. Mary Brennan-Taylor, YWCA of the Niagara Frontier VP of Programs
Mr. Thomas Gibbons, NYS Police Campus Sexual Assault Victims Unit Sr. Investigator

Chairperson Ginestre called the meeting to order at 4:05 p.m. and led the assembly in the Pledge of Allegiance and a moment of silence in respect for the men and women who are serving our country.

Chairperson Ginestre introduced Ms. Mary Brennan-Taylor, Vice President from the YWCA and Mr. Thomas Gibbons, Senior Investigator from the NYS Police who provided a PowerPoint presentation showing an overview of the existing resources and training for victims of sexual assault that have been in place at NCCC for several years. An MOU was signed by Mr. James Voutour, Niagara County Sheriff, Ms. Kathleen Granchelli, YWCA CEO and Dr. Luba Chliwniak to formalize the ongoing efforts to provide services for sexual assault victims at NCCC.

PUBLIC COMMENTS

Public Comments were given by:

Mr. Connor Brinkworth

Ms. Rose Mary Warren

CONSENT AGENDA

Chairperson Ginestre asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Sloma and seconded by Trustee Smith that the Board approve the Consent Agenda which included the Board Meeting Minutes of June 13, 2017, Statement of Revenues and Expenditures (2), and Grant Activities. Motion carried unanimously.

INFORMATION ITEMS

Chairperson Ginestre 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, Trustee Sandonato Appointment Letter, and Prospective Requests for Bids and Proposals.

Chairperson's Report

Chairperson Ginestre provided condolences to the family of Peter I. Certo who passed away on July 5, 2017. Peter was an alum of NCCC, and a member of the Foundation Board serving as chairman for many years, and was a current Presidential Partner. He was a benefactor to the college in many ways.

Chairperson Ginestre states there will not be a board dinner meeting in August this year.

Chairperson Ginestre stated he has reached out to John Powers from Hancock Estabrook and he has stated there has been no continuing activity at this time. Based on what he has found, there has been no illegal activity of any type. Barbara Pierce from Tipping Point has contacted Chairperson Ginestre and that no further assistance is needed from her.

It was moved by Trustee Ross and seconded by Trustee Rowles that no further assistance is needed from Barbara Pierce from Tipping Point. Motion carried unanimously.

It was moved by Chairperson Ginestre and seconded by Trustee Ross that the board has agreed to extend the special assignment of Officer in Charge to Dr. Luba Chliwniak effective for the period July 27, 2017 until

an Interim President is appointed. Based on a rate of \$10,500 for a 90 day period.
Motion carried unanimously.

Congratulations to Trustee Sandonato for his appointment to the NCCC Board of Trustees. His term of office will expire on June 30, 2024.

Chairperson Ginestre stated that NCCC is a sponsor for the Buffalo Bisons baseball game on Saturday August 19. Trustee Sandonato will be throwing out the first pitch.

Officer in Charge Report

Dr. Chliwniak reported that:

- NCCC tabloid was handed out to board members, which was mailed to approximately 45,000 households. This is the third tabloid mailed, showing various classes offered including free tuition as a senior scholar. Also shows our championship sports teams. The front cover was designed by our Chancellors Award Winner Danielle Dirks.
- Our Public Relations Department has provided to board members our new NCCC marketing decal which can be adhered to your car. This decal will be distributed to all employees and used for recruitment in the admissions office.
- Congratulations to Deb Brewer for receiving \$15,000 from the Statler Foundation for our scholarships. Deb is also working with National Grid for more scholarship opportunities.
- We have resubmitted to the Liberty Grant which is due on August 10; if there is new funding on that grant proposal it will be available on January 1.
- We are working with the housing board for housing opportunities with development for downtown; two developers have expressed interest. The housing board is also looking at transportation alternatives. Trustee Sloma asked for culinary enrolment figures for fall 2017.
- Update on Excelsior Scholarship, we have 101 eligible applicants, which are being processed.
- SUNY is requiring colleges to have a Preferred Name Policy. Vice President Pitman and Human Resources Director Brown previously have given a presentation on this. Chairperson Ginestre asked if the board can review the materials again. This agenda item will be presented at the September board meeting. Barb Walck will send the materials to board members.

Dr. Chliwniak introduced Professor Jerry Truesdell who provided a Power Point presentation on Kumon Math.

STUDENT TRUSTEE REPORT

There was no report.

COMMITTEE REPORTS

Finance Committee

Vice President Schickling discussed the Community College Funding Formula Refresh.

It was moved by Trustee Rowles and seconded by Trustee Sandonato to approve the Budget Transfer as follows:

FROM:		TO:	
Printing and Advertising	\$ 180,000	Equipment	\$ 180,000

Motion carried unanimously.

Governmental Affairs

Trustee Ross stated the Niagara County Legislators are working on the next budget.

Planning/Facilities

Vice President Dombrowski provided a Learning Commons update.

It was moved by Trustee Sloma and seconded by Trustee Ross to approve the Felony and Disciplinary Admissions Policy as presented. Motion carried unanimously.

Trustee Sloma discussed the facilities subcommittee topic. Vice President Dombrowski suggested using the Health and Wellness Committee that we presently have on campus. A walk through is done every fall and spring; a report of findings will be brought to the board. A security report will be provided to the board. Student housing was discussed regarding board members, meeting minutes, and stricter measures of discipline for students.

Trustee Sloma requested enrolment for the 2017-2018 fall semester for Sanborn and NFI including the last two years enrolment.

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 Ross and seconded by Trustee Sloma that the Board go into Executive Session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss legal matters at 6:10 p.m. Motion carried unanimously.

It was moved by Trustee Virtuoso and seconded by Trustee Sandonato that the Board come out of Executive Session at 6:25 p.m. Motion carried unanimously.

No action was taken.

It was moved by Trustee Rowles and seconded by Trustee Sloma to adjourn at 6:30 p.m. Motion carried unanimously.

Sheila Smith
Secretary