

**NIAGARA COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
SEPTEMBER 18, 2018**

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**A meeting of the Board of Trustees was held
on September 18, 2018 at 11:00 a.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. Vincent Sandonato, Financial Secretary
Mr. Jason Cafarella
Mr. Kevin Clark
Mr. Vincent Ginestre
Ms. Sheila Smith
Mr. Jerald Wolfgang

Administration Present

William J. Murabito, Ph.D., Interim President
Ms. Deborah Brewer, Director of Foundation
Ms. Catherine Brown, Director of Human Resources
Ms. Alissa Cummings, Interim Director of Transitional and Career Services
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. Sara Harvey, Assistant Director of Public Relations
Dr. Stephen Kim, Director of Institutional Research
Mr. Mark Mistriner, Interim Assistant Vice President Academic Affairs
Ms. Vicki Orzetti, Assistant Director of Human Resources
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. Marc Pietrzykowski, Faculty Senate President

Chairperson Ross called the meeting to order at 4:30 p.m. and asked Trustee Clark 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.

CONSENT AGENDA

Chairperson Ross asked if Board members wanted any item removed from the Consent Agenda. Chairperson Ross stated that Trustee Wolfgang brought to his attention that the approval motion on the minutes of June 19, 2018 was moved by Trustee Clark; this needs to be amended as he was not present. Therefore, it was moved by Trustee Virtuoso and seconded by Trustee Ginestre to amend the minutes motion and approve the minutes from the June 19, 2018 board meeting. Motion carried unanimously. It was moved by Trustee Wolfgang and seconded by Trustee Ginestre that the Board approve the minutes from the August 21, 2018 board meeting, Statement of Revenues and Expenditures, and Grant Activities. Motion carried unanimously. Trustee Ginestre commended those who have written the new grants. Dr. Murabito stated this information would be passed along to Brian Michel, Director of Grants.

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, and Foundation Report.

Dr. Murabito introduced employees with new position titles:

- Lydia Ulatowski is the Interim Vice President of Academic Affairs
- John Eichner is the Interim Vice President of Finance and Information Technology
- Mark Mistriner is the Interim Assistant Vice President of Academic Affairs (managing the culinary)
- Alissa Cummings is the Interim Director of Transitional and Career Services.

Dr. Murabito introduced Dr. Stephen Kim as the new Director of Institutional Research

Dr. Murabito's Executive Council group has expanded with the following individuals: Dennis Michaels, Catherine Brown, Robert McKeown, and Dr. Stephen Kim.

CHAIRPERSON'S REPORT

Chairperson Ross thanked those in attendance at the Learning Commons Grand Opening on September 6. A special thank you to all who made this project a success. In addition, the dedication plaque on display in the boardroom will be mounted in the entrance area of the Learning Commons. Thank you to Barb DeSimone for her work on this plaque.

The President Search Committee is a number one priority for this board, and Chairperson Ross provided a brief overview. It is anticipated that board members will determine the search committee on October 16. Three board members will be on the committee consisting of Chairperson Ross, Vice Chairperson Virtuoso and Secretary Sloma. The Student Trustee will also be on this search committee. Five faculty members, the Student Senate President, one Foundation board member, two union reps, one Legislator, one administrator, one alumni, three community members, possibly one from the housing board and the College Association board.

It is anticipated to keep the committee at 19 people. Any one of the trustees could be the Chair of the committee. Vice Chairperson Virtuoso asked if there could be Co-Chairs on this committee between her and Secretary Sloma. Attendance is a priority for those on the committee. An application will be online and the board will decide on the committee members chosen. Barbara Walck will serve as the Secretary of this committee. It was moved by Trustee Ginestre and seconded by Trustee Clark that no more than 21 members will be on the Presidential Search Committee. Motion carried unanimously.

Trustee Sloma asked that comments from the press or if anyone has questions regarding the Presidential Search be directed to Chairperson Ross.

Chairperson Ross stated that Trustees Clark, Wolfgang and Chairperson Ross would be attending the NYCCT conference held on September 21-23 in Saratoga Springs, NY. Certo Brothers Distributing Company will be receiving the Edward J. Pawenski Business/Industry Partnership Award. Twelve members of the Certo Family will be in attendance for this award.

PRESIDENT'S REPORT

Dr. Murabito discussed the following:

- The Learning Commons Soft Opening was held on August 22, followed by the Grand Opening on September 6.
- The All Faculty Breakfast and Meeting was held on August 23. This is the faculty kickoff for the year.
- The first day of classes was on Monday August 27. The Scholarship Program, which was approved this year, is creating many opportunities for students who may not be able to attend college.
- Various STEM meetings have been on going, and we are planning to attend the Niagara County Administration meeting on October 9 at which time we will present our proposal.
- The All College meeting was held on September 11, Trustees Virtuoso and Ross attended. This meeting was held in the main cafeteria, and possible renovations may take place to have this area more assessable to the college and community.
- The college student newspaper "The Spirit" has been distributed to all trustees.
- An article entitled How a Successful Presidency Fails: One Day at a Time was provided to everyone. This was published in the Chronicle.
- A Safety Committee was approved last fall, and are working with the Faculty Senate. Good suggestions have been provided with three main themes: personal safety, wellness and health and environmental safety issues, which will provide three sub committees.
- At the All College Meeting on September, Dr. Murabito provided the accomplishments of his action plan. Priorities listed were Presidential Search, STEM Initiative, Athletic Facilities Upgrade, Public Safety Model, Student Opinion Survey, Contract Negotiations, New Academic Program Development, Enrollment, Workforce Development, Culinary Program Transition, Student Journey and Shared Governance. If any board members have other priorities to add, please contact Dr. Murabito. Barb Walck will provide the above-mentioned list to board members. Trustee Ginestre mentioned the Learning Commons article in The Spirit, and feels that more emphasis needs to be unveiled and strategically show the impact / role the Learning Commons is playing on the whole campus.

STUDENT TRUSTEE REPORT

There was no Student Trustee report. The new Student is Austin Sauer and will be attending the October 16 meeting.

FACULTY OBSERVER REPORT

There was no Faculty Observer report. Faculty Senate President Pietrzykowski asked what is required for the faculty to apply for the President Search Committee. Dr. Murabito stated a paragraph is needed as to why they would like to serve.

COMMITTEE REPORTS

Academic/Student Life Committee

Chairperson Smith stated that Human Resources Director Catherine Brown gave an update on the Media Policy, which was provided with the materials. She asked that everyone review this policy prior to the October 16 meeting. There were no questions.

Fiscal Committee

Chairperson Sandonato stated that Public Relations Director Barbara DeSimone provided an update on the tentative Annual Report. Interim Vice President of Finance and Information Technology John Eichner and Assistant Vice President of Enrollment Management Robert McKeown provided an overview of the Enrollment Budget Impact. There were no questions.

It was moved by Trustee Cafarella 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 negotiations and personnel at 5:10 p.m. Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Sonsonate that the Board come out of Executive Session at 6:10 p.m. Motion carried unanimously.

It was moved by Trustee Wolfgang and seconded by Trustee Clark that the Board approve the President's new contract. Trustee Sandonato opposed. Motion carried.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

GOOD & WELFARE

Trustee Sandonato wanted to commend Ross Annable on the handling of the scuffle near the snack bar area.

It was moved by Trustee Ginestre and seconded by Trustee Sloma to adjourn at 6:15 p.m. Motion carried unanimously.

Bonnie Sloma
Secretary