

**NIAGARA COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
MARCH 21, 2023**

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**A meeting of the Board of Trustees was held
on March 21, 2023 at 4:30 p.m.
in person, and live streaming**

Board Members Present

Mr. Jason Cafarella, Chairperson
Ms. Gina Virtuoso, Vice Chairperson
Mr. Kevin Clark, Financial Secretary
Ms. Katherine Alexander, Secretary
Mr. David Haylett, Jr.
Mr. William Ross
Ms. Gail Tylec
Mr. Aidan Freischlag, Student Trustee

Board Members Excused

Ms. Sheila Smith

Administration Present

William J. Murabito, Ph.D., President
Ms. Julie Berrigan, Director of Development
Ms. Catherine Brown, Assistant Vice President of Human Resources
Ms. Barbara DeSimone, Assistant Vice President of Institutional Advancement
Mr. John Eichner, Director of Business Services
Ms. Patrice Elnicki, Director of Financial Accounting and Reporting
Dr. Fabio Escobar, Assistant Vice President of Academic Affairs
Mr. Jesse Goldberg, Chief Information Officer
Mr. Harold (Hal) Legg, Director of Public Relations
Mr. Wayne Lynch, Vice President of Administration
Ms. Julia Pitman, Vice President of Student Services
Ms. Lydia Ulatowski, Vice President of Academic Affairs
Ms. Barbara Walck, Assistant to the President

Chairperson Cafarella called the meeting to order at 4:30 p.m. and stated the meeting was being recorded and live streamed. Chairperson Cafarella asked Trustee Alexander to lead the assembly in the Pledge of Allegiance. There was a moment of silence for the men and women serving in the military.

PUBLIC COMMENTS

Student Government Association President Hisan Milanés introduced himself to the board.

PRESENTATION

Chairperson Cafarella asked Assistant Vice President DeSimone to introduce the rebranding group representative. John Richelsen, Level 7 Market Research provided a PowerPoint presentation and discussed the brand strategy.

Chairperson Cafarella asked Vice President Lynch to introduce the Bonadio Group Partner. Randy Shepard provided a Presentation of Audit Results and the Financial Statements as of August 31, 2022 and 2021(draft) handouts to board members and discussed the executive summary.

It was moved by Chairperson Cafarella and seconded by Financial Secretary Clark to accept the report as presented. Motion carried unanimously.

Chairperson Cafarella asked Vice President Ulatowski to introduce the first IRC Grant presentation provided by Russ Crispell. Mr. Crispell provided information and You Tube on use of virtual reality in first aid training.

Vice President Ulatowski introduced the second IRC Grant presentation provided by Bridget Beilein. Ms. Beilein provided information and TikTok presentation on her trips overseas and speaking English with the Dutch, and using this as a recruitment tool in her language program.

CONSENT AGENDA

Chairperson Cafarella asked if Board members had any questions regarding the Consent Agenda items. It was moved by Chairperson Cafarella and seconded by Secretary Alexander that the Board approve the minutes from the February 21, 2023 board meeting, Statement of Revenues and Expenditures, and Grant Activities. Motion carried unanimously.

INFORMATION ITEMS

Chairperson Cafarella asked Board members if there were any questions regarding the Information Items. Trustee Ross asked regarding the personnel chart, and the availability of candidates. Assistant Vice President Brown stated some positions are hard to fill, but the searches are moving along, and the job posting is kept open until filled. The following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Foundation Report, and Facilities Update.

CHAIRPERSON'S REPORT

Chairperson Cafarella stated a handout was provided to board members with a list of upcoming events. Please RSVP to Barb Walck as soon as possible.

Chairperson Cafarella asked Vice President Ulatowski to provide an update on Middle States. Dr. Fabio Escobar also discussed that we have five working groups, and we are in the process of scheduling meetings.

Chairperson Cafarella reminded board members that May 13 is commencement and he encouraged trustees to attend, as this is an important day for our students.

PRESIDENT'S REPORT

President Murabito discussed the following:

- Dr. Fabio Escobar is providing a presentation as a keynote speaker on March 30, at 3:30 p.m. in E-140. A reception will follow honoring Emeriti from 2020 to present. All board members are invited to attend.
- Enrollment concerns continue at every campus in the country. SUNY Community Colleges are writing enrollment plans, and we are encouraging Evening College to recruit the adult population and part time students. Vice President Pitman stated that SUNY has application leads for student not getting into the college of their first choice. SUNY is experimenting with students applying at various colleges, and receiving direct admit to other SUNY campuses.
- On Thursday, April 6, SUNY Chancellor John King will be visiting our Sanborn campus; will provide more details as they become available.
- Commencement will be held on Saturday, May 13. Dr. Mark Bonacci will be the faculty speaker and the keynote speaker will be Mark Laurrie, Superintendent of Niagara Falls Schools.

STUDENT TRUSTEE REPORT

Student Trustee Freischlag provided his report.

FACULTY OBSERVER REPORT

The Faculty Observer Report was given by Dr. Elizabeth Sachs, Faculty Senate President. She provided a handout Addendum; Evening College: NCCC at Night.

COMMITTEE REPORTS

ACADEMIC/STUDENT LIFE COMMITTEE

Committee Chairperson Smith was absent, and Chairperson Cafarella stated the committee will have monthly standing meetings. The next meeting is scheduled for Thursday, April 6. More information will follow.

It was moved by Chairperson Cafarella and seconded by Trustee Ross that the Board go into Executive Session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss contracts and personnel matters at 5:58 p.m. Motion carried unanimously.

It was moved by Vice Chairperson Virtuoso and seconded by Student Trustee Freischlag that the Board come out of Executive Session at 7:15 p.m. Motion carried unanimously.

FISCAL COMMITTEE

Committee Chairperson Clark read the following resolution:

Board Resolution

Barnes & Noble Contract Amendment #4

Whereas Niagara County Community College (the “College”) and the College Association of Niagara County Community College, Inc. (the “Association”) entered into an agreement with Barnes and Noble College Bookseller, LLC (“Barnes & Noble”) to operate and provide bookstore services for the Sanborn and Niagara Falls campuses of the College; and,

Whereas the agreement between the parties is amended periodically to serve the needs of students; and,

Whereas the College desires to keep the cost of required course materials as low as possible for students, maintain physical bookstores to serve students and extend the relationship with Barnes & Noble; and,

Whereas Barnes & Noble’s First Day Complete is a program that provides instructor chosen required course materials at a per credit hour rate and the ability for a student to opt-out of the program; and,

Whereas the College will assess the First Day Complete to determine whether program value exceeds cost.

NOW THEREFORE LET IT BE RESOLVED BY NIAGARA COUNTY COMMUNITY COLLEGE AS FOLLOWS:

The Board of Trustees authorizes the College to sign amendment #4 to the Barnes & Noble contract.

Signed this _____ day of _____, 2023

Jason J. Cafarella
Chairperson, Board of Trustees
BOT 23-03

It was moved by Committee Chairman Clark and seconded by Trustee Ross that the board approve the Resolution as presented. Motion was carried unanimously.

Committee Chairperson Clark read the following resolution:

Board Resolution

First Day Complete Per Credit Hour Fee

Whereas Niagara County Community College (the “College”) and the College Association of Niagara County Community College, Inc. (the “Association”) entered into an agreement with Barnes and Noble College Bookseller, LLC (“Barnes & Noble”) to operate and provide bookstore services for the Sanborn and Niagara Falls campuses of the College; and,

Whereas the parties agreed to a fourth amendment of the agreement to serve the needs of students; and,

Whereas the fourth amendment introduces a program called First Day Complete (“FDC”) starting in the fall 2023 term in which FDC provides instructor chosen required course materials at a per credit hour rate to students with their ability to opt-out of the program; and,

Whereas FDC excludes courses from the per credit hour rate charge to a student when an instructor uses open education resources as required course material; and,

Whereas the FDC per credit hour rates shall be updated annually.

NOW THEREFORE LET IT BE RESOLVED BY NIAGARA COUNTY COMMUNITY COLLEGE AS FOLLOWS:

The Board of Trustees authorizes the College to charge a per credit hour rate of \$22 to students enrolled in non-culinary and baking programs and \$27 per credit hour rate to students enrolled in Culinary and Baking programs, commencing with the 2023-2024 academic year.

Signed this _____ day of _____, 2023

Jason J. Cafarella
Chairperson, Board of Trustees
BOT 23-04

It was moved by Committee Chairperson Clark and seconded by Student Trustee Freischlag that the board approve the resolution as presented.

Trustee Tylec asked that language would be developed ensuring the First Day Complete program be assessed and reviewed by a represented group committee. The board agreed this would be discussed at the April board meeting. Motion was carried unanimously.

Vice President Lynch discussed the Business and Finance updates.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

GOOD & WELFARE

There was no Good & Welfare.

The next board meeting will be on April 18, 2023.

It was moved by Trustee Haylett, Jr., and seconded by Trustee Ross to adjourn at 7:30 p.m. Motion carried unanimously.

Katherine D. Alexander
Secretary