

**The Academic-Student Life Committee  
meeting of the Board of Trustees was held  
on August 2, 2023 at 12:30 p.m.  
in the Robert Michael Sdao Memorial Board Room  
at Niagara County Community College  
and via ZOOM**

**Academic–Student Life Committee Board Members in Person**

Ms. Gail Tylec, Chairperson  
Mr. David Haylett, Jr., Vice Chairperson  
Mr. William Ross

**Academic - Student Life Committee Board Members via ZOOM**

Ms. Sheila Smith

**Administration Present**

William J. Murabito, Ph. D., President  
Ms. Alissa Cummings, Interim Vice President Student Services  
Ms. Lydia Ulatowski, Vice President of Academic Affairs  
Ms. Barbara Walck, Assistant to the President

**Academic-Student Life Committee Minutes**

Chairperson Tylec called the meeting to order at 12:32 p.m.

A roll call acknowledged that Trustee Sheila Smith was present via zoom.

The following were present in person: Trustees David Haylett, Jr., William Ross, Gail Tylec, President Murabito, Vice President Lydia Ulatowski, Interim Vice President Alissa Cummings, and Director of Evening College Tammy Bruno.

It was moved by Trustee Ross and seconded by Vice Chair Haylett, Jr., to approve the Academic-Student Life Committee meeting minutes of June 1, 2023 as presented. There were no questions, all in favor, motion carried unanimously.

**Introduction of Officers**

Committee Chair Tylec thanked Trustee Sheila Smith for her past role as committee chairperson. She thanked Trustee David Haylett, Jr., for taking on the role of Committee Vice Chair.

**Middle States Update**

Vice President Ulatowski provided a Middle States update, stating during the summer things have been slightly abbreviated. Steering Committee meetings have still been ongoing, in which Fabio Escobar is the lead. Virginia Taylor will serve as the project writer. There are seven standards, as some were combined from the past 14 standards. Middle States will name the chair of our visiting group; that person will most likely be appointed and visit the campus in fall 2024. All work seems to be on or ahead of schedule.

### **Prison Program Update**

Vice President Ulatowski stated the English 101 course is being offered during the summer session. Ten inmates were vetted through the county jail and BOCES. The inmates have shown/stated their gratitude and appreciation for this opportunity. Our adjunct instructor Dennis Eagan, is teaching them five days a week. Many of them have inquired regarding the English 102 course and have showed interest. The sheriff's office is paying the tuition for each participant. Committee Chair Tylec states this is a good community minded program.

Trustee Ross stated the Niagara County Law Enforcement groundbreaking was a very nice event, thanked those who organized the event, and it was well attended.

### **Evening College Update**

Director of Evening College Tammy Bruno provided an update. Most notably focusing on evening college opportunities and how we can provide evening students with the same "feel" as daytime students. The statistics show we are exceeding our benchmark of student applications. She is reaching out to Buffalo public schools and has been welcomed with this endeavor. She met with Niagara Falls Superintendent Mark Laurrie in regard to supporting their teacher aides in pursuing a teaching degree. He has offered her a space at the Niagara Falls High School to use as a check in point for students. They also discussed funding opportunities for the Niagara Falls students. President Murabito discussed our CAP programs, and asked her to work with those students regarding this opportunity. She feels we need to consistently keep advertising and promoting our evening college program.

### **New Business**

Committee Vice Chair Haylett, Jr., discussed a search process resolution. President Murabito stated the resolution should be referred to the fiscal committee. He discussed interims, career paths, etc. The draft resolution was distributed. Committee Chair Tylec did research for the resolution. President Murabito asked Committee Chair Tylec to pass the draft resolution along to Board Chair Clark for his action.

Committee Chair Tylec discussed the ongoing committee schedule. It was agreed that the Academic / Student Life Committee meetings would be held on the first Wednesday of the month, starting at 1:00 p.m.

The next committee meeting will be on Wednesday, September 6 at 1:00 p.m.

There were no further questions.

It was moved by Committee Vice Chair Haylett, Jr., and seconded by Trustee Smith to adjourn at 1:35 p.m.

Barbara Walck  
Assistant to the President