

**The Academic-Student Life Committee  
meeting of the Board of Trustees was held  
on June 1, 2023 at 12:00 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  
Mr. William Ross

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

Ms. Sheila Smith – Academic-Student Life Committee Chairperson  
Ms. Katherine Alexander  
Mr. Aidan Freischlag, Student Trustee

**Administration Present**

William J. Murabito, Ph. D., President  
Ms. Catherine Brown, Assistant Vice President Human Resources  
Ms. Alissa Cummings, Assistant 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 Smith called the meeting to order at 12:05 p.m. and stated the meeting was being recorded. A roll call acknowledged the following were present: Trustees Sheila Smith, Katherine Alexander, William Ross, Gail Tylec, Student Trustee Aiden Freischlag, Vice President Lydia Ulatowski, Assistant Vice President Catherine Brown and Assistant Vice President Alissa Cummings.

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

**Conditions of Employment for Administrative Employees**

Assistant Vice President Brown discussed the policy revisions. She presented on the group health insurance coverage for those hired after September 1, 2023, they would not be eligible for insurance after retirement. Trustee Tylec questioned this revision, Trustee Smith asked about other colleges in the area as to their policy. Assistant Vice President Brown to research this information. Trustee Tylec asked about the college funded tuition reimbursement for administrators; she suggested placing a cap on the credit hour limit.

**Title IX Policy**

Assistant Vice President Brown discussed the Title IX policy, as this will be a separate policy as a stand-alone.

**Discrimination, Harassment and Retaliation Policy**

Assistant Vice President Brown discussed the Discrimination, Harassment and Retaliation Policy, as this needs to be separate of the New York State policy. Changes have been made under the New York State sexual harassment policy.

### Middle States Update

Vice President Ulatowski provided a Middle States Update. Work continues to be done on the self-study design; with recommendations provided by Dr. Ann Wahl. Changes were submitted to her on May 10. The working groups are established and have started meeting. The Steering Committee will be meeting through the summer.

### Draft – 2024-2025 Academic Calendar

Vice President Ulatowski discussed the calendar and the significant change being the new start date as the Tuesday after Labor Day in 2024. This change does not impact the spring 2025 semester. Assistant Vice President Cummings provided financial aid information regarding this change.

### New Business

The Academic Student Life Committee meeting schedule was discussed, and is tentatively scheduled for the first Monday of the month. Therefore, the next meeting will be scheduled for Monday, August 7, 2023 at noon.

The Open Meeting Law was discussed. President Murabito stated he will speak with Chairperson Cafarella.

There were no further questions asked.

It was moved by Committee Chair Smith and seconded by Trustee Tylec to adjourn at 1:00 p.m.

Barbara Walck  
Assistant to the President