

**NIAGARA COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
AUGUST 15, 2023**

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**A meeting of the Board of Trustees was held
on August 15, 2023 at 4:30 p.m.
in person, and live streaming**

Board Members Present

Mr. Kevin Clark, Chairperson
Mr. Jason Cafarella, Vice Chairperson
Ms. Katherine Alexander, Financial Secretary
Ms. Sheila Smith, Secretary
Mr. David Haylett, Jr.
Mr. William Ross
Ms. Gail Tylec
Mr. Matteo D. Williams, Student Trustee

Board Members Present via ZOOM

Ms. Gina Virtuoso, Vice Chairperson

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
Dr. Fabio Escobar, Assistant Vice President of Academic Affairs
Mr. Jesse Goldberg, Chief Information Officer
Mr. Wayne Lynch, Vice President of Administration
Mr. Brian Michel, Assistant Vice President of Academic Affairs, Economic Development
Ms. Lydia Ulatowski, Vice President of Academic Affairs
Ms. Barbara Walck, Assistant to the President

Chairperson Clark called the meeting to order at 4:32 p.m. and stated the meeting was being recorded and live streamed. A roll call of board members was taken: Trustee Alexander, Trustee Haylett, Jr., Trustee Ross, Trustee Smith, Trustee Tylec, Trustee Virtuoso on zoom, and Student Trustee Williams were present. Chairperson Clark lead the assembly in the Pledge of Allegiance, along with a moment of silence for the men and women serving in the military, and for our first responders, police, firemen and other who risk their lives for our safety.

PUBLIC COMMENTS

There were no Public Comments.

CONSENT AGENDA

Chairperson Clark asked if Board members had any questions regarding the Consent Agenda items. It was moved by Trustee Tylec and seconded by Trustee Ross that the Board approve the minutes from the June 20, 2023 board meeting, Statement of Revenues and Expenditures (2), and Grant Activities. Motion carried unanimously.

INFORMATION ITEMS

Chairperson Clark asked Board members if there were any questions regarding the Information Items; Trustee Ross asked about personnel and filling open positions. Assistant Vice President Brown stated some changes to their recruitment strategies including placing openings on our daily system message, President Murabito states we will not compromise on the quality of our candidates just to fill the position. We do not close a search until the position is filled. The following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Foundation Report, and Facilities Update. There were no further questions.

CHAIRPERSON'S REPORT

Chairperson Clark introduced our new student trustee Matteo D. Williams. He was sworn in at the Niagara County Courthouse yesterday. Student Trustee Williams provided some information on his background and his future plans. Welcome to Matteo.

Chairperson Clark stated the board meeting schedule is included in the materials; please note these important dates.

Chairperson Clark stated the board officers, committee appointments/representatives are also provided in the materials. Note there is still an open position for a trustee.

Chairperson Clark asked trustees to "Save the Date" of October 19, for the Scholarship Soiree. Director of Development Julie Berrigan provided a handout with the date, time and place of the event. The deadline for sponsorship is October 1. Chairperson Clark encouraged board members to support this event.

Chairperson Clark stated the annual NYCCT conference and awards banquet will be held on November 3-4 in Saratoga Springs. Those attending will be Trustees Clark, Ross and Tylec. Please let Barb Walck know if you are interested in attending.

Chairperson Clark stated on August 29, he will meet with SUNY Sr. Vice Chancellor Johanna Duncan Poitier via zoom to discuss and initiate the the presidential search process. Board members will be called upon to assist in this process.

PRESIDENT'S REPORT

President Murabito discussed the following:

- President Murabito stated over the past year, we have been celebrating the 60th anniversary of our college. Last Friday we hosted a concert "Nerds Gone Wild", as the final event. Special thank you to all the volunteers and employees who made this event so successful.
- President Murabito stated we are in the process of a campus rebranding. Assistant Vice President DeSimone stated a committee met with the rebranding company, and are very close to finalizing the final report. This has been a yearlong process and a presentation will be provided at the October board meeting.
- President Murabito discussed enrollment, and have targets on headcount, and credit hours; comparing from last year we are doing fairly well and look to make the target numbers. Housing has 259 deposits and are working on finalizing other applications.
- On July 11, the SUNY presidents met in Albany with Chancellor King; he is setting a tone for the colleges using his four pillars.

- On July 25, groundbreaking was celebrated for the Niagara County Law Enforcement Academy. We are looking forward to the grand opening sometime next year.
- The Veterans Memorial ribbon cutting will take place on November 9. More information will follow.
- On August 1, we hosted the Office for People With Developmental Disabilities Commissioner Kerri Neifeld, with Dr. Cindy Oberjosh taking the lead on this endeavor. This is a one-year grant to help train care workers.
- Yesterday, Dr. Sonya Smith, the state director for the SBDC was here on campus. She met with various people, and visited many of the small businesses in this area that have been opened with the help of our Niagara SBDC.
- President Murabito is part of the SUNY Cannabis Task Force group which met today headed by Chancellor King. Meetings will be held monthly with a final report due by the end of December.

Vice Chairperson Cafarella joined the meeting.

STUDENT TRUSTEE REPORT

Student Trustee Williams provided information on the student orientation for August 24 and 25, A handout was provided pertaining to the events planned for Welcome Week from August 28-September 1.

FACULTY OBSERVER REPORT

The Faculty Observer Report was given via zoom, by Dr. Elizabeth Sachs, Faculty Senate President.

President Murabito reminded board members the new Commons Café, located in the Learning Commons, will be opening on August 24, 2023.

COMMITTEE REPORTS

ACADEMIC/STUDENT LIFE COMMITTEE

Committee Chairperson Tylec thanked Trustee Smith for her chairing the committee in previous years. Trustee Haylett, Jr is the Vice Chair of this committee.

Committee Chairperson Tylec discussed the following progress on:

- The Middle States Timeline is working ahead of schedule.
- Prison Program has concluded with English 101, and English 102 will be provided starting August 29.
- Evening College program update was provided by Director Tammy Bruno at the committee meeting; she shared her marketing plan.
- Search process will be referred to and discussed at the next fiscal committee meeting.

The committee meeting schedule will meet on the first Wednesday of each month at 1:00 p.m.

There were no further questions.

FISCAL COMMITTEE

Committee Chairperson Alexander stated the Fiscal Committee met on August 1, and there were no agenda items for the board meeting today. The meeting minutes from the August 1 meeting provided the updates on agenda items.

Business and Finance Report - Vice President Lynch reported we submitted for SUNY transformational funds, sending a plan to find upgrades to various labs to support workplace initiatives; the state funding is \$1.1M with a \$300K match by NCCC.

Committee Chair Alexander asked about local law ensuring the RFP is following laws, etc.

There were no further questions.

The next Fiscal Committee meeting will be held on Tuesday, September 12 at noon.

It was moved by Trustee Haylett, Jr., and seconded by Trustee Smith that the Board go into Executive Session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss personnel matters at 5:20 p.m. Motion carried unanimously.

It was moved by Trustee Alexander and seconded by Trustee Haylett, Jr., that the Board come out of Executive Session at 5:40 p.m. Motion carried unanimously.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

GOOD & WELFARE

Chairperson Clark stated information regarding the presidential search will be provided at the September 19 board meeting. He thanked the committees for the reports and work that was done.

Encouraged board members to support the Scholarship Soiree to be held on October 19, 2023 at NCCI.

The next board meeting will be on September 19, 2023, starting at 4:30 p.m.

It was moved by Trustee Ross and seconded by Trustee Smith to adjourn at 6:45 p.m. Motion carried unanimously.

Sheila Smith
Secretary

