

**SUNY NIAGARA
BOARD OF TRUSTEES
JANUARY 21, 2025**

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**A meeting of the Board of Trustees was held
on January 21, 2025, at 4:30 p.m.
in person, and live streaming**

Board Members Present

Ms. Katherine Alexander, Chairperson
Mr. Kevin Clark, Vice Chairperson
Ms. Gail Tylec, Financial Secretary (ZOOM)
Ms. Sheila Smith, Secretary (ZOOM)
Mr. David Haylett, Jr.
Mr. William Ross
Ms. Gina Virtuoso
Mr. Jacob Joseph Fleming, Jr.

Board Member Excused

Mr. Lee Wallace

Administration Present

Lloyd A. Holmes, Ph.D., President
Julie Berrigan, Director of Development
Catherine Brown, Assistant Vice President of Human Resources
Tammy Bruno, Interim Vice President of Academic Affairs
Barbara DeSimone, Assistant Vice President of Institutional Advancement
John Eichner, Director of Business Services
Fabio Escobar, Ph.D., Assistant Vice President of Institutional Effectiveness
Courtney Helinski, Assistant Director of Development
Wayne Lynch, Vice President of Administration
Brian Michel, Ph.D., Assistant Vice President, Economic Development
Barbara Walck, Assistant to the President

Chairperson Alexander called the meeting to order at 4:39 p.m. and stated the meeting was being recorded and live streamed.

Thank you to all those attending considering the cold and snowy weather conditions.

A roll call of board members present was taken: Trustee Alexander, Trustee Clark, Trustee Haylett, Jr., Trustee Ross, Trustee Virtuoso, and Student Trustee Fleming, Jr.

A roll call of board members present via ZOOM: Trustee Smith and Trustee Tylec,

Student Trustee Fleming, Jr., lead the assembly in the Pledge of Allegiance, and a moment of silence to thank and honor our first responders, and women and men in the military; those that serve domestically and abroad.

PUBLIC COMMENTS

There were no Public Comments.

PRESENTATIONS

There were no presentations.

CONSENT AGENDA

Chairperson Alexander asked if Board members had any questions regarding the Consent Agenda items. It was moved by Chairperson Alexander and seconded by Trustee Clark that the Board approve the minutes from the December 17, 2024 board meeting, Statement of Revenues and Expenditures, and Grant Activities. Motion carried unanimously.

INFORMATION ITEMS

Chairperson Alexander asked Board members if there were any questions regarding the Information Items. The following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Foundation Report, Facilities Update and Prospective Request for Bids. There were no further questions.

CHAIRPERSON'S REPORT

Chairperson Alexander discussed the following:

- Board Bylaws Update – The bylaws were included in your materials last month, and the changes are shown in Article 8, pertaining to a quorum for committee meetings. It was moved by Chairperson Alexander and seconded by Trustee Ross that the Board approve the changes outlined in Article 8 as presented.
Trustee Tylec confirmed that the committee will continue to meet as in the past, bringing agenda items to the committee meetings. Trustee Ross asked about the Awards Committee. Chairperson Alexander stated changes will be made for the awards committee members at the February board meeting.
There were no other questions. All in favor. Motion passed unanimously.
- Board Retreat – Chairperson Alexander stated the board retreat was held on Tuesday, January 14, 2025; thanked all those who participated with their updates, etc. She is looking forward to another possible retreat this summer, and yearly thereafter. As part of the retreat, membership with ACCT was discussed; referring to the conference in February in Washington DC. NYCCT will have their annual conference in September. President Holmes stated if any trustee is interested in attending the ACCT National Legislative Summit in Washington DC to please let Chairperson Alexander or Barbara Walck know.
- Middle States – Thank you to Andrew Yeager for presenting the update on Middle States at the retreat last week. Please let Chairperson Alexander know whether or not you are available for the March 9, 2025 reception with Middle States and the trustee session scheduled for March 10, in order to make sure individuals are prepared and what needs to be covered.

President's Report

The following was discussed:

- President Holmes thanked the board for a very productive retreat last week, much information was covered in a short period of time.
- We were notified today that nine people from Middle States will be here on campus mid-March.
- President Holmes thanked Carolyn Stanko and Melissa Moore for organizing a successful Cannabis conference held at NFI and the Sanborn campus. Folks from all over the country attended as speakers and guests.
- On January 10, President Holmes and Dr. Elizabeth Sachs lead a session on shared governance for professional development days. There was standing room only, and received many positive comments.

- President Holmes provided search updates on the following: Julie Berrigan, Director of Development has given her resignation, she will be the executive director at ECMC. Interviews will be held this week and next to replace the retirement of Barbara Walck. There will be two more candidate interviews this week for the Vice President of Academic Affairs; we hope to make a selection at the end of this week. The search committee for Vice President of Student Services is working to narrow down the applicant pool over the next two weeks. The plan is to submit to 3-5 candidates to be interviewed. The Vice President of Administration opening has been posted.
- President Holmes provided board members with a handout entitled EdSights Fall 2024 Recap. We have partnered with EdSights along with AI which takes questions from students. This document will be discussed in more detail at the February board meeting. Please review the handout and be prepared with questions.
- In terms of budget and enrollment, we are 6% ahead of budget for headcount and 8% ahead of budget for number of enrolled credits. We won't have final numbers until census date.

STUDENT TRUSTEE REPORT

Student Trustee Fleming, Jr., stated there was no report.

FACULTY OBSERVER REPORT

The Faculty Observer Report was provided by Dr. Elizabeth Sachs. She noted the Cannabis conference should have been included in her report. Also, congratulations to Dr. Lindsay Rose for being selected for the Dr. Carol Jamieson Award, which was presented to her last week.

COMMITTEE REPORTS

ACADEMIC/STUDENT LIFE COMMITTEE

Committee Chairperson Smith stated the Academic/Student Life committee met on January 9, 2025 and the minutes were included in the materials. There were no questions regarding the minutes.

A motion was made by Committee Chairperson Smith and seconded by Trustee Clark to approve the Draft – Proposed 2026-2027 Academic Calendar as presented. There were no questions. Motion carried unanimously.

The next Academic/Student Life Committee meeting will take place on Wednesday, February 5, 2025 at 8:00 a.m.

FISCAL COMMITTEE

Committee Chairperson Tylec stated the Fiscal Committee met on January 8, 2025, and the minutes were included in the materials. There were no questions regarding the minutes.

Committee Chairperson Tylec asked Vice President Lynch if there were any updates to the Business and Finance Report; he stated the information provided is accurate.

Contract Modification between SUNY Niagara and College Association – Vice President Lynch stated the Student Housing Village Corporation and the College Association (CA) are component units of the college. The dorms were refinanced in 2024, with the CA no longer as the guarantor of the loan. Vice President Lynch discussed a third-party vendor (Personal Touch food service) to operate dining services, and they would report to the college. The contract needed to be revised to reflect the current legal arrangement and operational condition. Trustee Tylec asked if the CA board would make any additional changes to the contract, and Vice President Lynch stated the college and the CA would be voting on the contract approved by the board. Vice President Lynch stated should there be any augmentation to the contract as presented to the board of trustees, the contract would then be brought back to the board of trustees for review and approval.

A motion was made by Trustee Virtuoso and seconded by Trustee Smith to accept the contract as presented. No additional questions were asked. Motion carried unanimously.

Solar Project Vendor Selection – Vice President Lynch provided details regarding the solar project. He emphasized there would be no cost to the college or to Niagara County. The additional monies that would come into the college would be placed in the general fund.

A motion was made by Trustee Virtuoso and seconded by Trustee Ross to accept the Solar Project Vendor Selection as presented. There were no further questions. Chairperson Alexander and Trustee Haylett, Jr., abstained from the vote. The motion was carried.

The next fiscal committee meeting is Wednesday, February 5, 2025 at 2:00 p.m.

AWARDS COMMITTEE

Trustee Ross stated the committee is still working in the right direction; he would like to schedule meetings for the Awards Committee immediately following the Academic-Student Life or Fiscal Committee meetings. Currently the members on the Awards Committee are Trustees Tylec, Wallace and Ross; two more members are needed.

Trustee Tylec asked that the Trustee Emeritus agenda item be voted on next month. She stated the recipient(s) of this award would be acknowledged at the Scholarship Soiree.

A motion was made by Chairperson Alexander and seconded by Student Trustee Fleming, Jr., to go into executive session to discuss contract and litigation matters at 5:17 p.m.

A motion was made by Chairperson Alexander and seconded by Trustee Ross to come out of executive session at 7:05 p.m.

OLD BUSINESS

None at this time.

NEW BUSINESS

Reminder that the Inauguration for President Holmes will take place on April 10, 2025, starting at 11:00 a.m.

GOOD & WELFARE

None at this time.

The next board meeting will be on Tuesday, February 18, 2025, starting at 4:30 p.m.

It was moved by Chairperson Alexander and seconded by Trustee Ross, to adjourn at 7:08 p.m. Motion carried unanimously.

Barbara Walck
Assistant to the President