

SUNY NIAGARA
BOARD OF TRUSTEES
MARCH 11, 2025

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**A meeting of the Board of Trustees was held
on March 11, 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
Ms. Sheila Smith, Secretary
Mr. David Haylett, Jr.
Ms. Gina Virtuoso (ZOOM)
Mr. Lee Wallace
Mr. E. Bryan DalPorto (ZOOM)
Mr. Jacob Joseph Fleming, Jr.

Board Members Excused

Mr. William Ross

Administration Present

Lloyd A. Holmes, Ph.D., President
Maher Ghalayini, Ph.D., Vice President of Academic Affairs
Tammy Bruno, Interim Assistant 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
Brian Michel, Ph.D., Assistant Vice President, Economic Development
Harold Legg, Director of Public Relations
Kelsey, Kraft, Interim Controller
Kristin Leszkowicz, Assistant to the President

Chairperson Alexander called the meeting to order at 4:31 p.m. and stated the meeting was being recorded and live streamed.

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

A roll call of board members present via ZOOM: Trustee Virtuoso and Trustee DalPorto.

Trustee Wallace lead the assembly in the Pledge of Allegiance. The Pledge was followed by a moment of silence to thank and honor our first responders, women and men in the military, and those that serve domestically and abroad.

PUBLIC COMMENTS

There were no public comments.

PRESENTATIONS

Chairperson Alexander introduced Anne Marie Holler, an Associate Professor from the Nursing, Physical, and Allied Health Division. She provided a presentation on her IRC grant entitled *Promoting Nursing Student Success & Retention in the Clinical Setting*. The presentation showcased videos and highlighted different methods created to support clinical instructors who have no previous formal training in teaching.

CONSENT AGENDA

Chairperson Alexander asked if Board members had any questions regarding the Consent Agenda items. There were no questions. Chairperson Alexander made a motion to approve the minutes from the February 18, 2025, board meeting, the Statement of Revenues and Expenditures, and Grant Activities. The motion was moved by Trustee Clark and seconded by Trustee Smith. The motion carried.

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, and Facilities Update. There were no questions.

CHAIRPERSON'S REPORT

Chairperson Alexander discussed the following:

- Middle States Update- The Middle States site visit commenced on Sunday night, March 9, with a reception at Savor hosting the entire Middle States team. The board members met with the Middle States team on Monday morning. Chairperson Alexander thanked SUNY Niagara's Middle States committee and the college community for the team effort and hard work put forth in preparing for the visit in order to ensure an overall success.

Andrew Yeager spoke briefly on the visit stating that the reception on Sunday was a success. The attendees engaged with the Middle States site visitors and NFCl showcased everything it has to offer. Over the course of the two days, an estimated 30 meetings took place with various groups across the college. There was a consensus that the outcomes were good. The Middle States visitors had the option to request additional meetings. Some of the additional meetings that took place were with representatives from across the Niagara County community, SUNY Niagara students, and faculty and staff at a requested forum. The final exit report will be delivered by the site team on Wednesday morning.

- The next board meeting is scheduled to take place on Tuesday, April 8, 2025, at 4:30 PM.
- Save the Dates:
 - Pre-Inauguration Dinner - April 9, 2025, at Savor
 - President's Inauguration - April 10, 2025, at 11:00 AM with reception to follow in the Learning Commons
 - Commencement Ceremony - May 17, 2025, at 10:00 AM on the Sanborn campus.

President's Report

The following was discussed:

- President Holmes thanked the board members for all their support and hard work throughout the Middle States process.
- President Holmes recognized and thanked Barbara Walck, Assistant to the President, as she is set to retire at the end of March. Ms. Walck has played a pivotal role as Assistant to the President and secretary to the Board of Trustees for many years.
- *The Spirit*, SUNY Niagara's student newspaper, is back in print. The newspaper is prepared by the students. President Holmes thanked Dr. Marc Pietrzykowski and faculty for the support of the newspaper and for providing students with great learning experiences. Copies of the paper were provided to the board members with their materials.
- A candidate has been chosen for the Vice President of Student Services position. Dr. John Delate has accepted the position, and his start date will be Monday, April 14.
- The search committee has been formed for the Vice President of Finance and Administration. President Holmes is meeting this week with the committee to present them with their charge.
- Invitations to Dr. Holmes's inauguration were mailed today. The deadline to RSVP is March 24.

STUDENT TRUSTEE REPORT

Student Trustee Fleming, Jr. provided his report with an overview of campus activities which have occurred recently, and dates for activities that are scheduled to happen in the coming days. A summary of the report was provided in the board materials.

FACULTY OBSERVER REPORT

The Faculty Observer Report was provided by Dr. Elizabeth Sachs. A summary of the report was provided in the materials. Dr. Sachs noted that faculty are in the midst of advisement and midterms. Registration for summer and fall classes began on March 10. Preparations are starting for the Student Showcase to be held on April 3. The College Council has met twice since its formation. The council is charged with establishing protocols for best practice with regards to governance and transparency of information on campus. The Dolce Volvo is displaying photographs lent from the Buffalo Historical Society depicting the Erie Canal in celebration of its centennial. Professors Sal Sciandra and Dan Miller were awarded Online Exemplary Educator Awards.

Finally, faculty have been preparing to meet with Middle States site visitors. This preparation has been ongoing with workshops leading up to the visit. All efforts have been made to prepare for the visit. The consensus thus far has been positive from faculty and the college community.

COMMITTEE REPORTS

ACADEMIC/STUDENT LIFE COMMITTEE

Committee Chairperson Smith stated the Academic/Student Life committee met on March 5, 2025, and the minutes were included in the materials. There were no questions regarding the minutes.

An acknowledgement of Emerita status was made by the board for Dr. Julie Woodworth. Dr. Woodworth was granted Distinguished Teaching Faculty by SUNY in 2017. Upon retirement, Dr. Woodworth was automatically granted Emerita status.

An overview of the new Diagnostic Medical Sonography Certificate was provided by Interim Assistant Vice President of Academic Affairs, Tammy Bruno. It is a 35-credit certificate program which is unique to the local area. The certificate can be completed in one year with a summer start. It is ideal for graduates of the Radiologic Technology program as a continuation of their education into other specialized areas of their profession. It also offers an opportunity for graduates of other Radiologic Technology programs in the area to continue their education in this specialized area.

There is a substantial investment required from the campus and facilities to support this certificate program. A SUNY grant will cover these costs.

A motion was made to approve the certificate program by Committee Chairperson Smith and seconded by Trustee Clark. Motion carried.

An overview of the new Magnetic Resonance Imaging Certificate was provided by Interim Assistant Vice President of Academic Affairs, Tammy Bruno. It is a 31-credit certificate program which is unique to the local area. The certificate can be completed in one year with a summer start. It is ideal for graduates of the Radiologic Technology program as a continuation of their education into other specialized areas of their profession. It also offers an opportunity for graduates of other Radiologic Technology programs in the area to continue their education in this specialized area.

A motion was made to approve the certificate program by Committee Chairperson Smith and seconded by Student Trustee Fleming. Motion carried.

The next Academic/Student Life Committee meeting will take place on Wednesday, April 2, 2025, at 8:00 AM.

FISCAL COMMITTEE

Committee Chairperson Tylec stated the Fiscal Committee met on March 5, 2025, and the minutes were included in the materials. There were no questions regarding the minutes.

Committee Chairperson Tylec asked if there were any questions on the Business and Finance Report. There were no questions.

Interim Controller Kraft outlined the new Relocation Policy put together by the Business Office and Human Resources. The need for the relocation policy stems from changes in how candidates are recruited and hired at the President and Vice President level. Candidates for this level of administration are recruited through nationwide searches. There was no previous policy to reimburse candidates for moving expenses once hired by SUNY Niagara. There were no further questions on the policy.

A motion was made by Committee Chairperson Tylec to approve the policy. The motion was moved by Trustee Wallace and seconded by Trustee Smith. Motion carried.

President Holmes presented an overview of the new position title *Assistant to the President for Governmental Relations and Strategic Initiatives*. There will be no new position created at the College. The position title will be a modification to a current individual's job duties. The position stems from the importance of having a position within the College that focuses on governmental relations at a local, state, and federal level that works closely with the President.

A motion was made by Committee Chairperson Tylec to approve the position and seconded by Student Trustee Fleming. The motion carried.

Chairperson Alexander signed the board resolution BT 25-01 to approve the position title of *Assistant to the President for Governmental Relations and Strategic Initiatives*.

Director of Business Services, John Eichner, provided an informational update on the SUNY Print Initiative. This initiative has been ongoing. Installation of new machines is set to happen in May/June. There will be less machines across campus; currently there are 176 machines. The new machines will allow employees and students to go to any machine on campus to print using their badges or an app on their phones. This should help eliminate misprints or printing errors. The college will also be able to monitor print usage on an individual level. All desktop printers will also be collected, and use of desktop printers will no longer be an option. Spending on printing services, because of this initiative, should be brought down to \$69k from \$82k.

The next fiscal committee meeting is scheduled for Wednesday, April 2, 2025, at 2:00 PM.

AWARDS COMMITTEE

Committee Vice Chair Tylec stated the Awards Committee met on March 5, 2025, and the minutes were included in the materials. There were no questions regarding the minutes.

Committee Vice Chair Tylec provided an overview of the proposed updates to the board by-laws. The intention of the updates to the by-laws is to align the by-laws and the rubric and criteria created by the committee with regards to Trustee Emeritus (Article 28). Specific wording was provided to the board in the materials highlighting the proposed changes to Article 28.

In addition to the changes in Article 28, updates were proposed to any mention of Niagara County Community College or NCCC throughout the by-laws document with the exception of the NCCC Foundation.

A motion was made by Committee Vice Chair Tylec to approve the changes. The motion was moved by Trustee Wallace and seconded by Trustee Clark. The motion carried.

The Awards Committee will meet Wednesday, April 2, 2025 at 3:00 PM.

A motion was made by Chairperson Alexander and seconded by Trustee Tylec to go into executive session at 5:21 PM. A motion was made by Chairperson Alexander and seconded by Student Trustee Fleming to come out of executive session at 6:04 PM.

OLD BUSINESS

None at this time.

NEW BUSINESS

None at this time.

GOOD & WELFARE

None at this time.

The next board meeting will be on Tuesday, April 8, 2025, starting at 4:30 PM.

A motion to adjourn was made by Chairperson Alexander. It was moved by Student Trustee Fleming and seconded by Trustee Tylec. Motion carried. Meeting adjourned at 6:05 PM.

Kristin Leszkowicz
Assistant to the President