

**NIAGARA COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
NOVEMBER 20, 2018**

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**A meeting of the Board of Trustees was held  
on November 20, 2018 at 4:30 p.m.  
in the Robert Michael Sdao Memorial Board Room  
at Niagara County Community College**

**Board Members Present**

Mr. William Ross, Chairperson  
Ms. Gina Virtuoso, Vice Chairperson  
Ms. Bonnie Sloma, Secretary  
Mr. Jason Cafarella  
Mr. Kevin Clark  
Mr. Jerald Wolfgang  
Mr. Austin Sauer, Student Trustee

**Board Members Absent**

Mr. Vincent Sandonato, Financial Secretary  
Ms. Sheila Smith

**Administration Present**

William J. Murabito, Ph.D., Interim President  
Mr. Ross Annable, Interim Chief Campus Public Safety/Peace Officer  
Ms. Deborah Brewer, Director of Foundation  
Ms. Catherine Brown, Director of Human Resources  
Ms. Barbara DeSimone, Director of Public Relations  
Mr. John Eichner, Interim Vice President of Finance and Information Technology  
Mr. Terry Gill, Assistant Chief Campus Public Safety/Peace Officer  
Ms. Erika Grande, Assistant Director of Human Resources  
Dr. Stephen Kim, Director of Institutional Research  
Ms. Karen Kwandrans, Assistant Vice President of Academic Affairs, Workforce Dev'l  
Mr. Wayne Lynch, Interim Vice President of Operations  
Mr. Robert McKeown, Assistant Vice President of Enrollment Management  
Mr. Brian Michel, Director of Grants  
Ms. Julia Pitman, Vice President of Student Services  
Ms. Lydia Ulatowski, Interim Vice President of Academic Affairs  
Ms. Barbara Walck, Assistant to the President  
Mr. Bradley Wingert, Interim Assistant Vice President of Academic Affairs

**Invited Guests Present**

Ms. Cheryl Beyer, ESPA Union President  
Mr. Joseph Colosi, Faculty Union President  
Mr. Craig Stevens, CPA – The Bonadio Group

Chairperson Ross called the meeting to order at 4:35 p.m. and asked Trustee Clark to lead the assembly in the Pledge of Allegiance and a moment of silence in respect for the men and women who are serving our country.

### **PUBLIC COMMENTS**

There were no public comments.

### **INTRODUCTION**

Chairperson Ross introduced three new employees: Ms. Karen Kwandrans, Assistant Vice President of Academic Affairs, Workforce Development, Mr. Terry Gill, Assistant Chief Campus Public Safety/Peace Officer, and Mr. Wayne Lynch, Interim Vice President of Operations. Chairperson Ross welcomed these new employees to the college campus and wished them well.

### **CONSENT AGENDA**

Chairperson Ross asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Wolfgang and seconded by Trustee Cafarella that the Board approve the minutes from the October 16, 2018 board meeting, Statement of Revenues and Expenditures, and Grant Activities. Motion carried unanimously.

### **INFORMATION ITEMS**

Chairperson Ross asked Board members if there were questions regarding the Information Items. There were no questions. The following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Foundation Report, Facilities Update, Revision of Existing Program – Addition of Distance Education Format – Accounting, leading to an A.S. Degree, and Revision of Existing Program – Addition of Distance Education Format – Chemical Dependency Counseling, leading to a Certificate.

### **CHAIRPERSON'S REPORT**

Chairperson Ross stated the November 9 Veterans Day ceremony was very well organized and attended. Special thanks to Joe Colosi for a job well done.

Chairperson Ross provided a brief update on the Presidential Search; The search committee is in place and the first meeting will be held on Tuesday December 18 from 2:00 – 5:00 p.m. at the Niagara Falls Culinary Institute. At this time, Chancellor Johnson will provide the search committee and the search firm with the charge to begin the process of a presidential search for our college. This will set the foundation for the presidential search.

Chairperson Ross thanked Trustee Sloma for attending the ACCT Conference held in New York City at the end of October. Trustee Sloma provided information on a topic of conducting a presidential search. ACCT recommends college boards need to define the profile of the candidate of what will fit for the college. Trustee Sloma recommends a retreat to define what the board is looking for in qualifications and characteristics of the new president. Dr. Murabito stated he would reach out to a college president to possibly facilitate this retreat. Chairperson Ross stated the December board meeting was changed to December 11 and at this time could further define what the board is recommending in a new president

### **PRESIDENT'S REPORT**

Dr. Murabito discussed the following:

- Welcomed the three new employees and provided more background information for each.
- Trustee Vincent Ginestre gave his resignation from the board effective October 19 and thanked Vince for his commitment and dedication to the college.
- We have recently received full accreditation for our Surgical Technology Program. Thank you to all those who lead this process.
- Brian Michel, Director of Grants provided an update on the National Science Foundation. We are one of 20 colleges nationwide selected to be a part of a cohort called Mentor Connect which is part of the National Science Foundation. Special thank you to Lydia Ulatowski for bringing this opportunity forward.
- The annual holiday boards' dinner/meeting will be on Tuesday December 4; please provide your RSVP to Barb Walck.
- The December board meeting will be on Tuesday December 11.
- The Foundation Gala was very successful this year, with over 300 attendees. Trustee Wolfgang passed along that Niagara University attended the distinguished student recognition earlier in the evening. Niagara University was very impressed with the student presentation and duplicated the video presentation during their president's dinner. Trustee Wolfgang also discussed how NU provided another way of raising funds with a donation card on the dinner tables.
- Open House for Niagara Falls Culinary Institute and the Sanborn Campus recently took place.
- On October 31, Dr. Murabito attended the NYCCAP conference in Albany. Chancellor Johnson was present.
- Several weeks ago, Dr. Murabito and others attended Schenectady County Community College to discuss several of their programs, which we are considering.
- On November 6, Dr. Murabito had breakfast with Father Maher, President of Niagara University and discussed the partnerships being developed. On December 6 there will be an MOU signing between NU and NCCC. Board members are invited to attend.
- Dr. Murabito attended a LEAP meeting and Congressman Higgins was the keynote speaker.
- The Veterans Day Ceremony on November 9 was well attended and thanked Joe Colosi for a memorable service.
- A student appreciation thanksgiving luncheon was held at the Sanborn campus and at NCCI.
- A spaghetti dinner was hosted by Student Life for the housing students, done purely by donations from the campus. Vice President Pitman provided details and thanked all those who helped contribute to this well attended event.
- STEM meetings have been ongoing internally and with the county.
- Gingerbread Wonderland will open this weekend. Booklets were provided to all board members.
- Trustee Ross and Dr. Murabito met with John Simon from World Wide Weather and discussed economic development.

### **STUDENT TRUSTEE REPORT**

Student Trustee Austin Sauer provided his report.

### **FACULTY OBSERVER REPORT**

Faculty Senate President Marc Pietrzykowski was not present for the meeting; his report was included with the board materials.

### **COMMITTEE REPORTS**

**Fiscal Committee**

It was moved by Trustee Cafarella and seconded by Trustee Sloma that the Board approve the Fiscal Committee Meeting Minutes of October 16, 2018, Motion carried unanimously.

Vice Chairperson Cafarella introduced Interim Vice President of Finance and Information Technology John Eichner to provide information on expanded deposit options.

It was moved by Trustee Cafarella and seconded by Trustee Virtuoso that the Board authorize the college president, or his designee, to establish and maintain one or more accounts for the purpose of investing excess cash flow in fixed income products allowable under New York State law with KeyBanc Capital Markets. Motion carried unanimously.

**Academic/Student Life Committee**

It was moved by Trustee Clark and seconded by Student Trustee Sauer to approve the Academic/Student Life Committee Meeting Minutes of October 16,, 2018. Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Sloma to approve the Job Description – Director of Dolce Valvo Gallery as presented. Motion carried unanimously.

Vice Chairperson Wolfgang read the Director of Dolce Valvo Gallery Resolution:

BOARD RESOLUTION  
Director of Dolce Valvo Gallery

BE IT RESOLVED that the Board of Trustees of Niagara County Community College hereby approve the title of Director of Dolce Valvo Gallery

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
William L. Ross  
Board Chairperson  
November 20, 2018  
BOT 18-27

It was moved by Trustee Cafarella and seconded by Trustee Sloma that the Board approve the Resolution as read. Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Sloma that the Board approve the Transcript Notation Policy as presented. Motion carried unanimously.

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

It was moved by Trustee Cafarella and seconded by Trustee Clark that the Board come out of Executive Session at 5:55 p.m. Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Virtuoso that the Board approve the Contract Extension Language as presented. Motion carried unanimously.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

There was no new business.

**GOOD & WELFARE**

There was no Good & Welfare.

It was moved by Trustee Cafarella and seconded by Trustee Sloma to adjourn at 6:00 p.m. Motion carried unanimously.

Bonnie Sloma  
Secretary