

**NIAGARA COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
OCTOBER 16, 2018**

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**A meeting of the Board of Trustees was held  
on October 16, 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. Vincent Sandonato, Financial Secretary  
Mr. Jason Cafarella  
Mr. Kevin Clark  
Mr. Vincent Ginestre  
Ms. Sheila Smith  
Mr. Jerald Wolfgang  
Mr. Austin Sauer, Student Trustee

**Administration Present**

William J. Murabito, Ph.D., Interim President  
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  
Dr. Stephen Kim, Director of Institutional Research  
Mr. Robert McKeown, Assistant Vice President of Enrollment Management  
Mr. Dennis Michaels, Chief Information Officer  
Ms. Vicki Orzetti, Assistant Director of Human Resources  
Ms. Barbara Walck, Assistant to the President  
Mr. Bradley Wingert, Interim Assistant Vice President of Academic Affairs

**Invited Guests Present**

Mr. Joseph Colosi, Faculty Union President  
Mr. Marc Pietrzykowski, Faculty Senate President

Chairperson Ross called the meeting to order at 4:35 p.m. and asked Trustee Wolfgang 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 the new Student Trustee, Austin Sauer. He is a graduate of Niagara Wheatfield High School. He is in his sophomore year and is currently studying Early Childhood Education. He plays for the NCCC's Men's soccer team. Welcome Austin.

## **CONSENT AGENDA**

Chairperson Ross asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Ginestre and seconded by Trustee Sandonato that the Board approve the minutes from the September 18, 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. The following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Foundation Report, Facilities Update and Prospective Request for Proposals.

## **CHAIRPERSON'S REPORT**

Chairperson Ross stated the NYCCT conference was held in Saratoga Springs from September 21-23. Trustees Clark, Wolfgang and Chairperson Ross attended. Chairperson Ross briefly discussed the conference entitled Trustees Shaping the Future. H. Carl McCall, SUNY Board Chairman was the Keynote Speaker. Trustee Clark stated the conference provided important information and topics. The ACCT conference will be held in NYC at the end of October. Trustee Sloma is planning to attend the conference. Vice Chairperson Virtuoso discussed the Student Showcase, which will be held in April 2019. Donations are being accepted from the college community. Tuesday December 4 will be the Annual Holiday Boards' meeting at NFCl. Foundation Director Deb Brewer provided a brief update of the event stating gingerbread houses will be on display. Invitations will be mailed. Chairperson Ross discussed and distributed the Request For Proposal (RFP) for the Presidential Search Firm, with a deadline of November 15. The board will charge a review committee consisting of trustees, Interim Vice President of Finance with several staff members, and the Director of Human Resources. It was moved by Trustee Virtuoso and seconded by Trustee Sloma to accept the RFP as presented. Motion carried unanimously.

Chairperson Ross provided an update regarding the Presidential Search Committee. Interviews were conducted over two days for Community and Foundation applicants. This board will review the recommended members.

## **PRESIDENT'S REPORT**

Dr. Murabito discussed the following:

- The Educational Opportunity Program (EOP) representatives from SUNY were on campus October 4. We have been on time with reports, and exceeded enrollment. After review, we have been awarded a five-year contract.
- This past week, Interim President Murabito, and Vice President Pitman met with Student Senate for a "Pizza with the President" lunch meeting. This is done every semester and ideas are exchanged.
- Attended a Leaders Encouraging Action & Progress (LEAP) meeting on October 11; Ann McCaffrey, new CEO/President of Eastern Niagara Hospital was the main speaker.
  
- Yesterday we met with Niagara University; various topics were discussed, looking to "partner" with them in four major areas: transportation, education transfers, hospitality and nursing. Attendees were Lydia Ulatowski, Julia Pitman, Mark Mistriner, Diane Roth and Michele Hamilton.

- STEM Project Update: We have had various meetings to move this project forward. A presentation was made after the Niagara County Administration Meeting. After that meeting, we have lowered the project to \$25 million; which lowers the county portion from \$14 million to \$9 million. The greenhouse project and welding program will be removed from the project funds, and will be paid for through our fund balance by doing it ourselves. It is anticipated to present this project to the Niagara County Legislature on November 20.
- The NCCC Foundation Scholarship Gala will be held on Saturday October 20.
- An International Society of Travel and Tourism Educators (ISTTE) conference was held at NFCI on October 17-19 sponsored by Niagara University and NFCI, which concluded with a gala dinner for Niagara University's College of Hospitality and Tourism Management 50<sup>th</sup> Anniversary. NCCC had approximately 20 dinner attendees.

### **STUDENT TRUSTEE REPORT**

Student Trustee Austin Sauer provided his report.

### **FACULTY OBSERVER REPORT**

Faculty Senate President Marc Pietrzykowski provided his report.

### **COMMITTEE REPORTS**

#### **Fiscal Committee**

Chairperson Sandonato stated that Interim Vice President of Finance and Information Technology John Eichner provided a brief financial summary update for Fiscal Year 2018.

It was moved by Trustee Sloma and seconded by Trustee Virtuoso that the Board approve the Fiscal Committee Meeting Minutes of September 18, 2018. Motion carried unanimously.

#### **Academic/Student Life Committee**

It was moved by Trustee Sloma and seconded by Trustee Sandonato to approve the Academic/Student Life Committee Meeting Minutes of September 18, 2018. Motion carried unanimously.

Chairperson Smith read the Campus Safety Advisory Committee Resolution:

#### **BOARD RESOLUTION** Campus Safety Advisory Committee

**Background:** The Campus Safety Advisory Committee is a cross representation of the campus community. The Committee's charge is to evaluate health, safety, and wellness issues communicated by members of the various campus constituencies. The Committee will be proactive in addressing and communicating these issues to the respective departments and personnel on campus. The Committee will address issues such as but not limited to wellness/safety issues, the health, safety, and wellness aspects related to campus community infrastructure and construction, security protocols, health and wellness initiatives, campus accessibility, workplace and campus violence, sexual and other harassment, and overall personal safety for all members of the campus community in addition to campus visitors. The initial NCCC Board Policy focused mostly on personal safety. On the advice of the campus Faculty Senate, an amendment is put forth to expand the stated charge.

At the meeting of the Board of Trustees of Niagara County Community College on October 16<sup>th</sup>, 2018, the following resolution was introduced for discussion and action:

**WHEREAS** the Niagara County Community College Board Policy followed suggested SUNY language with

an emphasis on personal safety; and,

**WHEREAS** the current Faculty Safety Committee incorporates a charge of dealing with health, safety and wellness issues; and,

**WHEREAS** the current Niagara County Community College policy has a narrow focus on personal safety; and,

**THEREFORE BE IT RESOLVED** that the Niagara County Community College Campus Safety Advisory Committee policy be amended to include not only personal safety but also health/wellness and environmental/safety issues.

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William L. Ross  
Board Chairperson  
October 16, 2018  
BOT 18-24

It was moved by Trustee Virtuoso 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 Ginestre that the Board approve the Job Description – Vice President of Academic Affairs as presented. Motion carried unanimously.

Chairperson Smith read the Vice President of Academic Affairs Resolution:

BOARD RESOLUTION  
Job Description – Vice President of Academic Affairs

BE IT RESOLVED that the Board of Trustees of Niagara County Community College hereby approve the title of Vice President of Academic Affairs.

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

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William L. Ross  
Chairperson, Board of Trustees  
BOT 18-26

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

It was moved by Trustee Sloma and seconded by Trustee Virtuoso that the Board approve the Revised Workplace Violence Policy and Program as presented. Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Sloma that the Board approve the Revised NCCC Workplace Violence Survey as presented. Motion carried unanimously.

It was moved by Trustee Virtuoso and seconded by Trustee Sloma that the Board approve the Sexual Harassment Prevention Policy as presented. Motion carried unanimously.

It was moved by Trustee Sloma and seconded by Trustee Virtuoso that the Board approve the Social Media

Policy as presented. Motion carried unanimously.

It was moved by Trustee Ginestre and seconded by Trustee Sloma that the Board go into Executive Session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss negotiations and personnel at 5:35 p.m. Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Sloma that the Board come out of Executive Session at 6:15 p.m. Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Sandonato that the Board approve the Child Development Center to be named The John R. Oishei Foundation. Motion carried unanimously. This is the third reading.

Trustee Cafarella stated he represents his or her corporation listed on the Recommended 2018 NCCC Presidential Search Committee Members. Board Members or Interim President Murabito did not see a conflict.

Chairperson Ross asked that a voice vote be taken for the Recommended 2018 NCCC Presidential Search Committee Member list. Barbara Walck read the list:

Trustee Virtuoso – yes  
Trustee Sandonato – no  
Trustee Ginestre – no  
Trustee Clark – yes  
Student Trustee Sauer – yes  
Trustee Wolfgang – no  
Trustee Cafarella – yes  
Trustee Smith – yes  
Trustee Sloma – yes  
Chairperson Ross – yes

There were seven (7) yes votes and three (3) no votes. The motion was passed to approve the Recommended 2018 NCCC Presidential Search Committee Member List as presented. Chairperson Ros asked that the names be kept confidential; letters will be mailed to all individuals tomorrow of those chosen and to those not chosen.

#### **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 Sloma and seconded by Trustee Virtuoso to adjourn at 6:20 p.m. Motion carried unanimously.

Bonnie Sloma  
Secretary