

**NIAGARA COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
FEBRUARY 9, 2016**

Presentations for the Boards' information session preceding the Board Meeting were provided from 3:00 - 4:00 p.m. and included:

1. *Park Strategies (Fred Hiffa, Megan Osika, Rick Winter)*
2. *Athletics Master Plan Historical Overview (Robert McKeown, Athletic Director)*

Board Members Present

Mr. James Ward, Chairperson
Mr. Bradley Rowles, Secretary
(arrived 3:55 p.m.)
Ms. Gina Virtuoso, Financial Secretary
Mr. Jason Cafarella
Mr. Vincent Ginestre
Mr. William Ross
Ms. Bonnie Sloma
Ms. Sheila Smith
Mr. Christian Clowes
(arrived 3:40 p.m.)

Administration Present

Dr. James P. Klyczek, President
Ms. Gina Beam, Director of Public Relations
Dr. Luba Chliwniak, Vice President of Academic Affairs
Mr. Michael Dombrowski, Vice President of Operations
Mr. Robert McKeown, Athletic Director
Ms. Julia Pitman, Vice President of Student Services
Ms. Paula Sandy, Vice President of Academic Auxiliary Services
Mr. William Schickling, Vice President of Finance/Inform.Tech.
Ms. Lydia Ulatowski, Asst. Vice President of Academic Affairs
Ms. Barbara Walck, Assistant to the President

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**A meeting of the Board of Trustees was held
at 4:00 p.m. on February 9, 2016
in the Robert Michael Sdao Memorial Board Room
at Niagara County Community College**

Board Members Present

Mr. James Ward, Chairperson
Mr. Bradley Rowles, Secretary
Ms. Gina Virtuoso, Financial Secretary
Mr. Jason Cafarella
Mr. Vincent Ginestre
Mr. William Ross
Ms. Bonnie Sloma
Ms. Sheila Smith
Mr. Christian Clowes

Board Members Excused

Mr. Henry Wojtaszek, Vice Chairperson

Administration Present

Dr. James P. Klyczek, President
Ms. Gina Beam, Director of Public Relations
Ms. Catherine Brown, Director of Human Resources
Dr. Luba Chliwniak, Vice President of Academic Affairs
Mr. Michael Dombrowski, Vice President of Operations
Dr. Mary Jane Feldman, Director of Planning and Research
Ms. Julia Pitman, Vice President of Student Services
Ms. Paula Sandy, Vice President of Academic Auxiliary Services
Mr. William Schickling, Vice President of Finance/Information Technology
Ms. Lydia Ulatowski, Asst. Vice President of Academic Affairs
Ms. Barbara Walck, Assistant to the President

Invited Guests Present

Ms. Deborah Beach, ESPA Union President
Mr. Joseph Colosi, Faculty Union President

Chairperson Ward called the meeting to order at 4:15 p.m. and led the assembly in the Pledge of Allegiance and a moment of silence and respect for the men and women who are serving our country.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Chairperson Ward asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Sloma and seconded by Trustee Rowles that the Board approve the Consent Agenda which included the Board Meeting Minutes of January 12, 2016, Statement of Revenues and Expenditures, and Grant Activities. Motion carried unanimously.

INFORMATION ITEMS

Chairperson Ward asked Board members if there were questions regarding the Information Items. The following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Facilities Update, Foundation Report, New Board Member Appointment, SUNY community College Capital Project Budget Approval, Donation, and the Student Trustee Report.

Chairperson's Report

Chairperson Ward introduced Jason Cafarella and welcomed him as the newest board member.

PRESIDENT'S REPORT

President Klyczek reported that:

- The All College Meeting was held on Tuesday February 2 in the main cafeteria. Reports were given by the Vice Presidents, Faculty Senate President and Foundation Director, along with a report from the Middle States Steering Committee co-chairs Debbie Sorrentino and Lori Townsend. The President's report focused on how the Executive Council is processing information and suggestions sent forward from the Middle States Steering Committee. Dr. Chliwniak will report on this in more detail later today. The President has also set up several information sharing sessions in the Faculty Resource Center over the next two months; the first one is tomorrow at 8:00 a.m.
- The 20th Annual Tech Wars was held last month. It is organized by Professor Mark Voisinet for students in grades 6 through 12 who compete in various engineering and technology based events.
- The President circulated a letter written by SUNY Chancellor Nancy Zimpher to Governor Cuomo in response to his letter asking the CUNY and SUNY Chancellors to look at the salaries paid to faculty and staff within both systems.
- The President provided the following handouts:
 - New visions for campus space – University Business; updates on trends for campus construction.
 - Studying Success – University Business; colleges are studying successful students instead of studying students who are not successful to try to improve student success.
 - Teach or Perish – The Chronicle of Higher Education; new focus on better teaching and need a balance on teaching and scholarship.

STUDENT TRUSTEE REPORT

Christian Clowes provided information on various events for students, and updates on athletic teams.

COMMITTEE REPORTS

Finance

President Klyczek provided a handout from SUNY regarding 2015-2016 Direct Charges and Assessments. This has been discussed over many months. Campuses are being charged a fee by System Administration as a share of a system-wide cost. The issue with community colleges is whether System has the authority to charge back the community college campuses. We have moved forward with a letter from our attorney to SUNY; NCCC has not paid for the first year or the second billing that was received. Vice President Schickling provided a brief overview.

Governmental Affairs

Trustee Ross stated on January 14 and 15 that he, President Klyczek, Foundation Director Brewer attended the Chief Academic Officers Retreat in Albany. He also stated there will be a change in the Niagara County Manager position; Jeff Glatz will be resigning on March 31. A committee has been selected for this process and eight people will be interviewed for this position.

President Klyczek provided a handout from Chancellor Zimpher showing 2016-2017 State Budget Priorities which the Chancellor's testimony/issues regarding the senate and the Governor's proposed budget. President Klyczek marked the yellow highlights which are areas of concern for NCCC.

President Klyczek has discussed Community College Councils for approximately one year; President Klyczek, Trustees Virtuoso, Ross and Ginestre attended the NYCCT conference in September. The Governor has created legislation similar to REDC; in our area the region would be Erie, JCC and NCCC. Legislation has been discussed, and are moving forward with this. President Klyczek provided a handout from the Chancellor dated January 12, 2016 outlining action requested, resolution, background, and guidelines for the Community Colleges Councils.

Planning/Facilities

Vice President Dombrowski gave an update on the progress of façade renovations at the Niagara Falls Culinary Institute.

President Klyczek provided a handout showing the Middle States schedule for their visit on March 6-9. The board members are asked to attend the reception/dinner on Sunday March 6 to meet the seven team members from Middle States, and he asked board members to provide Barb Walck with their RSVP. Vice President Chliwniak briefly discussed the remaining schedule and noted that board members have received a hard copy of the Self-Study Report. President Klyczek also circulated the list of Middle States team members, showing the college they work for, etc.

Vice President Chliwniak provided a proposed Academic Plan which has been given to Academic Council and Executive Council. Vice President Chliwniak welcomes any feedback from board members; if she receives no comments, this plan will be passed along to the Faculty Senate. This is a three year plan for 2016, 2017, and 2018; things will change and we will progressively keep moving and improving. President Klyczek stated this will likely serve as the basis of our next strategic plan and determines what services we need, what to invest, our mission, etc. and shape what we will be doing over the next several years.

Assistant Vice President Ulatowski discussed the discontinuance of programs as listed in the materials. A brief overview was given pertaining to the programs. SUNY asked us to clean up the State Education Department Inventory of Registered programs, as several programs have been on a deactivated status for several years. This process has gone through Faculty Senate and the Curriculum committee. It was moved by Trustee Ginestre and seconded by Trustee Rowles to accept the Discontinuance of Programs as listed: Science Laboratory Technology, Electroneurodiagnostic Techology, Electronic Technology, Food Service professional Chef, Occupational Safety and Health, Telecommunications and Telecommunications (evening). Motion carried unanimously.

It was moved by Trustee Ginestre and seconded by Trustee Rowles that the Board meet in executive session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss legal matters and personnel matters at 5:10 p.m. Motion carried unanimously.

It was moved by Trustee Ginestre and seconded by Trustee Rowles that the Board come out of executive session at 5:45 p.m. Motion carried unanimously.

Personnel

It was moved by Trustee Rowles and seconded by Trustee Virtuoso that the board grant tenure (continuing) appointments for the year 2016-2017 to the following:

Elaine Beaudoin
Caitlin Fulle
Lindsay Rose

Motion carried unanimously.

It was moved by Trustee Rowles and seconded by Trustee Sloma that the board grant term reappointments for the year 2016-2017 to the following instructors:

Cathleen Barron
Bridget Beilein
Michelle Bruce
James Carlo
Stacey Daniels
Ann Marie Holler
Karen Kelly
Brenda Mangum
Dominic Martin
Thomas Pinckney
Paul Ratka
Scott Steiner
Elizabeth VanVerth
Jillian Wilsey
Bradley Wingert

Motion carried unanimously.

It was moved by Trustee Rowles and seconded by Trustee Sloma that the board grant term reappointments for the year 2016-2017 to the following technical assistants:

Madison Ackerman
Greg Brehm
Josephine Brevitti-Runkle
Dominic Fabrizio
Richard Haug
Melissa Lock

Motion carried unanimously.

It was moved by Trustee Rowles and seconded by Trustee Virtuoso that the board grant term reappointments for the year 2016-2017 to the following non-ranked professionals:

William Brinson
Alissa Cummings
Lisa Dubuc
John Giacco
Todd Phillips
Julie Schucker
Corey Wright
Cheryl Yager

Motion carried unanimously.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

GOOD & WELFARE

There was no good and welfare.

It was moved by Trustee Ross and seconded by Trustee Sloma to adjourn at 5:50 p.m. Motion carried unanimously.

Bradley W. Rowles
Secretary