

**NIAGARA COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
MARCH 8, 2016**

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

1. *Learning Commons Update (Dr. Klyczek)*
2. *SUNY CAO conference (Dr. Klyczek, Trustee Ross, D. Brewer, Foundation Director)*
3. *Middle States Self Study Suggestions (Dr. Klyczek)*

Board Members Present

Mr. Henry Wojtaszek, Vice Chairperson
Mr. Bradley Rowles, Secretary
(arrived 3:55 p.m.)
Ms. Gina Virtuoso, Financial Secretary
Mr. Vincent Ginestre
Mr. William Ross
Ms. Bonnie Sloma
Mr. Christian Clowes

Administration Present

Dr. James P. Klyczek, President
Ms. Debbie Beach, ESPA President
Ms. Deborah Brewer, Foundation Director
Dr. Luba Chliwniak, Vice President of Academic Affairs
Mr. Michael Dombrowski, Vice President of Operations
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. Lori Townsend, Faculty Senate President
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 March 8, 2016
in the Robert Michael Sdao Memorial Board Room
at Niagara County Community College**

Board Members Present

Mr. Henry Wojtaszek, Vice Chairperson
Mr. Bradley Rowles, Secretary
Ms. Gina Virtuoso, Financial Secretary
Mr. Vincent Ginestre
Mr. William Ross
Ms. Bonnie Sloma
Ms. Sheila Smith (arrived 4:30 p.m.)
Mr. Christian Clowes

Board Members Excused

Mr. James Ward, Chairperson
Mr. Jason Cafarella

Administration Present

Dr. James P. Klyczek, President
Ms. Deborah Brewer, Director of Foundation
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. Lynn Oswald, Director of Small Business Development Corporation
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
Ms. Lori Townsend, Faculty Senate President

In the absence of Chairperson Ward, Vice Chairperson Wojtaszek called the meeting to order at 4:05 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

Vice Chairperson Wojtaszek asked if Board members wanted any item removed from the Consent Agenda. Trustee Virtuoso questioned the Cleaning Supplies and Related Expenses listed on the Summary of Expenditures as 94% spent; Vice President Schickling stated departments establish blanket orders for the entire year. Trustee Virtuoso also asked what the TBD in the total amount for the Pell Grant stands for; Vice President Pitman stated the dollar amount will not be determined until the end of the semester as students are adjusting their schedules.

It was moved by Trustee Virtuoso and seconded by Trustee Rowles that the Board approve the Consent Agenda which included the Board Meeting Minutes of February 9, 2016, Statement of Revenues and Expenditures, and Grant Activities. Motion carried unanimously.

INFORMATION ITEMS

Vice Chairperson Wojtaszek asked Board members if there were questions regarding the Information Items. President Klyczek wanted to remind board members about the background information for the Community College Councils and the 2016 Distinguished Alumni nomination form and the 5K run/walk information which was distributed. The following items were received and filed: Grant Tracking Chart, Personnel Status Chart, Facilities Update, Foundation Report, Senate Times February 2016, Prospective Request for Bids, Donation, Student Trustee Report and the Community College Councils Memo from Chancellor Zimpher.

Chairperson's Report

President Klyczek recommends that the chairman of the board serve as the college's Trustee representative on the Community College Council in the first year as he believes most colleges will be doing. President Klyczek spoke with Lieutenant Governor Hochul and she will serve as the liaison from the Governor's office. President Klyczek has also spoken with Chairman Ward and he is willing to accept this position.

It was moved by Trustee Sloma and seconded by Trustee Rowles that the Board appoint Chairman Ward to serve as the Community College Council Chair. Motion carried unanimously.

PRESIDENT'S REPORT

President Klyczek reported that:

- President Klyczek introduced the Director of NCCC's Small Business Development Center Lynn Oswald. Lynn gave a brief overview of the 2015 Annual Report for SBDC; we are highlighted on page 17. Also a 2015 Fact Sheet is included in the front of the report which shows several accomplishments.
- Last Friday we hosted the ACE Women's Networking event on campus. Lieutenant Governor Kathy Hochul and Lockport Mayor Anne McCaffrey were the guest speakers. Vice President Pitman gave a brief summary of this event. There were approximately 40 attendees including Trustees Ross and Ward. Trustee Ross stated the presentation was well done and very enjoyable. Trustee Ginestre attended the pre-session meeting with the Lieutenant Governor and the Executive Council.

- Our application for an Education Opportunity Program (EOP) has been tentatively funded and approved through SUNY, but will not be confirmed until the state budget is passed in April. Funding for this could begin July 1.
- Approximately every two weeks, President Klyczek is offering information sharing sessions in FRACE. The first session was on Learning Commons, and tomorrow's second session will be on vision and mission. There will be approximately three or four more sessions.

STUDENT TRUSTEE REPORT

Christian Clowes stated students met with the Middle States team today. Student Senate selected Derek Pew as the Student Senate Vice President. Student Trustee Clowes also provided information on various events for students.

COMMITTEE REPORTS

Finance

President Klyczek stated the SUNY Annual Report Summary 2014-15 was given to the finance committee. Vice President Schickling provided a brief overview of the report which contains financial and statistical information derived from the annual financial report of each college.

Governmental Affairs

President Klyczek stated he sent letters to Senator Ort, Assemblymen Ceretto and Schimminger advocating the importance of community colleges to the economy and how the budget and state base aid funding may affect the educational opportunities in New York State.

Last month President Klyczek passed out a summary sheet of Chancellor Zimpher's testimony to the State Legislator's Ways and Means committee. Today he provided remaining board members with the full text of her testimony.

Planning/Facilities

President Klyczek briefly discussed the Student Unions/Centers handout and the importance of building trends and the issues with dining services, STEM center, student centers, retail services, etc.

Several naming designations of NFCI/Sanborn campus rooms were confirmed by the Board including the following:

It was moved by Trustee Ginestre and seconded by Trustee Sloma that the Board approve the naming of the Learning Commons Group Study Room at Niagara County Community College Sanborn Campus as the:

David & Monica DiCamillo Group Study Room

This is in recognition of the DiCamillo's pledged donation of \$15,000.00 for the Learning Commons Capital Campaign. This naming recommendation is consistent with the gift guidelines (Section 30.4) recommendation of \$10,000.00 for the Group Study Room.

Motion carried unanimously.

It was moved by Trustee Ginestre and seconded by Trustee Ross that the Board approve the naming of the Learning Commons North Lounge at Niagara County Community College Sanborn Campus as the:

Dr. Cindy Oberjosh North Lounge

This is in recognition of Dr. Oberjosh's pledged donation of \$10,000.00 for the Learning Commons Capital Campaign. This naming recommendation is consistent with the gift guidelines (Section 30.4) recommendation of \$10,000.00 for the North Lounge.
Motion carried unanimously.

It was moved by Trustee Ginestre and seconded by Trustee Wojtaszek that the Board approve the naming of the Learning Commons South Lounge at Niagara County Community College Sanborn Campus as the:

Dr. Mark Bonacci South Lounge

This is in recognition of Dr. Bonacci's pledged donation of \$10,000.00 for the Learning Commons Capital Campaign. This naming recommendation is consistent with the gift guidelines (Section 30.4) recommendation of \$10,000.00 for the South Lounge.
Motion carried unanimously.

It was moved by Trustee Ginestre and seconded by Trustee Virtuoso that the Board approve the naming of the Theater at the Niagara Falls Culinary Institute as the:

Statler Theater

This is in recognition of The Statler Foundations total donations of \$616,250.00 already received for Niagara County Community College, and proposed donations totaling \$150,000 in 2016 and 2017. This naming recommendation varies from the gift guidelines (Section 30.4) recommendation of \$1,000,000.00 for a permanent naming of the Demonstration Theater but exceeds the annual sponsorship of \$100,000.
Motion carried unanimously.

Trustee Smith arrived at 4:30 p.m.

It was moved by Trustee Rowles and seconded by Trustee Ginestre 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 4:30 p.m. Motion carried unanimously.

It was moved by Trustee Sloma and seconded by Trustee Smith that the Board come out of executive session at 5:20 p.m. 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 Ginestre and seconded by Trustee Sloma to adjourn at 5:20 p.m. Motion carried unanimously.

Bradley W. Rowles
Secretary