

**NIAGARA COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
JUNE 13, 2017**

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**A meeting of the Board of Trustees was held  
on June 13, 2017 at 4:00 p.m.  
in the Robert Michael Sdao Memorial Board Room  
at Niagara County Community College**

**Board Members Present**

Mr. Vincent Ginestre, Chairperson  
Mr. William Ross, Vice Chairperson  
Ms. Gina Virtuoso, Financial Secretary  
Mr. Jason Cafarella (arrived at 5:05 p.m.)  
Mr. Vincent Sandonato  
Ms. Bonnie Sloma  
Ms. Katelynn DeLac, Student Trustee

**Board Member Excused**

Mr. Bradley Rowles  
Ms. Sheila Smith, Secretary  
Mr. James Ward

**Administration Present**

Dr. Luba Chliwniak, Officer in Charge  
Ms. Deborah Brewer, Director of Foundation  
Ms. Catherine Brown, Director of Human Resources  
Ms. Barbara DeSimone, Acting Director of Public Relations  
Mr. Michael Dombrowski, Vice President of Operations  
Dr. Mary Jane Feldman, Director of Planning and Research  
Mr. Robert McKeown, Director of Athletics  
Mr. Dennis Michaels, Chief Information Officer  
Mr. William Schickling, Vice President of Finance/Information Technology  
Mr. James Trimboli, Director of Financial Aid  
Ms. Barbara Walck, Assistant to the President  
Ms. Cheryl Yager,

**Invited Guests Present**

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

Chairperson Ginestre called the meeting to order at 4:10 p.m. and led the assembly in the Pledge of Allegiance and a moment of silence in respect for the men and women who are serving our country.

Chairperson Ginestre introduced the NCCC baseball coach Matt Clingersmith along with several of their baseball players. The NCCC baseball team recently finished as runner-up at the NJCAA Division III World Series in Greenville, Tenn. NCCC sophomore pitcher Christian Young, sophomore outfielder Joe Milkowski and freshman catcher Matt Cross were named to the All-World Series team. Sophomores Zarley Cina, David Lyskawa and Christian Young were named first team All-Region.

Chairperson Ginestre introduced the NCCC golf coach Matt Oleski along with several of the golfers. The NCCC golf team recently finished in a tie for sixth place at the NJCAA Division III championships. Freshman Shane Helbig received NJCAA Division III All-American honors, Freshman Cam Eddy and Zach Fronckowiak along with sophomores Stone Skeeter and Matt Bourque were named All Region earlier this spring. Head coach Oleski was honored as Region III Coach of the Year.

Congratulations to both of these teams.

#### **PUBLIC COMMENTS**

Public Comments were given by:

Dr. Elizabeth Sachs

Dr. Philip Haseley

Rose Mary Warren

Amanda Pollard

#### **CONSENT AGENDA**

Chairperson Ginestre asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Sandonato and seconded by Trustee Ross that the Board approve the Consent Agenda which included the Board Meeting Minutes of May 9, 2017, Statement of Revenues and Expenditures, and Grant Activities. Motion carried unanimously.

#### **INFORMATION ITEMS**

Chairperson Ginestre asked Board members if there were questions regarding the Information Items. The following items were received and filed: Personnel Status Chart, Facilities Update, and Foundation Report.

#### **Chairperson's Report**

Chairperson Ginestre stated there were two slates of officer nominations at the May board meeting and asked if there were any additional slates to be offered. There were none; it appears that the current officers will remain.

Chairperson Ginestre stated there was a scheduled meeting with SUNY regarding the search process for interim president. As a result that meeting was cancelled as this was a public meeting and the public was not informed in a timely manner. The next meeting is scheduled to take place on June 22 at 10am in the morning via teleconference with SUNY, and a notice will be given to discuss the interim president process and the formation of the search committee for the president.

Chairperson Ginestre was approached by a newspaper reporter regarding Joel Giambra's comment of a merger between NCCC and ECC. Chairperson Ginestre made a comment in stating "that is not on the radar" here at NCCC. Chairperson Ginestre asked Trustee Ross to contact the Niagara County Legislature

to determine whether there was any possibility of a merger; Trustee Ross stated there would not be a merger. NCCC has tremendous support from the Niagara County Legislature. On June 20 there will be a meeting as a whole pertaining to the NCCC budget.

Chairperson Ginestre stated that each month we receive a statement concerning the grant activity and wanted to congratulate our grant director/writer who pursued the three new grants that were approved in this month's materials.

### **Officer in Charge Report**

Dr. Chliwniak reported that:

- North Pointe Council is our new employee assistance provider as of March.
- Congratulations to Dr. Cindy Oberjosh for receiving SUNY recognition for the tools of engagement project that focuses on the use of emerging technology and pedagogy. With that designation, she becomes a mentor for NCCC faculty and state-wide faculty.
- A retirement announcement was received from Jim Caprio, who is a computer faculty member; effective July 2.
- ACCT membership has been renewed for the board and goes through June 30, 2018.
- We did receive a \$66,000 grant from SUNY for workforce development; \$55,000 of it is for project and \$11,000 is for administrative costs.
- We are in the process of writing four (4) SUNY Performance Improvement Funds (proposals), Advanced Manufacturing Workforce Training Program, Applied Learning Program Administrator, Allied Health Retention Specialist, and Diversity and Inclusion Initiative.
- The following programs have earned accreditation from Allied Health:
  - Physical Therapist Assistant (PTA) for seven more years; congratulations to Deb Wzykiewicz and Sue Wehling for all their work
  - Radiologic Technology (Rad Tech) for seven more years; congratulation to Cynthia Meyers and Elaine Beaudoin for all their work.
  - Special thanks to Diane Roth for all the work she has done on reviews, workshops, etc., as we came through with flying colors!
- In response to the student housing inquiry, Dr. Chliwniak and Julia Pitman walked through the Quality Inn facility and discussed transportation. This facility is being renovated; 31 students are signed up to return to housing. Discussed having one student housing location, cost of transportation, etc. Trustee Sloma asked to see the variables, financials, etc to make a business decision. Trustee Sandonato discussed if students would have an incentive to not live in dorms. Dr. Chliwniak mentioned she met with the Double Tree Hotel who offered to develop housing.
- Mapping the Student Journey; Trustee Virtuoso discussed the student journey, and that we are taking steps in the right direction; student retention is our goal. Dr. Chliwniak discussed touch points of student retention, and the various buckets we established; college community members have received letters to join the various groups. If a board member is interested in joining any of the groups, please let Barb Walck know. The strategic plan will then be developed by the new president. Student journey is to be welcoming to students, find a way to improve relationships and make their college process easier.

### **STUDENT TRUSTEE REPORT**

There was no report.

### **COMMITTEE REPORTS**

#### **Finance Committee**

There was no report.

## **Governmental Affairs**

There was no report.

## **Planning/Facilities**

Trustee Sloma discussed the facilities report received in the board materials each month showing a list of facility projects. She questioned the process of how things are requested, in what priority are projects done/completed, etc. Vice President Dombrowski stated work orders are produced and projects are prioritized accordingly. Trustee Sloma would like to learn more about the process of facilities, manpower, etc. Trustee Sloma would like to create a subcommittee to review this process and how things are accomplished. Please contact Barb Walck if anyone is interested in joining this subcommittee.

Vice President Dombrowski provided a Learning Commons update, and distributed a one page handout showing construction updates.

It was moved by Trustee Sloma and seconded by Trustee Ross to approve the proposed 2018-2019 Academic Calendar as presented. Motion carried unanimously.

It was moved by Trustee Sloma and seconded by Trustee Virtuoso to approve the Drug and Alcohol Prevention Program Biennial Review as presented. Motion carried unanimously.

Financial Aid Director Jim Trimboli provided the Felony and Disciplinary Admissions Policy Update. Board members are to review the revised policy and action will be taken at the August board meeting.

Financial Aid Director Jim Trimboli provided a Power Point presentation on the New York State's Higher Education Services Corporation Excelsior Scholarship, copies were provided to board members.

Chairperson Ginestre stated that he and Trustee Ross have been involved with the College Association in the development/adoption of the new bylaws pending whatever needs to be done with the liquor authority; they tried to incorporate SUNY best practices and this has been done. Board members requested to receive a copy of the new bylaws once the College Association board finalizes/approves them.

It was moved by Trustee Cafarella and seconded by Trustee Virtuoso that the Board meet in executive session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss personnel and legal matters at 5:45 p.m. Motion carried unanimously.

It was moved by Trustee Sandonato and seconded by Trustee Rowles that the Board come out of executive session at 7:00 p.m. Motion carried unanimously.

## **Personnel**

It was moved by Trustee Cafarella and seconded by Trustee Virtuoso that the board approve the Administrative Reappointments for the following individuals:

William Beilein, Nate Beutel, Catherine Brown, Matt Clingersmith, Rick Demita,  
John Eichner, Dennis Gasbarro, Jesse Goldberg, Maureen Henderson,  
Angela Jackson, Allison Korta, Steve Lamkin, Benjamin Loomis, Lisa Mahl,  
Dennis Michaels, Vicki Orzetti, Lynn Oswald, Vonetta Rhodes-Osi,  
William Schickling, Sherry Sodano, Pauline Soeffing, Phyllis Ulett,  
Barbara Walck, Dinene Zaleski

Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Sandonato that the board approve the following individuals for a 90 day reappointment:

Francis Giles, James Lobdell

Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Sandonato that the board approve the following candidates for Grant Reappointments:

Shevonne Sokes-Ramadaan, Heather Trumble

Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Student Trustee DeLac that the board approve the following candidates for Technical Assistant Appointments:

Sabrina Faso, Denise Prohaska

Motion carried unanimously.

It was moved by Trustee Cafarella and seconded by Trustee Ross to table the Administrative Salary Benchmarking. Trustee Sandonato opposed.

## **OLD BUSINESS**

## **NEW BUSINESS**

## **GOOD & WELFARE**

Chairperson Ginestre discussed the start time for the June 13 board meeting. It was agreed that the meeting will start at 4:00 p.m.

It was moved by Trustee Cafarella and seconded by Trustee Sandonato to adjourn at 7:05 p.m. Motion carried unanimously.

Barbara Walck  
Secretary