

NIAGARA COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

MAY 12, 2020

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**A meeting of the Board of Trustees was held
on May 12, 2020 at NOON
via teleconference**

Board Members on the Call

Mr. William Ross, Chairperson
Mr. Jason Cafarella, Vice Chairperson (arrived 12:45pm)
Ms. Gina Virtuoso, Financial Secretary
Ms. Bonnie Sloma, Secretary
Ms. Katherine Alexander (arrived 1:25pm)
Mr. Kevin Clark
Mr. Jerald Wolfgang
Mr. Eric Lipps, Student Trustee

Board Members Absent

Ms. Sheila Smith

Administration on the Call

William J. Murabito, Ph.D., President
Ms. Deborah Brewer, Director of Foundation
Ms. Catherine Brown, Asst. Vice President of Human Resources
Ms. Barbara DeSimone, Director of Public Relations
Mr. John Eichner, Director, Business Services
Ms. Patrice Elnicki, Interim Vice President of Finance and Information Technology
Mr. Wayne Lynch, Vice President of Operations
Mr. Robert McKeown, Assistant Vice President of Enrollment Management
Mr. Dennis Michaels, Asst. Vice President of Information Technology
Mr. Brian Michel, Director of Grants
Ms. Julia Pitman, Vice President of Student Services
Dr. Diane Pytlik-Flammia, Asst. Vice President of Nursing and Allied Health
Mr. James Trimboli, Director of Admissions
Ms. Lydia Ulatowski, Interim Vice President of Academic Affairs
Mr. Bradley Wingert, Interim Assistant Vice President of Academic Affairs
Ms. Barbara Walck, Assistant to the President

Invited Guests on the Call

Dr. Julie Woodworth, Faculty Senate President
Mr. Craig Stevens, Bonadio Group

Chairperson Ross called the meeting to order at 12:07 p.m. Chairperson Ross briefly discussed the guidelines for board members to state their name before speaking and motions made by board members will be via roll call vote. Also, for all other attendees, if anyone has questions, please submit the question to Barbara DeSimone at desimone@niagaracc.suny.edu, and answers will be provided to you.

PUBLIC COMMENTS

There were no public comments.

PRESENTATION

Mr. Craig Stevens from Bonadio, provided the Audit Report.

CONSENT AGENDA

Chairperson Ross asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Clark and seconded by Student Trustee Lipps that the Board approve the minutes from the April 21, 2020 board meeting, along with the 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. Foundation Director Deborah Brewer thanked all who have donated to the student emergency relief fund project. Vice President of Operations Wayne Lynch provided an update of the site testing located on campus (Lot 1). Vice President Lynch stated there continues to be energy savings on campus. The Re-Opening Committee will have their third meeting tomorrow. Niagara County provided sanitation supplies to our campus. 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 board calendar ends on June 30. He has enjoyed his time as Chairperson and the cooperation he has been given by his fellow board members, and the NCCC family. A slate of officers can be submitted under New Business. On May 30, NYCCT will have a ZOOM meeting and Trustee Virtuoso will be our representative on the call. The Niagara County budget calendar was discussed.

PRESIDENT'S REPORT

Dr. Murabito discussed the following:

- Podcasts were created as support services to students.
- We were notified this week regarding changes in the Title IX regulations. SUNY will set up a webinar which we will participate in. Assistant Vice President Brown stated the state cannot override the new guidelines.
- The Class of 2020 developed a plan to produce and distribute 18,000 cookies around Niagara County to first responders. Cookies were produced by TOPS Markets and TOPS did not charge us for these cookies. Thank you to the Niagara County Sheriffs for distributing the cookies. The class funds will be used to purchase personal protective equipment (PPE)
- The housing resolution has been pulled to have the college as guarantor; Niagara County will not support the resolution. Further discussion will take place. Letters were sent to the unions and individuals regarding the budget situation in ways to reduce costs.
- The Re-Opening Day Committee report was provided by Vice President Lynch. We are awaiting the announcement of Governor Cuomo for our next phase.
- President Murabito was selected by the Niagara Chamber to be on their opening committee. The group meets with LT Hochul this afternoon.
- Various meetings are being held twice a week with all the SUNY presidents, and once a week with community college presidents. Discussions are taking place as to the future of community colleges, with ways to strengthen the current system; community college trustees will be playing an important role in this.

- President Murabito discussed the CARES Act. We are receiving approximately 3.5 million dollars, half will be distributed to students directly, second half will be used for institutional costs.
- We are publishing a weekly newsletter from President Murabito, keeping students and staff up to date.
- Commencement was scheduled to be this Saturday, but now has been postponed. On May 23, we will produce a virtual celebration for the class of 2020 which can be viewed online. Diplomas will be delivered via mail. In the fall, we may try to assemble face to face, but if not, those graduates from 2020 will be able to participate in the 2021 celebration.
- Welding program has seen some roadblocks. Interim VP Ulatowski and VP Lynch are going to create a welding class with hands-on in the salt barn. President Murabito is working with BOCES Dr. Clark Godshall, and have agreed to allow BOCES to join our students.
- President Murabito met with some architects at the old Rainbow Mall, considerations of expansion of space within the mall area. This project will have continued discussions.
- Enrollment is expecting a 3-10 to 25% decrease, which will have an impact on our student budgets, due to less funds, will have to adjust programming in student activities, government and athletics.
- Truth and Consequences was the group that SUNY contracted with to do an assessment in trying to create a new SUNY brand. Our campus has been identified as one of the 16 campuses that would participate in providing information. President Murabito met with their principal, and will follow up with more meetings with our staff, and students.

Trustee Clark discussed how high school students are rethinking attending four-year colleges, due to the pandemic; community colleges may have an upswing in attendance. President Murabito agreed, and research shows that one third of high school students are showing concerns of attending college this fall. A timetable will be produced by our enrollment management team between now and fall enrollment, and tie this into our Public Relation programs; this will be shared with the board.

STUDENT TRUSTEE REPORT

Student Trustee Eric Lipps provided his report. Chairperson Ross and the board congratulates Eric on his 2020 graduation, and to the service he provided as a student trustee.

It was moved by Trustee Wolfgang and seconded by Trustee Cafarella that the Board go into Executive Session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss contract negotiations and personnel at 1:10 p.m. Motion carried unanimously.

It was moved by Trustee Wolfgang and seconded by Trustee Alexander that the Board come out of Executive Session at 2:40 p.m. Motion carried unanimously.

FACULTY OBSERVER REPORT

Faculty Senate President Julie Woodworth provided the Faculty Observer report and Chairperson Ross congratulated her on her re-election as faculty senate president.

ACADEMIC/STUDENT LIFE COMMITTEE

It was moved by Trustee Wolfgang and seconded by Trustee Clark that the Board approve the Conferring of Degrees as presented. Motion carried unanimously.

Julia Pitman, Vice President of Student Services provided an update on the student activity fee budget. The student government approved their budget last week. Students may need to review their budget in August due to possible decrease in enrollment. The Board accepted the budget as presented by Vice President Pitman.

FISCAL COMMITTEE

Chairperson Ross stated the Housing Tax Exempt Bonds resolution was removed from the agenda.

It was moved by Trustee Virtuoso and seconded by Trustee Clark to waive the requirements of the second reading of the resolution. Motion carried unanimously.

It was moved by Trustee Virtuoso and seconded by Trustee Clark to approve the Resolution to Offer Personnel and Benefit Incentives, as presented. Motion carried unanimously.

BOARD RESOLUTION

RESOLUTION TO OFFER PERSONNEL AND BENEFIT INCENTIVES

BACKGROUND; NCCC has experienced a structural budget imbalance of approximately \$2 million per year prior to the crisis developed by the virus pandemic. The plan was to reduce this deficit over a three-year budget cycle but the pandemic has not only made this impossible, it has resulted in additional budget deficits. The college budget for 2020-2021 is forecasted to experience a deficit of upward of \$12 million from the original request of \$52 million, to a worst-case scenario of \$40 million in expenditures if State Aid funding is substantially reduced. The deficit is a result of many factors: declining enrollments projected from 6-15%, projected decrease per FTE state support from 10-50%, and a reduction of other revenues such as chargebacks. The budget development process to date has found approximately \$5 million in projected reductions, such as reduced purchases of equipment, travel, contracts, and a hiring freeze. In order to achieve a balanced budget and not exhaust the complete fund balance, the campus must explore personnel cost saving actions such as furloughs, layoffs, retrenchments, and deferred reduced salaries.

AND WHEREAS, the campus budget must be approved in a balanced position without reducing the fund balance beyond acceptable levels;

AND WHEREAS, although the budget development process has maximized reduced expenditures other than personnel and benefits, a major budget deficit of \$7 million plus still exists;

AND WHEREAS, additional savings must come from personnel and benefit reductions;

AND WHEREAS, it is possible to reduce but not eliminate some of the position reductions by offering items such as resignation incentives and retiree health insurance incentives.

THEREFORE BE IT RESOLVED, that the Niagara County Community College Board of Trustees fully supports the proposal that the college president be authorized to offer incentive plans that result in a reduction in personnel and benefit expenses;

AND FURTHERMORE BE IT RESOLVED, the changes will be reflected in the 2020-2021 budget presented for board approval.

Signed,

William L. Ross
Board Chairperson
May 12, 2020

BOT 20-06

OLD BUSINESS

There was no old business.

NEW BUSINESS

Chairperson Ross asked if any trustee has a slate of officers, to offer it now.

Trustee Virtuoso submitted the following:

Chairperson: Gina Virtuoso

Vice Chairperson: William Ross

Secretary: Bonnie Sloma

Financial Secretary: Jason Cafarella

Trustee Virtuoso states that any board member is worthy of any position at any time. Chairperson Ross agreed with her. Additional slates may be provided on June 30.

GOOD & WELFARE

Chairperson Ross said to stay healthy, stay your distance, and the next meeting is June 30, 2020.

It was moved by Trustee Wolfgang and seconded by Trustee Virtuoso to adjourn at 3:00p.m. Motion carried unanimously.

Bonnie R. Sloma
Secretary