

NIAGARA COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES

APRIL 20, 2021

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**A meeting of the Board of Trustees was held
on April 20, 2021 at 4:30 p.m.
via ZOOM and live streaming**

Board Members Present via ZOOM

Ms. Gina Virtuoso, Chairperson
Mr. William Ross, Vice Chairperson
Mr. Jason Cafarella, Financial Secretary
Ms. Katherine Alexander
Mr. Kevin Clark
Ms. Sheila Smith
Mr. Jerald Wolfgang (in person)

Board Members Excused

Ms. Bonnie Sloma, Secretary
Mr. Maurice Jackson, Student Trustee

Administration Present via Zoom

William J. Murabito, Ph.D., President
Ms. Deborah Brewer, Director, Foundation
Ms. Catherine Brown, Assistant Vice President of Human Resources
Ms. Barbara DeSimone, Director of Public Relations
Mr. John Eichner, Director of Business Services
Mr. Jesse Goldberg, Interim Chief Information Officer
Mr. Wayne Lynch, Vice President of Administration
Mr. Robert McKeown, Assistant Vice President of Enrollment Management
Ms. Julia Pitman, Vice President of Student Services
Ms. Lydia Ulatowski, Vice President of Academic Affairs
Ms. Barbara Walck, Assistant to the President
Mr. Brad Wingert, Assistant Vice President of Academic Affairs

Chairperson Virtuoso called the meeting to order at 4:35 p.m. and lead the assembly in the Pledge of Allegiance and a moment of silence for those serving in the military, along with a moment of silence for the passing of former Niagara County Legislature Chair William Keith McNall.

PRESENTATION

Joe Potalivo, Veterans Services Technical Assistant, provided a Power Point presentation showing the different areas for the location of the new Veterans Memorial Park. After reviewing all possible location sites, the board agreed on "Lot 3" Staff Lot (grassy area) for the new location site. A timeline for construction and timeline for completion was also presented.

It was moved by Trustee Clark and seconded by Trustee Alexander to proceed with the Veterans Memorial Park Project, using the location of Lot 3 as presented. Motion carried unanimously.

PUBLIC COMMENTS

There were no Public Comments.

CONSENT AGENDA

Chairperson Virtuoso asked if Board members wanted any item removed from the Consent Agenda. It was moved by Trustee Wolfgang and seconded by Trustee Ross that the Board approve the minutes from the March 16, 2021 board meeting, Statement of Revenues and Expenditures, and Grant Activities. Motion carried unanimously.

It was moved by Trustee Alexander and seconded by Trustee Clark that the Board approve the Posthumous Degree for Chester Miles as presented. Motion carried unanimously.

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

INFORMATION ITEMS

Chairperson Virtuoso 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 Enrollment Update.

CHAIRPERSON'S REPORT

Chairperson Virtuoso wanted to congratulate the women's and men's basketball teams and the wrestling team for their successful season. Trustee Ross also added that the Girls volleyball team did well this year; several of their players received season honors. President Murabito added that we were one of the only community colleges whose sports team competed with their full schedule. President Murabito asked Barbara DeSimone to discuss the commencement schedule. Friday night, May 7, the virtual commencement ceremony will take place at 7:00 p.m. On Saturday, May 8, students have registered, with two family members, to proceed on to the stage, and pick up their diploma cover. All trustees are welcome to attend and assist with these services. Food and a DJ will be available, along with signs for parents to place in their front lawns. Trustees are to let Barb Walck know if they are able to assist on Saturday, from 10am to 3pm. President Murabito stated the college will have a small gathering with dinner, on Friday night to view the commencement ceremony from the board room.

PRESIDENT'S REPORT

Dr. Murabito discussed the following:

- President Murabito stated the commencement details were covered by Chairperson Virtuoso.
- President Murabito stated we are in budget development season, and will be meeting with the County on April 28. Information will be presented to the full board in May, and then to Niagara County.
- Meetings continue with Stavetti to identify those to go into training for technology, latest meeting discussed scholarships available for the Seneca Nation.
- President Murabito discussed possible summer camps to be held on campus. Each division has been asked to come up with a summer camp theme, and then develop a PR campaign around each event with activities. More information will follow.

- There was a virtual ceremony for our student SUNY Chancellor winners, they were: Allyson Clark, Arianna Morales and Miranda Fiore. Congratulations to these students on this accomplishment.

- The COVID update still requires 100% testing to take place on campus, we anticipate changes moving toward the end of semester. Wayne Lynch stated that the fall semester testing requirements may be slightly reduced, also reduced for the upcoming summer.
- President Murabito continues to meet with the WNY Consortium Presidents, they discuss and share ideas and insights; these meetings are very helpful.

Trustee Wolfgang asked about the Foundation being responsible for fundraising for the Veterans Memorial Park. President Murabito said the first step is for our board to identify all buildings and grounds projects. Deborah Brewer is prepared to have the plan for the Foundation finance committee in May and then submit to the Foundation Board.

STUDENT TRUSTEE REPORT

The Student Trustee Report was provided by Maurice Jackson.

FACULTY OBSERVER REPORT

No report was provided.

ACADEMIC/STUDENT LIFE and FISCAL COMMITTEE

Catherine Brown, Assistant Vice President of Human Resources discussed the Pandemic Operations Plan. It was moved by Trustee Wolfgang and seconded by Trustee Ross to approve the Pandemic Operations Plan as presented. Motion carried unanimously.

Catherine Brown, Assistant Vice President of Human Resources discussed the draft Gender Neutral Bathroom Policy. Catherine discussed the law regarding bathrooms being gender neutral to promote the safety of all students and employees. All single use bathrooms at the Sanborn campus will be deemed gender neutral; there is one single use gender neutral bathroom at the Niagara Falls Culinary Institute.

Julia Pitman, Vice President of Student Services discussed the draft Child Development Center Fee update. Materials provided shows there will be a fee increase for this fall. She also added that we are offering summer child care for faculty, staff and outside parents needing this service. Currently there are approximately 15 children registered for this summer.

Chairperson Virtuoso stated that the board meeting is being recorded.

Chairperson Virtuoso asked Wayne Lynch to provide the financial update. Vice President Lynch provided his update and discussed CARES Act, federal stimulus money, fund balance, revenue, and state funding. President Murabito discussed that the college is self-insured for unemployment claims.

Chairperson Virtuoso discussed the stimulus money and how it carried us through COVID especially with enrollment being down. Our enrollment numbers need to improve going forward. President Murabito asked Wayne Lynch to prepare a three-year budget to show where we are at.

Trustee Wolfgang stated that Erie Community College may be closing one of their campuses. President Murabito stated that he is aware of this.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Trustee Ross stated the lunches and dinners at Savor Restaurant are wonderful, and suggests board

members visit the Culinary Institute.

President Murabito was contacted by SUNY that their Board Chair Meryl Tisch and SUNY Trustee Eunice Lewin scheduled to visit to the Sanborn campus tomorrow, has been cancelled. Their next visit will be Monday, May 3.

GOOD & WELFARE

There was no Good & Welfare.

It was moved by Trustee Cafarella and seconded by Chairperson Virtuoso to adjourn at 5:30 p.m. Motion carried unanimously.

Barbara Walck
Assistant to the President