

**AGENDA FOR THE NIAGARA COUNTY COMMUNITY COLLEGE**

**BOARD OF TRUSTEES MEETING ON**

**May 16, 2023**

**4:30 p.m.**

**Robert Michael Sdao Memorial Board Room**

**NCCC Board Room is inviting you to a scheduled Zoom meeting.**

Topic: NCCC Board Meeting May 16th 2023

Time: May 16, 2023 04:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/91901132056?pwd=VWhMbFBEZE1DOHFvWk9tdnhpRIYvZz09>

Meeting ID: 919 0113 2056

Passcode: 708436

One tap mobile

+16465588656,,91901132056# US (New York)

+16469313860,,91901132056# US

Dial by your location

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+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

**And**

**VIA LIVE STREAMING**

**4:30 p.m.**

**OPEN FORMAL MEETING**

Pledge of Allegiance

Public Comments

**PRESENTATION**

1. IRC Grants (Lydia Ulatowski)

- Patrick Foran, Adjunct Instructor – Design I and Design II Instructional Videos and Illustrated Guides
- Andrew Yeager, Instructor Librarian– Information Literacy Instructional Module to Support SUNY General Education

**CONSENT AGENDA**

1. Board Meeting Minutes of April 18, 2023
2. Statement of Revenues and Expenditures
3. Grant Activities

### **INFORMATION ITEMS**

1. Grant Tracking Chart
2. Personnel Status Chart
3. Foundation Report
4. Facilities Update

### **CHAIRPERSON'S REPORT**

1. Board Bylaws (motion)
2. Slate of Officers

### **PRESIDENT'S REPORT**

Campus Updates

### **STUDENT TRUSTEE REPORT**

### **FACULTY OBSERVER REPORT**

## **COMMITTEE REPORTS**

### **ACADEMIC/STUDENT LIFE**

1. Child Development Center Fee Schedule (Julia Pitman)
2. Resolution - Prison Education Program (Lydia Ulatowski)

***The Chair may call for an executive session under the provisions of Section 105 Article 7 of the Public Officers Law.***

### **FISCAL COMMITTEE**

1. Student Fee Policy (Robert McKeown)
  - Resolution – NCCC Student Fee Policy
2. First Day Complete Evaluation Committee
3. NCCC FY 2023-2024 Budget (Wayne Lynch)
4. FY 2023-2024 Tuition and Fee Schedule (Wayne Lynch)
5. Budget Calendar Schedule (Wayne Lynch)
6. Business and Finance Update
  - NCLEA Purchase Order Awards
  - Student Hub Purchase Order Awards
7. Piano Donation

### **OLD BUSINESS**

### **NEW BUSINESS**

### **GOOD & WELFARE**

**The next regular Board Meeting is scheduled for June 20, 2023**

**NIAGARA COUNTY COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**APRIL 18, 2023**

\* \* \* \* \*

**A meeting of the Board of Trustees was held  
on April 18, 2023 at 4:30 p.m.  
in person, and live streaming**

**Board Members Present**

Mr. Kevin Clark, Financial Secretary  
Ms. Katherine Alexander, Secretary  
Mr. David Haylett, Jr.  
Mr. William Ross  
Ms. Sheila Smith  
Ms. Gail Tylec  
Mr. Aidan Freischlag, Student Trustee

**Board Members via Zoom**

Ms. Gina Virtuoso, Vice Chairperson

**Board Members Excused**

Mr. Jason Cafarella, Chairperson

**Administration Present**

William J. Murabito, Ph.D., President  
Mr. William Beilein, Athletic Coach  
Ms. Julie Berrigan, Director of Development  
Mr. Nate Beutel, Athletic Coach  
Ms. Catherine Brown, Assistant Vice President of Human Resources  
Ms. Alissa Cummings, Assistant Vice President of Student Services  
Ms. Barbara DeSimone, Assistant Vice President of Institutional Advancement  
Mr. John Eichner, Director of Business Services  
Mr. Jesse Goldberg, Chief Information Officer  
Ms. Amanda Haseley, Athletic Director  
Mr. Harold (Hal) Legg, Director of Public Relations  
Mr. Wayne Lynch, Vice President of Administration (via zoom)  
Ms. Julia Pitman, Vice President of Student Services  
Ms. Lydia Ulatowski, Vice President of Academic Affairs  
Ms. Barbara Walck, Assistant to the President

Financial Secretary Clark called the meeting to order at 4:30 p.m. and stated the meeting was being recorded and live streamed and for a roll call for those on zoom; Trustee Gina Virtuoso present on zoom. Financial Secretary Clark asked Student Trustee Freischlag to lead the assembly in the Pledge of Allegiance and a moment of silence for the men and women serving in the military.

**PUBLIC COMMENTS**

There were no public comments.

Financial Secretary Clark stated Student Trustee Freischlag had another college commitment and asked if his report could be provided earlier. It was moved by Financial Secretary Clark and seconded by Trustee Ross that the board agenda be amended. Motion carried unanimously.

#### **STUDENT TRUSTEE REPORT**

Student Trustee Freischlag provided his report.

Student Trustee Freischlag left the meeting at 4:35 p.m.

#### **PRESENTATIONS**

Athletic Director Amanda Haseley introduced the men's wrestling coach, Keith Maute, along with team member Cortez Henderson. Coach Maute spoke highly of his team and some of the obstacles they overcome.

Athletic Director Amanda Haseley introduced the women's basketball coach, Nate Beutel, along with team members Ashley Tucker and Aichata Ballo.

Athletic Director Amanda Haseley introduced the men's basketball coach, Bill Beilein, along with team member LaMarcus Merchant.

All the teams had winning seasons. They highly appreciated the support from board members and the college community.

Financial Secretary Clark asked Vice President Ulatowski to introduce the first IRC Grant presentation provided by Professor David Milazzo. Professor Milazzo provided information using video lecture for Math 105 class.

Vice President Ulatowski introduced the second IRC Grant presentation provided by Professors Pam Lange and Ian Stapley. They discussed ways of integrating reading and writing.

#### **CONSENT AGENDA**

Financial Secretary Clark asked if Board members had any questions regarding the Consent Agenda items. Trustee Ross asked about the denied grant. It was moved by Financial Secretary Clark and seconded by Secretary Alexander that the Board approve the minutes from the March 21, 2023 board meeting, Statement of Revenues and Expenditures, Conferring of Degrees, and Grant Activities. Motion carried unanimously.

#### **INFORMATION ITEMS**

Financial Secretary Clark asked Board members if there were any questions regarding the Information Items. There were no questions. 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**

Financial Secretary Clark asked if anyone had questions regarding the Draft board bylaws, also the Appendix A included with the board bylaws. There were no questions. This item will be brought to the full board next month. Vice President Ulatowski provided a Middle States update. The self-study is due to Dr. Anne Wahl by May 10, it is currently being worked on. All is moving along as scheduled. Fall of 2024 is when the full self-study is due to Middle States.

Financial Secretary Clark reminded board members of the open house and student showcase on April 20. Trustee Tylec and Financial Secretary Clark will be judges for the student showcase. President Murabito commended our students and faculty on their presentations last year.

Financial Secretary Clark reminded board members of commencement on May 13, and to refer to the handout provided with times of arrival, etc.

## **PRESIDENT'S REPORT**

President Murabito discussed the following:

- Vice President Ulatowski introduced the new Director of Evening College Tammy Bruno. Tammy provided some background on herself. Her start date will be April 24. Welcome Tammy.
- President Murabito discussed the latest information that NCCC graduates have the highest medium income in comparison to the other western New York community colleges; also NCCC has the highest percentage graduation rate within four years of all community colleges in the state. The graduation rate is between 39-40%.
- President Murabito had a recent meeting regarding the P-Tech program in Niagara Falls. This program has worked very well and other districts are looking to partner with us, for the upcoming grant period.
- President Murabito recently met with the Patrick Lee Foundation regarding funding of scholarships.
- President Murabito recently met with CJ Urlaub, President of Mount St. Mary's. Programs, partnerships and paid internships were discussed.
- President Murabito attended the EOP ceremony in Albany. Our student Gabrielle Kramer was a recipient of the EOP Student Excellence Award. During the campus visit by Chancellor King in early April, President Murabito discussed the EOP program and a meeting was held today discussing flexibility, alternatives, and technology to be used in a different way. The program is very ridged and makes it difficult for some students.
- Next Monday, April 24, President Murabito will be attending the PTK Luncheon along with the Chancellor's Award for Student Excellence in Albany. This year the PTK recipients are Regan Lytle and Bridget Heresee. The Chancellor Award recipients are Meredith Preeve and Alexander Minnehan.
- On March 30, FRCAE presented Dr. Fabio Escobar as a keynote speaker, which was followed by an Emeriti presentation and reception.
- On April 6, Chancellor John B. King and SUNY Trustee Eunice Lewin visited our campus, along with other members of his staff. They met with various groups, and a tour was provided.
- President Murabito attended a Bridge Steering Committee meeting with Niagara University President Father Maher and Niagara Falls Mayor Restaino. The group discussed programs to help the community, and NCCC to assist with housing, and education.
- At the next Fiscal Committee meeting, two proposals on the student fee policy along with a resolution will be reviewed; also, a motion for First Day Complete committee to be formed will be reviewed.

## **FACULTY OBSERVER REPORT**

The Faculty Observer Report was given by Dr. Elizabeth Sachs, Faculty Senate President.

## **COMMITTEE REPORTS**

### **ACADEMIC/STUDENT LIFE COMMITTEE**

Committee Chairperson Smith asked Vice President Pitman to provide an overview of the School Aged Tuition for the Child Development Center. It was moved by Committee Chairperson Smith and seconded by Trustee Ross to approve the School Aged Tuition for the Child Development Center as presented. Motion carried unanimously.

The next Academic Student Life Committee meeting will be held on May 1 at noon.

## **FISCAL COMMITTEE**

Committee Chairperson Clark asked Assistant Vice President Brown to provide an update on the TSPA contract. The contract is effective from 2017 to 2025.

Committee Chairperson Clark read the following resolution:

Resolution – NCCC COLLECTIVE BARGAINING AGREEMENT WITH TECHNICAL SUPPORT PERSONNEL ASSOCIATION (TSPA) NYSUT/NY

Background: Niagara County Community College in good faith has negotiated an eight-year collective bargaining agreement (“Agreement”) with the NCCC TECHNICAL SUPPORT PERSONNEL ASSOCIATION, NYSUT/NY concerning wages, terms, and other conditions of employment for the term of September 1, 2017, through August 31, 2025. At the meeting of the Board of Trustees of Niagara County Community College on April 18, 2023, the following resolution was proposed and approved by the board:

**WHEREAS**, Niagara County Community College and Niagara County Community College NCCC TECHNICAL SUPPORT PERSONNEL ASSOCIATION, NYSUT/NY reached a settlement agreement on January 24, 2023, outlining the negotiated changes as attached.

**WHEREAS**, the Agreement has been lawful and properly ratified by the membership of the NCCC TECHNICAL SUPPORT PERSONNEL ASSOCIATION, NYSUT/NY on April 6, 2023.

**WHEREAS**, Niagara County Community College and NCCC TECHNICAL SUPPORT PERSONNEL ASSOCIATION, NYSUT/NY that the best interests of both parties are served by executing the aforesaid amendment.

**THEREFORE**, be it resolved that the Board of Trustees approve the ratification of the union contract between Niagara County Community College and the NCCC TECHNICAL SUPPORT PERSONNEL ASSOCIATION, NYSUT/NY effective April 18, 2023.

It was moved by Committee Chairman Clark and seconded by Trustee Smith that the board approve the Resolution as presented. Motion was carried unanimously.

Vice President Lynch discussed the Business and Finance updates.

It was moved by Financial Secretary Clark and seconded by Trustee Tylec that the Board go into Executive Session under the provisions of Section 105 of Article 7 of the Public Officers Law to discuss contracts and personnel matters at 5:50 p.m. Motion carried unanimously.

It was moved by Financial Secretary Clark and seconded by Secretary Alexander that the Board come out of Executive Session at 6:20 p.m. Motion carried unanimously.

## **OLD BUSINESS**

Trustee Tylec discussed the progress of the Emeriti email proposal.

## **NEW BUSINESS**

There was no New Business.

## **GOOD & WELFARE**

There was no Good & Welfare.

The next board meeting will be on May 16, 2023.

It was moved by Trustee Tylec and seconded by Trustee Haylett, Jr., to adjourn at 6:25 p.m. Motion carried unanimously.

Katherine D. Alexander  
Secretary

Niagara County Community College  
**Statement of Revenues and Expenditures**  
For The Period Ended March 31, 2023

	<u>Revised Budget</u>	<u>Year-To Date</u>	<u>Projection For Year</u>	<u>vs. Budget Fav/(Unfav)</u>	<u>% Year- To-Date</u>
<u>Percentage of Fiscal Year Completed -58%</u>					
<b><u>Revenues</u></b>					
Student Tuition	\$ 14,576,216	\$ 13,182,840	\$ 14,017,000	\$ (559,216)	90%
Student Fees	1,857,562	1,697,050	1,805,000	(52,562)	91%
State Aid	10,413,305	7,810,203	10,431,000	17,695	75%
Chargebacks	5,951,052	5,463,008	5,907,000	(44,052)	92%
County Contribution	8,971,000	5,980,667	8,971,000	-	67%
Sales & Service Auxiliaries	353,240	164,946	371,000	17,760	47%
Other Revenue	343,000	556,142	1,040,000	697,000	162%
Offsetting Revenue	652,781	219,878	374,000	(278,781)	34%
Total Revenue	<u>43,118,156</u>	<u>35,074,734</u>	<u>42,916,000</u>	<u>(202,156)</u>	<u>81%</u>
<b><u>Expenditures (including encumbrances)</u></b>					
Salary/Wages	23,189,367	13,116,397	22,925,000	264,367	57%
Fringe Benefits	12,939,000	6,818,833	11,533,000	1,406,000	53%
Equipment	305,483	257,034	507,000	(201,517)	84%
Contracted Services & Supplies	8,228,905	4,724,155	7,462,000	766,905	57%
Self-Sustaining Programs	1,132,538	448,010	734,000	398,538	40%
Total Expenditures	<u>45,795,293</u>	<u>25,364,429</u>	<u>43,161,000</u>	<u>2,634,293</u>	<u>55%</u>
Inc/(Dec) In Unrestricted Fund Balance *	<u>\$ (2,677,137)</u>	<u>9,710,305</u>	<u>(245,000)</u>	<u>\$ 2,432,137</u>	
Add: Federal Appropriations (HEERF)		418,374	1,037,000		
Less: HEERF Expenditures		111,200	443,000		
Adjusted Inc/(Dec) In Fund Balance		<u>\$ 10,017,479</u>	<u>\$ 349,000</u>		
* Budget comprised of:					
Budget Rolled With Encumbrances	\$ (237,991)				
Budgeted Appropriation of Fund Balance	<u>(2,439,146)</u>				
	<u>\$ (2,677,137)</u>				

Niagara County Community College  
**Schedule of Revenues**  
For The Period Ended March 31, 2023

	Budget	Month	YTD	vs. Budget Fav/(Unfav)	YTD % Of FY Budget
Tuition--Fall	\$ 7,465,206	\$ 1,680	\$ 6,952,460	\$ (512,746)	93%
Tuition--Spring	5,742,240	5,754	5,669,832	(72,408)	99%
Tuition--Winter	175,770	-	154,403	(21,367)	88%
Tuition--Summer	798,000	-	-	(798,000)	0%
Tuition Premiums, Net	395,000	(5,040)	406,145	11,145	103%
Total Tuition	14,576,216	2,394	13,182,840	(1,393,376)	90%
Charges--Other Counties	5,951,052	98,580	5,463,008	(488,044)	92%
State Aid	10,413,305	2,605,749	7,810,203	(2,603,102)	75%
Federal Appropriations (HEERF)	-	-	418,374	418,374	N/A
Sponsor Contribution	8,971,000	2,990,333	5,980,667	(2,990,333)	67%
General Fee	363,860	(118)	322,167	(41,693)	89%
Technology Fee	1,052,104	(343)	931,402	(120,702)	89%
Allied Health Fee	160,809	-	174,455	13,646	108%
Animal Management Fees	14,768	-	12,064	(2,704)	82%
Baking & Pastry Arts Lab Fee	45,738	121	44,740	(998)	98%
Culinary Arts Lab Fee	77,220	198	76,379	(841)	99%
Production Lab Fee	10,933	-	7,938	(2,995)	73%
Welding Lab Fee	13,630	-	9,106	(4,524)	67%
Bowling Lab Fee	-	-	-	-	N/A
Locker Fee	540	-	540	-	100%
Transcript Fees	41,500	4,145	38,120	(3,380)	92%
Academic Foundation Course Fee	23,460	-	17,177	(6,283)	73%
Challenge Exam Fees	-	-	432	432	N/A
ID Card Replacement	-	40	860	860	N/A
Library Fines	-	-	-	-	N/A
Payment Plan Fee	15,200	-	15,640	440	103%
Late Payment Fee	31,500	15,365	41,580	10,080	132%
Late Registration Fee	6,300	(150)	4,450	(1,850)	71%
Total Fees	1,857,562	19,258	1,697,050	(160,512)	91%
Sales & Service-Auxiliaries	353,240	42,842	164,946	(188,294)	47%
Interest & Earnings	2,000	88,724	338,668	336,668	16933%
Adm Income For Grants	55,000	11,032	33,552	(21,448)	61%
Supply & Service Income	30,000	1,076	15,107	(14,893)	50%
Facility Use - External (space)	25,000	5,170	17,890	(7,110)	72%
Scrap Excess Material	20,000	-	322	(19,678)	2%
Unclassified Revenues	211,000	102,346	150,603	(60,397)	71%
Other Revenues	343,000	208,348	556,142	213,142	162%
Offsetting Revenue	652,781	21,819	219,878	(432,903)	34%
Total Revenues	\$ 43,118,156	\$ 5,989,323	\$ 35,493,108	\$ (7,625,048)	82%



Niagara County Community College  
**Summary Of Expenditures & Encumbrances Vs. Budget**  
 For The Period Ended March 31, 2023

"County Code"								
No.	Description	Budget	Month	YTD	Encumb	Total Exp/Enc	Unenc Balance	% Spent/ Enc
10	Travel	138,561.72	5,503.70	43,435.62	17,622.65	\$ 61,058.27	\$ 77,503.45	44%
13	Office Supplies & Rel Exp	329,338.27	45,730.15	142,474.24	14,547.10	157,021.34	172,316.93	48%
16	Printing & Advertising	444,789.03	9,391.51	200,524.70	5,066.73	205,591.43	239,197.60	46%
19	Communications	96,629.00	5,911.61	42,225.09	23,772.84	65,997.93	30,631.07	68%
22	Light & Power	854,500.00	52,379.13	407,594.97	-	407,594.97	446,905.03	48%
25	Fuel	308,600.00	12,301.27	169,274.41	-	169,274.41	139,325.59	55%
28	Postage	47,000.00	3,190.49	21,043.23	-	21,043.23	25,956.77	45%
31	Cleaning Supplies & Related Exp	101,426.00	13,511.54	46,882.17	11,219.45	58,101.62	43,324.38	57%
33	Library Supplies & Related Exp	219,583.00	40,447.64	110,162.80	53,590.15	163,752.95	55,830.05	75%
34	Educational Supplies	1,140,932.67	107,379.03	578,368.20	78,169.09	656,537.29	484,395.38	58%
37	Plant Operations & Maintenance	1,101,424.77	60,828.07	526,551.23	258,776.45	785,327.68	316,097.09	71%
40	Computer Services	665,652.00	248,534.06	493,218.95	27,827.13	521,046.08	144,605.92	78%
43	Special Department Charges	389,379.25	4,496.75	145,229.10	1,805.50	147,034.60	242,344.65	38%
45	Fire, Liability & Auto Insurance	415,000.00	29,968.12	209,768.68	-	209,768.68	205,231.32	51%
48	Other Contractual Services	578,458.26	47,963.54	235,622.66	99,104.71	334,727.37	243,730.89	58%
51	Professional Services	548,061.00	34,853.49	190,127.58	85,074.87	275,202.45	272,858.55	50%
52	Bad Debt Expense	530,000.00	44,166.67	309,166.69	-	309,166.69	220,833.31	58%
78	Water	71,000.00	5,339.95	40,438.67	-	40,438.67	30,561.33	57%
79	Water & Sewer Tax	209,500.00	18,474.34	126,030.88	-	126,030.88	83,469.12	60%
80	Automotive Expenses	28,000.00	1,168.97	13,052.87	5,726.67	18,779.54	9,220.46	67%
81	Medical Supplies & Related Exp	11,070.00	196.85	3,650.41	-	3,650.41	7,419.59	33%
	<b>Total Contractual</b>	<b>8,228,904.97</b>	<b>791,736.88</b>	<b>4,054,843.15</b>	<b>682,303.34</b>	<b>4,737,146.49</b>	<b>3,491,758.48</b>	<b>58%</b>
56	Self-Sust Prog-Comm Serv/Vocation	959,896.79	72,007.56	343,805.27	13,630.51	357,435.78	602,461.01	37%
57	Self-Sust Prog-Contracts	31,055.00	-	-	5,490.00	5,490.00	25,565.00	18%
58	Self-Sust Prog-Bus Res Center	141,586.00	10,657.69	81,844.69	3,239.87	85,084.56	56,501.44	60%
	<b>Total Self-Sustaining</b>	<b>1,132,537.79</b>	<b>82,665.25</b>	<b>425,649.96</b>	<b>22,360.38</b>	<b>448,010.34</b>	<b>684,527.45</b>	<b>40%</b>
61	Retirement	2,411,000.00	180,567.71	1,297,400.92	-	1,297,400.92	1,113,599.08	54%
62	Dues Allowed - Faculty	1,000.00	-	744.00	-	744.00	256.00	74%
63	Social Security Taxes	1,687,000.00	135,524.80	983,048.18	-	983,048.18	703,951.82	58%
64	Worker's Compensation	63,000.00	4,589.49	38,136.47	-	38,136.47	24,863.53	61%
65	Hospitalization & Medical Insurance	8,584,000.00	806,597.96	4,457,759.16	-	4,457,759.16	4,126,240.84	52%
67	Unemployment Insurance	128,000.00	6,944.93	16,925.75	-	16,925.75	111,074.25	13%
68	Employee Tuition Benefit	20,000.00	-	8,393.50	-	8,393.50	11,606.50	42%
70	Life & Disability Insurance	45,000.00	8,589.62	31,675.44	-	31,675.44	13,324.56	70%
	<b>Total Benefits</b>	<b>12,939,000.00</b>	<b>1,142,814.51</b>	<b>6,834,083.42</b>	<b>-</b>	<b>6,834,083.42</b>	<b>6,104,916.58</b>	<b>53%</b>
66	Personnel Services	23,189,367.00	1,859,010.58	13,199,354.61	-	13,199,354.61	9,990,012.39	57%
35	Equipment	305,483.58	30,232.94	190,721.28	66,312.39	257,033.67	48,449.91	84%
	<b>Total Expenses</b>	<b>\$45,795,293.34</b>	<b>\$ 3,906,460.16</b>	<b>\$24,704,652.42</b>	<b>\$ 770,976.11</b>	<b>\$25,475,628.53</b>	<b>\$ 20,319,664.81</b>	<b>56%</b>



**MEMO TO:** The Board of Trustees  
**FROM:** William J. Murabito, Ph.D.  
**DATE:** May 16, 2023  
**SUBJECT:** Grant Activities for April 2023

**Grant Award Submissions:** I recommend that the Board of Trustees approve the submission of the following grant(s):

- A. Empire State Development (ESD) - Office of Strategic Workforce Development (OSWD) New**  
**ESD - OSWD Workforce Capital Grant Round III**  
**NCCC Workforce Lab Revitalization**  
**Total Amount: \$300,000.00 over 2 years**

This funding will be used to reinvigorate programming and lab space on campus for science programs. The upgraded lab space will allow for instruction in cannabis processing and analytics that the current lab space cannot accommodate. Through renovation and new equipment, supplies, and materials, the project will also allow the College to upgrade workforce and credited programming in areas related to Cannabis Studies, Environmental Studies, Biology, Chemistry, and Horticulture. NCCC will utilize \$200k out of the Cannabis Workforce Development grant award as a required matching component which made this application possible and also \$100k from our standing Perkins award.

**Grant Award Acceptances:** The following grant award acceptances are for information only:

- A. SUNY Awarded**  
**SUNY High Needs Localities Workforce Academic Programs**  
**NCCC High Needs Workforce Academic Programs**  
**Total Amount: \$66,000.00**

This project will support both workforce-focused, non-credit programs along with credit-bearing programs within NCCC Nursing, Physical & Allied Health. Workforce programs to be supported through funding include Emergency Medical Technician (EMT) and Advanced Emergency Medical Technician (AEMT). Credited programs include Registered Nurse (RN), Practical Nursing (PN), and Medical Assistant. Graduates completing the RN and Medical Assistant programs will achieve their Associates in Applied Sciences degree (AAS), and PN students will achieve a credited credential that can be recognized on its own for employment or lead to further credited opportunities.

Fiscal Year 2023: Submitted Grant Applications

		LEGEND						
		New Submissions						
		New Awards & Acceptances						
Funder	Program Title	Project Title	Project Contact	Date Sub	Request Amount	Status	Amount Awarded	Type
Empire State Development (ESD) - Office of Strategic Workforce Development (OSWD)	ESD - OSWD Workforce Capital Grant Round III	NCCC Workforce Lab Revitalization	Brian Michel	03/30/23	\$ 300,000	Pending		New
SUNY	SUNY High Needs Program - Microcredentials	NCCC Basic Welding for Industry Microcredential Creation	Mary Alice Torba	03/10/23	\$ 45,000	Pending		New
SUNY	National Alliance for Direct Support Professionals (NADSP) Accreditation	NCCC SUNY NADSP Accreditation	Cindy Oberjosh	03/03/23	\$ 347,397	Pending		New
SUNY	FY 2023 High Needs Localities Workforce Academic Programs	NCCC High Needs Workforce Academic Programs	Diane Pytlík-Flammia	02/28/23	\$ 75,000	Funded 04/13/23	\$ 66,000	New
SUNY	SUNY Innovative Instruction Technology Grant (IITG)	NCCC Active Learning Classroom	Jean Linn	02/15/23	\$ 22,033	Pending		New
SUNY	SUNY Expanded Investment and Performance Fund	NCCC Educational Opportunity Program (EOP)	Angela Jackson	12/05/22	\$ 98,000	Funded 02/10/23	\$ 98,000	Renew
SUNY	SUNY Early Childhood Paid Internship Program	NCCC SUNY Early Childhood Paid Internship Program Total Grant: \$34,692	Christine Duquin	12/09/21	\$ 9,594	Additional Funding 02/03/23	\$ 9,594	Extension
Empire State Development (ESD) - Office of Strategic Workforce Development (OSWD)	ESD - OSWD Workforce Capital Grant Round II	NCCC Workforce Lab Revitalization	Brian Michel	12/21/22	\$ 828,600	Denied 03/03/23		New
New York State - Department of Labor	2023-2024 Hazard Abatement Board (HAB) Workforce Training	NCCC 2023-2024 HAB Workforce Training Grant	Brian Michel	12/16/22	\$ 60,200	Denied 03/23/23		New
Western New York Library Resource Council (WNYLRC)	WNYLRC - Access and Innovation Grant (AIG)	NCCC 2022/2023 Access and Innovation Grant Project Part 2	Jean Linn	11/05/22	\$ 7,112	Funded 01/12/23	\$ 7,112	Renew
The Statler Foundation	The Statler Foundation 2022 Grant Program	NFCI Hospitality Revitalization	Benjamin Loomis	10/15/22	\$ 130,000	Funded 12/19/22	\$ 11,500	New
New York State - Department of Education	Coordinated Collection Development Aid	Annual Library Aid FY 2023	Jean Linn	10/15/22	\$ 7,767	Funded 12/30/22	\$ 7,767	Renew
NYS Office of Children and Family Services (OCFS)	Childcare Stabilization Grant 2.0 for Workforce Supports	NCCC Childcare Stabilization Workforce Supports	Christine Duquin	10/11/22	\$ 13,700	Funded 10/11/22	\$ 13,700	New
Patrick Lee Foundation	Mental Health Supports for College Students	NCCC Mental Health Community Support Initiative	Cheri Yager	09/07/22	\$ 50,000	Funded 10/28/22	\$ 50,000	New
New York State - Education Department GC20-019 PTECH	PTech - Grant submitted by Niagara Falls High School as the Lead Agency	Niagara PTECH Grant	Monica Lopoyda	06/23/22	\$ 52,443	Funded	\$ 52,443	Renew

Fiscal Year 2023: Submitted Grant Applications

LEGEND	
New Submissions	
New Awards & Acceptances	

Funder	Program Title	Project Title	Project Contact	Date Sub	Request Amount	Status	Amount Awarded	Type
US Education Department	Child Care Access Means Parents in School (CCAMPIS)	NCCC CCAMPIS Program 4-Year Grant: up to \$76,798/year; year 2 increased to \$99,837 Total Grant: \$330,231 <b>Year 2 of 4</b>	Christine Duquin	05/26/21	\$ 76,798	Funded 08/19/22	\$ 99,837	Renew
SUNY	FY 2023 High Needs Localities Fund Allied Health	NCCC High Needs Localities Fund Allied Health	Diane Pytklik-Flammia	06/23/22	\$ 125,000	Funded 07/20/22	\$ 125,000	New
New York State - Department of Education	Liberty Partnership Program	Niagara Liberty Partnership Program 5-Year Grant: \$450,000/year; Total Grant: \$2,250,000 <b>Year 1 of 5</b>	Andrea Modeste	06/23/22	\$ 450,000	Funded 08/23/22	\$ 450,000	New
New York State - Department of Education	Perkins V - Career and Technical Education Act	Formula Grant - FY 2022/23	Brian Michel	06/13/22	\$ 453,663	Funded 10/19/22	\$ 453,663	New
U.S. Department of Justice (DOJ)	DOJ Bureau of Justice Assistance (BJA) FY '22 - Body Worn Cameras (BWC)	NCCC Public Safety Body Worn Cameras	Ross Annable	05/25/22	\$ 5,995	Denied 10/15/22		New
SUNY	SUNY Cannabis Workforce Development	The Business of Cannabis: Sustainability from Seed to Sale 3-Year Grant: \$333,333/year; Total Grant: \$1,000,000 <b>Year 1 of 3</b>	Carolyn Stanko	05/12/22	\$ 333,333	Funded 07/18/22	\$ 333,333	New
SUNY	SUNY Childcare Operational (2022- 2023)	NCCC Child Development FY '23 Operating Grant	Christine Duquin	04/30/22	\$ 80,043	Funded 12/19/22	\$ 80,043	New
SUNY	SUNY Childcare BLOCK (2022-2023)	NCCC Child Development FY '23 BLOCK Grant	Christine Duquin	04/25/22	\$ 39,500	Funded 08/10/22	\$ 39,500	New
SUNY	SUNY REACH (Racial Equity for Adult Credentials in Higher Ed)	NCCC Industrial Arts Roads to Success Program	Brian Michel	04/04/22	\$ 15,000	Funded 08/29/22	\$ 15,000	New
Walmart	Walmart Community Grant Program- N.Tonawanda Location	NCCC Student Campus Food Pantry Insecurity Relief	Deb Brewer	03/25/22	\$ 5,000	Denied 08/31/22		New

<b>TOTAL</b>	<b>\$ 3,631,178</b>	<b>\$ 1,912,492</b>
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**Niagara County Community College**  
**Office of the President**  
**Personnel Chart**  
**Page 1 of 2**

Memo To: Board of Trustees

From: William Murabito, Ph.D.  
 President

Date: May 16, 2023

Subject: Personnel Status Report for May 2023 Board Meeting

<u>Name</u>	<u>Action</u>	<u>Title/Department</u>	<u>Type of Appointment</u>	<u>Effective Date</u>	<u>Salary</u>
Taylor Bowers	Hired	Technical Assistant – Career & Transitional Services	12 Month Faculty	5/1/2023	\$43,811
Mike Dashineau	Title Change	Interim Director of Campus Facilities	Administrative	4/20/2023	\$86,000
Shannon Stott	Title Change	Asst. Director of Human Resources	Administrative	5/8/2023	\$68,000
Nicholas Budniewski	Title Change	Technical Assistant – Career & Transitional Services	12 Month Faculty	4/15/2023	\$43,811
Julia Pitman	Resignation	VP of Student Services	Administrative	6/30/2023	
Donald Saph	Resignation	Director of Campus Facilities	Administrative	4/19/2023	
Assistant Director of Facilities for Custodial Services & Grounds	Vacancy	Operations	Administrative	Search in Progress	\$55,100
Assistant Director of NCCC Foundation	Vacancy	NCCC Foundation	Administrative	Search in Progress	\$55,100
Assistant Director of Liberty Partnerships	Vacancy	Academic Affairs	Administrative (Grant)	Search in Progress	\$51,900
Nursing Asst. Professor	Vacancy	Nursing, Physical & Allied Health	10 Month Faculty	Search in Progress	\$62,186
Nursing Asst. Professor	Vacancy-Title Change	Nursing, Physical & Allied Health	10 Month Faculty	Search in Progress	\$62,186

**Niagara County Community College  
Office of the President  
Personnel Chart  
Page 2 of 2**

Accounting Asst. Professor	Vacancy-Title Change	Business & STEM	10 Month Faculty	Search in Progress	\$62,186
Theater Instructor	Vacancy	Arts, Humanities & Social Sciences	10 Month Faculty	Search in Progress	\$47,785
Early Childhood Education Instructor	Vacancy	Arts, Humanities & Social Sciences	10 Month Faculty	Search in Progress	\$47,785
Technical Assistant	Vacancy	Office of Information Technology	12 Month Faculty	Search in Progress	\$43,811
Technical Assistant	Vacancy	Admissions	12 Month Faculty	Search in Progress	\$43,811
Technical Assistant	Vacancy-Title Change	Biology – Business & STEM	12 Month Faculty	Search in Progress	\$43,811
NRP/Recruitment Operations Coordinator	New	Admissions	12 Month Faculty	Search in Progress	\$53,719
NRP/Mental Health Counselor	Vacancy	Wellness Center	12 Month Faculty (Grant)	Search in Progress	\$53,719
NRP/Program Administrator	Vacancy	Career & Transitional Services	12 Month Faculty	Search in Progress	\$53,719
Help Desk Receptionist	Vacancy-Title Change	Office of Information Technology	ESPA Competitive	Search in Progress	\$20.45/hour
Senior Typist	Vacancy-Title Change	Public Safety	ESPA Competitive	Search in Progress	\$20.45/hour
Senior Typist	Vacancy	Testing Center – Career & Transitional Services	ESPA Competitive	Search in Progress	\$20.45/hour
Senior Typist	Vacancy	Records & Registration – Student Services	ESPA Competitive	Search in Progress	\$20.45/hour
Storekeeper	Vacancy	Shipping & Receiving - Operations (Sanborn)	TSPA Competitive	Search in Progress	\$21.01/hour

# NCCC FOUNDATION

*Supporting Students Since 1987*

MEMO TO: Dr. William Murabito  
 FROM: Barbara DeSimone, AVP of Institutional Advancement  
 SUBJECT: Foundation Report  
 DATE: 5/4/2023

~~~~~  
 The following donations were received & recorded April 1 – April 30, 2023

|                       |                     |                          |
|-----------------------|---------------------|--------------------------|
| Annual Fund           | \$ 810              | Various                  |
| Fitness Memberships   | \$ 25               | Various                  |
| Presidential Partners | \$ 134              | Various                  |
| Golf Tournament       | \$ 2,850            | Various                  |
| Savor Restaurant      | \$ 3,416.57         | Tips                     |
| Learning Commons      | \$ 500              | Various                  |
| Scholarships          | \$ 11,479.20        | Donation & Sale of stock |
| <b>Total</b>          | <b>\$ 19,214.77</b> |                          |

## 2022-2023 Presidential Partners

|                                           |                                            |
|-------------------------------------------|--------------------------------------------|
| Mr. & Mrs. James M. Abbondanza            | Mr. & Mrs. Robert MacDonald                |
| Dr. Mark Bonacci & Mr. Don Luce           | Mr. Robert McKeown '88                     |
| Dr. & Mrs. David R. Bonnevie '74          | Mr. & Mrs. Richard (Gay Brzezinski) Molnar |
| Mr. & Mrs. James (Deb) Brewer             | Dr. & Mrs. William Murabito                |
| Mr. & Mrs. John (Catherine) Brown         | Dr. James Murphy                           |
| Mr. & Mrs. Jason J. Cafarella             | Dr. Cindy L. Oberjosh '77                  |
| Mr. & Mrs. Jerry Canada                   | Mr. & Mrs. Daniel (Ann Briody) Petock      |
| Mrs. Sharon Certo Chislett                | Mrs. Julia Pitman                          |
| Mr. & Mrs. David R. Chamberlain           | Mr. & Mrs. Paul D. Reid                    |
| Maria Crea, MD                            | Mr. Fred Rickan '81                        |
| Mr. & Mrs. John (Barbara Murphy) DeSimone | Ms. Jayne Schaber                          |
| Dr. & Mrs. Martin Drake '75               | Mrs. F. Robert Sdao                        |
| Mr. John Eichner                          | Mr. & Mrs. Steven Sinclair                 |
| Mr. Aidan Freischlag                      | Ms. Sheila Smith                           |
| Ms. Jane Haenle                           | Mr. & Mrs. James Turner '87                |
| Mr. Michael Hooper                        | Dr. & Mrs. Jerome (Lydia) Ulatowski        |
| Mr. & Mrs. Jack F. Kopczynski             | Ms. Barbara Walck '12                      |
| Mr. & Mrs. Wayne Lynch '93, '98           | Mr. & Mrs. Ronald Winter '74               |

TO: Dr. William Murabito, President of NCCC  
FROM: Wayne P. Lynch MBA, VP of Administration  
DATE: 05/08/2023  
SUBJECT: BOT Facilities Planning Committee Report

1. Welding (\$3.5 million): *In progress*
  - i. Mock-up of welding booth complete.
  - ii. Relocating adjacent instructional spaces. (Massage, Surgical Tech and Machining).
  - iii. Expected occupancy late Fall-2023.
2. Veterans Memorial (\$300k): *In progress*
  - i. Purchase orders and contracts issued, vendor provided schedule of values.
  - ii. We have directly purchased the electrical transformer to minimize supply chain impact. *Transformer received*
  - iii. Expected use is early Fall-2023.
3. CRJ/NCLEA (\$8 million): *Pending BOT approval to issue contracts*
  - a. Received additional \$1.6 million from County of Niagara to address the shortfall in capital dollars.
  - b. (12) months from contract issuance to completion.
4. Other capital projects/status:
  - i. Student Hub (\$500k): Bids are within project budget. We are seeking BOT approval to issue contracts. Projected use Fall-23.
  - ii. RFP for a Solar farm is in progress, we are partnering with NYPA to develop and execute the RFP.

There are no other items of note to report at this time.

Respectfully Submitted,

Wayne P. Lynch



TO: Dr. Murabito, NCCC President  
FROM: Aidan Freischlag, Student Trustee  
SUBJECT: Student Trustee Report for May 2023  
DATE: May 8, 2023

**Student Life and SGA Activities:**

- 4/11: Service with a slice: we made goody bags for first responders, firefighters and campus safety, we had 100 bags to make and we had around 85 people attended
- 4/11: DTL Comedian Auroa Singh: 30 people attended
- 4/12: Bingo Wednesday: 20 people attended
- 4/13: Drag game show: 45 people attended
- 4/17: Kick it Back to Kindergarten PJ Party in housing: 32 people attended
- 4/18: Speaker Marissa Kohen (sexual assault and safe relationship speaker): 10 attended
- 4/18: Take Back the night: 30 attended
- 4/19: NFCI Lucky Bamboo craft project: 48 attended
- 4/20: Taylor Swift Trivia: 13 attended
- 4/22: Bandits Game: 22 attended (sold every ticket)
- 4/23: SGA Bonding at Dave and Busters: All of SGA Attended plus Jordan and Jill
- 4/25: Supermarket Sweep in SHV: 35 attended
- 5/5: Thunderfest Carnival in Lot 1: Easily over 150 people, great turn out!

**Athletics:**

NCCC Athletics honored the tremendous contributions of their athletes and coaches at the annual awards banquet. The major awards were awarded to: Female Athlete of the Year – Aichata Ballo, women's basketball, Male Athletes of the Year – Lamar Lovelace, men's basketball & Sean Barrett, men's golf and the President's Cup went to Alex Minnehan from the men's baseball team.

Baseball, softball & golf are all still going strong and all should make appearances in their upcoming regional tournaments. Stay tuned to our web-site for dates/times.

Reminder - 20th Annual Golf Tournament scheduled for June 19th at Frontier Golf Course!

Faculty Observer's Report to the NCCC Board of Trustees  
May, 2023

**Activities:** The Spring Open House and Student Showcase were rousing successes, and thanks for faculty involvement goes especially to the Librarians, and to Program Coordinators; Online Learning conducted a Student Success Summit; 10 Youth Summer Camps have been announced, to take place over the course of three summer sessions; a workshop on OER occurred; the final JEDI Walk of the season took place; the Student Exhibit had its opening and it up at the Dolce Volvo; the 2023 NCCC Film and Animation Festival was hosted to great acclaim; he Tanzen spring performance occurred; organization and practice are on-going for student musician participation at Commencement; faculty are bringing the term to a close while simultaneously, in many cases, conducting PEERS for their programs; Middle States Lines of Inquiry have been composed and glossaries opened toward the reception of forms of evidence to support the investigation of those Lines.

**Concerns:** Faculty remain concerned about First Day Complete, but several have volunteered for and been charged at an initial meeting to assess the initiative's efficacy at NCCC. Faculty are also alert to/concerned about the significant issue of faculty burnout; discussion is underway about means by which this need may be addressed, including in Senate.

**Accolades:** We are especially pleased to finish the year with the news that Carolyn Stanko, of the Life Sciences Division, has been awarded the SUNY Chancellor's Award for Excellence in Teaching.

## NCCC Child Development Center Fee Schedule

| Infant 8w-18months           | 2022-2023 |          |          | 2023-2024 |          |        | 2024-2025 |          |        |
|------------------------------|-----------|----------|----------|-----------|----------|--------|-----------|----------|--------|
|                              | 1/2 Day   | Full Day | Weekly   | 1/2 Day   | Full Day | Weekly | 1/2 Day   | Full Day | Weekly |
| Classroom 1                  |           |          |          |           |          |        |           |          |        |
| Income Level                 |           |          |          |           |          |        |           |          |        |
| \$0 - \$30,000               | \$55.00   | \$65.00  | \$315.00 | 60.00     | 70.00    | 335.00 | 65.00     | 75.00    | 360.00 |
| \$30,000 +                   | \$60.00   | \$70.00  | \$335.00 | 65.00     | 75.00    | 360.00 | 70.00     | 80.00    | 385.00 |
| <b>Toddlers 18m-3yrs</b>     |           |          |          |           |          |        |           |          |        |
| Classroom 2 & 3              |           |          |          |           |          |        |           |          |        |
| Income Level                 |           |          |          |           |          |        |           |          |        |
| \$0 - \$30,000               | \$45.00   | \$55.00  | \$265.00 | 55.00     | 65.00    | 310.00 | 60.00     | 70.00    | 335.00 |
| \$30,000 +                   | \$50.00   | \$60.00  | \$285.00 | 60.00     | 70.00    | 335.00 | 65.00     | 75.00    | 360.00 |
| <b>Preschool/PreK 3-5yrs</b> |           |          |          |           |          |        |           |          |        |
| Classroom 4                  |           |          |          |           |          |        |           |          |        |
| Income Level                 |           |          |          |           |          |        |           |          |        |
| \$0 - \$30,000               | \$40.00   | \$55.00  | \$255.00 | 50.00     | 60.00    | 285.00 | 55.00     | 65.00    | 310.00 |
| \$30,000 +                   | \$45.00   | \$60.00  | \$285.00 | 55.00     | 65.00    | 310.00 | 60.00     | 70.00    | 335.00 |
| <b>School-Age 5-12yrs</b>    |           |          |          |           |          |        |           |          |        |
| Classroom 5(Summer)          |           |          |          |           |          |        |           |          |        |
| Income Level                 |           |          |          |           |          |        |           |          |        |
| \$0 - \$30,000               | \$35.00   | \$50.00  |          | 40.00     | 50.00    |        | 45.00     | 55.00    |        |
| \$30,000 +                   | \$40.00   | \$55.00  |          | 45.00     | 55.00    |        | 50.00     | 60.00    |        |

Registration Fee: \$60.00 per year or \$35.00 per semester.

We require a copy of the child(s) parents/guardians W-2 or 4 weeks worth of paystubs for billing purposes.

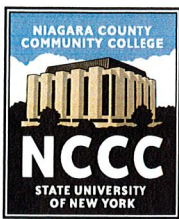
Four hours or less is considered 1/2 day. Over 4 hours is a full day.

10% discount on each additional child for Private Pay Families. Grant participants are not eligible for this discount.

2 Day minimum for all Grant participants.

Fee Schedule subject to change upon written notice prior to the commencement of a new semester.

All fees must be approved by the Vice President of Student Services and the NCCC Board of Trustees



# NIAGARA COUNTY COMMUNITY COLLEGE

3111 SAUNDERS SETTLEMENT ROAD, SANBORN NY 14132-9460  
PHONE 716-614-6222 • FAX 716-614-6700  
WWW.NIAGARACC.SUNY.EDU

## Niagara County Community College Board Resolution Niagara County Jail Prison Education Program

**Whereas** Niagara County Community College (the “College”) is a State University of New York approved community college; and,

**Whereas** the County of Niagara (the “County”) has Niagara County Sheriff’s Office (hereinafter, the “Sheriff’s Office”), as its law enforcement agency duly authorized to enforce the laws for the County of Niagara, and operates a County jail to lawfully detain and house incarcerated individuals; and,

**Whereas** the Sheriff’s Office partners with Orleans/Niagara BOCES to provide secondary education opportunities to incarcerated individuals to, in part, lower recidivism rates and create higher employment and earnings potential for formerly incarcerated individuals; and,

**Whereas** the United States Department of Education extended access to Pell grants for confined or incarcerated individuals who enroll in higher education programs in prison (the “Prison Education Program” or “PEP”); and,

**Whereas** the Sheriff’s Office has identified non-taxpayer funding to help incarcerated individuals cover the cost of a higher education program in the County jail; and,

**Whereas** the College desires to keep the cost of education as low as possible for the Sheriff’s Office and incarcerated individuals enrolled in PEP; now, therefore, be it

**Resolved** that all non-mandatory fees charged by the College be waived for incarcerated individuals enrolling in College’s education program housed in the County jail commencing with the summer 2023 term.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2023

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Jason J. Cafarella  
Chairperson, Board of Trustees  
BOT 23-07



SBDC  
3111 SAUNDERS SETTLEMENT RD.  
SANBORN, NEW YORK 14132  
PH: 716.210.2515  
WWW.NIAGARASBDC.ORG



NIAGARA FALLS CULINARY INSTITUTE  
28 OLD FALLS STREET  
NIAGARA FALLS, NEW YORK 14303  
PH: 716.210.2525 FAX: 716.210.2575  
WWW.NFCULINARY.ORG



NCCC FOUNDATION, INC.  
3111 SAUNDERS SETTLEMENT RD.  
SANBORN, NEW YORK 14132  
PH: 716.614.5910 FAX: 716.614.5913  
WWW.NIAGARACC.SUNY.EDU/FOUNDATION

# NCCC Student Fee Policy

## Student Activity Fees

### A. Mandatory fees

Niagara County Community College (the "College") has determined to make the charging of student activity fees mandatory. The appropriation, collection and disbursement of such fees, shall be governed by the following regulations:

#### 1. Preparation and Certification of an Annual Budget (Appropriation)

a. Student Government shall prepare and approve an annual budget governing expenditures of student activity fees in accordance with the constitution and by-laws of Student Government and consistent with the principles of equal opportunity and viewpoint neutrality.

b. The constitution and by-laws of Student Government shall specify the criteria governing eligibility for funding of and allocations to student organizations from student activity fees. While referenda of the student body may not be used to help determine specific allocations to particular student organizations, mechanisms such as polls or surveys may be used to ascertain student interest and participation in programs or events.

c. Allocations included in the budget shall fall within programs defined in section (C) (3) (Use of Funds) of this policy. The approved budget shall thereafter be presented to the College President prior to the registration for each academic year for review and certification that the allocations from the fee and any proposed sources of revenue are in compliance with the provisions of section (C) (3) (Use of Funds) of this policy. Upon determination by the College President or designee that the approved budget is in compliance with these regulations, he or she shall so certify and such certification shall refer authorize the collection of the fee at registration to the College Board of Trustees.

d. Appeals: In the event that the College President or designee concludes that a particular proposed allocation included in the budget may not be in compliance with the provisions of this part, he or she shall refer such proposed allocation to a Campus Review Board composed of eight (8) members of whom four (4) shall be appointed by Student Government and four (4) appointed by the College President or designee. The Campus Review Board shall study the proposed allocation and make a recommendation to support or not to support it. The College President or designee shall thereafter make the final decision. Any proposed allocation which is determined not to be in compliance with the provisions of these regulations shall be excluded from the budget.

#### 2. Collection at registration.

The collection, disbursement and use of mandatory student activity fees shall be consistent with College Accounting Procedures for Mandatory Student Activity Fees.

a. A per credit hour fee for the academic year, as fixed and assessed by the Student Government, shall not exceed an amount to be determined by the President in consultation with Student Government. The maximum allowable credit hours to apply per credit hour fee, per term, is nineteen (19) for the fall and spring terms. No fee is charged for the winter term. For the summer term, only face-to-face courses are charged the per credit hour fee. Upon registration, student shall be charged fee based on credit hours enrolled for each term for which he or she registers. Failure to pay the required fee may result in administrative holds being placed on student's account if total balance due exceeds the then-current cashier hold amount.

b. The College shall collect the prescribed fee and shall remit amounts collected to the College Association of Niagara County Community College, Inc., (the "College Association") which has been designated by the Student Government and approved by College President or designee as bookkeeper for Student Government. If there is reasonable evidence in an individual case, as determined by the College President or designee that payment of the fee may cause undue hardship, such student may nevertheless be allowed to register and the obligation to pay such fee shall thereafter be subject to administrative review and action by the College President or designee after consultation with Student Government.

In a case in which a student has been allowed to register without payment of the student activity fee the Student Government may determine to deny participation in student activities in the case of any student who has not fulfilled his or her payment.

c. For those periods outside the academic year (i.e. summer session) a mandatory fee also may be collected, provided the amount of the fee is consistent with the level of programming provided during that period and is used in accordance with the State University Board of Trustees policy. The amount of this fee shall be determined by the College in consultation with the College President or designee and shall not be included within the cap applicable to the amount charged for the academic year.

### 3. Use of funds

Funds which are collected under provisions of this policy which require every student to pay the prescribed mandatory fee and all revenues generated from use of the fee shall be used only for support of the following programs for the benefit of the campus community:

- a. Programs of cultural and educational enrichment;
- b. Recreational and social activities;
- c. Tutorial programs;
- d. Athletic programs, both intramural and intercollegiate;
- e. Student publications and other media;
  
- f. Recognized student organizations including religious student organizations, for the purposes and activities of the organization that are of an educational, cultural, recreational or social nature; provided that the criteria for recognition of such student organizations, including, the criteria governing eligibility for funding of and allocations to such student organizations from student activity fees, shall be specified in the constitution and by-laws of Student Government;
  
- g. Insurance related to conduct of these programs;
- h. Administration of these programs;
- i. Transportation in support of these programs;
- j. Student services to supplement or add to those provided by the College;
  
- k. Remuneration and reimbursement of reasonable and necessary travel expenses in accordance with state guidelines to students for service to Student Government;

- l. Campus-based scholarships, fellowships and grant programs, provided the funds are administered by the campus or a campus affiliated organization;
- m. Payments for contractual services provided by a nonprofit organization to the extent that such services are in aid of an approved student activity during the budget year and which activity serves the purposes set forth above and provided further that such payments may not be exclusively for the general corporate purposes of such organization;
- n. Salaries for professional non-student employees of the Student Government to the extent that they are consistent with hiring practices and compensation rates of other campus-affiliated organizations.
- o. Charitable donations to a nonprofit organization; provided, however, that such donations may be funded only from the proceeds of a fundraiser held by a recognized student organization.
- p. Revenue raised and fund balanced funds must follow the same fee allocation guidelines as the original approved budget.
- q. Fund Balance monies may be used to help supplement the budget in the event of a drop in enrollment or to supplement the budget in order to maintain an affordable student fee or a designated capital project earmarked for students that is previously approved within the budget process.

#### 4. Disbursement of funds

Proceeds of the student activity fee shall be disbursed to Student Government, through the College Association, provided that the proposed fiscal commitment for each expenditure shall have been approved by the College President or designee.

(a) In the event that the College President or designee concludes that a particular proposed fiscal commitment may not be in compliance with an approved budgetary allocation and the provisions of this section, he or she shall refer such proposed fiscal commitment to the campus review board for review and recommendation. Final determination for approval of the compliance with this policy of any proposed fiscal commitment shall rest with the College President or designee.

Fiscal and accounting procedures prescribed by the College President or designee shall be adopted and observed by Student Government. These procedures shall include, among other things, for public dissemination of information regarding the budgeting process including a list of funded activities, current allocations and expenditures. Annually, the College Association is subject to an independent audit of its financial statements. Any matters concerning student activity fees and/or processes will be communicated to Student Government.

#### 5. Changes to approved budget

Changes to the approved budget after certification, either prior to or subsequent to the collection of mandatory fees, shall be subject to administrative review and certification by the College President or designee in the same manner applicable to the original budget.

#### 6. Use of college facilities

The provisions of this policy shall not be interpreted to authorize the use of facilities for student activities and programs without appropriate College administrative approval. Appropriate payments shall be made by student organizations for the use of College facilities where there are extraordinary costs to the College associated with such events.



# NIAGARA COUNTY COMMUNITY COLLEGE

3111 SAUNDERS SETTLEMENT ROAD, SANBORN NY 14132-9460  
PHONE 716-614-6222 • FAX 716-614-6700  
WWW.NIAGARACC.SUNY.EDU

## BOARD RESOLUTION

### NCCC Student Fee Policy

**Background:** The purpose of the Student Fee Policy is to set guidelines for student fee funds in connection with the Student Government Association of Niagara County Community College. The fee policy pertains to the appropriation, collection, and disbursement of such fees.

At the meeting of the Board of Trustees on April 18, 2023 the following resolution was proposed by the board:

**WHEREAS**, the information within this policy shall constitute rules of the Board of Trustees of the Niagara County Community College for the Governance of the College. Nothing in these policies contained herein shall be construed to restrict the power of the Board of Trustees from time to time to alter, amend, revise, or repeal the provisions hereof in whole or in part.

**WHEREAS**, notwithstanding any statement contained herein, this policy shall not violate any laws or statues and are not to be construed as being contrary to any rules or regulations governing the Niagara County Community College.

**THEREFORE**, be it resolved that the Board of Trustees of Niagara County Community College approve and adopt the Student Fee Policy effective May 16, 2023.

Signed the \_\_\_\_ day of \_\_\_\_\_, 2023

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Jason J. Cafarella  
Chairperson, Board of Trustees  
BOT-23-06



SBDC  
3111 SAUNDERS SETTLEMENT RD.  
SANBORN, NEW YORK 14132  
PH: 716.210.2515  
WWW.NIAGARASBDC.ORG



NIAGARA FALLS CULINARY INSTITUTE  
28 OLD FALLS STREET  
NIAGARA FALLS, NEW YORK 14303  
PH: 716.210.2525 FAX: 716.210.2575  
WWW.NFCULINARY.ORG



NCCC FOUNDATION, INC.  
3111 SAUNDERS SETTLEMENT RD.  
SANBORN, NEW YORK 14132  
PH: 716.614.5910 FAX: 716.614.5913  
WWW.NIAGARACC.SUNY.EDU/FOUNDATION



## 2023-2024 NCCC BUDGET CALENDAR

- June 12**      Administration & Community Services Committee Meeting  
Resolution Calling for a Public Hearing for Legislative Meeting on August 1, 2023
- June 20**      Legislative Meeting  
Resolution Calling for a Public Hearing for Legislative Meeting on August 1, 2023
- July 24**      Administration & Community Services Committee Meeting  
Resolution to Adopt the NCCC Budget
- NCCC will be present
- August 1**      Legislative Meeting  
Public Hearing for NCCC Budget  
and  
Resolution to Adopt NCCC Budget
- NCCC will be present

TO: Dr. William Murabito, President of NCCC

FROM: The Office of Business and Finance

DATE: 05/05/2023

**Financial Update:**

No financial variances of note to report. We will use the time allotted to present the FY23/24 operating budget.

**Investment:**

1. Current investments levels are at \$24 million. We will continue to ensure liquidity and maximize our investment income. Bond positions are staggered allowing for access to cash reserves if required for institutional needs.

**Capital Project Bid Results:**

We are submitting for Board of Trustee approval for issuance of purchase orders on the two following capital projects. Note both projects are fully funded and were procured in accordance with NYS and the Colleges corresponding purchasing policy.

**NCLEA Facility:**

The following are the lowest qualified bidders for the above named project.

| Trade                | Low Bidder      | \$\$-Base   | \$\$-W/Alt  | \$\$ Post VE |
|----------------------|-----------------|-------------|-------------|--------------|
| General Construction | Picone Const.   | \$4,399,900 | \$4,553,600 | \$4,258,730  |
| Plumbing             | DV Brown        | \$614,950   | \$614,950   | \$540,582    |
| Mechanical           | Mollenberg Betz | \$748,000   | \$748,000   | \$764,000    |
| Electrical           | Frey            | \$797,000   | \$797,000   | \$777,000    |
|                      |                 |             |             | \$6,340,312  |

Items of note:

- We received multiple bids per trade (5) for General Construction, (4) For Electrical and Plumbing, (3) for Mechanical.
- Approval is being sought for the contractual amount listed under **\$\$ Post VE** (Value Engineering) header.
- We received an additional \$1.6 million for the County of Niagara to address the initial shortfall of funding for this project. Total project value is \$8.3 million.

**Student HUB:**

The following is a breakdown of the bid results received for the Student HUB project. The lowest qualified bidder has been vetted and pending Board approval will be awarded the project.

| <b>General Construction</b> | <b>\$\$-Base</b> | <b>\$\$-Alt</b> | <b>Total</b>     |
|-----------------------------|------------------|-----------------|------------------|
| Peyton Barlow Co.           | <b>\$383,000</b> | \$58,000        | \$441,000        |
| Erie Construction           | <b>\$460,000</b> | \$60,000        | \$520,000        |
| Walter S. Johnson Co.       | <b>\$457,000</b> | \$55,000        | \$512,000        |
| Huber Construction Inc.     | <b>\$429,000</b> | \$50,000        | \$479,000        |
| Picone Construction Co.,.   | <b>\$503,900</b> | \$118,000       | \$621,900        |
| <b>Average</b>              | <b>\$446,580</b> | <b>\$68,200</b> | <b>\$514,780</b> |

Items of note:

- We received (5) total bids.
- Approval is being sought for the contractual amount listed under **\$\$ Base** header.
- Alternate will be addressed once we have substantially completed the base portion of the project.

Respectfully Submitted,

Wayne P. Lynch,

VP of Administration

NIAGARA COUNTY COMMUNITY COLLEGE

DONATION/GIFT QUESTIONNAIRE

1. Give a brief description of the gift

Everett upright piano, purchased new ca. 1974; good/very good condition, minor surface scratches; needs tuning

2. Name & Address of Donor

Scott Sackett and Andrea Sammarco  
8790 Stahley Road  
East Amherst, New York 14051  
(716) 207-5641

3. Which Department/Division will receive donation?

Arts Humanities Social Sciences

4. How will this gift be useful to the College?

Students will have full use of this piano that will be installed in the Lobby of F as was planned for in the remodel of the space.

5. Costs:

- a. If the gift is in the form of equipment, how much will it cost to:

(1.) Install / move here- \$375-\$600

(2.) Operate & service per year –

It will require tunings 3 times a year as is standard with all pianos used in our program. Cost per tuning is currently \$105.00 per unit

- b. Other than normal power use, where will the funds come from to install, operate, and maintain this equipment?

Current Music budget lines

6. Will there be special equipment or help required to install or operate?

a. No - No

b. Yes. What type?

NIAGARA COUNTY COMMUNITY COLLEGE  
DONATION/GIFT QUESTIONNAIRE  
PAGE 2

7. If this gift is equipment, who will service it when necessary?  
Currently Ilios Piano from Buffalo that handles all of our other pianos will handle these procedure's.
8. Will there be any special arrangements required to house this gift? (Remember, our floors can only hold equipment weighing less than 60 pounds per square foot.)  
NO
9. Has this item been appraised?  
a. No \_\_\_  
b. Yes. By whom and for how much? This was done 1/25/23 by Hank Miller Ilios Piano Restorations Based on the photos of the instrument, we would estimate the piano's retail value to be around \$1,200.00
10. Are there any restrictions on this gift? If so, what are they?  
None
11. What is the estimated length of time this gift will be of use to the College?  
Indefinite, pianos will last forever if maintained properly with normal maintenance

Joseph Schmidt *Joseph Schmidt*  
INDIVIDUAL ACCEPTING DONATION

January 25<sup>th</sup> 2023  
DATE

*Robert M*  
DIVISION/DEPARTMENT HEAD

1/26/2023  
DATE

*Sydia Matwoki*  
VICE PRESIDENT

1/30/23  
DATE