

**Cayuga County Community College
Auburn, New York**

Minutes of the regular meeting of the Board of Trustees held Thursday, July 18, 2019 from F201 on the Fulton Campus and the Business Industry Center on the Auburn Campus of Cayuga Community College.

Present: Dr. Linda P. Van Buskirk, Chair
Ms. Marian Brown
Ms. Melina Carnicelli
Ms. Stephanie Hutchinson
Mr. John Klink
Mr. John Camardo
Ms. Angela Daddabbo
Mr. Tony Franceschelli
Hon. Pat Mahunik (via Zoom)
Mr. Dan Charles

Present in Auburn:

Dr. Brian M. Durant, President
Dr. Ron Cantor, Vice President of Academic Affairs and Provost
Jeff Rosenthal, Vice President of Student Affairs
Tom Corcoran, Director of Human Resources
Marie Nellenback, Comptroller
Eric Zizza, Faculty Assoc. Pres.
JoAnn Harris, Co-President ESP
Theresa Rogalski, Co-President ESP
Doug Hart, IT User Services
Pam Heleen, Exec. Asst. to the President, Sec'y to the Board

Also Present: Kelly Rocheleau, Auburn Citizen

Dr. Van Buskirk called the 2019 Annual Meeting to order at 8:00 a.m.

- Dr. Van Buskirk asked Mr. Klink to announce the proposed slate of officers. Mr. Klink chaired the nominating committee for Board Officers and brought forth the following motion to accept:

Marian Brown	Chair
Dr. Linda Van Buskirk	Vice-Chair
John Klink	Secretary (to continue in a second year of a 2-year term)

The motion was seconded by Ms. Carnicelli and carried by unanimous roll call vote.

- Ms. Heleen presented the calendar of Board Committee Meetings and Board Meetings from August 1, 2019 to August 20, 2020. Two changes and one correction were noted:
 - A consolidated early May Board meeting will replace the April and May Board Meetings. This will accommodate both the Auburn City School and College Spring Breaks, as well as overscheduling that occurs as we approach Commencement.
 - Committee meetings will begin one hour earlier so that more informational presentations from College staff can occur during business hours.
 - The April 2020 Committee meeting will take place on April 23, 2020, not April 20. Future schedules will reflect this correction.

Annual Meeting (CONTINUED)

Mr. Klink made the motion to accept the calendar; Ms. Brown seconded the motion. It was carried by unanimous voice vote.

Ms. Brown made a motion to adjourn the Annual Meeting. Mr. Franceschelli seconded the motion that was carried by unanimous voice vote.

Ms. Brown called the regular meeting of the Board of Trustees to order at 8:03 a.m.

1.0 COMMENTS FROM THE PUBLIC

None

9.0 EXECUTIVE SESSION

At 8:03 a.m., Ms. Brown announced that the Board needed to adjourn into Executive Session to discuss collective bargaining issues. The Board will take action after Executive Session. The motion to adjourn into Executive Session was made by Ms. Carnicelli, seconded by Ms. Daddabbo, and carried following a unanimous voice vote. The Board returned from Executive Session at 8:14 a.m. following a motion by Ms. Brown, seconded by Ms. Hutchinson and carried following a unanimous voice vote.

2.0 CONSENT AGENDA

Ms. Brown presented the Consent Agenda as a motion to approve which consisted of the June 20, 2019 Regular Board Meeting minutes, the June 2019 Monthly Bills totaling \$824,479.42, and Stipend Lists #21 and #20 totaling \$434,643.84

Dr. Van Buskirk seconded the motion to accept the Consent Agenda. The motion carried following a unanimous voice vote.

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

3.1 Finance & Audit Committee

Ms. Hutchinson reported that meeting notes were in the Board packet and presented the following resolution as a motion to approve:

3.1.1 RESOLVED that the Successor Agreement between The Cayuga Community College Educational Support Professionals and Cayuga Community College dated June 28, 2019 be approved and forwarded to the Cayuga County Legislature for its approval.

Dr. Durant thanked the leadership of the ESP group for their time and effort to secure this agreement. Mr. Klink seconded the motion that carried following a unanimous roll call vote.

3.2 Governance & Planning Committee

Ms. Carnicelli reported that meeting notes were in the Board packet. Mr. Camardo asked that an update on recruitment and marketing efforts be added to the August meeting agenda.

4.0 REPORTS

4.1 President's Report

4.1.1 President: Dr. Durant provided the following highlights:

- Thank you to Dr. Linda Van Buskirk for all that she has done for the College.
- Dr. Durant also welcomed Dr. Cantor; his experience and skill set will be a tremendous asset to the College.

4.1 President's Report - CONTINUED

4.1.1 President - CONTINUED

- Focus has been on rounding out our budget for 2019 - 2020. We presented to the County Ways and Means Committee on July 16. Thanks to Marie Nellenback and Pat Mahunik for their support and advocacy for the College. There was good conversation and questions. We requested a 1 ½% increase in the County's support of the College. Ways and Means voted unanimously to move the budget to the full Legislature.
- Neighborhood House is on time and on budget. We will be planning a tour and Open House before children move in.
- We are still waiting to hear if our Culinary Center is part of the Auburn DRI awards.

4.1.2 Provost and Vice-President for Academic Affairs: Dr. Cantor's report was included in the packet. His focus during his first two weeks has been on:

- Meeting with faculty and staff
- Analyzing curricula to ensure maximum flexibility
- Considering faculty needs on both campuses

4.1.3 Administration and Finance Report: In the packet

4.1.4 Vice-President for Student Affairs: Mr. Rosenthal's report was included in the packet. He highlighted the following information:

- Thanked Dr. Herron for her support, leadership and partnership
- Dr. Van Buskirk asked about progress that we have made supporting our county Hispanic population. Dr. Durant has had meetings with Southern Cayuga and other school district leadership to take a global approach to providing the appropriate support to this population. More long-term conversations are planned to address this evolving population.

4.1.5 Student Trustee: Mr. Charles highlighted the following information:

- Student Government Officers will receive leadership training on July 31 and August 1
- Orientation is scheduled for August 16 and August 23

4.1.6 CCC Foundation: Mr. Cosentino was excused.

- President's Circle Dinner was held on July 16.

5.0 OLD BUSINESS

- Mr. Camardo thanked the County for their re-appointment of him for another 7-year term as Trustee.

6.0 NEW BUSINESS

None

7.0 COMMUNICATIONS

None

8.0 INFORMATION

In the Board Packet

9.0 EXECUTIVE SESSION

At 8:33 a.m., Ms. Brown announced that the Board needed to adjourn into Executive Session to discuss real estate and personnel issues. The Board will take no action after Executive Session. The motion to adjourn into Executive Session was made by Dr. Van Buskirk, seconded by Ms. Daddabbo, and carried following a unanimous voice vote. The Board returned from Executive Session at 9:22 a.m. following a motion by Mr. Klink, seconded by Ms. Hutchinson and carried following a unanimous voice vote.

10.0 ADJOURNMENT

Ms. Brown moved to adjourn the meeting, seconded by Dr. Van Buskirk and carried by unanimous voice vote. The meeting adjourned at 9:22 a.m.

Recorded & transcribed by:

Respectfully submitted:

Pamela Heleen
Secretary to the Board

John Klink
Secretary, Board of Trustees