

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

Minutes of the regular meeting of the Board of Trustees held **March 23, 2023.**

Auburn Campus: Mr. Tony Franceschelli, Chair
Ms. Madeline Lentini, Trustee
Ms. Marian Brown, Vice Chair
Dr. Linda Van Buskirk, Trustee
Dr. Brian M. Durant, President
Ms. Kelly Albrecht, CFO & Treasurer
Ms. Lindsey Suppes, Director of Human Resources
Mr. Guy Cosentino, Executive Director CCC Foundation
Mr. Andrew Poole
Ms. Debra Joseph McEwen
Ms. Tessa Higgins
Mr. Bob Ringwood
Ms. Annette LeFever

Via Zoom: Ms. Stephanie Hutchinson Trustee
Mr. John Klink, Trustee
Dr. Brandon Davis-Shannon
Mr. Eric Zizza
Ms. Karen Wheat
Mr. Dan O'Neil
Ms. Misty Digaetano
Ms. Rebecca Devendorf
Ms. Debbi Purcell

Absent: Ms. Angela Winfield, Trustee
Mr. Mark Coleman, Trustee
Ms. Tricia Kerr, Secretary

Chairperson Franceschelli called the Regular Session Meeting to order at 8:03 AM

1.0 WELCOME COMMENTS FROM THE BPUBLIC

Student Tessa Higgins offered a statement on Adjunct Faculty. She feels students would benefit from more Full Time Faculty and advocated for more Adjunct Faculty to be offered full time roles, particularly in the Music department. Her position was that FT staff have more time to advise students outside class time.

2.0 CONSENT AGENDA

Mr. Franceschelli presented the Board Minutes from the February 21, 2023 Regular Session meeting and the monthly Invoice and Stipend Reports. A correction to the agenda was made. The correct Stipend total should read \$561,235.09 The Revised Stipend Report has been uploaded to the Board Document Library. A motion to accept consent agenda items was made by Mr. Franceschelli, seconded by Dr. Van Buskirk, and carried by unanimous voice vote.

3.0 **BOARD EDUCATION**

Ms. Debra Joseph McEwen, Director of Educational Opportunities Program (EOP) offered a program overview. This SUNY Grant program is in its first year at Cayuga. It provides eligible first-time/full-time students with academic, counseling supports as well as financial aid. Eligibility is based on financial and academic need. A mandatory Pre-Freshman Summer Program is designed to prepare students for the academic and social transition from high school to college setting. EOP provides a robust support network including a dedicated advisor, tutoring and career assistance services as well as opportunities for social gatherings that create a sense of belonging and support. First year enrollment is 10 students, however next year's enrollment goal is 30-35 students. Dr. Durant added that the kind of intentional advisement and support provided by the EOP program are shown to have a powerful impact on student outcomes.

The board thanks Ms. Joseph-McEwen for her presentation and passionate leadership of this program and looks forward to future updates as the program grows.

4.0 **COMMITTEE MEETING NOTES**

4.1 **Finance & Audit Committee**

Ms. Hutchinson stated the meeting notes from March 9, 2023 committee meeting were included in the agenda pack. She stated the Committee has discussed and endorsed the following resolutions;

4.1.1. Resolution to Approve the Sabbatical Leave Request, H. Kull

Ms. Hutchinson read the resolution and made a motion to approve, Ms. Brown seconded the motion. The motion carried by a roll call vote of 6:0.

4.1.2. Resolution to Approve a Part Time Faculty Collective Bargaining Agreement

Ms. Hutchinson read the resolution and made a motion to approve, Mr. Klink seconded the motion. The motion carried by a roll call vote of 6:0.

4.2 **Governance & Planning Committee**

Dr. Van Buskirk offered highlights from the March Committee meeting. She stated the meeting consisted of a Human Service Program Review as well as updated on the NYS Budget process and various Community College advocacy efforts. She noted that one Resolution has been discussed and endorsed by the committee.

4.2.1. Resolution to Approve Human Service Program Revision

Dr. Van Buskirk read the resolution and made a motion to approve, Ms. Brown seconded the motion. The motion carried by unanimous voice vote.

5.0 COLLEGE REPORTS

5.1 President's Report

Dr. Durant thanked the Board for supporting the three resolution on today's agenda. The College hosted a successful visit from the new SUNY Chancellor on Monday, March 20th. The request to visit came up very quickly and his time with us was brief but productive. He met with the College Leadership team, President's Council, student and Faculty. He ended his visit with a tour of the Culinary Facility. Dr. Durant stated the next few weeks is the final push for State Budget Advocacy. He noted the Governor's Executive Budget presentation was favorable to community colleges. Our focus continues to be 100% floor funding/base with a 4% cost of living increase. And transformation money set aside for program development either as investments or grant opportunities. He thanked Eric Zizza for his participation in several advocacy meetings. Dr. Van Buskirk asked a question about an increase in capital chargeback rates, which has not been changed in nearly 30 years. Dr. Durant wholeheartedly agrees this is an issue that needs to be looked at in future years, but is not currently a system-wide issue being pushed for. Finally, he thanked Lindsey Suppes for her work and leadership in putting together the Professional Planning and Development Day and Employee Recognition Ceremony and Reception.

5.2 Provost & Vice President of Academic Affairs

Dr. Cantor was not able to attend today's meeting.

5.3 Vice President of Student Affairs

Dr. Dotterer was not able to attend today's meeting.

5.4 Vice President of Workforce Development & Partnerships

Dr. Kimura was not able to attend today's meeting.

5.5 CFO/Treasurer

Ms. Albrecht noted the Financial Report was included in the Agenda Pack and there have been no changes from the details reported in the Committee notes. There were no further questions about the Financial Statements provided.

Ms. Albrecht offered an update on the Fulton Police Academy architectural services progress. There have been a series of planning meetings and she is confident a bid for construction services will be ready for release in June. Renovations to the Auburn Campus CUBE are underway as that space is transformed into a student wellness space. The Roof over the CUBE and Theater is in need of repair or replacement. A bid for that service will be released shortly.

Ms. Albrecht reported the HVAC work on Spartan Hall is near completion and work on the Library building will begin shortly. Finally, she noted the campus needs some concrete repair work done and quotes are coming in much higher than expected. Her team is preparing an RFP for this work.

5.6 Student Trustee

Trustee Lentini reported that she and other students appreciate the opportunity to meet with SUNY Chancellor John King during his visit. She stated a good variety of students attended and appreciated the opportunity to be heard. She reported that the latest issue of the Cayuga Collegiate was released earlier this week and shared with Trustees. She announced that the final session of the College-wide Diversity Series is planned for next week and noted there has been excellent participation and feedback from students and staff.

Ms. Lentini reported that the Student Senate has voted to recognize the Student Wellness space on the Auburn Campus, and noted an upcoming Wellness Fair on April 13. A similar event has already been held on the Fulton Campus. SGO is creating and selling Earth Day t-shirts. The Creative Writing Club is planning to host a Poetry Contest and the RAT Guild is working on an EP they hope to release later this Fall. Several Trustees noted how nice it is to hear about campus activities getting more active from the pandemic hiatus.

5.6 College Foundation

Mr. Cosentino offered an update on Foundation activities including the following items; The Bob Frame Black Box Naming Ceremony was held last Saturday. Over 150 attended Mr. Cosentino thanked Trustees and Foundation Board members who attended and extended a special thanks to Trustee Kerr for presenting Bob Frame with a Cayuga County Bob Frame Day Proclamation. He thanked various college staff for assistance with the event.

The Alumni Board is planning an Alumni Awards Reception in June at Prison City North, award winners and invitations will follow shortly.

The Foundation will host a Food Truck lunch for students and staff on the Fulton campus on Monday, May 1st we will be and the Auburn Campus on Tuesday, May 2nd. Trustees are invited to attend.

Finally, Mr. Cosentino reported that Brunell Visiting Scholar Loch Phillipps will show his documentary "Utica: The Last Refuge" at the Auburn Public Theatre tonight at 6:30. Students will be showing their work with Mr. Phillipps on March 10th at the APT.

6.0 OLD BUSINESS
None

7.0 NEW BUSINESS
None

8.0 COMMUNICATIONS
None

9.0 INFORMATIONAL FORMS INCLUDED

- 8.1 2022 - 2023 Trustee Attendance at County Legislature Meetings
- 8.2 Board of Trustees Contact List
- 8.3 Video & Phone Conference Procedure for Board of Trustee Meetings
- 8.4 2022 - 2023 Board and Committee Meeting Dates
- 8.5 Acronyms and Their Meanings
- 8.6 Open Meeting Executive Session Law

10.0 EXECUTIVE SESSION

Mr. Franceschelli announced there was a need to enter executive session for the purpose of discussing contractual matters. He stated no further business would be conducted at the conclusion of the executive session, and asked if there was a motion to exit regular session and enter executive session. Dr. Van Buskirk made the motion, Ms. Brown seconded the motion which carried with all in favor. Executive session began at 9:07 AM.

11.0 ADJOURNMENT

With all business complete, Mr. Franceschelli asked if there was a motion to exit executive session and adjourn the meeting. Dr. Van Buskirk made the motion, Mr. Klink seconded the motion which carried with all in favor.

Executive session ended and the meeting adjourned at 9:31 AM

Recorded & transcribed by:

Respectfully submitted:

Annette LeFever
Secretary to the Board

Tricia Kerr,
Secretary, Board of Trustees

Regular session: Quorum Calls March 23, 2023	Present	Consent Agenda	4.1.1 Sabbatical Leave, Kuhl	4.1.2 PT Faculty Agreement	4.2.1 Human Service Program Revision		
Recorded by: Annette LeFever, Secretary to the Board of Trustees		Franceschelli	Hutchinson	Hutchinson	Van Buskirk		
		Van Buskirk	Brown	Klink	Brown		
		Voice	Roll Call	Roll Call	Voice		
Ms. Brown (Marian)	P	Y	Y	Y	Y		
Mr. Coleman (Mark)	E	-	-	-	-		
Mr. Franceschelli (Tony)	P	Y	Y	Y	Y		
Ms. Hutchinson (Stephanie)	P/Z	Y	Y	Y	Y		
Ms. Kerr (Tricia)	A	-	-	-	-		
Mr. Klink (John)	P/Z	Y	Y	Y	Y		
Ms. Lentini (Madeline)	P	Y	Y	Y	Y		
Dr. Van Buskirk (Linda)	P	Y	Y	Y	Y		
Ms. Winfield (Angela)	E	-	-	-	-		

P = Present P/Z = Present via Zoom E = Excused A = Absent