

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

Minutes of the annual and regular meeting of the Board of Trustees held **August 28, 2025.**

Auburn Campus:	Mr. Tony Franceschelli, Chair Ms. Angela Winfield, Trustee Dr. Linda Van Buskirk, Trustee Ms. Marian Brown, Trustee Dr. Brian M. Durant, President Mr. Guy Cosentino, Foundation Dir. Ms. Joelle McLaughlin Ms. Annette LeFever	Ms. Agnes Crothers, Trustee Mr. Mark Coleman, Trustee Mr. Jeffrey Pirozzolo, Trustee Dr. Cathy Dotterer, VPSA Ms. Lindsey Suppes, HR Director Mr. Bruce Walter
Via Zoom:	Ms. Stephanie Hutchinson, Trustee Mr. Eric Zizza Mr. Andrew Poole Ms. Rebecca Devendorf	Dr. Keiko Kimura, Provost & VPAA Ms. Breanna Gulbe Ms. Misty Gaetano
Absent:	Ms. Heidi Nightengale, Trustee	Ms. Hannah Iozzio, Trustee

Due to audio problems, Chairperson Franceschelli called the Annual Meeting to order at 8:15 AM.

1.0 PUBLIC COMMENTS

Chair Tony Franceschelli congratulated Trustee Angela Winfield on completing her Masters in Business Administration from the Wharton School at the University of Pennsylvania.

2.0 BOARD EDUCATION: SUNY Reconnect & Adult Learner Initiatives

Dr. Durant and Dr. Dotterer presented information about SUNY Reconnect and services in place for adult learners. A lengthy document on the SUNY initiative was provided as part of the presentation and gave a detailed account of student eligibility, degree requirements, administrative procedures and financial aid applications. Trustees engaged in a discussion about the program and asked several questions related to how the college supports the specific needs of adult learners. Cayuga's average student age is 23, so we have a good deal of experience with adult learners already. SUNY Reconnect funds helped with providing more flexibility in offering support services after traditional hours and creating adult learner cohorts.

3.0 CONSENT AGENDA

Mr. Franceschelli presented the Board Minutes from the June 2025 meeting and the monthly Invoice and Stipend Reports. Mr. Pirozzolo made a motion to approve and Ms. Brown seconded. The motion carried by unanimous voice vote.

4.0 **FINANCE & AUDIT COMMITTEE MEETING NOTES**

Ms. Hutchinson stated meeting notes from the committee meeting were included in the agenda pack. There are three informational resolutions included and one resolution which requires approval.

4.1 **Resolution to Acknowledge Tuition Appeal Policy**

This college policy was reviewed and discussed at committee. As a best practice, the Board is asked to acknowledge their support of this policy by resolution.

Ms. Winfield made a motion to approve, Mr. Pirozzolo seconded. The motion carried by unanimous voice vote.

4.2 **Informational: Resolution to Approve Bid for Fulton Classroom Renovations**

This resolution was signed using the two-signature provision so that work can begin immediately.

4.3 **Informational: Resolution to Approve Part-Time Variable Hour Increase**

This resolution was signed using the two-signature provision in order to meet payroll deadlines.

4.4 **Informational: Resolution to Approve Executive, MC, Non-Bargaining Employee Salary Increases**

This resolution was signed using the two-signature provision in order to meet payroll deadlines.

5.0 **GOVERNANCE & PLANNING COMMITTEE MEETING NOTES**

Dr. Van Buskirk stated the meeting notes from the August 2025 committee meeting were included in the agenda pack. Three trustees will be attending the Annual NYCCT meeting in Saratoga in early September. There are no resolutions to consider this month.

6.0 **COLLEGE REPORTS**

6.1 **President's Report**

Dr. Durant expressed appreciation to faculty and staff for a smooth start to the Fall semester and for the work done over the summer to be ready for a busy return to campus. This was a busy summer planning for the SUNY Reconnect and Academic Momentum Initiatives, and preparing for the ASAP and EOP Summer sessions along with recruitment and planning activities for new cohorts beginning this semester.

Dr. Durant spoke about presenting at a Statewide Education Leadership Conference earlier this month, and he shared his plans to give a Semester Kick Off Campus address the first Friday of the month.

6.2 Provost & Vice President of Academic Affairs

Dr. Kimora states she was pleased with the start of the Fall Semester. Faculty and staff have jumped right in and helped new students transition to the start of a new semester. She noted Cayuga Advantage will start up again next week. Over the summer, Division Chairs led a Part-time Faculty information session along with the Registrar, Financial Aid and Student Services for PT Faculty.

Dr. Kimura spoke about Telcom's new contract with Spectrum to film 10 football games. Students will have opportunities to participate in all aspects of the production from camera operations, audio engineering editing.

6.3 Vice President of Student Affairs

Dr. Dotterer echoed her appreciation to all functional area staff for their work leading up to and during the first week of the semester. She reviewed Orientation event details, noting attendance was up significantly this year and feedback has been very positive. Dr. Dotterer spoke about enrollment trends. We are currently at 93% of our enrollment goal, but enrollment numbers are still trickling in so she does expect to meet the full goal.

Dr. Dotterer spoke about a new service, Timely Care, which will launch this fall. It is a telehealth service for students that encompasses both physical and mental health services for all full and part enrolled students. There are no limits to the number of telemedicine visits a student can have. Mental health appointments are limited to 8 sessions per calendar year, with options for private insurance or low-cost fees if more than 8 sessions are desired. The service is available 24 hours/7 days per week.

6.4 CFO/Treasurer

Ms. Albrecht was not able to attend today's meeting. Joelle McLaughlin, Comptroller attended to answer any questions about the financial report. She stated budget actuals are on pace with budgeted predictions. The preliminary/internal audit work has recently finished up. The audit has not been scheduled yet, but is expected to begin in early October. The RFP for Audit Services has been prepared and will be released later this Fall.

6.5 Student Trustee

Ms. Iozzio was not able to attend this meeting due to class scheduling conflicts.

6.6 College Foundation

Mr. Cosentino thanked the Trustees for attending the Presidents' Circle Dinner in July. He announced the next joint Foundation/Trustee training will be scheduled after the beginning of the new calendar year. Trustees were invited to the Foundation's Annual Food Truck events on the Auburn Campus on September 9th and in Fulton on September 16th. Both run from 11 to 2.

Mr. Cosentino spoke about this Fall's Book Club selection, "God In The Woods" and offered books for them to participate. He explained the upcoming Annual Campaign to assist students with emergency needs. He reported that Dr. Dennis Golladay's term has ended and he has been appointed an Honorary Board Member of the Foundation. Finally, he announced that the Foundation has begun taking registrations for December's Craft Fair which will celebrate its 50th

Anniversary. There has been a surge in new vendor registrations.

7.0 OLD BUSINESS

None

8.0 NEW BUSINESS

None

9.0 INFORMATIONAL FORMS INCLUDED

- 9.1 2025 - 2026 Board of Trustees Contact List
- 9.2 2025 – 2026 Board and Committee Meeting Dates
- 9.3 2025 - 2026 Attendance at County Legislature Meetings
- 9.4 Acronyms and Their Meanings
- 9.6 Open Meeting Executive Session Law

10.0 EXECUTIVE SESSION

The President requested a brief Executive Session for the purpose of personnel and contractual matters. Chair Franceschelli stated there would be no further business conducted at the conclusion of executive session. Dr. Van Buskirk made a motion to enter executive session, Ms. Crothers seconded the motion which carried by unanimous voice vote. Executive Session began at 8:59 AM.

Mr. Pirozzolo made a motion to end Executive Session and adjourn the meeting. Ms. Brown seconded the motion which carried by unanimous voice vote. Executive Session ended at 9:33 AM.

11.0 ADJOURNMENT

The meeting adjourned at 9:33 AM.

Recorded & transcribed by:
Annette LeFever, Secretary to the Board

Respectfully submitted:
Jeffrey Pirozzolo, Board Secretary

Regular session: Quorum Calls August 28, 2025	Present	Consent Agenda	4.1 Resolution Acknowledge Tuition Policy			
Recorded by: Annette LeFever, Secretary to the Board of Trustees		Pirozzolo	Winfield			
		Brown	Pirozzolo			
Ms. Brown (Marian)	P	All In Favor	All in Favor			
Mr. Coleman (Mark)	P					
Ms. Crothers (Aggie)	P					
Mr. Franceschelli (Tony)	P					
Ms. Hutchinson (Stephanie)	Z					
Ms. Iozzio (Hannah)	A					
Ms. Nightengale (Heidi)	A					
Mr. Pirozzolo (Jeffrey)	P					
Dr. Van Buskirk (Linda)	P					
Ms. Winfield (Angela)	P					