

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

Minutes of the annual and regular meeting of the Board of Trustees held **September 25, 2025.**

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

Chairperson Franceschelli called the Meeting to order at 9:02 AM.

**1.0 PUBLIC COMMENTS**

None.

**2.0 BOARD EDUCATION: Annual Strategic Goals**

Dr. Durant shared a PowerPoint presentation reviewing key outcomes from last year's strategic goals and introducing the 2025–26 annual goals. This year's goals are primarily expansions or continuations of prior initiatives. The strategic priorities for the 2025–26 academic year include:

- Increase Enrollment of Adult Learners
- Develop an Academic Momentum Plan
- Enhance Customer Service and Employee Engagement
- Implement a Room Utilization and New Facility Master Plan (with a two-year timeline)

**3.0 CONSENT AGENDA**

Mr. Franceschelli presented the Board Minutes from the August 2025 meeting and the monthly Invoice and Stipend Reports. Mr. Pirozzolo made a motion to approve and Ms. Van Buskirk 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 is just one resolution to consider this month.

**4.1 Resolution to Approve Continuing Appointment, Motto**

Dr. Durant asked the board to support the continuing appointment of Chris Motto. Chris has been a long-time adjunct faculty who took a position as a Writing Tutor in Academic Support Services and that her transition to a tenured track faculty position is a well

deserved recognition of her service to the college.

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

## 5.0 **GOVERNANCE & PLANNING COMMITTEE MEETING NOTES**

Dr. Van Buskirk stated the committee did not meet in August. Three trustees attended the Annual NYCCT meeting. She stated it was a rewarding experience for all who attended. This year's conference focus was on how AI skills can be applied in workforce settings. She noted although there may still be some issues surrounding AI in academic coursework, that there is a shift to support of the value of AI in business and workforce applications.

## 6.0 **COLLEGE REPORTS**

### 6.1 **President's Report**

Dr. Durant stated the semester is off to a great start. Just yesterday the college announced we will begin a January cohort of nursing students. Support from the SUNY ASAP and Adult Learner Initiative have helped build out a schedule that will allow students to begin the nursing curriculum in the Spring semester. He described the benefits of offering prerequisite and intro courses in each semester, so students could begin or get caught up on courses in a manner that helps them stay on track and not have to wait a full semester to begin their coursework.

Dr. Durant stated that after today's meeting there would be an ASAP Press Event and Reception to recognize the value of this innovative program. He invited trustees to stay for the event and following reception.

### 6.2 **Provost & Vice President of Academic Affairs**

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

### 6.3 **Vice President of Student Affairs**

Dr. Dotterer reported that 97% of Enrollment numbers are in, with only a small amount left to be reported from our K-12 programs. At this time, we are about 2% below our goal but we do expect to reach out target numbers within the next week. There was a discussion of trends in numbers of incoming freshmen, transfer and returning student categories.

### 6.4 **CFO/Treasurer**

Ms. Albrecht did not provide a monthly financial statement due fiscal year end timing. She stated preliminary audit work is complete and her team is in good shape for the audit, which will begin October 27. This year's audit will be a hybrid schedule of both in-person and remote work, conducted over a three week period. Ms. Albrecht offered an update on the Wellness Center HVAC Capital project. Duct work which had been delayed due to supply chain issues, is now complete.

### 6.5 **Student Trustee**

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

### 6.6 **College Foundation**

Mr. Cosentino reported that the Fall Food Truck Rodeo served 420 meals at the Auburn Campus.

The Fulton event is scheduled for next week. He announced that date of this year's Craft Fair as December 5<sup>th</sup> & 6<sup>th</sup>, noting this year marks the Fair's 75<sup>th</sup> anniversary. Finally, Mr. Cosentino announced that the Foundation will be releasing Summer Faculty Fellowship application as soon as next week. He hoped the earlier release date will give Faculty more time to consider plan for their professional development options and result in a larger number of applications.

## **7.0 OLD BUSINESS**

None

## **8.0 EXECUTIVE SESSION**

Chair Franceschelli stated there was a need for a brief Executive Session for the purpose of discussion contractual matters. Ms. Brown made a motion to enter executive session, Mr. Pirozzolo seconded the motion which carried by unanimous voice vote. Executive Session began at 9:46 AM.

Mr. Franceschelli made a motion to end Executive Session. Ms. Brown seconded the motion which carried by unanimous voice vote. Executive Session ended at 10:06 AM.

## **9.0 NEW BUSINESS**

Chair Franceschelli made a motion to amend the agenda to add a Resolution to Approve the Academic Professionals Group Successor APG) Agreement. Mr. Pirozzolo seconded the motion which carried with all in favor.

### **9.1 Resolution to Approve the APG Successor Agreement**

Dr. Durant thanked the APG negotiation team for their work in negotiating a new collective bargaining agreement. He stated both teams were respectful throughout the process. Rebecca Devendorf, co-chair of the APG echoed the President's sentiments stating the negotiations were collaborative and collegiate.

Mr. Franceschelli read the resolution and asked for a motion to approve. Dr. Van Buskirk made a motion to approve, Ms. Brown seconded the motion. The motion carried with a roll call vote of 7:0.

## **10.0 INFORMATIONAL FORMS INCLUDED**

- 10.1 2025 - 2026 Board of Trustees Contact List
- 10.2 2025 – 2026 Board and Committee Meeting Dates
- 10.3 2025 - 2026 Attendance at County Legislature Meetings
- 10.4 Acronyms and Their Meanings
- 9.6 Open Meeting Executive Session Law

## **11.0 ADJOURNMENT**

With all business complete, Chair Franceschelli made a motion to adjourn. Mr. Pirozzolo seconded the motion which carried by unanimous voice vote.

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 September 25, 2025	Present	Consent Agenda	4.1 Resolution Approve Continuing Appointment	9.1 Resolution Approve APG Successor Agreement
Recorded by: Annette LeFever, Secretary to the Board of Trustees		Pirozzolo	Hutchinson	Franceschelli
		Brown	Pirozzolo	Van Buskirk
Ms. Brown (Marian)	P	All In Favor	All in Favor	Y
Mr. Coleman (Mark)	Z			Y
Ms. Crothers (Aggie)	A			-
Mr. Franceschelli (Tony)	P			Y
Ms. Hutchinson (Stephanie)	Z			Y
Ms. Iozzio (Hannah)	A			-
Ms. Nightengale (Heidi)	ZA			Y
Mr. Pirozzolo (Jeffrey)	P			Y
Dr. Van Buskirk (Linda)	P			Y
Ms. Winfield (Angela)	A			-