

Cayuga Community College Board of Trustees

Fulton, New York

Minutes of the Annual and Regular Session meeting of the Board of Trustees held **September 24, 2026**.

Fulton Campus:	Ms. Marian Brown, Chair Mark Coleman, Trustee Dr. Cathy Dotterer, VPSA Mr. Guy Cosentino	Dr. Linda Van Buskirk, Trustee Dr. Brian M. Durant, President Mr. Andrew Poole
Via Zoom:	Ms. Stephanie Hutchinson, Trustee Ms. Heidi Nightengale, Trustee Dr. Keiko Kimura, Provost & VPAA Ms. Lindsey Suppes, HR Director Mr. Dan O'Neil Mr. Brandon Davis-Shannon Ms. Annette LeFever	Mr. Jeffrey Pirozzolo, Trustee Ms. Angela Winfield, Trustee Mr. Eric Zizza Ms. Kelly Albrecht, CFO & Treasurer Mr. Debdulal Bagchi Ms. Misty Digaetano NYCiphone (unidentified call in)
Absent:	Mr. Tony Franceschelli, Trustee Mr. Edward Fagan, Trustee	Ms. Agnes Crothers, Trustee

Chairperson Marian Brown called the Annual Meeting to order at 8:03 AM.

1.0 PUBLIC COMMENTS

None.

2.0 CONSENT AGENDA

Ms. Brown stated the Board Minutes from the August 2026 meeting and monthly Invoice and Stipend Reports were included with the agenda packet. She asked if there was a motion to approve. Mr. Pirozzolo made the motion, Dr. Van Buskirk seconded. The motion carried with all in favor.

4.0 FINANCE & AUDIT COMMITTEE MEETING NOTES

Ms. Hutchinson stated that the meeting minutes from the September committee meeting were included in the agenda packet. She noted that there was no quorum at the committee meeting but that she would like to introduce one resolution for a vote at today's meetings. Ms. Hutchinson made a motion to introduce a resolution for a faculty promotion and continuing appointment. Ms. Brown seconded and the motion carried with all in favor.

4.1 Resolution to Approve Faculty Promotion & Continuing Appointment (Squadrito)

Ms. Hutchinson read the resolution and made a motion to approve, Mr. Pirozzolo seconded the motion. The motion carried by a roll call vote of 7:0.

5.0 GOVERNANCE & PLANNING COMMITTEE MEETING NOTES

Mr. Coleman stated that the meeting minutes from the September 2026 committee meeting were included in the agenda packet. He offered a brief recap of the meeting and stated there were no resolutions to entertain this month.

6.0 **COLLEGE REPORTS**

6.1 **President's Report**

Dr. Durant expressed his gratitude to the hard-working faculty and staff who contributed to the successful start of the academic year. He recognized the work completed over several months by many individuals and highlighted several college projects, including IT, Admissions, Student Financial Services, summer sessions, and changes to advisement, that contributed to a smooth start to the semester.

Dr. Durant spoke about a volleyball tailgate party held earlier in the week to celebrate the return of women's volleyball, the first women's volleyball team since before the pandemic. He noted that a soccer tailgate party is planned for October, along with several other events, including a Nursing 50th Anniversary Celebration on October 14 and an Employee Appreciation event on October 21. Invitations to these events will be sent within the next week.

Dr. Durant provided a recap of the Fall NYCCT Convening. He said it was a valuable opportunity for trustees to hear about and discuss contemporary issues facing community colleges and encouraged more trustees to attend these meetings as their schedules allow. A particularly special part of this year's convening was the recognition of former Trustee John Klink, who received the Marvin Rapp Trustee Service Award. Dr. Durant also thanked Trustee Van Buskirk for her long-standing participation with NYCCT, particularly her work related to legislative advocacy.

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

Dr. Kimura thanked the Trustees for approving the faculty promotion and continuing appointment of Professor Susan Squadrito. She provided a synopsis of Professor Squadrito's recent academic accomplishments and contributions to the Nursing program. Dr. Kimura also acknowledged the recent retirement of Rebecca Devendorf, Assistant Registrar, and recognized her significant contributions to the department during her long career at Cayuga.

Dr. Kimura stated that she is working with Dr. Durant to finalize a PowerPoint presentation outlining this year's annual goals. She noted that this year's goals balance several SUNY initiatives with new and continuing college priorities. New SUNY initiatives include Equitable Evaluation of Transfer Credit; Academic Credit by Evaluation (formerly known as Credit for Prior Learning, or CPL); and High-Impact Practices, with a strong focus on paid internships. New and continuing college initiatives include Academic Momentum, Adult Learner Services, the SUNY Transfer Equivalence Platform, and SUNY Reconnect.

6.3 **Vice President of Student Affairs**

Dr. Dotterer spoke about the successful Summer EOP Institute, noting that 14 students completed the program, making it the largest summer cohort to date.

She also noted a transition in management of the campus bookstore. Dr. Dotterer thanked Emma Kennedy for her contributions over the past two years and wished her well as she moves to a larger retail location. A new bookstore manager is expected to be named in the coming days.

Dr. Dotterer spoke about the new Basic Needs Food Pantry model being implemented this semester, which will provide more fresh food through

partnerships with the Food Bank of CNY and local farmers' markets. She also discussed the recent increase in Student Emergency Fund requests and provided details about a new Brightway grant that provides financial support for ASAP parents.

6.4 CFO/Treasurer

Ms. Albrecht provided a financial statement with the agenda. She discussed the progress made by the Student Financial Services team in conducting outreach to students with delinquent accounts and offering payment plans. She also provided an update on the pre-audit work currently underway and discussed the open accountant position.

Ms. Albrecht noted that two bids are currently active. The bid to replace the Spartan Hall elevator is due September 30, and the bid for the Facility Master Plan contractor is due October 1.

6.5 College Foundation

Mr. Cosentino thanked the Trustees and staff for their contributions to the annual campaign, noting that the campaign received its highest response rate in several years. He also thanked college staff for their assistance with the recent Foundation-sponsored Food Truck lunches held on each campus.

He highlighted several upcoming events, including the Nursing 50th Anniversary Celebration, the second annual Culinary Competition, and the annual Craft Fair. Notices for each event will be mailed.

Mr. Cosentino asked Trustees to save the date of October 29 for the next joint Board meetings, which will focus on the Prison Education Program. Finally, he announced that the Foundation Board voted to make a financial commitment toward the Spartan Hall elevator replacement capital project.

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 25 - 2026 Attendance at County Legislature Meetings

9.4 Acronyms and Their Meanings

9.5 Open Meeting Executive Session Law

10.0 EXECUTIVE SESSION

Ms. Brown stated there was a need to enter an executive session for the purpose of discussing personnel and contractual matters. She stated there would be no further business conducted after executive session. Mr. Pirozzolo made the motion to enter executive session, Dr. Van Buskirk seconded the motion, which carried with all in favor. Executive Session began at 9:03 AM.

Ms. Brown made a motion to end executive session, Mr. Pirozzolo seconded. Executive Session ended at 9:32 AM.

10.0 **ADJOURNMENT**

With all business complete, Mr. Pirozzolo made a motion to adjourn the meeting. Ms. Hutchinson seconded the motion which carried with unanimous consent.

The meeting adjourned at 9:32 AM.

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

Respectfully submitted:
Jeffrey Pirozzolo, Board Secretary

Annual & Regular session: Quorum Calls September 24, 2026	Present	Consent Agenda	5.1 Resolution Faculty Promo. and Continuing Appointment
Recorded by: Annette LeFever, Secretary to the Board of Trustees		Pirozzolo	Hutchinson
		Crothers	Crothers
Ms. Brown (Marian)	P	All in favor	Y
Mr. Coleman (Mark)	P		Y
Ms. Crothers (Aggie)	A		-
Mr. Franceschelli (Tony)	A		-
Ms. Hutchinson (Stephanie)	Z		Y
Mr. Fagan (Edward)	A		-
Ms. Nightengale (Heidi)	Z		Y
Mr. Pirozzolo (Jeffrey)	Z		Y
Dr. Van Buskirk (Linda)	P		Y
Ms. Winfield (Angela)	Z		Y