

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

Minutes of the regular meeting of the Board of Trustees held Wednesday, November 15, 2017 in the Business Industry Center on the Auburn Campus of Cayuga Community College.

Present:	Dr. Linda P. Van Buskirk, Chair Ms. Marian Brown Mr. John Camardo Ms. Angela Daddabbo Ms. Stephanie Hutchinson Mr. John J. Klink Mr. Patrick Mahunik	Excused:	Dr. Richard Stankus Ms. Melina Carnicelli
----------	--	----------	--

Also Present: Dr. Brian M. Durant, President
Dr. Anne Herron, VP of Academic Affairs and Provost
Jeff Rosenthal, VP of Student Affairs
Cathy Dotterer, Dean of Students/Chief Diversity Officer
Tom Corcoran, Director of Human Resources
Pete Liddell, Faculty Assoc. Rep.
Patti Hamberger, Senior Typist, Registrar's Office
Debbie Purcell, Senior Typist/CEWD
JoAnn Harris, Co-President ESP
Theresa Rogalski, Co-President ESP
Rebecca Devendorf, Assistant Registrar, APG Rep

Pam Heleen, Exec. Asst. to the President, Sec'y to the Board

Kelly Rochleau, Auburn Citizen

Dr. Van Buskirk called the meeting to order at 6:03 p.m.

1.0 COMMENTS FROM THE PUBLIC
None.

2.0 CONSENT AGENDA
Dr. Van Buskirk presented the Consent Agenda as a motion to approve which consisted of the October 25, 2017 Regular Board Meeting minutes, the October, 2017 Monthly Bills totaling \$1,843,458.21, and Stipend Lists #4 - #5 totaling \$445,345.11.

Motion to accept the Consent Agenda was seconded by Ms. Daddabbo and carried following a 6 - 0 vote, with one abstention (Mr. Camardo).

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

3.1 Finance & Audit Committee
Ms. Hutchinson summarized the committee meeting from November 9, 2017 and presented the following resolutions as motions to approve:

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL (continued)

3.1 Finance & Audit Committee (continued)

3.1.1 Faculty Appointment

RESOLVED, that Katherine Stout be appointed to a temporary 10-month Faculty position of Instructor/English Specialist effective November 13, 2017 for the balance of the academic year at a pro-rated salary to be calculated using the Instructor base salary of \$56,538. (Faculty Association contract)

Ms. Brown seconded the motion which was carried following a unanimous roll call vote.

3.1.2 Faculty Promotion

RESOLVED, that Peter E. Liddell be promoted to the rank of Professor at a revised annual salary of \$83,068 effective with the Spring 2018 term. (Faculty Association contract)

Ms. Brown seconded the motion which was carried following a unanimous roll call vote.

3.1.3 Policy and Employee Handbook Revision

RESOLVED, that the policy for Retiree Medical Benefits for Executive and Managerial and Confidential Employees be revised effective January 1, 2018.

The motion was seconded by Mr. Klink and carried following a unanimous voice vote.

3.2 Governance & Planning Committee

Mr. Camardo highlighted the November 9th meeting and presented the following resolutions as motions to approve:

3.2.1 Advisory Committee on Public Safety Policy

RESOLVED, that the College adopt the Advisory Committee on Public Safety Policy effective December 1, 2017.

The motion was seconded by Ms. Daddabbo and carried following a unanimous voice vote.

3.2.2 Medical Amnesty Good Samaritan Policy

RESOLVED, that the College adopt the Medical Amnesty Good Samaritan Policy effective December 1, 2017.

The motion was seconded by Ms. Hutchinson and carried following a unanimous voice vote.

3.2.3 Bias-related Crime Prevention Policy

RESOLVED, that the College adopt the Bias-related Crime Prevention Policy effective December 1, 2017.

The motion was seconded by Mr. Mahunik and carried following a unanimous voice vote.

3.2.4 Maintenance of Public Order Policy

RESOLVED, that the College adopt the Maintenance of Public Order Policy effective December 1, 2017.

The motion was seconded by Ms. Daddabbo and carried following a unanimous voice vote.

4.0 REPORTS

4.1 President's Report

4.1.1 President: Dr. Durant provided the following highlights:

- We're doing a full review of all the College's policies and procedures to ensure that we are in compliance with all SUNY, NYSED, local, and state regulations.
- We're reviewing all "committee" work to build an efficient infrastructure. We want the process to be transparent and simple. A group exists to develop/lay out the work that has to be done and a process for feedback. A proposal should be ready during the spring semester for rollout in the fall, 2018.
- Food pantry in Auburn has been very successful and we're looking forward to the rollout of a pantry in Fulton.
- Auditors are on-site and are on schedule. They will bring their report to the Board in January or February.

4.1.2 Provost and Vice-President for Academic Affairs: Dr. Herron highlighted her report.

- Environmental Studies A.S. degree program has received approval from the Department of Education and SUNY. Rollout is being planned.
- Jeff Delbel has received a WAER People's Choice Award at the YMCA's Downtown Writer's Center CNY Book Awards for his novel "The Flight of Jimmy Eagleson."

4.1.3 Vice-President for Administration: Dr. DoBell was excused for the meeting. His report was included.

4.1.4 Vice-President for Student Affairs:

- 62 Cayuga students are recipients of the Excelsior scholarship. Adding those to the President's and Emerson scholarship programs, 100 Cayuga students are receiving full tuition scholarships.
- John Klink mentioned that Jeff Rosenthal's site visits provide opportunities to support local employers. Dr. Durant mentioned that they are a great way for employers to tell their stories and that a path to employment can be through education (like the AMI) and their partnerships. Our enrollment and recruitment efforts are continually re-aligned to ensure that they continue to be relevant.
- Dr. Van Buskirk mentioned that employer-sponsored tuition reimbursement programs may be a benefit that employers should look into.

4.1.5 Student Trustee: No report.

4.1.6 CCC Foundation: No report.

5.0 OLD BUSINESS

None.

6.0 NEW BUSINESS

- Plans are being made for Dr. Van Buskirk and Dr. Durant to attend the ACCT Community College National Legislative Summit.
- Student Trustee, Stefanie Mitchell has resigned.

7.0 COMMUNICATIONS

None.

8.0 INFORMATION

None.

9.0 EXECUTIVE SESSION

At 6:23 p.m., Dr. Van Buskirk announced that the Board needed to adjourn into Executive Session to discuss collective bargaining and personnel issues. No action will be taken by the Board after Executive Session. The motion to adjourn into Executive Session was made by Ms. Brown, seconded by Mr. Mahunik, and carried following a unanimous voice vote. The Board returned from Executive Session at 6:42 p.m. following a motion by Ms. Brown, seconded by Mr. Camardo and carried following a unanimous voice vote.

10.0 ADJOURNMENT

Ms. Brown moved to adjourn the meeting, seconded by Mr. Mahunik and carried by unanimous voice vote. The meeting adjourned at 6:42 p.m.

Recorded & transcribed by:

Respectfully submitted:

Pamela Heleen
Secretary to the Board

Melina Carnicelli
Secretary, Board of Trustees