

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

Minutes of the regular meeting of the Board of Trustees held Thursday, July 19, 2018 in the Business Industry Center on the Auburn Campus of Cayuga Community College and from F201 on the Fulton Campus.

Present:	Dr. Linda P. Van Buskirk, Chair Ms. Marian Brown Mr. John Klink Mr. John Camardo Ms. Stephanie Hutchinson Ms. Angela Daddabbo	Not Present:	Hon. Pat Mahunik Ms. Melina Carnicelli
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Also Present: Dr. Brian M. Durant, President
Dr. Anne Herron, Vice President of Academic Affairs and Provost
Jeff Rosenthal, Vice President of Student Affairs
Tom Corcoran, Director of Human Resources
Eric Zizza, Professor and Faculty Association Rep
Rebecca Devendorf, Asst. Registrar (on the phone)
Patti Hamberger, Senior Typist, Registrar's Office
Guy Cosentino, Exec. Director of CCCC Foundation
Debbie Purcell, Senior Typist/CEWD

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

Member of the Public: Charlie Ripley, 1418 Salt Road, Moravia, NY 13118

Dr. Van Buskirk called the meeting to order at 4:58 p.m.

1.0 COMMENTS FROM THE PUBLIC

None.

9.0 EXECUTIVE SESSION

At 4:59 p.m., Dr. Van Buskirk announced that the Board needed to adjourn into Executive Session to discuss personnel issues. The motion to adjourn into Executive Session was made by Dr. Van Buskirk, seconded by Ms. Brown, and carried following a unanimous voice vote. The Board returned from Executive Session at 6:05 p.m. following a motion by Dr. Van Buskirk, seconded by Ms. Daddabbo and carried following a unanimous voice vote.

2.0 CONSENT AGENDA

Dr. Van Buskirk presented the Consent Agenda as a motion to approve which consisted of the June 21, 2018 Regular Board Meeting minutes, the June 2018 Monthly Bills totaling \$1,280,591.82, and Stipend Lists #21 and #22 totaling \$328,632.73.

Ms. Brown seconded the motion to accept the Consent Agenda, which carried following a unanimous voice vote.

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

3.1 Finance & Audit Committee

Ms. Hutchinson noted that the summary of the July 5 committee meeting was included in the Trustee packet. Ms. Hutchinson presented the following three (3) resolutions as motions to approve:

3.1.1 Faculty Appointment

RESOLVED, that Holly Kuhl be appointed to a full-time tenure-track 12-month Instructor level Librarian position effective with the 2018-2019 academic year at a base salary of \$57,612 per year. A 20% differential will be applied in accordance with the 2016-2020 Faculty Association Contract terms for 12-month employees.

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

3.1.2 Faculty Appointment

RESOLVED, that Sandra Davis, MS, RN be reappointed to a temporary, one-year, 10-month Faculty position of Instructor of Nursing effective with the 2018-2019 academic year at an annual base salary of \$57,612 per year. (2016-2020 Faculty Association Contract)

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

3.1.3 Voluntary Vision Plan:

RESOLVED, that Cayuga Community College provide an employee-paid group vision plan to non-represented full-time employees effective September 1, 2018. Plan coverages commence the first day of the month following enrollment and terminate on the last day of the month in which employment ends. The College reserves the right to alter or discontinue this benefit at will.

Ms. Brown seconded the motion. Mr. Camardo asked about the administrative costs of the program and was told that the cost to the College would be minimal. The motion carried following a unanimous voice vote.

Mr. Corcoran explained a change on the Personnel Report; Melissa Deyo's entry should be changed to a separation, not a reassignment.

3.2 Governance & Planning Committee

Mr. Camardo noted that the summary of the July 5 committee meeting was included in the Trustee packet and provided an update on the recording of Board meetings.

4.0 REPORTS

4.1 President's Report

4.1.2 Provost and Vice-President for Academic Affairs: Dr. Herron's report was included in the packet. At the August Governance & Planning Committee meeting, an update will be given by the new Agricultural Initiatives Coordinator.

4.1.4 Vice-President for Student Affairs: Mr. Rosenthal's report was included in the packet.

4.0 REPORTS (continued)

4.1 President's Report (continued)

4.1.4 Vice-President for Student Affairs (continued)

- Enrollment Update - Applications are up 2.8% year-to-year. Final 2017 - 2018 FTE are 3% higher than projections. Applications from Onondaga County are up 30%. After the fall census date, we will investigate why students do not choose to attend Cayuga. Registered students are a better than applications at indicating what majors students want.
- The men's soccer team has been awarded the NJCCA Highest Team GPA in the country.
- Instant admission day was today.

4.1.2 Vice-President for Administration: Dr. DoBell was excused; his report was included in the packet.

4.1.1 President: Dr. Durant provided the following highlights:

- Falcon Park - Auburn City Council has unanimously supported the project. Agreements are being developed. At the Council meeting, Dr. Durant discussed the history of our due diligence and field design concepts. The project must make sense financially, programmatically, and must fit the College's vision. Thanks to the Mayor, the City Manager, and their staff, as well as the Doubledays staff and management.
- Chargeback Formula Workgroup - Dr. Durant will be participating again with other Community College leaders on a chargeback formula workgroup. They hope to begin their analysis earlier than last year, to have more discussions with State leaders, and provide consistent messaging for advocacy plans.

4.1.6 CCC Foundation: Mr. Cosentino provided the following information:

- President's Circle Dinner will be held at the Aurora Inn on July 26.
- New dates will be sent out for the Presidential Scholars Luncheon.
- The Jean Wright Memorial Walk/Run has been scheduled to take place on the Nature Trail.

5.0 OLD BUSINESS

None.

6.0 NEW BUSINESS

6.1 NYCCT's Trustee Education Conference will be in Saratoga Springs on September 21 - 23. Dr. Van Buskirk and Dr. Durant will attend. There will be an on-site new format for the New Trustees' Institute. NYCCT is a valuable resource for information as we move forward with our plans for growth.

7.0 COMMUNICATIONS

None.

8.0 INFORMATION

Update Legislative Meeting Attendance - Marian Brown will attend both the August and September County Legislative meetings.

9.0 EXECUTIVE SESSION

At 6:45 p.m., Dr. Van Buskirk announced that the Board needed to adjourn into Executive Session to discuss real estate, and 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 Dr. Van Buskirk, seconded by Ms. Brown, and carried following a unanimous voice vote. The Board returned from Executive Session at 7:25 p.m. following a motion by Mr. Camardo, seconded by Ms. Brown and carried following a unanimous voice vote.

10.0 ADJOURNMENT

Ms. Hutchinson moved to adjourn the meeting, seconded by Ms. Brown and carried by unanimous voice vote. The meeting adjourned at 7:26 p.m.

Recorded & transcribed by:

Respectfully submitted:

Pamela Heleen
Secretary to the Board

John Klink
Secretary, Board of Trustees