

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

Minutes of the regular meeting of the Board of Trustees held Thursday, March 14, 2019 from F201 on the Fulton Campus and the Business Industry Center on the Auburn Campus of Cayuga Community College.

Present: Dr. Linda P. Van Buskirk, Chair
Ms. Marian Brown
Ms. Stephanie Hutchinson
Mr. John Klink
Mr. John Camardo
Ms. Angela Daddabbo
Mr. Tony Franceschelli
Ms. Melina Carnicelli
Mr. Dan Charles, Student Trustee

Excused: Hon. Pat Mahunik

Also Present: Dr. Brian M. Durant, President
Dr. Anne Herron, Vice President of Academic Affairs and Provost
Jeff Rosenthal, Vice President of Student Affairs
Dr. Dan DoBell, Vice President of Administration and Treasurer
Dr. Cathy Dotterer, Dean of Students
Tom Corcoran, Director of Human Resources
Eric Zizza, President, Faculty Association
Andrew Poole, Media and Public Relations Associate
JoAnn Harris, Co-President ESP
Theresa Rogalski, Co-President ESP
Bruce Walter, Manager of IT User Services
Guy Cosentino, CCCC Foundation, Executive Director

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

Kelly Rocheleau, Auburn Citizen
Hon. Joe Bennett, Cayuga County Legislator
Hon. Charlie Ripley, Cayuga County Legislator
David Binns, Kings Ferry, NY

Dr. Van Buskirk called the meeting to order at 8:00 a.m.

1.0 COMMENTS FROM THE PUBLIC

Mr. David Binns relayed information concerning an ESL student from the Southern Cayuga School District, his admissions and scholarship status. His written comments are on file.

2.0 CONSENT AGENDA

Dr. Van Buskirk presented the Consent Agenda as a motion to approve which consisted of the February 14, 2019 Regular Board Meeting minutes, the February 2019 Monthly Bills totaling \$1,466,925.25, and Stipend Lists #12 and #13 totaling \$801,651.95

Ms. Brown seconded the motion to accept the Consent Agenda. Mr. Camardo asked for an update on the bidding process. Dr. DoBell indicated that work continues to find efficiencies. Dr. Durant noted that partnerships are being explored with the County. The motion carried following a unanimous voice vote.

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

3.1 Finance & Audit Committee

Ms. Hutchinson reported that meeting notes were in the Board packet and that there were no resolutions to present this month.

3.2 Governance & Planning Committee

Ms. Carnicelli reported that meeting notes were in the Board packet and that there were no resolutions to present this month.

4.0 REPORTS

4.1 President's Report

4.1.1 **President:** Dr. Durant provided the following highlights:

- Cayuga's baseball team had their double-header opener playing on the turf field at Corning CC. They lost the first game and won the second.
- The Vice Chair of the SUNY Board of Trustees and Vice Chancellor Johanna Duncan-Poitier visited campus. They met with senior staff and had a great visit with students. They will be great advocates for what we believe is essential for our future.
- Advocacy continues to change the way we are funding in the State budget. The Assembly bill includes a \$100 increase in state aid and a 98% of last year's funding as a floor. The Senate bill only includes a \$50 increase in state aid. The final budget is unknown, but this is a step forward. Our budget scenarios and impacts are being calculated now. NYCCT and NYSUT messaging is consistent with ours this year which has been enormously helpful.
- The College is closed next week for spring break, but Dr. Durant will be attending the President's Meeting on Thursday and Friday.
- The Fulton AMI project is still working through its process.
- Falcon Park construction is on schedule. Our plans always included the contingency that our baseball team would not play there this season. Grand openings are being planned. Our home games will be played in Cortland.
- The new Culinary Center is a priority project in the Auburn DRI. No work will be done until we find out if the project will be funded.

4.1.2 **Provost and Vice-President for Academic Affairs:** Dr. Herron's report was included in the packet.

- Last week's Professional and Program Development Day was successful. Faculty worked on updating courses and planning for new programs.
- Dr. Van Buskirk mentioned that there are two presentations left in the Speaker Series.

4.1.3 **Vice President of Administration and Treasurer:** Dr. DoBell's report was included in the packet. He highlighted the following:

- RFP bids for architectural and engineering services for Culinary and Workforce Development projects are due in on March 22.
- USI insurance risk assessment is ongoing. A presentation will be made to the May Finance & Audit Committee meeting.
- Budget development is underway. A resolution for 2019 - 2020 Tuition and Fees will be presented at the April Finance & Audit Committee meeting.

- 4.1.4 **Vice-President for Student Affairs**: Mr. Rosenthal's report was included in the packet. He highlighted the following information:
- Spring Open Houses have been redesigned to focus on accepted students. 150 guests - 63 students of which 54 had already been accepted - attended the Auburn event. The Fulton event is scheduled for March 30.
 - FTE estimates for year-end appear to be down about 4%. Dr. Durant stated that we will never "academic program" our way out of a demographic decline. Ms. Brown asked about promoting summer on-line registration. Dr. Durant stated that activities similar to last year's SUNY on-line promotion are underway. An enrollment management and capital improvement discussion took place.
- 4.1.5 **Student Trustee**: Mr. Charles reported that he is trying to broaden is outreach to students, upper management, and faculty. He would like to explore opportunities to get Cayuga students into the high schools to try to eliminate the stigma of attending community college instead of a four-year school.
- 4.1.6 **CCC Foundation**: Mr. Cosentino reported the following:
- Nominations are being accepted for the Alumni Awards.
 - Presidential scholarship changes are in the works to attract more nursing students.
 - Ms. Hutchinson asked about the status of a capital campaign. Mr. Cosentino stated that a campaign consultant was being hired to conduct a spring assessment of the success of a local capital campaign.

5.0 **OLD BUSINESS**
None

6.0 **NEW BUSINESS**
NYCCT "Save the Dates":

Thursday, Sept. 19
Trustee Institute
Saratoga Springs Holiday Inn

Fri.-Sat., Sept. 20-22
65th Annual Trustee Conference
Saratoga Springs Holiday Inn

7.0 **COMMUNICATIONS**
None

8.0 **INFORMATION**
In the Board Packet

9.0 **EXECUTIVE SESSION**

At 9:07 a.m., Dr. Van Buskirk announced that the Board needed to adjourn into Executive Session to discuss real estate and personnel issues. The Board will take no action after Executive Session. The motion to adjourn into Executive Session was made by Ms. Brown, seconded by Ms. Hutchinson, and carried following a unanimous voice vote. The Board returned from Executive Session at 9:59 a.m. following a motion by Ms. Carnicelli, seconded by Ms. Hutchinson and carried following a unanimous voice vote.

10.0 ADJOURNMENT

Ms. Brown moved to adjourn the meeting, seconded by Ms. Hutchinson and carried by unanimous voice vote. The meeting adjourned at 9:59 a.m.

Recorded & transcribed by:

Respectfully submitted:

Pamela Heleen
Secretary to the Board

John Klink
Secretary, Board of Trustees