

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

Minutes of the regular meeting of the Board of Trustees held Wednesday, August 15 2012, in the Business Industry Center, James T. Walsh Regional Economic Center on the Auburn Campus.

Present: Mrs. Jane Bowen
Mr. John M. Camardo
Mrs. Melina Carnicelli
Mr. Kevin D. Coleman
Mr. Jeffrey Edwards
Hon. George C. Fearon
Mr. John A. Karpinski
Mr. John J. Klink
Mr. Stanley J. Kott
Dr. Linda P. Van Buskirk

Excused:

Also: Dr. Daniel P. Larson, President
Dr. Anne J. Herron, Vice President of Academic & Student Affairs
Diane L. Hutchinson, Vice President of Administration & Treasurer
Maggie Killoran, Associate Vice President/Dean of the Fulton Campus
Cheryl Anderson Lindsay, Dean of Enrollment Management
Carla DeShaw, Dean of Community Education and Workforce Development
Robert M. Frame, Director of Theatre Operations/President A/P Group
Susan Gilmore, Professor/President of Faculty Association
JoAnn Harris, Office Manager, Fulton/ESP Co-President
Margaret Spillett, Director of Public Relations and Institutional Communications
Scott Whalen, Director of Human Resources
Michael Chamberlain, Executive Director of the Finger Lakes MTF
Robert Joy, JMZ
Carolyn L. Guariglia, Secretary to the Board

Mr. Camardo called the meeting to order at 5:00 p.m.

1.0 COMMENTS FROM THE PUBLIC

None.

Mr. Camardo made the following statement: in light of the current conversation with regard to Executive Sessions involving the Schwartz Theatre project he has directed the President and now informs the Board that he will leave the room when discussion takes place. He stated that that he would leave not because he feels he has a conflict, but out of respect for his fellow Board members.

2.0 CONSENT AGENDA

Mr. Camardo presented the Consent Agenda which consisted of the July 18, 2012, Board Meeting Minutes, the July 30 Special Board meeting, the July 2011 Budget Statement, July 2012 Budget Statement, the July 2012 Monthly Bills totaling \$1,019,701.44, the 2011-2012 Stipend Lists #24, & #25, totaling \$59,017.68, and the Grant Acceptance of \$138,168.00 from the Perkins IV Funds.

Motion to accept and approve the Consent Agenda made by Mr. Fearon, seconded by Mr. Klink.

Motion carried following unanimous voice vote. (Appended 2.1, 2.2, 2.3, 2.4, 2.5)

2.0 CONSENT AGENDA (continued)

Mr. Camardo asked that the minutes from the July 30 Special Board meeting be amended to indicate that he did not participate in the Executive Session.

Motion by Mr. Fearon that the minutes of July 30 be amended, seconded by Dr. Van Buskirk and carried following unanimous voice vote.

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

3.1 Buildings and Grounds

No report.

3.2 Finance

Mr. Kott stated that a comprehensive report for the summer sessions will come to the Board in September or October.

3.3 Personnel

Mr. Edwards presented the following personnel items and moved their approval.

3.3.1 President's Terms of Employment:

RESOLVED, that for the period August 1, 2012 through July 31, 2013, the Board of Trustees agrees to pay President Daniel P. Larson an annual salary of \$162,750.

Mr. Camardo stated that he did not feel the timing was right given that contracts have not been settled.

Mr. Edwards stated that he didn't think that the Board could let contracts hold the College hostage. "Some unions want to negotiate, some don't; my vote is yes".

Motion carried following a roll-call vote with Mrs. Bowen, Mrs. Carnicelli, Mr. Coleman, Mr. Edwards, Mr. Fearon, Mr. Karpinski, Mr. Klink and Dr. Van Buskirk voting "yes" and Mr. Camardo voting "no".

3.3.2 Executive Staff Job Title Change:

RESOLVED, that the job title of Vice President of Academic & Student Affairs and Dean of the Faculty be changed to Provost and Vice President for Academic Affairs with no change in salary.

Motion seconded by Dr. Van Buskirk and carried following unanimous voice vote.

3.3.3 Executive Staff Job Title Change:

RESOLVED, that the job title of Associate Vice-President of Academic and Student Affairs be changed to Vice President for Student Affairs with no change in salary.

Motion seconded by Dr. Van Buskirk and carried following unanimous voice vote.

3.3 Personnel (continued)

3.3.4 Civil Service Appointment:

RESOLVED, that Ernest Leonard of 12128 Duck Lake Road, Red Creek, NY be appointed to the permanent position of Building Maintenance Helper at the Fulton campus at an annual salary of \$35,500, effective August 27, 2012.

Motion seconded by Mr. Klink and carried following unanimous roll call vote.

3.3.5 Administration/Professional Appointment:

RESOLVED, that Scott Shaft of 57 Lansing Street, Auburn, NY be appointed to the temporary position of Interim Director of Public Safety at an annual salary of \$51,421, effective August 27, 2012.

Motion seconded by Mrs. Bowen and carried following unanimous roll call vote.

Mr. Klink gave a report on the ACCT conference that he attended in Washington, D.C. along with Trustee Carnicelli and President Larson. He stated that it was a wonderful opportunity for a new board member and appreciated the chance to attend.

Mrs. Carnicelli gave her overview of the ACCT conference and three topics that she came away with: Board self-assessment; be an integral part of the Strategic Plan; and a proposal to become paperless.

4.0 REPORTS

4.1 President's Report

4.1.1 President: Dr. Larson stated the Trustees received a copy of his activities for July/August and gave the following President's report:

- Enrollment highlights were reviewed.
- Fulton campus move went well.
- A letter from a former employee will be reviewed during Executive Session.

4.1.2 Vice President of Academic and Student Affairs: Vice President Herron highlighted the following:

- SED approved our Health Science Program.
- Working with LeMoyne College on an articulation agreement.
- November 1 & 2 the College will host the first annual science symposium.
- August 22 the Faculty Forum will take place.
- Still working on an adjunct survey.

4.1.3 Vice President of Administration: Vice President Hutchinson gave the following report:

- Preparing the budget for SUNY.
- Each month VP Hutchinson will be updating the Board on the key indicators.

4.0 **REPORTS (continued)**

4.1 **President's Report (continued)**

4.1.4 **Foundation Executive Director:** Executive Director Hoffman gave the following report:

- The Foundation Board met last week.
- A \$1.5 million campaign for the athletic fund. The Foundation will be looking at a total of \$2 million raised for athletics.
- Asking the Board to put together a real comprehensive plan.

4.1.5 **Fulton Associate Vice President:** Associate VP Killoran gave an update on the Fulton campus move to River Glen.

4.1.6 **Associate Vice President of Academic & Student Affairs:** No Report.

4.1.7 **Deans:**

4.1.7.1 **Dean of Community Education and Workforce Development:** Dean DeShaw gave the following report:

- Gave a Broadway campus update. BOCES has signed a two-year agreement to lease 15,000 square feet.

4.1.7.2 **Dean of Enrollment and Retention:** Dean Anderson-Lindsay gave the following report.

- Gave an update on the group that will be visiting from India. The goal is to lay the foundation for arts, journalism, business and life sciences.

4.1.7.3 **Dean of Technology:** No report.

4.1.8 **Student Trustee:** Mr. Coleman gave the following highlights to his report:

- Met with the SGO President.
- No place at the Fulton campus to meet students.
- Met with the Veteran's Working Group.
- The new Fulton campus is beautiful.

5.0 **OLD BUSINESS**

Wendy Marsh from Hancock Estabrook, LLP reviewed Part 2 of the Environmental Assessment Form. Questions were taken from the Board.

6.0 **NEW BUSINESS**

6.1 **NYCCT Membership Dues**

Motion to approve made by Mr. Kott, seconded by Mr. Klink and carried following unanimous roll call vote.

6.2 **Board By-laws**

It was decided by the Board that a Planning Committee meeting would be held to review the Board Bylaws. Secretary to the Board would poll the Committee for a date.

6.0 NEW BUSINESS (continued)

6.3 October & November Board Meeting Dates

The Secretary to the Board will poll the Board about October and November Board meeting dates that will need to be changed.

7.0 COMMUNICATIONS

None.

8.0 INFORMATION

Information items were noted.

9.0 EXECUTIVE SESSION

Mr. Camardo announced that the Board needed to adjourn into Executive Session to discuss land purchase and personnel issue.

Motion to adjourn into Executive Session made by Mr. Kott, seconded by Mrs. Carnicelli and carried following unanimous voice vote.

The Board adjourned into Executive Session at 6:50.

At 6: 58 Mr. Camardo and Mr. Fearon left the Executive Session.

At 7:23 a motion was made by Mr. Klink to return to regular session, seconded by Mrs. Carnicelli and carried unanimously.

10.0 ADJOURNMENT

Mrs. Bowen moved to adjourn the meeting, seconded by Dr. Van Buskirk and carried by unanimous voice vote. The meeting adjourned at 7:25 p.m.

Recorded and transcribed by:

Carolyn L. Guariglia
Board Stenographer

Respectfully submitted:

Stanley J. Kott, Secretary
Board of Trustees