

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

Minutes of the regular meeting of the Board of Trustees held Wednesday, March 19, 2014
in the Business Industry Center, James T. Walsh Regional Economic Center on the Auburn Campus.

Present: Ms. Jane J. Bowen
Mr. John M. Camardo
Ms. Melina Carnicelli (by video conference)
Mr. Jeffrey L. Edwards
Mr. John A. Karpinski
Mr. John J. Klink (by video conference)
Mr. Joseph L. Runkle
Dr. Linda P. Van Buskirk

Excused: Mr. Max Appleby

Also: Dr. Gregory T. DeCinque, Interim President
Dr. Anne J. Herron, Vice President of Academic Affairs
Diane L. Hutchinson, Vice President of Administration & Treasurer
Jeffrey E. Rosenthal, Vice President of Student Affairs
Maggie Killoran, Associate Vice President of Fulton Campus
John Taylor, Dean of Information Technology
Carla DeShaw, Dean of Community Education & Workforce Development
Sharon Coolican, Professor
Robert Frame, Director of Theatre Operations/President A/P Group
JoAnn Harris, Office Manager of Fulton Campus/ESP Co-President
Dale Lamphere, Custodian/President, Local 66 AFL-CIO
Deborah Purcell, Senior Typist/ESP Vice President
Bruce Walter, Manager of IT User Services
Scott Whalen, Director of Human Resources
George Fearon, Guest
Peter Jones, Esq.

Mr. Edwards called the meeting to order at 6:00 p.m.

1.0 COMMENTS FROM THE PUBLIC
None.

2.0 CONSENT AGENDA
Mr. Edwards presented the Consent Agenda which consisted of the February 19, 2014 Board Meeting Minutes, the February 2013/2014 Budget Statements, the February 2014 Monthly Bills totaling \$979,830.39, the 2013-2014 Stipend Lists #13, #14 totaling \$1,438,113.84.

Motion to accept and approve the Consent Agenda made by Mr. Runkle and seconded by Ms. Bowen.

Mr. Camardo abstained from voting on (Hancock Estabrook invoice) page 15 of the monthly bills.

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

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

3.1 Buildings and Grounds
No report.

EXECUTIVE SESSION

Mr. Edwards announced that the Board needed to adjourn into Executive Session to discuss contract negotiations.

Motion to adjourn into Executive Session made by Mr. Runkle, seconded by Dr. Van Buskirk and carried by unanimous voice vote.

The Board adjourned into Executive Session at 6:40 p.m.

At 8:10 p.m. a motion was made by Mr. Camardo to return to Regular Session, seconded by Mr. Runkle and carried unanimously.

3.2 Finance

3.2.1 Appointment of Audit Firm:

Whereas, Cayuga County Community College will be subject to an audit by an independent firm; and

Whereas, Cayuga County Community College has just completed the 2012-2013 fiscal year and an independent review of its books, records and financial procedures promotes prudent financial management practices; and

Whereas, after issuing a Request for Proposal for Professional Auditing Services in August 2013 and receiving and reviewing information with regard to experienced firms capable of providing that review, the Board of Trustees has determined that the independent accounting firm of Bonadio & Co., LLP is qualified and experienced to provide those services;

Now, Therefore, Be It Resolved, that the Board of Trustees of Cayuga County Community College through this resolution hereby appoint the audit firm of Bonadio & Co., LLP for the purpose of conducting an examination of Cayuga County Community College's books, records and financial procedures for the fiscal years 2014-2015 through and shall further provide a report on that examination to the Finance Committee of this Board; and

Be It Further Resolved, that the term of engagement be a one year contract, with opportunity for renewal at the quoted Schedule of Professional Fees listed on Appendix D.

Motion to approve made by Mr. Runkle, seconded by Dr. Van Buskirk. Mr. Karpinski stated that he voted against this at the February meeting and felt that the local firm has served us well. He felt that they are being set up as a scapegoat for the problems that occurred in 2012-2013.

Motion carried following a roll-call vote with Ms. Bowen, Mr. Camardo, Ms. Carnicelli, Mr. Klink, Mr. Runkle, and Dr. Van Buskirk voting "yes" and Mr. Edwards and Mr. Karpinski "abstaining".

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL (continued)

3.3 Personnel

Dr. Van Buskirk presented the following personnel items and moved their approval.

3.3.1 Administrative/Professional Resignation:

RESOLVED, that the resignation of Marisa Boomhower, as Assistant to the NYS Director of Accountability, be accepted effective March 5, 2014.

Motion seconded by Mr. Camardo and carried unanimously following voice vote.

3.3.2 2014-2015 Sabbatical Leave:

RESOLVED, that in accordance with Article XVI, Section Five, of the 2004-2011 Contract between the Board of Trustees of Cayuga County Community College and the Cayuga County Community College Faculty Association, a sabbatical leave be granted to: Sarah Yaw, Assistant Professor/English Specialist for the Fall 2014 semester.

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

3.4 Planning

Ms. Carnicelli stated that discussion with regard to Board Bylaw changes would be reviewed for the April Board meeting with a vote in May.

The President's reports were given at the beginning of the meeting before the Executive Session.

4.0 REPORTS

4.1 Presidents Report

4.1.1 President: Dr. DeCinque stated the Trustees received a copy of his activities for February/March and his President's report.

- Dr. DeCinque stated that along with himself, a cohort from Cayuga traveled to Albany on March 5th to meet with Senators DeFrancisco and Nozzolio, along with Assemblymen Finch, Kolb, Oaks and Barclay.
- Met with the Emerson Foundation.
- Open houses took place on both campuses with wonderful turnouts at both.
- In the process of meeting with all the school superintendents in Oswego and Cayuga Counties.
- Along with Executive Director of the Foundation, Jeff Hoffman, met with Lauren Pistell of the Shineman Foundation.
- Oswego and Cayuga County leaders met to talk about the future relations between the College and the two counties.

4.1.2 Provost and Vice-President for Academic Affairs: Board members received a copy of Dr. Herron's report.

- The Mechanical Tech Advisory Committee met to review advanced manufacturing program.

4.0 REPORTS (continued)
4.1 Presidents Report (continued)

4.1.3 Vice-President for Administration: Vice-President Hutchinson shared her report with the board.

- 2013-2014 budget highlights
- Working on 2014-2015 budget
- Legal fees related to the Swartz Theatre were reimbursed from the Capital Project fund on March 7th in the amount of \$162,367.82.
- Received \$15,000 from a NYSERDA refund as a result of energy savings generated by the TV studio lighting grid project.
- Carol Runge was awarded her doctorate from the University of Maryland University College.

4.1.4 Vice-President for Student Affairs: VP Rosenthal gave the following report.

- Enrollment report was shared with the Board.
- An Enrollment projection meeting will be held in the near future.

4.1.5 Fulton Associate Vice-President: Associate Vice President Killoran gave the following report:

- The external Kmart sign has been removed.
- More progress on the internal signage.
- Oswego County Advisory Committee meeting went well.

4.1.6 Deans:

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

- Advanced Manufacturing Certificate Program will be going to Curriculum Committee this Friday.
- Update on plastics lab.

4.1.6.2 Dean of Technology: Dean Taylor shared the following information:

- Online information security training for all Cayuga employees is going well.
- We are increasing our aggregate internet bandwidth capacity by 33%.
- Working on a corrective action plan for the IT audit.
- Gave update on single sign on project status.

4.1.6.3 Dean of Enrollment and Retention: No Report.

4.1.7 Student Trustee:

In Mr. Appleby's absence, VP Herron gave his report. Phi Beta Lambda held an event for the Finger Lakes SPCA. The event raised \$5,000.

7.0 COMMUNICATIONS
Noted.

8.0 INFORMATION
Noted.

9.0 EXECUTIVE SESSION
See page 2.

10.0 ADJOURNMENT

Mr. Camardo moved to adjourn the meeting, seconded by Mr. Karpinski and carried by unanimous voice vote. The meeting adjourned at 8:28 p.m.

Recorded and transcribed by:

Respectfully submitted:

Carolyn L. Guariglia
Secretary to the Board

John J. Klink,
Secretary, Board of Trustees

cg
4/2014