

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

Minutes of the regular meeting of the Board of Trustees held Wednesday, September 17, 2014 in the Business Industry Center, James T. Walsh Regional Economic Center on the Auburn Campus.

Present: Ms. Jane Bowen
Mr. John M. Camardo
Ms. Melina Carnicelli
Mr. Jeffrey L. Edwards
Mr. John A. Karpinski
Mr. John J. Klink
Mr. Kenneth R. Morhiser
Mr. Joseph L. Runkle
Dr. Linda P. Van Buskirk

Absent: Dr. Richard P. Stankus

Also: Dr. Gregory T. DeCinque, Interim President
Diane L. Hutchinson, Vice President of Administration & Treasurer
Dr. Anne Herron, Vice President of Academic Affairs
Jeffrey E. Rosenthal, Vice President of Student Affairs
John Lamphere, Interim Dean of the Fulton Campus
Carla DeShaw, Dean of Community Education & Workforce Development
John Kaftan, Dean of Information Technology
Robert Frame, Director of Theatre Operations/President A/P Group
Jeffrey Hoffman, Executive Director of the Foundation
Jo Ann Harris, Office Manager, Fulton campus/ESP co-president
Dale Lamphere, Custodian/President/AFL-CIO
Deborah Purcell, Senior Typist/CEWD
Scott Whalen, Director of Human Resources
Carrie Chantler, Citizen Reporter
Carolyn L. Guariglia, Secretary to the Board

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

Mr. Edwards asked for a motion to add *3.2.1 Resolution to end Financial Exigency* to today's agenda.

Motion made by Mr. Runkle, seconded by Mr. Karpinski and carried following unanimous voice vote.

1.0 COMMENTS FROM THE PUBLIC

Debbi Purcell, 9643 Oakland Road, Weedsport, NY, Vice President of the ESP Union. Ms. Purcell addressed the Board on the issue of part-time employees working more than the allotted number of hours allowed by the Civil Service Commission.

Greg Sevik, 283 Riyi Avenue, Syracuse, NY and a Cayuga Community College adjunct, teaching English, read a statement on behalf of the CCC part-time Faculty Association. He asked that the College stop the delays and recognize their union.

Dr. DeCinque stated that he has been at the College for nine months working with everyone to try and put the institution where it wants to be in the future. He asked everyone to try and understand that some decisions will not be ones that everyone will agree with. "We have made progress and we will continue to find ourselves at odds." He asked if there are issues, he would prefer that individuals talk to him first. As far as it pertains to the adjunct unionization, the College has not done anything to delay the process. Let the process play out. That will determine the appropriate placement and who belongs in the union.

1.0 COMMENTS FROM THE PUBLIC (continued)

Dave Arnold, 29 Logan Street, Auburn, NY 13021, Central New York Labor Council stated that they are totally behind the group and the process needs to be sped up.

2.0 CONSENT AGENDA

Mr. Edwards presented the Consent Agenda which consisted of the August 20, 2014 Board Meeting Minutes, the August 2013/August 2014 Budget Statements, the August 2014 Monthly Bills totaling \$1,117,596.77, the 2014-2015 Stipend List #1 totaling \$93,005.6, and the Federal Perkins IV Grant Acceptance of \$145,599.

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

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

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

3.1 Buildings and Grounds

Mr. Klink stated that on September 11, he and Director of Building & Grounds met with representatives from Smart/Edge. We are currently in the 4th stage of that process. There will be a Building & Grounds Committee meeting on Monday, November 10 @ 6:00 p.m. with the Smart/Edge representatives to discuss analysis and ask questions.

3.2 Finance

Mr. Runkle stated that there was a meeting with the new auditors on September 3 for a pre-audit meeting and it went very well. Monthly finances are going well.

Mr. Runkle read the following resolution and moved its approval:

3.2.1 Resolution to end Financial Exigency:

Whereas, the Board of Trustees of Cayuga County Community College declared a state of financial exigency through a resolution dated July 17, 2013;

Now, therefore, Be it Resolved, that the Board of Trustees of Cayuga County Community College through this resolution declares that as of September 17, 2014, the College is no longer in a state of financial exigency.

Dr. Van Buskirk seconded the motion and carried following unanimous roll-call vote.

3.3 Personnel

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

3.3.1 2015-2016 Faculty Continuing Appointment:

In compliance with Article XI, Section Three of the 2011-2016 Contract between the College Board of Trustees and the Faculty Association, the following individual is recommended for Continuing Appointment and promotion to Associate Professor:

Resolved, that Sheila Myers, Assistant Professor/Science be granted Continuing Appointment and promotion to Associate Professor effective the spring semester 2015.

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

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL (continued)

3.3 Personnel (continued)

3.3.2 Administrative Professional Title/Grade change:

RESOLVED, that the job title of Instructional Assistant/Graphics Artist (Administrative/Professional Grade 3) be changed to Graphics Designer at an annual salary of \$60,000 (Administrative/Professional Grade 5) effective September 29, 2014.

Motion seconded by Ms. Carnicelli and carried unanimously by roll-call vote.

3.3.3 Administrative/Professional Grade change:

RESOLVED, that the salary for Director, RAEN (Administrative/Professional Grade 6) be changed to (Administrative/Professional Grade 7) at an annual salary of \$85,951 effective September 29, 2014. This position is grant funded and terminates at the conclusion of the grant program.

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

3.3.4 Management Confidential Appointment:

RESOLVED, that Aris Bird of 177 State Route 28, Raquette Lake, NY be appointed to the position of Assistant to the NYS Director of Accountability at an annual salary of \$45,000 (Administrative Professional Grade 5) effective September 29, 2014. This position is vacant due to a resignation and is grant funded and terminates at the conclusion of the grant program.

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

3.3.5 Executive Staff Interim Appointment:

RESOLVED, that John Lamphere of 152 Lakeshore Road, Oswego, NY be appointed to the position of Interim Associate Vice President, Dean of the Fulton campus at an annual salary of \$95,135 effective September 29, 2014.

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

3.3.6 Creation of Managerial/Confidential Position:

RESOLVED, that the position of Executive Director of Community and Government Affairs be created effective September 22, 2014.

Motion seconded by Ms. Bowen and carried following unanimous vote.

3.4 Educational Services & College Development

3.4.1 Partnership between Cayuga Community College and Cayuga-Onondaga BOCES:

Ms. Carnicelli read the following resolution and moved its approval:

WHEREAS, it is fundamental to the mission of Cayuga Community College to advance strategic partnerships in the counties it serves;

WHEREAS, Cayuga Community College and Cayuga-Onondaga BOCES seek to develop a collaborative partnership between Cayuga Community College's Office of Academic Programs and Cayuga-Onondaga's Culinary Arts Program;

3.4 Educational Services & College Development (continued)

3.4.1 Partnership between Cayuga Community College and Cayuga-Onondaga BOCES (continued):

WHEREAS, the purpose of the collaborative partnership is to engage in a dialogue and research on a seamless high school to college academic program that utilizes the strengths of each institution to meet the workforce needs of Cayuga County;

WHEREAS, the partnership builds upon the Finger Lakes Region's rich agricultural history and emerging interest in the culinary field;

WHEREAS, the Central New York Regional Economic Development Council (REDC) Five-Year Strategic Plan (2012-2016) included tourism, hospitality and the food industry among the six growing or emerging industry sectors for the region;

WHEREAS, the proposed partnership would provide alignment and coordination of high school and college career pathways;

RESOLVED, the Board of Trustees of Cayuga Community College hereby approves the concept of a formal, strategic partnership with Cayuga-Onondaga BOCES to explore the viability of a new academic program.

Motion seconded by Ms. Bowen and carried following unanimous voice vote.

4.0 REPORTS

4.1 Presidents Report

4.1.1 President: Dr. DeCinque gave the following report:

- The "State of the College" address will serve as Dr. DeCinque's report. If there are any Trustees who are able to attend on Friday, September 19, please, do come.
- Thrilled to see the partnerships with BOCES growing.
- Thanked the Board for lifting the declaration of financial exigency. If we can continue on the path we are going and keep the College on track toward our goals, we will be over the financial issues.

4.1.2 Provost and Vice-President for Academic Affairs: Dr. Herron gave the following report:

- Working with, Division Chair, Christie Waters, and Dean DeShaw through the superintendents in Cayuga and Oswego Counties for an application for PTech grant.

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

- We are going to end this year on a positive note.
- Recommending moving \$90,000 to the reserved fund balance for asbestos removal.
- Received ten RFPs for the Facilities Master Plan.
- 2013-2014 budget highlights

4.0 REPORTS (continued)

4.1 Presidents Report (continued)

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

- Currently we are at 41.5% of our 14-15 goal.
- Marketing materials have been distributed with the Board.
- At the October Board meeting an enrollment forecast will be shared with the Board.

4.1.5 Fulton Associate Vice-President: Interim Associate VP Lamphere shared his report:

- Thanked the Board for their confidence in promoting him to Interim Associate Vice President.

4.1.6 Deans:

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

- A Plastics Lab certificate will be going to Curriculum Committee for approval at their September meeting.
- Continuing to work on grant writing this month

4.1.6.2 Dean of Technology: Dean Kaftan gave his report:

- Stated that he is grateful to be at Cayuga
- New faculty hours displayed in MyCayuga

4.1.6.3 Dean of Enrollment and Retention: No Report.

4.1.7 Student Trustee: Student Trustee, Ken Morhiser gave the following report:

- Thanked everyone for allowing him to be part of the Board.

5.0 OLD BUSINESS

Dr. Van Buskirk and John Klink, Co-chairs of the Presidential Search Committee, gave an update and a review of the first Committee meeting. That meeting was held on September 15. One of the highlights of that meeting was the SUNY Vice Chancellor of Community Colleges, Johanna Duncan-Poitier, calling in to attend. She discussed the process with the committee. The next step will be a survey that will need to be presented to the College community. Salary was discussed and the Board should be willing to upgrade the salary level to someone who can guide us through some difficult times. That can be left open ended. The next meeting will be October 31 @ 3:00 p.m. in the BIC.

6.0 NEW BUSINESS

Discussion needs to take place with regard to a regular committee meeting schedule. Possibly the Monday of the week before the Board meeting. Carolyn Guariglia will poll the Board.

7.0 COMMUNICATIONS

Noted.

8.0 INFORMATION

Noted.

9.0 EXECUTIVE SESSION

10.0 ADJOURNMENT

Mr. Camardo moved to adjourn the meeting, seconded by Mr. Karpinski and carried by unanimous voice vote. The meeting adjourned at 7:00 p.m.

Recorded and transcribed by:

Carolyn L. Guariglia
Secretary to the Board

Respectfully submitted:

John J. Klink,
Secretary, Board of Trustees

cg
9/2014