

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

Minutes of the regular meeting of the Board of Trustees held Wednesday, June 17, 2015 in the Business Industry Center, James T. Walsh Regional Economic Center on the Auburn Campus.

Present: Mr. John M. Camardo
Ms. Melina Carnicelli
Mr. Jeffrey L. Edwards
Mr. John A. Karpinski
Mr. John J. Klink
Mr. Joseph L. Runkle
Dr. Richard P. Stankus
Dr. Linda P. Van Buskirk

Not Present: Mrs. Jane Bowen
Mr. Kenneth Morhiser

Also: Dr. Gregory T. DeCinque, Interim President
Johanna Duncan-Poitier, Vice Chancellor, SUNY, via videoconference
RoxAnn Buck, NYCCT Board of Directors
Dr. Dan DoBell, Vice President of Administration & Treasurer
Jeffrey Rosenthal, Vice President of Student Affairs
John Lamphere, Interim Associate Vice President of the Fulton Campus
Kevin Drayer, Director of Capital Projects and Facilities
Steve Keeler, Division Chair, SOMA and Executive Committee, Faculty Assoc.
Jo Ann Harris, Office Manager/Co-President ESP
Deborah Purcell, Senior Typist/CEWD
Teresa Rogalski, Senior Typist/Financial Aid/Co-President ESP
David Harbaugh, Manager, Network Operations
Pamela Heleen, Secretary to the Board

Mr. Edwards called the meeting to order at 5:05 p.m.

Via videoconference, remarks were made by Johanna Duncan-Poitier regarding the Presidential Search process. SUNY procedures and statutes were reviewed and a strong cooperative working relationship was called for.

Discussions also took place with Roxann Buck, representing the NYCCT Board of Directors, who supports the need for local Board statutory powers to be preserved.

1.0 COMMENTS FROM THE PUBLIC
None.

2.0 CONSENT AGENDA

Mr. Edwards presented the Consent Agenda which consisted of the May 20, 2015 Board Regular Session minutes, the May 20, 2015 Executive Session minutes, May 2014/May 2015 Budget Statements, May 2015 Monthly Bills totaling \$890,380.46, and the 2014-2015 Stipend List #20, #21 totaling \$415,742.50.

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

Motion carried following voice vote 7 yays and one abstain. (Appended 2.1.1, 2.1.2, 2.2, 2.3, 2.4)

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

3.1 Buildings and Grounds

Mr. Klink reported that changes to the Building and Grounds policies and procedures will be submitted as soon as possible to Ms. Carnicelli and the Educational Services & College Development committee for review and approval.

Mr. Klink also reported that a temporary maintenance facility is being constructed on college-owned land on Prospect Street. The building will handle the storage needs that are displaced because of the Plastics lab expansion. The funds are available from other projects and will not require additional Board approval.

3.2 Finance

Mr. Runkle stated there was a Finance committee meeting this week. The 2014-2015 budget is right on target. Dr. Dan DoBell, VP of Administration, presented details of the 2015 - 2016 Budget. A copy of his PowerPoint presentation is attached to these minutes.

Mr. Runkle read the following resolution as a motion to approve:

3.2.1 2015-2016 Operating Budget

RESOLVED, that the operating budget, September 1, 2015 - August 31, 2016, of Cayuga County Community College in the amount of \$31,273,107 with a County of Cayuga Sponsor's share of \$2,898,345 be adopted.

Motion seconded by Ms. Carnicelli and carried by unanimous voice vote.

3.3 Personnel

Dr. Van Buskirk read the following resolution as a motion to approve:

3.3.1 Faculty 2015-2016 Term Appointment

At the recommendation of President Gregory T. DeCinque and in compliance with Article XI, Section 3.3 of the 2011-2016 Contract between the College Board of Trustees and the Faculty Association, be it RESOLVED, that Delecia Weatherstone, Assistant Professor of Nursing be recommended for renewal of her Term Appointment for the 2015-2016 academic year.

Motion seconded by Ms. Carnicelli and carried by unanimous voice vote.

3.4 Educational Services & College Development

Ms. Carnicelli reported that the Committee met with Dr. Herron, Dr. Mignacca, division chairs Loraine Miller and Christie Waters, and members of the faculty to hear a summary of recently completed program reviews. The action plans resulting from these reviews identify recommendations and create an environment of continuous improvement.

All Committees are conducting a review of the Policies and Procedures. Resolutions outlining these changes will be ready for approval at the July Board meeting.

Ms. Carnicelli stated that Resolution 5.1 (Amend By-Laws) did not go to the committee, but all Board members had been contacted by Dr. Stankus prior to the meeting.

4.0 REPORTS

4.1 Presidents Report

4.1.1 President: Dr. DeCinque reviewed the content of his report:

- While enrollment continues to lag as we deal with the declining demographic and increased competition for fewer students, we seem to have learned how to live within our means.
- Partnerships with BOCES, Central NY Arts Council, the YMCA, and Oswego County are all at different stages of development and all have possibilities.
- We need to begin meetings with both Cayuga and Oswego legislative bodies to determine if we can reach agreement on how this could work and, if that is successful, move the process to seek state-level approval.
- Dr. DeCinque recognized the new administrative team and believes they will fit well with the new President, providing great leadership for the future.
- Clark, Patterson and Lee continue their work on the Facilities Master Plan. By late September, we should have a full Facilities Master Plan for campus review and Board approval.

4.1.2 Provost and Vice-President for Academic Affairs:

- Dr. Herron welcomed Dr. Dan DoBell to his first Board meeting.
- Met with SUNY Chief Academic Officer and the Associate Chancellor from the Tennessee system to discuss performance-based funding.
- Met with Rob Humphrey, John Lamphere, and Carla DeShaw to discuss the Fulton campus Health Care Occupation Cluster and its ability to meet the workforce needs of Oswego County. Will meet again at the end of June.
- Program reviews are currently going on. They ensure that our curriculum is current and has integrity within our community. They are required every 5 years.
- Co-chairs, Christie Waters and Steve Keeler, Dr. Mignacca and Runge are working on next draft of the Middle States report.
- 20 courses have been approved by SUNY for GenEd credit.
- Reported for Dean DeShaw on Workforce Development. A listing of the grants that are in the pipeline was reviewed. Dr. DoBell will be working with Marie Nellenback to add to the list of grants.

4.1.3 Vice-President for Administration: Dr. DoBell remarked that it was good to be here.

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

- Performance-based funding is aligned with the Planning Council's Key Performance Indicators (KPIs).
- We are halfway through the enrollment/registration process for fall, 2015. We are up in almost every county, except Onondaga.
- Title 9, Sexual Violence Prevention Act and Article 129-A of the Education Law are being reviewed to make sure we are in compliance and our students are safe.

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

- As chair of the Selection Committee for the new Director of Public Safety, he will be forwarding 2 names for final interviews with Dr. DeCinque.

5.0 OLD BUSINESS

5.1 Amending the Term of Office Provision of the Board By-Laws:

Dr. Stankus read the following resolution into the record as a motion to approve:

WHEREAS, the College By-Laws allow for amendment of the By-Laws by a majority vote of the Trustees present at any Board meeting, provided notice of the proposed amendment shall have been contained in the notice of the meeting; and

WHEREAS, notice of a proposed amendment of the By-Laws was contained in the notice of the June 2015 annual meeting of the Board; now, therefore be it

RESOLVED, that Article VI (A) and (B) of the By-Laws be amended as follows:

A. Officers

The Board officers shall be Chair, Vice-Chair, and Secretary, elected by written ballot from the Board members every two years at the annual meeting in June (except in the case where terms are extended for an additional one year for unusual circumstances per Article VI(B), in which case the election shall occur the following year in June). Should a Trustee be elected to fill a partial officer term that Trustee may be elected to a full two-year officer term at the next cycle.

B. Term of Office

The officers shall serve for one term of two (2) years and two (2) years shall then elapse before Trustees are eligible to be re-elected to an office they have held previously, provided, however, that the Board may, in its discretion, when continuity is deemed advisable due to unusual circumstances, extend the terms of the officers for one (1) additional year, for a total term of three (3) years, to be followed by a period of two (2) years elapsing before a trustee is eligible for re-election to an office he/she has held previously. The term of office shall commence on the day at which the elections took place.

Motion seconded by Ms. Carnicelli and approved by unanimous voice vote.

5.2 Election of Board Officers 2015-2016

Dr. Stankus chaired the nominating committee for Board Officers and brought forth the following motion to accept, in accordance with the revision to the Board By-laws just adopted:

Mr. Edwards as Chair

Dr. Van Buskirk as Vice Chair

Mr. Klink as Secretary

Motion seconded by Mr. Karpinski and carried by unanimous voice vote.

Mr. Edwards thanked Dr. Stankus and the other members of the nominating committee for their efforts. Any Trustee who is interested in changing their committee membership should contact Mr. Edwards.

6.0 NEW BUSINESS

The Board Retreat for the President's Transition will be held on August 5 from 12 - 6 pm followed by dinner at the Welch-Allyn Lodge. More details will follow.

6.0 NEW BUSINESS - continued

Mr. Edwards read the following resolutions into the record as motions to approve.

6.1 Termination of Contract - Dr. Gregory T. DeCinque

WHEREAS, the Board of Trustees approved a contract with Dr. Gregory T. DeCinque that will conclude on November 20, 2015; and

WHEREAS, it is the desire of both Cayuga Community College and Dr. DeCinque to terminate the contract as of September 30, 2015 and thereafter utilize Dr. DeCinque's services through Compass Consulting, Inc. on transitional issues; therefore be it

RESOLVED, that the Chair of the Board shall be authorized to enter into an agreement terminating the contract with Dr. Gregory T. DeCinque as of September 30, 2015.

Discussion took place; the motion was seconded by Dr. Van Buskirk and approved by unanimous voice vote.

6.2 To Authorize the Continuation of a Contract with Compass Consulting, Inc.

WHEREAS, the Chairman of the Board of Trustees recommends the continued engagement of the firm of Compass Consulting, Inc. to review all collective bargaining agreements, provide recommendations for future negotiations, continue to advise and work with the Board of Trustees and the administration of Cayuga Community College on the process to regionalize Cayuga Community College, and to provide support to the administration as requested; and

WHEREAS, it is the desire of the Board of Trustees of Cayuga Community College to authorize the execution of a contract for the services of the firm Compass Consulting, Inc. to include the scope of services as outlined in the attached proposal; therefore, let it be

RESOLVED, that the Board of Trustees of Cayuga Community College hereby authorizes and directs the College administration to sign on behalf of the Board of Trustees a contract, with the contract details and fee structure to be negotiated by the Chairman of the Board and not to exceed \$50,000 for specific administrative consulting services with the firm of Compass Consulting, Inc.

The motion was seconded by Mr. Klink. Mr. Karpinski was concerned that the contract did not say enough to provide an ongoing contractual relationship. Mr. Edwards cited the paragraph that provided for an extension as we needed it. He also stated that we need to make sure that Brian Durant is fully confident in his presidential authority and would not be undermined by the Board resorting to advice and counsel from Compass. The motion was approved by unanimous voice vote.

6.3 Approval of ACCT Membership Renewal Invoice

Read by Mr. Edwards and passed by unanimous voice vote.

7.0 COMMUNICATIONS

Noted.

8.0 INFORMATION

Noted.

9.0 EXECUTIVE SESSION

None.

10.0 ADJOURNMENT

Ms. Carnicelli moved to adjourn the meeting, seconded by Mr. Runkle and carried by unanimous voice vote. The meeting adjourned at 6:42 p.m.

Recorded & transcribed by:

Respectfully submitted:

Pamela Heleen
Secretary to the Board

John J. Klink,
Secretary, Board of Trustees