

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

Minutes of the regular meeting of the Board of Trustees held **Thursday, September 26, 2024.**

Fulton Campus:	Mr. Tony Franceschelli, Chair Ms. Hannah Iozzio, Trustee Dr. Brian M. Durant, President Dr. Ron Cantor, Provost/VPAA Mr. Guy Cosentino	Mr. Jeffrey Pirozzolo, Secretary Dr. Linda Van Buskirk, Trustee Dr. Keiko Kimura, VP for Workforce Mr. Andrew Poole Ms. Annette LeFever
Via Zoom:	Ms. Stephanie Hutchinson, Trustee Mr. Eric Zizza Ms. Misty Digaetano Ms. Rebecca Devendorf	Ms. Marian Brown, Trustee Ms. Kelly Albrecht, CFO & Treasurer Ms. Lindsey Suppes, HR Director
Absent:	Ms. Heidi Nightengale, Trustee Mr. Mark Coleman, Vice Chair	Ms. Angela Winfield, Trustee Dr. Cathy Dotterer, VPSA

Chairperson Franceschelli called the meeting to order at 8:02 AM

1.0 OATH OF OFFICE

Ms. Hannah Iozzio was sworn in as student trustee, with an annual term ending 6/30/25.

2.0 PUBLIC COMMENTS

None.

3.0 BOARD EDUCATION

In lieu of an education topic this month, there will be a tour of the Fulton Campus Law Enforcement Academy at the conclusion of today's meeting.

4.0 CONSENT AGENDA

Mr. Franceschelli presented the Board Minutes from the August 2024 meeting and the monthly Invoice and Stipend Reports. Mr. Pirozzolo made a motion to approve and Ms. Brown seconded. The motion carried by unanimous voice vote.

3.0 FINANCE & AUDIT COMMITTEE MEETING NOTES

Ms. Hutchinson stated that the meeting notes and financial report were included in the agenda pack. She stated the committee has one resolution to put forth this month.

3.1 Resolution to Approve Faculty Appointment W. Law

Ms. Hutchinson asked if there was any discussion, hearing none, she made a motion to approve. Ms. Brown seconded the motion which carried by unanimous voice vote.

4.0 **GOVERNANCE & PLANNING COMMITTEE MEETING NOTES**

Dr. Van Buskirk stated the committee notes were included in the agenda pack. She offered an update on an education module hosted by NYCCT. She described the position NYCCT is taking regarding two SUNY Chancellor initiatives. First related to the Chancellors move to be more directly involved in evaluation of college presidents. There is a resolution on today's agenda that reaffirms trustee's role in hiring, evaluating and managing employment conditions on a local trustee level. Another SUNY proposal includes adding a faculty member to college boards. NYCCT takes the position there is a natural conflict of interest with this. At this time there is no traction for the proposal, as there are current State laws that prohibit members collective bargaining units joining boards with which they have contracts.

Ms. Hannah Iozzio plans to attend the NYCCT Annual conference on October 4-5 in Saratoga Springs.

4.1 Resolution to Affirm Board Autonomy in Presidential Employment and Supervision

Mr. Franceschelli read the resolution. Dr. Van Buskirk made a motion to approve, Mr. Pirozzolo seconded the motion, which carried by unanimous voice vote.

5.0 **OLD BUSINESS**

None.

6.0 **NEW BUSINESS**

None.

7.0 **COLLEGE REPORTS**

7.1 President's Report

Dr. Durant reported that it has been a busy start of the semester and thanked faculty and staff across the college for their efforts. He noted that enrollment is up 4.5% from last year. Last year was up 2%. He is reviewing all available data and hopes to present a more detailed review of enrollment trends next month.

Dr. Durant offered a campus update to kick off the semester. He updated the campus community on progress made on the strategic plan and annual goal outcomes. He updated trustees on the work of the President's Council, noting new terms began at the start of the semester. Finally, he noted that Cayuga will host the Faculty Council of Community Colleges annual conference in late October. The Chancellor plans to attend the event.

7.2 Provost Report

Dr. Cantor spoke about a Transfer Fair being held on October 22nd, which is the same day as the MSCHE Team Chair Visit. The event will host hundreds of local high school students and feature transfer partnerships with SUNY Oswego, Cortland, Upstate and Empire College. Dr. Cantor also spoke about an update to the SUNY General Education Requirements that will soon go into effect. The changes relate to the use of AI and competencies in Civil Discourse in Democracy.

7.3 VP of Student Affairs

Dr. Dotterer was not able to attend today's meeting.

7.4 VP of Workforce Development Report

Dr. Kimura reported that October is Manufacturing month and relayed several events are planned to highlight the month including a Fulton Campus manufacturing event on October 18th with participation from several manufacturing partners. She offered an update on the new initiative called Real Life Rosie, a program for woman interested in manufacturing careers. Thirteen students are enrolled in the cohort.

Dr. Kimura recapped several upcoming community education offerings and gave an update on the progress of the MSCHE Team Chair visit and our Self-Study draft. The final draft document will be shared with trustees in early October and with the campus at the October 15th Assessment Day.

7.5 CFO/Treasurer Report

Ms. Albrecht briefly reviewed the July Financial Statement. She announced the college audit will begin October 25th and will be a hybrid of in person and virtual. Ms. Albrecht also offered updates on two capital projects, the Workforce Development center and Fulton Law Enforcement Academy. Both projects are near completion.

7.6 Foundation Director Report

Mr. Cosentino extended a welcome to new trustee, Hannah Iozzio. He reported that Food Truck events were a success on each campus noting 466 participants in Auburn and 266 in Fulton. Mr. Cosentino asked trustees to save the date November 6th for a joint education meeting, where their financial advisor will present information about the Foundation endowment. Finally, he offered an update on the Craft Fair scheduled for December 9-10 and acknowledged the hard work of Kia Larson in preparation of this large event.

8. INFORMATIONAL FORMS INCLUDED

- 9.1 2024 - 2025 Trustee Attendance at County Legislature Meetings
- 9.2 2024-25 Board of Trustees Roster
- 9.3 Video & Phone Conference Procedure for Board of Trustee Meetings
- 9.4 2024 – 2025 Board and Committee Meeting Dates
- 9.5 Acronyms and Their Meanings
- 9.6 Open Meeting Executive Session Law

8.0 EXECUTIVE SESSION

Chair Franceschelli stated there was a need to enter executive session for the purpose of discussing real estate and contractual matters. He stated there would be no further board business conducted after executive session. Ms. Hutchinson made the motion to enter executive session, Dr. Van Buskirk seconded the motion. With all in favor, executive session began at 8:46 AM.

9.0 ADJOURNMENT

With all business complete, Mr. Pirozzolo made a motion to end Executive session and adjourn. Dr. Van Buskirk seconded and the motion carried by unanimous voice vote.

Executive Session ended and the meeting adjourned at 9:37 AM

Recorded & transcribed by:
Annette LeFever, Secretary to the Board

Respectfully submitted:
Jeffrey Pirozzolo, Board Secretary

Regular session: Quorum Calls August 22, 2024	Present	Consent Agenda	3.1 Faculty Appointment	4.1 Affirm Board Autonomy	
Recoded by: Annette LeFever, Secretary to the Board of Trustees		Franceschelli	Hutchinson	Pirozzolo	
		Pirozzolo	Brown	Franceschelli	
Ms. Brown (Marian)	Z	All In Favor	All in Favor	All in favor	
Mr. Coleman (Mark)	A				
Mr. Franceschelli (Tony)	P				
Ms. Hutchinson (Stephanie)	Z				
Ms. Nightengale (Heidi)	A				
Mr. Pirozzolo (Jeffrey)	P				
Dr. Van Buskirk (Linda)	P				
Ms. Winfield (Angela)	A				