

Cayuga Community College Board of Trustees
A u b u r n, N e w Y o r k

Minutes of the annual and regular meeting of the Board of Trustees held **February 26, 2026.**

Auburn Campus:	Mr. Tony Franceschelli, Chair Ms. Angela Winfield, Trustee Ms. Marian Brown, Trustee Ms. Agnes Crothers, Trustee	Mr. Mark Coleman, Vice Chair Dr. Linda Van Buskirk, Trustee Mr. Jeffrey Pirozzolo, Trustee Ms. Hannah Iozzio, Trustee
	Dr. Brian M. Durant, President Dr. Keiko Kimura, Provost & VPAA Mr. Guy Cosentino, Foundation Dir.	Ms. Kelly Albrecht, CFO & Treasurer Ms. Lindsey Suppes, HR Director
Via Zoom:	Ms. Stephanie Hutchinson, Trustee Ms. Rebecca Devendorf Mr. Debdulal Bagchi Ms. Breanna Gulbe	Mr. Eric Zizza Mr. Andrew Poole Ms. Misty Digaetano Mr. Kaleb Iozzio
Absent:	Ms. Heidi Nightengale, Trustee	Dr. Cathy Dotterer, VPSA

Chairperson Franceschelli called the Meeting to order at 8:02 AM.

1.0 PUBLIC COMMENTS

None.

2.0 CONSENT AGENDA

Mr. Franceschelli stated the Board Minutes from the December 2025 meeting and the monthly Invoice and Stipend Reports were included with the agenda packet. Ms. Brown made a motion to approve, Mr. Pirozzolo seconded. The motion carried with all in favor.

3.0 FINANCE & AUDIT COMMITTEE MEETING NOTES

Ms. Hutchinson noted that the meeting minutes from the February committee meeting were included in the agenda packet. She stated the annual College Audit presentation took place at the committee meeting and that since all but two trustees were present, she did not think it necessary to invite them to give the same presentation at this meeting. She thanked Ms. Albrecht and her team for their work on the audit, noting the efficiency of the process and that there were no material weaknesses identified in the audit.

The committee has three resolutions for consideration this month.

3.1 Resolution to Accept the 2024-25 College Audit

Ms. Hutchinson read the resolution and made a motion to approve, Mr. Pirozzolo seconded the motion. The motion carried by unanimous voice vote.

3.2 Resolution to Approve MC & Faculty Personnel Actions

Ms. Hutchinson read the resolution and made a motion to approve, Ms. Brown seconded

the motion. The motion carried by unanimous voice vote.

3.3 Resolution to Extend the USI Insurance Benefits Advisor

Ms. Hutchinson read the resolution and made a motion to approve, Ms. Brown seconded the motion. The motion carried by unanimous voice vote.

5.0 GOVERNANCE & PLANNING COMMITTEE MEETING NOTES

Dr. Van Buskirk stated that the meeting minutes from the December 2025 committee meeting was included in the agenda packet. She shared information from recently attending both the NYCCT and ACCT Legislative Conferences, noting both were valuable. She encouraged Trustees to attend an upcoming NYCCT webinar on the NYS Budget Advocacy process.

The committee is bringing forth one resolution for consideration this month.

5.1 Resolution to Approve Posthumous Degree Policy

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

6.0 COLLEGE REPORTS

5.1 President's Report

Dr. Durant thanked Kelly Albrecht and her team for their work on this year's audit and expressed confidence in the strong internal accounting controls in place. He thanked Trustee Van Buskirk for her involvement with the NYCCT and ACCT community college advocacy groups. He spoke about his upcoming trip to Albany to further advocate for the NYCCT and NYCCAP budget platform which includes support for stable funding floor, continued investments in workforce programs and support for aging infrastructures. He expressed appreciation for Chancellor King's strong advocacy and support to community colleges through grant opportunities for special programs.

Dr. Durant stated that Dr. Dotterer was not able to attend today, so he would share the news that enrollment has increased for the third year in a row. He discussed some of the trends responsible for this growth including recent SUNY initiatives that support student retention and new adult learner programs and Pell for Prison Education programs.

Finally, he spoke about the ongoing college budget process. He briefly described where we are in the annual process. He thanked Budget Managers for submitting their budget requests on time and stated that over the next few weeks he and his team would be reviewing the requests line by line to develop a fiscally responsible budget that meets as much of the demonstrated needs as possible, noting it is always difficult but necessary to make cuts from the list of requests. He stated that he would bring an updated Tuition & Fee schedule to the March meeting, that will likely include a modest tuition increase and only nominal fee increases.

5.2 Provost & Vice President of Academic Affairs

Dr. Kimura thanked trustees for supporting the two faculty resolutions. She acknowledged the retirement of ESP employee, Debbie Purcell who has served in many rolls over her 22 years working at Cayuga. Dr. Kimura spoke about the United Way Tax Prep program pointing out that Professor Dawn Kozlowski has imbedded volunteering at this program in her accounting course, offering course credit for this community service.

Dr. Kimura discussed the work of the office of Accessibility Services to offer information and training sessions for prospective students and families that offer support and piece of mind they will be supported in the classroom. She shared that Professor Melissa Johnson has been selected to participate in a SUNY Disability Advocate Leadership group. She reported that 13 of the 18 Real Life Rosie participants who completed the program in January are now employed. Finally, Dr. Kimura announced that Cayuga is one of just 10 campuses selected to participate in a SUNY Adult Learner Community of Practice. This group will be conducting a detailed survey of adult learners and results will be used to create an Adult Learner Action Plan and document best practices for engaging adult learners.

5.3 Vice President of Student Affairs

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

5.4 CFO/Treasurer

Ms. Albrecht provided the December 2025 Financial Statements were included in the agenda pack. She thanked Trustees for supporting the Audit resolution and briefly recapped the annual process. She spoke about the ongoing budget process, stating all budget requests have been received and now the work to balance requests with available resources begins. She acknowledged the work of the Bursar who has recently met with leaders in Oswego and Onondaga County to streamline the process of requesting and receiving Certificates of Residency, something that can improve the the timing of our receivables. Finally, she reported that the materials have finally arrived to complete the Auburn Wellness Center HVAC and that instillation will be completed in the next two weeks. This project has been delayed several times due to supply chain interruptions.

5.6 Student Trustee

Ms. Iozzio offered details on an SGO trip happening this week. She stated SGO has been reviewing club receipts and fund balances. New elections will be held in the coming weeks. The current SGO Board members are all moving on, so their will be all new officers next year.

5.7 College Foundation

Mr. Cosentino Reported on several action items from the Foundation's Annual meeting including; that the Foundation has reviewed and approved its audit which received a "clean opinion" from the auditors. Board members Aliza Querns and Gail Homick Herrling have completed their terms and will be replaced by John Latanyshyn and Michelle Shatrau; the Foundation approved expanding the K-12 Pathways Program and support for the EOP; He spoke about the success of the Culinary Competition and plans for the next one. He offered an update on the Brunell and Labeille projects for 2026, and reported that an expanded SOMA trip to New York City is slated for April 23rd. Finally, Mr. Cosentino announces a joint training with the Board of Trustees and Foundation is slated for Tuesday, April 28th focused on the College's facilities plan and fundraising.

6.0 OLD BUSINESS

None

7.0 NEW BUSINESS

None

8.0 INFORMATIONAL FORMS INCLUDED

- 8.1 2025 - 2026 Board of Trustees Contact List
- 8.2 2025 – 2026 Board and Committee Meeting Dates
- 8.3 2025 - 2026 Attendance at County Legislature Meetings
- 8.4 Acronyms and Their Meanings
- 8.5 Open Meeting Executive Session Law

9.0 EXECUTIVE SESSION

Chair Franceschelli stated there was a need to enter executive session for the purpose of discussing contractual matters. He stated there would be no further business conducted after executive session. Mr. Franceschelli made the motion to enter executive session, Dr. Van Buskirk seconded the motion, which carried with all in favor. Executive Session began at 8:52 AM.

Dr. Van Buskirk made a motion to end executive session, Ms. Brown seconded. Executive Session ended at 9:35 AM.

10.0 ADJOURNMENT

With all business complete, Ms. Brown made a motion to adjourn the meeting. Ms. Winfield seconded the motion which carried with unanimous consent.

The meeting adjourned at 9:35 AM

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

Respectfully submitted:
Jeffrey Pirozzolo, Board Secretary

Regular session: Quorum Calls February 26, 2026	Present	Consent Agenda	3.1 Resolution Approve 2024- 25 Audit	3.2 Resolution Approve Personnel Actions	3.3 Resolution Extend USI Benefits Advisor contract	4.1 Resolution Approve Posthumous Degree Policy	
Recorded by: Annette LeFever, Secretary to the Board of Trustees		Pirozzolo	Hutchinson	Hutchinson	Hutchinson	Van Buskirk	
		Brown	Pirozzolo	Brown	Brown	Pirozzolo	
Ms. Brown (Marian)	P	All In Favor	Y	All in Favor	All In Favor	All In Favor	
Mr. Coleman (Mark)	P		Y				
Ms. Crothers (Aggie)	P		Y				
Mr. Franceschelli (Tony)	P		Y				
Ms. Hutchinson (Stephanie)	Z		Y				
Ms. Iozzio (Hannah)	P		Y				Y
Ms. Nightengale (Heidi)	A		-				-
Mr. Pirozzolo (Jeffrey)	P		Y				Y
Dr. Van Buskirk (Linda)	P		Y				Y
Ms. Winfield (Angela)	P		Y				Y