

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

Minutes of the regular meeting of the Board of Trustees held Wednesday, June 26, 2013, in the Business Industry Center, James T. Walsh Regional Economic Center on the Auburn Campus.

Present: Mrs. Jane Bowen  
Mr. John M. Camardo  
Ms. Melina Carnicelli  
Mr. Kevin D. Coleman  
Hon. George C. Fearon  
Mr. Jeffrey Edwards  
Mr. John A. Karpinski  
Mr. John J. Klink  
Dr. Linda P. Van Buskirk

Excused:

Also: Dr. Daniel P. Larson, President  
Dr. Anne J. Herron, Provost & 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  
Robert M. Frame, Director of Theatre Operations/President A/P Group  
David Harbaugh, Manager of Network Operations and Server Administration  
JoAnn Harris, Office Manager of Fulton Campus/ESP Co-President  
Doug Hart, Instructional Assistant/Data Center  
Dale Lamphere, Custodian/Maintenance AFL-CIO President  
Deborah Purcell, Senior Typist/ESP Vice President  
Theresa Rogalski, Account Clerk Typist/ESP Co-President  
Margaret Spillett, Director of Public Relations and Institutional Communications  
Scott Whalen, Director of Human Resources  
Carolyn L. Guariglia, Secretary to the Board

Mr. Camardo called the meeting to order at 5:00 p.m.

**1.0 COMMENTS FROM THE PUBLIC**  
None.

Mr. Camardo asked for a motion to add 3.1.1 *Authorization Rejecting All Bids for the Schwartz Performing Arts Center Project* under 3.1 Building and Grounds.

Motion to approve made by Mr. Kott, seconded by Dr. Van Buskirk and carried following voice vote with Ms. Bowen, Ms. Carnicelli, Mr. Coleman, Mr. Edwards, Mr. Fearon, Mr. Karpinski, Mr. Klink, Mr. Kott, and Dr. Van Buskirk voting "yes", and Mr. Camardo "abstaining".

**2.0 CONSENT AGENDA**

Mr. Camardo presented the Consent Agenda which consisted of the May 22, 2013, Board Meeting Minutes, the May 2012 Budget Statement, May 2013 Budget Statement, the May 2013 Monthly Bills totaling \$755,492.30, the 2012-2013 Stipend Lists #20 & #21 totaling \$525,989.93.

Motion to accept and approve the Consent Agenda made by Ms. Carnicelli, and seconded by Mr. Kott.

Ms. Carnicelli asked that the minutes be changed to reflect her abstention on the roll call vote for 3.1.1 *Affirmation of Support for the Schwartz Family Performing Arts Center*

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**

**3.1.1 Authorization Rejecting All Bids for the Schwartz Performing Arts Center Project**

Mr. Karpinski read the following resolution and moved its approval.

**Whereas**, due to the recent court decision that precludes the College from awarding bids until the City of Auburn can complete its own review as defined by the New York State Environmental Quality Review Act (SEQRA):

**Now, Therefore, Be It Resolved**, that the Board of Trustees of Cayuga County Community College hereby rejects all bids; and,

**Be It Further Resolved**, that the Board of Trustees of Cayuga County Community College does hereby authorize and direct the College administration to execute and deliver all necessary and appropriate documents to notify bidders of the rejection for all trades in connection with the Schwartz Performing Arts Center Project.

Motion seconded by Mr. Fearon and carried following voice vote with Ms. Bowen, Ms. Carnicelli, Mr. Coleman, Mr. Edwards, Mr. Fearon, Mr. Karpinski, Mr. Klink, Mr. Kott, and Dr. Van Buskirk voting “yes”, and Mr. Camardo “abstaining”.

**3.2 Finance**

**3.2.1 Tuition 2013-2014**

Mr. Kott read the following resolution and moved its approval.

WHEREAS, the Board of Trustees of Cayuga Community College has endeavored to maintain tuition at the lowest possible level, and,

WHEREAS, the Board of Trustees of Cayuga Community College must establish a tuition which will insure the fiscal stability of the College, and,

WHEREAS, the tuition must be established at this time to allow students and their families the opportunity to plan accordingly, now, therefore be it

RESOLVED, that the Cayuga Community College Board of Trustees does hereby set the following tuition rate for 2013-2014:

**TUITION**

Full-Time Enrollment (12-19 credit hours) \$4,090

Part-Time Enrollment (1-11 credit hours) \$165 per credit hour

Motion seconded by Mr. Edwards and carried 8-2 with Ms. Bowen, Ms. Carnicelli, Mr. Edwards, Mr. Fearon, Mr. Karpinski, Mr. Klink, Mr. Kott and reluctantly, Dr. Van Buskirk voting “yes” and Mr. Camardo and Mr. Coleman voting “no”.

**3.2.2 Operating Budget 2013-2014**

Mr. Kott read the following and moved its approval.

RESOLVED, that the operating budget, September 1, 2013 - August 31, 2014 of Cayuga County Community College in the amount of \$30,320,751 with a County of Cayuga Sponsor’s share of \$2,927,328 be adopted.

**3.2 Finance (continued)**

**3.2.2 Operating Budget 2013-2014 (continued)**

Motion seconded by Ms. Carnicelli.

It was noted that the budget was based on a one percent increase from the county sponsor.

Ms. Carnicelli asked that the Board move into Executive Session. Mr. Camardo stated that the Board move into Executive Session to discuss the employment of a particular person. Seconded by Mr. Fearon and carried by unanimous voice vote.

The Board adjourned into Executive Session at 5:15 p.m.

At 7:07 p.m. a motion was made by Mr. Fearon to return to regular session, seconded by Mr. Coleman and carried unanimously.

Mr. Kott read the following and moved its approval.

RESOLVED, that the operating budget, September 1, 2013 - August 31, 2014 of Cayuga County Community College in the amount of \$30,320,751 with a County of Cayuga Sponsor's share of \$2,898,345 be adopted.

Motion seconded by Ms. Carnicelli and defeated by a 5 to 5 roll call vote with Ms. Bowen, Mr. Coleman, Mr. Fearon, Mr. Klink, and Dr. Van Buskirk voting "yes" and Mr. Camardo, Ms. Carnicelli, Mr. Edwards, Mr. Karpinski, and Mr. Kott voting "no".

Motion to go into Executive Session to discuss the employment history of a particular person made by Ms. Carnicelli and seconded by Mr. Karpinski. Motion carried unanimously.

The Board adjourned into Executive Session at 7:20 p.m.

At 7:34 p.m. a motion was made by Dr. Van Buskirk, seconded by Ms. Carnicelli to return to regular session and carried unanimously.

Mr. Kott read the following and moved its approval.

RESOLVED, that the operating budget, September 1, 2013 - August 31, 2014 of Cayuga County Community College in the amount of \$30,320,751 with a County of Cayuga Sponsor's share of \$2,898,345 be adopted.

Motion seconded by Ms. Carnicelli and carried following a 6 to 4 roll call vote with Ms. Bowen, Ms. Carnicelli, Mr. Coleman, Mr. Fearon, Mr. Klink and Dr. Van Buskirk voting "yes" and Mr. Camardo, Mr. Edwards, Mr. Karpinski and Mr. Kott voting "no".

**3.2.3 Procedures to Approve the President's Travel**

Whereas, the Board of Trustees of Cayuga Community College with the approval of the trustees of the State University of New York is responsible for the appointment of the College President, adoption of the College curricula, and preparation of the College budget, and, subject to the general supervision of the State University trustees, shall discharge such other duties as may be appropriate or necessary for the effective operation of the College; and,

**3.2 Finance (continued)**

**3.2.3 Procedures to Approve the President's Travel (continued)**

Whereas, the Board of Trustees of Cayuga Community College holds fiduciary responsibilities that include seeking opportunities to stabilize and control costs as well as opportunities to advocate for external resources to sustain and improve the institution; and,

Now, Therefore, Be It Resolved, that the Board of Trustees of Cayuga Community College hereby will enact procedures for either the Chairperson of the Board or the Chairperson of the Finance Committee to approve the President's travel schedule and related expenditures, which expenditures will be presented prior to travel and regulated on a per diem basis.

Motion to approve made by Mr. Kott, seconded by Mr. Edwards. Motion carried unanimously.

**3.2.4 To Enact Procedures and Approval Process for Stipends Awarded to Executive Team and Managerial Confidential Staff**

Mr. Kott read the following resolution and moved its approval.

Whereas, the Board of Trustees of Cayuga Community College with the approval of the trustees of the State University of New York is responsible for the appointment of the College President, adoption of the College curricula, and preparation of the College budget, and, subject to the general supervision of the State University trustees, shall discharge such other duties as may be appropriate or necessary for the effective operation of the College; and,

Whereas, the Board of Trustees of Cayuga Community College holds fiduciary responsibilities that include seeking opportunities to stabilize and control costs as well as opportunities to advocate for external resources to sustain and improve the institution; and,

Whereas, the Board of Trustees will approve a balanced budget within revenue constraints for the 2013-14 fiscal year that focuses on critical needs, and stipends for Executive Team and for Management-Confidential Staff will not be approved for 2013-14; and,

Whereas, Executive Team and Management Confidential Staff will have job descriptions adequate to their positions, such stipends will not be deemed necessary; and

Whereas, the Board of Trustees reserves the right to establish temporary and one-time payments in extraordinary circumstances;

Now, Therefore, Be It Resolved, that the Board of Trustees of Cayuga Community College hereby will eliminate stipends that are above and beyond regular compensation for the Executive Team and Managerial Confidential staff.

Motion seconded by Mr. Coleman. Discussion ensued with a question from Ms. Carnicelli asking how many of the stipends are for Executive Team staff and how many from Managerial Confidential staff.

**3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL**

**3.2.4 To Enact Procedures and Approval Process for Stipends Awarded to Executive Team and Managerial Confidential Staff**

Ms. Carnicelli asked that one special assignment Managerial Confidential stipend be removed from the resolution. Dr. Van Buskirk stated that job descriptions will need to be re-written to take care of any problems or irregularities.

Motion carried with Ms. Bowen, Mr. Camardo, Mr. Coleman, Mr. Edwards, Mr. Fearon, Mr. Karpinski, Mr. Kott and Dr. Van Buskirk voting "yes" and Ms. Carnicelli and Mr. Klink voting "no".

**3.3 Personnel**

Mr. Edwards presented the following personnel items and moved there approval.

**3.3.1 Administrative/Professional Termination:**

Resolved, that the termination of Barbara Travis, as Program Specialist be accepted effective June 30, 2013 due to the conclusion of grant funding.

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

**3.3.2 Faculty Retirement:**

Resolved, that the retirement of Daniel F. Schultz, as Professor of Sociology, be accepted effective June 30, 2013. The Board of Trustees expresses its recognition of 48 years of service to the institution by Daniel F. Schultz and wishes him a happy, prosperous and fulfilling retirement.

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

**4.0 REPORTS**

**4.1 President's Report**

There were no reports.

Dr. Van Buskirk requested educational attainment data.

**5.0 OLD BUSINESS**

None.

**6.0 NEW BUSINESS**

**6.1 Election of Board Officers 2013-2015**

Mr. Fearon chaired the nominating committee for Board Officers and brought forth the following nominations:

Mr. Edwards - Chair  
Dr. Van Buskirk - Vice Chair  
Mr. Klink - Secretary

Mr. Fearon made a motion to accept Jeffrey L. Edwards as Chair and Dr. Linda P. Van Buskirk, Vice Chair, and John J. Klink as Secretary of the Board of Trustees. Motion seconded by Mr. Karpinski and carried by unanimous voice vote.

Mr. Camardo thanked the Board and stated it was a privilege to have worked with them as Chair of the Board.

Mr. Edwards asked that members of the Board get in touch with him if they are interested in serving on a specific committee.

7.0 COMMUNICATIONS

8.0 INFORMATION

9.0 EXECUTIVE SESSION

10.0 ADJOURNMENT

Mr. Kott moved to adjourn the meeting, seconded by Mr. Edwards and carried by unanimous voice vote. The meeting adjourned at 7:50 p.m.

Recorded and transcribed by:

Respectfully submitted:

Carolyn L. Guariglia  
Secretary to the Board

Stanley J. Kott,  
Secretary, Board of Trustees