

Cayuga County Community College
Auburn, New York

Minutes of the regular meeting of the Board of Trustees held Wednesday, April 22, 2015 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. Richard P. Stankus

Dr. Linda P. Van Buskirk

Also: Dr. Gregory T. DeCinque, Interim President

Diane L. Hutchinson, Vice President of Administration & Treasurer

Jeffrey Rosenthal, Vice President of Student Affairs

John Lamphere, Interim Associate Vice President of the Fulton Campus

John Kaftan, Dean of Instructional Technology

Kevin Drayer, Director of Capital Projects and Facilities

Robert Frame, Director of Theater Operations/President A/P Group

Jo Ann Harris, Office Manager/Co-President ESP

Deborah Purcell, Senior Typist/CEWD

Teresa Rogalski, Senior Typist/Financial Aid/Co-President ESP

Sue Gilmore, Professor/Grievance Chair of Faculty Association

Pamela Heleen, Secretary to the Board

Mr. Edwards called the meeting to order at 6:10 p.m.

Mr. Edwards asked for a motion to revise the previously distributed minutes and to add items 3.3.5 *Executive Staff Appointment*.

Motion to approve, made by Dr. Van Buskirk, seconded by Mr. Runkle and carried following unanimous voice vote.

1.0 COMMENTS FROM THE PUBLIC

None.

2.0 CONSENT AGENDA

Mr. Edwards presented the Consent Agenda which consisted of the revised March 18, 2015 Board Meeting Minutes, the March 2014, March 2015 Budget Statements, Monthly Bills totaling \$1,091,641.52, and the 2014-2015 Stipend List #15, #16 totaling \$232,771.78.

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

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 Authorize Awarding Bid for Asbestos Abatement and Ceiling Replacement

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

WHEREAS that, upon the evaluation and recommendation by Thomas R. Pratt Architect, of all seven (7) bids together with supporting documents, post-bid documents, and contractor's qualifications, the Board of Trustees of Cayuga Community College hereby accepts all bids and approves, contingent upon the formal approval by the Cayuga County Attorney of the contract and their form and by the insurance agent of the Certificates of Insurance, the Performance Bonds, and the Labor and Material Payment Bonds; and

WHEREAS the Board of Trustees of Cayuga Community College does hereby authorize and direct the College administration to execute and deliver all necessary and appropriate documents, certificates, and agreements, and to furnish all information in connection with the HBT Asbestos abatement and ceiling replacement; and

RESOLVED that the bid be awarded as listed below:

For Asbestos Abatement and Ceiling Replacement for the amount of four hundred twenty eight thousand dollars (\$428,000) to:

Welch Construction, Inc.

4331 Slate Hill Road

Marcellus, New York 13108

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

Discussion followed concerning other bids that were received. Mr. Runkle reported that the funding is in place. Dr. DeCinque publicly thanked the CCC Foundation, Mr. Runkle and his colleagues, as well as Mr. Drayer for all their hard work.

3.2 Finance

Mr. Runkle stated there was a finance committee meeting this week. The 2014-2015 budget is in good shape even though enrollment is off. There was a quick meeting concerning the 2015-2016 budget which focused on downward budgeting and taking money from the fund balance. The Committee will come back to the Board in June with more accurate numbers.

3.3 Personnel

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

3.3.1 Civil Service Appointment

RESOLVED, that Susan Orman of 21 Swift Street, Auburn, NY be appointed full-time to the position of Administrative Assistant at an annual salary of \$40,575, effective March 1, 2015. This position was filled part-time.

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

3.3.2 2015 - 2016 Faculty Promotions:

In compliance with Article XI, Section Seven, of the 2011 - 2016 Contract between the Board of Trustees of Cayuga County Community College and Cayuga County Community College Faculty Association, the following individuals are recommended for promotion:

Dia Carabajal - Associate Professor of Mathematics and Computer Science

John Lamphere - Associate Professor of Criminal Justice and History

RESOLVED, that effective September 1, 2015, Dia Carabajal and John Lamphere be promoted to the rank of PROFESSOR.

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

3.3.3 2015 - 2016 Faculty Promotions:

In compliance with Article XI, Section Seven, of the 2011 - 2016 Contract between the Board of Trustees of Cayuga County Community College and Cayuga County Community College Faculty Association, the following individuals are recommended for promotion:

Nathaniel Thomas - Assistant Professor of Psychology

Jennifer Nichols - Assistant Professor of Nursing

RESOLVED, that effective September 1, 2015, Nathaniel Thomas and Jennifer Nichols be promoted to the rank of ASSOCIATE PROFESSOR.

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

3.3.4 2015 - 2016 Faculty Promotions:

In compliance with Article XI, Section Seven, of the 2011 - 2016 Contract between the Board of Trustees of Cayuga County Community College and Cayuga County Community College Faculty Association, the following individuals are recommended for promotion:

Karen Grella - Accessibility Specialist and Instructor

RESOLVED, that effective September 1, 2015, Karen Grella be promoted to the rank of ASSISTANT PROFESSOR.

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

3.3.5 Executive Staff Appointment

RESOLVED that Dr. Daniel C. DoBell of 53 Gorton Drive, Corning, NY, be appointed to the position of Vice President of Administration and Treasurer at an annual salary of \$111,000, effective June 1, 2015. This position is vacant due to a retirement.

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

Discussion continued thanking Diane Hutchinson for her dedication and hard work, wishing her well in her retirement, and thanking Dr. DeCinque and Jeff Rosenthal on a great process.

3.4 Educational Services & College Development

No report

4.0 REPORTS

4.1 Presidents Report

4.1.1 President: Dr. DeCinque gave the following report:

- Congratulated the faculty of their promotions and Dr. Herron on the great job she does preparing for the President's review, as well as the subsequent Personnel Committee meeting and Board approval.
- The State finalized their budget which includes a \$100 increase in base aid.
- Regionalization discussions continue. Another joint meeting will take place within the next few months.
- Many thanks to John Klink and Kevin Drayer for their work on the Energy Performance contract with SmartEdge.
- Clark, Patterson and Lee continue their work on the Facilities Master Plan which now reflects our feedback and input. It is our hope that they will be ready to present to the Board at the May meeting.

4.1.2 Provost and Vice-President for Academic Affairs: No report.

4.1.3 Vice-President for Administration: Vice-President Hutchinson's report was shared with the Board and she asked for questions.

- Numbers will be monitored very closely and will be reviewed when summer enrollment numbers come in.
- Dr. DeCinque thanked her for her service.

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

- Shared copies of some marketing materials.
- The Planning Council will begin to meet monthly as the evolution of Cayuga 20/20 continues. The Council will be creating Key Performance Indicators (KPIs) which will appear on a dashboard related to the Strategic Plan. This initiative is independent of Middle States, but critical to a successful Middle States process. The Student Success Team has granted the Council \$10,000 to promote the mission/vision/values throughout the College.

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

- Working with the Alumni Office while Mary Kriever works from home. He will be the point person for the Commencement Day Brunch.

4.1.6 Deans:

4.1.6.2 Dean of Technology: Dean Kaftan's report was shared with the Board.

- The Fulton Digital Antenna System (DAS) is complete. The same project is currently underway in Auburn.

4.1.7 Student Trustee: Mr. Morhiser's report was shared with the Board.

- At an SGO meeting, they voted not to restrict tabling of student activities.
- A PTK color run fundraiser raised \$4500 for their selected charity.
- This is Ken Morhiser's last meeting.

5.0 OLD BUSINESS

5.1 Presidential Search Committee update:

On-site visits have begun.

6.0 NEW BUSINESS

6.1 The May Board meeting will be in Fulton in Room F201 and will begin at 5:00. A car pool will be organized.

7.0 COMMUNICATIONS

Noted.

8.0 INFORMATION

Noted.

9.0 EXECUTIVE SESSION

At 6:48, Mr. Edwards announced that the Board needed to adjourn into Executive Session. Motion to adjourn into Executive Session made by Ms. Carnicelli, seconded by Mrs. Bowen and carried following unanimous voice vote. The Board returned from Executive Session at 7:03 pm.

10.0 ADJOURNMENT

Mr. Karpinski moved to adjourn the meeting, seconded by Mrs. Bowen and carried by unanimous voice vote. The meeting adjourned at 7:04 p.m.

Recorded & transcribed by:

Pamela Heleen
Secretary to the Board

Respectfully submitted:

John J. Klink,
Secretary, Board of Trustees