

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

Minutes of the regular meeting of the Board of Trustees held Wednesday, January 20, 2016 in the Business Industry Center, James T. Walsh Regional Economic Center on the Auburn Campus.

Present: Mr. Jeffrey L. Edwards, Chair
Mrs. Jane Bowen
Mr. John Camardo
Ms. Melina Carnicelli (via phone)
Mr. John Karpinski
Mr. John J. Klink
Mr. Joseph Runkle
Dr. Richard Stankus
Dr. Linda P. Van Buskirk

Excused: Ms. Molly Sharples, Student Trustee

Also Present: Dr. Brian M. Durant, President
Dr. Anne Herron, VP of Academic Affairs and Provost
Dr. Dan Dobell, VP of Administration and Treasurer
John Lamphere, Assoc. VP, Dean of Fulton Campus
Guy Cosentino, Executive Director, CCC Foundation
Tom Corcoran, Director of Human Resources
Jo-Ann Harris, Office Manager, Fulton Campus/Co-President ESP
Bob Frame, Theater Operations, President/AP Group
Deborah Purcell, Senior Typist/CEWD
John Kaftan, Dean of IT
Bruce Walter, Manager of IT User Services
Carrie Chantler, Auburn Citizen

Pamela Heleen, Secretary to the Board

Mr. Edwards called the meeting to order at 6:01 p.m.

1.0 COMMENTS FROM THE PUBLIC

None.

2.0 CONSENT AGENDA

Mr. Edwards presented the Consent Agenda which consisted of the December 16, 2015 Regular Board Meeting minutes, the December 2015 Monthly Bills totaling \$1,462,228.19, and the 2016 Stipend List #8 and #9 totaling \$40,175.22.

Motion to accept the Consent Agenda was made by Mr. Klink and seconded by Dr. Van Buskirk. The motion carried following a unanimous voice vote.

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

3.1 Buildings & Grounds

No recommendations for Board approval.

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL (continued)

3.2 Audit & Finance

Mr. Runkle stated that there were no actionable items this month. The February meeting of the Board of Trustees will include a formal budget presentation and report from the Auditors.

3.3 Personnel

Dr. Van Buskirk read the following resolutions into the record as motions:

3.3.1 Faculty 2016-2017 Term Appointments

At the recommendation of President Brian M. Durant and in compliance with Article XI, Section 3, of the 2011-2016 Contract between the College Board of Trustees and the Faculty Association, the following individuals are recommended for renewal of their Term Appointments for the 2016-2017 academic year:

Edith C. Smith - Assistant Professor of Nursing
Joan Meyers - Director, Occupational Therapy Assistant Program

The motion was seconded by Mr. Runkle and approved following a unanimous roll call vote.

3.3.2 Faculty 2016-2017 Continuing Appointment:

In compliance with Article XI, Section Three of the 2011-2016 Contract between the College Board of Trustees and the Faculty Association, that for the academic year 2016 - 2017, the following individual is recommended for Continuing Appointment as Assistant Professor and Accessibility Specialist:

Karen D. Grella, Ph.D.

The motion was seconded by Mr. Runkle and approved following a roll call vote.

3.3.3 Administrative Professional Retirement:

RESOLVED, that the retirement of Janet A. Nelson, as Director of Adult Learning, be accepted effective February 5, 2016. The Board of Trustees expresses its recognition of 10 years of service to the institution by Janet A. Nelson and wishes her a happy, prosperous, and fulfilling retirement.

The motion was seconded by Mr. Klink and approved following a roll call vote.

3.4 Educational Services & College Development

Mr. Camardo stated that there were no actionable items this month.

4.0 REPORTS

4.1 President's Report

4.1.1 President: Dr. Durant's report was included. Items highlighted were:

- He congratulated Dr. Herron and Dean DeShaw on the opening of the Advanced Manufacturing Institute and reinforced the College's commitment to regional economic development.
- Time will be spent in support of advocacy activities for this year's SUNY budget, especially for increases in funding and base aid.
- Sr. Durant attended the SUNY Chief Advancement Officer Conference with Guy Cosentino, CCCC Foundation Executive Director. The importance of fundraising, cultivating relationships with potential donors, and messaging to the community were all key topics.

4.1.2 Provost and Vice-President for Academic Affairs:

- Dr. Herron did not provide a formal report. Focus has been on preparing the next draft of the Middle States Self-Study report which is due to be distributed on February 15 for final comments.
- She also congratulated Dean DeShaw and her staff for their efforts leading to the wonderful ribbon cutting held earlier in the month.

4.1.3 Vice-President for Administration: Dr. DoBell's report was included in the packet.

- Dr. DoBell is working on next month's presentation which will more accurately predict how the fiscal year will play out.

4.1.4 Vice-President for Student Affairs: VP Rosenthal's report is included in the packet.

4.1.5 Fulton Associate Vice-President: Mr. Lamphere's report was included with the monthly packet.

- A recent article highlighting Kelly Newton was shared with the Trustees

4.1.6 Student Trustee: Ms. Sharples was excused.

4.1.6 CCC Foundation: No report was included in the packet

- Mr. Cosentino stated that letters from the Foundation thanking people for their donations would be going out by the end of the month for tax purposes.
- We have had a successful Shineman matching grant program - the first of its kind in Oswego County.
- The Foundation will be co-sponsoring an Assessment Day reception on February 10th.

5.0 OLD BUSINESS - No report.

6.0 NEW BUSINESS - No report.

7.0 COMMUNICATIONS

- Mr. Edwards highlighted the Library Collection Aid Grant in the amount of \$6,486.00.

8.0 INFORMATION
Noted.

9.0 EXECUTIVE SESSION

At 6:20 p.m., Mr. Edwards announced that the Board needed to adjourn into Executive Session to discuss sale/lease/purchase of real property issues. The motion to adjourn into Executive Session was made by Mr. Runkle, seconded by Mr. Klink, and carried following a unanimous voice vote. The Board returned from Executive Session at 6:50 p.m.

10.0 ADJOURNMENT

Mr. Klink moved to adjourn the meeting, seconded by Mr. Runkle and carried by unanimous voice vote. The meeting adjourned at 6:51 p.m.

Recorded & transcribed by:

Respectfully submitted:

Pamela Heleen
Secretary to the Board

John J. Klink,
Secretary, Board of Trustees