

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

Minutes of the regular meeting of the Board of Trustees held Wednesday, October 19, 2016 in the Business Industry Center, James T. Walsh Regional Economic Center on the Auburn Campus.

Present: Dr. Linda P. Van Buskirk, Chair  
Mr. Jeffrey L. Edwards, Vice-Chair  
Ms. Melina Carnicelli, Secretary  
Mr. John Camardo  
Ms. Angela Daddabbo  
Ms. Stephanie Hutchinson  
Mr. John J. Klink  
Mr. Patrick Mahunik  
Dr. Richard Stankus  
Ms. Duanna Johnson, 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, Associate VP and Dean of Fulton Campus  
Tom Corcoran, Director of Human Resources  
Jo-Ann Harris, Office Manager, Fulton Campus/Co-President ESP  
Deborah Purcell, Senior Typist/CEWD  
Patti Hamberger, Senior Typist, Registrar's Office  
Bob Frame, Director of Theatre Operations, APG Rep  
Pete Liddell, Athletic Director, FA Rep  
Guy Cosentino, Executive Director, CCCC Foundation

Pamela Heleen, Secretary to the Board

Dr. Van Buskirk called the meeting to order at 6:00 p.m.

**1.0 COMMENTS FROM THE PUBLIC**

None.

Dr. Van Buskirk noted that there were two errors on the agenda - the title on Resolution 3.3.4 should be *Educational Support Professional Retirement* and the new name of the *Governance and Planning Committee* was not added. A corrected agenda was distributed.

**2.0 CONSENT AGENDA**

Dr. Van Buskirk asked for a motion to approve the Consent Agenda including the September 21, 2016 Regular Board Meeting minutes (as amended with corrections), the September 2016 Monthly Bills totaling \$1,653,944.78, and the 2017 Stipend List #1, #2, and #3 totaling \$1,116,059.36.

Motion was made by Mr. Edwards, seconded by Mr. Mahunik and carried after a unanimous voice vote.

**3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL**

**3.1 Buildings & Grounds**

Mr. Klink reported that the B&G Committee did not meet this month. He did report that Kevin Drayer, Director of Buildings & Grounds, informed him that the installation of the new boiler, was complete.

**3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL (continued)**

**3.2 Finance & Audit**

Mr. Edwards stated that there were no actionable items to present. He also reported that the current FTE has exceeded the budgeted FTE for the fall. The Audit Committee will meet at 4:00 p.m. on November 2 to meet with The Bonadio Group and to review final numbers for the 2015 - 2016 fiscal year.

**3.3 Personnel**

Dr. Stankus read the following resolutions as motions to approve:

**3.3.1 Continuing Interim Faculty Appointments:**

RESOLVED, that the following appointments be continued for the 2016-2017 academic year

- Nicole Adsitt - Interim Director; Centers for Student Engagement
- Jerimy Blowers - Interim Coordinator of Wellness and Intervention Services
- Sarah Yaw - Interim Cayuga Advantage Coordinator

The motion was seconded by Mr. Klink and carried following a unanimous voice vote.

**3.3.2 Executive Resignation and Return to Faculty Position:**

RESOLVED, that the resignation of John E. Lamphere, AVP - Dean of the Fulton Campus be accepted together with Mr. Lamphere's return to a full time 10 month Faculty position effective January 13, 2017. The Board of Trustees expresses its recognition of Mr. Lamphere for his executive service to the College and looks forward to John's continued success as a member of the Faculty staff.

The motion was seconded by Mr. Klink and carried following a unanimous voice vote.

**3.3.3 Faculty Retirement:**

RESOLVED, that the retirement of Dr. Susan Wolstenholme, PhD be accepted effective with the completion of the Fall 2016 academic term. The Board of Trustees expresses its recognition of more than 40 years of full and part-time service to the institution by Dr. Wolstenholme and wishes her a happy, prosperous, and fulfilling retirement.

The motion was seconded by Mr. Klink and carried following a unanimous voice vote.

**3.3.4 Educational Support Professional Retirement:**

RESOLVED, that the retirement of Dorothy Schlappi, Senior Machine Operator be accepted effective December 30, 2016. The Board of Trustees expresses its recognition of 20 years of full and part-time service to the institution and wishes Ms. Schlappi a happy, prosperous, and fulfilling retirement.

The motion was seconded by Mr. Camardo and carried following a unanimous voice vote.

**3.4 Governance and Planning**

Ms. Carnicelli stated that the committee met on October 13<sup>th</sup> at which time alternative committee structures were discussed. Proposals are not ready for the full Board yet. Dr. Durant will present draft ideas and comments can be emailed to Ms. Carnicelli.

#### 4.0 REPORTS

##### 4.1 President's Report

4.1.1 **President:** Dr. Durant's monthly activity report was included and he highlighted/added the following items:

- We will be measuring the level of interest that the Cayuga County legislature has in pursuing regionalization. We believe they are at a point when they can make an informed decision. If that meeting (to be held in the next month or two) is positive, then Dr. Durant will check in with the Oswego County legislature.
- The SUNY Regional Council will meet for the first time next week. The Lieutenant Governor will attend. We don't know yet what to expect and believe that it will be advisory in nature. OCC and TC3 are in the region with us.
- Mr. Camardo asked about Dr. Durant's meeting with Empire State College. Currently, Empire State has 80 students on the Auburn campus. We are looking for a better way to leverage our partnership. They want to update their space. Keuka College and SUNY Brockport still offer programs on campus.

##### 4.1.2 Provost and Vice-President for Academic Affairs:

Dr. Herron's monthly report was included and she highlighted/added the following items:

- The Criminal Justice Club has placed purple pinwheels on the front lawn of the Auburn campus to promote Domestic Abuse Awareness month.
- We recently hosted a Minorities in Criminal Justice Training and Networking program. Over 100 professionals attended.

4.1.3 **Vice-President for Administration:** Dr. DoBell highlighted his report and noted that:

- The new Bursar has started.
- Audit field work begins Monday and staff is busy getting papers ready.

4.1.4 **Vice-President for Student Affairs:** VP Rosenthal was excused.

4.1.5 **Fulton Associate Vice-President:** Mr. Lamphere added the following information to his report:

- The video surveillance equipment is about 90% installed on the Fulton campus. The IT Dept. saved us a considerable amount of money by bringing some of the work in-house.

4.1.6 **Student Trustee:** Ms. Johnson reported distributed her report.

4.1.7 **CCCC Foundation:** Mr. Cosentino provided the following updates:

- Thanks to everyone for their assistance with the Cleo Parker Robinson Dance Ensemble
- The Foundation will be soliciting the College staff for donations.
- Mr. Cosentino will make sure that the Trustees get the most recent copy of the Spartan.
- Sometime at the end of November, it is hoped that a Presidential Scholar luncheon will take place. Both the Foundation Board and the Trustees will be invited.
- Recently held a meeting with the 4 local foundations to give an update on the activities of the College.

#### 5.0 OLD BUSINESS

None

6.0 NEW BUSINESS

None

7.0 COMMUNICATIONS

None.

8.0 INFORMATION

Included in the Board packet and reviewed.

9.0 EXECUTIVE SESSION

At 6:31 p.m., Dr. Van Buskirk announced that the Board needed to adjourn into Executive Session to discuss personnel and collective bargaining matters. The motion to adjourn into Executive Session was made by Mr. Edwards, seconded by Dr. Stankus, and carried following a unanimous voice vote. The Board returned from Executive Session at 7:05 p.m. following a motion by Mr. Camardo, seconded by Mr. Mahunik and carried following a unanimous voice vote.

10.0 ADJOURNMENT

Mr. Camardo moved to adjourn the meeting, seconded by Mr. Mahunik and carried by unanimous voice vote. The meeting adjourned at 7:06 p.m.

Recorded & transcribed by:

Pamela Heleen  
Secretary to the Board

Respectfully submitted:

Melina Carnicelli  
Secretary, Board of Trustees