

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

Minutes of the regular meeting of the Board of Trustees held Thursday, October 18, 2018 from F201 on the Fulton Campus and the Business Industry Center on the Auburn Campus of Cayuga Community College.

Present: Dr. Linda P. Van Buskirk, Chair
Ms. Marian Brown
Ms. Stephanie Hutchinson
Mr. John Klink
Mr. John Camardo
Ms. Angela Daddabbo
Mr. Tony Franceschelli
Hon. Pat Mahunik (via Zoom)
Ms. Melina Carnicelli

Also Present: Dr. Brian M. Durant, President
Dr. Dan DoBell, Vice President of Administration and Treasurer
Jeff Rosenthal, Vice President of Student Affairs
Dr. Keiko Kimura, Dean of Fulton Campus (from Fulton)
Rebecca Devendorf, Assistant Registrar, APG Rep (from Fulton)
JoAnn Harris, Co-President ESP
Theresa Rogalski, Co-President ESP
Andrew Poole, PR and Media Associate
Bruce Walter, Manager of IT User Services
Guy Cosentino, CCCC Foundation, Executive Director

Pam Heleen, Exec. Asst. to the President, Sec'y to the Board
Fred Westphal, Cayuga County Attorney

Members of the Public: Joe Bennett, Cayuga County Legislator, District 10

Dr. Van Buskirk called the meeting to order at 8:00 a.m.

9.0 EXECUTIVE SESSION

At 8:00 a.m., Dr. Van Buskirk announced that the Board needed to adjourn into Executive Session to discuss collective bargaining and real estate issues. The motion to adjourn into Executive Session was made by Ms. Brown, seconded by Mr. Klink, and carried following a unanimous voice vote. The Board returned from Executive Session at 8:10 a.m. following a motion by Ms. Daddabbo, seconded by Ms. Brown and carried following a unanimous voice vote.

1.0 COMMENTS FROM THE PUBLIC

None

2.0 CONSENT AGENDA

Dr. Van Buskirk presented the Consent Agenda as a motion to approve which consisted of the September 20, 2018 Regular Board Meeting minutes, the October 1, 2018 Special Board Meeting minutes, the September 2018 Monthly Bills totaling \$1,459,340.16, and Stipend Lists #1 and #2 totaling \$44,868.69.

Mr. Klink seconded the motion to accept the Consent Agenda. The motion carried following a voice vote of 8 yea's and one abstention (Mr. Camardo).

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

3.1 Finance & Audit Committee

Ms. Hutchinson noted that the summary of the October 1 committee meeting and the Personnel Changes Report were included in the Trustee packet. There were no resolutions.

3.2 Governance & Planning Committee

Ms. Carnicelli noted that the summary of the October 4 committee meeting was included in the Trustee packet. Ms. Carnicelli thanked Dr. Keiko Kimura for making her strategic planning process presentation to the committee. There were no resolutions.

4.0 REPORTS

4.1 President's Report

4.1.1 **President:** Dr. Durant provided the following highlights:

- Falcon Park - Dr. Durant stated that he was appreciative of all the Trustee and staff support and for all the work done by the City employees and the Mayor's Office. It has been extraordinary.
- New Strategic Plan - Dr. Durant provided an overview and approach. He indicated that meetings to review the process will be held with key stakeholders. He will be providing clarification of direction which will create a framework to make decisions.
- Provost search will kick off again next week. A review of SUNY salary ranges for the position has been completed. A new co-chair has been identified. The timeline for the search will not be as compressed as the first search. We will complete the search in-house.

4.1.2 **Provost and Vice-President for Academic Affairs:** Dr. Herron's report was included in the packet. She was excused.

4.1.3 **Vice President of Administration and Treasurer:** Dr. DoBell's report was included in the packet.

- Staff is preparing for the audit.
- The Registrar's Suite will be complete in mid-November. The Financial Services Center will be completed next.
- Library Steps and Columns - We have had two failed RFP's and are still looking for a contractor.

4.1.4 **Vice-President for Student Affairs:** Mr. Rosenthal's report was included in the packet. He highlighted the following information:

- Beginning to recruit for lacrosse coaches. Dr. Durant noted that our baseball recruiting was hugely successful.
- After hearing Dr. Durant and Kris Duffy's presentation at the NYCCT conference, Dr. Van Buskirk requested a FTE summary outcome report from our Citi BOCES partnerships.

4.1.5 **Student Trustee:** A replacement student trustee has not been elected yet.

4.1.6 **CCC Foundation**: Mr. Cosentino reported the following:

- The Craft Fair is moving along well.
- The Presidential and Emerson Scholar luncheon and the Jean Wright Walk/Run occurred.
- Eagle Scout project on the Nature Trail is starting.
- Annual campaign is underway.

5.0 **OLD BUSINESS**

None

6.0 **NEW BUSINESS**

A motion to add resolutions 6.1 - Administrative Professional Group Successor Agreement and 6.2 - Cornell Cooperative Extension Letter of Intent to the Agenda was made by Mr. Camardo and seconded by Ms. Brown. The motion was carried following a unanimous voice vote.

Dr. Van Buskirk presented the two resolutions as motions to approve:

6.1 **Resolution**

RESOLVED, that the Successor Agreement between The Cayuga Community College Administrative and Professional Group and Cayuga Community College dated October 5, 2018 be approved and forwarded to the Cayuga County Legislature for its approval.

The motion was seconded by Ms. Brown and carried following a unanimous roll call vote. Dr. Durant recognized and appreciated the work of both sides of the negotiating team. He presented the agreement to the County Ways and Means Committee who approved it pending Board approval. John Camardo requested a dollar value impact.

6.2 **To approve entering into a Letter of Intent with Cornell Cooperative Extension of Cayuga County**

WHEREAS, Cornell Cooperative Extension of Cayuga County (“CCE”) owns a facility and 7+ acres of property located at 248 Grant Avenue, Auburn NY 13021; and,

WHEREAS, the Cayuga Community College (“the College”) and CCE are desirous of entering into a transaction whereby the College will obtain CCE facilities to create a Cayuga County Workforce Development Center; and,

WHEREAS, CCE and the College agree to engage in all necessary next steps to explore the proposed transaction, including, but not limited to, a defined capital improvement plan and funding strategy; and

NOW, THEREFORE LET IT BE RESOLVED, that the Cayuga Community College Board of Trustees hereby approves entering into a Letter of Intent with Cornell Cooperative Extension of Cayuga County as detailed in the Letter of Intent dated October 3, 2018.

LET IT FURTHER BE RESOLVED that the Cayuga Community College Board of Trustees authorizes Dr. Brian M. Durant, President of Cayuga Community College to execute said Letter on behalf of the College.

The motion was seconded by Mr. Klink and carried following a roll call vote with 8 yea’s and 1 abstention (Ms. Brown). Dr. Durant recognized the professionalism of CCE management and staff during the several months of discussion. The project will give the College about 7 acres of land, but more importantly, the project will have an impact on the whole community as the Cayuga County Workforce Development Center. Matching funds from the State, as well as a successful CFA grant will be put towards the renovation.

6.0 NEW BUSINESS (continued)

6.2 Cornell Cooperative Letter of Intent (continued)

Formal acquisition of the building will occur after funding has been secured. Six to eight agencies will be under one roof. Dr. Van Buskirk applauded the vision and effort to consolidate agencies to support the community.

7.0 COMMUNICATIONS

- Announcement of the passing of Eileen Fitzgerald who was instrumental in Early Childhood programming. We express our condolences to the family.
- Mr. Franceschelli congratulated the College on the Le Moyne Transfer Agreement signing event. Dr. LeMura, President of Le Moyne College told the audience that Cayuga students comprise their 2nd largest transfer population and that their preparation in writing is noticeable on their campus. 8 - 10 Le Moyne faculty members were on campus the day of the signing. The project continues Cayuga's efforts to strengthen pathways to 4-year colleges.

8.0 INFORMATION

9.0 EXECUTIVE SESSION

At 8:54 a.m., Dr. Van Buskirk announced that the Board needed to adjourn into Executive Session to discuss real estate, and collective bargaining and personnel issues. No action will be taken by the Board after Executive Session. The motion to adjourn into Executive Session was made by Ms. Brown, seconded by Ms. Hutchinson, and carried following a unanimous voice vote. The Board returned from Executive Session at 10:13 a.m. following a motion by Mr. Camardo, seconded by Ms. Brown and carried following a unanimous voice vote.

10.0 ADJOURNMENT

Ms. Brown moved to adjourn the meeting, seconded by Mr. Camardo and carried by unanimous voice vote. The meeting adjourned at 10:13 a.m.

Recorded & transcribed by:

Respectfully submitted:

Pamela Heleen
Secretary to the Board

John Klink
Secretary, Board of Trustees