



Tompkins  
Cortland  
Community  
College

## VISION

*To see strengths  
and unique  
potential in  
every person.  
To inspire people  
to make the  
courageous  
choice to learn,  
grow, and serve.*

## MISSION

*We serve our  
community  
by meeting  
educational  
needs, creating  
an environment  
for student  
success, and  
preparing our  
students and  
ourselves for  
citizenship  
in a global  
community.*

## VALUES

*Learning  
Excellence  
Opportunity  
Innovation  
Relationships  
Diversity*

**BOARD OF TRUSTEES**  
**THURSDAY, MAY 12, 2016**  
**RONALD W. SPACE BOARD ROOM**  
**5:30 P.M.**  
**AGENDA**

1. Call to Order
2. Roll Call
3. Welcome Guests
4. Approval of Agenda
5. Public Comment\*
6. Approval of Minutes – April 21, 2016
7. Communications
  - a. Welcome John Bradac, Dean of Student Life
8. Presentations (routine, periodic reports or special topics of interest to the Board of Trustees): None.
9. College-wide Goal – Student Success  
(There will be one or two short presentations per Board meeting on the College-wide Goal to focus on one or both of these topics. The major purpose is to provide the Board with updates on how the College is progressing to achieve Student Success)
  - a. Student Success – None.
  - b. Organizational Capacity – Darlene Gold Professional Development –Under the Volcano – Literary Program in Tepoztlán, Mexico.
10. Provost and Vice President of the College – Report (highlight Consent Agenda items and updates on major initiatives)
11. Information Items:
  - a. Human Resources Updates
12. Consent Agenda (Action Items):
  - a. Capital Payments
  - b. Appointment of Personnel
  - c. 2016 Chancellor's/Trustees' Award for Excellence in Adjunct Teaching – Winfield Westlake
  - d. 2016 Chancellor's/Trustees' Award for Excellence in Classified Service – Kevin Caveney
  - e. 2016 Chancellor's/Trustees' Award for Excellence in Faculty Service – Sophia Georgiakaki
  - f. 2016 Chancellor's/Trustees' Award for Excellence in Professional Service – Mary Hallisey
  - g. 2016 Chancellor's/Trustees' Award for Excellence in Teaching – Travis Vande Berg

12. Consent Agenda (Action Items) - Continued:
  - h. In Appreciation of Margaret Anderson
  - i. In Appreciation of Joseph Cambridge
  - j. In Appreciation of Beverly Carey
  - k. In Appreciation of Margaret Garvey
  - l. In Appreciation of Robin Hinchcliff
  - m. In Appreciation of Renee Hollenbeck
  - n. In Appreciation of Debbie Lacko
  - o. In Appreciation of Janice Lawrence
  - p. In Appreciation of Maureen Maus
  - q. In Appreciation of Frank (Bud) Moody
  - r. In Appreciation of Miguel Piery
  - s. In Appreciation of Ronald Starmer
  - t. In Appreciation of Gene Sutfin
  - u. In Appreciation of Amy Trueman
  - v. In Appreciation of Scott Weatherby
  - w. In Appreciation of Alan Wood
  - x. In Appreciation of Robert Yavits
  - y. Disposal of Surplus Property
13. Standing Reports:
  - a. College Forum – Corrina Struzick and Jonathan Walz, Co-Chairs
  - b. Faculty Student Association – Amy Trueman
  - c. Tompkins Cortland Community College Foundation, Inc. – Elizabeth Burns
  - d. Chairperson’s Report – Elizabeth Burns
  - e. Liaison Report (Cortland County) – John Troy
  - f. Liaison Report (Tompkins County) – Michael Lane
  - g. Student Trustee’s Report – Olu Roberts
  - h. President’s Report
14. Dialogue Session – Strategic Priority – First Semester Matters – Transition
15. Upcoming Events:
  - a. Retiree Event – May 23, 2016
  - b. Nursing Recognition Ceremony – May 24, 2016
  - c. Commencement – May 26, 2016
  - d. Next Board Meeting – June 16, 2016
16. Executive Session to Discuss a Personnel Matter (action to be taken)
  - a. 2016-2019 Tompkins Cortland Community College Professional Administrators Association Agreement
17. Adjournment

**\*Public Comment:** Provision is made at this point in the agenda for citizens of the College community to make comments regarding any agenda item to be discussed at that meeting. Citizens will not be recognized at any other time except at the request of the Chairperson after approval for such recognition by a unanimous vote of the Trustees in attendance. No person, not a member of the Board, shall speak for more than five (5) minutes without specific approval of a majority of the Trustees. The minutes shall show that privilege of the floor was granted and shall include a brief statement of the subject matter presented.

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
APRIL 21, 2016  
RONALD W. SPACE BOARD ROOM**

**PRESENT:** Roxann Buck, Elizabeth Burns, Chad Coates, Judy Davison, Dammi Herath, Matt McSherry, Olu Roberts, Raymond Schlather, and Bruce Tytler

**EXCUSED:** Arthur Kuckes

**ABSENT:** None

**COUNTY**

**LIAISONS:** Mike Lane and John Troy

**STAFF:** Katrina Campbell, John Conners, Susan Dewey, Sophia Georgiakaki, Rick Grossman, Carl Haynes, Bruce Need, Cathy Northrop, Carl Penziul, Anna Regula, Christine Shanks, Corrina Struzick, Blixey Taetzsch, Seth Thompson, Amy Trueman, Peter Voorhees, Marilyn Webb, Khaki Wunderlich

**GUESTS:** Joe Mareane, Tompkins County Administrator; Marcia Lynch, Tompkins County Public Information Officer; Students – Jessica Delo, Zack Kenyon, and Rose Pinnisi

- 1. Call to Order:** The meeting was called to order at 6:12 p.m. by Chairperson Burns in the Ronald W. Space Board Room at the College.
- 2. Roll Call:** Ms. Northrop called the roll.
- 3. Welcome Guests:** Chairperson Burns welcomed guests.
- 4. Approval of Agenda:** Dr. Coates moved that the agenda be approved as presented; seconded by Mr. McSherry; carried unanimously.
- 5. Public Comment:** None
- 6. Approval of Minutes – March 17, 2016:** Ms. Davison moved that the minutes of the March 17, 2016, meeting be approved as presented; seconded by Ms. Buck; carried unanimously.
- 7. Communications:** Mike Lane presented certificates of recognition from the Tompkins County Bicentennial Committee to Assistant Professor Christine Shanks and a group of graphic design students who had worked to develop a logo for the Bicentennial Committee. Members of the Bicentennial Committee Marcia Lynch,

Public Information Officer, and Joe Mareane, County Administrator, were in attendance to participate in the presentation. Mr. Lane said the Committee wanted to take a few minutes to thank them publicly for the work they had done. Assistant Professor Shanks spoke about the process. The students who took part in this project were Zack Kenyon, Drew Towers, Elizabeth Boenheim, Nate Greene, Rose Pinnisi, Molly Andrejko, Hunter Senecal, William Stoughton, and Jessica Delo. President Haynes mentioned that our CollegeNow program has been reaccredited by the National Alliance of Concurrent Enrollment Partnerships (NACEP) through their extensive peer review process.

8. **Presentations (routine, periodic reports or special topics of interest to the Board of Trustees):** None.
9. **College-wide Goals:**
  - a. **Student Success:** None.
  - b. **Organizational Capacity:** None.
10. **Provost and Vice President of the College – Report (Highlight Consent Agenda items and updates on major initiatives):** Provost Conners spoke to his written report. Dean Taetzsch provided a quick update on the outcome of registration day. She reported that we did meet our goals for the day in terms of FTE and headcount enrollment.
11. **Information Items:**
  - a. **Human Resources Updates** – No discussion.
12. **Consent Agenda (Action Items):** Highlights of the Consent Agenda were discussed during the meeting. Mr. Schlather moved that the Consent Agenda be approved as presented; seconded by Mr. Roberts. After brief discussion of the action items, the motion was called and carried unanimously.
  - a. **Capital Payments** – No discussion.
  - b. **Appointment of Personnel** – No discussion.
  - c. **Treasurer’s Report – February 29, 2016** – No discussion.
  - d. **Treasurer’s Report – March 31, 2016** – No discussion.
  - e. **Child Care Center Project** – President Haynes mentioned that approval of this resolution authorizes the administration of the College to seek approval of this project from the county sponsors and SUNY.
  - f. **Bus Transportation Services TC3/JFK for Summer Global Connections Programs 2016 Bid Award** – President Haynes said that these are two routine resolutions needed annually for the Summer Global Connections students.
  - g. **Bus Transportation Services – Localized, for Summer Global Connections Programs 2016 Bid Award** – No discussion.

- h. Approval of Position Description – Research and Planning Analyst –**  
President Haynes mentioned that this is an upgrade for an existing position to more accurately include the current duties of the position.

### 13. Standing Reports:

- a. College Forum –** Co-Chair Corrina Struzick was in attendance and said there was no report for the College Forum.
- b. Faculty Student Association –** Dean Trueman reported there was a meeting today with preliminary budget conversations. A number of students participated in the meeting and asked many great questions about the budget.
- c. Tompkins Cortland Community College Foundation, Inc. –** Chairperson Burns reported there were fifty-one people in attendance at the Pathways Scholarship Ceremony on March 28 in the Forum. This spring semester \$117,250 in scholarships has been awarded to 82 adult students. The Finance, Investment, Alumni, and Property Management Committees have all met recently. The Shaw Legacy Society dinner will be held on Tuesday, May 3, and TC3 students Cassandra Lasher and Gisselle Ruiz, along with Brittany Shipman, alum and TC3 Child Care Center employee, Professor Carol Sammis and Johanna Hartnett, TC3 Child Care Center Director will present “Children are the Future.” The alumni committee will be hosting a Cinco de Mayo event at Coltivare on May 5<sup>th</sup> and they are looking forward to re-connecting with alumni. They will also be hosting a photo booth after commencement. The next Foundation Board meeting is scheduled for Tuesday, June 7 at 4 pm.
- d. Chairperson’s Report –** Chairperson Burns did not have a report, but said she hopes that as many as possible are able to attend commencement this year.
  - i. Board and President Evaluations – Ms. Northrop mentioned that she will be sending out the Board and President evaluations through Survey Monkey.
- e. Liaison Report (Cortland County) –** Mr. Troy provided a written report as he was unable to stay until this point in the meeting.
- f. Liaison Report (Tompkins County) –** Mr. Lane reported that the Legislature is beginning discussions about their budget. He also spoke about concerns with TCAT and the issues they are having finding drivers. He said there is a robust ridership but they receive less state aid than some of the larger cities and will need to cutback some of the service on the routes. Mr. Schlather asked if there is anything the College can do to help this situation. Mr. Lane said the drivers need to get a CDL and the County is about to lose the authority to provide licensing tests for the CDL because the State no longer allows the tests to be given on city streets. President Haynes suggested that Mr. Lane have the

County contact Jim Turner, Director of Facilities, to see if there is any place on campus where the CDL test could be given.

- g. Student Trustee's Report** – Mr. Roberts reported that the search is on for a new Student Trustee and there are four candidates for the SGA. Students are very active on campus.
- h. President's Report** – President Haynes spoke to his written report. He also mentioned that he provided remarks today to the Leadership Cortland Group. He said he had attached the March Strategic Priorities Report to his Report to the Board.

**14. Upcoming Events:** No discussion.

**15. Dialogue Session – Basic Skills – First Semester Courses – Curriculum/Classroom** – Provost Conners said this dialogue is complementary to next month's dialogue and will provide an update on specifics of what we are considering, what we have done, and what is being proposed to tackle some of the challenges before us. Professor Bruce Need spoke about the pilot project of an accelerated learning program in English courses. He mentioned that we are in the 5<sup>th</sup> semester and have had 9 sections available for students. There are 8 sections scheduled for fall, which will serve 80 students. Out of 90 students we have served, we have achieved slightly more than a 77 percent success rate. Associate Professor Anna Regula teaches in the Reading Program to help Reading 99 students be successful. She spoke about teaming up with Bruce Need to create a new opportunity that will take two four-credit pre-college credits and develop one five-credit course. For financial aid purposes, we are trying to minimize the amount of pre-college credits for students. We are hoping that students will then place into that five-credit course. During next semester, parallel teaching options will assess how this is working, together with a training program for colleagues on how to teach interdisciplinary courses. Associate Professor Regula will be participating in a learning community combining Reading 99 and Psychology 101 courses. Seth Thompson, Director of Multicultural Services and Peer Mentors, reported that the Peer Mentors have been working on ways to help students in Reading 99, as well as how to best take advantage of all of the services available on campus. The Network Peer Mentor Program supports up to 60 students and part of our mentor training process is providing training to resident assistants and helping build perseverance. Our mentors complete a week long training program and an additional training course soon after. Marilyn Webb, Coordinator of Tutoring and Accommodation Services, and Professor Sophia Georgiakaki spoke about the Quantway approach to math remediation. Sponsored by SUNY, it involves additional staff training in moving forward with this approach to basic skills math instruction. Developed by the Carnegie Foundation, Quantway is a pedagogical approach to developmental mathematics education and not only addresses mathematics, but also helps learners become better students. Quantway has proven to be a more successful alternative to the more traditional courses and

allows students to move more quickly from pre-college level math courses into a general Statistics class. SUNY procured a grant from the Gates Foundation to help provide training for instructors. With a collaborative teaching approach, a 56% success rate has currently been reported. Katrina Campbell, Coordinator of Advisement Services, spoke about Degree Works and the concept of guided pathways. She said we are finding that when a student selects courses for their schedule, there have been more opportunities provided for them to opt out. We are separating our testing and advisement to different days. Advising is a function of full-time faculty and the Student Success area assists faculty by handling overflow. Addressing factors that impact high risk students is now our ongoing priority. Dean Penziul spoke about scheduling courses and class schedules. He said that more departments are interested in offering late start courses, and some colleagues have even suggested holding weekend classes.

- 16. Executive Session to Discuss Collective Bargaining (action to be taken):** Dr. Coates moved that the meeting convene in Executive Session for discussion of collective bargaining, with action to be taken upon return to regular session; seconded by Mr. McSherry; carried unanimously. The meeting convened into Executive Session at 7:55 p.m.

The meeting reconvened in regular session at 8:09 p.m.

- a. 2016-2019 Tompkins Cortland Community College Civil Service Employees' Association, Inc., Agreement** – Ms. Davison moved that resolution 2015-2016-31, 2016-2019 Tompkins Cortland Community College Civil Service Employees' Association, Inc., Agreement, be approved; seconded by Dr. Coates; carried unanimously.

- 17. Adjournment:** Ms. Buck moved that the meeting be adjourned; seconded by Mr. McSherry; carried unanimously. The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Cathy A. Northrop  
Clerk of the Board of Trustees

To: Board of Trustees

From: John R. Conners

Date: May 5, 2016

Re: May report

**Chief Diversity Officer** – SUNY has been engaged for some time in efforts to meet the challenges and opportunities of an increasingly diverse student body. To that end, all campuses must both submit a comprehensive diversity plan (due next semester) and appoint a Chief Diversity Officer who reports directly to either the President or the Provost. We have decided that Seth Thompson will serve in this capacity and will have a dual reporting relationship – to me in this new role and to the Dean of Student Life in his continuing role in the Office of Diversity Education and Student Support. To support him, we are increasing the staffing in ODESS.

**Dean of Students search** – We have offered the position to John Bradac, who for many years has served as the Director of Career Services at Ithaca College, and we are delighted that he has accepted. He will be joining us this summer.

**Faculty searches** – The ESL search has concluded with the hiring of Angela Martin, a long-time adjunct member of our faculty. Both the search committee and I have interviewed five finalists for the three positions in English. I expect their recommendations soon and will be making offers in the very near future.

**Global updates** – Global Connections still anticipates an enrollment of about 180 students in this summer's program, but the expected number of participants in the Summer Intensive English Institute will likely be only about 50 because of financial difficulties experienced by the Dominican Republic's Ministry of Education. Carl Penziul is working to revise the job description of the currently vacant Coordinator of Global Programming in hopes of filling the position before the start of Fall 2016.

**June Board of Trustees meeting** – I will miss the next meeting of the Board, as I will be attending the semiannual meeting of SUNY Chief Academic Officers.



TOMPKINS CORTLAND COMMUNITY COLLEGE

Human Resources Updates - Status of Open Positions

as of May 2, 2016

**UNCLASSIFIED STAFF**

<u>POSITION</u>	<u>DESIRED EMPLOYMENT DATE</u>	<u>ADVERTISED</u>	<u>APPLICATION DEADLINE</u>	<u>CURRENT STATUS</u>
Adjunct Instructor of ESL (Summer Intensive English Program)	May 1, 2016	March 29, 2016	April 2016	Accepting Applications
Associate Director of Campus Police	Spring 2016	February 5, 2016	February 29, 2016	Hired William Kerry 06/13/2016
Coordinator of Multicultural Services	August 1, 2016	February 29, 2016	March 21, 2016	Conducting On-Campus Interviews
Coordinator of Summer Cultural Activities (0.53 FTE Temp.)	April 2016	March 31, 2016	April 2016	Hired Bari Doeffinger 05/02/2016
Coordinator of Summer Cultural Activities (1.0 FTE Temp.)	April 2016	March 31, 2016	April 2016	Accepting Applications
Counselor	August 17, 2016	February 5, 2016	February 22, 2016	Finalizing On-Campus Interviews
Dean of Student Life and President of FSA	May 9, 2016	November 24, 2015	January 8, 2016	Finalizing On-Campus Interviews
Emerging Scholar Program (2 Positions)	August 2016	November 16, 2015	February 2016	Conducting On-Campus Interviews
Instructor of English	August 17, 2016	November 24, 2015	January 15, 2016	Finalizing On-Campus Interviews
Instructor of English as a Second Language (ESL)	August 17, 2016	November 24, 2015	January 15, 2016	Finalizing On-Campus Interviews
Student Success Advisor (1.0 FTE Perm.)	June 1, 2016	March 31, 2016	April 25, 2016	Accepting Applications

**CLASSIFIED STAFF**

<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DESIRED EMPLOYMENT DATE</u>	<u>CURRENT STATUS</u>
Cleaner (1.0 FTE Perm.)	Buildings and Grounds	April 15, 2016	Hired Will Redding 05/06/16
Secretary (1.0 FTE Perm.)	Faculty Suite	May 6, 2016	Canvassing Tompkins County Civil Service List

**FACULTY STUDENT ASSOCIATION**

<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DESIRED EMPLOYMENT DATE</u>	<u>CURRENT STATUS</u>
Residence Director	Residence Life	July 2016	Hired: Amber Boulay, Anthony Isaacs & Kyle Snyder
Assistant Coach Women's Softball	Athletics & Recreation	May 2016	Accepting Applications

**BISTRO**

<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DESIRED EMPLOYMENT DATE</u>	<u>CURRENT STATUS</u>
Banquet Server	TC3 Bistro	May 2016	Accepting Applications
Bartender	TC3 Bistro	May 2016	Accepting Applications Hired: Jackie Reed – 4/11/16
Cleaner	TC3 Bistro	April 2016	Hired: Henry Frazier – 3/18/16 Eleanor Tucker – 4/19/16
Dishwasher	TC3 Bistro	April 2016	Hired: Thomas Persun – 4/29/16
Host/Hostess	TC3 Bistro	May 2016	Accepting Applications Hired: Laura Finkbeiner – 04/02/16
Line Cook	TC3 Bistro	May 2016	Accepting Applications Hired: Tracie Kalata – 4/29/16 Jameelia Ricks – 4/29/16
Server	TC3 Bistro	May 2016	Accepting Applications

TOMPKINS CORTLAND COMMUNITY COLLEGE

Human Resources Updates  
Status of Grievances  
as of May 12, 2016

<b>COMPLAINANT</b>	<b>SUBJECT</b>	<b>DISPOSITION</b>
CSEA Membership	Medco – Change in provider diminished prescription plan benefits	CSEA requested a waiver to time requirement to move to Stage 3 of grievance process while waiting for a response from Tompkins County.
Sylvia Ganoë	MedCo - Change in provider changed prescription co-pay.	Would like matter fully researched by Tompkins County.

**FACULTY ASSOC.**

**PAA**

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
CAPITAL PAYMENTS  
MAY 2016**

<b>Capital Payments Master Plan</b>	<b>Amount</b>	<b>Subtotal</b>	<b>Grand Total</b>
<b>FFE</b>			
Fire Security & Sound (PO #30984) Analysis & Repairs to Alert System Invoice #2036	\$7,480.00		
<b>Total FFE</b>		\$7,480.00	
<hr/>			
<b>Total Capital Payment</b>			<b>\$7,480.00</b>

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-54**

**APPOINTMENT OF PERSONNEL**

**WHEREAS**, The Department of Human Resources has confirmed that each of the individuals identified on the attached list possesses credentials necessary for the appointments indicated, and

**WHEREAS**, it also has been confirmed that each of the listed individuals has accepted all requisite conditions for appointment, and

**WHEREAS**, each of the listed individuals also has been recommended for his or her appointment by the President, be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College hereby appoints the individuals listed on the attachment.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**Appointment of Personnel**  
**Monday, May 02, 2016**  
**Presented to the Board of Trustees**

Employee	Department	Title/Rank	Salary	Employment Dates
<b>January</b>				
Carey, Christopher	ENGL100 M05 ENGL100 M09 ENGL275 M01	Adjunct	\$6,475.00	01/27/2016 To 05/20/2016
Edgecomb, Patricia	CAPS133 BL1 CAPS131 BL1 CAPS121 BL5 CAPS141 BL1 CAPS111 BL4 CAPS121 BL4 CAPS123 BL1	Adjunct	\$10,596.36	01/27/2016 To 05/20/2016
Okaru, Alfred	RECR107 M01 FITN107 M01 FITN102 M01 FITN216 M01	Adjunct	\$4,162.50	01/27/2016 To 05/20/2016
<b>April</b>				
Martin, Angela	Pre-program Instructional and co-curricular aspects of Intensive English Program	Adjunct	\$1,810.56	04/04/2016 To 05/30/2016
Martin, Angela	Administrative and programmatic preparations prior to arrival of Summer Global Connections group	Adjunct	\$1,810.56	04/04/2016 To 05/30/2016
Loop, Jill	Independent Study - HLTH208 (M. Chytalo, J. Holleran, C. Lueder, D. Witt)	Adjunct	\$984.00	04/06/2016 To 05/20/2016
Evans, Christine	Pre-program Instructional and co-curricular aspects of Intensive English Program	Adjunct	\$1,938.56	04/11/2016 To 06/06/2016
Carr, Kyle	Independent Study-COMM112-ME50 (D. Bailey, G. Dike, D. Olseon, N. Racine, S. Wilhoit)	Adjunct	\$820.00	04/18/2016 To 05/20/2016
Grimm, Mark	Preparation and conduction of 60 minute CCAT 16 conference session.	Adjunct	\$84.87	4/22/2016
Jenes, Eric	Preparation and conduction of 60 minute CCAT 16 conference session.	Adjunct	\$79.29	4/22/2016
Troyer, John	Preparation and conduction of 60 minute CCAT 16 conference session.	Adjunct	\$74.58	4/22/2016
<b>May</b>				
Doeffinger, Bari	Coordinator of Summer Cultural Activities (0.53 FTE Temp.)	Grade 1	\$6,369.84	05/02/2016 To 08/09/2016
Redding, Will	Cleaner (1.0 FTE Perm.)	Grade B	\$35,796.80	5/2/2016
<b>June</b>				
Kerry, William	Associate Director of Campus Police	Grade 4	\$82,582.00	6/13/2016

TOMPKINS CORTLAND COMMUNITY COLLEGE

Presented to the Board of Trustee

May 12, 2016

Resignations/Retirements/Separations

<u>NAME</u>	<u>EFFECTIVE</u>	<u>REASON</u>
Bev Carey	05/23/16	Retirement

FACULTY STUDENT ASSOCIATION

BISTRO

None.





**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-33**

**2016 CHANCELLOR'S/TRUSTEES' AWARD  
FOR EXCELLENCE IN CLASSIFIED SERVICE – KEVIN CAVENEY**

**WHEREAS**, the Chancellor of the State University of New York and the Board of Trustees of Tompkins Cortland Community College annually present an Award for Excellence in Classified Service to an individual who, through continued and exceptional service, represents the highest level of commitment to the mission and goals of the College, and

**WHEREAS**, Mr. Kevin Caveney has been named by the Chancellor and by the selection committee appointed by the Board of Trustees as an individual who performs superbly in fulfilling his responsibilities with evidenced excellence in classified service in numerous areas, and who has exceeded standards in a creative and innovative fashion, be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College hereby presents the 2016 Chancellor's/Trustees' Award for Excellence in Classified Service to Mr. Kevin Caveney.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-34**

**2016 CHANCELLOR'S/TRUSTEES' AWARD FOR  
EXCELLENCE IN FACULTY SERVICE  
SOPHIA GEORGIAKAKI**

**WHEREAS**, the Chancellor of the State University of New York and the Board of Trustees of Tompkins Cortland Community College annually present an Award for Excellence in Faculty Service to an individual who, through continued and exceptional service, represents the highest level of commitment to the mission and goals of the College, and

**WHEREAS**, Professor Sophia Georgiakaki has been named by the Chancellor and by the selection committee appointed by the Board of Trustees as an individual who performs superbly in fulfilling her responsibilities with evidenced excellence in consistently superior service in numerous areas, and who has demonstrated consistently superior service over multiple-years in a variety of venues, be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College hereby presents the 2016 Chancellor's/Trustees' Award for Excellence in Faculty Service to Professor Sophia Georgiakaki.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-35**

**2016 CHANCELLOR'S/TRUSTEES' AWARD  
FOR EXCELLENCE IN PROFESSIONAL SERVICE  
MARY HALLISEY**

**WHEREAS**, the Chancellor of the State University of New York and the Board of Trustees of Tompkins Cortland Community College annually present an Award for Excellence in Professional Service to an individual who, through continued and exceptional service, represents the highest level of commitment to the mission and goals of the College, and

**WHEREAS**, Ms. Mary Hallisey has been named by the Chancellor and by the selection committee appointed by the Board of Trustees as an individual who performs superbly in fulfilling her responsibilities with evidenced excellence in professional service in numerous areas, and who has exceeded standards in a creative and innovative fashion, be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College hereby presents the 2016 Chancellor's/Trustees' Award for Excellence in Professional Service to Ms. Mary Hallisey.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College





**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-38**

**IN APPRECIATION OF JOSEPH CAMBRIDGE**

**WHEREAS**, Joseph Cambridge was employed at Tompkins Cortland Community College as an Assistant Professor in Fall 1969, was promoted to Associate Professor in Fall 1971, and to Professor in 1974; and

**WHEREAS**, Professor Cambridge served as the Chair of Humanities from January 1972 to June 1972, as Division Head of the Communication, Arts and Sciences Division from 1974-1975, and as Department Chair for English/Writing Courses from 2011-2016; and

**WHEREAS**, Professor Cambridge served on numerous College committees including Steering and Self-Study Committees for the Middle States Reaccreditation Process, TC3's Workplace Violence Advisory Team, the Grievance Committee of the Faculty Association, the Long Range Planning Group, as a member of the Executive Committee of the Faculty Association, and as Chair of the Institutional Operations and Planning Committee, to name just a few; and

**WHEREAS**, Professor Cambridge served on local, regional, state, and national organizations such as the Tompkins County Sheriff's Review Board, the D.E.C. Advisory Panel, the Board of Directors for Community Fly Fishing Shop, PERB's Conciliation Panel, and the Board of Directors of the Cayuga Lake Watershed Coalition, to name just a few; and

**WHEREAS**, Professor Cambridge conducted numerous workshops at the College and served as the CollegeNow Concurrent Enrollment Faculty Liaison; and

**WHEREAS**, Professor Cambridge elected to retire from his position effective May 24, 2016; and

**WHEREAS**, Professor Cambridge is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Professor Cambridge for more than 46 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Professor Cambridge in all of his future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College



**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-40**

**IN APPRECIATION OF MARGARET GARVEY**

**WHEREAS**, Ms. Margaret (Meg) Garvey was employed at Tompkins Cortland Community College as an Adjunct Instructor in Fall 1988, as Coordinator of Transfer Services from January 1991 through March 1991, as a temporary counselor in fall 2003, a permanent counselor in January 2006, was promoted to Assistant Professor in Fall 2006, to Associate Professor in 2009, and to Professor in 2013; and

**WHEREAS**, Professor Garvey served as one of the Coordinators of the Counseling and Career Services Office from August 2011 through December 2011, and was appointed as one of the Coordinators of the Counseling, Career, and Transfer Services Office in Fall 2013; and

**WHEREAS**, Professor Garvey received numerous awards and recognitions to include the SUNY Chancellor's/Trustees' Award for Excellence in Professional Service Award, the 2013 Chair Academy Idahlynn Karre Exemplary Leadership Award, and the 2003 Ann Birnbach Award for the Outstanding Mental Health Professional Presented by the Mental Health Association of Tompkins County; and

**WHEREAS**, Professor Garvey served on numerous College committees including search committees, Curriculum Committee, TC3 Foundation Scholarship Committee, Wellness Council Subcommittee on Violence Prevention, the Student Life Group, Leadership Council, Students of Concern Group, and the Ex-Offender Committee, to name a few, and as Chair and Co-Chair of the Diversity and Equity Action Council and the Committee on Academic Status; and

**WHEREAS**, Professor Garvey presented at many College Teaching Center Roundtables, and participated in Adult, New Student, and Parent Orientation events, and Entering Student Advisement; and

**WHEREAS**, Professor Garvey elected to retire from her position effective August 31, 2016, and

**WHEREAS**, Professor Garvey is an outstanding individual, educator, and leader and will be sorely missed at Tompkins Cortland Community College, be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Professor Garvey for more than 13 years of service, and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Professor Garvey in all of her future endeavors.

**STATE OF NEW YORK:**  
**SS:**  
**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016

Clerk of the Board of Trustees  
Tompkins Cortland Community College





**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-42**

**IN APPRECIATION OF RENEE HOLLENBECK**

**WHEREAS**, Renee Hollenbeck was employed at Tompkins Cortland Community College as a Keyboard Specialist in September 1994, as a provisional Stenographic Secretary in November 1996, as a permanent Stenographic Secretary in May 1997, as a Provisional Administrative Assistant in January 2001, as a permanent Administrative Assistant in June 2002, and as Assistant to the Provost/Vice President of the College in October 2008; and

**WHEREAS**, Ms. Hollenbeck was the recipient of the 2003 Trustees' Award for Excellence in Classified Service; and

**WHEREAS**, Ms. Hollenbeck participated in the Leadership Cortland Program; and

**WHEREAS**, Ms. Hollenbeck served on numerous College committees including the Power Campus Users Committee, the Committee on Academic Status, the American Food and Vending Board of Directors, and as Co-Chair of the College Forum; and

**WHEREAS**, Ms. Hollenbeck served on the Cortland County American Red Cross Advisory Board, the American Cancer Society's Daffodil Days Committee, and was a United Way Solicitor/Volunteer; and

**WHEREAS**, Ms. Hollenbeck elected to retire from her position effective October 14, 2016; and

**WHEREAS**, Ms. Hollenbeck is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Ms. Hollenbeck for more than 22 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Ms. Hollenbeck in all of her future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-43**

**IN APPRECIATION OF DEBORAH LACKO**

**WHEREAS**, Deborah Lacko was employed at Tompkins Cortland Community College as a Senior Stenographer in August 1983, was promoted to Stenographic Secretary in May 1992, and was promoted to Administrative Assistant in January 2001; and

**WHEREAS**, Ms. Lacko was the recipient of the 1997 Trustees' Award for Excellence in Classified Service and the 2014 Chancellor's/Trustees' Award for Excellence in Classified Service; and

**WHEREAS**, Ms. Lacko provided Notary Public services to staff and students at the College, provided support to the Students of Concern Group, and served as the Clerk of the Faculty Student Association Board of Directors; and

**WHEREAS**, Ms. Lacko has served on numerous College committees including the Financial Aid Appeal/Waiver Committee, the Student Recognition/"Take Pride" Planning Committee, the Equal Opportunity/Affirmative Action Task Force, the Search Committee for the Academic Dean, Middle States Subcommittee, and the Holiday Luncheon Committee; and

**WHEREAS**, Ms. Lacko elected to retire from her position effective January 28, 2016; and

**WHEREAS**, Ms. Lacko is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Ms. Lacko for more than 32 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Ms. Lacko in all of her future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College,

**DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of

Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees Tompkins  
Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-44**

**IN APPRECIATION OF JANICE LAWRENCE**

**WHEREAS**, Janice Lawrence was employed at Tompkins Cortland Community College as a Library Clerk in February 1979, was promoted to provisional Senior Library Clerk in November 1985, and to permanent Senior Library Clerk in September 1986; and

**WHEREAS**, Ms. Lawrence was the recipient of the 1987 Trustees' Award for Excellence in Classified Service; and

**WHEREAS**, Ms. Lawrence has served the College in numerous ways including providing College Teaching Center Roundtable presentations, being active in state and local Librarian Assistants Organizations, serving as a volunteer at commencement, actively participating in various fund raising initiatives (including gathering soda cans and bottles), serving on the Recycling Task Force and the Classified Staff Development Task Force, as well as having acted as the Master of Ceremonies at the Classified Staff Development Day Luncheon Event for a number of years; and

**WHEREAS**, Ms. Lawrence elected to retire from her position effective August 12, 2016; and

**WHEREAS**, Ms. Lawrence is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Ms. Lawrence for more than 37 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Ms. Lawrence in all of her future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College,

**DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of

Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees Tompkins  
Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-45**

**IN APPRECIATION OF MAUREEN MAUS**

**WHEREAS**, Maureen Maus was employed at Tompkins Cortland Community College as a Keyboard Specialist in August 1993, was promoted to a Student Services Representative in June 1998, and an Enrollment Services Specialist in September 2003; and

**WHEREAS**, Ms. Maus also served as an adjunct instructor and provided assistance with Borg Warner applicant testing; and

**WHEREAS**, Ms. Maus elected to retire from her position effective February 29, 2016; and

**WHEREAS**, Ms. Maus is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Ms. Maus for more than 22 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Ms. Maus in all of her future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College,

**DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees Tompkins  
Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-46**

**IN APPRECIATION OF FRANK "BUD" MOODY**

**WHEREAS**, Frank "Bud" Moody was employed at Tompkins Cortland Community College as a full-time temporary Instructor in Fall 1993, as a full-time permanent Instructor in Fall 1994, was promoted to Assistant Professor in 1997, to Associate Professor in 2000, and to Professor in 2005; and

**WHEREAS**, Professor Moody served as the Program Coordinator for the Office Management Program and the CAPS Program; and

**WHEREAS**, Professor Moody served on numerous College committees including the Ad Hoc Advisement Group, the Bookstore Advisory Committee, the College Teaching Center Board, the Distinguished Alumni Award Committee, the Employee Recognition Committee, the Health and Safety Committee, the Trustees' Award for Excellence in Adjunct Teaching Committee, the Study Abroad Scholarship Committee, the Faculty Student Association Finance/Budget Committee, and served as a member of the Executive Committee of the Faculty Association, to name just a few; and

**WHEREAS**, Professor Moody served as a member of Professional Secretaries International, President of the International Association of Administrative Professionals, and Local Chairman for the 1997 New York State Business Teachers' Association; and

**WHEREAS**, Professor Moody served as Faculty Advisor for the International Students Club; and

**WHEREAS**, Professor Moody elected to retire from his position effective June 20, 2016; and

**WHEREAS**, Professor Moody is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Professor Moody for more than 22 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Professor Moody in all of his future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-47**

**IN APPRECIATION OF MIGUEL PIERY**

**WHEREAS**, Miguel Piery was employed at Tompkins Cortland Community College as an Adjunct Instructor in Spring 1999, became a Full-time Instructor in Fall 2002, was promoted to Assistant Professor in 2007, to Associate Professor in 2009, and to Professor in 2013; and

**WHEREAS**, Professor Piery served as the Department Chair of the ESOL and Modern Language Department; and

**WHEREAS**, Professor Piery served on College committees including the Curriculum Committee and search committees; and

**WHEREAS**, Professor Piery served as a member of the College Consortium for International Studies' Board of Directors; and

**WHEREAS**, Professor Piery attended several conferences to keep current in his field including the ACTFL Conference on Teaching of Foreign Languages and the Northeast Conference on Teaching of Foreign Languages; and

**WHEREAS**, Professor Piery elected to retire from his position effective December 22, 2015; and

**WHEREAS**, Professor Piery is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Professor Piery for more than 13 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Professor Piery in all of his future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-48**

**IN APPRECIATION OF RONALD STARMER**

**WHEREAS**, Ronald Starmer was employed at Tompkins Cortland Community College as an Instructor in Spring 1993, was promoted to Assistant Professor in 1996, to Associate Professor in 1999, and to Professor in 2003; and

**WHEREAS**, Professor Starmer was recipient of the 2007 Chancellor's/Trustees' Award for Excellence in Teaching, the 2011 TC3 Faculty Award for Excellence, and the 2013 Chancellor's/Trustees' Award for Excellence in Scholarship and Creative Activities; and

**WHEREAS**, Professor Starmer served as the Department Chair of the English Department and Department Coordinator of the Humanities Department; and

**WHEREAS**, Professor Starmer served on numerous College committees including the General Education Advisory Committee, the Sub-committee for Syllabus Overview, Institutional Operations and Planning Committee, the Curriculum Committee, numerous search committees, and as Vice Chair of the Committee on Academic Status, to name a few; and

**WHEREAS**, Professor Starmer served as a member and Co-Advisor of the Writers' Guild, was the publisher of "*Re-Visions*," and provided several College Teaching Center Roundtable presentations; and

**WHEREAS**, Professor Starmer elected to retire from his position effective June 1, 2015; and

**WHEREAS**, Professor Starmer is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Professor Starmer for more than 22 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Professor Starmer in all of his future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College



**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-49**

**IN APPRECIATION OF GENE SUTFIN**

**WHEREAS**, Gene Sutfin was employed at Tompkins Cortland Community College as a Cleaner in September 1982; and

**WHEREAS**, Mr. Sutfin elected to retire from his position effective June 29, 2016; and

**WHEREAS**, Mr. Sutfin is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Mr. Sutfin for more than 33 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Mr. Sutfin in all of his future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-50**

**IN APPRECIATION OF AMY TRUEMAN**

**WHEREAS**, Amy Trueman was employed at Tompkins Cortland Community College as an Adjunct Instructor in 1980, was hired as a Full-time Instructor/Counselor in March 1982, was promoted to Assistant Professor in 1984, to Associate Professor in 1987, and to Professor in 1991, to Director of Counseling, Career, and Transfer Services in Spring 2008, to Dean of Student Life in 2011, and was named President of the TC3 Faculty Student Association in 2015; and

**WHEREAS**, Ms. Trueman was recipient of the TC3 Faculty Award for Excellence in 1996 and 2001, and the 2015 Chair Academy Exemplary Leadership Award as a member of the Students of Concern Committee; and

**WHEREAS**, Ms. Trueman served on several campus committees including the Curriculum Diversification Project Committee, Developmental Studies Committee, Ex-Offender Committee, Institutional Operations and Planning Committee, Labor Management Committee, Learning College Leadership Group, Negotiating Committee for the TC3 Faculty Association, several search committees, Sabbatic Leave Committee, Student Life Committee, Students of Concern Committee, and the Workplace Violence Advisory Team, as well as having served as the Vice President and President of the Faculty Association, and Chair of the Diversity and Equity Action Council, to name just a few; and

**WHEREAS**, Ms. Trueman was active in the community with membership on the Ithaca Women's Counseling Collective and as the Village of Dryden's Representative to the Tompkins County Youth Board, having served as President; and

**WHEREAS**, Ms. Trueman elected to retire from her position effective June 1, 2016; and

**WHEREAS**, Ms. Trueman is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Ms. Trueman for more than 34 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Ms. Trueman in all of her future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College,

**DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of

Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-51**

**IN APPRECIATION OF SCOTT WEATHERBY**

**WHEREAS**, Scott Weatherby was employed at Tompkins Cortland Community College as an Electrician in May 1980; and

**WHEREAS**, Mr. Weatherby was recipient of the Classified Staff Merit Award in September 2006; and

**WHEREAS**, Mr. Weatherby served as an active member of the Civil Service Employee's Association, having served on the Executive Committee and as President of the Association; and

**WHEREAS**, Mr. Weatherby elected to retire from his position effective February 26, 2016; and

**WHEREAS**, Mr. Weatherby is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Mr. Weatherby for more than 35 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Mr. Weatherby in all of his future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-52**

**IN APPRECIATION OF ALAN WOOD**

**WHEREAS**, Alan Wood was employed at Tompkins Cortland Community College as a Cleaner in June 1989; and

**WHEREAS**, Mr. Wood elected to retire from his position effective November 29, 2015; and

**WHEREAS**, Mr. Wood is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Mr. Wood for more than 26 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Mr. Wood in all of his future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-53**

**IN APPRECIATION OF ROBERT YAVITS**

**WHEREAS**, Robert Yavits was employed at Tompkins Cortland Community College as an Instructional Software Specialist/Instructor in Fall 1988, was promoted to Assistant Professor in 1990, to Associate Professor in 1993, and Professor in 1997; and

**WHEREAS**, Professor Yavits was recipient of the 2005 and 2010 TC3 Faculty Award for Excellence; and

**WHEREAS**, Professor Yavits has served on numerous College committees including the Task Force on the Future of TC3, Curriculum and Academic Policy Committee, Governance Coordinating Council, Institutional and Operational Planning Committee, Long Range Planning Committee, Middle States Self-Study Committee, College Teaching Center Board, the Technology Task Force, Task Force on the Study of Academic Division Organizational Structure, Online Course Initiative Committee, and the Online Learning Initiative Committee, to name a few; and

**WHEREAS**, Professor Yavits served was a member of the Association for Educational Communications and Technology, Association for the Development of Computer-based Instructional Systems, Association of Small Computer Users in Education, National Computer Graphics Association, New York Instructional Computing Information Exchange, SUNY FACT-2 Scholarly E-Publishing Task Group, SUNY's Educational Technology Officer's Association, as well as the BOCES Technology Advisory Council and the Town of Ithaca Joint Youth Commission; and

**WHEREAS**, Professor Yavits elected to retire from his position effective December 31, 2015; and

**WHEREAS**, Professor Yavits is an outstanding individual and professional and will be greatly missed at Tompkins Cortland Community College; be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College expresses thanks to Professor Yavits for more than 27 years of dedicated service; and be it further

**RESOLVED**, that the Board of Trustees extends best wishes to Professor Yavits in all of his future endeavors.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College, **DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May, 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-55**

**DISPOSAL OF SURPLUS PROPERTY**

**WHEREAS**, Tompkins Cortland Community College desires to dispose of its surplus property, and

**WHEREAS**, the Administration has identified the equipment, on the list attached to this resolution as obsolete, be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College authorizes the administration to dispose of the equipment according to appropriate College polices and legal requirements.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College,

**DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of

Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College

To: Blixey Taetzsch

From: Kevin Caveney

Date: May 2016

Re: Disposal of Surplus Items Report

Upon advisement from and in coordination with the Buildings and Grounds Department, due to non-use, declined condition, age, wear, and replacement upgrades; the following items were determined to be obsolete and of no further use to the college. In order to facilitate removal, the items were sold in lots via auction to the highest bidders, for a total of \$1,844.71.

Auctioned:

82 Computer desks

36 Arm Chairs

25 Wood Frame Chairs

7 Fireproof Files

3 File Cabinets

3 Blue/Chrome Chairs

2 Metal 5' Tables

1 Desk

52 White Round (Forum) Tables

164 Blue (Forum) Chairs

Additional Items Auctioned:

1 Elliptical Machine for \$109.19

1 Compressor for \$233.50

Additionally, the following items were donated to Solon Sportsman's Club, a not-for-profit organization.

Donated:

6 White Round Tables (from Outdoor Courtyard)

138 Plastic and Chrome Chairs

To Cortland SPCA:

Donated:

1 File cabinet

Items to be disposed of/trashed due to breakage, wear, and/or obsolescence:

19 Plastic and Chrome Chairs (rusty)

2 Broken Chairs

Additional Various Broken Chairs and

Miscellaneous Westinghouse Components

1 Desk

Upon advisement from Campus Technology, and due to equipment upgrades, the following equipment has been determined to be obsolete and/or non-functioning, and of no further use to the College. Equipment determined to have any useful value outside of its original purpose with the college is normally designated for auction or placement with non-profit agencies if possible. The remaining items have been designated for e-waste/ recycling with Regional Computer Recycling and Recovery. Prior to disposal, proper security measures are completed and documented. Designated drives are destroyed and the items to be recycled are done so following appropriate compliance in relation to security and environmental concerns. Upon disposal, items are removed from the College's inventory.

Disposed:

8 Printers

15 Monitors

30 Computers

5 Televisions

2 VCRs

1 Satellite Receiver

1 Document Camera

15 Meru Dual Radio Access Points

1 Scanner

1 Wifi Adapter

1 Dictaphone

26 additional monitors were auctioned. High bid for the lot was just \$27.

The above items are to be removed from the College's inventory.



TO: Board of Trustees  
FROM: Carl E. Haynes, Ph.D., President  
DATE: May 10, 2016  
SUBJECT: President's Report to the Board

### **ENROLLMENT/BUDGET**

Our senior leadership team, together with their respective groups, has finalized a proposed budget for the Board's consideration. There was a preliminary review of the proposed budget prior to the April Board meeting. Additionally, the proposal was shared at an all-College meeting on May 3 and was shared with members of both County Legislatures, Trustees, and other stakeholder groups on campus at a meeting here on May 6. We will begin the formal approval process for our budget, as well as our new Child Care Center proposal, in a series of meetings with our County sponsors in June.

### **STRATEGIC PRIORITIES/ACTION PLAN**

Please refer to my updated report provided last month.

### **CHILD CARE CENTER**

We are currently in the process of obtaining Board and County sponsor approval to develop a new Child Care Center on campus. Following that, we will be submitting a proposal to SUNY for Capital Project Funding. In the meantime, plans are underway to launch a \$1 million endowment campaign in September.

### **OTHER MATTERS**

On April 22, we hosted members from the TRIAD Foundation including Tetlow Park, Jeff True, and Melinda Oakes, at a luncheon here for the recipients of their nursing scholarships. Four out of the five recipients were in attendance and provided heartfelt remarks about the difference the scholarship had made in their ability to pursue the nursing program. Thirteen people attended the luncheon.

On April 25, Provost Conners, Dean Penziul and I met with Susan Monagan, who has a strong interest in developing a Creative Management Program at TC3. This was an exploratory discussion that led to related ideas and a follow-up discussion that will be led by Carl Penziul, Dean of Instruction.

On April 26, I attended a joint meeting of the Tompkins County Planning Department and the City of Ithaca Economic Development Office. I was invited in response to one item on their agenda that included a proposal from a potential developer who has an

interest in developing a conference center by adding an additional floor on top of the Cayuga Street parking garage that houses Coltivare. The joint committees were intrigued by the proposal and the developer has already obtained some engineering-related input on the project. He is also interested in collaborating with Coltivare as part of his proposal. The next step is for the Downtown Ithaca Alliance and related entities to conduct a grant-funded feasibility study on the need for a conference center in Ithaca that should be completed by the end of the summer/early fall.

On April 27, I provided welcoming remarks at our annual Graduate of Note program. This program recognizes graduating students who have achieved notable success in their respective degree program. The selection of the honorees is done by faculty members who have worked closely with the students and who are best able to determine the most worthy recipient of this distinction. There were 39 students honored with approximately 140 people in attendance.

On April 28, Walter Poland and I met with Dr. Jim Miller, Senior Vice President for Enrollment Management and Career Services at RIT, for discussion of our collaboration regarding our Global initiatives and explored opportunities for extending our relationship.

On May 3, I, together with Provost Conners, Dean Penziul, Heather Stevens, Taylor Reid, and Todd McLane hosted staff from Wells College for a discussion on several possible articulation agreements, including our Farm to Bistro initiative. We also provided them with a tour of the TC3 Farm and Coltivare. Those from Wells College who attended were President Jonathan Gibraltar, Provost and Dean of the College Cindy Speaker, Director of Admissions and Financial Aid Susan Sloan, Admissions Transfer Counselor Sara Iszard, and Director of Center of Sustainability and the Environment Marian Brown.

Also on May 3, I held a College-wide meeting for a discussion of the 2016-2017 proposed operating budget.

Also on May 3, we held our annual Shaw Legacy Society Dinner at the Country Club of Ithaca. There were approximately thirty people in attendance, including spouses. The program for the event, "Children are the Future," was presented by Johanna Hartnett, Director of the Child Care Center, Brittany Shipman, alumnus and assistant teacher at the Child Care Center, along with Carol Sammis, Early Childhood Program Chair, Gisselle Ruiz (Early Childhood Program student), and Cassandra Lasher (Early Childhood Program student). I provided College updates relating to the TC3 Farm, the new Child Care Center, the Emerging Scholars Program, and unveiled the new Tompkins Cortland Community College logo.

On May 4, I provided welcoming remarks at the 6<sup>th</sup> annual Take PRIDE Awards hosted by Amy Trueman and Meg Garvey. There were approximately 85 people in attendance and awards were given in both individual and group categories for those demonstrating student leadership and Perseverance, Responsibility, Integrity, Dialogue or Equality.

There was also an overall PRIDE award given to individual student Andrew Roth and to the Student Government Association in the group category. Additionally, student leaders from all areas of the college were recognized, as were Who's Who winners, and the advisors and other staff who support our students' leadership development. At the conclusion of the program, Meg Garvey and Joan Donovan presented a plaque to Amy Trueman in recognition of her leadership and support of students throughout her tenure at the College, culminating in her service as Dean of Student Life.

On May 5, the TC3 Foundation Board's Alumni Committee hosted a "Cinco de Mayo" event at Coltivare. Machel Phelps, Chair of the Alumni Committee provided the welcome and introduced President Haynes, who provided College updates relating to the Farm to Bistro program, the new Child Care Center, the Emerging Scholars Program, and unveiled the new Tompkins Cortland Community College logo.

On May 6, we held the annual meeting with our County sponsor legislative bodies to review and discuss our 2016-2017 operating budget proposal, as well as our Child Care Center proposal.

On May 7, I provided welcoming remarks at the Panther Hall of Fame Induction Ceremony. About 85 people attended the ceremony to honor softball player Danielle O'Rourke (TC3 class of 2010), and wrestler Eric Parker (class of 2000). During their remarks, both Dani and Eric spoke at length about the positive influence of the coaches and staff at the College, and how their time at the College shaped their lives. The Panther Hall of Fame now includes 14 former TC3 student-athletes and coaches.

On May 10, I participated as part of the second in a series of meetings being facilitated by Martha Hubbard, Director of Corporate and Community Partnerships, for the Physician's Community Engagement Program for Cortland Regional Medical Center. The goal of the program is to help the new physicians get involved in our community. I, together with Erik Bitterbaum, President of SUNY Cortland, will be speaking to a group of 14 new physicians about our respective College, its programs, challenges, opportunities, and students, and sharing general information about health concerns of our students. The meeting was held at our Cortland Extension Center.

# The First Semester Matters

*How can we best design our entry-level processes (from recruitment to first semester enrollment) to provide guidance thorough the many necessary complex processes, leading students onto a path most likely to lead to success and completion, while not restricting choice?*

**TOMPKINS CORTLAND COMMUNITY COLLEGE  
RESOLUTION 2015-2016-56**

**2016-2019 TOMPKINS CORTLAND COMMUNITY COLLEGE  
PROFESSIONAL ADMINISTRATORS ASSOCIATION AGREEMENT**

**WHEREAS**, an agreement has been negotiated between the Professional Administrators Association and Tompkins Cortland Community College for the period of September 1, 2016 through August 31, 2019, and

**WHEREAS**, Tompkins Cortland Community College and the Professional Administrators Association negotiating teams have reached an understanding on said agreement, be it therefore

**RESOLVED**, that the Board of Trustees of Tompkins Cortland Community College accepts the terms and conditions of said agreement contingent upon ratification of same by the Professional Administrators Association.

**STATE OF NEW YORK:**

**SS:**

**COUNTY OF TOMPKINS:**

**I, CATHY A. NORTHROP, CLERK** of the Board of Trustees of Tompkins Cortland Community College,

**DO HEREBY CERTIFY** the foregoing resolution is a true copy of a resolution duly adopted by the Board of

Trustees of Tompkins Cortland Community College at a regular meeting of said Board on the 12<sup>th</sup> day of May 2016, and the same is a complete copy of the whole of such resolution.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the official seal of Tompkins Cortland Community College to be hereunto affixed this 12<sup>th</sup> day of May 2016.

Clerk of the Board of Trustees  
Tompkins Cortland Community College