

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
Diversity
Opportunity
Innovation
Relationships*

TOMPKINS CORTLAND COMMUNITY COLLEGE

BOARD OF TRUSTEES

THURSDAY, OCTOBER 24, 2019

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
 - a. September 26, 2019 – Regular Meeting
7. Communications
8. Presentations (routine, periodic reports or special topics of interest to the Board of Trustees): None
9. Provost and Vice President of Academic Affairs – Report (highlight Consent Agenda items and updates on major initiatives)
10. Information Items:
 - a. Human Resources Updates

11. Consent Agenda (Action Items):
 - a. Capital Payments
 - b. Appointment of Personnel
 - c. Disposal of Surplus Items

12. Standing Reports:
 - a. College Senate – Ashley Ahola & Jonathan Walz-Koeppel
 - b. Faculty Student Association – Greg McCalley
 - c. Chief Diversity Officer Report – Seth Thompson
 - d. Tompkins Cortland Community College Foundation, Inc. – Matt McSherry
 - e. Chairman’s Report – Raymond Schlather
 - f. Liaison Report (Cortland County) – Kelly Preston
 - g. Liaison Report (Tompkins County) – Michael Lane
 - h. Student Trustee’s Report – Lana Esho
 - i. President’s Report

13. Executive Session (to discuss personnel issue – no action to be taken)

14. Upcoming Events:
 - a. Board Retreat – November 21, 2019; Location TBD
 - b. Thanksgiving Holiday – November 27 – 30, 2019
 - c. Board Meeting – December 5, 2019
 - d. December Graduate Recognition Ceremony – December 6, 2019

15. 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
September 26, 2019
RONALD W. SPACE BOARD ROOM
5:30 P.M.**

PRESENT: Roxann Buck, Elizabeth Burns, Judy Davison, Lana Esho, Arthur Kuckes, Matt McSherry, Raymond Schlather, and Bruce Tytler

EXCUSED: Schelley Michell-Nunn

ABSENT: None

COUNTY

LIAISONS: Michael Lane

STAFF: Jan Brhel, Bryan Chambala, Susan Dewey, LaSonya Griggs, Greg McCalley, Deb Mohlenhoff, Orinthia Montague, Adam Potter, Paul Reifenheiser, Malvika Talwar, Jason Thayer, Seth Thompson, Jonathan Walz-Koeppel, Peter Voorhees

GUESTS: None

- 1. Call to Order:** The meeting was called to order at 5:36 by Chair Schlather in the Ronald W. Space Board Room at the College.
- 2. Roll Call:** Ms. Brhel called the roll.
- 3. Welcome Guests:** None
- 4. Approval of Agenda:** Ms. Davison moved that the agenda be approved; seconded by Mr. McSherry; carried unanimously.
- 5. Public Comment:** Janice Lawrence retired classified staff member. Ms. Lawrence spoke to the Childcare Center Opening ceremony and the omission of recognition of the role Barbara Clark played in the history of the childcare center. Barbara Clark retired 2003, passed away in 2008, so wasn't a part of the creation of the Arthur Kuckes Childcare Center. While she wasn't the first director, the "childcare lab" was first in the farmhouse and moved into the main building in 1980. She was an advocate for the center for the next 23 years. When childcare centers in other areas had closed, TC3's center remained open in large part due to the efforts of Barbara Clark. Fundraising efforts for the childcare center may not have raised a lot of money but built a sense of community. She never let us forget the childcare center and the fact that there were children in the building. When asked by Ms. Lawrence if the current administration and Board of Trustees would want to hear from others, the answer given was "Yes!" President Montague and the Board of

Trustees stated they support and will work with Ms. Lawrence and others to bring recognition of others in the past childcare center. Perhaps a plaque or something to show recognition of former childcare employees could be placed in the center.

6. **Approval of Minutes – August 22, 2019 Special Meeting:** Mr. McSherry moved that the minutes of the August 22, 2019, special meeting be approved as presented; seconded by Ms. Burns; motion called to approve minutes, carried unanimously.
7. **Communications:** None.
8. **Presentations (routine, periodic reports or special topics of interest to the Board of Trustees):** Bryan Chambala - Marketing. The PowerPoint presentation given and was a part of the Board packet. This information will be reported to Middle States. Board members were impressed with the work being done and asked many questions including if there are “weeklies” in the downstate areas similar to what we have in Tompkins County that we could advertise in. Students at the NYCCT conference (NY Community College Trustees) did a presentation on what type of social media is being used by students (traditional and non-traditional students). Onondaga CC gave a presentation at NYCCT demonstrating uses of text messages to the students (may be a problem with our texting system). President Montague will go through her messages to see what OCC uses.
9. **Provost and Vice President of Academic Affairs – Report:** Written report provided. The Academic Plan was attached to the report. No verbal report given.
10. **Information Items:**
 - a. **Human Resources Updates** – No discussion.

Mr. Tytler moved that the meeting convene in executive session for discussion of collective bargaining, with no action to be taken; seconded by Mr. McSherry; carried unanimously. The meeting convened in executive session at 6:00 p.m.

The meeting reconvened in regular session at 6:24 p.m.

11. **Consent Agenda (Action Items):** Mr. Tytler moved that the Consent Agenda be approved with the exception of (d) Policy Against Discrimination and Harassment – Revision (see below); seconded by Ms. Davison; the motion was called; carried unanimously.
 - a. **Capital Payments** – No discussion.
 - b. **Appointment of Personnel** – No discussion.
 - c. **Approval of Position Description – Coordinator of Access and Equity Services (Updated)**
 - d. **Policy Against Discrimination and Harassment – Revision** – Chair Schlather had questions regarding wording used in sections of this document (specific

wording used was received from NYS and SUNY). This resolution will be tabled and brought back at a future date. Ms. Burns made a motion to table this policy at this time, to be reviewed for further revision. Ms. Davison seconded the motion – passed unanimously.

12. Standing Reports:

- a. **College Senate** - Written report provided.
- b. **Faculty Student Association** – No written report.
- c. **Tompkins Cortland Community College Foundation, Inc.** – Written report provided. Presentation was given on the status of the residence halls. DePaul had the wrong residence halls noted, so they will go back and run some new numbers. The Foundation continues to work with the bondholders. A meeting will be planned for October.
- d. **Chairperson’s Report** – Chair Schlather reported that we are working to schedule a retreat. President Montague and Jan Brhel will select a location and check to verify the date in November.
- e. **Liaison Report (Cortland County)** – No report.
- f. **Liaison Report (Tompkins County)** – Mr. Lane reported that heavy traffic in the area. Tompkins County is a big economic engine but lacks connection to major highways. Ithaca Airport ribbon cutting is upcoming. City busses coming into Ithaca come in to Green Street. People complain about the hardships this provides due to lack of parking. There has been talk of the airport becoming the transportation hub, but this doesn’t seem to be a good solution. There was discussion with regard to having a real bus terminal. A task force is being brought together by the City of Ithaca to look at solutions. TC3 students use buses to get to the College and back home downstate and this is a concern for these students. Housing is another issue for people coming into the area who are looking for affordable housing. There is a fund for affordable housing (Cornell contributes to this fund; the County is also a part of it). Deb Mohlenhoff in her role with the College and in other roles in the communities is aware of these issues and will be a part of finding some possible solutions.
- g. **Student Trustee’s Report** – No written report. Ms. Esho reported (see handouts) the many concerns student have with food on campus. Greg McCalley, VPSS, will be meeting with AFV next week and will bring these concerns to their attention. Ms. Esho also spoke of advising concerns (both faculty and student services area) students feel need to be addressed. Both Paul Reifenheiser, Provost/VPAA, and Greg McCalley, VPSS, will look into these concerns and address the concerns with both areas.
- h. **President’s Report** – Written report provided. President Montague noted she had attended NYCCT for the first time with Roxanne Buck, Schelley Michell-Nunn and Lana Esho. Provost, Paul Reifenheiser participated in a micro credential presentation. SUNY is looking at making noncredit courses/classes compute into FTEs. It was noted that graduation rates are up. Transfer data is @ 60% completing or transferring. Presidents and Faculty Council have endorsed a resolution for next year’s funding asking for the “floor” 100% of last year’s money plus \$100 on top of that. Everyone is encouraged to talk to legislators. Achieving the Dream by Ryan Kelsey discussed working with local

high schools with students who might be dropping out and getting them access to the community colleges and then transition them from high school to community college. Orinthia found it beneficial and would like to be able to bring similar ideas back to TC3. The Interim CFO will begin October 1 and the contract is through August 31.

- 13. Executive Session (to discuss a personnel issue – action to be taken) – Mr. McSherry** moved that the meeting convene in executive session for discussion of a personnel issue, with no action to be taken; seconded by Mr. Tytler; carried unanimously. The meeting convened in executive session at 7:23 p.m.

Motion to go back into open session moved by Ms. Davison seconded by Ms. Esho; approved unanimously. The meeting reconvened in regular session at 7:38 p.m.

Ms. Burns moved that Resolution 2019-2020-17 Tompkins Cortland Community College TC3 Adjunct Association Agreement be approved; seconded by Mr. Tytler; motion carried unanimously.

- 14. Upcoming Events – No discussion.**

- 15. Adjournment:** Ms. Burns moved that the meeting be adjourned; seconded by Mr. Kuckes; carried unanimously. The meeting adjourned at 7:39 p.m.

Respectfully submitted,

Jan Brhel
Clerk of the Board of Trustees

Provost Report

October 2019

Middle States: Middle States affirmed our accreditation last year, noting that we are in compliance with all seven Standards. However, they asked us for a Supplemental Information Report for two Standards: V. Educational Effectiveness Assessment and VI. Planning, Resources, and Institutional Improvement. I have submitted that report. The supplemental information report asked us to respond to the recommendations and suggestions that Middle States gave in their report of 2018. I'm pleased to note that we have done a lot of work in a short period of time. The Academic Plan and the creation of the Assessment Committee addresses the work recommended for Standard V. In key ways we have identified the work that needs to be done, how we will perform that work (in some cases that is still outstanding), and who will be accountable. However, in most cases for Standard V, we have not done the work yet. That is because, primarily, changing assessment measures is not a simple task if you do it properly. It takes time. For Standard VI, we have addressed key concerns through the creation of the Budget Committee (though that group is in a similar stage as the Assessment Committee: formed but still with outstanding work), the comprehensive Marketing Plan, Guided Pathways work, and the Strategic Plan. I believe that we have done very valuable work, and we have taken the right first steps to improve teaching and learning, student success, student retention, and student completion. However, we have many more steps to take. So I think that Middle States will ask for another Supplemental Report from us. If they do, I am confident that we will have more excellent work to show them next year if we stay on this path.

CAO Conference: I was away at the Chief Academic Conference for a few days this week. Things I learned: more community colleges are down in enrollment this year than last year and many schools are facing dipping into fund balance or making significant cuts to current budgets. Only 14 of the 30 community colleges put in for PRODiG money (we were one). SUNY Online – a new approach SUNY is taking for fully online degrees in some areas -- is moving forward and an RFP (Request for Proposals) is coming out for the next round. General Education Review is ongoing, but it still seems like SUNY is going to make relatively minor changes, which I have detailed in previous posts. The SUNY Student Wellness Council was highlighted. The Faculty Council of Community Colleges was afforded a delegate to this working group, and they chose our very own Patty Tvaroha. SUNY is doing a system-wide review of international efforts and partnerships, and I've already asked that we be included.

Fall Day: I was able only to take part in the morning sessions of Fall Day, but I enjoyed the session on Strategic Planning. It reminded me of a great class that you are sad to end because you ran out of time. And then you hope you can get the group back to that same dynamic point when you meet again. So here is a quick update for some who missed the day. Our Strategic Plan is in place, but we need to work on key strategies to meet our goals and ways to measure if we are meeting our goals. To that end, we have assigned "conveners" to be accountable for making sure that key work is being completed and assessed and that the campus knows that the work is happening. Greg McCalley and I are the conveners for key parts of the Strategic Plan that involves connecting with students. And on Fall Day we worked with over 30 folks who were sharing ideas (we had an emphasis on new approaches) to help connect with students. It was really helpful to hear the amazing fresh ideas and to hear the ones that we already know we need but can't seem to accomplish easily (like improved transportation). I like development days when we talk to each other and it helps inform clear plans on campus. I wanted to send a shout

out to the whole Strategic Planning Team. It is clear you did a lot of good work and made sure that people's voices from a wide spectrum of constituents were heard. And thank you to the various academic departments that made time to meet, especially when they were able to incorporate adjunct faculty. And thank you to all the presenters and to Seth and all who did the logistics of the day.

Academic Calendar: I've been working on the Academic Calendar for 20-21. There is a strong desire to start as late as we can. And let me dwell on that for a moment. I was chatting with the CAO at MVCC, who said that they always start after Labor Day. I asked how. And he noted that they don't follow the typical meetings times (e.g. 75 minutes twice a week) and instead lengthen classes and fit the whole schedule in the allotted days. It is similar to a system that I've helped spearhead before, and I'd love to take a look at it here. It is also worth noting that they don't do a professional development day during the semester and they don't have a registration day. I spoke about the calendar with the Executive Council and with AC. We are discussing some interesting changes, including starting on a Monday in the Fall and having Graduation on a Tuesday instead of a Thursday (to avoid conflicting with competing weekend Graduations at Cornell, IC, and Cortland).

Budget Committee: The Budget Committee met for the first time last week. This group is made up of representatives from each of our bargaining units and our administration. Our first task is to review our current budget process and to make recommendations. Other goals include ensuring transparency, making sure we are using assessment and data in budget decisions, and communicating budget-related matters well. I'm sure I'll have more to offer on this in the coming weeks and months.

Guided Pathways: I spent some time at the First Guided Pathways Institute for the Second cohort of schools in SUNY doing this work. They invited the first 10 schools to participate as "alumni." I missed the first institute last year (I was not hired yet), and it was really wonderful to hear them "pitch" the concept to the new cohort. The part that resonated with me the most was the emphasis on equity and on social justice. The later institutes made some mention of those key concepts, but they were really up front at this institute. One of the things that Malvika and I noticed early in our tenure was how many people at TC3 care deeply about social justice. So this is a perfect fit. My favorite part of the event was one of the exercises that we worked on where we charted our progress to date. I was really impressed with how much we have accomplished.

Guided Pathways and the Counterculture?: I did my dissertation on the 1960s. I have always been fascinated with how culturally conservative that decade was (Nixon did get elected in the 1960s remember), but the epoch is often viewed as being defined by the counter-culture and other progressive changes. However, much of that was happening in a handful of cities on the coasts and in some college towns, but later marketing of the decade made change seem more widespread. Our current academic landscape strikes me as the opposite. Many seem to think that changes aren't happening but they are. And those changes aren't being published widely, but they are manifest and widespread. Another aspect of this Institute focused on those changes in New York: community college enrollments are dropping; public 4-years are lowering admission standards and increasing enrollments; multiple disruptions are happening to our business model (like coursera and straighterline); and the typical model of a community college no longer serves the needs of our communities as well as they used to. So things need to change. The good news is that we know the changes that we need to make and they are within you.

Student Centered: And so we come back to the urgent need to refocus community colleges to be more student centered. We have to stop focusing on what worked when we went to college, and we need to fully map-out and analyze how our students work through their days on our campus. We need to continually analyze how many are falling behind and then disaggregate the data to find who is falling behind. Then we need to understand why and if the barriers we have created are really necessary for student success in their field. One key theme at the Institute was that colleges are perfectly designed to get the results they produce. So if we want to change our results, then we need to alter our design. More than ever, I left the Institute glad we have taken on Guided Pathways. We've done good work thus far, but there is more to come. I also left with a renewed focus on creating field specific learning outcomes, having active learning throughout programs (and early in a student's career), and crafting field-relevant experiential learning. However, I don't think that our Academic Plan has included enough information about that. I'll work on that.

Manufacturing Day: Deb Mohlenoff shared the following with the Executive Council on Friday: "I just wanted to share a quick thank you and celebrate Carrie and Sophia for putting together a phenomenal program on campus today. Through her work with local employers, Carrie came up with this idea for a hybrid career fair that is a model we will duplicate with other industries throughout the year. It was a win-win all around – as she also partnered directly with Julia Mattick of Workforce NY as well as TST BOCES, and Challenge Workforce Solutions. We had local high school youth on the campus not only learning about potential careers, but getting exposure to our campus as well. Sophia was there to promote our AST program and encourage high school students to consider attending TC3. And the manufacturers that were present truly felt like we had listened to their needs and provided them this impactful opportunity. This was a lot of intense work and a lesson in relationship building we can all be proud of. Thanks Carrie, and all, who brought this to the campus." I heard great things about the event, and I'm very happy to share the well-deserved kudos. I couldn't have said it better.

Global Meeting: We had a very productive meeting to sketch out the job descriptions for our Global department. We've had a really good team pitching ideas for how best to make sure that Global functions well and is integrated into the campus effectively. Some may wonder why we are continuing with a Global area, especially during a time of budget crunch. There are a lot of good reasons, including the internationalization and diversification of the campus and the community, partnerships already forged (some of which have been dormant but can be rekindled), and internal processes that are buoyed by the department (COIL, Study-Abroad, Intensive ESL courses). Plus, there is great potential to create new partnerships, especially because we already have a history, brand, and infrastructure. And my commitment to all of this is to ensure that Global has the ability to sustain itself financially and – eventually over time – to create revenue. It is part of a long-term approach for a valuable part of our campus culture. The first steps are job descriptions that are versatile and can shift as partnerships evolve. It is worth noting that we don't have to reinvent this wheel either, as NAFSA: Association of International Educators has excellent models to help. Sometime in the near future, I'll hold a meeting to discuss our approach, and to garner input and feedback.

NYCCT: I presented at the New York Community College Trustees meeting up in Saratoga. I did a panel with the CAO from Ulster and from Mohawk Valley Community College (MVCC) about Micro-Credentials. It was really nice to see us be at the forefront of this valuable work. And it was fascinating how similar our experiences were on our campuses. At the core we each noted the following: 1) faculty need to lead this and believe in it or it is doomed; 2) your faculty and your workforce folks absolutely

must talk with external stakeholders and meet their needs; 3) you can't just build a micro-credential and hope people will want it or find it valuable. And that is the recipe that you have built here, and I was proud to trumpet your praises.

Workforce Development Initiative: Some of us attended a meeting at SUNY Binghamton about this grant. I think we are getting quite close to meeting the needs of this call for proposals. We know that they want partnerships between SUNY schools and local business and stakeholders. And we've been working on that throughout the summer. We have an approach that includes creation of micro-credentials to meet workforce needs and a request for much needed renovations of space on campus. We still have work to do, but I left thinking that we have a shot. And even if we only get partially funded (or even not funded), we will have created a blueprint for working with our community that we can augment and use for a next round.

AC: Academic Council met and we spent some time getting feedback on the Academic Plan. One key point was to alter our language around concurrent enrollment and global to focus on integrating them into the overall Strategic Enrollment Plan rather than just say to "increase" enrollment in those areas. Of course, we want to increase enrollment there, but it is better to tie it into a larger picture than to just say get more students. That is especially important because we want to maintain standards and grow, rather than just increase FTEs.

Cortland for Transfer Symposium: I attended the Cortland Transfer Symposium. This is a partnership between Cortland and TC3 and SUNY Broome. It is designed to ensure that our faculty talk to each other about programs and make it easier for students to transfer to Cortland. Each year we work on a different sub-set of programs. This is the third year, and the focus was on Criminal Justice, Psychology, and Human Services/Chemical Dependency. Thank you to all who took part (either by attending or sending materials): Katrina Campbell, Michelle Nightingale, Scott Ochs, Joe Smith, Heather Stevens, and Patty Tvaroha.

TOMPKINS CORTLAND COMMUNITY COLLEGE

Human Resources Updates - Status of Open Positions

as of October 24, 2019

UNCLASSIFIED STAFF

<u>POSITION</u>	<u>DESIRED EMPLOYMENT DATE</u>	<u>ADVERTISED</u>	<u>APPLICATION DEADLINE</u>	<u>CURRENT STATUS</u>
Communications Associate	October 2019	July 25, 2019	August 30, 2019	Zoom Interviews Completed
Director of Enrollment Operations and Auxiliary Services	September 2019	July 25, 2019	August 30, 2019	Zoom Interviews Scheduled
Global Initiatives Coordinator (Part-time Temporary)	September 2019	September 3, 2019	Ongoing until Filled	Hired: Mary Ann Williams (10/08/19)
Institutional Research Analyst	October 2019	September 6, 2019	October 21, 2019	Accepting Applications
Software Applications Administrator	August 2019	June 20, 2019	July 22, 2019	Hired: Zack Pudney (10/14/19)

CLASSIFIED STAFF

<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DESIRED EMPLOYMENT DATE</u>	<u>CURRENT STATUS</u>
Copy & Mail Center Attendant (.4 FTE)	Campus Technology	September 2019	Hired: Marie Busby (11/04/19)
Enrollment Services Specialist (1.0 FTE)	Ithaca Extension Center	December 2019	Canvass via Tompkins County Department of Human Resources Completed
Maintenance Worker (1.0 FTE)	Buildings & Grounds	August 2019	Hired: Robert Darling (09/30/19)
Receptionist (Part-time Temporary through May 15, 2020)	Provost Office	ASAP	Reviewing Applications
Secretary (Part-time .48 FTE)	Cortland Extension Center	ASAP	Checking References
Secretary (Part-time .48 FTE)	Ithaca Extension Center	ASAP	Checking References
Secretary (1.0 FTE)	Mental Health Services	ASAP	Hired: Lindsey Lehman (10/07/19)
Senior Groundskeeper (1.0 FTE)	Buildings & Grounds	August 25, 2019	Hired: Damon Cochrane (09/30/19)

FACULTY STUDENT ASSOCIATION

POSITION	DEPARTMENT	DESIRED EMPLOYMENT DATE	CURRENT STATUS
Assistant Coach, Men's Soccer	Athletics & Recreation	October 2019	Accepting Applications
Fitness Center Assistant	Athletics & Recreation	October 2019	Accepting Applications
Assistant Coach, Men's Baseball	Athletics & Recreation	October 2019	Accepting Applications
Lifeguard	Athletics & Recreation	October 2019	Accepting Applications
Graduate Assistant	Residence Life/Student Center	October 2019	Accepting Applications
Teacher Aide	Childcare	September 2019	Hired: Alexzandra Lynch (9/23/19)
Substitute Teacher	Childcare	October 2019	Accepting Applications

BISTRO

POSITION	DEPARTMENT	DESIRED EMPLOYMENT DATE	CURRENT STATUS
Banquet Server	TC3 Bistro	October 2019	Accepting Applications
Banquet Bartender	TC3 Bistro	October 2019	Accepting Applications
Banquet Supervisor	TC3 Bistro	October 2019	Accepting Applications
Bartender	TC3 Bistro	October 2019	Accepting Applications Hired: Victoria Savacool (9/21/19)
Busser/Food Runner	TC3 Bistro	October 2019	Accepting Applications
Dishwasher	TC3 Bistro	October 2019	Accepting Applications Hired: Jordan Garcia (9/18/19)
Line Cook	TC3 Bistro	October 2019	Accepting Applications
Server	TC3 Bistro	October 2019	Accepting Applications Hired: Victoria Savacool (9/21/19)
Host/Hostess	TC3 Bistro	October 2019	Accepting Applications

TOMPKINS CORTLAND COMMUNITY COLLEGE

Human Resources Updates
Status of Grievances
as of October 14, 2019

COMPLAINANT	SUBJECT	DISPOSITION
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.
CSEA Membership	Retiree Health Insurance benefit changes	College has issued letter to all retired members.
FACULTY ASSOC.		
Faculty Association	Gated Parking Lot	College will close access from Bahar Drive and reactivate the arm gate to Lot #6 in mid-October.
Faculty Association	Retiree Health Insurance	The Association would like the College to cease and desist changes to Medicare Part B.
Faculty Association	Non-Teaching Professional (NTP) Annual Reports	The Association would like the College to provide written response to the NTP annual reports by September 30, 2019.
Faculty Association	Compensation for Academic Program Chairs	The Association would like the College to comply with the Agreement and past practice when issuing Program Chair compensation contracts. The Association would further like the Program Chair contracts to be compiled in a timely manner, as soon as practicable after the beginning of each semester.
PAA		
PAA Membership	Retiree Health Insurance benefit changes	The PAA would like the College to cease and desist all actions to make changes to the retiree health insurance benefits.
TC3 ADJUNCT ASSOC.		
None.		

TOMPKINS CORTLAND COMMUNITY COLLEGE
CAPITAL PAYMENTS - OCTOBER 2019

	AMOUNT	SUBTOTAL	GRAND TOTAL
<hr/> Childcare Facility Project <hr/>			
Legal Fees			
Harris Beach All Seasons Dispute Invoice #2330733	\$265.50		
Total Legal Fees		\$265.50	
<hr/>			
Design/Architectural Services			
Claudia Brenner Design (PO #31685) Architectural Design Services Invoice #3183	\$7,869.00		
Invoice #3184 Related Expenses	\$248.23		
Total Design/Architectural Services		\$8,117.23	
<hr/>			
FFE			
Eastern Mangaged Print (PO #32916) Printers Invoice #23099316	\$4,071.00		
Amazon TV Monitor Mounting Kits	\$59.98		
Total FFE		\$4,130.98	
<hr/>			
General Construction			
Streeter Associates (PO #32183) Application #16, General	\$60,379.15		
Total General Construction		\$60,379.15	
<hr/>			

Mechanical/HVAC

Kimble Inc. (PO #32186)
Application #14 \$820.59

Total Mechanical/HVAC \$820.59

Plumbing

Brosch Mechanical (PO #32187)
Application #12 \$15,404.06

Total Plumbing \$15,404.06

Testing and Inspection Services

SJB Services (PO #32231)
Materials Testing
Invoice #CT-18-040-14 \$925.00

Total Testing and Inspection Services \$925.00

TOTAL CHILDCARE FACILITY PROJECT \$90,042.51

TOTAL CAPITAL PAYMENTS \$90,042.51

Appointment of Personnel
Friday, October 11, 2019
Presented to the Board of Trustees

Employee	Department	Title/Rank	Salary	Employment Dates
July				
Chase, Larry	OER Review Coordinator	Adjunct	\$3,067.61	7/1/2019 To 9/30/2019
August				
Olson, Rich	Perform engineering duties in the radio station	Adjunct	\$8,764.60	8/21/2019 To 12/18/2019
Price, Lee	Perform Program Chair duties for EMT Program	Adjunct	\$2,200.00	8/21/2019 To 12/18/2019
Inderwies, Heidi	Professional Tutor - Amended	Adjunct	\$1,170.00	8/26/2019 To 12/20/2019
Archer, Pamela	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$1,664.70	8/27/2019 To 12/17/2019
Cornish, Erin	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$1,664.70	8/27/2019 To 12/17/2019
Emilian, Cathy	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$554.90	8/27/2019 To 12/17/2019
Farah, Fred	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$1,664.70	8/27/2019 To 12/17/2019
Galezo, David	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$554.90	8/27/2019 To 12/17/2019
Grossman, Rick	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$554.90	8/27/2019 To 12/17/2019
Need, Barbara	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$388.43	8/27/2019 To 12/17/2019
Richards, David	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$1,664.70	8/27/2019 To 12/17/2019
Ross, Jessica	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$1,109.80	8/27/2019 To 12/17/2019
Stremlin, Tatiana	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$554.90	8/27/2019 To 12/17/2019
Whitcraft, Michele	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$1,664.70	8/27/2019 To 12/17/2019
Young, Tammi	CollegeNow Concurrent Enrollment Faculty Liaison Duties	Adjunct	\$1,664.70	8/27/2019 To 12/17/2019
Abdu-Shahid, Rafsanja	HUMS105 M01	Adjunct	\$2,745.00	8/28/2019 To 12/17/2019
Abshire, Christian	BIOL131 M02 BIOL132 ME50	Adjunct	\$9,607.50	8/28/2019 To 12/17/2019
Ahmed, Ahmed	CHEM108 ME50 CHEM205 ME50	Adjunct	\$11,602.50	8/28/2019 To 12/17/2019
Almann, Nancy	BIOL114 M01 BIOL131 M01	Adjunct	\$9,817.50	8/28/2019 To 12/17/2019
Altmann, Herman	BIOL101 M03 BIOL102 M01	Adjunct	\$8,330.00	8/28/2019 To 12/17/2019
Arancio, Patrick	FITN230 M20 FITN130 M10	Adjunct	\$1,372.50	8/28/2019 To 12/17/2019
Archer, Pamela	CAPS121 M03 CAPS121 BL1 CAPS111 BL2 CAPS121 BL2 CAPS111 M01	Adjunct	\$6,476.85	8/28/2019 To 11/6/2019
Archer, Pamela	Teach per-student class compensated at independent study rate (BUAD203-01/4 students)	Adjunct	\$2,280.00	8/28/2019 To 12/17/2019
Arnold, Melanie	COMM110 M02 COMM245 M01 COMM110 M01	Adjunct	\$6,347.46	8/28/2019 To 12/17/2019
Aspinwall, Breck	BIOL100 M01 BIOL100 BL1	Adjunct	\$7,245.00	8/28/2019 To 12/17/2019
Bechtold, Charles	MATH095 M06 ENSC204 M01	Adjunct	\$8,330.00	8/28/2019 To 12/17/2019
Bennett, Chauncey	COMM135 ME50 COMM127 HY50 COMM127 HY52	Adjunct	\$10,185.00	8/28/2019 To 12/17/2019
Bishop, Michael	SOCI101 M01 SOCI101 CE66	Adjunct	\$5,490.00	8/28/2019 To 12/17/2019
Buchanan, Patricia	ENGL100 M03 ENGL098 EL03 ENGL100 EL03 ENGL204 M01	Adjunct	\$10,710.00	8/28/2019 To 12/17/2019
Burgholzer, Benjamin	ENGL100 M18 ENGL098 EL18 ENGL100 EL18	Adjunct	\$5,490.00	8/28/2019 To 12/17/2019
Cambridge, Jessica	ENGL100 M27 ENGL100 M26	Adjunct	\$6,660.00	8/28/2019 To 12/17/2019
Carr, Kyle	Provide coverage for Communications Cage/Tutoring to COMM students	Adjunct	\$4,045.20	8/28/2019 To 12/17/2019
Carr, Kyle	COMM112 M02 COMM120 M01 COMM112 M01 COMM265 M01 COMM111 M01 COMM111 M02	Adjunct	\$11,207.42	8/28/2019 To 12/17/2019
Chapman, Robert	POSC104 M01	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Christofferson, Martin	CAPS121 HY2 CAPS111 BL1 CAPS121 HY1 CAPS131 HY1 CAPS111 HY1 CAPS111 HY2 CAPS131 HY2	Adjunct	\$9,721.11	8/28/2019 To 12/17/2019

Employee	Department	Title/Rank	Salary	Employment Dates
Christopher, Renee	BIOL201 ME50	Adjunct	\$5,092.50	8/28/2019 To 12/17/2019
Cicciarelli, Richard	BIOL101 ME50 BIOL101 M02	Adjunct	\$7,245.00	8/28/2019 To 12/17/2019
Coleman, Cynthia	SOCI101 M10 SOCI101 BL1	Adjunct	\$7,140.00	8/28/2019 To 12/17/2019
Cooper, Joanne	MATH090 M03	Adjunct	\$4,440.00	8/28/2019 To 12/17/2019
Corbin, Gemma	PARA215 BL1 PARC215 BL1	Adjunct	\$2,910.00	8/28/2019 To 12/17/2019
Cornish, Erin	MATH095 M03 MATH098 M03	Adjunct	\$9,520.00	8/28/2019 To 12/17/2019
Cowan, Richard	Salary Agreement AMENDMENT - Last day of instruction 09/26/19 - Transition material through 10/31/19	Adjunct	\$3,393.68	8/28/2019
Cowan, Richard	MATH200 ME50 MATH109 M03 MATH109 M04	Adjunct	\$10,710.00	8/28/2019 To 12/17/2019
Cutter, Elizabeth	MATH090 M04	Adjunct	\$3,880.00	8/28/2019 To 12/17/2019
DeFranco, Anthony	BUAD208 BL1	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Doane, Eric	CRJU105 M01 CRJU105 BL1	Adjunct	\$5,820.00	8/28/2019 To 12/17/2019
Donohue, Kathryn	ENGL100 M17 ENGL100 EL17 ENGL098 EL17	Adjunct	\$5,820.00	8/28/2019 To 12/17/2019
Dunham, Peggy	FITN230 M23 FITN130 M13	Adjunct	\$1,372.50	8/28/2019 To 12/17/2019
Earley, Bernard	ENGL102 BL4 ENGL101 BL1 ENGL101 BL2	Adjunct	\$10,710.00	8/28/2019 To 12/17/2019
Easton, Jonathan	CIS 223 BL1	Adjunct	\$2,745.00	8/28/2019 To 12/17/2019
Eckert, Regina	HSTY202 M02	Adjunct	\$3,105.00	8/28/2019 To 12/17/2019
Eisenberg, Seth	PARA101 BL1 PARC101 BL1	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Emeziem, Cosmas	CRJU104 M01 HUMS104 M01	Adjunct	\$2,910.00	8/28/2019 To 12/17/2019
Emmart, Michael	HUMS104 BL1 CRJU104 BL1	Adjunct	\$3,330.00	8/28/2019 To 12/17/2019
Epstein, Judith	ENGL201 ME50 ENGL201 M07 ENGL201 M08	Adjunct	\$10,710.00	8/28/2019 To 12/17/2019
Esworthy, Barrett	HSTY201 M02 HSTY201 M01 HSTY202 M01	Adjunct	\$10,710.00	8/28/2019 To 12/17/2019
Evans, Christine	Teach per-student class compensated at independent study rate (ESL 110, 111, and 112/2 students)	Adjunct	\$4,560.00	8/28/2019 To 12/17/2019
Evans, Christine	SPAN101 M02 ESL 112 M01 ESL 111 M01 ESL 110 M01	Adjunct	\$16,650.00	8/28/2019 To 12/17/2019
Falk, Laura	Teach per-student class compensated at independent study rate (WINE130, 213-V49C/1 student)	Adjunct	\$1,140.00	8/28/2019 To 12/17/2019
Farah, Fred	BIOL115 M01	Adjunct	\$4,165.00	8/28/2019 To 12/17/2019
Feavearyear, Jody	MATH090 ME50 ASTR101 M01 MATH090 M05	Adjunct	\$13,090.00	8/28/2019 To 12/17/2019
Frey, Kim	PSYC101 M03 PSYC101 M01	Adjunct	\$5,490.00	8/28/2019 To 12/17/2019
Fussner-Kelly, Shirley	MATH095 ME50	Adjunct	\$4,140.00	8/28/2019 To 12/17/2019
Galezo, David	PHIL101 M01 PHIL101 BL1	Adjunct	\$7,140.00	8/28/2019 To 12/17/2019
Gammage-Sikora, Gina	SPAN101 BL1	Adjunct	\$4,760.00	8/28/2019 To 12/17/2019
Garnett, Jason	ENGL100 M21 ENGL100 EL21 ENGL098 EL21	Adjunct	\$5,490.00	8/28/2019 To 12/17/2019
Gilbert, Mary	ENGL102 BL5 ENGL102 BL1 ENGL102 BL2	Adjunct	\$10,710.00	8/28/2019 To 12/17/2019
Gillis, Andrew	ART 255 M01 ART 111 M01	Adjunct	\$8,330.00	8/28/2019 To 12/17/2019
Gonzalez Suarez, Jose	CONT107 ME50 CONT202 ME50	Adjunct	\$6,633.75	8/28/2019 To 12/17/2019

Employee	Department	Title/Rank	Salary	Employment Dates
Green, Rachel	ECHD110 ME50	Adjunct	\$3,105.00	8/28/2019 To 12/17/2019
Grimm, Mark	ART 214 M01	Adjunct	\$3,885.00	8/28/2019 To 12/17/2019
Grossman, Richard	RDNG116 M08	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Grossman, Rick	Teach per-student class compensated at independent study rate (RDNG116-M49C/2 students)	Adjunct	\$1,140.00	8/28/2019 To 12/17/2019
Ha, Lien	DRAF117 M01	Adjunct	\$4,398.75	8/28/2019 To 12/17/2019
Hallas, Katherine	ENVS110 M02 ENVS110 M01	Adjunct	\$3,880.00	8/28/2019 To 12/17/2019
Hamilton, Kathryn	RDNG116 M07 MATH095 M05 RDNG116 M06	Adjunct	\$9,150.00	8/28/2019 To 12/17/2019
Han, Man-Young	SPMT255 M01 SPMT270 BL49	Adjunct	\$6,660.00	8/28/2019 To 12/17/2019
Han, Man-Young	Teach per-student class compensated at independent study rate (SPMT270-BL49/1 student)	Adjunct	\$570.00	8/28/2019 To 12/17/2019
Heisermann, Gary	BIOL104 ME50 CHEM101 M02	Adjunct	\$9,457.50	8/28/2019 To 12/17/2019
Hemingway Jones, Kathy	ENGL100 M11 ENGL100 EL11 ENGL098 EL11 ENGL204 M02	Adjunct	\$9,990.00	8/28/2019 To 12/17/2019
Hillis, Patrick	PSYC103 M11 PSYC207 M01	Adjunct	\$6,660.00	8/28/2019 To 12/17/2019
Hochadel, Lisa	ACCT101 BL2 ACCT101 BL1	Adjunct	\$7,760.00	8/28/2019 To 12/17/2019
Hollenbeck, Charles	ENGL100 M23 ENGL101 BL6 ENGL101 M03	Adjunct	\$9,315.00	8/28/2019 To 12/17/2019
Iacobucci, Christine	ANTH202 M02 ANTH202 M01	Adjunct	\$6,660.00	8/28/2019 To 12/17/2019
Ickes Jackson, Emily	MUSI101 M01	Adjunct	\$2,745.00	8/28/2019 To 12/17/2019
Johnsen, Laura	ANTH202 BL2	Adjunct	\$2,745.00	8/28/2019 To 12/17/2019
Johnson, John	COMM140 M01 COMM240 M01	Adjunct	\$7,245.00	8/28/2019 To 12/17/2019
Johnston-Anumonwo, Ibipo	Teach per-student class compensated at independent study rate (GEOG120-M01/4 students)	Adjunct	\$2,280.00	8/28/2019 To 12/17/2019
Jones, Paula	BIOL114 BL2	Adjunct	\$3,330.00	8/28/2019 To 12/17/2019
Josef, Keith	PHSC104 M01 CHEM101 HY1	Adjunct	\$6,210.00	8/28/2019 To 12/17/2019
Kelly, Kevin	BUAD201 M02 BUAD201 M01	Adjunct	\$5,820.00	8/28/2019 To 12/17/2019
Kidder, Jennifer	MATH049 MLC2 MATH098 M02 MATH098 M04 MATH098 MLC2	Adjunct	\$11,900.00	8/28/2019 To 12/17/2019
Kobre, Michael	BIOL131 ME50 BIOL114 BL1	Adjunct	\$9,817.50	8/28/2019 To 12/17/2019
Kyle, John	CAPS121 M04 CAPS133 BL1 CAPS131 BL2 CAPS121 BL3 CAPS121 BL4 CAPS131 M01 CAPS111 M02 CAPS131 M03 CAPS111 M03	Adjunct	\$12,498.57	8/28/2019 To 11/6/2019
LaFavor, Erik	SOCI101 M09 SOCI101 M02 SOCI101 M08	Adjunct	\$8,235.00	8/28/2019 To 12/17/2019
Lee, In Shik	ART 120 ME50 ART 114 M01 ART 120 M02	Adjunct	\$12,495.00	8/28/2019 To 12/17/2019
Lillard, Marketa	CHEM101 HY1	Adjunct	\$3,330.00	8/28/2019 To 12/17/2019
Lipa, Thomas	HLTH207 M01 CDSC101 BL1	Adjunct	\$8,330.00	8/28/2019 To 12/17/2019
Marie, Jill	ENGL102 M07 ENGL103 BL1	Adjunct	\$7,140.00	8/28/2019 To 12/17/2019
Marvin, Tracy	ESL 091 M01 ESL 092 M01	Adjunct	\$7,320.00	8/28/2019 To 12/17/2019
McCabe, Thomas	ENGL256 M01	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
McCracken, Kathleen	COMM120 M01 COMM127 HY53	Adjunct	\$5,433.75	8/28/2019 To 12/17/2019
McLane, Todd	CULI120 V01 ENVS117 F01	Adjunct	\$1,681.88	8/28/2019 To 12/17/2019
Meyer, Denise	Teach per-student class compensated at independent study rate (ART 276-M49/2 students)	Adjunct	\$1,140.00	8/28/2019 To 12/17/2019
Meyer, Denise	ART 130 ME50 ART 130 M01	Adjunct	\$8,330.00	8/28/2019 To 12/17/2019
Miller, Joseph	CHEM107 M02 CHEM101 M01	Adjunct	\$8,730.00	8/28/2019 To 12/17/2019

Employee	Department	Title/Rank	Salary	Employment Dates
Millman-Brown, Randi	ART 101 ME50	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Montgomery, Ashley	ENGL101 M02	Adjunct	\$2,745.00	8/28/2019 To 12/17/2019
Mozie, Davi	HUMS104 M02 CRJU104 M02	Adjunct	\$2,745.00	8/28/2019 To 12/17/2019
Need, Barbara	SPAN101 M01 SPAN101 I35 ENGL101 M01	Adjunct	\$12,210.00	8/28/2019 To 12/17/2019
Nobles, Jill	COMM140 ME50 COMM100 M01	Adjunct	\$5,947.50	8/28/2019 To 12/17/2019
Okaru, Alfred	FITN230 M22 FITN130 M12	Adjunct	\$1,552.50	8/28/2019 To 12/17/2019
Panzer, Nina	SOCI101 BL2	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Parks, Paul	ART 101 M01	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Pastorello, Karen	Teach per-student class compensated at independent study rate (WGST100-M49C/1 student)	Adjunct	\$570.00	8/28/2019 To 12/17/2019
Pijanowski, Gregory	ASTR101 BL1	Adjunct	\$3,330.00	8/28/2019 To 12/17/2019
Pittsley, Jaclyn	ENGL101 M07 ENGL101 M05	Adjunct	\$6,660.00	8/28/2019 To 12/17/2019
Potter, Kristi	ENGL100 EL66 ENGL100 CE66 ENGL098 EL66	Adjunct	\$5,490.00	8/28/2019 To 12/17/2019
Price, Colleen	EMT 220 M73	Adjunct	\$8,797.50	8/28/2019 To 12/17/2019
Quick, Raymond	BUAD219 BL1	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Rice, Robert	FITN230 M21 FITN130 M11	Adjunct	\$1,552.50	8/28/2019 To 12/17/2019
Richards, David	POSC103 M01 PARC213 BL1 PARA213 BL1 POSC213 BL1 POSC103 BL1	Adjunct	\$10,710.00	8/28/2019 To 12/17/2019
Ritz Deutch, Ute	ANTH202 M03	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Roe, Bernadette	ENGL100 M07 ENGL100 EL07 ENGL098 EL07 ENGL102 M04	Adjunct	\$8,730.00	8/28/2019 To 12/17/2019
Ross, Jessica	SOCI101 M05T SOCI101 M03 SOCI101 M03T SOCI101 M04 SOCI101 M04T SOCI101 M05	Adjunct	\$9,990.00	8/28/2019 To 12/17/2019
Ross, Ronald	Teach per-student class compensated at independent study rate (BUAD109-M01/6 students)	Adjunct	\$3,420.00	8/28/2019 To 12/17/2019
Rukavena, Peter	BUAD111 M01	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Sabol, Zenta	ACCT101 M02 ACCT101 CE66	Adjunct	\$9,520.00	8/28/2019 To 12/17/2019
Schat, Marjolein	BIOL105 M01 BIOL211 M01	Adjunct	\$11,655.00	8/28/2019 To 12/17/2019
Schmid, Joseph	ACCT207 BL1	Adjunct	\$4,760.00	8/28/2019 To 12/17/2019
Schmidt, Kurt	ENVS101 M02 ENVS101 M01	Adjunct	\$6,405.00	8/28/2019 To 12/17/2019
Schrag, Kimberly	ART 110 M02 ART 110 M01 ART 120 M01	Adjunct	\$12,495.00	8/28/2019 To 12/17/2019
Searing, Robert	HSTY202 BL2	Adjunct	\$2,745.00	8/28/2019 To 12/17/2019
Sewell, Patrick	ENVS102 M01 ENVS112 IE62	Adjunct	\$5,550.00	8/28/2019 To 12/17/2019
Seyfried, Matthew	ENGL201 M01 ENGL204 BL1 ENGL204 BL2	Adjunct	\$10,710.00	8/28/2019 To 12/17/2019
Sheehan, John	POSC230 SLC3 ANTH202 BL1 HSTY111 BL1 HSTY249 SLC3 HSTY230 SLC3	Adjunct	\$11,305.00	8/28/2019 To 12/17/2019
Sidle, Jason	HRMG206 BL1	Adjunct	\$2,910.00	8/28/2019 To 12/17/2019
Sinclair, Lorraine	ENGL100 M25	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Sinclair, Lorraine	Salary Agreement AMENDMENT - Resignation-Last day of instruction 10/08/19	Adjunct	\$1,463.20	8/28/2019
Smith, Susan	ENGL102 M03	Adjunct	\$3,330.00	8/28/2019 To 12/17/2019
Snyder, Stephen	BIOL101 BL1	Adjunct	\$3,885.00	8/28/2019 To 12/17/2019
Srinivasan, Jayasri	ESL 090 M01	Adjunct	\$3,880.00	8/28/2019 To 12/17/2019

Employee	Department	Title/Rank	Salary	Employment Dates
Stanton, Dawn	CDSC201 BL1	Adjunct	\$3,330.00	8/28/2019 To 12/17/2019
Stevenson, David	SPMT190 M01 SPMT195 M01	Adjunct	\$2,220.00	8/28/2019 To 12/17/2019
Suben, Mark	CRJU205 M01	Adjunct	\$2,910.00	8/28/2019 To 12/17/2019
Tambascio, Theresa	ENGL100 M05 ENGL100 EL05 ENGL098 EL05 INTD095 M01	Adjunct	\$11,385.00	8/28/2019 To 12/17/2019
Timonin, Michael	HSTY201 M04	Adjunct	\$2,910.00	8/28/2019 To 12/17/2019
Tombasco, Raphael	ENGL100 ME50 ENGL098 EL50 ENGL100 EL50 ENGL101 M06	Adjunct	\$8,730.00	8/28/2019 To 12/17/2019
Traub, Adrianne	ENVS101 M03 ENVS116 M01 ENVS285 M01	Adjunct	\$10,293.75	8/28/2019 To 12/17/2019
Tremaine, Heidi	ENVS105 M01	Adjunct	\$2,910.00	8/28/2019 To 12/17/2019
Ulinski, Madeleine	RECR150 M02 SOCE150 M01 RECR150 M01 SOCE150 M02	Adjunct	\$5,490.00	8/28/2019 To 12/17/2019
Vazenios, George	MATH095 M02 MATH109 CE66 MATH109 M02	Adjunct	\$11,100.00	8/28/2019 To 12/17/2019
Veshcherevich, Radmila	Teach per-student class compensated at independent study rate (ESL 149-HY1, HY2/1 student)	Adjunct	\$1,520.00	8/28/2019 To 12/17/2019
Veshcherevich, Radmila	Teach per-student class compensated at independent study rate (RUSN280-M49C/3 students)	Adjunct	\$1,710.00	8/28/2019 To 12/17/2019
Veshcherevich, Radmila	RUSN101 M01 ESL 149 HY1 ESL 149 HY2	Adjunct	\$13,090.00	8/28/2019 To 12/17/2019
Webb, Marilyn	Adjunct Librarian Assistant	Adjunct	\$5,028.80	8/28/2019 To 12/17/2019
Weed, Steve	ENGL100 M16 ENGL100 EL16 ENGL098 EL16	Adjunct	\$6,660.00	8/28/2019 To 12/17/2019
Wells, Frances	CAPS131 M02 BUAD203 BL1 CAPS123 BL1 CAPS131 BL1 CAPS131 BL3 CAPS121 M01	Adjunct	\$10,513.65	8/28/2019 To 12/17/2019
Wheaton, Justin	ENGL100 M04 ENGL098 EL04 ENGL100 EL04 ENGL102 M01	Adjunct	\$8,235.00	8/28/2019 To 12/17/2019
Whitaker, John	MATH090 M06 MATH090 M02	Adjunct	\$8,280.00	8/28/2019 To 12/17/2019
Whitecraft, Michele	CHEM101 ME50	Adjunct	\$3,570.00	8/28/2019 To 12/17/2019
Williams, Diane	CHEM101 ME50 BIOL101 M01 BIOL101 M04	Adjunct	\$10,115.00	8/28/2019 To 12/17/2019
Wolff, Sarah	ENGL100 M06 ENGL098 EL06 ENGL100 EL06 ENGL102 M02	Adjunct	\$9,990.00	8/28/2019 To 12/17/2019
Yavits, Robert	CAPS152 BL2 CAPS152 BL1	Adjunct	\$2,777.46	8/28/2019 To 12/17/2019
Young, Tammi	RECR230 M01 FITN215 M01 FITN170 M01	Adjunct	\$6,210.00	8/28/2019 To 12/17/2019
Zaia, Heather	INTD095 M04	Adjunct	\$4,575.00	8/28/2019 To 12/17/2019
Zavaski, John	BIOL112 ME50	Adjunct	\$3,885.00	8/28/2019 To 12/17/2019
Zhao, Jiang	CHEM107 M03 CHEM107 M01	Adjunct	\$8,730.00	8/28/2019 To 12/17/2019

September

Ansbro, Marianne	International/Disney Liaison	Adjunct	\$3,067.61	9/1/2019 To 12/15/2019
Donohue, Kathryn	Grant Project Manager/NYS Workforce Development Initiative	Adjunct	\$3,000.00	9/1/2019 To 11/22/2019
Falk, Laura	WINE200 VE50	Adjunct	\$3,105.00	9/10/2019 To 12/17/2019
Zilker, Nicole	Para-Professional Tutor (STAR-NY)	Adjunct	\$1,113.00	9/21/2019 To 12/13/2019
Cochrane, Damon	Buildings & Grounds	Grade G - Senior Groundskeeper	\$45,952.31 *	9/30/2019
Darling, Robert	Buildings & Grounds	Grade E - Maintenance Worker	\$42,315.28 *	9/30/2019
LeGrand, Samantha	Adjunct Librarian	Adjunct	\$6,273.60	9/30/2019 To 12/17/2019

Employee	Department	Title/Rank	Salary	Employment Dates
Biata, Alanna	Para-Professional Tutor	Adjunct	\$519.40	9/6/2019 To 12/20/2019
Hammond, Marli	Para-Professional Tutor	Adjunct	\$1,817.90	9/6/2019 To 12/20/2019
Clark, Rebecca	Adjunct Clinical Counselor - AMENDED	Adjunct	\$9,979.88	9/9/2019 To 12/18/2019
October				
Caroompas, Alice	ENGL229 BL1	Adjunct	\$3,105.00	10/3/2019 To 12/17/2019
Carroll, Lynda	ANTH202 BL3	Adjunct	\$2,745.00	10/3/2019 To 12/17/2019
Chase, Lawrence	BUAD201 BL3	Adjunct	\$3,570.00	10/3/2019 To 12/17/2019
Loop, Jill	ENGL204 BL4 ENGL204 BL3	Adjunct	\$6,660.00	10/3/2019 To 12/17/2019
Pask, Margery	CAPS121 M02 CAPS123 M01	Adjunct	\$2,777.46	10/3/2019 To 12/17/2019
Sloan, Cindy	SOCI101 BL4 SOCI101 BL3	Adjunct	\$7,140.00	10/3/2019 To 12/17/2019
Lehman, Lindsey	Office of Mental Health Services	Grade G - Secretary (Provisional)	\$45,952.31 *	10/7/2019
Williams, Mary Ann	Global Initiatives	Global Initiatives Coordinator (Part-time Temporary)	\$48,966.00 *	10/8/2019
Burns, Frank	HRMG107 M01	Adjunct	\$970.00	10/11/2019 To 10/11/2019
Pudney, Zack	Campus Technology	Software Applications Administrator	\$50,303.00 *	10/14/2019
Bechtold, Charles	College Preparatory Mathematics Workshop for College Initiative Upstate	Adjunct	\$1,530.00	10/15/2019 To 11/22/2019
Zaia, Heather	Integrated Reading and Writing Workshop for College Initiative Upstate	Adjunct	\$1,176.30	10/15/2019 To 11/22/2019
November				
Busby, Mary	Campus Technology	Grade C - Copy & Mail Center Attendant / .4 FTE (Provisional)	\$38,940.55 *	11/4/2019

TOMPKINS CORTLAND COMMUNITY COLLEGE

Presented to the Board of Trustee

October 24, 2019

Resignations/Retirements/Separations

<u>NAME</u>	<u>EFFECTIVE</u>	<u>REASON</u>
None.		

None FACULTY STUDENT ASSOCIATION

None BISTRO

**TOMPKINS CORTLAND COMMUNITY COLLEGE
RESOLUTION 2019-2020-19**

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 policies and legal requirements.

STATE OF NEW YORK:

SS:

COUNTY OF TOMPKINS:

I, JAN BRHEL, 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 24th day of October 2019, 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 24th day of October 2019.

Clerk of the Board of Trustees
Tompkins Cortland Community College

Date: October 2019

From: Kevin Caveney

Re: Disposal of Surplus Items Report

Upon advisement from Campus Technology, and due to equipment replacements and/or 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 feasible. The remaining items are 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:

43 - Computers
53 - Monitors
1 - Symposium
2 - Typewriters
1 - Scanner
3 - Printers
1 - Docking Station

Upon advisement from and in coordination with the Buildings and Grounds Department and the "using department(s)," due to non-use and declined condition, age, wear, breakage and/or replacement upgrades, the following items were determined to be obsolete and of no further use to the College. The items have been disposed of and removed from the College's inventory.

Disposed:

3 - Chairs

College Senate Report
Board of Trustees
October 24th, 2019

The College Senate met on September 27th, the day after the September Board of Trustees meeting. In Line with the Board of Trustees decision, the Senate voted to table the revisions of the Policy Against Discrimination and Harassment until the policy has been revised as per the Boards direction. Tim Densmore presented on the GDPR which is a new regulation covering certain data retention requirements for EU citizens. It is unclear at this time, exactly how this may affect the College.

The Senate met the following week as well, on October 4th. The Senate voted to set a deadline for outstanding committee charges of November 1st. Any committees that fail to provide their charges by this date will not be recognized by the College Senate until such a time as their charge is submitted and approved. It was announced that the Senate would have the new website demonstrated at our next meeting. Deb Mohlenhoff gave a preview of the Strategic Plan session planned for Fall Day. She asked for feedback on what members of the College may like to see during the Fall Day report.

Our next meeting is on October 25th, and the following is on November 4th.

TO: Board of Trustees
FROM: Greg McCalley
DATE: October 14, 2019
SUBJECT: Faculty Student Association Report to the Board

The Faculty Student Association meeting was held on September 19th, 2019.

The September meeting included updates from the five subcommittees and determination of committee membership for the coming year.

Committee Reports:

- *Finance Committee* – The budget for 19-20 was finalized and approved by the executive committee this summer. We are still in the process of closing the 18-19 budget. The annual budget audit will occur the week of October 14th. The FSA approved a proposal to create and distribute an Amazon Smiles link to encourage individuals to use the link for their shopping at Amazon. In return, the FSA will receive a donation in the amount of 0.5% of purchases. This information, and the link, has been shared with the TC3 community.
- *Human Resource Committee* – Presented and voted on two resolutions. One of the resolutions was to update the job description for the Residence Director. The second resolution was to approve changes to the policy manual to reflect the agreements settled between the FSA and the College. Both resolutions were approved.
- *Athletic Advisory Board* – This committee has not yet had a fall meeting, but they did discuss our new Cross Country team. We currently have 8 members of the men's team. The women's team is not active yet, but we are working on establishing one in the future.
- *Executive Committee* – The Executive committee approved ten new resolutions. They include the approval of updated job descriptions for Residence Life Office Coordinator, Residence Life Operations Assistant/Student Conduct Liaison, College AOD Prevention Coordinator, and the Director of Health Education & Wellness. In addition, resolutions were passed endorsing Salary increases and Health Insurance Benefits, an increase in Student Life Fees and One Card Fees. A resolution recognizing and thanking Blixy Taetzsch was passed, as well as a resolution adopting the 2019-2020 Operation Budget.
- *Bookstore Advisory Committee* – The bookstore committee has not met since the last meeting, but an update on the hiring of a new manager was given. Interviews have occurred, but as of the meeting date, an announcement of the selection was not yet ready.

Department Presentation – No department presentations were made at this meeting. However, the schedule for the upcoming year was established.

- October 17 – Health Services (Sarah Arsenault)
- November 14 – Residence Life (Amber Boulay)
- February 13 – Athletics (Mick McDaniel)
- March 12 – Child Care (Casey Goodwin)
- April 9 – Student Activities (Cheyenne Gorton)
- April 30 – One Card (Greg Lyons)

In addition, we confirmed membership on all various FSA Committees and established a new committee to review the bylaws of the FSA.

The next meeting of the FSA is scheduled for October 17th, 2019

Chief Diversity Officer Report to the Board of Trustees

October 24, 2019

Guest Lecturer: Provided a guest lecture for RECR210, Diversity and Inclusion in Recreation. The presentation delivered was, "Diversity: Self and Society". This presentation focuses on reflecting on one's own identity characteristics and then analyzing how those characteristics fit within our larger society.

Guest Speaker: Attended a recent LGBTQ+ meeting and delivered a presentation regarding our preferred name, pronoun, and gender policy. In addition, we covered the process that staff or students would navigate to make a request to affirm one's identity.

Equity Summit: Attended the inaugural Equity Summit hosted by SUNY Delhi, with ODESS staff (T. Brunner and P. Burke) and four students. SUNY Community Colleges and Technical Schools were well represented. The keynote was Dr. Vijay Pendakur, the current Dean of students at Cornell University. Dr. Pendakur shared that an equity approach is a basic necessity, if we are going to change the outcomes that we are currently seeing in higher education. For instance, only one out of four students are graduating in six years of Generation Z (16-25 years old) and that Generation Z is twice as likely to have grown up in poverty. Additionally, I participated in the afternoon meeting hosted by SUNY Committee on Assessment (SCOA) that focused on diversity and inclusion and equity assessment planning.

Fall Day: Coordinated Fall Staff Development Day activities. The schedule included a focused time on gathering insight from campus constituents to be incorporated into the Strategic Plan. The day also featured a session on trauma informed interviewing techniques for those serving on violence and sexual harassment hearing panels.

Respectfully submitted by,

Seth A. Thompson

Tompkins Cortland Community College Foundation
Thursday, October 24, 2019
Board of Trustees Report

The Foundation Board met on October 8th and approved a revision to TC3 Foundation Policy #012/TC3 Pathways Scholarship: Aid and Support for the Adult Student Endowment Fund.

On October 15th the Finance/Audit committee met.

On October 16th the Foundation hosted the fall 2019 scholarship donors and recipients to a “Speed Networking Event” in the forum.

Work continues on the campus housing bonds.

The annual and regular Board meeting will take place on January 14.

Student Trustee report for October 2019

PTK Regional conference

The Phi Theta Kappa regional conference was hosted by TC3 at Greek Peak and it was a huge success. Over the course of the conference, we had six amazing speakers from TC3:

Dr. Malvika Talwar, Joe Smith, Patrick Sewell, Dr. Chris Xaver, Ashley Dickson and Sarah Paradiso.

There were 1303 pairs of socks, 11 T-shirts, and 272 pairs of underwear donated. Everything will be donated later to the Cortland County Veterans' Agency.

There were 15 community colleges all over New York present at the conference.

Transfer fair: ~24 four-year colleges were present.

A plaque was presented to TC3 for hosting this fall conference.

PTK College Project

Phi Theta Kappa has to do a college project every fall to be considered a 5-star chapter. PTK Advisor, Katrina Campbell; President, Simeon Riegle; and Vice President, Lana Esho met with College President, Dr. Orinthia Montague.

Some of the suggested ideas were:

- Campus beautification: which consists of having more receptacles along the paths to the dorms, and creating better outdoor area for students.
- Continuing the IAMTC3 campaign that was started last year by the former officer team.



TO: Board of Trustees
FROM: Orinthia Montague, President
DATE: October 15, 2019
SUBJECT: President's Report to the Board

Highlights and Recognition

Chancellor Kristina M. Johnson announced the formation of the SUNY Student Mental Health and Wellness Task Force. The group will make recommendations on how the system can make a measureable difference in addressing the mental health needs of students and mitigating the negative effects of behavioral health risks, including suicide. The task force will focus on early interventions and explore existing practices and public health approaches across the nation to address the mental health needs of SUNY students. The task force will also investigate, develop, and recommend strategies for scaling evidence-based and innovative models for student support across all 64 SUNY campuses.

The group will simultaneously work to identify and apply for external funding to supplement New York State aid. SUNY was recently awarded a portion of the \$3.68 million Garrett Lee Smith Grant received by the New York State Office of Mental Health to assist with suicide prevention.

The new task force is co-chaired by Dr. Deborah F. Stanley, president of SUNY Oswego, and Dr. Wayne Riley, president of SUNY Downstate Health Sciences University. It is being coordinated by SUNY Associate Provost of Student Affairs Dr. John L. Graham, and the newly appointed, system-wide Director of Student Wellness, Dr. Leah Wentworth.

TC3's Associate Professor Patty Tvaroha was asked to serve on this task force. Patty is a professor in Human Services and has been with College since 2008 first serving as an adjunct in Human Services. She was then hired in 2012 as a Pathways Advocate, promoted from there one year later to Pathways Coordinator and in 2018 became a full-time teaching faculty.

Tompkins Cortland Community Colleges Nursing program has been granted continuing accreditation until Spring 2027. This is an outstanding achievement and our Nursing Faculty should be commended.



Miscellaneous

- 9/25-26 Presented at PEAKS (leadership collaboration between Onondaga Community College, Cayuga Community College, Finger lakes CC and TC3). Our participants include (Gio Isaacs, Tracey Brunner, Ashley Ahola, and David Fish)
- 10/1 Interim CFO (Bill Talbot) began
- 10/8 Participated in a discussion ith Corning Community College regarding “Shared Services”
- 10/9 Hosted a “Women on Wednesday” discussion group in collaboration with Instructor Janita Moricette and Vector Associate Priscilla Burke