

Cayuga County Community College
Auburn, New York

Minutes of the regular meeting of the Board of Trustees February 20, 2024.

Auburn Campus	Mr. Tony Franceschelli, Chair Mr. Mark Coleman, Secretary Dr. Linda Van Buskirk, Trustee Dr. Brian M. Durant, President Dr. Ron Cantor, Provost & VP Ms. Kelly Albrecht, CFO & Treasurer Ms. Annette LeFever	Ms. Marian Brown, Vice Chair Ms. Angela Winfield, Trustee Ms. Madeline Lentini, Trustee Ms. Lindsey Supplee, Director Dr. Keiko Kimura, VP for Workforce Mr. Andrew Poole
Via Zoom:	Ms. Stephanie Hutchinson, Trustee Dr. Brandon Davis, Shannon Dr. Terry Kupp Mr. Eric Zizza Mr. Bruce Walter Ms. Misty Digaetano	Mr. Wade Lambert Dr. Richard Bower DCE X v K[E]o Ms. Rebecca Devendorf
Excused Absent:	Mr. Jeffrey Pirozzolo, Trustee None	

Chairperson Franceschelli called the Regular Session Meeting to order at 8:01 AM

1.0 PUBLIC COMMENTS

None.

2.0 BOARD EDUCATION

2.1 IT Security Update, Brandon Davis, Shannon, Dean of IT; Wade Lambert, Information Security Specialist.

Dr. Durant introduced the topic and presented a PowerPoint. Highlights of the presentation included:

- x A review of Federal and State laws, SUNY policies & procedures, and cyber liability insurance requirements for academic institutions to protect student and employee information that is collected, processed, or stored. Specifically, GLBA is a Federal Financial Aid program that requires specific measures to protect data. There were several updates made in 2023. A table was provided that showed the requirements and how Cayuga complies with each. Cyber Liability Insurance also sets forth specific requirements the college must meet to maintain this insurance.

- x There was a discussion of the 8 known SUNY campuses that have experienced cyber attacks in the past six months and the system weaknesses that led to prevent the hacks.
- x Cayuga uses various security systems. Those systems are blocking an average of 3,400 threats per week, mainly phishing emails, and having blocked 30 attacks against specific users.
- x Trustees asked several questions pertaining to the types of attacks and methods to prevent them. They also asked about training programs for employees and if the department has enough resources for IT security. Dr. DeShannon stated Cayuga has a strong system and exceeds all state and federal system requirements. The nature of these systems are always changing and require constant reviews. He is working on an infrastructure plan to address the continual changes and noted some internal staff cross training was a goal to insure overlapping knowledge base.

2.2 Middle States Self Study Update CoChairs Dr. Richard Bower and Dr. Terry Kupp presentation included:

- x The Steering Committee has developed the Self Study Design (SSD) and Evidence System. The Standard Chairs (2 per standard) have drafted their narratives and collect related evidence samples. They are now presenting their work to the Steering committee for feedback and revisions. Final drafts are due in March
- x Dr. Bower spoke about the evidence collection process. Cayuga created our own databases for documents, which will ultimately get uploaded into the MSCHE storage portal, which the visiting team will have access to.
- x Dr. Kupp reviewed the MSCHE process. She noted our original liaison, Paul Starkey has been replaced with Dr. Anne Wahl. Dr. Wahl facilitates the MSCHE Team visits. The Team Chair visit will be scheduled for Fall 2024, with the Team Visit to follow in

- 4.1 Resolution to Award the Fulton Police Academy Plumbing Bid
- 4.2 Resolution to Approve Fulton Bank Building Roof Replacement

Ms. Hutchinson stated there are two additional resolutions requiring Board approval, both were provided in the agenda pack and details were discussed within the committee notes.

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7.0 OLD BUSINESS
None

8.0 NEW BUSINESS
None

9.0 INFORMATIONAL FORMS INCLUDED

Regular session: Quorum Call February 20, 2024	Present	Consent Agenda	4.3 Personnel Resolution Block	4.4 Federal Pell for Incarcerated Students
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