

Cayuga County Community College  
Auburn, New York

Minutes of the regular meeting of the Board of Trustees held Thursday, February 27, 2020 from F201 on the Fulton Campus and the Business Industry Center on the Auburn Campus of Cayuga Community College

Present: Ms. Marian Brown, Chair  
 Dr. Linda Van Buskirk  
 Mr. John Camardo  
 Ms. Stephanie Hutchinson  
 Mr. John Klink (via Zoom)  
 Mr. Tony Franceschelli  
 Hon. Charlie Ripley, al Officer  
 Tom Corcoran, Director of Human Resources  
 Pam Heleen, Executive Assistant to the President, Secretary to the Board  
 Eric Zizza, Pres. Faculty Association  
 Jackie Caputa, Assistant Chief Financial Officer  
 Linda Frank, Assistant Professor, Hlstory  
 Theresa Rogalski, CoPresident ESP  
 Bruce Walter, Manager, IT User Services  
 Dan O'Neil, President, Local 932-C AFL-CIO

Present from Fulton:

Dr. Keiko Kimura, Asst. Vice President of Academic Affairs, Dean of Fulton Campus  
 Andrew Poole, Media and Public Relations Associate

2.0 CONSENT AGENDA

Ms. Brown presented the Consent Agenda which consisted of the December 19, 2019 Regular Board Meeting minutes, the signed review by the Chair of the Finance & Audit Committee of the December 2019 (\$1,199,279.23) and January 2020 Monthly Bills (\$1,697,455.58), and Stipend Lists #8, #9, #10 and #11 totaling \$ 116,449.91.

Dr. Van Buskirk made a motion to accept the consent agenda. Ms. Hutchinson seconded the motion to accept the Consent Agenda which was carried following a unanimous voice vote .

3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL

3.1 Finance & Audit Committee

Ms. Hutchinson reported that meeting notes were in the Board packet . She presented the following four (4) resolutions as motions to approve :

3.1.1 APPOINTMENT OF HEALTH CARE CONSORTIUM REPRESENTATIVES

RESOLVED that the Acting Chief Financial Officer and Treasurer, Marie Nellenback and Division Chair and President of the CCC Faculty Association, Eric A. Zizza, be appointed as representatives to the Board of Directors of the Health Care Consortium and that Thomas J. Corcoran, Director of Human Resources be appointed as an alternate to said Board.

Further RESOLVED that these appointments carry a term beginning January 1, 2020 and terminating on December 31, 2020.

Dr. Van Buskirk seconded the motion that carried following a unanimous roll call vote.

3.1.2 INFORMATION SECURITY SPECIALIST

DEPARTMENT Information Technology  
APPOINTMENT 12 month APG Grade 5  
REPORTS TO: Dean of Information Technology

GENERAL FUNCTIONS: The Information Security Specialist is primarily responsible for cyber security at the College. The Specialist identifies and addresses cyber threats and security  
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3.0 COMMITTEE RECOMMENDATIONS FOR BOARD APPROVAL (continued)

3.1 Finance & Audit Committee (continued)

3.1.2 INFORMATION SECURITY SPECIALIST (continued)

13. Enforce the College's policy statement regarding the use and operation of the computer labs.
14. Notify all concerned parties and enforce the College's policies with regard to IT.
15. Respond to all work related communications (letters, email, and voice -mail) in a timely manner.
16. Perform other duties as determined by the Dean of Information Technology.
17. May be required to work in Fulton or Auburn.

QUALIFICATIONS:

1. Bachelor's degree in computer science or data processing strongly preferred. Associate's degree in computer science or data processing with 5 years of experience as outlined in #2 below.
2. Five years' experience supporting networks and server systems, including systems administration experience with: Linux, Microsoft Active Directory, Microsoft Server, Microsoft Exchange, Apache, relational databases, and web based application programming preferred.
3. Thorough understanding of IT security best practices.
- 4.





4.1.6 Student Trustee : Mr. Charles report:

- SGO is hosting a comedy night at Auburn Public Theater on February 28.
- SGO is also brainstorming ideas to raise money for water bottle filling stations.

4.1.7 CCC Foundation: Mr. Cosentino was excused.

5.0 OLD BUSINESS

None

6.0 NEW BUSINESS