



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, SEPTEMBER 16, 2010** **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. July 15, 2010 – Board of Trustees – Annual Meeting
 - b. July 15, 2010 – Regular Board of Trustees
 - c. August 18, 2010 – Board of Trustees – Executive Committee Meeting
7. Introduction of New Employees
8. Communications
9. Presentations (routine, periodic reports or special topics of interest to the Board of Trustees): None
10. College-wide Goals – Discussion Regarding Idea to Defer Dialogue and College-wide Goal Presentations for the 2010-2011 Year to be Replaced by Periodic In-depth Discussions Emanating From College-wide Dialogue on TC3's Future
11. Vice Presidents' Reports (highlight Consent Agenda items and updates on major initiatives):
 - a. Provost and Vice President of the College
 - i. Human Resources Updates
 - b. Vice President for Global Initiatives
 - i. Global Disney Program Updates
 - ii. AMZ Scholarship Program

12. Consent Agenda (Action Items):
 - a. Capital Payments
 - b. Appointment of Personnel
 - c. Abolishment of Classified Staff Position – Keyboard Specialist
 - d. 2010 Hand Dryer Bid Award
 - e. Approval of Anti-Sweatshop Policy
 - f. Ratification of August 18, 2010 Executive Committee Action (added to agenda)
13. Standing Reports:
 - a. College Forum – Co-Chairs, Amy Edmund and Olivia Hersey
 - b. Faculty Student Association – Beverly Baker
 - c. Tompkins Cortland Community College Foundation, Inc. – Ray Dalton
 - d. Chairperson’s Report – Roxann Buck
 - e. Liaison Report (Cortland County) – John Troy
 - f. Liaison Report (Tompkins County) – Michael Lane
 - g. Student Trustee’s Report – Camille Gonzalez
 - h. President’s Report
 - i. Master Plan
14. Upcoming Events:
 - a. Fall Day – October 12, 2010
 - b. Next Meeting – October 21, 2010
 - c. Board of Trustees Retreat – November 4, 2010
15. Executive Session for Discussion of Budget/Personnel-related Matters (no action to be taken)
16. 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
ANNUAL MEETING
JULY 15, 2010
RONALD W. SPACE BOARD ROOM**

PRESENT: Beverly Baker, Roxann Buck, Elizabeth Burns, Ray Dalton, John Daniels, Judy Davison, and William Raynor
ABSENT: Kay Breed, Camille Gonzalez Raymond Schlather
COUNTY
LIAISONS: None
STAFF: John Conners, Susan Dewey, Carl Haynes, Cathy Northrop, Blix Taetzsch, Peter Voorhees
GUESTS: None

- 1. Call to Order:** Chairperson Buck called the annual meeting to order at 5:34 p.m. in the Ronald W. Space Board Room at the College.

Roll Call: Ms. Northrop called the roll.

- 2. Election of Officers:** Ms. Baker, Chair of the Nominating Committee, moved the following slate of officers for the Board of Trustees for the 2010 – 2011 year:
Roxann Buck, Chairperson
Elizabeth Burns, Vice Chairperson
William Raynor, Treasurer
Judy Davison, Assistant Treasurer
Motion was seconded by Mr. Daniels; carried unanimously.

- 3. Appointments –** Ms. Baker moved that Cathy Northrop be appointed Clerk of the Board of Trustees and Lisa Doran be appointed Deputy Clerk of the Board of Trustees; seconded by Mr. Raynor; approved unanimously.

3.1 Clerk of the Board of Trustees: No discussion.

3.2 Deputy Clerk of the Board of Trustees: No discussion.

- 4. Meeting Dates:** The dates for the Board of Trustees' meetings for the 2010– 2011 year will be as follows: September 16, 2010; October 21, 2010; December 2, 2010; January 20, 2011; February 17, 2011; March 17, 2011; April 21, 2011; May 19, 2011; June 16, 2011; and July 21, 2011. All meetings will be held in the TC3 Ronald W. Space Board Room and will begin at 5:30 p.m. except when otherwise noted.

- 5. Other Business:** None.

- 6. Adjournment:** Mr. Raynor moved that the annual meeting be adjourned; seconded by Ms. Davison; carried unanimously. The annual meeting adjourned at 5:37 p.m.

Respectfully submitted,

Cathy A. Northrop
Clerk of the Board

**TOMPKINS CORTLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES
JULY 15, 2010
RONALD W. SPACE BOARD ROOM**

PRESENT: Beverly Baker, Roxann Buck, Elizabeth Burns, Ray Dalton, John Daniels, Judy Davison, Raymond Schlather, and William Raynor

ABSENT: Kay Breed, Camille Gonzalez

COUNTY

LIAISONS: Michael Lane, John Troy

STAFF: John Conners, Susan Dewey, Carl Haynes, Cathy Northrop, Blix Taetzsch, and Peter Voorhees

GUESTS: None

1. **Call to Order:** The meeting was called to order at 5:31 p.m. by Chairperson Buck in the Ronald W. Space Board Room at the College.
2. **Roll Call:** Ms. Northrop called the roll.
3. **Welcome Guests:** Chairperson Buck welcomed guests.
4. **Approval of Agenda:** Chairperson Buck asked that the July 8, 2010 Executive Committee Minutes be added to Item 6 and that Item 11k – 2010 New York State Retirement Incentive Program be added to the agenda. Mr. Daniels moved that the agenda be approved with these modifications; seconded by Ms. Burns; carried unanimously.
5. **Public Comment:** None.
6. **Approval of Minutes:**
 - a. **June 17, 2010 – Regular Meeting:** Ms. Davison moved that the minutes of the June 17, 2010, regular meeting be approved as presented; seconded by Mr. Daniels; 7 affirmative, one abstention – Beverly Baker
 - b. **July 8, 2010 – Executive Committee Meeting:** Mr. Daniels moved that the minutes of the July 8, 2010, Executive Committee meeting be approved as presented; seconded by Mr. Raynor; carried unanimously.
7. **Communications:** None.

8. **Presentations (routine, periodic reports or special topics of interest to the Board of Trustees):** None.
9. **College-wide Goals:** No reports for July.
10. **Vice Presidents' Reports (highlight Consent Agenda items and updates on major initiatives):**
 - a. **Provost and Vice President of the College** – Provost Conners spoke to his written report. Enrollment still very strong – running over 13 percent ahead of last year at this time. Deb Mohlenhoff has been hired as the Director of Student Activities and the Student Center. Due to the budget situation, we will not fill the faculty position in hotel restaurant management and wine marketing. Mr. Schlather asked what impact that will have on the hotel and restaurant management and wine marketing programs. We will continue with one full-time faculty member and a superb group of adjunct faculty for this year.
 - i. **Human Resources Updates** – No discussion.
 - b. **Vice President for Global Initiatives** – Vice President Poland was not in attendance, as he was attending the CCID Conference.
 - i. **Disney Program - Update** – The College has still not received written confirmation on continuing this program.
 - ii. **Cornell ESOL Program – Update** – The program is working well.
 - iii. **Summer Global Connections – Update** – Global Connections Commencement will be held on August 6.
11. **Consent Agenda (Action Items):** Highlights of the Consent Agenda were discussed during the meeting. Ms. Burns moved that the Consent Agenda be approved; seconded by Mr. Daniels ; carried unanimously.
 - a. **Capital Payments** – No discussion.
 - b. **Treasurer's Report – May 31, 2010** – No discussion.
 - c. **Treasurer's Report – June 30, 2010** – No discussion.
 - d. **Appointment of Personnel** – No discussion.
 - e. **Disposal of Surplus Property** – No discussion.
 - f. **Trash Removal Services Bid Award** – No discussion.
 - g. **2010-2011 Duplicating Paper Bid Award** – No discussion.
 - h. **Approval of Position Description – Human Resources Administrator** – Dean Taetzsch said this is an upgrade to the position reflecting the change in job responsibilities since the resignation of the Director. A new salary placement will be completed and there will be an increase in pay because of the grade change. This position reports directly to Dean Taetzsch. The individual in the position has been performing at this level since the resignation of the Director and the Director will not be replaced.
 - i. **Approval of Position Description – Director of Facilities** – The most significant change in this job description is the addition of responsibility for all of

the Foundation properties and staff. This will not reflect a change in grade for this position. Both of these position description changes have been anticipated in the budgeting process for next year.

- j. **Broadcast Studio Equipment Bid Award** – No discussion.
- k. **2010 New York State Retirement Incentive Program** – This resolution will allow the College to give individuals the opportunity to participate in the NY State Retirement Incentive Program. We would need approval at this meeting in order to move forward with the State. If any issues arise at the State level, we will, of course follow the law. The College has not participated in this program before, as the retirement incentives have been offered contractually, which were of more benefit to our staff. This just provides us the opportunity to offer the State program.

12. Standing Reports:

- a. **College Forum** – No report.
- b. **Faculty Student Association** – No report.
- c. **Tompkins Cortland Community College Foundation, Inc.** – Dr. Dalton reported that the Investment Committee met with Strategic Investment Advisors and the Foundation's portfolio managers and discussed current and proposed asset allocation in the portfolio. Progress continues on all aspects of the Cortland Extension Center. Jim Turner, Bob Ross, and Martha Hubbard met with the architects on Wednesday, July 7 to find ways to reduce the cost of construction for the Cortland Extension Center and bid documents are 95% complete. Issues regarding the Phase I Environmental report are being resolved. Occupancy for the fall in the residence halls looks strong with the expectation that it will be 100 % occupied with a waiting list. A Civil War Nursing Scholarship has been created. The joint Foundation Board and Board of Trustees picnic at Carl and Sue Haynes' home took place on July 13 with 34 attendees. The following Foundation events are scheduled: Fall Scholarship Ceremony – Wednesday, September 29, at 4:00 p.m. in the BorgWarner Morse Tec Field House; Disc Golf – Thursday, September 30 (the CNY Disc Golf courses have been rated, and TC3 was rated number one); Donor Recognition Event – Saturday, October 9, TC3 Student Center from 11:00 a.m. until 1:30 p.m.
- d. **Chairperson's Report** –
 - i. **Board Evaluation/Retreat** – Ms. Baker will coordinate the location for the Board retreat.
- e. **Liaison Report (Cortland County)** – Mr. Troy said the Cortland County Legislature passed the TC3 budget. Martin Murphy is on board as County Administrator. President Haynes noted that he will be inviting Mr. Murphy to

TC3 for a meeting with Joe Mareane from Tompkins County. The land swap between Cortland County and TC3 is moving forward. Sales tax revenue is up a bit in Cortland County.

f. Liaison Report (Tompkins County) – Mr. Lane mentioned that the Tompkins County Legislature also passed the College’s budget. He mentioned that the county is looking at huge cuts from the State budget. Sales tax revenue is up a bit in Tompkins County.

g. Student Trustee’s Report – No report.

h. President’s Report – President Haynes spoke to his written report and to his memo to the College community regarding the 2010-2011 budget. He discussed the circumstances where we might require approval of a modified budget and said that probably wouldn’t happen until March or April next year.

13. Executive Session for Discussion of Personnel Items (Action to be taken):

Mr. Schlather moved that the meeting convene in executive session for discussion of personnel items (action to be taken upon return to regular session); seconded by Ms. Burns; carried unanimously. The meeting convened in executive session at 6:29 p.m.

The meeting reconvened in regular session at 8:33 p.m.

Ms. Burns moved that the Board ratify President Haynes’ recommendations regarding agenda items 13.a, 13.b, and 13.c, as are listed below; seconded by Mr. Raynor; carried unanimously.

a. Recommendations for Promotions and Continuing Appointments for 2010-2011 Academic Year –

To the Rank of Full Professor

David Flaten
Nancy Putnam
Tina Stavenhagen-Helgren

To the Rank of Associate Professor

Robin Hinchcliff
Sandra Moser
Eric Sambolec
Ken Whitener

To the Rank of Assistant Professor

Hal Brown
Carol Sammis
Susan Stafford

Continuing Appointment

Susan Cerretani
Robin Hinchcliff
James Jacob
Kathleen McDonough

b. Recommendations for Quality Step Increases and Administrative Appointments for 2010-2011 Academic Year –

To Quality Step 1

Sandy Drumluk
Victoria Zeppelin

To Quality Step 3

Darlene Finn
Jane Hammond

Administrative Appointment

Bryan Chambala
Tony DeFranco
Sarah Hicks
James MacLain

c. Recommendations for Awards for Excellence for 2010 –

Mimi Ansbro
Glenna McMinn
Ann Sullivan
Bob Yavits

d. Extension of the Appointment of the President – Mr. Raynor moved that the Extension of the Appointment of the President be approved; seconded by Mr. Daniels; carried unanimously.

14. Upcoming Events – Global Commencement will be held in the cafeteria at the College on August 6 at 3:00 p.m.

15. Adjournment: Mr. Daniels moved that the meeting be adjourned; seconded by Ms. Davison; carried unanimously. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Cathy A. Northrop
Clerk of the Board of Trustees

**TOMPKINS CORTLAND COMMUNITY COLLEGE
EXECUTIVE COMMITTEE MEETING
BOARD OF TRUSTEES
AUGUST 18, 2010
PRESIDENT'S OFFICE**

EXECUTIVE COMMITTEE AND BOARD MEMBERS

PRESENT: Roxann Buck, Elizabeth Burns (via phone), Judy Davison, and William Raynor

EXCUSED: None

STAFF: John Conners, Carl Haynes, Cathy Northrop, Walter Poland, and Blixey Taetzsch

GUESTS: None

1. **Call to Order:** The meeting was called to order in the President's Office at the College at 4:05 p.m. by Chairperson Buck.
2. **Roll Call:** Ms. Northrop called the roll.
3. **Approval of Agenda:** Mr. Raynor moved that the agenda be approved as presented; seconded by Ms. Davison; carried unanimously.
4. **Consent Agenda:** Ms. Davison moved that the consent agenda be approved; seconded by Mr. Raynor; carried unanimously.
 - a. **Capital Payments** – These are payments relating to the electrical panel project. Dean Taetzsch said the contractor on the electrical panel project is doing a great job and the project is progressing ahead of schedule. We did not want to delay payment until after the September Board of Trustees' meeting.
5. **Adjournment:** Ms. Davison moved that the meeting be adjourned; seconded by Ms. Burns; carried unanimously. The meeting adjourned at 4:10 p.m.

Respectfully submitted,

Cathy A. Northrop
Clerk of the Board of Trustees

To: Board of Trustees

From: John R. Conners

Date: September 9, 2010

Re: September report

Academic Integrity – The attached report to the College community provides an overview of both the challenges we face in maintaining academic integrity and the numerous steps we have taken to address concerns. At the first faculty meeting of the academic year, Carl Penziul and I discussed the report with the faculty, and we are working to make improvements based on the input we have received.

Fall enrollment – Nine class days into the semester, our overall enrollment in classes is up 4.5% from last year's figure. The two largest factors in Fall enrollment – new students and continuing students – have increased by 0.3% and 7.7%, respectively. While the increase in continuing students is encouraging, the very slight increase in new students causes concern. We will be studying the many factors that contribute to enrollment and will keep the Board informed about what we learn.

Faculty recruitment – In addition to three faculty positions that are unfilled this year (in Business/CAPS, Computer Science, and Hotel and Restaurant Management/Wine Marketing), through retirement or other factors vacancies will occur in five teaching faculty positions and one librarian position by the end of the 2010-2011 academic year. Because of the tremendous budgetary challenges we continue to face, it will not be possible to fill all nine of these positions – or even the majority of them - by next Fall. The President and I have discussed this staffing challenge and will determine how to proceed during the next two months. Fortunately, we continue to have the benefit of a large, dedicated, and talented pool of adjunct faculty members who serve the College and our students exceptionally well.

Attachment

To: The College Community

From: John Conners and Carl Penziul

Date: August 5, 2010

Re: Report on Academic Integrity

1. The problem

During the past two academic years, the College has experienced a significant increase in the number of reported cases of academic dishonesty, leading to increases in both the number of warnings issued by the Provost's Office and the number of academic suspensions. Our concern about these developments, a concern that we know is shared by our colleagues, led us to engage in a series of activities aimed at increasing our understanding of both the causes of such student behavior and the results of that behavior. This report contains a summary of what we have learned and thus, we hope, will serve as a source of information we can use as we continue to address this problem.

2. Data

The following table provides information about the number of warnings issued by the Provost to students found to have committed a first violation of the College's academic integrity standards. The final column indicates the number of distinct academic disciplines in which violations were reported:

<u>Semester</u>	<u># of violations</u>	<u>Annual total</u>	<u># of disciplines</u>
Fall 2006	11		
Spring 2007	6		
Summer 2007	7	24	6
Fall 2007	6		
Spring 2008	13		
Summer 2008	7	26	10
Fall 2008	14		
Spring 2009	36		
Summer 2009	12	62	13

Fall 2009	44		
Spring 2010	15		
Summer 2010	2	61	16

While there are no equivalent data available on a national level, the increasing level of discourse in the media and academic journals (as well as our own conversations with colleagues at other institutions) has led us to conclude that the increase in these numbers is by no means our problem alone.

3. Series of conversations – Fall 2009 and Spring 2010 semesters

While we have gained significant insight into the scope and nature of this problem by means of individual conversations with colleagues, most notably faculty members who had detected violations, we resolved to broaden our understanding by engaging in a series of conversations with colleagues. We first met with a variety of administrative and student service areas (e.g., librarians, counselors, coaches, student activities professionals) and then with heterogeneous groups of full-time and adjunct faculty members to engage in unstructured dialogue about their experiences and insights.

From this series of conversations emerged a number of themes and observations that can guide our future consideration of the problem. Among these themes are the following:

- “Culture of Cheating” – Most of our students have grown up in a culture characterized by seemingly widespread dishonest behavior, along with apparently greater acceptance of such behavior.
- Opportunities for cheating made available through technology – Many students are accustomed to the ready access of what technologies bring and have themselves taken advantage of that access (e.g., illegal music downloads).
- Our failure to provide clear guidance, expectations, and standards – Despite our numerous efforts to provide guidance and direction, many colleagues with whom we have met have cited concerns about whether we are as clear, unequivocal, and systematic as we need to be.
- Poor preparation in previous education – Some students have expressed surprise at the rigor of our standards in comparison to those they claim to have experienced in the earlier phases of their education.
- Lack of research skills and experience – Many students claim that the expectations of their research assignments in the past were much less extensive than those at the college level.
- Inadequate understanding of the concept of fairness – Students who have engaged in dishonest behavior frequently seem to focus only on their own experience and outcomes instead of reflecting on the broader context.

- Focus on the product/outcome instead of the process – Such a focus can lead to a disregard for the learning process and feeling that, no matter how achieved, the outcome is all that truly matters.
- Lack of understanding of what a grade should and does mean – Far too many students, including those who have not been found to violate our standards, focus their attention on achieving an outcome rather than on the learning process; the production of an assignment that receives a good grade completes the transaction for them.
- Cultural differences faced by international students – In many of the cultures from which our students have come, the expectations and definitions of academic integrity and cheating are often far different from those in the United States.
- Lack of acculturation to college life and expectations – Often we see an absence of understanding that this is a different learning environment from the one to which they were accustomed, with a different set of expectations.
- Lack of awareness of our expectations – Even when students have heard and, we hope, read about our policies, many who transgress profess to have little or no knowledge of them.
- Blurred definitions of “sharing” and “collaboration” – Since many of the learning activities in which students engage are collaborative in nature, sometimes students fail to see the distinction between collaborating and cheating.
- Poor time management by students – Many of those who have violated the policy have stated that they simply ran out of time; few, however, have acknowledged that they may have made other choices about the uses of their time that would have prevented their feeling such pressure.
- Students being or feeling overextended – We do indeed have many students among us who have a multitude of responsibilities and are overextended, some unavoidably so but others because of poor choices, and they try to complete assignments by cutting corners.
- Fundamental shift in time and energy dedicated to reading and studying – Some articles that have appeared recently in the popular press have addressed this issue.

We are sure that you can suggest a number of other factors to add to this list. One thing that strikes us about this admittedly incomplete list is how closely related many of these themes are.

4. Board of Trustees Dialogue

Four times each year, the College’s Board of Trustees engages in an extended dialogue on an issue of significance that falls outside the Board’s usual monthly business and the routine reports from the President and Vice Presidents. On April 29, 2010, the dialogue topic was academic integrity. In addition to the usual participants at a Board meeting – Trustees, the President, Vice Presidents,

Deans, and Clerk of the Board Cathy Northrop – several others participated at our invitation: Katrina Campbell, Susan Cerretani, David Flaten, Kathleen McDonough, and Ann Sullivan. In addition, Sophia Georgiakaki, who was present in her role as Co-chair of the College Forum, participated in the dialogue, and we had the benefit of both the current student trustee and his successor.

The minutes of this meeting are available to all members of the campus community on the College Corner, but we will provide a summary of the discussion and some reflections on it. We began the dialogue by sharing some of the data presented earlier in this memo and discussing the College's policies and procedures for addressing violations. While the Trustees generally applauded our dedication to enforcing appropriate standards and mentioned factors outside the College that may contribute to the problem, they made specific suggestions for our consideration.

In the area of prevention, they have suggested that we be more explicit and more thorough in educating students about the nature of academic integrity and about what constitutes a violation of it; this would include changes in our written materials, our orientation of new students, and the guidance provided within each course by the instructor. They also raised the question of whether we should take an even stricter approach by making suspension automatic for a second offense instead of at the discretion of the Provost, and by publicizing this fact widely. On the other hand, both student trustees cautioned that it is often very difficult for students to make the distinction between legitimate and illegitimate activities, and so students have sometimes been the victims of their own ignorance of the rules.

The faculty members participating in the dialogue added a number of insightful comments. They agreed with the student trustees that some of the cheating occurs unintentionally, while acknowledging that in many cases the offending students are acutely aware of what they are doing and why. They also spoke of the need to help students become better acculturated into a higher education environment and to understand both their freedoms and their responsibilities. They also spoke about the responsibility of each faculty member to inform students about the limits of acceptable behavior and to use violations as opportunities to teach students while also disciplining them. They and our colleagues from the library and academic advising emphasized that all of us, like our students, have ethical obligations that must guide our actions.

This dialogue session provided an opportunity for the Board to be made aware of a very significant concern that strikes at the heart of our mission, to engage in discussion about it with faculty members and administrators who confront the problem on a daily basis, and to provide guidance to the Provost and Dean. It provided a vehicle for raising the profile of this issue with the Board and for keeping it in front of them as a major concern.

5. Possible actions

We present the following list of possible actions for our collective consideration and as a basis for discussion at the August 20 faculty meeting and in subsequent sessions. The list has been generated from our reflections on the many conversations mentioned above and from scores of interactions we have had with faculty members, administrators, and students related to the issue of academic integrity. While we are not advocating any of these until the faculty has had a chance to weigh in on them, we feel this list provides a good, specific starting point for our discussions. Please come to the meeting prepared to discuss these ideas and to add some of your own.

- Revision of printed and on-line materials for students and faculty
- Inclusion of a statement about academic integrity on all course outlines
- Mandatory first-semester instruction for all students, including the possibility of a universal first-year seminar
- Increased emphasis on academic integrity during Orientation
- Peer mentoring for new students
- Mandatory counseling/advisement for all first-time offenders intended to help them avoid a repeat offense
- Establishment of a small advisory group to review all potential suspension cases and recommend action to the Provost
- Providing an on-line tutorial
- Building upon the conversations of the past year, the Provost and Dean will hold similar discussion this year with groups of students
- Redesign of courses and assignments to reduce the opportunity to cheat

6. Next steps

As we move forward, the next step will call for a lengthy discussion of this document at the August 20 meeting of the faculty. Our hope is that following that discussion we will move forward with some actions immediately and begin consideration of others for later implementation. At the same time, it will be important for us to hear the voices of students. To that end, we will arrange a series of meetings with groups of students during the Fall 2010 semester to benefit from their perspective and test hypotheses as we develop a comprehensive plan to address the problem of academic dishonesty.

TOMPKINS CORTLAND COMMUNITY COLLEGE
Human Resources Updates - Status of Open Positions
as of September 8, 2010

UNCLASSIFIED STAFF

<u>POSITION</u>	<u>DESIRED EMPLOYMENT DATE</u>	<u>ADVERTISED</u>	<u>APPLICATION DEADLINE</u>	<u>CURRENT STATUS</u>
Instructor of Hotel-Restaurant Management/Wine Marketing	Fall 2010	August 2009	January 19, 2010	Concluded not to fill
Coordinator of Student Success Services	July 1, 2010	April 28, 2010	June 1, 2010	Hired Michelle Nightingale 8/30/10

CLASSIFIED STAFF

<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DESIRED EMPLOYMENT DATE</u>	<u>CURRENT STATUS</u>
Receptionist, .3 FTE	Campus Technology	June 2010	Concluded not to fill
Groundskeeper	Buildings and Grounds	September 1,2010	Posted In-House
Campus Peace Officer (2)	Public Safety	September 1, 2010	Hired Scott Walters 9/1/10 Hired John Gebo 9/1/10
Audio Visual Aide	Campus Technology	September 7, 2010	Reviewing applications

TOMPKINS CORTLAND COMMUNITY COLLEGE

Human Resources Updates
Status of Grievances
as of September 8, 2010

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.
FACULTY ASSOC.		
Faculty Association Membership	MedCo – change in prescription program changed copays, limits on quantities delivered	Faculty Association agree to extend time requirement while waiting for a response from Tompkins County.
PAA		
PAA Membership	MedCo – change in prescription program changed copays, limits on quantities delivered.	PAA requested a waiver to time requirement to move to Stage 3 of the grievance process while waiting for response from Tompkins County.

Board of Trustees
September 16, 2010

Vice President, Global Initiatives

- Cornell contract for English as a Second Language instruction for new graduate students is being renewed for a second year. There are currently between 90 and 100 students attending classes.
- Disney Global has received notice from Walt Disney World that we are approved for 75 students to arrive at Disney in January 2011. The recruiting and interviewing schedule for early Fall 2010 has been agreed to with Walt Disney World and a select list of TC3 partners have been contacted and scheduled for presentations and interviews.
- AMZ Scholarship Program – TC3 has been notified that the court in Lichtenstein has notified the AMZ foundation that there is no continuing action against the Foundation and that the funds are available for Foundation purposes effective September 15, 2010.

Ms. Yousufzy continues as a full-time student at TC3 and is in the process of applying to AMZ for continued support as a student at Cornell University where she has been accepted into the College of Industrial and Labor Relations.

- General updates – since the last Trustee's meeting the Summer Global Connections Program had its annual graduation ceremony; the 12 students from the Colombian UAO-CERES (Community College) have returned home following a successful 3 week intensive English Program; 18 Colombian faculty have returned home following their successful 5 week intensive English Program; Professor Milagros Cartagena and 5 nursing students returned from a successful 17 day service learning project in Community Health conducted in partnership with University Uniminuto in Bogota, Colombia; and Professor Ken McEwan returned from a week long professional development – service learning exploratory trip to Chimbote, Peru sponsored by Community Colleges for International Development (CCID).

**TOMPKINS CORTLAND COMMUNITY COLLEGE
CAPITAL PAYMENTS
SEPTEMBER 2010**

		Amount	Subtotal	Grand Total
Security System (Phase 2B)				
78 35	ADT Security Services (PO #26444) Invoice #s 30679299, 30679298 Interior Mass Notification System	\$287,165.57		
	Total Security System (Phase 2B)		\$287,165.57	
Cafeteria Renovation Project				
79 36	Beardsley Design Associates (See PO #26337) Invoice #0029240, Additional Design Services	\$12,666.25		
	Total Cafeteria Renovation Project		\$12,666.25	
Electrical System Upgrade Project				
79 37	Blanding Electric, Inc. (PO #27352) Application #4, System Upgrade	\$25,441.00		
	Total Electrical System Upgrade Project		\$25,441.00	
<hr/> Grand Total				\$325,272.82

**TOMPKINS CORTLAND COMMUNITY COLLEGE
RESOLUTION 2010-2011-13**

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 an Executive Committee meeting of said Board on the 16th day of September 2010, 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 16th day of September 2010.

Clerk of the Board of Trustees
Tompkins Cortland Community College

Tompkins Cortland Community College
Appointment of Personnel
as of September 8, 2010
Presented to the Board of Trustees
September 2010

Employee	Department	Title	Grade	Amount	Dates
Baker, Shauna	Dr. Lucille S. Baker Ctr for Learning	Tutor	N/A	\$3,154.20	8/19/10 - 12/17/10
DeGaetano, Margaret	Dr. Lucille S. Baker Ctr for Learning	Tutor	N/A	\$8,256.56	8/19/10 - 12/17/10
Farah, Fred	Dr. Lucille S. Baker Ctr for Learning	Tutor	N/A	\$2,442.60	8/19/10 - 12/17/10
Ozolins, Peter	Dr. Lucille S. Baker Ctr for Learning	Tutor	N/A	\$8,199.01	8/19/10 - 12/17/10
Parry, Stephen	Dr. Lucille S. Baker Ctr for Learning	Tutor	N/A	\$2,005.20	8/19/10 - 12/17/10
Pizarro, Elena Cambia	Dr. Lucille S. Baker Ctr for Learning	Tutor	N/A	\$7,686.60	8/19/10 - 12/17/10
Sabol, Zenta	Dr. Lucille S. Baker Ctr for Learning	Tutor	N/A	\$11,724.48	8/19/10 - 12/17/10
Sill, Angela	Dr. Lucille S. Baker Ctr for Learning	Tutor	N/A	\$2,703.60	8/19/10 - 12/17/10
Smith, Douglas	Dr. Lucille S. Baker Ctr for Learning	Tutor	N/A	\$2,253.00	8/19/10 - 12/17/10
Ahmed, Ahmed	CHEM108 ME50 CHEM205 ME50	Adjunct	N/A	\$9,262.50	8/26/10 - 12/17/10
Akers, Valerie	HUMS125 IE62 ECHD125 IE62	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Allison, John	ENGL101 M01, M02 ENGL099 M15	Adjunct	N/A	\$7,800.00	8/26/10 - 12/17/10
Almann, Nancy	BIOL201 ME51 BIOL201 ME50	Adjunct	N/A	\$9,975.00	8/26/10 - 12/17/10
Altmann, Herman	BIOL101 M08, ME 52, BIOL102 M02	Adjunct	N/A	\$10,657.50	8/26/10 - 12/17/10
Anderson, Susan	ART 120 ME50	Adjunct	N/A	\$3,552.50	8/26/10 - 12/17/10
Andrews, Patricia	PSYC103 M09, M10, M15	Adjunct	N/A	\$9,135.00	8/26/10 - 12/17/10
Andryshak, Kathryn	ENGL100 M25, ME50 ENGL101 M09	Adjunct	N/A	\$7,020.00	8/26/10 - 12/17/10
Arnold, Melanie	COMM110 ME50	Adjunct	N/A	\$6,737.78	8/26/10 - 12/17/10
Barrett, Allison	ENGL100 M30 ENGL100 M28	Adjunct	N/A	\$4,950.00	8/26/10 - 12/17/10
Bartlett, Heather	ENGL100 M06	Adjunct	N/A	\$2,475.00	8/26/10 - 12/17/10
Basile, Richard	CRJU105 M05	Adjunct	N/A	\$2,655.00	8/26/10 - 12/17/10
Batty, Seth	ART 149 M01	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Bechtold, Charles	MATH100 M14, M16 MATH110 M01	Adjunct	N/A	\$9,135.00	8/26/10 - 12/17/10
Bell, Rose Annette	ESOL101 M01	Adjunct	N/A	\$8,120.00	8/26/10 - 12/17/10
Berggren, Beverly	Supervise NURS 208 Students w/ Meds	Adjunct	N/A	\$1,470.48	8/26-10-12/17/10
Bieber, Erin	HSTY101 ME50	Adjunct	N/A	\$2,850.00	8/26/10 - 12/17/10
Bierce, Rose	MATH095 M06 MATH095 M05	Adjunct	N/A	\$7,800.00	8/26/10 - 12/17/10
Bischoff, Mark	MATH100 M09 MATH095 M30	Adjunct	N/A	\$6,195.00	8/26/10 - 12/17/10
Blom, Ronna	NURS 208 - M23 (Fld)	Adjunct	N/A	\$9,075.00	8/26/10 - 12/17/10
Boden, Brandy	RECR150 M02 SOCE150 M02	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Booth, Mark	CHEM101 M01 CHEM101 M02	Adjunct	N/A	\$7,965.00	8/26/10 - 12/17/10
Brechbiel, George	FITN116 M01 FITN108 M02	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Brenner, Mary	DRAF117 M01	Adjunct	N/A	\$3,315.00	8/26/10 - 12/17/10
Bronfenbrenner, Mary	ENGL100 M12 ENGL100 M13	Adjunct	N/A	\$4,680.00	8/26/10 - 12/17/10
Brown, Debra	ENGL099 M19, M24, ENGL101 M08	Adjunct	N/A	\$11,165.00	8/26/10 - 12/17/10
Brown, Stan	MATH200 ME50	Adjunct	N/A	\$2,850.00	8/26/10 - 12/17/10
Buchanan, Patricia	ENGL099 M09 ENGL099 M10	Adjunct	N/A	\$8,120.00	8/26/10 - 12/17/10
Buchanan, Patricia	CTC Adjunct Services Coordinator	Adjunct	N/A	\$3,045.00	8/26/10 - 12/17/10
Brunner, Tracey	College Forum Secretary	Adjunct	N/A	\$803.22	8/26/10 - 12/17/10

Tompkins Cortland Community College
 Appointment of Personnel
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Employee	Department	Title	Grade	Amount	Dates
Cabrera, Cindy	ENGL101 I30	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Cameron, Andrew	MATH090 M15, 095 M15, M16, 100 I30	Adjunct	N/A	\$9,900.00	8/26/10 - 12/17/10
Candela-Jordan, Michelle	ENGL100 M33 RDNG116 M02, M15	Adjunct	N/A	\$7,020.00	8/26/10 - 12/17/10
Carpenter, Regina	ECHD110 M01 ECHD110 ME50	Adjunct	N/A	\$5,310.00	8/26/10 - 12/17/10
Carr, Jack	PSYC101 M02, M03, ME50	Adjunct	N/A	\$9,135.00	8/26/10 - 12/17/10
Carr, Kyle	Communications Cage coverage	Adjunct	N/A	\$5,013.00	8/26/10 - 12/17/10
Carter, Michele	PSYC205 M01, M02, PSYC207 M01	Adjunct	N/A	\$7,020.00	8/26/10 - 12/17/10
Cassidy, Joseph	ENGL099 IE62	Adjunct	N/A	\$3,300.00	8/26/10 - 12/17/10
Cattan, Charmain	ACCT101 M05	Adjunct	N/A	\$3,540.00	8/26/10 - 12/17/10
Chapman, Robert	RDNG116 M19 POSC104 M01	Adjunct	N/A	\$4,950.00	8/26/10 - 12/17/10
Chojnacki, Ann	MATH100 M15, M17 MATH132 ME50	Adjunct	N/A	\$7,965.00	8/26/10 - 12/17/10
Chrzan, Sandra	MATH100 IE62 MATH100 ME50	Adjunct	N/A	\$4,680.00	8/26/10 - 12/17/10
Cloutier, Scott	MATH090 M01 MATH090 M02	Adjunct	N/A	\$3,900.00	8/26/10 - 12/17/10
Coleman, Cynthia	SOCI205 AL1 SOCI101 M13, AL1	Adjunct	N/A	\$9,135.00	8/26/10 - 12/17/10
Coleman, Stephen	PSYC103 CE43	Adjunct	N/A	\$2,475.00	8/26/10 - 12/17/10
Connors, John	MATH090 M11, 090 M12, 090 M18	Adjunct	N/A	\$7,965.00	8/26/10 - 12/17/10
Cooper, Joanne	MATH095 M01, M02, M07, M08	Adjunct	N/A	\$7,800.00	8/26/10 - 12/17/10
Cornish, Erin	MATH095 M19, M23	Adjunct	N/A	\$9,360.00	8/26/10 - 12/17/10
Coveney, Elizabeth	RECR210 M01	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Cowan, Richard	MATH109 M05	Adjunct	N/A	\$3,045.00	8/26/10 - 12/17/10
Curtis, Benjamin	CONT107 M01	Adjunct	N/A	\$2,850.00	8/26/10 - 12/17/10
Daehn, James	MATH109 AL1	Adjunct	N/A	\$4,950.00	8/26/10 - 12/17/10
Davis, Andrew	HLTH126 M08 FITN130, 230, 240, 245	Adjunct	N/A	\$6,187.50	8/26/10 - 12/17/10
Decker, Aaron	ENGL101 M03, 101 M04, ENGL099 M11	Adjunct	N/A	\$8,250.00	8/26/10 - 12/17/10
DeGaetano, Margaret	METR101 M01	Adjunct	N/A	\$3,325.00	8/26/10 - 12/17/10
DeRado, Dennis	SPAN101 M04	Adjunct	N/A	\$3,982.50	8/26/10 - 12/17/10
Dickerson, Nancy	HUMS110 M01, 114 M01, SOCI201 ME50	Adjunct	N/A	\$8,550.00	8/26/10 - 12/17/10
Dilmore, Kathy	MATH100 CE66	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Doliner, R	MATH090 M08 MATH090 M07	Adjunct	N/A	\$4,125.00	8/26/10 - 12/17/10
Donlick, Christel	MATH095 CE66	Adjunct	N/A	\$3,300.00	8/26/10 - 12/17/10
Drake, Melvyn	MUSI103 M01	Adjunct	N/A	\$1,327.50	8/26/10 - 12/17/10
Drumluk, Amy	PSYC103 ME51	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Duke, Heather	RECR215 ME50	Adjunct	N/A	\$2,887.50	8/26/10 - 12/17/10
Earley, Bernard	ENGL100 AL1 ENGL101 AL2	Adjunct	N/A	\$6,090.00	8/26/10 - 12/17/10
Edgecomb, Patricia	CAPS 111 AL3, 121 AL4, CAPS 141 AL1	Adjunct	N/A	\$3,098.39	8/26/10 - 11/05/10
Edmond, Amy	College Forum Co-Chair	Adjunct	N/A	\$1,061.40	8/26/10 - 11/05/10
Eisenberg, Seth	PARC101 AL2 PARA101 AL2	Adjunct	N/A	\$2,850.00	8/26/10 - 12/17/10
Eldridge, Kristen	FSS 115 HY1	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Eller, Dawn	BIOL 101 M03, BIOL131 M03, M04	Adjunct	N/A	\$9,735.00	8/26/10 - 12/17/10
Emmart, Michael	CRJU 104, HUMS 104, SOCI 207	Adjunct	N/A	\$4,680.00	8/26/10 - 12/17/10
Ensign, Maryellen	MATH090 M13, M14, MATH095 M34	Adjunct	N/A	\$7,425.00	8/26/10 - 12/17/10

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Estep, Nancy	ECHD125 M02, M04, HUMS125 M02, M04	Adjunct	N/A	\$4,680.00	8/26/10 - 12/17/10
Esworthy, Barrett	HSTY111 M01 HSTY101 M03	Adjunct	N/A	\$5,310.00	8/26/10 - 12/17/10
Farah, Fred	BIOL101 M06 BIOL104 M02	Adjunct	N/A	\$8,312.50	8/26/10 - 12/17/10
Feavearyear, Jody	ASTR101 IE62	Adjunct	N/A	\$2,850.00	8/26/10 - 12/17/10
Finn, Bradley	HLTH208 AL1	Adjunct	N/A	\$3,045.00	8/26/10 - 12/17/10
Foulkes, Ellen	RDNG099 M04	Adjunct	N/A	\$3,120.00	8/26/10 - 12/17/10
Galezo, David	PHIL101 M03 PHIL101 M02	Adjunct	N/A	\$5,700.00	8/26/10 - 12/17/10
Gammage-Sikora, Gina	SPAN101 HY1 SPAN101 HY2	Adjunct	N/A	\$9,135.00	8/26/10 - 12/17/10
Garrighan, Patricia	ENGL201 M05, M06, ME50	Adjunct	N/A	\$9,135.00	8/26/10 - 12/17/10
Garrity, Kathleen	FITN204 M01	Adjunct	N/A	\$1,522.50	8/26/10 - 12/17/10
Gillis, Andrew	ART 111 M04, M05, ART 112 M01	Adjunct	N/A	\$9,975.00	8/26/10 - 12/17/10
Gizzi, John	ANTH202 ME50	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Goehner, Heather	ENGL100 M35 ENGL100 M38	Adjunct	N/A	\$4,680.00	8/26/10 - 12/17/10
Gorman, Stephen	HSTY201 HY1 HSTY201 HY2	Adjunct	N/A	\$5,310.00	8/26/10 - 12/17/10
Granison, Henry	PARC101 AL1 PARA101 AL1	Adjunct	N/A	\$2,850.00	8/26/10 - 12/17/10
Grant, Elizabeth	ENGL100 M10 ENGL100 M15	Adjunct	N/A	\$5,700.00	8/26/10 - 12/17/10
Guarino, Jessica	BIOL114 CE66	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Gutierrez, Norma	ART 109 ME50 ART 117 M02	Adjunct	N/A	\$5,460.00	8/26/10 - 12/17/10
Haaland, Andrew	CAPS 111 AL1, 2, CAPS121 AL1, 2, 3, CAPS131 AL1, 2, BUAD104 AL1	Adjunct	N/A	\$11,336.54	8/26/10 - 12/17/10
Hall-Thurnheer, Kitty	ENGL204 M01 ENGL201 M01	Adjunct	N/A	\$4,680.00	8/26/10 - 12/17/10
Han, Man-Young	SPMT255 M01	Adjunct	N/A	\$2,475.00	8/26/10 - 12/17/10
Harris, Kevin	NURS 110-M21 (Fld)	Adjunct	N/A	\$2,730.00	8/26/10 - 12/17/10
Hassett, Joseph	FITN215, FITN101, HLTH205, FITN102	Adjunct	N/A	\$6,637.50	8/26/10 - 12/17/10
Haynes, Susan	ACCT101 IE62 ACCT101 M01	Adjunct	N/A	\$8,120.00	8/26/10 - 12/17/10
Hecht, Diane	PSYC101 I30	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Hesse, Ralph	PSYC103 M11, M14, PSYC218 M01	Adjunct	N/A	\$9,135.00	8/26/10 - 12/17/10
Hicks, Kathleen	PSYC209 AL2	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Hinkle, Janice	BUAD203 1, 2 OFFC203 M01	Adjunct	N/A	\$10,608.65	8/26/10 - 12/17/10
Hopkins, Marshall	ART 117 M01 ART 110 ME50	Adjunct	N/A	\$5,460.00	8/26/10 - 12/17/10
Iacobucci, Christine	SOCI101 ME50	Adjunct	N/A	\$2,475.00	8/26/10 - 12/17/10
Janik, Carol	MATH200 M03, M04, CSCI160 AL1	Adjunct	N/A	\$9,642.50	8/26/10 - 12/17/10
Jones, Maxine	MATH095 M11, M12, M13, M14	Adjunct	N/A	\$8,850.00	8/26/10 - 12/17/10
Jones, Paula	BIOL101 ME50	Adjunct	N/A	\$3,097.50	8/26/10 - 12/17/10
Jones, Stephen	SOCI101 I31	Adjunct	N/A	\$3,045.00	8/26/10 - 12/17/10
Kabanuk, Jessica	ENGL100 M08 RDNG116 M09 ENGL100 M02	Adjunct	N/A	\$7,425.00	8/26/10 - 12/17/10
Kaplan, Susan	ENGL099 M18 ENGL099 M23	Adjunct	N/A	\$6,600.00	8/26/10 - 12/17/10
Karwowski, Robin	CRJU105 AL1	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Kester, Jason	COMM120 M01, M02 M03, COMM120 M01, M04, M06	Adjunct	N/A	\$6,825.00	8/26/10 - 12/17/10
Kidder, Jennifer	GEOL101 M02 GEOL101 M01	Adjunct	N/A	\$6,195.00	8/26/10 - 12/17/10

Tompkins Cortland Community College
Appointment of Personnel
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Employee	Department	Title	Grade	Amount	Dates
Kirk, Benjamin	MATH109 ME50	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Klimaszewski, Nicolai	ART 111 M02 ART 111 M01	Adjunct	N/A	\$6,650.00	8/26/10 - 12/17/10
Kobre, Michael	BIOL114 AL1 BIOL114 IE62	Adjunct	N/A	\$6,090.00	8/26/10 - 12/17/10
Kuck, Carol	Supervise NURS 208 Students w/ Meds	Adjunct	N/A	\$1,470.48	8/26/10 - 12/17/10
Kyle, John	CAPS121 M06, M07, CAPS111 M05, M06, M07, CAPS131 M04, M05, M06, CAPS121	Adjunct	N/A	\$9,977.85	8/26/10 - 12/17/10
Labuff, Cynthia	RDNG116 IE35 RDNG099 M01, M03	Adjunct	N/A	\$8,580.00	8/26/10 - 12/17/10
Lafaye, Hobit	FITN208 AL1	Adjunct	N/A	\$1,237.50	8/26/10 - 12/17/10
Lamey, Timothy	FITN213 M01, ME50, HLTH206 M03,	Adjunct	N/A	\$7,965.00	8/26/10 - 12/17/10
Lange, Shirley	MATH090 ME50	Adjunct	N/A	\$3,120.00	8/26/10 - 12/17/10
Lanning, David	ACCT101 AL1	Adjunct	N/A	\$4,060.00	8/26/10 - 12/17/10
Lawless, Jeannie	BIOL101 M01, M02, M07	Adjunct	N/A	\$9,975.00	8/26/10 - 12/17/10
Lee, In Shik	ART 110 M02	Adjunct	N/A	\$3,325.00	8/26/10 - 12/17/10
Lewis, David	Adjunct Reference Librarian	Adjunct	N/A	\$1,896.00	8/26/10 - 12/17/10
Lillard, Marketa	BIOL101 M03, M05, M10	Adjunct	N/A	\$9,281.25	8/26/10 - 12/17/10
Lipa, Thomas	HLTH207 AL2, IE62 CDSC101 AL1 CDSC200 HY1	Adjunct	N/A	\$11,418.75	8/26/10 - 12/17/10
Lloyd, Evan	CAPS131 M09 CAPS121 M10	Adjunct	N/A	\$1,820.52	8/26/10 - 11/05/10
Loomis, Elizabeth	RDNG116 M04 RDNG116 M08	Adjunct	N/A	\$4,680.00	8/26/10 - 12/17/10
Lopinto, Jack	COMM120 M06	Adjunct	N/A	\$1,365.00	8/26/10 - 12/17/10
Lovelace-Ross, Kristin	MATH109 M04, M06, MATH095 IE35	Adjunct	N/A	\$8,250.00	8/26/10 - 12/17/10
MacDowell, Gary	FITN108M03	Adjunct	N/A	\$6,090.00	8/26/10 - 12/17/10
MacRae, Austin	ENGL101 IE62 ENGL102 M08	Adjunct	N/A	\$5,700.00	8/26/10 - 12/17/10
Manning, Kaeti	PHIL101 M01 PHIL101 IE62	Adjunct	N/A	\$4,680.00	8/26/10 - 12/17/10
Marie, Jill	ENGL100M23	Adjunct	N/A	\$9,135.00	8/26/10 - 12/17/10
Martin, Angela	RDNG116 M06, M10, M11	Adjunct	N/A	\$7,020.00	8/26/10 - 12/17/10
McCabe, Thomas	ENGL102M07 ENGL100M29	Adjunct	N/A	\$8,550.00	8/26/10 - 12/17/10
McDaniel, Michael	FITN230 M21 FITN130 M11	Adjunct	N/A	\$1,425.00	8/26/10 - 12/17/10
McGavin, Nancy	PSYC103 ME50	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
McGory, Randy	CAPS111 CE66 BIOL125 M01 CAPS121 CE66 GEOL125 M01	Adjunct	N/A	\$6,711.84	8/26/10 - 12/17/10
McGill, Kelly	Supervise NURS 208 Students w/ Meds	Adjunct	N/A	\$1,470.48	8/26/10 - 12/17/10
McGuire, John	HSTY201 M07, M08 HSTY101 M04	Adjunct	N/A	\$7,965.00	8/26/10 - 12/17/10
Meyer, Denise	ART 130 M01 M02 ME50	Adjunct	N/A	\$10,657.50	8/26/10 - 12/17/10
Miller, Paul	HSTY201 M01 M02 M03	Adjunct	N/A	\$7,425.00	8/26/10 - 12/17/10
Millman-Brown, Randi	ART 104 ME50 ART 101 IE62	Adjunct	N/A	\$4,950.00	8/26/10 - 12/17/10
Miroiu, Mihai	FREN101 M01 FREN101 IE62	Adjunct	N/A	\$5,700.00	8/26/10 - 12/17/10
Mistler, Brooke	PSYC103 M05 M17 PSYC101 M01	Adjunct	N/A	\$7,425.00	8/26/10 - 12/17/10
Mitrani, Michele	ENGL100 ME51	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Mittman, Stephanie	ENGL100 M09 M05 M09	Adjunct	N/A	\$7,425.00	8/26/10 - 12/17/10
Moose, Barbara	NURS 110M23 (Fld)	Adjunct	N/A	\$5,775.00	8/26/10 - 12/17/10

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Employee	Department	Title	Grade	Amount	Dates
Morris, Kathy	ART 106 M01	Adjunct	N/A	\$3,552.50	8/26/10 - 12/17/10
Muschko, John	FSS 131 M10 SOCI101 M09 SOCI101	Adjunct	N/A	\$7,020.00	8/26/10 - 12/17/10
Need, Barbara	ENGL099 M06, M14 ENGL100 M04	Adjunct	N/A	\$9,075.00	8/26/10 - 12/17/10
Neville, Lisa	ENGL100 M37 ENGL102 M01	Adjunct	N/A	\$5,700.00	8/26/10 - 12/17/10
Nichols, James	POSC112 M01	Adjunct	N/A	\$3,045.00	8/26/10 - 12/17/10
Ochs, Janet	CAPS111 M03,M08 CAPS121 M03,M04 M08 CAPS131 M02,M03,M07 CAPS123	Adjunct	N/A	\$9,977.85	8/26/10 - 12/17/10
Okaru, Alfred	FITN230 M22 FITN130 M12	Adjunct	N/A	\$1,170.00	8/26/10 - 12/17/10
Ozolins, Peter	ART 214 M01	Adjunct	N/A	\$2,730.00	8/26/10 - 12/17/10
Pace, Robert	CRJU105 M04	Adjunct	N/A	\$2,655.00	8/26/10 - 12/17/10
Panzer, Nina	SOCI101 IE62	Adjunct	N/A	\$2,850.00	8/26/10 - 12/17/10
Parks, Paul	ART 101 M01 ART 101 M03	Adjunct	N/A	\$5,310.00	8/26/10 - 12/17/10
Parlato, Ahndraya	ART 111 M03	Adjunct	N/A	\$2,887.50	8/26/10 - 12/17/10
Parry, Stephen	MATH100 M18	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Pastalan, Gregory	MATH100 M08 MATH100 M06 MATH100 M02	Adjunct	N/A	\$7,965.00	8/26/10 - 12/17/10
Patterson, Robert	ENGL100 M14	Adjunct	N/A	\$2,850.00	8/26/10 - 12/17/10
Perfetti, Margaret	ENGL102 C33 ENGL101 C33	Adjunct	N/A	\$6,090.00	8/26/10 - 12/17/10
Perkins, Donald	COMM230 HY1 COMM285 HY1	Adjunct	N/A	\$10,150.00	8/26/10 - 12/17/10
Pittsley, Jaclyn	ENGL101 M10 M16 ENGL100 M22	Adjunct	N/A	\$7,425.00	8/26/10 - 12/17/10
Plumeau, Margaret	M10	Adjunct	N/A	\$9,735.00	8/26/10 - 12/17/10
Portnoff, Samuel	DRAF107 M01	Adjunct	N/A	\$2,535.00	8/26/10 - 12/17/10
Pospisil, Pamela	MATH100 M12	Adjunct	N/A	\$2,655.00	8/26/10 - 12/17/10
Pothos, Sophia	RDNG099 M07 ME50 RDNG116 M17	Adjunct	N/A	\$8,580.00	8/26/10 - 12/17/10
Price, Linda	ART 120 M03	Adjunct	N/A	\$2,887.50	8/26/10 - 12/17/10
Price, S Lee	EMT 225 M73	Adjunct	N/A	\$6,240.00	8/26/10 - 03/17/11
Quick, Raymond	BUAD208 AL1 BUAD219 AL1	Adjunct	N/A	\$6,090.00	8/26/10 - 12/17/10
Raethka, Timothy	HLTH205 ME50	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Rattray, Jamie	FITN149 M01 HLTH126 AL2 HLTH126 AL4 HLTH210 AL1 HLTH206 M01 FITN108 AL3	Adjunct	N/A	\$10,450.00	8/26/10 - 12/17/10
Rebera, Amy	HLTH126 M09 HLTH126 M02	Adjunct	N/A	\$1,650.00	8/26/10 - 12/17/10
Rhea, Robert	BUAD104 M01 FSS 131 M07 BUAD106	Adjunct	N/A	\$7,965.00	8/26/10 - 12/17/10
Rice, Kristina	EMT 220 M73	Adjunct	N/A	\$8,662.50	8/26/10 - 03/17/11
Richards, Daphne	ENGL100 M27 ENGL100 M21	Adjunct	N/A	\$4,950.00	8/26/10 - 12/17/10
Richards, David	POSC103 M01 POSC104 M02	Adjunct	N/A	\$5,700.00	8/26/10 - 12/17/10
Ricker, Joseph	ENGL261 M01 ENGL102 M02 ENGL099 M02 ENGL101 M06	Adjunct	N/A	\$9,075.00	8/26/10 - 12/17/10
Rines, Ronald	HSTY101 M05 HSTY110 M01 HSTY111 M02 HSTY101 C33	Adjunct	N/A	\$8,662.50	8/26/10 - 12/17/10
Ritz Deutch, Ute	HSTY252 ME50	Adjunct	N/A	\$2,475.00	8/26/10 - 12/17/10
Robinow, Lisa	PARC130 AL1 PARA130 AL1	Adjunct	N/A	\$2,850.00	8/26/10 - 12/17/10

Tompkins Cortland Community College
Appointment of Personnel
as of September 8, 2010
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September 2010

Employee	Department	Title	Grade	Amount	Dates
Rogala, Matthew	MATH100 M05 MATH090 M22 MATH090 M21 MATH100 M07	Adjunct	N/A	\$8,580.00	8/26/10 - 12/17/10
Rogers, Deborah	ENGL100 M01 ENGL100 M07	Adjunct	N/A	\$4,680.00	8/26/10 - 12/17/10
Rolston, Simon	ENGL100 M31 ENGL100 M34	Adjunct	N/A	\$4,680.00	8/26/10 - 12/17/10
Rosekrans, Linda	ENGL100 C43 AL2 ENGL101 AL3	Adjunct	N/A	\$9,135.00	8/26/10 - 12/17/10
Rosenberg, Rita	ECHD240 M01	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Rossiter, Judith	PARA220 AL1 PARA205 AL1 PARC205 AL1 PARC220 AL1	Adjunct	N/A	\$6,090.00	8/26/10 - 12/17/10
Ruben, Denise	CAPS131 IE62 CAPS121 IE62 CAPS111	Adjunct	N/A	\$3,325.95	8/26/10 - 12/17/10
Rukavena, Peter	BUAD106 M04 M05 BUAD111 M01	Adjunct	N/A	\$7,965.00	8/26/10 - 12/17/10
Ruoff, Guy	HSTY201 M04	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Rumsey, Christy	NURS 110-M22 (Fld)	Adjunct	N/A	\$5,460.00	8/26/10 - 12/17/10
Ryan, Jessica	SOCI101 M11 M14 SOCE201 M01	Adjunct	N/A	\$7,425.00	8/26/10 - 12/17/10
Ryan, Patrick	PSYC101 AL1 PSYC103 AL2 AL3	Adjunct	N/A	\$9,135.00	8/26/10 - 12/17/10
Sanders, David	MATH095 M35 MATH090 M20	Adjunct	N/A	\$6,600.00	8/26/10 - 12/17/10
Savoie, Raymond	ENGL101 M17 ENGL102 M04	Adjunct	N/A	\$5,310.00	8/26/10 - 12/17/10
Schabowski, John	MATH095 M25 M26 ELEC207 M01	Adjunct	N/A	\$6,187.50	8/26/10 - 12/17/10
Schettino, Joseph	PHSC104 M01 PHSC104 ME50	Adjunct	N/A	\$9,135.00	8/26/10 - 12/17/10
Schmid, Joseph	ACCT101 CE66	Adjunct	N/A	\$4,060.00	8/26/10 - 12/17/10
Schoneman, Ronald	HUMS104 ME50 CRJU104 ME50	Adjunct	N/A	\$3,045.00	8/26/10 - 12/17/10
Schaffer, Patricia	NURS 208-M22 (Fld)	Adjunct	N/A	\$9,075.00	8/26/10 - 12/17/10
Schrag, Kimberly	ART 110 M01 ART 120 M01 M02	Adjunct	N/A	\$10,657.50	8/26/10 - 12/17/10
Schultz, Shirley	SOCI101 M01 M02 M03	Adjunct	N/A	\$8,550.00	8/26/10 - 12/17/10
Sewell, Patrick	PHIL201 M01 ENVS105 M01 ENVS102	Adjunct	N/A	\$7,020.00	8/26/10 - 12/17/10
Seyfried, Matthew	SPMT260 M01	Adjunct	N/A	\$2,850.00	8/26/10 - 12/17/10
Sheehan, John	HSTY230 SALC POSC230 SALC SOCI101 M06 GEOG110 ME50 HSTY110 M01 ANTH201 M01	Adjunct	N/A	\$9,735.00	8/26/10 - 12/17/10
Sherman, Monica	ENGL099 CE66	Adjunct	N/A	\$3,120.00	8/26/10 - 12/17/10
Sinclair, Lorraine	ENGL100 M18 M24 ENGL201 C33	Adjunct	N/A	\$7,965.00	8/26/10 - 12/17/10
Slattery, James	MATH090 M05 MATH090 M06	Adjunct	N/A	\$4,125.00	8/26/10 - 12/17/10
Sloan, Cindy	SOCI101 AL2 SOCI101 MLC1	Adjunct	N/A	\$9,735.00	8/26/10 - 12/17/10
Smith, Adrienne	ART 120 M04 ART 115 M01	Adjunct	N/A	\$6,650.00	8/26/10 - 12/17/10
Smith, Richard	ACCT102 ME50	Adjunct	N/A	\$4,060.00	8/26/10 - 12/17/10
Smith, Susan	ENGL101 ME50 ENGL100 IE62	Adjunct	N/A	\$4,950.00	8/26/10 - 12/17/10
Snyder, Stephen	BIOL101 HY1	Adjunct	N/A	\$1,650.00	8/26/10 - 12/17/10
Speicher, Joanne	HLTH104 M01 NURS104 M01	Adjunct	N/A	\$2,340.00	8/26/10 - 12/17/10
Sperry, George	BUAD106 IE62	Adjunct	N/A	\$3,045.00	8/26/10 - 12/17/10
Stanton, Dawn	CDSC201 AL1	Adjunct	N/A	\$2,475.00	8/26/10 - 12/17/10
Starmer, Mia	ENGL100 M11 ENGL099 M12 C33	Adjunct	N/A	\$8,580.00	8/26/10 - 12/17/10
Stegeland, Michael	RDNG116 ME50	Adjunct	N/A	\$2,655.00	8/26/10 - 12/17/10
Stivers, Joan	HLTH207 M01 HLTH208 M01	Adjunct	N/A	\$6,090.00	8/26/10 - 12/17/10

Tompkins Cortland Community College
Appointment of Personnel
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September 2010

Employee	Department	Title	Grade	Amount	Dates
Straub, William	PSYC103 M16	Adjunct	N/A	2,850.00	8/26/10 - 12/17/10
Strauf, Dale	FITN108 M01 FITN203 M69 FITN141 M01 FITN121 M01 FITN120 M01	Adjunct	N/A	5,362.50	8/26/10 - 12/17/10
Stremlin, Tatiana	MUSI101 M01 MUSI108 M01	Adjunct	N/A	6,090.00	8/26/10 - 12/17/10
Sullivan, Cynthia	NURS 110-M22 (Fld)	Adjunct	N/A	2,887.50	8/26/10 - 12/17/10
Sullivan, Maureen	RDNG116 M16 RDNG116 M12	Adjunct	N/A	4,950.00	8/26/10 - 12/17/10
Sutton, Jaclyn	SPMT195 M01 SPMT190 M01	Adjunct	N/A	3,120.00	8/26/10 - 12/17/10
Svensson, John	HRMG101 M01 M02 HRMG100 ME50	Adjunct	N/A	7,965.00	8/26/10 - 12/17/10
Swinnich, James	HSTY202 M02	Adjunct	N/A	2,655.00	8/26/10 - 12/17/10
Tacktil, Sherry	ENGL101 M14 ENGL099 M03 M20	Adjunct	N/A	8,580.00	8/26/10 - 12/17/10
Tkachuck, Richard	BIOL114 ME50 BIOL101 HY1 BIOL100 M01 BIOL114 M01	Adjunct	N/A	11,418.75	8/26/10 - 12/17/10
Underwood, Rehema	PSYC205 AL1	Adjunct	N/A	2,475.00	8/26/10 - 12/17/10
Veshcherevich, Radmila	RUSN101 M01	Adjunct	N/A	2,850.00	8/26/10 - 12/17/10
Ward, Laura	PSYC103 M08	Adjunct	N/A	2,340.00	8/26/10 - 12/17/10
Wavle, Sharon	CAPS131 AL3 CIS 223 AL1 CAPS131 AL4 CAPS133 AL1 CAPS133 AL2 CIS 108 AL1	Adjunct	N/A	10,609.60	8/26/10 - 12/17/10
Weatherby, Gregg	ENGL099 M17 ENGL099 M25	Adjunct	N/A	6,600.00	8/26/10 - 12/17/10
Webster, Claire	FITN106 M01	Adjunct	N/A	1,425.00	8/26/10 - 12/17/10
Wells, Frances	CAPS111 M04 CAPS121 M09 CAPS111 M11 CAPS121 AL5 CAPS111 M01 CAPS111 AL5 CAPS111 AL4	Adjunct	N/A	7,760.55	8/26/10 - 12/17/10
Westlake, Winfield	SOCI101	Adjunct	N/A	9,135.00	8/26/10 - 12/17/10
Westlund, Michael	WINE200 ME50 WINE120 ME50	Adjunct	N/A	5,310.00	8/26/10 - 12/17/10
Whitcraft, Michele	CHEM101 ME50 CHEM101 ME51	Adjunct	N/A	8,550.00	8/26/10 - 12/17/10
Whitlow, Carol	PSYC103 I30	Adjunct	N/A	2,340.00	8/26/10 - 12/17/10
Williams, Amy	ENGL204 M02	Adjunct	N/A	2,340.00	8/26/10 - 12/17/10
Williams, Diane	ASTR101 AL1 CE66 BIOL101 ME51	Adjunct	N/A	9,642.50	8/26/10 - 12/17/10
Williamson, Mark	ART 101 M02	Adjunct	N/A	2,850.00	8/26/10 - 12/17/10
Wilson, Suzanne	NURS 208-M22 (Fld)	Adjunct	N/A	8,580.00	8/26/10 - 12/17/10
Wilson, Valerie	Supervise NURS 208 Students w/ Meds	Adjunct	N/A	1,470.48	8/26/10 - 12/17/10
Winnett, Monique	PSYC207 ME50	Adjunct	N/A	2,475.00	8/26/10 - 12/17/10
Winterton, Danielle	ENGL101 M13 ENGL101 M11	Adjunct	N/A	4,680.00	8/26/10 - 12/17/10
Wolff, Christopher	ART 110 M03	Adjunct	N/A	3,325.00	8/26/10 - 12/17/10
Woodams, William	ART 111 ME51	Adjunct	N/A	2,730.00	8/26/10 - 12/17/10
Woods, Timothy	M23M24	Adjunct	N/A	9,500.00	8/26/10 - 12/17/10
Wormuth, Courtney	HLTH126 M01 HLTH126 M04	Adjunct	N/A	1,560.00	8/26/10 - 11/05/10
Yavits, Elizabeth	ENGL099 M01 M13 ENGL201 CE66	Adjunct	N/A	9,735.00	8/26/10 - 12/17/10
Yelverton, Debra	RDNG116 CE43	Adjunct	N/A	2,475.00	8/26/10 - 12/17/10
Zallnick, Anthony	MATH095 M17 M18 M19 M20	Adjunct	N/A	8,250.00	8/26/10 - 12/17/10
Zusman, Neil	Adjunct References Librarian	Adjunct	N/A	5,347.20	8/26/10 - 12/17/10

Tompkins Cortland Community College
 Appointment of Personnel
 as of September 8, 2010
 Presented to the Board of Trustees
 September 2010

Employee	Department	Title	Grade	Amount	Dates
Gifford, Kristina	EMT 73M73	Adjunct	N/A	750.00	8/30/10 - 03/24/11
Nightingale, Michelle	Student Success - Coordinator of Student Success Svcs		N/A	49,055.00	8/30/10
Price, S. Lee	EMT 733-M73	Adjunct	N/A	750.00	8/30/10 - 03/24/11
Gebo, John	Public Safety	Campus Peace Officer	J	47,564.64	9/1/10
Walters, Scott	Public Safety	Campus Peace Officer	J	47,564.64	9/1/10
Carr, Kyle	COMM111 ME50 ME51 COMM112 ME51 COMM112 ME50	Adjunct	N/A	3,641.04	9/30/10 - 12/17/10
Pask, Margery	CAPS133 M01 CAPS131 M08 CAPS131 M01 CAPS121 M01	Adjunct	N/A	4,738.02	9/30/10 - 12/17/10

TOMPKINS CORTLAND COMMUNITY COLLEGE

Presented to the Board of Trustee

September 8, 2010

Resignations/Retirements/Separations

<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Sara Knobel	July 9, 2010	Lay-off
Beth Van Dine	July 9, 2010	Lay-off
Theodore Szymanski	August 21, 2010	Deceased
Peggy Neuendorf	August 27, 2010	Lay-off
Cheryl Scott	September 3, 2010	Lay-off
James Hull	August 12, 2011	Retirement

**TOMPKINS CORTLAND COMMUNITY COLLEGE
RESOLUTION 2010-2011-11**

**ABOLISHMENT OF CLASSIFIED STAFF POSITION
KEYBOARD SPECIALIST**

WHEREAS, due to budgetary constraints there is a need to abolish a Keyboard Specialist position, Labor Grade C, Competitive Class, and

WHEREAS, the Human Resources Administrator has reviewed, in concert with the Tompkins County Commissioner of Personnel, a request to abolish one Keyboard Specialist position, Labor Grade C, Competitive Class, be it therefore

RESOLVED, that the request to abolish one Keyboard Specialist position, Labor Grade C, Competitive Class, be approved.

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 16th day of September 2010, 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 16th day of September 2010.

Clerk of the Board of Trustees
Tompkins Cortland Community College

**TOMPKINS CORTLAND COMMUNITY COLLEGE
RESOLUTION 2010-2011-10**

2010 HAND DRYERS BID AWARD

WHEREAS, Tompkins Cortland Community College requires the purchase of Hand Dryers, and

WHEREAS, the College has complied with General Municipal Law Section 103 and solicited sealed bids for Hand Dryers, and

WHEREAS, GoodEarth Products of Fort Lee, New Jersey provided the lowest price in the amount of \$31,320.00; be it therefore

RESOLVED, that the Board of Trustees of Tompkins Cortland Community College hereby awards the Hand Dryers Bid to GoodEarth Products in an amount not to exceed \$31,320.00.

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 16th day of September 2010, 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 16th day of September 2010.

Clerk of the Board of Trustees
Tompkins Cortland Community College

To: Blixy Taetzsch

From: Kevin Caveney

Date: September 1, 2010

Re: Bid for Hand Dryers

In consultation with Jim Turner, we are recommending the award for **Hand Dryers**, to GoodEarth Products of Fort Lee, New Jersey in the amount of \$31,320.00.

GoodEarth Products offered the lowest pricing within the provided specifications for Restroom Hand Dryers.

The bid was advertised in The Ithaca Journal and The Cortland Standard. Bid documents were sent to four vendors. GoodEarth Products was the lowest bidder.

In addition to GoodEarth Products, bids were submitted by Frank Jarvis Associates of Saratoga Springs, New York, and by Alexander Mitchell & Son of Marcellus, New York. Bid documents were sent to Vasco Brands of Elmira, New York at their request, but no bid was submitted by them.

A summary of the bid results is attached.

Hand Dryers Bid August 27, 2010

Vendor	Goodearth Products	Alexander Mitchell and Son	Frank K. Jarvis Associates	Vasco	
Bid Amount	\$31,320.00	\$35,600.00	\$48,000.00	No Bid	
Non-Collusive Certification	yes	yes	yes	No Bid	
Corporate resolution	yes	yes	na	No Bid	

**TOMPKINS CORTLAND COMMUNITY COLLEGE
RESOLUTION 2010-2011-12**

ANTI-SWEATSHOP POLICY

WHEREAS, the State University of New York approved an Anti-Sweatshop Policy on June 16, 2009, and

WHEREAS, the State University of New York recommends that Community College campuses adopt a similar policy, and

WHEREAS, upon review, the administration feels it is prudent and reasonable to adopt such policy, be it therefore

RESOLVED, that the Board of Trustees of Tompkins Cortland Community College hereby authorizes the administration of the College to execute the attached Anti-Sweatshop Policy.

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 16th day of September 2010, 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 16th day of September 2010.

Clerk of the Board of Trustees
Tompkins Cortland Community College

Anti-Sweatshop Policy

It shall be the policy of Tompkins Cortland Community College to engage contractors, subcontractors and licensees, particularly in the procurement of apparel or sports equipment that is representative of the College, who adhere to fair labor standards in connection with working conditions, compensation, employee rights to form unions and the use of child labor. For the purposes of this policy, "fair labor standards" shall mean the policies of the International Labour Organization then in effect. The College shall require contractors, subcontractors and licensees to certify that to the best of their knowledge, the manufacturers of apparel or sports equipment items supplied by such contractors, subcontractors and licensees have adhered to fair labor standards.