



The State University  
of New York

Office of the  
Chief Financial Officer

State University Plaza  
Albany, New York 12246

[www.suny.edu](http://www.suny.edu)

April 28, 2014

President Carl E. Haynes, Ph.D.  
Tompkins Cortland Community College  
170 North Street  
Dryden, NY 13053

Re: START-UP NY

Dear President Haynes:

Congratulations. Attached is the approved application for Tompkins Cortland Community College's Campus Plan for Designation of Tax-Free Area(s).

Please submit your Campus Plan to [Designations@esd.ny.gov](mailto:Designations@esd.ny.gov). Also, please copy [program.review@suny.edu](mailto:program.review@suny.edu) so that we know which plans have been submitted to ESDC and can monitor their progress at the agency.

Best of luck to you and Tompkins Cortland Community College in launching the START-UP NY Program.

Best regards,

Robert M. Haelen  
Interim Chief Financial Officer

Attachment  
Copy: SUNY START-UP NY Proposal Review Team

To Learn  
To Search  
To Serve

the Power of 



The State University of New York

SUNY START-UP NY
Campus Plan for Designation of Tax-Free Area(s) Memorandum (CPM)

To: SUNY Chancellor

From: Carl E. Haynes, Ph.D, President

Re: Tompkins Cortland Community College Campus Plan for Designation of Tax-Free Area(s) ("Campus Plan")

Date: 04/18/2014

For campus Office of the President:

The arrangement documented in the attached Campus Plan is aligned to the academic mission of Tompkins Cortland Community College and in accordance with all SUNY policies, procedures, and guidelines.

Handwritten signature of Carl E. Haynes

Signature of campus President

Carl E. Haynes, Ph.D

Print Name

FOR SUNY SYSTEM ADMINISTRATION USE ONLY

For SUNY's START-UP NY Proposal Review Team Co-Chair: It is recommended by the SUNY START-UP NY Proposal Review Team that SUNY [approve/reject] the attached Campus Plan:

Handwritten signature of Jeffrey A. Boyce

Proposal Review Team Co-Chair

4-25-14

Date

Jeffrey A. Boyce

Print Name

For SUNY Office of the Chancellor:

The attached Campus Plan is hereby [approved/rejected] for campus submission to the NYS Commissioner of Economic Development.

Handwritten signature of Robert Haelea

Signature of the Chancellor or designee

4/28/14

Date

Robert Haelea

Print Name

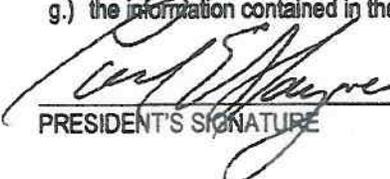


To: Mr. Kenneth Adams, NYS Commissioner of Economic Development  
From: President Carl E Haynes of Tompkins Cortland Community College  
Re: Tompkins Cortland Community College's Campus Plan for Designation of Tax-Free Area(s)  
Date: 04/18/2014

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I, President Haynes of Tompkins Cortland Community College hereby certify the following:

- a.) we have provided a copy of the enclosed Campus Plan for Designation of Tax-Free NY Area, to the municipality or municipalities in which the proposed Tax-Free NY Area is located, local economic development entities, the applicable faculty senate, union representatives, and student government at least 30 days prior to submitting the plan to you and attached evidence of submission herewith; and
- b.) we comply with Public Officers Law Section 74; State University of New York's Policy on Conflict of Interest; Tompkins Cortland Community College Board of Trustees Bylaws; Tompkins Cortland Community College Foundation Board Policy on Conflict of Interest; and attached copies of the polices and/or guidelines herewith; and
- c.) we comply with the Commissioner's rules and guidelines on anticompetitive behavior (NY EDL, art. 21, sect. 440); and
- d.) we are aware of the non-governmental use limitations associated with state issued tax exempt bonds and if our proposed Tax-Free NY Area was financed with tax exempt bonds, we will: 1.) make potential businesses aware of these limitations when marketing property; and 2.) take appropriate steps to ensure that non-governmental use of property funded with tax-exempt bonds will not jeopardize the tax exempt status of state issued bonds; and
- e.) we consulted with the municipality or municipalities in which such land or space is located prior to including such space or land in the proposed Tax-Free NY Area and we have given preference to underutilized properties; and
- f.) we have not relocated or eliminated any academic programs, any administrative programs, offices, housing facilities, dining facilities, athletic facilities, parking, or any other facility, space or program that actively serves students, faculty or staff in order to created vacant land or space to be designated as a Tax-Free NY Area; and
- g.) the information contained in the enclosed application is accurate and complete.

  
\_\_\_\_\_  
PRESIDENT'S SIGNATURE

4/18/14  
\_\_\_\_\_  
DATE

Attachments/Enclosures:

- 1.) Tax-Free Area Plan with images of proposed tax free area
- 2.) Excel spreadsheet of property to be designated
- 3.) Applicable conflict of interest policies
- 4.) Bylaws of the Board of Trustees of Tompkins Cortland Community College
- 5.) Public Officer's Law
- 6.) SUNY Conflict of Interest policy
- 7.) Start-Up Program Participation policy
- 8.) Evidence of submission of Tax-Free Area Plan to interested parties

## **START-UP NY Campus Plan for Designation of Tax-Free New York Areas Tompkins Cortland Community College**

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**Contact:**

Martha Hubbard  
Director of Strategic Corporate and Community Partnerships  
Tompkins Cortland Community College (TC3)  
170 North Street  
Dryden NY 13053  
607 844 6586  
mmh@tc3.edu

**1. Identification of the space/ and or land being designated:**

Physical Characteristics of Proposed Tax-Free NY Areas (see Attachment 2 for more information):

**SU-334-1-B-00001-U:** TC3 Foundation owned storage barn located on the Cortland Extension Center property, Cortland, NY. This 2100 square foot building is currently leased to Cortland County for equipment storage, but would be considered for rental to Start-Up NY business if Cortland County agrees. TC3 does not use this facility. The length of lease would be determined in dialogue with potential lessee.

**SU-334-1-L-00002-A:** Up to 5 acres on main campus owned property, Route 13, Dryden, NY.

**SU-334-1-L-00003-A:** Up to 15 acres on main campus owned property, Livermore Drive, Dryden, NY.

**SU-334-1-L-00004-A:** Up to 7 acres on TC3 Foundation owned main campus property, Livermore Drive, Dryden, NY.

**SU-334-1-L-00005-A:** Up to 8 acres on TC3 Foundation owned main campus property, Route 13 Dryden, NY.

- I. Digital Files attached ( Attachment 1) that delineates proposed areas for designation
- II. Digital File that contains chart that lists Lands with detail (see Attachment 2)

**2. The total acreage of land proposed for designation as a Tax-Free NY Area is approximately 35 acres. In addition, there is the possible rental of a 2100 square foot building on the Cortland Extension Center property owned by the TC3 Foundation.**

2a. Potential space of an additional 200,000 square feet within one mile of our main campus, TC3 Cortland Extension Center and/ or our TC3 Ithaca Extension Center may be

designated in the future. We are open to this opportunity for designating square footage of a building or acreage not owned by our campus or Foundation, if desirable for an appropriate company partner with which we might consider an affiliation.

**3. Type of Business or Businesses that may locate on the area to be designated:**

We will seek businesses that:

- Meet all Start-Up NY, local, and state requirements.
- Have the support of Tompkins County Area Development or the Cortland County Business Development Corporation as appropriate based on property location.
- Are committed to the partnership as described in Item 4 and demonstrate an ability to contribute to the success of our students in our various degree programs.
- Demonstrate an ability to provide employment and contribute to the economic development of our region.

While we are not limiting other appropriate opportunities, we will seek businesses in biotechnology; computer information systems, science and forensics; communication, media arts and broadcast production; technologies; agriculture; wine marketing; web and mobile application design. Businesses that can contribute to our academic programs in business, international business, and entrepreneurship will also be sought, provided they meet all NYS START-UP NY requirements. TC3 is also open to amending the scope of business areas later, as appropriate opportunities arise.

**We will not be seeking businesses who do not qualify for the START UP NY program:**

- Retail and wholesale businesses;
- Restaurants;
- Real estate brokers;
- Law firms;
- Medical or dental practices;
- Real estate management companies;
- Hospitality;
- Finance and financial services;
- Businesses providing personal services;
- Businesses providing business administrative or support services (unless the business is creating at least 100 new jobs and has received permission to participate);
- Accounting firms;
- Businesses providing utilities; or
- Energy production and distribution companies.

#### 4. **Tompkins Cortland Community College's Mission:**

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

**Our Vision:** To see the strengths and unique potential in every person.

##### **Our Values:**

**Learning:** Learning is the most important outcome of our work. We are all learners and we know that teaching and learning happen both inside and outside the classroom. Each of us is responsible for our own learning and for supporting the learning of others.

**Excellence:** Exceptional teaching, programs, and service are critical to our success. We believe that excellence must be built on a foundation of integrity, honesty, and academic freedom. We achieve it by focusing on strengths, learning from experiences, and assessing our work.

**Opportunity:** Education transforms lives. We value access to education as a fundamental right. Our students can start here and go anywhere.

**Innovation:** Change creates vitality. We value active pursuit of thoughtful innovation and continuous improvement. We empower and challenge ourselves to create, innovate, take risks, and nurture an environment of trust.

**Relationships:** Relationships are the heart of our work. We value a caring, supportive community built on integrity, openness, honesty, and respect. Our internal and external relationships are flexible, collaborative, and interdependent.

**Diversity:** Diversity enriches our learning. We embrace diversity in all of its contexts, including strengths, perspectives, and people. We seek to increase our capacity to understand issues of difference, power, and privilege and to constructively resolve conflict.

**Tompkins Cortland Community College sees a unique opportunity in the START-UP NY program to attract businesses that will contribute to our academic mission by providing opportunities for knowledge creation and diffusion that will contribute to our students' success. Our focus will be on businesses that bring one or more of the following:**

- Opportunities for experiential learning aligned with our various degree programs. These may include internships, observations, presentations for students on innovative developments and training programs.
- A desire and willingness to partner with our administration and faculty to provide input in designing and supporting innovative learning opportunities for various degree programs.

- A commitment to sharing of resources such as equipment or specialized space that expands students' learning opportunities beyond our current capabilities.
- Opportunities for students to see what they are learning about in practice and to dialogue with leaders and practitioners in the field.
- Opportunities for increased exposure to a global community and willingness to partner to prepare our students for working in a diverse environment.
- Businesses that offer job opportunities for our graduates.

**Tompkins Cortland Community is proud of its strong academic programs and the potential for vibrant partnerships with businesses and sees potential across all our programmatic areas. While we are not limiting opportunities, we would highlight the following program areas as having great potential in the START-UP NY program:**

- Biotechnology
- Broadcast Production
- Business Administration
- Communication and Media Arts
- Computer Forensics
- Computer Information Systems
- Computer Science
- Entrepreneurship
- Environmental Studies
- International Business
- Sustainable Farming and Food Systems
- Technology Studies
- Web and Mobile Application Design
- Wine Marketing

#### **5. Positive Community and Economic Benefits:**

START-UP NY offers us an opportunity to contribute to the **economic growth** of our region attracting new business to our counties through the program incentives. Creating employment opportunities will bring **new spending to our region and attract new investment which will spur additional economic growth.**

Having viable, innovative and new businesses locating near our campus will add to the **vitality** of our campus. We will also foster opportunities for communication and collaboration to create a **dynamic environment that will then become a magnet for other businesses to locate nearby. Our extensive network of community partners, which includes our local Chambers of Commerce and Economic Development agencies, will also be a critical asset in this effort.**

The new businesses will also increase **employment opportunities** for individuals in our region. New business will **diversify the area's economy and employment base, making**

the area more attractive for talented employees to locate here. New jobs also lead to **increased spending** in our region which will positively impact our **tax base**.

The internships and experiential learning linked to our various degree programs will provide critical opportunities for our students and **better prepare them for employment**. For our students who are going beyond a 2 year degree, the unique opportunities they can gain from these partnerships will prepare them **for transfer into more advanced degree programs**.

Our new sustainable agricultural program is one of our specialized areas of focus. Projects in this area can add to the opportunities our students have to learn more about sustainable farming. The synergy that can be created amongst these operations will lead to increased **environmental sustainability**, both in terms of sustainable farming and also in the skills students learn and take with them after graduation.

Similarly businesses with a biotech focus, or an information technology focus, will assist in **diversifying our economy** while providing high paying jobs in our region.

Startup companies can foster expanded learning for our Entrepreneurship Degree program, and in doing so will contribute to **the increased potential for our graduating students to start their own successful businesses**. Investment on the part of businesses locating here will lead to a **stronger, more diverse economy and a climate that will attract additional investment that is necessary to fostering entrepreneurship**.

#### 6. **Process Used to Select Participating Businesses:**

Tompkins Cortland Community College has identified a process for selection of participating businesses.

1. Applications will initially be reviewed by the Director of Strategic Corporate and Community Partnerships. Initial review will also include consultation with the appropriate Economic Development agency.
2. The application will then be forwarded to the Senior Leadership Team, which includes the President, Deans and Provost, for their review and endorsement.
3. The application will be forwarded to the College Forum, our shared governance group, which includes faculty and staff, for their endorsement.
4. The President will present the proposed application to the Board of Trustees for their review and endorsement. If the application involves a property owned by our TC3 Foundation in any manner, then the application would be reviewed and endorsed by the Foundation Board of Directors, as well.

Our criteria will include the following:

##### **A. Academic Alignment**

1. Is the business in an industry aligned with current and/or developing degree programs and student success?
2. Does the business provide experiential learning and workforce opportunities (e.g., internships, fellowships, full-time jobs) for students and graduates?

3. Does the business provide areas for partnership and advancement for faculty and students?
4. Will the business provide access to instrumentation, tools, and/or equipment necessary to advance the academic mission?
5. Will the business fund scholarships, campus facilities or other academic services or amenities?
6. Will the business and/or its employees contribute to instruction or provide student mentoring?
7. Does the business offer the use of company resources, intellectual property or expertise to support the academic mission?

**B. Economic Benefit**

1. How many net new jobs will be created?
2. Is the business viable in both the short- and long-term?
3. Will the business attract private financial investment?
4. Does the business plan to make capital investments (e.g., renovation, new construction)?
5. Are the new jobs in critical areas of the economy?
6. How will the College financially benefit from the terms of the lease?

**C. Community Benefits**

1. Does the business have the support of one or more municipal or community entities?
2. Is the business recruiting employees from the local workforce?
3. Does the business invest in underserved, economically distressed regions?
4. Will the business rely on suppliers within the local and regional economy?

The final decision as to which businesses will be sponsored by Tompkins Cortland Community College in the START-UP NY program will rest with the President of the College. Interested businesses should begin by contacting the program Director at [mmh@tc3.edu](mailto:mmh@tc3.edu)



### Conflict of Interest Policy

The Tompkins Cortland Community College Foundation ("Foundation") recognizes that it can best accomplish its mission when the Board of Directors, volunteers, staff and others associated with the Foundation represent the diverse interests, cultures, occupations and expertise of the community.

High standards, ethical behavior, personal integrity, and impartiality are inherent to the reputation and ultimate success of the Tompkins Cortland Community College Foundation. In keeping with these standards, Foundation officers, directors, and staff must refrain from engaging in any behavior that might be construed as self-dealing or in conflict with the mission, goals, and fundamental purpose of the Foundation. Examples of such behavior include the following:

1. serving on boards of organizations that are in direct programmatic competition with the Foundation;
2. using the equipment or other resources of the Foundation to secure outside personal gain;
3. citing participation in the Foundation to advance personal, political, or profit-motivated activities;
4. marketing services or products to the Foundation on a non-competitive basis;
5. disclosing to outside parties plans and other information concerning the Foundation when such information is not readily available to the general public;
6. leveraging or using involvement with the Foundation to secure favorable rates, discounts, or other preferential treatment.

Thus, the Foundation recognizes that members of the Board of Directors and others representing or affiliated with the Foundation may from time-to-time face actual or apparent conflict of interest situations which could be detrimental to the Foundation and the work it does. Therefore it is important that directors and staff treat potential conflict of interest seriously. The responsibility to avoid acts of conflict and to disclose potential conflicts falls on the individual directors, volunteers, and staff members themselves.

The Foundation acknowledges that the appearance of conflict of interest does not always imply actual conflict. This policy requires, therefore, that all potential conflict of interest – including memberships in or affiliations with other nonprofit or proprietary organizations, business affiliations with possible vendor implications, elected office at any level, and involvement in any other activity that might be construed as in conflict with the mission, goals, and purpose of the Foundation – shall be presented in writing to the president of the Foundation Board and the Director of Alumni and Development for purposes of review and possible remedial action. Such action may include holding the information on file, informing the Board of the possible conflict, or requiring the director to either cease or desist the activity or to relinquish his or her Foundation directorship.



**Affirmation**

As a duly elected or ex-officio member of the Tompkins Cortland Community College Foundation, I hereby certify that I have reviewed and kept a copy of this policy statement on conflict of interest for my files and

\_\_\_\_\_ that, to the best of my knowledge, no circumstance exists with me or my immediate family that might be construed as a conflict of interest with my membership on the Tompkins Cortland Community College Foundation.

OR

\_\_\_\_\_ that, personal or immediate family circumstances currently exist that possibly might be construed as a conflict of interest with my Foundation board membership. The circumstances are described below and are submitted to the Foundation's leadership for review and recommendation.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**BYLAWS OF THE BOARD OF  
TRUSTEES**

**BYLAWS  
Of The  
BOARD OF TRUSTEES OF THE COMMUNITY COLLEGE  
OF TOMPKINS AND CORTLAND COUNTIES OF THE  
STATE OF NEW YORK  
KNOWN AS TOMPKINS CORTLAND COMMUNITY COLLEGE**

**PREAMBLE**

WHEREAS, on September 16, 1966, the Cortland County Board of Supervisors adopted a resolution approving joint establishment and operation of a community college by the Counties of Tompkins and Cortland; and

WHEREAS, on September 26, 1966, the Tompkins County Board of Supervisors adopted a concurring resolution; and

WHEREAS, the State University of New York approved the establishment of the College on November 10, 1966; and

WHEREAS, a curriculum of liberal arts and business courses were offered and classes began in September 1968; and

WHEREAS, in June 1972, construction began on a new campus site on 220 acres of land in Dryden, New York; and

WHEREAS, in September 1974, classes began at the new site;

NOW, THEREFORE, Tompkins Cortland Community College exists to meet the needs of the residents of its sponsoring communities for comprehensive, continuing post secondary education.

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\* NOTE: Masculine terminology used throughout this document shall be considered a generic term appropriate to either men or women, who shall hold equal status in the College.

## ARTICLE I: THE COLLEGE

### Section 1. Name

The name of the Community College of Tompkins and Cortland Counties shall be "TOMPKINS CORTLAND COMMUNITY COLLEGE" hereinafter referred to as the "College". The Board of Trustees of the College shall be referred to hereinafter as the "Board".

### Section 2. Offices

The principal office of the College shall be located at 170 North Street, Dryden, New York 13053. The College may also have offices at such places within the boundaries of Tompkins and Cortland Counties as the Board of Trustees may designate.

## ARTICLE II: THE BOARD OF TRUSTEES

### Section 1. Authority

All the affairs, property, business, and policies of the College shall be under the charge, control, and direction of the Board of Trustees. The Board of Trustees shall concentrate on establishing policies governing the College, and delegate responsibility for the administration and execution of those policies to the President.

The College trustees, subject to the approval of State University trustees, shall appoint the president (whether permanent, acting or interim), establish the conditions of his employment (including compensation and benefits), and assess the performance of the office.

The trustees shall:

- (a) approve curricula, approve budgets, establish tuition and fees within legal limits, approve site and temporary and permanent facilities; and
- (b) provide for the awarding of certificates and diplomas, and the conferring of appropriate degrees on the recommendation of the president and the faculty; and
- (c) upon the recommendation of the president appoint personnel, adopt salary schedules, and approve the organizational pattern of the College; and
- (d) be responsible for the development and maintenance of institutional long and short range planning processes which shall include, in addition to the Board and other internal constituencies, representatives from the total community; and
- (e) from time to time establish agencies as authorized by law which would assist the institution in carrying out its purposes, such as the Faculty Student Association and the TC3 Foundation, Inc.; and
- (f) establish policies which shall govern all operations of the College and include, but not be limited to:

1. personnel matters concerning all employees except those policies specifically provided for in negotiated contracts. This would include policies pertaining to appointment, professional development, promotion, and termination of all employees; and
2. organization and staffing of the College, including position descriptions which define the responsibilities; and
3. assurance of opportunities for student achievement and growth; and
4. appropriate on campus behavior for all members of the College community; and
5. authorization and supervision of travel for the purposes of the College; and
6. use of College facilities for outside organizations; and
7. admission and retention of students; and
8. preparation and administration of operational, capital equipment, and construction budgets; and
9. establishment and dissemination of all College policies and regulations for the convenience and information of members of the College constituency; and
10. fiscal operations of the institution including but not limited to contractual arrangements, budgeting, purchasing, audits, insurance coverage, and accounting.

- (g) Possess and exercise such other and further powers and responsibilities as may be prescribed by law, rule, or regulation with respect to such position.

#### Section 2. Number of Trustees

The Board is composed of ten voting members: four trustees appointed by the New York State Governor (two residents of the respective sponsoring counties); two trustees appointed by the Cortland County Legislature; three trustees appointed by the Tompkins County Board of Representatives; and one student trustee elected by the student body pursuant to New York State Education Law and regulations.

#### Section 3. Terms of Trustees

The nine appointed trustees shall be appointed for terms of seven years in annual rotation. The terms of office of all members of the Board of Trustees shall terminate on the thirtieth day of June of the calendar year within which such terms expire. Vacancies shall be filled for unexpired terms in the same manner as original selections by the authority responsible for the original selection. Trustees shall serve until their successors have been appointed and qualified.

#### Section 4. Student Trustee

A student representative shall be elected to the Board of Trustees prior to July 1 of each year. Each student member shall serve for one year. The term of office for the student trustee

shall be from July 1 to June 30. The student trustee shall be elected pursuant to such rules and guidelines promulgated by the State University of New York. Such student trustee shall have all the privileges provided by law and receive all materials distributed to the Board.

Section 5. Liaisons to the Board of Trustees

From time to time the Board of Trustees may request a representative from another agency or group to serve as a liaison to the Board of Trustees. Such a liaison would be invited by the Chairman of the Board to attend all public meetings of the Board of Trustees and to participate in discussions and to present materials, upon request. Such a liaison, however, does not have a vote on the Board of Trustees.

Section 6. Place of Meetings

All meetings of the Board shall be held at the principal office or such other place within the boundaries of Tompkins and Cortland Counties as designated by resolution of the Board and as shall be stated in the Notice of Meeting.

Section 7. Regular Meetings

Regular meetings of the Board shall be held eleven months throughout the fiscal year. A written notice specifying the time and place shall be mailed to all members of the Board prior to each regular meeting. The day of the month for each regular meeting shall be determined by resolution of the Board at each Annual Meeting.

Section 8. Annual Meeting

The Annual Meeting for the election of officers of the Board shall be held immediately prior to the regular monthly meeting in July of each year. Notice of the Annual Meeting shall be written and mailed to all Board members at least ten (10) days prior to the meeting.

Section 9. Special Meetings

Special Meetings of the Board may be called by the Board or by the Chairman with at least one day's notice to each Trustee, delivered either personally, by mail, by wire, or by telephone. Special meetings shall be called by the Chairman, on the written request of two trustees. The Chairman, in calling a special meeting, shall give due consideration to the request of any trustee as to the time and place of any such meeting.

Section 10. Quorum

At all meetings of the Board, the presence of at least six (6) members shall constitute a quorum sufficient for the transaction of business. An act of the Trustees at a meeting at which there is a quorum shall require six (6) affirmative votes in order to be an act of the Board of Trustees. If a quorum is not present at any meeting of the Board, the trustees may adjourn the meeting from time to time without notice, other than announcement at the meeting, until a quorum is present.

Section 11. Attendance at Meetings

Trustees who are unable to attend any meetings are required to inform the clerk as early as possible. The Chairman may cancel and reschedule any meeting where it is indicated that a quorum will be lacking.

Notice of any such rescheduled meeting shall be communicated to each trustee in any way the Chairman may elect, but with at least two (2) days notice.

Section 12. Agenda and Order of Business

The President, in consultation with the Chairman, shall prepare and transmit to the members of the Board, an agenda for the meeting, one week prior to each regular meeting. No items shall be considered that are not on the agenda except on the recommendation of the Chairman and by majority approval.

Section 13. Rules of Order

Conduct of business at meetings shall be governed by parliamentary procedure, for which Robert's Rules of Order, as revised, shall serve as authority, except where inconsistent with provisions of these bylaws or applicable New York law and regulations.

Section 14. Conflict of Interest

No member of the Board of Trustees shall be a party to or receive financial gain in any contract or agreement with the College. No member of the Board of Trustees shall enter into deliberations or vote upon any matter in which he has a direct or indirect interest or in which a direct or indirect interest may be implied, other than the interest of the Community College.

No member of the College Trustees or of the local sponsoring governing bodies shall, while serving in that capacity, be eligible for employment by the College.

**ARTICLE III: OFFICERS OF THE BOARD AND COLLEGE**

Section 1. Officers of the Board

The officers of the Board shall be a Chairman, Vice Chairman, Treasurer and such other officers as the Board shall determine.

Section 2. Election of Officers of the Board

The Trustees at each annual meeting shall elect from their number a Chairman, a Vice Chairman, and a Treasurer. The Board may elect an Assistant Treasurer and such other officers as it may determine.

Section 3. Officers of the College

The officers of the College shall be the President, who serves at the pleasure of the Board, and such other officers as the Board shall determine.

Section 4. Appointment of the President of the College

The President of the College shall be appointed by the Board, as provided by law and regulations of the State University of New York, and these Bylaws. In the absence, disqualification or inability of the President to perform the functions and duties of the office, the Board may appoint an Acting President to function as the President.

Section 5. Term of Office and Removal

The officers of the Board shall hold office until the next annual election. Any officer of the Board and of the College elected or appointed by the Board may be removed from his position as an officer at any time by a two thirds (2/3) vote of all trustees then in office.

Section 6. Resignations of Officers

Any officer may resign from an office at any time by giving a written notice to the Board, or to the Chairman. Any such resignation of an officer shall take effect at the date of the receipt of such notice or at any later time specified therein; and shall have the effect of relieving such officer of further duties and responsibilities of the office.

Section 7. Resignations of Trustees

A Trustee may resign at any time by giving written notice to the appointing entity and the Chairman of the Board. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof by the appointing entity and the Chairman of the Board, and the acceptance of the resignation shall not be necessary to make it effective.

Section 8. Filling of Office Vacancies

If any office becomes vacant for any reason, that vacancy shall be filled by the Board in the same manner as the original appointment. A vacancy in the office of President of the College, shall be filled only as provided by law and regulations of the State University of New York, and these Bylaws.

Section 9. Chairman of the Board

The Chairman of the Board shall preside at all meetings of the Board; execute all documents on behalf of the Board; transact such other business as required, arising under these Bylaws or other regulations affecting the College; and shall appoint members to all standing committees, if any, provided in these bylaws within one month following the Annual Meeting of the Board. The Chairman shall also appoint any special committees that may be authorized from time to time by the Board. The Chairman shall serve as an ex officio member of all committees with the exception of the nominating committee. The Chairman shall be entitled to vote on all questions before the Board.

Section 10. Vice Chairman of the Board

The Vice Chairman shall act as Chairman of the Board in the absence, disqualification, or inability of the Chairman to act or carry on the functions of that office.

Section 11. The Treasurer

A Treasurer shall be elected by the Board of Trustees. The Treasurer shall establish a bank account or accounts in the name of the College and deposit therein, monies received or collected by the College including monies appropriated and paid by the local sponsor, monies received from tuition, fees, charges, sales of products and services, and from all other sources. The Treasurer shall pay all proper bills and accounts of the College including salaries and wages.

The Treasurer shall execute a bond or official under taking to the Board in such sum and with such sureties as the Board shall require. The expense of such bond shall be paid by the College. The Treasurer may establish and maintain petty cash funds, not in excess of \$200 each, for specified College purposes or undertakings, upon resolution of the Board. The Board authorizes the Treasurer to supervise the auditing of these petty cash funds. The Treasurer shall perform such other related duties and functions as directed by the Board.

Section 12. Assistant Treasurer

The Assistant Treasurer, if appointed by the Board, shall perform all the duties of the Treasurer, in the absence disqualification, or inability of the Treasurer to act or perform the functions of that office, and when so acting, the Assistant Treasurer shall have the powers of, and be subject to all the restrictions upon, the Treasurer. The Assistant Treasurer shall perform such other duties as from time to time may be assigned by the Board, the Treasurer, or the President.

Section 13. Clerk of the Board

The Chairman of the Board of Trustees shall appoint a clerk of the Board. The clerk shall provide due notice for all regular and special meetings of the Board as provided in these Bylaws. The clerk shall cause a record of the proceedings of each meeting to be kept and shall provide each trustee with a written copy of such minutes prior to the next regular meeting for their consideration and approval. The clerk shall be custodian of all records, books, and papers belonging to the Board.

Section 14. Deputy Clerk of the Board

The Chairman of the Board of Trustees shall appoint a deputy clerk of the Board. In the absence of the clerk of the Board, the deputy clerk shall provide due notice for all regular and special meetings of the Board as provided in these Bylaws; shall cause a record of the proceedings of each meeting to be kept and shall provide each trustee with a written copy of such minutes prior to the next regular meeting for their consideration and approval; shall be custodian of all records, books, and papers belonging to the Board.

**ARTICLE IV: COMMITTEES OF THE BOARD**

Section 1. Authority of Committees

All Board Committees, unless specifically provided otherwise by the Board, are established for the purpose of making recommendations, reporting, informing or advising the Board on matters pertaining to the operation of the College and other functions of the Board. No Committee shall have supervisory, administrative or executive functions. Ordinarily a Committee shall seek detailed knowledge required by the Board in performing its functions and making its decisions, and then communicate that knowledge and the Committee's findings to the Board. No Committee may act in the name of the Board of Trustees unless specific authority for such action has been authorized by the Board.

One member of each Committee shall be designated as Chairman by the Chairman of the Board. In addition, the Chairman of the Board will be an ex-officio member of each committee with the exception of the nominating committee.

All Board members may attend any meeting of a Committee of the Board.

Section 2. Standing and Special Committees

Committees of the Board may consist of the Executive Committee and Special Committees. The membership of each Committee shall be appointed by the Chairman of the Board. Vacancies shall be filled in the same manner.

Section 3. Executive Committee

a. Areas of Responsibility

The areas of responsibility for the Executive Committee include: action as authorized by the Board; general institutional matters; organization and operation of the Board including the professional development of the Board, Board President relations, new trustees, and advising the President; community relations; affirmative action, staff development, collective bargaining, wages/benefits/conditions of employment, staffing and evaluation, promotions, tenure, and resource development.

b. Functions

The Executive Committee shall have authority to act on behalf of the Board, whenever so authorized by the Board. In an emergency situation the Executive Committee may act and exercise the authority of the Board between meetings of the Board, subject to the ratification of such action at the next regular Board Meeting.

c. Membership

The Committee shall be composed of the Chairman, Vice Chairman, Treasurer of the Board, and one other Board member. The Chairman of the Board shall serve as Chairperson of the Executive Committee.

d. Meetings

The Committee shall be convened upon at least twenty four (24) hours notice whenever practicable, when called by the direction of the Chairman or at the request of two members of the Committee. A quorum will be three (3) members. All actions will be subject to the majority vote rule.

Section 4. Special Committees of the Board

There may be, as needed, special committees of the Board appointed by the Chairman of the Board of Trustees. Such committees include, but are not limited to, Nominating, Bylaws, and Event Planning, and would be for institutional and quasi standing purposes. Such Committees shall be composed of three (3) members, no two of which shall sit together on another special committee. Such committees will meet as needed when directed by the Chairman.

**ARTICLE V: PRESIDENT OF THE COLLEGE**

Section 1. Appointment

The Board of Trustees shall appoint and employ a qualified President of the College upon a two thirds (2/3) affirmative vote of the Trustees then in office, and pursuant to New York law and regulations and subject to approval by the Trustees of the State University of New York. The President of the College

shall serve at the pleasure of the College's Board of Trustees, and his services may be terminated by a two thirds (2/3) vote of the Trustees then in office.

The President of the College, as chief executive officer responsible to the Board of Trustees, is responsible for providing general educational effectiveness of the institution in all its aspects.

Section 2. Duties of the President

The President shall perform the following duties and provide the leadership and direction to:

- (a) Carry out, execute, and administer all policies of the College trustees and the State University Trustees;
- (b) Formulate and present to the Board of Trustees with recommendations for action all matters of major importance to the institution including but not limited to:
  - 1. programs, curricula, and educational and student services;
  - 2. granting of degrees or certificates;
  - 3. major financial matters and budgets;
  - 4. salary ranges and salaries;
  - 5. personnel appointments, promotions, retention, dismissal, retrenchment, sabbatical and other leaves of absence, and position descriptions;
  - 6. organizational structure; and
  - 7. planning and management of facilities.
- (c) Administer collective negotiations, agreements and personnel policies;
- (d) Submit an annual report on the operation of the College to the College trustees, and prepare such other reports as the trustees or State University of New York may require;
- (e) Establish and cultivate a governance system for the College which shall recognize the role of members of the College community in the administration and advancement of the College;
- (f) Consummate all contracts related to College operations as authorized by the Board of Trustees.

**ARTICLE VI: MISCELLANEOUS PROVISIONS**

Section 1. Financing the College

Subject to approval of the county sponsors, financing of the College will conform to the pertinent requirements of Section 6304 of the New York State Education Law.

Section 2. Bank Depository

All funds of the College shall be deposited from time to time to the credit of the College at such banks, trust companies or other depositories as the Board may approve or designate.

Section 3. Books and Records of the College

All books and records of the Board proceedings and other official College documents shall be kept at the principal office of the College, unless otherwise specified in these Bylaws or by the Board of Trustees and maintained therein by the clerk of the Board of Trustees.

Section 4. Compensation to Trustees

Trustees shall receive no compensation for their services but shall be reimbursed, as the Board may direct, for their expenses actually and necessarily incurred in the performance of their duties.

Section 5. Bylaw Limitation

Nothing in these Bylaws shall violate or be construed to violate any law of the State of New York or of the Counties of Tompkins or Cortland, or any applicable regulation of the State University of New York.

Section 6. Amendments of the Bylaws

The Bylaws may be amended by an act of the Board by six (6) affirmative votes, providing notice of the proposed amendment shall have been submitted at the prior regularly scheduled meeting of the Board of Trustees.

By:

\_\_\_\_\_  
Chairman, Board of Trustees

By:

\_\_\_\_\_  
Clerk, Board of Trustees

**RECOMMENDED GUIDELINES FOR LENGTH OF SERVICE  
IN BOARD OFFICES AND ON COMMITTEES**

The Board of Trustees of Tompkins Cortland Community College has deemed it desirable to rotate committee assignments and Board offices on a regular basis.

In order to best serve the needs of the College, it is the intent of the Board to limit service as follows:

Committee membership - it is recommended that membership on an individual committee be limited to a maximum of three consecutive years.

Officers of the Board - it is recommended that service in the same office be limited to a maximum of five consecutive years.

It is further recommended that these guidelines be appended to the Bylaws of the Board of Trustees of Tompkins Cortland Community College.

**7/15/85 – No resolution number**

## PUBLIC OFFICERS LAW

### § 74. Code of ethics.

1. **Definition.** As used in this section: The term "*state agency*" shall mean any state department, or division, board, commission, or bureau of any state department or any public benefit corporation or public authority at least one of whose members is appointed by the governor or corporations closely affiliated with specific state agencies as defined by paragraph (d) of subdivision five of section fifty-three-a of the finance law or their successors.

The term "*legislative employee*" shall mean any officer or employee of the legislature but it shall not include members of the legislature.

2. **Rule with respect to conflicts of interest.** No officer or employee of a state agency, member of the legislature or legislative employee should have any interest, financial or otherwise, direct or indirect, or engage in any business or transaction or professional activity or incur any obligation of any nature, which is in substantial conflict with the proper discharge of his duties in the public interest.

#### 3. Standards.

- a. No officer or employee of a state agency, member of the legislature or legislative employee should accept other employment which will impair his independence of judgment in the exercise of his official duties.
- b. No officer or employee of a state agency, member of the legislature or legislative employee should accept employment or engage in any business or professional activity which will require him to disclose confidential information which he by reason of his official position or authority.
- c. No officer or employee of a state agency, member of the legislature or legislative employee should disclose confidential information acquired by him in the course of his official duties nor use such information to further his personal interests.
- d. No officer or employee of a state agency, member of the legislature or legislative employee should use or attempt to use his or her official position to secure unwarranted privileges or exemptions for himself or herself or others, including but not limited to, the misappropriation to himself, herself or to others of the property, services or other resources of the state for private business or other compensated non-governmental purposes.
- e. No officer or employee of a state agency, member of the legislature or legislative employee should engage in any transaction as representative or agent of the state with any business entity in which he has a direct or indirect financial interest that might reasonably tend to conflict with the proper discharge of his official duties.
- f. An officer or employee of a state agency, member of the legislature or legislative employee should not by his conduct give reasonable basis for the impression that any person can improperly influence him or unduly enjoy his favor in the performance of his official duties, or that he is affected by the kinship, rank, position or influence of any party or person.

- g. An officer or employee of a state agency should abstain from making personal investments in enterprises which he has reason to believe may be directly involved in decisions to be made by him or which will otherwise create substantial conflict between his duty in the public interest and his private interest.
  - h. An officer or employee of a state agency, member of the legislature or legislative employee should endeavor to pursue a course of conduct which will not raise suspicion among the public that he is likely to be engaged in acts that are in violation of his trust.
  - i. No officer or employee of a state agency employed on a full-time basis nor any firm or association of which such an officer or employee is a member nor corporation a substantial portion of the stock of which is owned or controlled directly or indirectly by such officer or employee, should sell goods or services to any person, firm, corporation or association which is licensed or whose rates are fixed by the state agency in which such officer or employee serves or is employed.
4. **Violations.** In addition to any penalty contained in any other provision of law any such officer, member or employee who shall knowingly and intentionally violate any of the provisions of this section may be fined, suspended or removed from office or employment in the manner provided by law. Any such individual who knowingly and intentionally violates the provisions of paragraph b, c, d or i of subdivision three of this section shall be subject to a civil penalty in an amount not to exceed ten thousand dollars and the value of any gift, compensation or benefit received as a result of such violation. Any such individual who knowingly and intentionally violates the provisions of paragraph a, e or g of subdivision three of this section shall be subject to a civil penalty in an amount not to exceed the value of any gift, compensation or benefit received as a result of such violation.

**SUNY Conflict of Interest Policy**

 <p>Category: HR / Labor Relations Legal and Compliance</p> <p>Responsible Office: <u>University Counsel</u></p>	<p>Policy Title: Conflict of Interest Document Number: 6001</p> <p>Effective Date: October 01, 1995</p> <p>This policy item applies to: State-Operated Campuses</p>
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**Summary**

Faculty and staff of the State University of New York (University) are encouraged to foster an atmosphere of academic freedom by promoting the open and timely exchange of scholarly knowledge independent of personal interests and are required to avoid conflicts of interest. Where potential or actual conflicts exist, faculty and staff are expected to consult with appropriate University officers and abide by University policy. This policy represents a restatement of existing University policy and pertinent state and federal law and regulations.

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**Policy**

Faculty and staff of the State University of New York (University) are encouraged to foster an atmosphere of academic freedom by promoting the open and timely exchange of scholarly knowledge independent of personal interests. In keeping with this obligation, they are also required to avoid conflicts of interest.

In instances where potential or actual conflicts exist, faculty and staff are expected to consult with appropriate University officers and abide by this University policy. It is the responsibility of campus officials charged with implementing this policy to identify potential or actual conflicts of interest and take appropriate steps to manage, reduce, or eliminate them.

This policy represents a restatement of existing University policy and pertinent state and federal law and regulations.

1. University faculty and staff may not engage in other employment which interferes with the performance of their professional obligation.
2. University faculty and staff are expected to comply with the New York State Public Officers Law provisions on conflict of interest and ethical conduct.
3. University faculty and staff, to the extent required by law or regulation, shall disclose at minimum whether they (and their spouses and dependent children) have employment or financial interests or hold significant offices, in external organizations that may affect, or appear to affect, the discharge of professional obligations to the University.
4. University campuses shall ensure that all faculty and staff subject to pertinent laws and regulations disclose financial interests in accordance with procedures to be established by the Chancellor or designee. Campuses shall retain the reported information as required, identify actual or apparent conflicts of interest and seek resolution of such conflicts.
5. Each campus president shall submit to the chancellor's designee the name and title of the person or persons designated as financial disclosure designee(s) and shall further notify the chancellor's designee when a change in that assignment occurs. The chancellor's designee shall also be notified of any reports regarding conflict of interest that are forwarded to state or federal agencies.

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#### Definitions

**Conflict of interest** — any interest, financial or otherwise, direct or indirect; participation in any business, transaction or professional activity; or incurring of any obligation of any nature, which is or appears to be in substantial conflict with the proper discharge of an employee's duties in the 'public interest. A conflict of interest is also any financial interest that will, or may be reasonably expected to, bias the design, conduct or reporting of sponsored research.

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#### Other Related Information

[Outside Activities of University Policy Makers](#)

[Ethics in State Government - A Guide for New York State Employees](#)

[National Science Foundation, Grant Policy Manual](#)

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#### Procedures

There are no procedures relevant to this policy.

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#### Forms

There are no forms relevant to this policy.

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#### Authority

[42 CFR 50, Subpart F](#)

The following link to FindLaw's [New York State Laws](#) is provided for users' convenience; it is not the official site for the State of New York laws.

[NYS Public Officers Law, Section 73-a, and 73 and 74](#)

In case of questions, readers are advised to refer to the New York State Legislature site for the menu of [New York State Consolidated](#).

Board of Trustees Policies - Appointment of Employees (8 NYCRR Part 335)

State University of New York Board of Trustees Resolution adopted June 27, 1995

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**History**

Memorandum to presidents from the office of the University provost, dated June 30, 1995 regarding revision to University conflict of interest policy to bring it in conformity with federal guidelines issued by the National Science Foundation and the Public Health Service.

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**Appendices**

There are no appendices relevant to this policy.

 <p>Category: Academic Affairs Community Colleges Legal and Compliance Research</p> <p>Responsible Office: <u>Academic Affairs</u></p>	<p><b>Policy Title:</b> START-UP NY Program Participation Policy</p> <p>Document Number: 6800</p> <p>Effective Date: February 10, 2014</p> <p>This policy item applies to: Community Colleges State-Operated Campuses</p>
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## Summary

START-UP NY is a state economic development program that positions SUNY campuses as magnets for entrepreneurs and businesses from around the globe. START-UP NY aligns with SUNY's mission of teaching, research and public service; enabling engagement with industry, knowledge acceleration, translation of research into practical applications, and delivering the 21<sup>st</sup> century workforce businesses need to grow and thrive. START-UP NY will transform university communities to deliver unprecedented economic benefits to New York. To participate in the program, all campuses must comply with this policy and any applicable rules and regulations issued by the NYS Commissioner of Economic Development.

This policy governs the review process that all participating campuses must follow to secure SUNY's approval of the plans, applications, and other documents required by the NYS Commissioner of Economic Development to participate in the START-UP NY program. It also prescribes special requirements for the disclosure and management of actual or potential conflicts of interest in matters pertaining to the campus' START-UP NY program. Any conflict between this policy and any other applicable Conflict of Interest policy shall be resolved in favor of disclosure of any potential, actual, or perceived conflict of interest relating to the campus' START-UP NY program to the President or Chief Executive Officer of the sponsoring campus.

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## Policy

- A. **Campus Plans for Designation of Tax-Free Area(s):** Any campus intending to submit a Campus Plan for Designation of Tax-Free Area(s) ("Campus Plan") to the NYS Commissioner of Economic Development must first have it reviewed and approved by the Chancellor or designee. The Chancellor or designee shall approve or reject all Campus Plans within fifteen (15) business days of receipt. Any rejected Campus Plan shall be accompanied by an explanation of the basis for rejection. Once approved by the Chancellor or designee a campus may submit its Campus Plan to the NYS Commissioner of Economic Development in accordance with the Commissioner's rules and regulations. Any Campus Plan that is rejected can be resubmitted for Chancellor

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**6800 - START-UP NY Program Participation Policy**


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or designee approval and will be reviewed in accordance with this policy and related procedures. Any amendments to approved Campus Plans must be submitted for Chancellor or designee approval and will be reviewed in accordance with this policy and related procedures.

- B. Sponsoring University or College Applications for Business Participation:** Any campus intending to submit a Sponsoring University or College Application for Business Participation ("Sponsor Application") to the NYS Commissioner of Economic Development must first have it reviewed and approved by the Chancellor or designee. The Chancellor or designee shall approve or reject all Sponsor Applications within thirty (30) business days of receipt. Any rejected Sponsor Application shall be accompanied by an explanation of the basis for rejection. Once approved the campus may submit the Sponsor Application to the NYS Commissioner of Economic Development in accordance with the Commissioner's rules and regulations. Any Sponsor Application that is rejected can be resubmitted for Chancellor or designee approval and will be reviewed in accordance with this policy and related procedures. Any amendments to approved Sponsor Applications must be submitted for Chancellor or designee approval and will be reviewed in accordance with this policy and related procedures.
- C. Delegations:** The Chancellor or designee may charge a group of individuals, collectively called the SUNY START-UP NY Proposal Review Team, to evaluate all submitted Campus Plans and Sponsor Applications prior to accepting or rejecting them.
- D. Conflicts of Interest:** Service as an Official shall not be used as a means for private benefit or inurement for any Official, a Relative thereof, or any entity in which the Official or Relative thereof has a Business Interest. A conflict of interest exists whenever an Official has a Business Interest or other interest or activity outside of the university that has the possibility, whether potential, actual, or perceived, of (a) compromising the Official's judgment, (b) influencing the Official's decision or behavior with respect to the START-UP NY Program, or (c) resulting in personal or a Relative's gain or advancement. Any Official who is an owner or employee of an entity that is the subject of any matter pertaining to the university's START-UP NY Program, or who has a Business Interest in any entity that is the subject of any matter pertaining to the university's START-UP NY Program, or whose Relative has such a Business Interest, shall not vote on or otherwise participate in the administration by the university of any START-UP NY matter involving such entity. Any Official or other campus representative who becomes aware of a potential, actual or apparent conflict of interest, either their own or that of another Official, related to a sponsoring university or college's START-UP NY program must disclose that interest to the President or Chief Executive Officer of the sponsoring college or university. Each such President or Chief Executive Officer shall maintain a written record of all disclosures of actual or potential conflicts of interest made pursuant to this policy, and shall report such disclosures on a calendar year basis, by January 31<sup>st</sup> of each year, to the University Auditor or to the Chancellor's designee, in which case the University Auditor shall be copied on the correspondence to such designee. SUNY shall then forward such reports to the Commissioner of Economic Development for the State of New York, who shall make public such reports.
- E. Exceptions:** There are no exceptions to this policy.

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**Definitions**

**Business Interest** means that an individual (1) owns or controls 10% or more of the stock of an entity (or 1% in the case of an entity the stock of which is regularly traded on an established securities exchange); or (2) serves as an officer, director or partner of an entity.

**Official** means an employee at the level of dean and above as well as any other person with decision-making authority over a campus' START-UP NY Program, including any member of any panel or committee that recommends businesses for acceptance into the START-UP NY program.

**Relative** means any person living in the same household as another individual and any person who is a direct descendant of that individual's grandparents or the spouse of such descendant.

**Sponsoring College or University** means any entity defined or described in NYS Education Law Sec. 352 and Article 126.

**START-UP NY Program** means the SUNY Tax-free Areas to Revitalize and Transform Upstate New York Program established by Article 21 of the Economic Development Law.

**Tax-Free NY Area** means vacant land or space designated by the Commissioner of Economic Development Article

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**6800 - START-UP NY Program Participation Policy**

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21 of the Economic Development Law that is eligible to receive benefits under the START-UP NY program.

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**Other Related Information**

Start-Up NY Regulations; available at the Start-Up NY Website.

At least thirty days before submitting the Campus Plan to the Commissioner of Economic Development the campus must provide a copy of the Plan to the chief executive officer of the municipality or municipalities in which the proposed Tax-free NY Area is located, local economic development entities, the applicable university or college faculty senate, union representatives and the campus student government. The campus shall include in their submission to the Commissioner of Economic Development certification of such notification, as well as a copy of any written response from chief executive officer of the municipality or municipalities in which the proposed Tax-free NY Area is located, local economic development entities, the applicable campus or college faculty senate, union representatives and the campus student government.

StartUp-NY.gov website and program information.

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**Procedures**

START-UP NY Program Participation Procedures for

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**Forms**

SUNY START-UP NY Campus Plan for Designation of Tax-Free Area(s) Memorandum

SUNY START-UP NY Campus Plan for Designation of Tax-Free Area(s) Template

START-UP NY Sponsoring University or College Application for Business Participation Memorandum

ESD START-UP NY Sponsoring University or College Application for Business Participation

ESD START-UP NY Business Application Instructions

ESD START-UP Business Application

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**Authority**

State University of New York Board of Trustees Resolution 14-( ) , START-UP New York Program Administration, adopted January 14, 2014

Law, New York Economic Development Law Article 21 (Start-Up NY Program)

Start-Up NY Regulations

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**History**

Enacted into law in June 2013, START-UP NY is a groundbreaking new initiative from Governor Andrew M. Cuomo that provides major incentives for businesses to relocate, start up or significantly expand in New York State through affiliations with public and private universities, colleges and community colleges. Businesses will have the opportunity to operate state and local tax-free on or near academic campuses, and their employees will pay no state or local personal income taxes.

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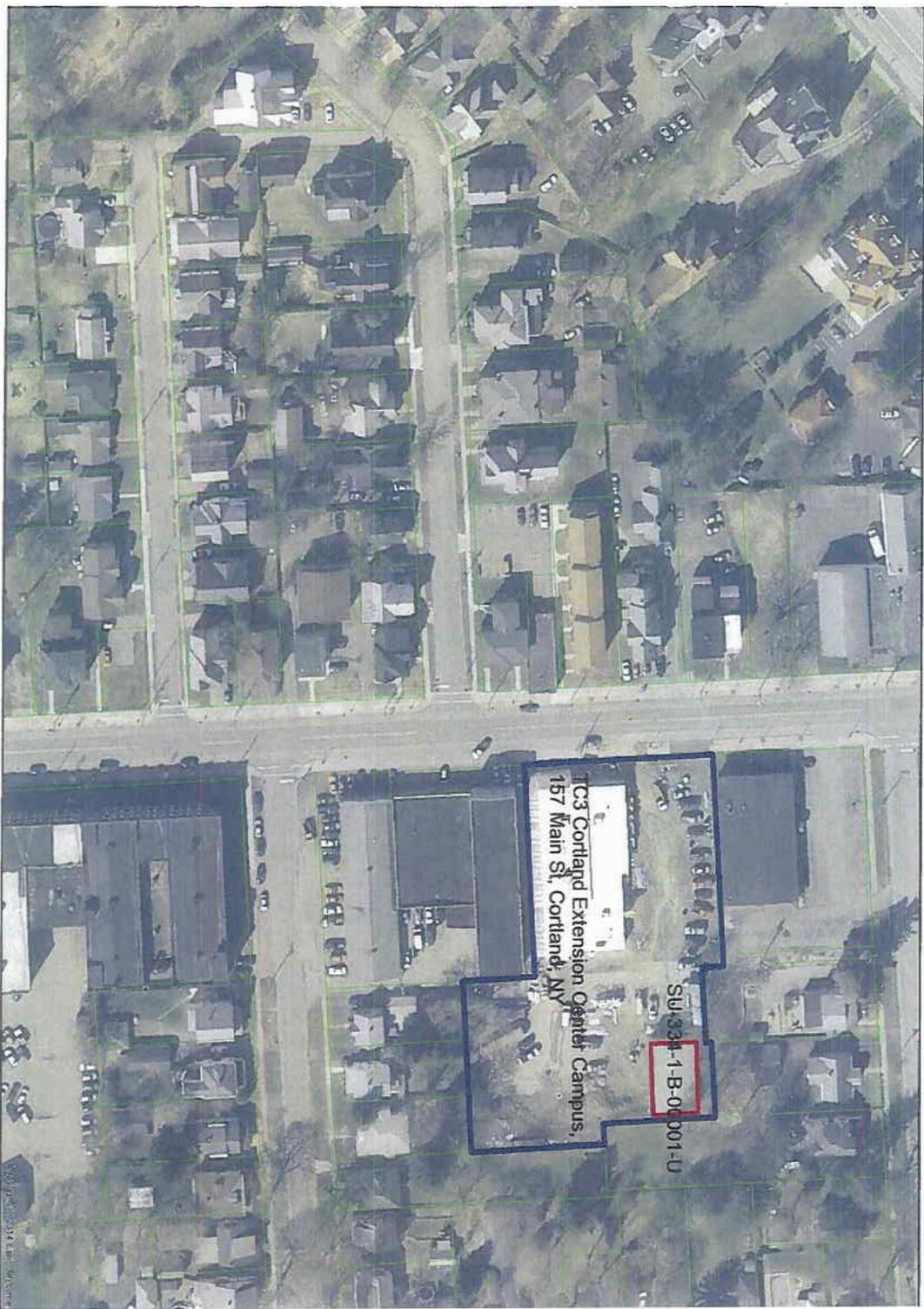
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**Appendices**

There are no appendices relevant to this policy.





TC3 Cortland Extension Center Campus,  
157 Main St, Cortland, NY

SU 334-1-B-00001-U



PropertyType	StreetAddress	City	ZipCode	ParcelID	Building	SpaceType	Sqft	Acres	Description	onCampus	Within1milleOfCampus	Latitude	Longitude	Note
1	157 Main St	Cortland	13045	88.74-02-42.000	Cortland Extension Center Storage Barn	A	2100	n/a	Storage barn currently occupied, but would be considered for rental to Start-Up NY business	Yes		42.5957540	-76.17896520	Infrastructure exists on public property
1	170 North St	Dryden	13053	37.-1-8.2		D		5	rural, vacant land	Yes		42.5042680	-76.2968360	Town &/or County road adjoin property. Drive & parking would need to be added. Electric, telephone and internet available, no natural gas is also available.
1	170 North St	Dryden	13053	37.-1-8.2		D		15	rural, vacant land	Yes		42.5045690	-76.2801840	Town &/or County road adjoin property. Drive & parking would need to be added. Electric, telephone and internet available, no availability of natural gas.
1	North Rd	Dryden	13053	36.-1-4.1		D		7	rural, vacant land	Yes		42.5053280	-76.2954190	Town &/or County road adjoin property. Drive & parking would need to be added. Electric, telephone and internet available, no natural gas at the site presently.
1	Livermore Rd	Dryden	13053	37.-1-10.12		D		8	rural, vacant land	Yes		42.4985570	-76.2797020	Town &/or County road adjoin property. Drive & parking would need to be added. Electric, telephone and internet available, no natural gas at the site presently.

ie sponsoring campus. See the campus key on page 2.

umber  
 several units within a single building each would get a unique identifier.  
 new business, U - is unavailable (for any reason other than 3), or 1 - is currently in use by a StartUp NY approved business