

**SUNY CANTON COLLEGE COUNCIL**

**294<sup>th</sup> MEETING**

**NOVEMBER 15, 2022**

**Present:** Ronald O’Neill, Chair                      Grace Burke                      Toni Kennedy  
Joseph Rich                      Abigale Fink

**Zoom:** Marie Regan

**Absent:** Brian Plonka

**Others:** Courtney Bish                      Matthew Burnett                      Peggy De Cooke  
Laini Kavaloski                      Shawn Miller                      Stephanie Petkovsek  
Travis Smith                      Zvi Szafran                      Tracey Thompson  
Lenore VanderZee                      Michaela Young

***Call to Order***

The meeting was called to order at 9:02 a.m.

***Minutes of the October 4, 2022, Meeting***

It was announced that everyone received a copy of the minutes by email.

Mr. Rich made a motion to accept the Minutes of the October 4, 2022, Meeting. The motion was seconded by Dr. Burke, with no additions or corrections; the Minutes were approved.

**New Business**

***Public Hearing – Authorization of Limited Use Videoconferencing for SUNY Canton College Council Meeting Resolution***

Chairman O’Neill provided some background information of why this action was delayed. He noted that in order to pass this resolution a public hearing must be held, which is allowed to happen at this meeting. It was noted that Marie Regan was joining the meeting via Zoom, but she would not be able to vote today due to not having passed the resolution yet.

Chairman O’Neill declared the Public Hearing open. He asked if there were any comments or questions. The only question received was from a Council member regarding inclement weather. It was noted that adjustments for inclement weather and attendance would be made as soon as possible, trying to stay within the required notification deadlines. Some examples of virtual participation where the public has access were provided. It was also noted that this extension to allow for virtual participation only applies until July 1, 2024.

No other comments or questions were raised. Chairman O’Neill declared the Public Hearing closed.

Chairman O'Neill asked for a motion to approve the resolution.

Ms. Kennedy made a motion to approve the Public Hearing – Authorization of Limited Use Videoconferencing for SUNY Canton College Council Meeting Resolution. The motion was seconded by Mr. Rich and was approved.

### ***Old Business***

There was no Old Business to report.

### ***Chairman's Report***

There was no Chairman's Report.

### ***President's Report***

Matt Burnett was asked to provide the Faculty Governance update.

The following are things that he noted Faculty Governance is either working on or discussing:

- Low participation, low morale, and the need for clarity and “safe” discussion.
- Filling of campus governance positions – the always constant struggle to fill positions seems to be worse recently. It was felt that the attributing factors included fewer fulltime/tenure-track persons (who are incentivized to do this work by the prospect of promotion), more responsibility placed on the people eligible/likely to serve (assessment, curricular responsibilities, short staff), and also the discouragement expressed by many as to the effectiveness/value of such participation. This issue is not unique to SUNY Canton and extends to outside the SUNY System.
- Navigating a perception of angst and mistrust among faculty and staff, while working towards helping people understand the governance system's functionality and making things more transparent.
- Researching who is motivated to participate; the results found that the quantitative means of motivation are for a relatively slim portion of our workforce to volunteer to nominate for such positions.
- Developing committee structure and process into a meaningful and functional process that reaffirms the principles of shared governance, with the idea that there needs to be proof that volunteering is a privilege as well as a duty. Plans to accomplish this are shared below:
  - Completing the bylaws revision in a timely fashion (forward movement has been slow and frustrating).
  - Navigating the divisions between the expressed will of the body and the actions of the Executive Committee (we still have a resolution tabled from April that needs to be addressed).
  - Cultivating a climate of “open discussion” without fears of reprisal (this is the hope with the Thursday meetings and possible assembly list serve).
  - Revising our committee structure (following suggestions from the Faculty Governance visitors).
  - Holding regular meetings with the Campus Governance Leader (CGL) and all standing committees to facilitate this process and “lay track.”

Matt presented his ideas of what it would take for the CGL to be most effective in the role for 2023-24, and they are listed below:

- Meet regularly with all standing committees to revise charge, composition, and coordinate the work and meetings for the semester.
- Increase communication and clarity with the body with a monthly or bimonthly “things you should know” email.
- Work with the parliamentarians on bite-size lessons in procedure so that members can be better educated about our process (these could be included in the regular message).
- Establish a “safe” place (list serve, newsletter, or even include in the previous “things you should know” email) for people to express their ideas, questions, concerns, etc.
- Clarify the unaddressed “open and closed” meeting idea so that we start with a clear and rhythmic expectation for the body next semester.

The following questions were asked and answered/discussed:

- Are staff incentivized by permanent appointment to service? Yes, they are. Are there some at-large positions that can be both staff and faculty? Yes. A discussion took place.
- It was asked and clarified that UUP faculty and staff can vote, as well as adjuncts having one vote together, with the majority vote carrying. The President also gets a vote; however, the Deans and the Provost do not have a vote. It was noted that this is reflected in the Bylaws and in the Board of Trustees Policies.
- Has there been any state-wide politic activeness regarding receipt of state funds and advocacy of how to spend it, as it was felt that the campus leaders would have a better idea of where the funding is needed as opposed to SUNY or Albany. The Union does have an advocacy group that is supported, so they can advocate for various things, such as closing the Tap Gap and covering contract increases. Discussion happened.

Dr. Szafran continued with his report and provided the following information. The College received a \$2.3M allocation from the Governor’s Budget through SUNY toward our building a childcare center on our campus. This has been a desire for many years, but various hurdles needed to be overcome. The overall project is estimated to cost \$8M. The hope is to get \$1.6M through a Consolidating Funding Application grant, with the rest coming through a State Legislative earmark. Preliminary discussions on location have landed on somewhere close to the entrance to avoid congestion with drop offs/pickups.

There’s a new SUNY initiative that allowed people to apply to a SUNY college without paying an application fee, which has resulted in an avalanche of applications over the past two weeks. Dr. De Cooke was asked to provide an update for Academic Affairs.

Dr. De Cooke reinforced the significant increase in applications that the College received and noted that Spring applications are up 21% over last year. Admissions has also had three very successful Open House events, with one that brought two buses to campus for the first time ever from downstate. She also shared that the campus is returning to normal in a lot of ways. The Living Writers Series has started back up again and will have their second speaker

tomorrow; everyone was invited to join. Additionally, she noted that she is encouraged by the withdrawal and suspension trend of being the lowest in years. Lastly, Dr. De Cooke shared that the Middle States visit is back on track with the new chair being named and a complete draft self-study report going through the reading and commenting period.

It was asked and answered that there is a follow-up process used to reach out to potential students; a number of methods are constantly employed. Admissions is also moving to give early responses.

Retention was inquired about, and it was noted that the pandemic caused it to dip, and that there might be a better comparison of how we are doing at the end of this year. It was noted that there has been an increase in the number of transfers and high schoolers studying with us.

Dr. Szafran noted that it appears that the College is facing a budget deficit of about \$3.9M from 2022-23, with almost half of the deficit resulting from conservatively budgeting with regard to energy costs and the other half resulting from the estimated union-negotiated raises if contracts are settled this fiscal year. His annual budget presentation to the College will happen after Thanksgiving.

Ms. Miller was asked to provide an update for Administrative Affairs. She explained that it is important to remember that the deficit of \$3.9M is with regard to the current operating budget and where the end-of-the year budget is anticipated to be. She noted that we do not have a structural deficit because we have reserves. She also noted that everything comes down to enrollment and tuition. It is anticipated that this year tuition will not reach \$20M, and State support will remain flat, with unfunded, negotiated raises. A bit of history was shared; prior to 2008, the State negotiated and funded raises. In that year, there were two cuts that have never been restored. She did provide a note of reassurance and stated that the hope was for enrollment to turn around. Currently, the College's payroll is \$24M, and we bring in \$20M in tuition and \$6M in State support.

Ms. Miller shared an updated on the French Hall projects. The mechanicals are being worked on, but with the delay in phase 2, there will be no walking paths for the winter. Phase 3 – French Hall Plaza is in the design phase.

Dr. Szafran added that serious planning for Payson Hall renovations are underway, along with trying to leverage the Entrepreneurial Center into those plans. It was noted that the money for these projects comes from a different funding source and can only be spent for this. There is an effort to do things conservatively in order to retain reserves and our say in how it is spent. Additionally, reserves allow for cash flow, which is important, and has allowed us to accomplish a number of priorities.

Dr. Szafran continued his report and reiterated that work on the Middle States report continues. Our new Visiting Chair is Judith Sciple, Vice President for Institutional Effectiveness and Development from Delaware Technical Community College.

Moving to the Student Affairs update, he shared that this has been a good year in the area of Student Life, with lots of students involved in lots of activities.

Ms. Bish reported that there are 745 students in the residence halls, which is flat relative to the pandemic and slightly down from the usual 1,221. However, it is a normal year, with student behavior being back on track. She also reported that they received money through CARES, so Behavioral Intervention Team trainings could be provided. On the Athletic side, fall sports have ended, winter sports are underway, and e-Sports is doing well with the focus right now on the SUNY League. Ms. Bish added that this month has been busy with programming for Indigenous Peoples' Month, as well as the SAIL, SGA, and CAB rosters of events.

The report was turned over to Ms. Fink to give her update for the Student Government Association (SGA). The SGA E-Board held a club training focused on process clarification, and they have been preparing for the Student Assembly conference and presentations. They are also working on the Spring Leadership Conference for students, as well as their own succession planning for their SGA positions.

Dr. Szafran announced that the Advancement area has started gearing up for the "silent phase" of a campaign, which will ultimately involve all aspects of the College working together to envision the SUNY Canton of the future. He asked Ms. Thompson to provide an update on her area.

Ms. Thompson provided some history on the last campaign and explained what they are doing to gear up for the new campaign. She noted that campaigns are held to bring people together, create a case for support, and rally around a vision of how it will be different. This exercise of defining the goals is an all hands-on deck exercise. The work for the silent phase has begun and may take 3-4 years, with a numerous amount of conversations. It is critical that all are involved, and she noted that she will be looking to the College Council for leadership, as well as other groups.

Ms. Thompson also mentioned the inactive digital Hall of Fame display in the adjacent hallway. She added that they are looking to do something similar in the Vet Tech Area for a Pet Hall of Fame display. This idea emerged from one of the Living Writers Series speakers.

Ms. Petkovsek was asked to provide an update for UUP. She reported that the State-wide UUP has held their delegate assembly meeting, been involved in efforts to get the Governor elected, and are working on contract negotiations – with the hope to secure funding to cover contract items. It was noted that the CSEA contract has been settled, and UUP's is before the State.

Locally in Labor/Management, they have been working with the administration on various issues such as reinstating curriculum coordinators and working to correct an issue in the contract – it calls for an increase for part-time faculty who teach summer/winter term courses. Fulltime faculty were not addressed in this part of the contract, so they are making less than part-time in this case. It was noted that even though the College is not obligated to level the amounts these types of issues often put the College in the middle.

There was a brief group discussion regarding the expiration and length of UUP's contract – expired on June 30 and usually is approved for 3-4 years. The group was also briefed on what the anticipated raises will be and the process of how they are paid once the contract is settled – thought it would be around 2 or 3% each year and some years are paid retroactively. It was noted that there is a 1% increase for compression and discretionary that has just been approved and will be paid out now even though the contract is not settled.

Dr. VanderZee was asked to provide an update for University Relations. Dr. VanderZee reported on who the College's legislative representatives are – in the Assembly it is Scott Gray and in the Senate it is Dan Stec. She and Dr. Szafran are working on building relationships with both, so they are aware of the College's needs and priorities. It was noted that due to the democrats retaining control of the Senate, the College's congressional directed spending project remained in the Senate budget, which is good for us. She also reported that the negotiations for the downtown center are still ongoing, and the hope is to still break ground in the spring.

The report was turned over to Dr. Kavaloski to provide the Faculty Senate update. Dr. Kavaloski shared that collaborative meetings between her, Matt, and Stephanie are new and have become regular, which she noted as being helpful in understanding each area. She also shared that she felt the visit with the University Faculty Senator and Parliamentarian was useful with regard to offering ideas of how to shift and improve the College's governance process. The following updates from the University Faculty Senate (UFS) meeting were provided:

- The Chancellor's search is underway, and they are looking for someone with fundraising experience.
- Several other searches for SUNY Presidents and the SUNY Provost are happening.
- The Big SUNY Campaign focuses on free application submissions, big billboards in cities, NYC recruitment, new acceptance protocol which offers automatic alternative acceptances in cases where a student is denied to give them options and help campus enrollments.
- The target for the GER changes to be complete is Fall 2023. It was noted that there is still some uneasiness among Senators and Diversity Committees regarding the process for approving courses in the area of Diversity, Equity, Inclusion, and Social Justice, but they are working to get information and resources that will help explain things better.
- The Tech Sector's question to the Chancellor was about new opportunities for tech sector graduates and students in relation to the new chip facilities – How might SUNY support helping students fit into these jobs? It was noted that the Chancellor is looking into it.
- Three of the five UFS Resolutions were put forward to the campus governance for support; the resolutions were regarding the handling of college-held Perkins loan payments and interest during the pandemic, State Executive Budget advocacy, and statement of support for SUNY Iranian and Iranian American students, faculty, and staff.

The report was turned over to Mr. Smith to give the Public Relations update. Mr. Smith shared the following:

- SUNY Canton's Day Care Center was a cover story on October 21.
- Watertown Daily Times did some follow-up inquires on the Autism Ambassador's visit.

- PR has launched their Education at the Speed of Life campaign focusing on Cybersecurity, Crime Analysis, and Healthcare Management; after six weeks, there have been over 200,000 views, with Cybersecurity receiving 185,000 views alone. There have been 11,000 new visits to the website in the last month, with the majority coming from the targeted areas in the campaign.
- Admissions' successes of a record-breaking day resulting in 478 applications and bringing 100 students from NYC to the campus were reiterated. It was also shared that they are hosting some after-hours, Drop in Days to accommodate students and families who cannot visit during normal business hours.

Mr. Rich asked if there was outreach to the Canadian market. It was noted that many of our programs are marketed in Canada, and Travis can send publications and/or ad information to Mr. Rich for promotional purposes.

Dr. Szafran added that SUNY is ending their involvement in SUNY Online and Degrees of Scale; this was planned for, so the College's programs that are involved – Health Care Management, Cybersecurity, and Crime Analysis – will continue.

***Adjournment***

Ms. Fink made a motion to adjourn the meeting at 10:58 a.m. The motion was seconded by Mr. Rich and approved.

Respectfully Submitted,

Michaela Young  
Secretary to the College Council