

SUNY CANTON COLLEGE COUNCIL

TUESDAY, NOVEMBER 13, 2012

9:30-11:30 A.M. ~ FACULTY OFFICE BLDG., RM. 620

256TH MEETING

AGENDA

- Call to Order – Ronald O’Neill Action
- Introduction – Ronald O’Neill Information
- Minutes of September 25, 2012 Meeting – Ronald O’Neill Action
- New Business
 - Local College Council Bylaws – Ronald O’Neill Information
- Old Business
- Chairman’s Report – Ronald O’Neill Information
- President’s Report – Carli Schiffner Information
 - Academic Affairs Update – Karen Spellacy
 - Administrative Affairs Update – Betty Connolly
 - Advancement Update – David Gerlach
 - Student Affairs & Information Services Update – Molly Mott
 - Student Government Association Update – Nafeesa Johnson
 - Faculty Senate Update – Brian Harte
- Adjournment – Ronald O’Neill Action

DRAFT
SUNY CANTON COLLEGE COUNCIL

255th MEETING

September 25, 2012

Present:	Chairman Ronald O'Neill Timothy Currier Thomas Sauter	Grace Burke Nafeesa Johnson	Richard Callan Chloe Ann O'Neil
Absent:	Cecily Morris	Roger Sharlow	
Others:	President Carli Schiffner Charles Fenner Molly Mott	Stacey Basford David Gerlach Randy Sieminski	David Butler Brian Harte Karen Spellacy

Call to Order

Chairman O'Neill called the meeting to order at 9:00 a.m.

Minutes of July 24, 2012

Mr. Currier made a motion to approve the July 24, 2012 minutes as presented. The motion was seconded by Mr. Sauter and carried.

Minutes of July 31, 2012

Mr. Sauter made a motion to approve the July 31, 2012 minutes as presented. The motion was seconded by Ms. O'Neil and carried.

New Business

Chairman O'Neill welcomed Brian Harte as the new Faculty Senator.

2011-12 President's Annual Report

Mr. O'Neill presented the President's Annual Report and asked the Council for approval. Mrs. Basford stated that it is Dr. Kennedy's final report. Mr. Callan made a motion to approve the President's 2011-12 Annual Report. The motion was seconded by Dr. Burke and carried.

Mr. Sauter asked if the distribution of the report is just to SUNY System Administration. Ms. Basford replied that it will go to the Chancellor, the SUNY Board of Trustees, and the SUNY Presidents. Mr. Gerlach stated that parts of the report will be used in the *After Canton* and the *SUNY Canton Magazine* (formerly the *Report to the Community*).

Resolution Supporting the SUNY Institute of Arts, Sciences, & Technology

Chairman O'Neill presented the resolution supporting the SUNY Institute of Arts, Sciences, & Technology to the Council for approval. Mr. Currier made a motion to approve the resolution supporting the Institute. The motion was seconded by Miss Johnson and carried.

Dr. Fenner reported to the Council that he has met with his Business counterparts at SUNY Potsdam and have outlined a program all the way through an MBA. This plan will share Business faculty with Potsdam's faculty teaching some online courses for SUNY Canton. We will help them develop the online courses with their course outlines, and they will teach as adjuncts for us where needed. We will use the consolidated colleges list of courses to show the courses that are the same for SUNY Canton and SUNY Potsdam, so students can take courses from either campus. The check sheets will also match up. Dr. Mott asked if these were new online courses and if Dr. Fenner would give them a heads up when they were ready, so they could be planned out. Dr. Fenner replied yes.

Student Code of Conduct Revisions

Dr. Mott presented changes to the Student Code of Conduct and explained that modifications were needed to include Title IX information, clarifications to existing sanctions, additional language and sanctions to address new situations, and revisions suggested by SUNY Legal. She indicated that all changes initially are run by SUNY Legal Counsel. Mr. Sauter made a motion to approve the Student Code of Conduct revisions and addition. The motion was seconded by Ms. O'Neil and carried.

Resolution Supporting New On-Campus Student Housing

Mr. Gerlach indicated that he would like to wait on the presentation and approval of this resolution until the Council has received the information on the new funding model.

Old Business

There was no Old Business to discuss.

Chairman's Report

Chairman O'Neill reported that the ACT Conference is scheduled for October 12-14, 2012 in Lake Placid.

President's Report

President Schiffner stated that she attended her first Presidents' Meeting in NYC in early September. At this meeting, SUNY reported on student mobility and transfer which would be good for all SUNY campuses. They also announced a presidential search firm that is planned to begin in April of 2013. Dr. Schiffner reported that would involve hiring a person that would serve on SUNY System's personnel and act as an executive search coordinator. They would handle presidential and vice president searches at the Technology and Comprehensive Colleges. The colleges involved would have to pay \$20,000 – 25,000 annually; this would essentially be similar to a membership fee. SUNY stated that it was a cost-savings measure. They reported that some campuses had reported spending \$200,000 – 250,000 on searches, and this would offset those costs. The Council discussed how it would not be a cost savings for SUNY Canton due to the longevity of presidential hires. Dr. Schiffner stated that she asked if we could opt out. She was told that we can opt out of using SUNY's designated search executive; however, we would still be required to pay the annual fee. Chairman O'Neill reported that at the last Board of Trustees meeting, it was announced that this new position would have a salary of \$400,000 in addition to the \$20 – 25,000 annually from each of the Technology and Comprehensive Colleges.

Dr. Schiffner provided a report on the new funding model that was shared with them at the meeting. She stated that we are currently funded at 2100 students for State-operating funds. SUNY Canton has grown and is averaging about 3800 students. The extra money gained from that growth has been allowed to be used on our campus, reinvested, etc. The new model will fund SUNY Canton

accurately at an average of 3800 students. The model takes the average of the past two years plus the current year for a three-year average, which comes close to 3800. With the new model, any further growth that we want to do will have to be requested from SUNY System Administration. The areas that will be given permission are ones that would provide for growth in STEM; growth in economic development in New York State; and growth in transfer students for available, upper-level courses. The new funding model will remove the small campus adjustment that we have been receiving for years. Dr. Schiffner does not feel that SUNY Canton will notice the effects of this funding loss for a couple of years; however, she feels it will be noticeable at that point and has concerns with the model. SUNY has asked for feedback from the Technology and Comprehensive Colleges. SUNY Alfred President John Anderson serves as our representative on the Resource Allocation Team.

The group discussed many different scenarios such as what constitutes economic development for New York State. Mr. Sauter asked Dr. Schiffner what SUNY's expectations were for growth, if they want us to continue to grow or not. She indicated that she could not speak to that as she was not sure. SUNY Canton will have to strategically plan for these different conditions when accepting students. The impact of access for students will be great; many will need to look at community colleges out of the area, while others will look to the University Centers. These two areas will grow in enrollment; however, St. Lawrence County will see an increase in their reimbursements for those students that attend colleges outside of their county. Mr. Gerlach indicated that the positive side of this for SUNY Canton would be that we would become a smaller, more selective college. It was mentioned that it would lessen diversification in classes and ethnic diversity across campus. Mr. Callan asked if County officials were aware of this. The administration has not discussed the new model with County officials. Chairman O'Neill stated that he would see if he could meet with Sally Brothers to update her on this. Mr. Sieminski asked Dr. Schiffner if she could share where SUNY is coming from on this. She indicated that she felt there was momentum to strengthen the University Centers, streamline the Education Pipeline, and to level the playing fields with respect to special budgets. Dr. Schiffner stated that she could personally continue to communicate with Provost Lavalley and Mr. Hutzley what our needs are for growth and how this new model will affect us. Dr. Mott would be interested to know how this new model will affect the Governor's economic plan. Chairman O'Neill asked Mr. Gerlach if he had any idea of the number of students that just would not attend a college due to this. Mr. Gerlach indicated that he really did not know. Some may choose to go to the community colleges, because they are less expensive even though they would face the expense of commuting. The group felt that students needing remediation would be the ones essentially left behind, and that our weaker academic programs would not be able to be sustained. Accessibility is the key for many students who attend SUNY Canton. We have many success stories including educating a numerous amount of first-generation students. Mr. O'Neill would like to be made aware of these success stories.

President Schiffner handed out some additional information to the group from the Presidents' Meeting that she attended. The additional information included the proposal, announcement of changes with the model, and timeline for updates. It was noted that the enrollment caps were not mentioned on these sheets; however, President Schiffner stated that there was information on how those numbers were obtained. It was felt that the new model would only affect colleges that were growing. President Schiffner added that she feels we are in a good place, because we have the opportunity to send feedback to SUNY, and we have done that. She also indicated that we have done a tremendous job financially with online offerings and growth areas. Dr. Schiffner reiterated that because we have done so well, we won't feel the impact for two years out, unlike other

campuses. Dr. Burke asked if our online model would essentially be stolen because of how well we have done. Dr. Mott replied that it was unclear if we would be able to keep enrollments for off-term sessions – winter and summer. It is because of those sessions that we have the cushion we do. Dr. Schiffner stated that there has been movement from Empire State and SLN toward consolidation for online. Dr. Mott indicated that we would be affected tremendously if this model goes into effect, because Empire State is first in online learning and SUNY Canton is second.

President Schiffner reported on some further updates. The Middle States Accreditation Visit Team Chair, Dr. William Martin, will visit us in November. Dr. Schiffner feels that the college will have a positive accreditation visit. She indicated that Mr. Sauter was able to review the self-study and provide some comments as well. Dr. Schiffner stated that over the past year, we have been readying for the report. The actual visit is in March, and we will provide to the group additional information and an online link to the self-study when it becomes available.

Dr. Schiffner also updated the group on the Funeral Services Administration accreditation. She stated that the site visit was less than a month ago, and we have a couple of items to work on. Dr. Schiffner and Program Director Penepent will be traveling to the national meeting the first weekend in October to find out if SUNY Canton received the accreditation. She also stated that the group that visited campus was very excited about the Library and the plans for the new facility since the Cook Hall fire.

Administrative Affairs Update

President Schiffner provided Vice President Higley's report as she was unable to attend the meeting. Chairman O'Neill asked why Ms. Higley was not able to attend today. Dr. Schiffner replied that she was hosting the SUNY Construction Fund on Potsdam's campus.

She reported that the student payroll for SUNY Canton has been completely transferred to SUNY Potsdam for processing. This fiscal year, we are working on transferring the hourly and salary payroll. Nafeesa Johnson stated that student workers were not notified, and some have not been paid. She felt more communication was needed. Dr. Schiffner asked if she could speak with Miss Johnson about the issue and said she would share it with Vice President Higley.

There is active conversation with SUNY Potsdam regarding purchasing and accounts payable/travel to achieve efficiency and best practices that would be a working mirror image between both campuses. Vice President Higley hopes to have full integration in December of 2013.

SUNY Canton is engaged in conversations with the Director of Environmental Health and Safety (EHS) at SUNY Potsdam to develop a robust EHS program for our campus as we do not have a centralized program; this was evident after the Cook Hall fire. We hope to have a coordinator hired and in place by Spring 2013.

Dr. Schiffner reported that SUNY Canton is doing a good job with being more sustainable; however, we do not have an individual to handle that. SUNY Potsdam recently lost their half-time coordinator, and there is an active conversation for a shared position.

Dr. Schiffner also shared that SUNY Canton and SUNY Potsdam met as a joint executive group yesterday. They discussed the Institute and the capital money that is being offered through the SUNY 2020. There is collaboration with SUNY Potsdam for some of this money, and SUNY Canton is working with Clinton Community College to submit a proposal for wind energy.

Chairman O'Neill asked about the schedule for the CFO position as to when Ms. Higley was on our campus. Dr. Schiffner stated that Ms. Higley is usually half days on both campuses with full days on a specific campus if need be. Mr. O'Neill asked who makes the decision as to where she is. Dr. Schiffner stated she did not know.

Dr. Schiffner continued to report on Administrative Affairs and stated that the Business Office closed the fiscal year 2011-12. It was difficult this year because of the new State financial system. The State and SUNY continue to work with the system to get it operating more smoothly. The Business Office has started the year off strong.

The college has exceeded fall enrollment, which in turn exceeded budgeted tuition dollars. Ms. Higley will be reviewing the new budget model, which may be in place for the next fiscal year. They are running an analysis for SUNY Canton to see what the impact will be for a few years out.

Mr. Callan asked if the CFO position was shared between the two campuses. He stated that it was important that the two presidents of each campus make sure that Ms. Higley knows that she works for our campuses and not SUNY Central. Dr. Schiffner stated that when the position came about there was not a performance program in place. Dr. Schiffner and Dr. Schwaller incorporated points of what was expected from each campus into a merged performance program for Ms. Higley. She indicated that she would be happy to share that with the Council. Mr. Callan was concerned that SUNY may come in and try to change things. Mr. O'Neill stated that it was not about the person in the position; it was about the position itself.

Dr. Schiffner shared with the group that SUNY Canton received a letter from the State University of New York Capital Facilities Office regarding a request for us to participate in an energy audit during the next year. SUNY Canton is one of five campuses to be selected. This audit will cost around \$124,000. It is being determined if NYSERDA or NYPA can offset the cost. Dr. Schiffner pointed out that of the Technology Colleges, we have the highest usage; however, we have decreased our usage dramatically.

Resolution Supporting the New On-Campus Student Housing

Vice President Gerlach presented the resolution for the new, on-campus student housing. He reported that the resolution proposes five possible sites, which were shown in the pictures that he distributed. Mr. Gerlach believes that even under the new funding model there will be a need for this new housing, because there were an additional 150 returning students who wanted to live on campus, and there were a significant number of triples this Fall. Dr. Mott stated that there were over 250 student-residents from the design capacity. Mr. Gerlach further added that the design capacity of the old residence halls is about 860 with a breakeven point somewhere around 930. He indicated that the College Council would approve or deny this resolution today, and the College Foundation would approve or deny their involvement in the project on Friday. If SUNY Legal Counsel allows, this will move to the Board of Trustees' Meeting in November. Mr. Gerlach was tasked by Dr. Kennedy to deliver a new residence hall by 2014. If all of the approvals come in, the timeframe would be late February/March for financials, April/May for constructions, and July 2014 for completion. Mr. Gerlach

indicated that a consultant analysis is being done but is not complete yet. He anticipates them saying that we need another residence hall. Dr. Mott indicated that the feasibility study was just completed. Mr. Gerlach stated there is an issue with the site selection. He would like to have it where there are the least insurance liabilities. Miss Johnson reported that the students want it to be quick and near other active places on campus. Chairman O'Neill asked Mr. Gerlach how Albany would react if the College Council did not approve the resolution for a new residence hall, because of the new enrollment cap. Mr. Gerlach indicated that he could justify the new residence hall just by the number of triples we are seeing. He also said that in the next couple of years, we will need to close down certain wings of the old residence halls to renovate, and if the level funding is off, we need 500 beds today. It was discussed if SUNY would approve or disapprove this initiative. Mr. Gerlach stated that SUNY Construction Fund and SUNY Legal were well aware of this project and that they liked these kinds of projects, because it was a win-win for everyone. Mr. O'Neill asked if the College Foundation would have a problem approving this resolution. Mr. Gerlach stated no as the College Foundation has a guarantee that their mortgage will be paid if the debt-service is not filled. Mr. Gerlach went on to say that he felt the administration was confident that SUNY Canton would have the enrollments to fill the residence halls. Ms. O'Neil also pointed out SUNY Canton has lost some students, because of the current housing (excluding Grasse River Suites) because it was not what they had expected when they got here. Miss Johnson confirmed that by saying that students expect all housing to look like Grasse River Suites.

Tomorrow, the college will have the consultant's input regarding the sites, and the college administration is scheduled to meet tomorrow to select a site. Mr. Gerlach indicated that with the Council's permission, and if they approve the resolution today, he would remove the four sites that were not chosen from the resolution.

Mr. Gerlach pointed out that Adirondack Roos, LLC is the new, wholly-owned affiliate of the Foundation that was created this summer. They would be the special housing entity such as Grasse River, LLC is for Grasse River Suites.

Mr. Callan asked if student total capacity is the same regardless of the proposed site. Mr. Gerlach answered no; he believes it needs to be reestablished with the new model. He feels that minimally there is a plan for 200 beds.

Mr. Sieminski asked if there was a particular site that the administration wanted and if there would be interference with the wind turbine project. Mr. Gerlach, Dr. Mott, and Student Affairs desire site 4 near the Roos' House; however, Facilities needs to weigh in. He indicated that the architect took into account the space needed for the power lines should they be moved.

Mr. Sauter asked what the Council was actually being asked to approve. Mr. Gerlach said he needed the Council to endorse the project to move forward.

Ms. O'Neil made a motion to approve the resolution supporting the new, on-campus student housing. The motion was seconded by Miss Johnson and carried.

Academic Affairs Update

Provost Spellacy reported that we have had some retirements and moves of various faculty/staff, so we are working with several interim positions. She is in the process of getting approval for searches for these different positions and hopes that they will be approved.

Ms. Spellacy shared that we have a Gateway to Success program that better prepares students in the first semester for college courses. They take their remedial courses and a course in their major to allow them to be up and running for their second semester. This helps students who might take three years to graduate be done in two. Another completion model is our Be Proud program in the Criminal Justice area. Ms. Spellacy stated that they hope to look at both models at the end of the semester and come up with a model that could be used for all students needing remediation.

A group of faculty is developing definitions and rubrics for us to access Institutional Student Learning Outcomes. There is one area that we need to improve: assessment of student learning. A piece of the Institutional Student Learning Outcomes is the pilot e-portfolio. Another effort on the horizon is the lecture series for faculty/staff to present their works.

Lastly, Ms. Spellacy shared that we are just starting to navigate shared services for faculty. A steering committee has been formed to discuss how courses get approved.

Advancement Update

Vice President Gerlach reported that the Canton College Foundation audit is complete, as well as for the Grasse River, LLC. It was a very clean audit. The Admissions Counselors are recruiting again. The College Foundation's signature event is coming up on September 28, the Scholarship Luncheon, along with the Foundation Board meeting. The Scholarship Luncheon should have over 300 individuals in attendance.

The late Joel Canino's implementation of succession of board positions will continue. The current Chair of the College Foundation, Bernie Regan, will move to the Past Chair. The Past Chair, Ron Woodcock, will move to be a Board member. Chloe Ann O'Neil will begin a two-year term as Vice Chair and will move to Chair at the end of that term. The current Vice Chair is Ed Coombs, and he will become Chair at the Board Meeting on September 28.

The wind turbine project continues with Phase I commencing soon. This is a non-SUNY Canton cost of a deeper analysis to get us to a go/no go state within a year. We are actively submitting for the SUNY 2020 funds which could be between \$5 – 20 million and help to offset the breakeven point.

Career Services will hold their Career Fair on October 11, and the Associated Colleges will hold a Regional Opportunity Fair at Clarkson on November 2. Public Relations will do a ribbon cutting on October 4 for the new Footbridges. Sponsored Research is working on the final report for the Perkins Grant for 2011-12, closing out the Upward Bound program, and actively submitting a proposal for the SUNY 2020 wind turbine project.

Mr. Sieminski reported on athletics. He indicated that two years ago we had 127 athletes total with 36 of them being female. There were four women's sports. Women's soccer was good, and basketball was okay; however, cross country was not good, and softball had been cancelled. Mr. Sieminski stated that we had growth and added five sports. Three were added in women's sports – lacrosse, volleyball, and hockey. Men's sports added lacrosse and golf. We now have over 300 athletes. The efforts or goal to change the branding of the College has been achieved, and moving from a two- to a four-year institution has also helped our image.

Mr. Sieminski indicated that the athletic teams this fall have been doing very well. He reported that we are in the provisional year for our NCAA membership. A NCAA representative group is coming to campus tonight and tomorrow for a visit. They will watch some of our games and meet with various groups. The membership does have an added expense of \$20,000 this year; however, Mr. Sieminski feels that it is offset by the added growth in student athletes, the change in branding, and the fact that we can save on travel in order to compete.

Dr. Mott asked if there was a chance for us to play SUNY Potsdam in different sports. Mr. Sieminski stated it has been a challenge to get them to cooperate on this, but some games have been scheduled for the future. There is a huge opportunity for shared services in this respect.

Mr. Sieminski stated that things are going extremely well for athletics, and he thanked the College Council for their support through all of this.

Student Affairs and Information Services Update

Dr. Mott reported on shared services in her area. A shared librarian will be hired soon, and Residence Life is collaborating with Potsdam's Residence Life to purchase software for room condition, housing assignments, and furniture inventory. We are also doing some RA spring training together. We are hosting a civility initiative between both campuses to raise awareness of respect on campus. This will be held on October 18 on the plaza of both campuses. Dr. Mott stated that we are also helping SUNY Potsdam plan and transition with their Tobacco-Free Initiative. Our efforts for the tobacco-free initiative on our campus have been going very well. We still have some designated smoking areas until the mandate in 2014.

Dr. Mott reported that Potsdam and Canton are working diligently on shared services related to Information Technology: Both IT departments are supporting the alignment of the back-end business processes between Canton and Potsdam and are in the planning stages for Cashnet, a student-billing process. Canton is helping Potsdam move to remote hosting for their student information system and Potsdam is helping Canton implement an immunization model for our medical health record system. Such upgrades, and any future ones, will need upfront investment, as they have sizeable initial costs (savings will be achieved down the road). Dr. Mott does not know if the new funding model will impact the funding for some of the shared initiatives.

Dr. Mott stated that Family Weekend was wonderful with twice as many people. She thanked Miss Johnson and Student Activities for their hard work.

Miss Johnson distributed a handout outlining your talking points. She shared that the Student Government Association (SGA) has its own office now in the Miller Campus Center 219. This is important, because students were having trouble finding a place to share their issues and meet. This provides that for them. Miss Johnson indicated that SGA meets every other Wednesday, and the Executive Board meets on Mondays and every other Tuesday if anyone wanted to meet with them. She explained that last spring a Four-College Leadership Conference was initiated. This conference allows student leaders from each of the four campuses to come together to discuss different issues and hold various round table discussions. This year's conference will be February 9, and they are trying to get 30 students per campus to attend.

Miss Johnson shared students' reaction to a smoke-free campus. She indicated that it was surprising that students want the campus to be smoke-free, and the ones who do smoke were less offended

after they received information on help that they could receive. She also indicated that there is a new level of respect from students when they are told they cannot smoke on the Plaza.

There has been an increase in student attendance at academic functions as well as social functions. She further stated that the professional presence of administration has also increased, so students are aware of whom the administrators are. She would like for this to continue. It shows the students that their efforts are not in vain.

There were some issues with the shuttle van service where students are not always respectful and behaved inappropriately. The SGA has looked into purchasing or leasing a mini bus to help with these issues. The idea has been put in front of the senators with further research being done. No decision has been made at this point.

Rock the Roo is a unique way to get students out to vote. They did all kinds of things to inspire students to get voting – flyers, white board messages, t-shirts, emails, foot patrol, etc. They educated the students on voting and mobilized them. Their efforts started on August 28 with the Carnival of Clubs, but that only registered about 50 students. Rock the Roo was a bigger event with a DJ and press coverage with about 250 students being registered. After the voter registration, they had a political party debate.

Miss Johnson stated that students are reacting much better now, because there is better communication between the student government and them. Everything that can be is shared with them.

The SGA is trying to get students to attend the Board of Trustees' meetings. They want them to bring up issues that are relevant to SUNY as a whole as well as the State, not specific to SUNY Canton. She stated that she sits on the SUNY Student Assembly Board and represents all of the Technology Colleges. The one big issue that always comes up is the fact that Community Colleges and Technology Colleges are overlooked. SUNY Canton's attendance at the Board of Trustees' meetings lately has changed our image. We are more recognized, and the other colleges are noticing that as well which is helping them to emerge.

Chairman O'Neill reported that the new appointments and reappointments of College Council members will be discussed at the ACT Conference in October. He stated that the Chancellor will not be able to attend; the Provost may be away as well. He asked the members who are attending the conference to speak about member appointment/reappointment if they are able to. Mr. O'Neill indicated that the Governor is a hands-on type of person, which means he wants to see every appointment before they are made. This lack of membership appointment/reappointment for some campuses is becoming a problem as they cannot make quorum.

Adjournment

Miss Johnson made a motion to adjourn. The motion was seconded by Mr. Sauter and carried at 11:02 a.m.

Respectfully submitted,

Stacey L. Basford
Secretary to the College Council

Bylaws
University Council
University at Albany, State University of New York

ARTICLE I. Name

1. The name of the organization is University Council, University at Albany, State University of New York.

ARTICLE II. Purpose

1. The purpose for which the Council is formed is set forth in Section 356 of the New York State Education Law, as may be amended, and is to promote the welfare of the University at Albany and the University community.
2. Further, the Council shall promote the University's mission in providing quality, affordable education; promote the University's goal of conducting research; promote the University's role in economic development at the local, regional and state levels; and work with the State University of New York, its Trustees, Governor, state, local and federal legislators, and community and business leaders in meeting the goals and missions of the University.

ARTICLE III. Basic Policies

1. The Council shall be non-partisan, non-commercial, and non-sectarian.
2. The name of the Council, and its members in their official capacity, shall not be used in any connection with commercial concerns or partisan causes not related to the promotion of the objectives of the Council.
3. The Council shall cooperate with the University's administration to support the improvement of education in ways that will assist and enhance the administration of the college.
4. The Council may cooperate with other organizations and agencies concerned with public higher education. Persons representing the Council in such matters shall present only the views on issues on which the Council has taken a stand, and shall bring to the Council for deliberation any proposed policies or courses of action.

ARTICLE IV. Powers and Duties

1. The Council shall exercise all the duties granted to it directly by Section 356 of the Education Law and delegated to it by the State University Board of Trustees.

ARTICLE V: Membership

1. The Council shall consist of ten members, nine appointed by the Governor and one elected by and from the University's students.
2. Only members in good standing of the Council shall be eligible to vote on matters before the Council, or to serve in any of its elective or appointive positions. To be in good standing, a member shall have a good record of attending Council meetings and University events. Excused absences shall be noted in the minutes of the meetings of the Council.
3. Council members receive no compensation for their services, but should be reimbursed by the University at Albany for expenses actually and necessarily incurred in the performance of their duties.

ARTICLE VI: Officers

1. The officers of the Council shall consist of a Chairperson, Vice Chairperson and Secretary.
2. The Chairperson shall be appointed by the Governor of New York, pursuant to the provisions of the Education Law. In the event that the Governor has not appointed a Chairperson, the Council, by majority vote, shall select an Acting Chairperson who shall serve at the pleasure of the Council until a Chairperson is named by the Governor.
3. The Vice Chairperson and Secretary shall be elected annually by the Council, by majority vote, at its last meeting of the University's fiscal year.
4. Only those persons who have signified their consent to serve shall be elected to any office.
5. Elected officers shall assume their official duties following the close of the meeting at which they are elected.
6. A vacancy occurring in the office of the Vice Chairperson or Secretary shall be filled for the unexpired term by the Council by majority vote.

ARTICLE VII: University Liaison

1. The President of the University, in consultation with the Chairperson or Acting Chairperson, shall appoint a staff member to serve as liaison to the Council and coordinate its administrative activities.

ARTICLE VIII: Duties of Officers

A. The Chairperson shall:

1. Preside at all meeting of the Council;
2. Sign documents on behalf of the Council;
3. Act as spokesperson for the Council;
4. Resolve tie votes of the Council;
5. Represent the Council at official University functions;
6. Ensure that agendas are prepared and minutes are kept in accordance with legal requirements; and
7. Ensure that the annual report of the Council is submitted to the State University Board of Trustees.

B. The Vice Chairperson shall assist the Chairperson in discharging his or her responsibilities and assume the duties of the Chairperson in the absence of that individual or his or her inability to act.

C. The Secretary shall ensure that the minutes of all meetings of the Council are recorded and shall perform such other duties as may be delegated to him or her.

D. All officers shall:

1. Perform the duties prescribed in the parliamentary authority in addition to those outlined in these By Laws and those assigned to them from time to time.
2. Deliver to their successors all official materials no later than 30 calendar days following the election of their successors.

ARTICLE IV: Meetings

1. The Council shall meet at least four times each year, at times to be fixed by the Council.
2. Special meetings shall be held by the call of the Chairperson or by petition of any five members.
3. Five members attending a meeting shall constitute a quorum, and an act of a majority of the members present at a meeting is an act of the Council.
4. Council meetings are governed by the provisions of the NYS Open Meetings Law.
5. The Council may act in executive session under the conditions set forth in Section 105 of the Public Officers Law.
6. Resolutions for consideration must be received by Council members at least seven days before a meeting unless the Chair provides in writing the facts which necessitate immediate action at a meeting.
7. The Council agenda is a public record and must be available at least three days before a meeting.

ARTICLE X: Standing and Special Committees

1. The Council may create such standing committees as necessary to promote the purposes and carry on the work of the Council.
2. The Chairperson shall be an ex-officio member of all committees.

ARTICLE XI: Roberts Rules

1. Roberts Rules of Order, latest edition, shall be the authority on all questions of parliamentary procedure in which they are applicable and not inconsistent with laws of the State of New York or these Bylaws.

ARTICLE XII: Amendments

1. These Bylaws may be amended, repealed, or altered in whole or in part by a majority vote of Council members at any regular or special meeting of the Council. Council members will be notified of proposed Bylaws changes at least seven days before a meeting.


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Cobleskill

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College Council By Laws

ARTICLE I. Name

The name of the organization is the College Council of the State University of New York College of Agriculture and Technology at Cobleskill.

ARTICLE II. Purposes

The purposes for which the Council is formed are those set forth in Article 8, Section 356, of the New York State Education Law, as from time to time may be amended, and generally, to promote the welfare of SUNY Cobleskill and its students.

The purposes of the Council are promoted through public meetings and attendance at college related functions directed toward students, faculty, and the community; are developed through conferences, committees, projects, and programs; and are governed and qualified by the basic policies set forth in Section 356 of the Education Law, as amended.

ARTICLE III. Basic Policies

The Council shall be non-commercial, non-sectarian, and non-partisan.

The name of the Council or the name of any member in his or her official capacity shall not be used in any connection with a commercial concern or with any partisan interest for any purpose not appropriately related to promotion of the objectives of the Council.

The Council shall cooperate with the college administration of SUNY Cobleskill to support the improvement of education in ways that will assist and enhance the administration of the college.

The Council may cooperate with other organizations and agencies concerned with public higher education. Persons representing the Council in such matters shall represent only those policies on which the Council has taken a position of record, and shall bring to the Council for action any proposals for policies or courses of action.

ARTICLE IV. Powers and Duties

Subject to the general management, supervision, control, and approval of, and in accordance with rules established by the State University Trustees, the Council shall exercise the following powers:

Recommend to the State University Trustees candidates for appointment as President of the college.

Review all major plans of the President and make relevant recommendations before they are submitted to the State University Trustees for approval.

The subject matter for major plans include but is not restricted to:
plans for the appraisal or improvement of faculty and other personnel;

expansion or restriction of student admissions;

appraisal or improvement of academic programs and of standards for

the earning of degrees;

expansion of physical facilities; and

appraisal or improvement of student activities and housing.

Make regulations governing the care, custody and management of lands, grounds, buildings and equipment.

Review proposed budget requests for the college prepared by the President and recommend to the State University Trustees a budget for the college.

Foster the development of citizens advisory committees to render such assistance as the Council may request, and to appoint the members of the committees.

Name buildings and grounds.

Make regulations governing the conduct and behavior of students.

Prescribe for and exercise supervision over student housing and safety.

Make an annual report to the State University Trustees on or before September first of each year and report to them from time to time on any matter the Council believes requires their attention

Perform such other powers and duties as may be authorized or required by the State University Trustees by general rules or special directives.

Make and establish, and from time to time alter and amend, such regulations pertaining to the affairs of the college that may be necessary or appropriate to carry out effectively the foregoing powers and duties.

ARTICLE V: Membership

The Council shall consist of ten members, nine appointed by the Governor and one elected by and from the student body of SUNY Cobleskill.

Only members in good standing of the Council shall be eligible to vote on matters before the Council, or to serve in any of its elective or appointive positions.

To be in good standing, a member shall make every effort to be present at each meeting of the College Council. Excused absence of College Council members shall be noted in the minutes of the meetings of the Council. Excessive absence from Council meetings without good cause and unexcused by the chair may be a valid basis for removal.

Council vacancies are filled for the unexpired terms in the same manner as original appointments.

Council members receive no compensation for their services, but should be reimbursed by SUNY Cobleskill for expenses actually and necessarily incurred in the performance of their duties.

ARTICLE VI: Officers and their Election

Officers:

The officers of the Council shall consist of a Chairperson, a Vice Chairperson and a Secretary. The Chair shall be appointed by the Governor of New York, pursuant to the provisions of the Education Law.

The Vice Chairperson and Secretary shall be elected annually at the first Council meeting held in the fall semester.

Only those person who have signified their consent to serve, if elected, shall be nominated for or elected to any office.

Elected officers shall assume their official duties following the close of the meeting at which they are elected and shall serve for a term of one year and until the election of their successor.

Elected officers shall serve no more than two (2) consecutive terms in the same office.

A vacancy occurring in any elected office shall be filled for the unexpired term by a person elected by a majority vote of the remaining members of the Council, notice of such election having been given.

ARTICLE VII: Duties of Officers

The Chairperson shall:

Preside at all meeting of the Council (at which he or she is present)

Sign documents on behalf of the Council

Act as spokesperson for the Council

Appoint committees

Resolve tie votes of the Council

Represent the Council at graduation and other official functions

Insure that agendas are prepared and minutes are kept in accordance with legal requirements

Insure that qualified candidates are recommended for appointment to fill Council vacancies

Insure that the annual report of the Council is submitted to the State University Board of Trustees

null

The Vice Chairperson shall act as aide to the Chairperson and shall perform duties of the Chairperson in the event of the absence or the inability of that officer to act.

The Secretary shall ensure that the minutes of all meetings of the Council are recorded and shall perform such other duties as may be delegated to him or her.

All officers shall:

Perform the duties prescribed in the parliamentary authority in addition to those outlined in these By Laws and those assigned from time to time.

Deliver to their successors all official material not later than thirty (30) days following the election of their successors.

ARTICLE VIII: Meetings

The Council shall meet at least four times each year, at times to be fixed by the Council.

Special meetings shall be held by the call of the Chair, or by petition of any five members at any time.

Council meetings are governed by the provisions of the NYS Open Meetings Law.

The Council may act in executive session under the conditions set forth in Section 105 of the Public Officers Law.

Resolutions for consideration must be mailed to Council members at least seven days prior to a meeting unless the Chair provides in writing the facts which necessitate immediate action at a meeting. The Council agenda is a public record and must be available at least three days prior to a meeting.

Quorum: Five members attending a meeting constitute a quorum, and an act of a majority of the members present at a meeting is an act of the Council.

ARTICLE IX: Standing and Special Committees

The Council may create such standing committees as it may deem necessary to promote the purposes and carry on the work of the Council.

The Chairperson shall be an ex-officio member of all committees.

ARTICLE X: Roberts Rules

Roberts Rules of Order, latest edition, shall be the authority on all questions of parliamentary procedure in which they are applicable and in which they are not inconsistent with the New York State Law or these By Laws.

ARTICLE XI: Amendments

These By Laws may be amended, repealed, or altered in whole or in part by a majority vote of all Council members at any regular or special meeting of the Council. Council members will be notified of proposed By Laws changes at least seven days prior to a meeting.

Revised: February 17, 2010

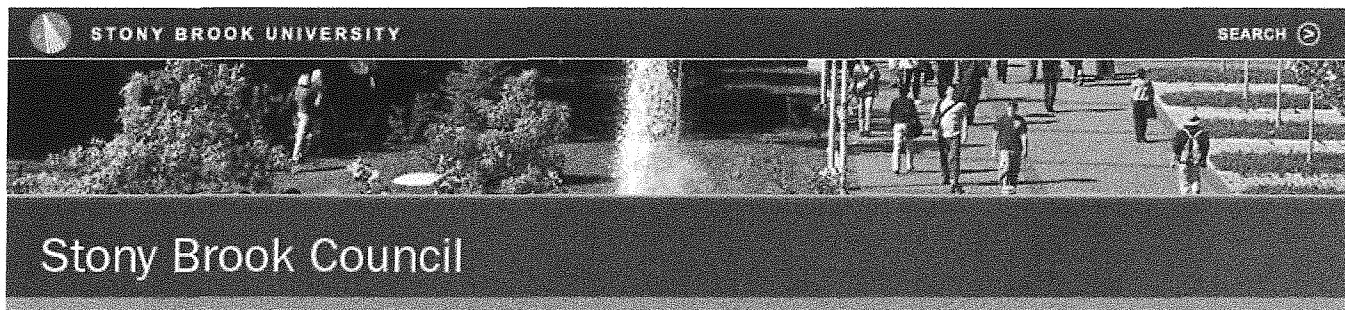


SUNY COBLESKILL
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By-Laws

ARTICLE I. Name

The name of the organization is the Stony Brook Council.

ARTICLE II. Purpose

1. The purpose for which the council is formed are set forth in the Education law §356 (b), as from time to time may be amended, and generally, to promote the welfare of Stony Brook University, its students, faculty, administration and employees.
2. Recognizing that Stony Brook is a major university center in the State University system, the purpose of the Council is to promote the University's mission in providing quality education which is accessible; promote the University's goal of enhancing the quality of undergraduate education in a research university setting; promote the development of the local, regional and state economies; and work with the State University of New York, Its Trustees, Governor, state and local legislators and community leaders in meeting the goals and missions of the University.

ARTICLE III. Basic Policies

1. The Council shall be noncommercial, nonsectarian, and nonpartisan.
2. The name of the Council or the names of any members in their official capacities shall not be used in any connection with any purpose not appropriately related to promotion of the objectives of the Council.
3. The Council shall cooperate with the Stony Brook Administration to support the improvement of education in ways that will assist and enhance the administration of the University.
4. The Council may cooperate with other organizations and agencies concerned with public higher education. Persons representing the Council in such matters shall represent only those policies on which the Council has taken a position of record and shall bring to Council for action any proposals for policies or courses of action.

ARTICLE IV. Membership

1. Only members in good standing of the Council shall be eligible to participate in its business meetings, or to serve in any of its positions. To be in good standing, a member shall make every effort to be present at each meeting of the Council. Excused absences of Council members shall be noted in the minutes of the meetings of said Council.

ARTICLE V. Officers

1. Officers
 - (a) The officers of the Council shall consist of a Chairperson, a Vice Person and a Secretary. The Chairperson shall be appointed by the Governor of the State of New York pursuant to the provisions of the Education Law.
 - (b) The Vice Chairperson and Secretary shall be appointed by the Chairperson.
 - (c) Only those persons who have signified their consent to serve be appointed for such office.
 - (d) The Vice Chairperson and Secretary shall serve one year terms with the terms expiring at the end of each calendar year.

ARTICLE VI. DUTIES OF OFFICERS

RELATED LINKS

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1. The Chairperson shall:
 - (a) preside at meetings of the Council (at which he or she is present);
 - (b) sign documents on behalf of the Council;
 - (c) act as spokesperson for the Council;
 - (d) appoint committee;
 - (e) resolve tie votes of the Council;
 - (f) represent the Council at graduation exercises and other official functions;
 - (g) insure that agenda are prepared and minutes are kept in accordance with legal requirements;
 - (h) insure that qualified candidates are recommended for appointment to fill Council vacancies; and
 - (i) insure that the annual report of the Council is submitted to the Trustees.
2. The Vice Chairperson shall act as side to the Chairperson and shall perform the duties of the Chairperson in the event of the absence or the inability of that officer to act.
3. The Secretary shall ensure that the minutes of all meetings of the Council are recorded and shall perform such other duties as may be delegated to him or her.
4. All officers shall:
 - (a) Perform the duties prescribed in the parliamentary authority in addition to those outlined by these Bylaws and those assigned from time to time.
 - (b) Deliver to their successors all official material not later than thirty (30) days following the appointment of their successors.

ARTICLE VII. Stony Brook Council Members

1. The duties of the Stony Brook Council members shall be:
 - (a) to transact necessary business at all meetings and in the intervals between meetings of the Council and such other business as deemed necessary by the Council and consistent with the Education Law;
 - (b) to create standing and special committees;
 - (c) to approve the plans of work of the standing committees;
 - (d) to meet all obligations established by the Education Law §356 as amended.
2. Regular meetings of the Council shall be held at least four times each year at times specified by the Chairperson. A majority of the Council shall constitute a quorum. Special meetings of the Council may be called by the Chair or by a majority of the members of the Council.

ARTICLE VIII. Standing and Special Committees

1. The Council may create such standing committees as it may deem necessary to promote the purposes and carry on the work of the Council.
2. The Chairperson of each standing committee shall present a plan of work to the Council for approval. Committees shall recommend action or policies to the Council and shall have no independent authority to act except as specifically authorized by the Council.
3. The Chairperson shall be a member ex-officio of all committees.

ARTICLE IX. Roberts Rules

Roberts Rules of Order, latest edition, shall be the authority on all questions of parliamentary procedure in which they are applicable and in which they are not inconsistent with New York State law or these Bylaws.

ARTICLE X. Amendments

These Bylaws may be amended, replicated, or altered in whole or in part by a majority vote at any regular or special meeting of the Council.

The Stony Brook Council meets in accordance with Article 8, Section 356, of Education Law. The powers and duties of Councils for State-operated institutions are detailed in this section, which prescribes and limits the nature and kinds of business that this Council may conduct. Also applicable to the conduct of this meeting is Article 7, Section 95, of Public Officer's Law which says, in effect, that members of the public may *attend* meetings of this kind and *listen* to the deliberations and decisions that go into the making of local policy. Such right of attendance, however, does not extend to Executive Sessions of the council, held in accordance with Sections 98 and 100 of the Article referred to above.

It is important that all those attending are aware of the limitations that attach to this right to attend and listen. No member of the audience may join in the deliberations of the Council or participate in its decisions. Under the law only duly selected members of the Council may exercise this responsibility. The conduct of all persons at these meetings is subject to the standards imposed by the Rules of Public Order.

Notwithstanding the foregoing, which applies to the conduct of business at this meeting, the Council wants to make it clear that the views of the public are welcome and indeed are solicited. Statements relating to the operation of the State University at Stony Brook or to the conduct of business of the Council may be submitted in writing to the Secretary of the Council, Office of the President, SUNY at Stony Brook. It must be emphasized, however, that the Council and the Council alone prepares the Agenda for this meeting. If members of the public have items they feel have a place on these agenda, they must submit them to the Secretary in the manner suggested above.

FALL 2012 COLLEGE COUNCIL CALENDAR

Updated 11/1/12

November

- 2-4 – USCAA Volleyball National Championship Games – *see attached schedule*
- 4 – Daylight Savings Time Ends – Don't Forget to Change Your Clocks!
- 11 – Veterans' Day
- 12 – Veterans' Day Observed
- 6 – Election Day – Be Sure To Vote!
- 13 – College Council Members Meet with Middle States Evaluation Team Co-Chair Dr. William Martin, 8:30-9:30 a.m., Faculty Office Bldg., Rm. 620
- 13 – College Council Meeting, 9:30-11:30 a.m., Faculty Office Bldg., Rm. 620
- 14 – Living Writers Series: Author Adam Levin, 7:30 p.m., Kingston Theater; Adam Levin is the author of the novel, *The Instructions*, a finalist for the 2010 National Jewish Book Award for fiction and winner of both the 2011 New York Public Library Young Lions Fiction Award and the inaugural Indie Booksellers Choice Award. For his short stories, Levin has won the Summer Literacy Seminars Fiction Contest, as well as the Joyce Carol Oates Fiction Prize. His fiction has appeared in a number of publications, including *Tin House*, *Esquire*, and *New England Review*. *Hot Pink*, his collection of short stories, will be published by McSweeney's in March 2013. He lives in Chicago, where he teaches Creative Writing at the School of the Art Institute.
- 22 – Happy Thanksgiving!

December

- 3 – President's Holiday Reception, 2-4 p.m., Miller Campus Center, Rms. 212-214 (Spouse/guest invited)
- 3 – College Council Meeting, 4:00 p.m., Miller Campus Center, Rm. 220
- 3 – Student Performances, 5:00 p.m., Kingston Theater, Campus Center (Spouse/guest invited)
- 3 – College Council Holiday Social, 5:30 p.m., Alumni House, 8 Stillman Drive, Canton (Spouse/guest invited)
- 3 – College Council Holiday Dinner, 6:30 p.m., Alumni House, 8 Stillman Drive, Canton (Spouse/guest invited)
- 8-16 – Happy Hanukkah!
- 25 – Merry Christmas!
- 31 – Midnight – HAPPY NEW YEAR!

ATHLETIC AND OTHER UPCOMING EVENTS CAN ALSO BE FOUND ON OUR WEBSITE:

<http://www.canton.edu/>

POOL A

1. Daemen College
2. SUNY Canton
3. Carlow
4. UC Clermont
5. Penn College

POOL B

1. Rochester College
2. Florida College
3. Penn State Fayette
4. Johnson & Wales (NC)
5. NHTI

DAY ONE: FRIDAY, NOVEMBER 2, 2012 – Pool Play

Time	Pool A <i>Roos' House</i> CARC	Pool B Dana Hall
10:00 a.m.	Daemen vs. SUNY Canton	Rochester vs. Florida
11:30 a.m.	Carlow vs. UC Clermont	PS Fayette vs. J & W
1:00 p.m.	Daemen vs. Penn College	Rochester vs. NHTI
2:30 p.m.	Carlow vs. SUNY Canton	PS Fayette vs. Florida
3:45 p.m.	UC Clermont vs. Penn College	J & W vs. NHTI
5:00 p.m.	Daemen vs. Carlow	Rochester vs. PS Fayette

2012 Women's Volleyball Tournament Schedule



DAY TWO: SATURDAY, NOVEMBER 3, 2012 – Pool Play

Time	Pool A Dana Hall	Pool B CARC <i>Roos' House</i>
10:00 a.m.	SUNY Canton vs. UC Clermont	J & W vs. Florida
11:30 a.m.	Penn College vs. Carlow	NHTI vs. PS Fayette
1:00 p.m.	Daemen vs. UC Clermont	Rochester vs. J & W
2:30 p.m.	SUNY Canton vs. Penn College	Florida vs. NHTI

2012 USCAA Women's Volleyball National Championship Bracket

CARC = Roos' House

SATURDAY, NOV. 3, 2012

Pool A 1st Place

Game 3 **CARC**
5:30 p.m.

Pool B 4th Place

Pool B 2nd Place

Game 4 **Dana Hall**
5:30 p.m.

Pool A 3rd Place

Pool A 2nd Place

Game 1 **CARC**
4:00 p.m.

Pool B 3rd Place

Pool A 4th Place

Game 2 **Dana Hall**
4:00 p.m.

Pool B 1st Place



SUNDAY, NOV. 4, 2012

Winner Game 3

Game 6 **CARC**
12:00 p.m.

Winner Game 4

Winner Game 1

Game 5 **CARC**
10:00 a.m.

Winner Game 2

SUNDAY, NOV. 4, 2012

Winner Game 6

Game 8 **CARC**
4:00 p.m.

Winner Game 5

THIRD PLACE GAME

Loser Game 6

Game 7 **CARC**
2:00 p.m.

Loser Game 5



2012 USCAA Women's Volleyball Champion



Third Place Finisher