

SUNY CANTON COLLEGE COUNCIL

MONDAY, MARCH 26, 2012

12:30-1:30 p.m. ~ Roos' House (CARC) Conf. Rm.

251st MEETING

AGENDA

- Call to Order – Ronald O’Neill Action
- Executive Session
- Minutes of November 1, 2011 Meeting – Ronald O’Neill Action
- New Business
 - Advisory Committee Appointments – Ronald O’Neill Action
 - Use of Facilities By Third Parties for Free Speech – Randy Sieminski Action
 - Distinguished Citizen Award – Ronald O’Neill Action
 - Excellence in College Service Award – Ronald O’Neill Action
- Old Business
- Chairman’s Report – Ronald O’Neill Information
- Faculty Assembly Update – Charles Fenner Information
- Adjournment – Ronald O’Neill Action

DRAFT

SUNY CANTON COLLEGE COUNCIL

250th MEETING

NOVEMBER 1, 2011

Present:	Ronald O'Neill, Chair Chloe Ann O'Neil	Grace Burke Thomas Sauter	Richard Callan Daynelle Richards	Cecily Morris
Absent:	Timothy Currier	Roger Sharlow		
Others Present:	Joseph Kennedy, President Molly Mott	David Butler Carli Schiffner	David Gerlach Randy Sieminski	Christine Gray Karen Spellacy

Call to Order

Chairman O'Neill called the meeting to order at 9:04 a.m.

Chairman's Report

Chairman O'Neill reported that he, Ms. O'Neill, Miss Richards, Mr. Currier, and Mr. Sharlow attended the Annual ACT Conference in October. SUNY Potsdam had three representatives, two of which were June O'Neill and Chairman Roger Linden. Mr. O'Neill asked that a resolution be passed opposing shared presidencies. The resolution was passed with six opposed and two abstains. A copy of the resolution was distributed. There was a forum with Provost David Lavallee and SUNY Legal Counsel Marti Anne Ellerman. Ms. Ellerman indicated to Mr. O'Neill that the 1997 Presidential Search Guidelines were the most recent version. Another forum was held with CFO Brian Hutzley. The student and faculty representatives on the SUNY Board of Trustees, as well as Admiral John Craine also held forums. Some campuses are concerned about the shared presidencies, but others are not. There was a great deal of support for us. Chairman O'Neill shared with Provost Lavallee that SUNY Canton was spending approximately 51% of its budget on academics, not the 39% that SUNY Central has reported.

Miss Richards reported that she was very frustrated that the Chancellor was not present at the conference. Miss Richards stated that she had hoped to speak with her again. Mr. O'Neill stated that Miss Richards was very eloquent with her remarks. Miss Richards spoke to Mr. Hutzley and told him that the students were still against shared presidencies and were going to continue their fight. Our group had the opportunity to speak with Senator Steward. He supports Senator Patty Ritchie's legislation for a president for each college if the very end of the legislation is removed that gives the College Council more power. This information was provided to Senator Ritchie by Council members. Mr. O'Neill felt that if Senator Steward supports it, then it is very likely that the Chairman of the Senate Higher Education Committee, Senator Kenneth LaValle, also supports it.

Mr. O'Neill confirmed that Council members received the proposed, revised Presidential Search Guidelines that he emailed them. We are proceeding with the search using the 1997 guidelines. The committee has been formed except for the six faculty members, which will be voted upon at the November 11 Faculty Assembly Meeting. The proposed, revised guidelines were emailed to the campus community for input to be shared with SUNY Administration. The revised guidelines will be voted on at the November 22 Board of Trustees meeting. Therefore, Chairman O'Neill hopes to schedule the first meeting of the search committee before then. The guidelines were emailed to Mr. O'Neill from an anonymous sender. In that email, an email from Provost Lavalley indicated that he will share the guidelines with the College Council members through ACT. To date, Mr. O'Neill has not received anything through ACT on the topic. Mr. Butler asked Mr. O'Neill if he's heard anything from SUNY Central. Mr. O'Neill responded that he has not had any contact with SUNY Central in a month since sending the request for their designee for the Presidential Search Committee. Mr. O'Neill shared with Council members the Power of SUNY brochure that was given out at the ACT Conference. He commented on how expensive brochures such as this type are, especially during difficult financial times like SUNY is currently in.

President's Report

President Kennedy reported that he has been busy traveling thanking donors and will continue to do so until his departure at the end of August 2012.

The anaerobic digester is back on track. Mr. Deuel and Vice President Gray are working on the initiative.

Our international programs continue to do well with the exception of Bosnia. They had refused to pay their bill, sent the campus a bill for that same amount, and threatened to sue the college. We then had to turn it over to SUNY Legal Counsel to take care of. Since then SUNY Central is requiring the students to pay a much higher tuition rate than they had been paying, more than three times higher. Because of this, the program is likely gone forever with over 300 students lost. Sri Lanka will be sending full-time students to our campus, which will make up for one-fourth of the Bosnian students lost. The Bosnian payment has since been received.

UUP Chapter President Update

Mr. Butler reported that over 20 municipalities have passed the SUNY Canton Task Force's resolution supporting President Kennedy and opposing the shared presidencies. Copies of those resolutions will go to the SUNY Board of Trustees, the legislators, and the Governor. UUP President Phil Smith spoke at the Assembly Higher Education Committee and had hoped to speak to the Chancellor, but she did not attend. Mr. Smith was able to speak with Provost Lavalley who again said that there would be no reduction in the labor force, only through attrition. Mr. Butler stated that it must not apply to President Kennedy.

SUNY Board of Trustees Public Hearing

Mr. O'Neill reported that the College Council members received a copy of the Public Hearing announcement that will be held on November 22 in NYC. There will be a bus load of people going down. Mr. O'Neill asked if any other Council members would like to join him. The hearing is scheduled for 3 p.m. Mr. O'Neill spoke with Canton College Foundation Board Chairman Bernie Regan who felt that it was important for the municipalities' resolutions be presented to the SUNY Board of Trustees. It was later found that the Public Hearing will happen after the Board of Trustees Meeting.

Academic Affairs Update

Provost Schiffner reported that more revisions have been made to the Applied Psychology program proposal and resubmitted to the State Education Department's Office of Professions. The Early Childhood Leadership program proposal has been returned to us for minor revisions. They will be submitted this week to SUNY Central.

A pre-college initiative is underway and an infrastructure for the program is currently being built.

Our retention efforts, along with cultivating our best practices, are paying off. Our continuing student number is up by 7% this Fall. We still have a ways to go to get where we would like to, but this is a significant start. Ending late registration and mandatory placement are being investigated as part of this initiative.

Prescheduling for Winterterm and Spring began yesterday. It is expected that Winterterm enrollments will meet or exceed last year's numbers. Classes are expected to be full, and new sections will need to be added.

The college received a CSTEP grant that allowed us to hire a part-time director for the grant, which is focused on scholarships for students in science, technology, and allied health programs. It will help the students with tuition as well as the cost of state licensing exams.

Course offerings will increase for the Spring 2012 Semester at Fort Drum. Our Motorsports program has been offered there and has been very successful. We will have more of a presence at the Higher Education Consortium Building on Fort Drum. A staff member will be present there once a week to assist with recruitment efforts.

Due to the loss of the Bosnia program, the college is updating its articulation agreements and forming new ones with two-year colleges and our four-year programs. Dr. Schiffner and Legal Studies Associate Professor William Jones visited four community colleges last week. The pipeline is over 250 strong. Efforts will be made to have articulation agreements with community colleges throughout New York State.

Provost Schiffner has been working with the Council for University Strategic Planning (CUSP). They are working on an institutional scorecard that will be used to benchmark the college's progress towards its strategic plan and institutional goals on an annual basis. The scorecard is a work in progress and will be shared with the College Council when complete.

Administrative Affairs Update

Vice President Gray reported that the Facilities Master Plan (FMP) was presented to the campus community this morning. The FMP will guide construction/building rehab projects through 2023. One of the exciting projects will be a gateway building, which will be located at French Hall. The FMP also reviews the need for additional instructional space which will be driven by enrollment.

Advancement Update

Admissions counselors have been traveling, and things are looking good so far. Applications for SUNY Canton are up on the SUNY system by 32%. SUNY-wide applications are down. The college has its own application that does not go through SUNY, so this number is not a true indicator of our application numbers. Although it's too early to tell now, enrollment is looking very promising at this point.

The two Admissions Open Houses have had good attendance, and another is scheduled for this Friday.

Vice President Gerlach served as moderator on behalf of President Kennedy at the Town Hall Forum for Congressman Bill Owens that was recently held on the campus. Students asked about the rising costs and debt load of higher education and the shared services initiative. Chairman O'Neill asked Congressman Owens to speak with SUNY Board of Trustees Chairman McCall, and he agreed to do so.

The college is still in negotiations with NYPA for the wind turbine. One of the congressman staffers has offered potential funding for the project.

The Career Fair was excellent with a strong showing of employers.

Mr. Sieminski mentioned that we had another record enrollment this year, even with the loss of the 300 Bosnian students. We will be over 4000 next year.

A Question/Answer Sheet on the NCAA was distributed by Mr. Sieminski. Today, the College Council will be asked for their approval for the college to move forward with NCAA. We are currently undergoing our exploratory year, similar to a probationary status. To be NCAA, you must have twelve athletic teams. This Spring, we will be adding both Men's and Women's Lacrosse.

Mr. Sieminski provided updates on how the athletic teams are doing.

A motion was made by Mr. Sauter to endorse the college's plans to move forward with NCAA. The motion was seconded by Ms. Morris and carried.

Student Affairs Update

The college received positive media attention for its tobacco-free initiative. The Tobacco-Free Task Force will continue its work on campus throughout the transition and implementation phase. SUNY, as a whole, is looking to transition all of its colleges to a tobacco-free environment.

The Student Assembly Conference went well. Several other schools have offered assistance to our student leaders in their fight for "2 colleges: 2 presidents."

A team from SUNY Central visited SUNY Canton and Potsdam, to review information technology processes, procedures, and practices in order to identify areas of possible shared resources and services.

Minutes of September 27, 2011

Ms. O'Neil made a motion to approve the September 27, 2011 minutes as presented. The motion was seconded by Dr. Burke and carried.

Adjournment

Mr. Sauter made a motion to adjourn the meeting. The motion was seconded by Ms. O'Neil and carried. The meeting then adjourned.

Respectfully submitted,

Stacey L. Basford
Secretary to the College Council

DRAFT

FACILITIES – USE OF BY THIRD PARTIES FOR FREE SPEECH

Summary

The following constitutes SUNY Canton's "time, place and manner" policy on the use of college-owned facilities by third parties (non-College or not sponsored by recognized student organizations) for free speech purposes as by the College Council pursuant to a delegation of authority by the SUNY Board of Trustees. (See SUNY Policy #5603 "Use of Facilities by Non-Commercial Organizations.")

Reasons for this Policy

The College respects and fully supports the rights granted to individuals under the First Amendment to the United States Constitution regarding free speech. The College has adopted free speech policies with respect to its students, faculty, and staff, but not for third parties, who are not sponsored by the College or a recognized student organization, but want to use the SUNY Canton campus for free speech purposes.

As a public entity, partially funded by New York State tax dollars, the College will provide a designated public forum to third parties outside of the campus community for their exercise of free speech rights. To comply with existing law, the College recognizes that it will be dedicating its scarce resources to the third parties, including staff time for the management of the designated public forum, the cost associated/loss of revenue with the use of space itself, and possibly utilizing University Police and other administrative offices' staff, to provide for the public safety of participants.

In drafting and adopting this Policy, the College weighed its competing obligations and responsibilities: to meet its legal obligations as a public entity to provide a designated public forum for free speech by third parties; to meet its audit and control obligations in managing New York State property under its jurisdiction; and to meet its obligations for the orderly and safe operation of its campus, while responsibly managing and allocating its scarce resources in pursuit of its education mission for its students.

Policy Application

This policy shall apply to all third parties, who are not sponsored by the College and/or a student group, who want to use the College's designated public forum for free speech purposes. This policy does not apply to students, speakers officially sponsored by recognized student groups, faculty or staff as other reservation and use policies apply to those campus community members.

Definitions

Black-out days: The College has "black-out" certain days on its calendar wherein the use of the campus and its facilities, including outdoor spaces, are reserved exclusively for Campus related activities that are at the very core of its primary educational mission. During these blackout periods, no third party shall be allowed to use the designated public forum for free speech purposes. The College defines the black-out periods to include the following:

- During official move-in periods and Orientation of fall and spring semesters;
- During reading periods and examination periods as set forth on the then current academic calendar;
- During Commencement related activities and events;

- During major fall or spring campus wide celebrations, such as concerts, grand openings, and FallFest and SpringFest; and
- During the conservation shut down of educational buildings and administrative offices as defined on its calendar when the temperature of the offices shall be below 60 degrees Fahrenheit (typically between the end of the examination period when students leave campus for the winter holiday break and a few business days after the first of the New Year). This time frame is included in the black out period because the offices are typically closed for the receipt of applications and the Campus is virtually vacant to conserve energy and to save money to meet state budget reductions.

Designated Public Forum: The College identifies the following area as its designate public forum: the outside area of the Richard W. Miller Campus Center (“Campus Center”), also known on campus as Roselle Plaza. The designated public forum is bounded to the north by the front door of the Campus Center and to the south by the stone wall/walkway guiding visitors to French Hall, and to the west and east by the Southworth Library, the walls of the Campus Center, and the entry doors to Cook Hall. Attached hereto and made a part here of is a map outlining the designated public forum.

The College designates this outdoor space for its designated public forum as this space is the most highly pedestrian trafficked area on the College’s campus by students, faculty, staff, and visitors. The Campus Center houses one of the College’s food courts, a campus bookstore, ATM machines, Student Activities, Residence Life, the College Association, the office of the Dean of Students, Diversity Affairs, Campus Ministry, Counseling, the Davis Health Center, student recreation space, as well as several other student services offices, and frequently used meeting rooms for the College campus community, such as the Woodcock Conference Suite and the Kingston Theater. The use of this space is also not likely to interfere with classroom instruction or dormitory residences.

The President shall have the authority to change, either permanently or temporarily, the identity of the designated public forum to another area to address concerns for the health, safety and welfare of the campus community.

Third Party: a person(s) who wants to use the designated public forum for free speech purposes and the person(s) is not a student, faculty or staff member at the College, and the person(s) is not officially sponsored by either the College and/or a recognized student group to speak at the College.

Policy

- A. The College is providing a designated public forum for use by third parties for their free speech purposes.
- B. Reservation and Recordkeeping of the Use of Space:
 - 1. Third parties who seek to use the designated public forum must:
 - Complete a designated public forum application located on the Vice President for Administration’s web page; and

- File the application with the Vice President for Administration three (3) business days before the date the applicant wants to use the designated public forum (applications received after 3 p.m. on a given business day shall be considered as having been received on the morning of the next business day). The applicant assumes responsibility for proper delivery to the Vice President for Administration in a timely manner. The Office is open 8 a.m. to 4:30 p.m., Monday through Friday, for deliveries, except for holidays and certain College blackout days as noted below.
2. The College shall review the application and respond to the applicant no later than the close of business on the third business day prior to the date the applicant wants to use the designated public forum:
- if the application is completed fully and signed by the applicant, and the date and time is available for use, the College shall inform the applicant of its approval to use the designated forum on the date and time so requested.
 - if the application is not complete and/or it is not signed, the College shall return the application to the applicant for completion. The three (3) business days' time period will begin running again once the completed and signed application is received by the Vice President for Administration.
 - if the space is already reserved to its capacity for the date and time requested, or if the date and time requested is during a "blackout period" as defined below, the College shall inform the applicant of the same and offer the applicant the next available date and time for the use of the space.

C. The College shall not:

- Inquire as to the nature or content of the free speech;
- Charge the applicant an application fee to reserve the designated public forum;
- Charge the applicant/third party for the use of the space;
- Impose insurance requirements on the applicant/third party; or
- Charge the applicant for any additional costs to the College that the College may incur due to the use of the space by the applicant/third party, such as security.

D. The applicant/third party shall:

- Be responsible for any costs for parking on the campus as all students, faculty, staff and visitors are charged for parking;
- Be responsible for picking up from the designated public forum any brochures, pamphlets, leaflets or other handouts or goods that the third party speaker brought with him/her to disseminate during his/her speech, and properly disposing of the same in public garbage receptacles or taking them with him/her. The College has a regulation against littering on the campus that applies to all students, faculty, staff and visitors. Failure to comply with this provision may result in future denial of use of the designated public forum; and
- Not use megaphone equipment for the amplification of the speech; however, upon written request at the time of application, and on the application, by the applicant,

and weather permitting to protect the College's equipment, the College will provide a microphone and sound system for the speaker.

- E. The College reserves the right to terminate any use of the designated public forum in the event either the speaker or a member(s) of an audience engages in conduct that violates the SUNY Rules for the Maintenance of Public Order, adopted in accordance with Education Law Section 6430 and 8 NYCRR 535, in order to secure the orderly and operation of the campus for the safety of the entire campus community.

Completed applications to use the designated public forum should be sent or hand delivered to the Office of Administrative Affairs, SUNY Canton, 34 Cornell Drive - FOB 614, Canton, New York 13617.

All applications must be reviewed and approved by the Vice President for Administration.

Anyone with questions should contact the office of the Vice President for Administration at (315) 379-3820.