

**SUNY CANTON COLLEGE COUNCIL  
INFORMATIONAL MEETING  
NOVEMBER 13, 2018**

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| <b>Present:</b> | Chloe Ann O'Neil<br>Thomas Sauter                                 | Ronald O'Neill, Chair                           | Marie Regan                                 |
| <b>Absent:</b>  | Grace Burke<br>Joseph Rich  | Timothy Currier<br>Roger Sharlow                | Cecily Morris<br>Brayden White              |
| <b>Others:</b>  | Courtney Bish<br>Douglas Scheidt<br>Zvi Szafran<br>Michaela Young | Jim Hamilton<br>Anne Sibley<br>Lenore VanderZee | Shawn Miller<br>Travis Smith<br>Barat Wolfe |

**Note: This meeting did not have quorum. It was conducted in a regular manner as reflected in the minutes below but is being filed as an informational meeting.**

Chairman O'Neill started the informational meeting at 9:00 a.m.

***President's Report***

Dr. Szafran announced that Dr. Scheidt will be leaving the College at the end of the semester to become Provost at Erie Community College, giving him a chance to rejoin his family in Buffalo. Dr. Szafran offered thanks to Dr. Scheidt for all that he has done to support our College and listed some of his many accomplishments: increasing retention and graduation rates, new program development, support for online education, outcomes assessment, and promotion of enhanced scholarship. In the interim, Dr. Molly Mott, Associate Provost, (focusing on issues of growth, student success and retention, and our relationship with SUNY), and Dr. Ken Erickson, Dean of the School of Science, Health, and Criminal Justice, (focusing on faculty issues and leadership within the academic community on campus) will split the responsibilities, while continuing to carry out their current responsibilities. Both will report directly to the President. The search is underway – committee members have been identified, position has been advertised, and we hope to have it filled by the end of the Spring 2019 semester.

Chancellor Kristina Johnson visited our campus last Tuesday, and the visit went very well. Dr. Szafran posted some pictures in The Weekly Blab. The Chancellor's schedule included a visit to Nevaldine Hall – highlighting our engineering aspects and the eSports Arena for a ribbon cutting. She had a great conversation with some of our eSports athletes, and their answers to her questions could not have been any better; she was very impressed. Her visit continued to the Southworth Library – for a meeting with more students, the Miller Campus Center – for a meeting with faculty and staff, Cook Hall – to visit the Early Childhood Program and meet a visiting group of Chinese faculty, and MacArthur Hall – for a meeting with the senior staff. The Chancellor was presented with some personalized and local artisan gifts. Upon departure, she stated to Dr. Szafran that she was very impressed. Credit and thanks for a successful visit goes to numerous people across campus.

Dr. Szafran pointed out that SUNY Canton has taken over operation of the Small Business Development Center (SBDC) in Plattsburgh, which was formerly under SUNY Plattsburgh. The Center has moved to

Clinton Community College (CCC), where space is provided at no cost and is operated by us. He noted that we are the only SUNY that operates two Small Business Development Centers, covering basically the North Country, and the SBDC in Plattsburgh is the oldest one in New York State.

Mr. Sauter asked our reason for taking over this other SBDC. Dr. Szafran said that Plattsburgh was no longer able to support it financially, and it was going to close. Senator Betty Little was very thankful that both SUNY Canton and Clinton Community College stepped in to aid the SBDC. It is a good partnership, because CCC is also very heavily involved in technology, which could feed students to us. This arrangement is also good for us, as it extends our economic development reach and will show the State that SUNY Canton is indispensable to economic development in the northern part of the State.

Chairman O'Neill inquired of our fiscal responsibility to the Plattsburgh SBDC. Dr. Szafran explained that SUNY Canton's responsibility is for the Director's salary, whom we are already paying because he is also Director of our SBDC. There is an Assistant Director there, whose salary is paid by the SBDC itself. They pay for the rest of their staff, and we pay for internet and such, which is a fairly small cost for us.

Chairman O'Neill asked if our Director is okay with this arrangement and if his travel there is frequent. Dr. Szafran answered yes to both and noted that most work is done remotely. Ms. Miller added that his assistant has been handling most of the purchase orders and transactions.

Chairman O'Neill wondered how this arrangement benefits SUNY Canton. Dr. Szafran explained that a large part of what we are trying to do is expand small businesses and economic development in the North Country. This extends our reach in terms of economic development – we become a bigger player, drawing more attention to what we are doing. There is potentially more political support, access to new companies and advanced manufacturing, and ability to promote SUNY Canton more. It was also noted that many of our students come from that part of the State.

Mr. Sauter commented that a partnership with Clinton Community College has some particular opportunities. He noted that they run a training program for advanced manufacturing with a nice, new facility, and he thinks that if we can provide more of the content and substance to what they are training in that location we can have partnerships on the corporate side, as well as on the student-transfer side.

Dr. Szafran agreed and noted that their president and head faculty member were very eager to visit SUNY Canton to look at ways we can work together. Dr. Szafran is looking for an institution-to-institution agreement, rather than program by program.

Mr. Sauter asked if Clinton offered bachelor's degrees. Dr. Szafran responded no; they offer certificates and associates, which feeds into us perfectly.

Dr. Szafran spoke of additional partnerships we are working on, including SUNY Maritime and North Country Community College, plus some new degree programs – many of them online – and invited Dr. Scheidt to give more details on those.

Dr. Scheidt explained that growth in enrollment is mostly going to be online, because people are not moving into our county and our residence halls are largely full. He noted that there is a lot of

competition for the 18-year-old market; however, the post-traditional adult student market is a viable opportunity. He noted that our faculty are receptive to expanding our online offerings, and this year alone, there are seven bachelor degree programs being worked on. He provided information on these programs:

- Sustainable Construction Management (new)
- Accounting (only one other online accounting degree in the SUNY system)
- eSports Management (a possible off-ramp for students who decide to transfer out of Game Design; the coding aspect is often too involved)
- Industrial Technology Management (adapting for online, with a four-course logistics track for Supply Chain Management)
- Electrical Engineering Technology (moving to online at the request of Global Boundaries – fills gap between Hudson Valley's associate's degree and Clarkson's master's degree)
- Applied Psychology (requested by SUNY to fill need for a psychology bachelor's degree in Open SUNY)
- Forensic Criminology (under development)

Dr. Scheidt further explained that they have had a meeting with SUNY Maritime and have spoken with Assemblyperson Jenne and Dr. Hoffman about partnership opportunities with regard to waterways. One opportunity is to develop an associate's degree in small vessel technology, calling it Marine Technology: Small Vessel Operations, which would provide within it the 100-ton and less pilot license. Additionally, they will look at IT and Logistics, with a focus on transportation, and Agribusiness program development, with regard to transportation management, and the use of the St. Lawrence Seaway for the agricultural industry in the area. It was noted that they have applied for a clean energy grant with regard to wind, and they are interested in partnering with our Sustainable Energy Engineering Management faculty on that. This is a unique opportunity to partner in ways that no one else is.

Dr. Scheidt spoke about partnership ideas with North Country Community College (NCCC). The idea is to put their two-year degrees together with our two-year degrees, and create something that does not currently exist. An example is that we have Graphic and Multimedia Design, which is technology and graphic design heavy, but we do not have studio art. A student who is an artist but wants to pick up the employable skill of graphic design may come here and discover that we do not have a painting studio. The only art classes we currently have are digital photography and drawing. NCCC has an associate's degree in Studio Art. Therefore, the idea of creating a two plus two, where a student could spend their first two years in Studio Art and then come here and do Graphic and Multimedia Design would be a win-win, and it is something that does not exist right now. It would allow us to add a different flavor to our existing program, and they could recruit students who would not normally be thinking about NCCC.

Dr. VanderZee added that their meeting with Maritime brought forth other degrees we offer and showed our innovativeness, resulting in an additional list of possible partnerships. This shows that we are a partner in demand with another institution that is doing great and innovative things. Dr. Scheidt further added that developing a connection with Maritime is a real opportunity because of their unique types of programs.

Dr. Szafran noted the increase in fall enrollments and the tuition increase have put us in a stronger budgetary position. He asked Ms. Miller to give more details on our fiscal picture and a construction update.

Ms. Miller reported that we exceeded our fall revenue from last year by almost \$700,000. About \$400,000 of that came from the tuition increase, some was from increased enrollment (around 40 students), and some was from an increase in credits – meaning students are taking more part-time courses. She noted that there is a possibility of hitting \$21M in revenue, which we have never done before. It was noted that this is good, but it is never going to be enough.

Ms. Miller further explained that they are working on managing the UUP raises, which is not as clear as it would appear. There are several pieces with specific criteria to meet. SUNY has been helpful, and people seem to be happy with what they are receiving. Ms. Miller emphasized that this means an additional \$1.8M on top of our payroll. She stated that we are okay for now, but she is unsure of what it will mean for us in the long term. She noted that we are hoping to build our enrollment enough to help cover that for the future. She clarified that it is \$1.8M this year because of the retroactive raises, with half of the 2016-2017 amount this year and half next year. Next year's increase to payroll will be \$1.1M, and the following year, it will be about \$650,000.

Ms. Miller stated that we currently have 213 Excelsior students, an increase from 150 last year. The tuition assistance for them is \$464,000. She noted that some of last year's students dropped off, and we have new additions from this fall. She further noted that 213 is a small percentage of our student body, perhaps 8%, which shows that everybody is not going to college for free, and many of these students are not getting full scholarships – many are only getting \$200 or less.

Dr. Szafran explained that a student who gets even part of their tuition paid by the Excelsior scholarship gets their tuition frozen at the 2016-2017 rate, which saves them \$200 each year afterward and is valuable. He pointed out that that can be a problem for colleges, because it is a loss of revenue.

Ms. O'Neil asked about getting the reimbursement for the Excelsior students. Ms. Miller explained that every Excelsior student needs to be re-certified by us at the end of each semester. If they cannot be re-certified, we have to cover the cost, and then we have to chase them for the money. Dr. Szafran pointed out that we have raised these issues multiple times with SUNY and in multiple venues. They are looking to address some of this, such as going to a cohort model for the tuition freeze, as opposed to the "everybody in" model, which essentially gives everyone their own tuition amount. There is hope that the State will continue to fund this.

Ms. Miller reported on the Mount Ida initiative, which involved help from numerous staff. Mount Ida closed in Massachusetts, and we were able to help some of their students by recruiting them at the in-state rate for Massachusetts, which gave us an additional \$96,000 (\$114,000 for tuition minus \$17,500 for our scholarships). She explained that out-of-state tuition is about \$10,000 higher than our in-state tuition, and out-of-state students are not eligible for TAP or Excelsior, which helps us. There may also be additional revenue from any living on campus – dorm and dining fees.

Ms. Miller provided an update on the construction projects. She noted that currently the target for Chaney completion is December 21. Final designs for the interior of Dana Hall are being worked on;

they will be meeting with the departments and the architects again to make sure the spaces are exactly the way they want them. Additionally, she noted that there are a multitude of little projects happening across campus. One project will be a renovation of the ceilings and floors in the French Hall lobby. She also noted that our Facilities Master Plan has had a five-year update; anyone wishing to see this can be given access. She shared that during the update an analysis of our classroom space – how it is used, what kinds of classes, the number of students in there – was done and presented to us. The information was valuable.

Chairman O'Neill asked Ms. Miller if we have room for more resident students. Ms. Miller said we always make room for more, but we do not have any empty rooms. Dr. Szafran mentioned that we continue to grow and had a net increase of almost 100 students this year. Continued growth like this will be a problem at some point, but we do not want to move towards new construction until we know that growth is going to be solid and continuous. Ms. Miller added that the dorms are self-supporting (not part of core instructional budget, tuition, or State support). Any construction that is done on the dorms is borrowed money, so you have to keep them filled at a certain capacity in order to make your debt payments. Right now, our debt service is at \$1.6M a year, so if we were to build a new dorm and all the students wanted to attrit to the new dorm, then we would not be able to pay our debt service. Ms. Bish remarked that we are at a comfortable place right now; planning new construction would be a difficult pull on other buildings. We would have to fill that building before anything else, and many times, it is having to rob Peter to pay Paul.

Chairman O'Neill asked where we would house an additional 50 students should we get them next year. Ms. Miller and Ms. Bish responded that we would triple them. Ms. Bish mentioned that Kennedy Hall has been restructured to be singles, to reflect how it was built, but those rooms could be re-doubled. Other options would be to give RAs roommates and triple some second floor rooms. She noted that they are creative with our space when need be; it is not ideal, but there is still not enough need to build another facility.

Chairman O'Neill asked if room fees are reduced for students when rooms are doubled or tripled. Ms. Bish answered that students do receive refunds at certain points in the semester if they are still in a triple. They have structured it multiple ways: a triple room rate, a double room rate, and a standard room rate with refunds for triples; the latter has worked out better for them. Triples are often viewed as a bad thing; however, they are often favorable to students who are from economically challenged families, as they are not in their rooms as much as they are everywhere else on campus. It was noted that the following also helps with housing need: growth in fully online students means some students do not need housing and renovations of old dorms are complete making them fully operational.

Dr. Szafran invited Ms. Sibley to provide an update for Advancement.

Ms. Sibley noted that there are some new faces in the Foundation Office. Stephanie Fay was promoted to Mr. Rosser's position; Keith was offered an appealing job at Clarkson. Sara Hartman, an alum, was hired as Gift Steward, which backfills Stephanie's position. Sarah Maneely was hired as Gift Officer, which replaces Amanda Stopa; Amanda took a position at Clarkson. A search is still ongoing for the Accounting Assistant/Scholarship Administrator, and they hope to fill that position soon, as the first candidate dropped out just prior to her start date.

Ms. Sibley noted that this year's fundraising has been going well. They have been able to connect with a lot of people through a lot of events. Ms. Sibley reminded the group of the importance of bequests. She shared that this year's biggest gift is a bequest, which Ms. Levato worked on for years. The bequest was from Bobbie Burnam '46, who was a very involved Foundation Board member and alumna. She bequeathed pretty much her entire estate to the College, which totals around \$1.3M and is all going into scholarship endowment. She also shared that Ike Cook, a Foundation Board member, suffered a sudden death in September and left the College \$50,000.

Ms. Sibley shared that her office has been successful in collaborating with the deans – Mike Newtown, in particular. Geoffrey VanderWoude and he have done a number of trips to cultivate alumni and businesses. Recently, they received a gift commitment for a new scholarship from an HVAC company on Long Island that came to a recruiting fair. The company is also contemplating the additional asks that have been made, including funds to support internship redevelopment opportunities for students in HVAC and other engineering fields. She noted that the reoccurring sentiment from companies (near and far) is that they want to hire everyone from all engineering programs. They are working to build those partnerships so that there are stronger connections with the businesses, as there is a direct benefit to investing in our programs.

Ms. Sibley reported that Athletics continues to be very involved in fundraising, particularly hockey coach Alex Boak, who puts a lot of effort into the hockey alumni reunions. This has led to new giving by alumni and some larger gifts, giving Advancement good momentum in their outreach efforts. Anne shared that Dr. Szafran's challenge to match dollars for new alumni donors to the Canton Fund continues this year; last year, it helped substantially increase the number of alumni donors.

Ms. Sibley noted that the Alumni Office has been looking at how to connect with the online cohort, as this group is increasing; there is a need for them to feel connected to the College as students and as alumni in order for them to become donors. She shared a few ways of how they are accomplishing this. They have joined with the group that is working on building a sense of community among online students in an effort to make them aware of the Alumni Office, so they will potentially attend an alumni event in the future when they are invited. They are also partnering with Admissions and Academic Affairs to hold career-related panel discussions involving faculty and alumni for online students – prospective, current, and graduates. They have done one in New York City, and one is planned for Syracuse in November. They have found that online students respond best to a personal invitation from their faculty members.

Ms. Sibley also mentioned that the office has continued to work with Financial Aid, Admissions, and IT on improvements to the scholarship awarding process. Their efforts have focused on efficiency, reduction of duplicative work, and strategic awarding of scholarships. She noted that Admissions has been very focused on communicating with students and getting scholarship awards to them earlier, as this has been the trend for other colleges. She feels that these efforts have been a factor in our good enrollment numbers. Their group has been able to award scholarships months earlier than normal.

Chairman O'Neill asked about the expense for the New York City trip and the number of attendees. Ms. Sibley answered that the turnout was decent, with about 25-30 people present at the event. She noted that there were actually 45 people signed up to attend, but many did not show. She further explained that they have found ways to decrease expenses for events in NYC – hold events at the SUNY Welcome

Center in central Manhattan, which allows for easy access with public transportation and is free for us, and for lodging, they stay outside the City and take the train in, which is more economical. The catered food was only \$600 for this event.

Chairman O'Neill asked if there is a reason for so many employees departing the Advancement Office. Ms. Sibley indicated that it was just coincidental that two left at the same time and shared that Mr. Rosser's new job will afford him opportunities for advancement in his career that go further than what would be available or desirable for him here. Dr. Szafran added that free tuition for his children to attend Clarkson was also a major consideration for Mr. Rosser.

Ms. O'Neil asked how many online students were able to meet their instructor face to face at the NYC event. Ms. Sibley stated that four came to the event, one of whom traveled from Poughkeepsie. Dr. Szafran added that establishing a stronger presence in NYC would be beneficial for us in the future. We currently have a recruiter there, and currently, around 35% of our students come from metro NYC.

Ms. Sibley announced that the basketball team will be playing at the Barclay Center in Brooklyn on December 14. She shared that the Manhattan space is appealing because it is free, but it is not necessarily the most convenient for all of our graduates, the majority of whom do not work in Manhattan. They will be holding an alumni event in connection with that game and will invite online students to attend, with hopes of drawing a larger and different group to this event.

Dr. Szafran invited Dr. Wolfe to give a Faculty Senate update.

Dr. Wolfe informed the group that Ms. Spellacy's term expires as Presiding Officer of the Faculty at the end of this semester.

She reported that the University Faculty Senate has been concerned with how the RFI (Request for Information) bypassed approval of the members, as this information was shared with them after the fact. She explained that the SUNY System Provost sent a request for information to vendors who provide online education on different platforms, asking what they can do to make SUNY a leader in online education. Twenty-six vendors responded, and these proposals are being considered. She did note that we have a very strong advocate though, as our Provost sits on the committee. She went on to share some of their concerns, which include how focusing on online studies will affect our brick and mortar spaces. For places like us, who have significant investments in online education, how will that impact our space? She noted that they claim that centralization is not their goal, but none of the models are being taken off the table yet. As our representative, Dr. Wolfe stated that she is a very strong advocate for our college since we have already done so many things that have shown how this can be done very well, and we have an opportunity to show that SUNY Canton can be a leader in that regard.

Dr. Wolfe further reported that the Chancellor has a proposal to increase under-represented minority faculty by 1,000 within ten years across SUNY. Her project is called PRODIGE (an undefined acronym) and would help to cover salaries for a couple of years, with the campus' portion to be laddered in. Dr. Wolfe feels that the tech sector has some of the most diverse campuses, but the least diverse faculty; she would like the Chancellor to give consideration to ensuring investment in us as well, so our faculty also increase in diversity. It was noted that our campus is a great opportunity for post-doctorate candidates, even for a shorter term, as a fellowship in teaching is paid by SUNY.



Dr. Wolfe also shared that SUNY is updating General Education requirements (Gen Ed) and has produced a white paper. They do not think anything radical will be proposed, but one will likely be a diversity and inclusion's component. Dr. Wolfe has spoken to Ms. Bish regarding the addition of a graduation requirement for a diversity and inclusion's course to show that our students leave here with cultural competency. Dr. Scheidt indicated that this is a requirement of Middle States Accreditation, so we are a bit behind the curve. It has been there for decades, but Middle States has not been enforcing it. However, they are starting to enforce it on self-study visits. The reason for the white paper is that campuses have been questioned, and they do not have what is required. It was felt that having the SUNY Gen Ed meet this requirement would be a good idea. Dr. Wolfe noted that she has brought this before the Academic Standards Committee as a possible discussion point, because we are out of compliance with Middle States in that regard.

She went on to report that they will also be discussing: making SUNY Canton the first "test-optional" system in the United States, which includes SATs and GERs, but not MCATs and LSATs. This would not remove the ability of students to take those tests if they wanted to. She noted that in the NCAA Clearinghouse the SATs may be required in some cases, but we want to be the first test-optional system. Another proposal is gender-neutral communication, which is relevant to our campus. Dr. Wolfe explained that this does not mean we are not allowed to refer to people who identify as male or female as "he" or "she," but in policy statements, we would replace "he/she" statements with "they" statements. Other resolutions include creation of lactation space, which we already do, and creation of graduate fellowships, which does not apply to us.

Dr. Szafran explained that often what is good for the System is not necessarily what is good for individual campuses. The subject of online instruction was of concern to us in a number of ways – potentially impacting our budget, our growth, our investments, and our faculty. The good news is that the Chancellor requested Dr. Scheidt to be placed on the Committee, and he has done an excellent job of keeping the discussion focused on an implementation that will not harm the campuses, rather than individual company proposals. It was felt that the Chancellor's thinking has definitely evolved on this subject in response to these meetings.

Ms. Regan brought up the repeat review of Gen Ed, where three years ago there was much dissension regarding the diversity proposal. Dr. Szafran added that we do offer a badge in cultural competency, and we have identified 20 or so courses available as part of it, which have a strong diversity content. We do not yet have a requirement but are giving it consideration.

Dr. Szafran invited Mr. Smith to give a Public Relations update.

Mr. Smith spoke about the eSports press we have been getting. He noted that we were mentioned for the first time ever in the Washington Post; they highlighted Ohio State for eSports and mentioned us, including quotes from Mr. Sieminski and Dr. Mott. Channel 7 News and the Watertown Daily Times also covered the eSports Arena's grand opening, and the Gaming Editor from Variety magazine visited the arena on Saturday and tweeted about us – this new contact may pay off down the road. In addition, WSYR Channel 9 came to cover eSports, a story that has not yet aired.

Mr. Smith noted that our front-page mentions are up to four for the semester, including the Press Republican in Plattsburgh highlighting the SBDC acquisition. Our Living Writers Series was also



highlighted on the front page of the Ogdensburg Advance News. Travis also shared that our men's basketball team recently played against Division I team, Cornell, which is rather rare and was a two-year effort, and we prevailed in the first period, leading to our name and logo being displayed on ESPN. We were also on the ESPN Sports Center Top Ten #2 play – huge exposure for Athletics. Additionally, the Associated Press spent an entire day videotaping coverage of our Funeral Services program.

Mr. Smith shared that they also designed a booklet especially for Chancellor Johnson's visit, highlighting some items that were part of her State of the University Address: entrepreneurship, individualized education, and sustainability.

Dr. Szafran reminded the group that other newspapers clone many of these newspaper stories, giving a wider coverage by neighboring communities in the North Country.

Dr. VanderZee added that at a time when budgets are tight, our PR staff has been able to reach out to these print venues and get hundreds of dollars' worth of free publicity for the College and its programs.

Dr. Szafran invited Ms. Bish to give an update on Student Affairs.

Ms. Bish shared that the Leadership and Cultural Competency Badge programs are well underway, including an upcoming talk by Dr. Szafran on Sexism and Racism in Comic Books. She noted that Ms. McDermott, Director of Human Resources, will also be doing a presentation for students on ways to develop their leadership skills. She further noted that numerous faculty and staff have participated in giving workshops and presentations, which has helped Student Affairs in developing material.

Ms. Bish reported that David Flood, a nationally-known speaker, gave a keynote address for the Leadership Badge in September. Another Leadership Badge opportunity included attendance of the Young Women's Leadership Institute, where 13 SUNY Canton students attended. The Living Writers Series and Leadership Lecture Series have also been great opportunities for students to earn badge credits.

In eSports, both our FIFA Soccer and Overwatch teams are undefeated so far. The FIFA team is co-captained by three of our men's soccer players, so the crossover between traditional athletics and eSports is great. Both men's soccer and volleyball made the NAC (North Athletic Conference) Championship playoffs. Both teams lost, but it was a tremendous opportunity to get us into post-season play. She shared that Mr. Sieminski and two student athletes have been involved in conference meetings, allowing our students more conference involvement at higher levels. Ms. Bish, Dr. Szafran, Mr. Sieminski, and Dr. Brown (our faculty athletic representative) will be attending the NCAA Convention in January.

Ms. Bish reported that the SUNY Board of Trustees passed a sexual harassment and consensual relationships policy in October and sent it to the Chancellor for her review. Essentially, there are two separate things, but they intend to create a System-wide universal policy on both. She further reported that our current process will satisfy the new provisions that we need to comply with, and SUNY is providing the vehicles for annual evaluations and survey requirements. She noted that they are currently reviewing their training modules to see if we want to switch to those. Ms. Bish reminded the Council that these are similar to the policies that were outlined in the last meeting and is an opportunity for us to

evaluate how to include those provisions in our College policy. Dr. Szafran provided his take on the policies. He stated that the sexual harassment policy will be a System-wide policy, with campuses being required to follow. There will be no flexibility on the policy, but the good news is we are already in compliance. The consensual relations policy will be a minimum-compliance measure, based on the one in place at Stony Brook; all campuses will need to meet or exceed, with campuses having a little more leeway in its implementation.

Dr. Szafran introduced Dr. VanderZee to give an update on community and government relations.

Dr. VanderZee explained that we are entering a different era in terms of our government relations. Based on election results, we have no majority representation in any government body, which puts us at a major disadvantage for funding. She noted that we were working with Representative Addie Jenne's office on funding some initiatives downtown, which will likely go away. The SAM (State and Municipal Facilities) Grant eligibility is pretty much off the table because Representative Jenne and Congresswoman Ritchie – with whom we were working – are now in the minority party, which is a major disadvantage going into a new budget cycle. Similarly, Congresswoman Stefanik and both our senators are in the minority at the Federal level – House and Senate. It is going to be difficult, but we will continue to work with our representatives at all levels, helping them to understand the College's priorities and what is good for our students.

Dr. VanderZee continued by pointing out that we have very positive community relations and continue to build strong relations at the local and regional levels. For example, the SBDC merger has been very popular with our elected representatives and the various communities. It expands our reach across the entirety of Northern New York in terms of economic development and puts our name on the map even that much more.

She shared that the Women's Leadership Initiative was very successful, bringing together women from the four colleges, as well as professional women from across the community for mentorship opportunities. Participants bonded well and were mutually respectful.

Dr. VanderZee acknowledged that she has been the subject of some recent articles in the newspapers and would be happy to answer any questions people may have regarding those articles.

Dr. Szafran invited Mr. Hamilton to give the UUP update.

Mr. Hamilton reported that the new UUP contract has helped improve morale drastically. He noted that Joe Leroux will be the new VP for Professionals, filling the position Mr. Hamilton left when he became president. Mr. Hamilton pointed out that the new contract is particularly important to the newer hires – hired in the past two to three years – as they will now receive a raise, which helps with employee retention.

Mr. Hamilton shared that the union is beginning to get involved in the People's Project, aimed at improving the economy in the North Country.

He also noted that he felt the recent Labor Management meeting went well.

Ms. Regan shared an article on eSports from The Week magazine, showing the importance and relevance of eSports in our economy. Dr. Szafran reinforced the idea that eSports is a topic that we need to be involved in, and we are working to “get there” five years before the other SUNYs do in terms of critical programs and personalized pathways for our students, as well as other initiatives. He noted that we are constantly looking at the horizon in terms of technical issues and telling SUNY to use us for this purpose, because we have the long vision and can pilot these things, troubleshoot, and take what works to greater scale. SUNY has long had difficulty trying to figure out the Colleges of Technology and their relevance; we are trying to put “us” as the answer in their minds.

Chairman O’Neill mentioned that SUNY Canton is doing a wonderful job and gaining a great reputation in the area. He noted that there was a time when St. Lawrence University would not have anything to do with SUNY Canton.

Chairman O’Neill continued by mentioning an email forwarded from Ms. Spellacy with an opinion from the Faculty Senator of SUNY Purchase regarding “holdover” College Council members, particularly that all of the actions of College Councils across the State (with older members who had not been re-appointed or replaced) were illegal and therefore null and void. He referenced an example to show that it is legal – the College Council recommends presidential appointments to SUNY Central. He stated that it does not make sense that SUNY Central would approve the presidential appointments throughout the State if it were not legal. He noted that the State Education Law does not address the appointment of College Council members; that is under the Public Officers Law, which he read to the group (see attached). In essence, an incumbent shall continue the duties of office, even after their term expires, until a successor is elected and duly qualified. Under the Education Law, terms of College Council members are seven years, with terms to be staggered so they do not all expire at once, and five members constitutes a quorum. He shared a few other duties/facts with the group and noted that the campus community often does not realize what the Council’s role is – submission of an annual report, normally through adoption of the President’s Annual Report; can, at any time, refer any matter to SUNY that they deem necessary; members are not paid. He noted that movement on appointments and re-appointments has been lagging in Albany, but Mr. Rich has received re-appointment paperwork and packets have been sent to two potential new members.

Dr. Szafran offered thanks and appreciation to the College Council members for the time and attention they devote to the College’s well-being.

Respectfully submitted,

Michaela Young  
Secretary to the College Council

# New York Consolidated Laws, Public Officers Law - PBO § 5.

## Holding over after expiration of term

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Every officer except a judicial officer, a notary public, a commissioner of deeds and an officer whose term is fixed by the constitution, having duly entered on the duties of his office, shall, unless the office shall terminate or be abolished, hold over and continue to discharge the duties of his office, after the expiration of the term for which he shall have been chosen, until his successor shall be chosen and qualified; but after the expiration of such term, the office shall be deemed vacant for the purpose of choosing his successor. An officer so holding over for one or more entire terms, shall, for the purpose of choosing his successor, be regarded as having been newly chosen for such terms. An appointment for a term shortened by reason of a predecessor holding over, shall be for the residue of the term only.



services provided, participant characteristics, data on measures of educational and job skills gains, job development and placement, and retention.

### **§ 356. Councils of state-operated institutions; powers and duties**

1. Subject to the general management, supervision and control of and in accordance with rules established by the state university trustees, the operations and affairs of each state-operated institution of the state university shall be supervised locally by a council consisting of ten members, nine of whom shall be appointed by the governor and one of whom shall be elected by and from among the students of the institution. Such voting members shall be subject to every provision of any general, special or local law, ordinance, charter, code, rule or regulation applying to the voting members of such board with respect to the discharge of their duties including, but not limited to, those provisions setting forth codes of ethics, disclosure requirements and prohibiting business and professional activities. The election of the student member shall be conducted in accordance with rules and regulations promulgated by the respective representative campus student association in accordance with guidelines established by the state university trustees. One member shall be designated by the governor as chairman. Where an undergraduate state-operated institution of the state university is located adjacent to another institution of higher education and students of such undergraduate state-operated institution are, under arrangements made by the state university, taking a substantial portion of their courses at such other institution, the president or other head of such other institution shall be an ex-officio member of the council for such undergraduate state-operated institution. Initial appointments, other than the student member and ex-officio members, shall be for terms expiring July first, nineteen hundred fifty-four, July first, nineteen hundred fifty-five, July first, nineteen hundred fifty-six, July first, nineteen hundred fifty-seven, July first, nineteen hundred fifty-eight, July first, nineteen hundred fifty-nine, July first, nineteen hundred sixty, July first, nineteen hundred sixty-one and, where there is no ex-officio member, July first, nineteen hundred sixty-two, respectively, and subsequent appointments, other than the student member, shall be for a full term of nine years from the first day of July of the calendar year in which the appointment is made. Vacancies shall be filled for the unexpired term in the same manner as original selections. The term of office for each council member appointed on or after April first, nineteen hundred eighty-six shall be seven years. The term of office for the student member shall be one year commencing July first of the calendar year in which the election is conducted, provided, however, that the term of the student member first elected shall be nine months commencing October first, nineteen hundred seventy-five and expiring June thirtieth, nineteen hundred seventy-six. In the event that the student member ceases to be a student at the institution, such member shall be required to resign. Members of such councils appointed by the governor may be removed by the governor. Members of such councils elected by the students of the institution may be removed by such students in accordance with rules and regulations promulgated by the respective representative campus student association in accordance with guidelines promulgated by the state university trustees. Members of such councils shall receive no compensation for their services but shall be reimbursed for the expenses actually and necessarily incurred by them in the performance of their duties hereunder.

2. The councils of state-operated institutions shall provide for regular meetings at least four times annually, and the chair, or any five members by petition, may at any time call a special meeting of the council and fix the time and place therefor. At least seven days notice of every meeting shall be mailed to the usual address of each member, unless such notice be waived by a majority of the council. Resolutions for the consideration of the councils must be mailed to the

usual address of each council member no less than seven days prior to a meeting, unless the chair shall make available in writing on the day of the meeting the facts which necessitate an immediate vote. The agenda for such meetings shall be available three days prior to the meetings and shall be considered public records. Five members attending shall constitute a quorum for the transaction of business and the act of a majority of the members present at any meeting shall be the act of the council.

3. Subject to the general management, supervision, control and approval of, and in accordance with rules established by the state university trustees, the council of each state-operated institution shall, with respect to the institution or institutions for which it serves, exercise the following powers:

a. recommend to the state university trustees candidates for appointment by the state university trustees as head of such institution;

b. review all major plans of the head of such institution for its more effective operation and make such recommendations with respect thereto as it deems appropriate. Such plans shall be submitted for approval by the state university trustees, together with the recommendations of the council with respect thereto. The state university trustees shall determine what constitute such major plans, which are hereby generally defined to include, among others, plans for the appraisal or improvement of the 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 institutional plants and appraisal or improvement of student activities and housing;

c. make regulations governing the care, custody and management of lands, grounds, buildings and equipment;

d. review the proposed budget requests for such institution prepared by the head thereof and recommend to the state university trustees a budget for such institution;

e. foster the development of advisory citizens committees to render such assistance as the council may request, and to appoint the members of such citizens' committees. Members of such citizens' committees shall receive no compensation for their services but shall be reimbursed for the expenses actually and necessarily incurred by them in the performance of their duties;

f. name buildings and grounds;

g. make regulations governing the conduct and behavior of students;

h. prescribe for and exercise supervision over student housing and safety;

i. 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 it believes requires their attention;

j. perform such other powers and duties as may be authorized or required by the state university trustees by general rules or special directives; and



k. make and establish, and from time to time alter and amend, such regulations pertaining to the affairs of its institution, not inconsistent with law or the rules of the state university trustees, as may be necessary or appropriate to carry out effectively the foregoing powers and duties.

### **§ 357. Statutory or contract colleges**

Statutory or contract colleges shall continue to be operated pursuant to the provisions of this chapter but such colleges shall be subject to the general supervision of the state university trustees.

### **§ 358. State aid for certain higher educational institutions**

1. State financial assistance may be provided for designated shares of capital expenditures or operating expenditures or both to the following types of institutions operating in conjunction with the state university program:

a. Medical schools, dental schools, research centers and similar institutions or facilities operating specified training or research programs or projects pursuant to contracts with the state university. The state university is hereby authorized to enter into such contracts with the city university of New York. The acceptance of any such financial assistance or the making of any such contract by or on behalf of a medical school, dental school, research center or similar institution or facility shall not subject it or its programs to supervision, control or regulation by the state university trustees except to the extent that such supervision, control or regulation are expressly stated in the contract.

b. Community colleges.

c. Post-secondary technical vocational training institutions which are partly supported by a municipality or board of education and partly supported by an educational foundation for an industry chartered by the board of regents.

### **§ 359. Reports of the state university trustees**

1. The trustees of the state university shall make, on or before January first of each year, an annual report of its activities and such recommendations as it may deem appropriate to the board of regents, the governor, the state comptroller and the legislature. This annual report shall include a summary of state university's (1) operations and accomplishments; and (2) revenues and expenditures, in accordance with the categories or classifications established by the trustees of the state university for operating and capital outlay purposes. A copy of such report shall also be transmitted to the council of each state-operated institution.

2. On the fifteenth day of September, November, January, March, May and July of each year, the trustees of the state university shall submit to the chairs of the senate finance committee and the assembly ways and means committee and the director of the budget for informational purposes, bi-monthly reports developed in consultation with the aforementioned chairs and director of all receipts and disbursements of the state university. These reports shall include but not be limited to: