

SUNY CANTON COLLEGE COUNCIL

261st MEETING

November 19, 2013

Present: Ronald O’Neill, Chair Grace Burke Timothy Currier
Chloe Ann O’Neil Marie Regan Joseph Rich
Thomas Sauter Roger Sharlow Ornella Parker

Absent: Cecily Morris

Others: Joseph Hoffman, President Courtney Bish Elizabeth Erickson
Charles Fenner David Gerlach David Hartle
Natalie Higley Travis Smith Karen Spellacy
Lenore VanderZee Michaela Young

Call to Order

Chairman O’Neill called the meeting to order at 8:59.

Mr. O’Neill asked everyone to fill out the December 6 events’ sheet, and return it to Ms. Young. Mr. O’Neill asked everyone to introduce themselves.

Minutes of September 10, 2013

Mr. Currier made a motion to accept the September 10, 2013 minutes as presented. The motion was seconded by Mr. Sauter and carried.

Tobacco-Free Revised Policy

Dean Bish shared that the initial plan for our Campus and SUNY was to move to a tobacco-free campus on January 1, 2014. Ms. Bish attended a meeting this Fall and learned that SUNY is backtracking slightly on the plan. She indicated that we have been encouraged to continue and still move toward a tobacco-free campus, so the Tobacco-Free Committee has decided to become a tobacco-restricted campus on January 1, 2014. The plaza and parking lots have been added to the list of non-smoking areas on campus. The smoking areas will consist only of the four residence hall gazebos and the area 50 feet behind Grasse River Suites.

Mr. Sauter asked about e-cigarettes. The group discussed how they fit in to the policy according to the definition that we are putting forward. It was decided that a revision of the wording in the policy needed to happen to make it more logical; it should say – “tobacco products and other smoking devices, including e-cigarettes.”

Ms. Parker asked what the consequences would be for students if they were asked to stop and they did not. Ms. Bish indicated that the response would be educational.

Dr. Hoffman noted that the legislation did not pass, and that is why we had to back off. He also shared that the e-cigarettes part was in SUNY's plan, and we decided to include it now rather than having to go back and add it at a later date.

Mr. Sauter made a motion to accept the tobacco-free revised policy with noted changes to the wording. The motion was seconded by Mr. Rich and carried.

Student Handbook Revisions (Support Person)

Dean Bish explained that SUNY wanted us to clarify that if a student was up for a suspension or an expulsion they could have an attorney for their support person if they chose. Ms. Bish stated that they have already implemented this correction. It was stated that "should not" needs to be changed to "shall not" in the policy; Dean Bish agreed. She also indicated that they are going to try to make more of an effort to teach parents about the judicial process at orientation. Chairman O'Neill suggested that they provide a one-page informational overview sheet to help with the process.

Advisory Board Appointments

Provost Spellacy announced that there was a revised list in the packet, and she went over the Advisory Board Appointments.

Physical Therapist Advisory Committee

Mr. Matt Akins, PTA, Canton-Potsdam Hospital, three-year appointment

Health and Fitness Promotions Advisory Committee

Mr. James G. Bechtel, Jr., Head Men's Basketball Coach, SUNY Canton, three-year appointment

Dr. Deanna Errico, PT, DPT, ATC, Assistant Professor, Utica College, three-year appointment

Mrs. Robin Durocher, Fitness Center Director, St. Lawrence University, three-year appointment

Mr. Tad Johnson, CSCS, Strength and Conditioning Coach, Clarkson University, three-year appt.

Dr. Jay Rigsbee, PT, DPT, CSCS, Clinical Asst. Professor, Clarkson University, three-year appointment

Decision Systems (CIS/IT/ITM)

Mr. Michael F. Dermody, VP, Application Developer IV, BNY Mellon, three-year appointment

Mrs. Joan D. Varsics, MIS Applications Manager, Samaritan Health System, three-year appointment

She explained that faculty and Deans seek out members of the community with expertise in a particular area to be members on an advisory board. The groups meet at least once a year to review the curriculum and program outcomes.

Mr. Sharlow made a motion to accept the Advisory Board Appointments. The motion was seconded by Ms. O'Neil and carried.

The Halford Center for Renewable Energy and Sustainable Technologies Resolution

Mr. Gerlach presented the resolution and PowerPoint and shared some background information on the potential naming recipient. He read the resolution to the group.

Ms. Regan made a motion to accept the Halford Center for Renewable Energy and Sustainable Technologies Resolution. The motion was seconded by Dr. Burke and carried.

Old Business

There was no old business.

Chairman's Report

Chairman O'Neill briefly shared that the Presidential Search is moving along well. He indicated that the Chancellor would like the recommendations to her for the March Board of Trustees meeting. The deadline for applications is November 19. RPA sent out information to approximately 17,000 individuals for recruitment; the response has been very good. Mr. O'Neill indicated that the Search Committee will have a formal meeting on November 26 to consider candidates. RPA will establish a website for Search Committee members prior to that point. The purpose of the meeting is to hopefully narrow the list down, so RPA can do further background checks and verify information on potential candidates.

Dr. Hoffman asked Provost Spellacy to reach out to faculty on the Search Committee to have them rearrange their class schedule to accommodate these meetings if need be.

Chairman O'Neill stated that confidentiality is very important.

Mr. O'Neill shared that the ACT Conference was very informative. Mr. Rich, Mr. Sharlow, Ms. Parker, and Dr. and Mrs. Hoffman joined Mr. O'Neill this year. He shared that Ms. Parker was presented with one of the ACT Scholarships, and it was well-received. Dr. Hoffman applauded Mr. O'Neill for championing Ms. Parker's submission and for providing a wonderful introduction for Ms. Parker at the awards' ceremony.

It was noted that Ms. Parker received an additional award which she donated to the College Foundation.

President's Report

Dr. Hoffman recognized Marie Regan for receiving the Silas A. Wright Award at the annual SLC Democratic Committee dinner; he congratulated her.

Dr. Hoffman stated that he is continuing his Enrollment Management Plan, and he rolled it out to the Campus Leadership last week. What he presented was a template for them to fill in. He shared some of the other hands-on things that we are doing – challenged Admissions to bring in a January class of 300 and challenged the faculty to retain 300. He explained that we are doing an advisement week and a registration period instead of “prescheduling” and “early registration.” When students meet with their advisors, we are having advisors speak to them about their program and laddering up. He also shared that we are working with faculty to change the bylaws of the Faculty Governance and working on a tenure matrix for promotion – department by department. Lastly, he shared that he has been meeting with all of the committees and departments on campus.

Academic Affairs Update

Provost Spellacy reported that Admissions, besides working to bring in a January class, is working to recruit for the Fall; they have had three Open Houses this Fall with over 300 attendees each, which broke the record.

The Registrar's Office is working on getting students registered for the Spring. They are also working on Degree Works – user-friendly, e-service for students and faculty to see each student's progress. They are planning to roll out the pilot in the Spring.

Ms. Spellacy shared that usage for student services is up all over the Campus.

Mike Magilligan and the Library staff launched a very successful oral-history project to honor the World War II veterans.

Ms. Spellacy reported that the Canino School of Engineering Technology had their ABET visit a few weeks ago; the faculty have some work to do with assessment and clarifying some issues, and they will be addressing those items. They are hopeful for a good review. The PTA program has been reaccredited for ten years. This is a program that has had some troubles in the past; she thinks it might have been stretched too big. She also reported that they have decided to lower the incoming nursing class for Fall '14 from 120 to 90 students as it is hard to find sites for the clinical requirement.

Mr. Sharlow asked if there were any fixes for the clinical issue. It was shared that they are piloting clinical work with SIMs dolls; however, this is not well received by the accrediting bodies. Dr. Hoffman shared that they are waiting to see if the reorganization of Canton/Potsdam/Gouverneur hospitals will help or hurt the clinical situation. The group further discussed ideas and issues with clinical requirements. One big issue that keeps coming up is transportation for the students involved in the clinical; this will be discussed in Executive Cabinet.

Provost Spellacy also shared that she is looking at residency requirements for credits to graduate, clarifying grading policies, and reviewing our programs for the SUNY mandate of seamless transfer (aligning four-year degree programs and applying for waivers where needed).

Administrative Affairs Update

Vice President Higley reported that Human Resources is in the process of piloting People Admin, an automated hiring process. They are testing it with one search right now, and they will fully roll it out if all works well on the next group of searches. This program will make the search and hiring process more efficient and eliminate excess paperwork.

Ms. Higley shared that her area has been dealing with a water-main break outside of Smith Hall. It was determined that it was not anything that we could fix, so she has sent a Declaration of Campus Emergency to SUNY Construction Fund to request a release of some money to fix it.

She reported that SUNY has initiated compliance training for the 64 campuses as a response to a NYS mandate, and we have developed a program for our campus. There are 21 campus and State trainings due at various times. She indicated that we are way ahead of SUNY. Our first round went very well with a 100% completion rate for SUNY Canton and 98% completion rate for SUNY Potsdam. Vice President Higley recognized Stacey Basford for the work that she has done on the program. Ms. Higley went on to share that SUNY Plattsburgh and Clinton Community College are on board to use our training; they will pay us to do their training. She has been approached by SUNY ESF to offer their training as well. The second round will roll out in a couple of weeks. Ms. Higley stated that this program allows us to track who has completed the training and who has not.

Vice President Higley was invited to speak at a recent shared services conference for Higher Education; she indicated that SUNY Canton and SUNY Potsdam are being highly touted in the education realm and Shared Services Community. She stated that we are being looked at by a number of institutes for our model – University of New Mexico, some in California, one in Illinois.

Chairman O'Neill added that Brian Hutzley is no longer the CFO at SUNY. Ms. Higley shared that Bob Haelen, head of Construction Fund, is the interim; they are looking to do a search for a new one as Brian has left for a position at Colgate University.

Advancement Update

Vice President Gerlach reported that the Canton College Foundation recently awarded \$30,000 in Campus Enhancement Awards. Wonderful proposals came in from across the Campus. He asked the group to use smile.amazon.com when doing their holiday shopping as you can specify a charitable organization to receive ½% of your purchases; he encouraged them to choose the Canton College Foundation.

Mr. Gerlach reported that the Syracuse event went well with over 30 alumni in attendance. He shared that the Terry Martin weekend was wonderful – nice presentations and great attendance.

Vice President Gerlach indicated that this week they will be working on awarding the second round of Faculty/Staff Awards and review of the first round of the Doctoral Thirds Program.

He shared that SUNY Canton donated over 500 lbs. of supplies, food, clothing, and items – totaling over \$2,800 – for the military care package. He thanked several groups for their help.

Lastly, he reported that the Planned Giving newsletter has been sent out, and he has received a pledge of an entire estate in the amount of \$1.3m.

Student Affairs Update

Dean Bish reported on the hazing incident. She indicated that they became aware of this incident on November 11, which involved the Zeta Alpha Phi fraternity. Seven students were placed immediately on interim suspensions awaiting a judicial hearing and a full review. Since then, there have been four suspensions, two expulsions – the Pledge Master and President of the fraternity – and one is awaiting a hearing/decision today. Ms. Bish stated that they intend to announce that Zeta Alpha Phi is not recognized by the College; she hopes that will happen later today. This fraternity was also involved in a hazing incident back in 2006 as well. Ms. Regan and Mr. Rich remarked on the great job that Dean Bish has done with this and on TV. Ms. Bish stated that she has received a good response from the parents of the victims, and she credited Dr. Hoffman, Ms. VanderZee, and the PR team for helping with the success of the coverage.

Ms. Bish shared that Greek Life on campus is usually very positive; they help with Phantoms in the Park and volunteer each Friday at the local soup kitchen.

She reported that Athletics has wrapped up the USCAA Tournament this year; the tournament leaders would like to come back again as it went so well. Men's hockey went to Lake Placid and was able to play in the Herb Brooke's 1980 Olympic Arena. Athletics is also looking to sponsor the Special

Olympics again this Spring. Dr. Hoffman added that we have instituted a new program where each team has a Faculty Athletic Rep, and a Faculty Liaison has been put into place, so they can tell the other faculty how great our student-athletes are doing. Ms. Bish added that we had 17 USCAA All-Americans with a GPA of 3.5 or higher, which is a testament to how well our student-athletes do.

Lastly, Dean Bish reported that we just finished hosting the #4Co Associated Colleges Student Leadership Conference on November 9, and it was a great time.

Chief of Staff Update

Ms. VanderZee reiterated that the Veterans' Event was wonderful. Mr. Magilligan interviewed 33 veterans, and there will be more to come. The stories that he has gathered will be put in the Library of Congress. Mr. Magilligan plans to move his efforts to cover stories on other wars/conflicts too.

Ms. VanderZee shared that she has contacted Dr. David Dupree, a surgeon, and he has agreed to be our Commencement speaker.

She indicated that she has been working on economic development initiatives, in particular Start-Up NY. She is working with the IDA to secure some space. She reported that we have had several bites. The program focuses on research and development and manufacturing, and we will work to get our students internships. Ms. VanderZee stated that our official application will go in at the beginning of 2014. She has created a website that contains all of the information that she has on Start-Up NY. The site can be accessed by going to: <http://www.canton.edu/startup/>. Ms. VanderZee asked everyone to let her know of any interests.

Faculty Governance Update

Ms. Erickson reported that she is working with all of the governance committees to update their bylaws; six out of nine have been updated as of today. She is also working on updating the general bylaws. She is looking at a target date of February to have the updated bylaws complete.

She reported that they will hold their elections at the December meeting, and she feels that there is a good blend of tenured and new faculty for the various open positions. There is one more Faculty Assembly meeting this semester, and they will start up again in February.

Faculty Senate Update

Dr. Fenner reported that the Faculty Senate meeting was held at SUNY Maritime. Our sector was concerned about the Presidential roll outs. He stated that he shared the documents from that meeting with Dr. Hoffman.

Dr. Fenner shared that his program took 2nd place in an entrepreneurial competition, and they are planning to go to three competitions this year to see if they can bring home more awards.

Public Relations Update

Mr. Smith reported that they are working with RPA to develop some materials for the Presidential Search candidates and developed the public website.

He shared that the Canton College Foundation's After Canton publication has been sent to the printers. He hopes it will be back by the first week of December.

He reported that the new commercials will roll out in two weeks; watch for those.

Lastly, Mr. Smith shared that John Friot is interviewing Randy Sieminski on the Terry Martin weekend.

Student Government Association Update

Ms. Parker reported that we were able to help an International student from Sri Lanka speak at a conference by funding a portion of her travel. She stated that the student was very appreciative.

Ms. Parker reported that we had the first female probate cross their line – Greek celebration; usually, they are male probates.

She shared that the first round of Generation SUNY Music Madness started yesterday and will run until 11/24. One of our students is in the running to win; he is currently in 6th place. He is looking for ways to get more votes; Dean Bish asked Ms. Parker to send her the information, and she will get it out to the Campus.

Ms. Parker indicated that their last SGA meeting for the semester will be on December 4; they will be having a holiday luncheon at this meeting and will be presenting awards to those Senators who are active and leaving at the end of the semester.

UUP Update

Mr. Hartle reported that this was his first year as UUP Chapter President. He explained a little bit about UUP. There are 35,000 members state-wide with more than 380 local; the membership is made up of academic and professional titles. He shared that UUP's ad campaign is out, and their promotional ad is "We open doors."

Mr. Hartle reported that their contract was recently ratified for 2011-2016. He shared that there were varying awards through the contract, and the discretionary salary awards were just distributed to full- and part-time UUP members in accordance with the specified criteria. He reported that the State UUP President was on campus to meet with the members. Lastly, Mr. Hartle shared that UUP will be having their end-of-the-semester party on December 6; he invited that Council to stop in. Dr. Hoffman added that he was disappointed that the discretionary monies were in the form of awards and not salary increases as they often are able to address disparity with an increase.

Chairman O'Neill reminded everyone to leave their December 6 event sheet with Ms. Young. He noted that each member received a calendar and roster in their packet. Lastly, he explained how the College Council appointments work in accordance with the Governor's Office. He thanked everyone for attending.

Adjournment

Mr. Sauter made a motion to adjourn. The motion was seconded by Ms. O'Neil and carried at 10:45 a.m.

Draft

Respectfully submitted,

Michaela Young
Secretary to the College Council