

**SUNY CANTON COLLEGE COUNCIL**

**271<sup>st</sup> MEETING**

**February 23, 2016**

<b>Present:</b>	Ronald O’Neill, Chair Chloe Ann O’Neil Roger Sharlow	Grace Burke Joseph Rich Khaina Solomon	Timothy Currier Thomas Sauter
<b>Absent:</b>	Cecily Morris	Marie Regan	
<b>Others:</b>	Courtney Bish Shawn Miller Travis Smith Michaela Young	Elizabeth (Erickson) Brown Douglas Scheidt Zvi Szafran Matthew Burnett	Brian Harte Anne Sibley Lenore VanderZee Al Mulkin

***Call to Order***

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

The group was reminded to keep their cell phones off the table during the meeting to prevent recording interference.

***Introductions***

The new VP for Advancement, Anne Sibley, was introduced to the attendees. Al Mulkin, Chief of University Police, was also introduced and congratulated on his recent appointment as Chief. Matt Burnett was introduced as Karen Spellacy’s representative, who was unable to attend.

***Minutes of November 10, 2015***

Mr. Sauter made a motion to accept the November 10, 2015, minutes as presented. The motion was seconded by Mr. Rich and approved.

***Old Business***

There was no Old Business.

***Chairman’s Report***

Chairman O’Neill mentioned that SUNY Central issued a memorandum about an amendment to the Public Officers Law for broadcasting of open meetings. A plan for compliance is being worked out, and the hope is to have it in place by the next College Council meeting.

***President’s Report***

Dr. Szafran shared that new student applications are up 20%. Most other SUNY schools are down by double digits. It was noted that this is due to great work by our folks in Admissions, as we are #1 in SUNY.

We also did reasonably well in the SUNY grants competition; we have secured one \$500,000 grant and another \$570,000 grant out of the ones which have been announced to date. One is for the summer Jump Start program for students who are conditionally accepted to help them become fully accepted and successful. The other is for soldiers transitioning from military life to community college or college – this program is in conjunction with Jefferson Community College. Last week’s meeting with the College of Technology (CoT) Presidents revealed that the next highest grant award among the CoTs was less than \$100k. The EOP grant has multiple funding sources, which we are waiting to hear about. Decisions are also being made regarding another grant for a computer program we applied for.

Ms. VanderZee shared that Senator Ritchie’s budget proposal includes funding for our Agri-Business program. We are very excited to be hiring new faculty for this program. Assemblywoman Addie Russell included in her budget letter the entire \$15m for the Dana Hall renovations, which would include the Business Accelerator. Assemblywoman Russell indicated that there is no guarantee, but we might get something. Both of these representatives have been very good to the College, and we are truly grateful for their strong advocacy. Additionally, Senator Griffo is excited about the Accelerator project. Dr. Szafran added that they have more legislative visits coming up and will be bringing Roody with them for Mascot Madness Day in Albany.

NYPA has funded the St. Lawrence County Economic Development plan, and one of their focus goals is our Business Accelerator. We are very much in line with both the North Country economic redevelopment plans and the St. Lawrence County versions thereof.

There has been a big diversity push from SUNY, and the plan to appoint a faculty member as a Diversity Coordinator is almost complete. Input from the faculty is forthcoming, and after that is received, modifications will be made if necessary, and the search will be announced. The plan is to have the position filled for the Fall 2016 semester. There will be two Associate Directors, with one being Lashawanda Ingram, our staff member currently working as the Director of Diversity.

In our Leadership Lecture Series, the previous speaker was the President of Canton-Potsdam Hospital, and about 80 students were in attendance. It was a very well-received presentation. The next speaker will be the President of Nicholville Telephone Company, Mark Dzwonczyk. The Leadership Lecture Series has gone very well, with some of our visiting business people starting to donate to the College.

In the area of International programming, our students visited Senegal over winter break, and they gave a presentation yesterday. Their trip went well, and they look forward to more trips in the future.

The Consul General from Germany will be visiting our campus in early April, with Consul Generals from Australia and England scheduled for the fall semester.

On March 25, the first of our mini conferences on bringing global thinking into the curriculum is scheduled. It will focus on Sub-Saharan Africa and will be led by the Boston University African Studies Center. Faculty from approximately nine different colleges are expected to participate, as well as a separate presentation for students.

Facilities news includes the new Ready Center in the former CA space in the Campus Center. Advising, Career Services, and International Programs are combined into this area, and Shawn Miller will provide more details in her update.

Athletics has seen a fantastic basketball season – 19 and 3 – which is the best season we have had in over 30 years. Women’s ice hockey is in the playoffs, and baseball is off to Puerto Rico during spring break. Courtney will give more details in her report.

We have been named as military friendly in about every way imaginable. Our Military Center on campus will be expanding with the support from Battle Buddies, which has given us some money. Dr. Scheidt will probably mention an academic effort which you may have read about: our first graduating class of Solar Ready Veterans.

You are all welcome to stay for today’s Engineering Open House in Nevaldine Hall.

Dr. Szafran shared the big focus at the SUNY Presidents’ Meeting in Albany last week, which was how to handle big problems that arise on campus. Among those events were the terrible events at SUNY Geneseo, where a murder and suicide occurred, as well as a Yik Yak incident on Long Island and student protests at SUNY Potsdam. There was a panel made up of folks from University Police, Diversity, Public Relations, and one other department. The Public Relations folks at SUNY Potsdam spoke very positively of our campus and our outreach to them in their time of need. They specifically mentioned the help of our PR folks and UP, specifically our Chief of UP, Al Mulkin, and how they helped keep their campus safe and their students feeling well-supported.

Lastly, Dr. Szafran shared information on an incident in town involving one or more of our students/former students. He iterated that issues like this are not a normal representation of our student body; the majority of students are well-engaged. Our goal is to support our students, but take firm action when needed.

Chief Mulkin was asked to speak about the “Shelter in Place” drill that will take place Thursday, March 24, at 9:00 a.m. We currently have a commitment of 20 officers from various law enforcement agencies around the area, including University Police, NY State Police, NY State Forest Rangers, DEC, Border Patrol, Sheriff’s Office, Canton PD, Canton Fire and Rescue, and possibly some others. The goal is to educate the community on how to shelter in place in a crisis. Leading up to this drill, information will be sent to the media and pushed out to the students. This will not be a surprise drill. The drill will be announced either via Rave (a mass-communication system that the campus has purchased) or New York Alert. The goal is to have officers from the various participating agencies sweep all the academic and administrative buildings – ten buildings in all. As they go through the buildings, they will observe whether people got the message, responded appropriately, and sheltered in place. This will allow us to test our mass-communication system and our communication group – including five administrative assistants who will start receiving phone calls once the University Police phone number is rolled over to include them. This gives UP extra help to man the emergency line. Additionally, there is a Banner Group, who will be assigned the task of running the campus roster for the day, which will tell us which rooms are being used and how many people are on campus during an emergency. This will also let us learn how to work with our partner agencies. We learned a lot of lessons from the Yik Yak incident on our campus, and we have made some corrections to our process. This will additionally allow for a test

of those corrections. At the end, they will do a “Hot Wash” to interview all the team leaders and see how people responded. Then, they will have an after-action review meeting and address any changes or corrections as needed. This will allow for the group to springboard off of this event into planned yearly drills. All of the particular agencies are excited about participating and see a real need for it. A printed plan will be finalized soon and sent out to all participating agencies; everything will be documented for their records. Dr. Szafran added that this is part of the ongoing emphasis on campus safety.

Dr. Szafran closed his report by sharing that the positive campus atmosphere is due to the people in this room and across campus, such as the very involved and engaged Student Government, committed faculty who want students to succeed, great Student Life staff, and all the behind-the-scenes staff who constantly study and try to improve the way things are done to reduce the wait times.

### ***Faculty Governance Update***

Ms. Brown reported that she has been working with the eight governance committees this semester to look at policies and procedures to come up with new plans of attack. The first one is the Retention Committee. They are trying to determine if faculty are able to identify students within the first three weeks who may have issues; this is the Engaged/Not Engaged policy. They are really looking at streamlining that policy and closing the loop. Another group, the Academic Standards Committee, who has been looking at the GERs. Can some be counted twice? This is coming up for approval soon. They are also looking at the Academic Integrity policy, specifically plagiarism. This policy is on the Faculty Assembly webpage and is coming back up for a vote in April. The last one is the Appeals Committee for faculty; it was found that the deadlines for submission to the various reviewers are all different for promotion, reappointment, or continuing appointment. They are working on creating a chart which clearly identifies the processes and deadlines for each step in a faculty member’s career. Lastly, Liz shared that the SUNY Plenary, which happens three times a year and rotates around the State, will be held at SUNY Canton in April 2017.

### ***Faculty Senate Update***

Mr. Burnett reported on the SUNY Plenary Session in January. He stated that a lot of the attention was on the goal of 150,000 completions. Some suggestions to accomplish this were alternate credentialing and coming up with new strategies to offer more degrees. Three resolutions were passed. Two of them were regarding gender issues – recommendation for a SUNY-wide Implementation of Preferred Name and Gender Applications on the Registration, Email, ID cards, and other Identification Systems and recommendation for the SUNY-wide Implementation of Gender Inclusive Spaces. The third one was Adopt the Undergraduate Academic Programs and Policies Committee Report Entitled “Service-Learning in SUNY: Current Status and Strategies for Implementation.” He mentioned that they are much more interested in separating service-learning and internships now. Matt shared that the last item they discussed with the SUNY Chancellor and Provost was Open SUNY 2.0 – regarding being able to take “any class” from “any institution” and what the role of the granting institution and the satellite institution is going to be. A full discussion was not had, but it was very clear where things are going, and each campus will need to decide where they are going to be with that.

Mr. Sauter asked a question regarding the mention of offering new degrees for 2-year programs – where did it come from and where is it going? The Council has addressed this issue many times over the years from many viewpoints. What is the Faculty Senate’s perspective on it? Matt shared that the reference to new degrees was from the Faculty Senate President’s Report. His understanding was that it was

coming down from the Chancellor; in his view, she is looking for more completions. He stated that this did come down from the Chancellor – what is a way that campuses can offer more certificates of completion? He thinks that they are even looking beyond 2-year degrees and certificates to things like proficiency in a specific field. The CREST programming might be able to help with this. Ms. Brown added that Provost Cartwright has been talking about this and referred to them as “badges.” It has not been officially defined as to what a “badge” is. Much of the conversation has been around certificates, but there could be an issue with adding those due to the re-evaluation of certificates that happened a few years ago to meet the financial aid requirements of leading to employment. There is a concern of how to add certificates to meet the completion requirement for students that need financial aid. Ms. VanderZee added that this was also a big push at SUNYCON. Her understanding of the push was to figure out what certificates can be given to students within a degree program that may be attractive on a resume for employers. She feels they are looking at very specialized skills within a larger field. Tom stated that he felt it seems reasonable in preparing our students, but he is concerned that this is a focus on quantity rather than quality. Dr. Szafran added that SUNY Canton’s curriculum is a ladder structure – someone could come in and get a certificate, which leads to an associates, which leads to a bachelors, without undue loss of credits. Dr. Scheidt shared that he thought the plan may be being re-tooled – not so much 150,000 new completions anymore, but rather people can get multiple credentials to meet the goal of 150,000 completions. He shared some things that we are doing to achieve both quality and quantity – looking at enrollments, up 20%; 10 new degree proposals or slight revisions in the works in some form or another; looking to more fully ladder the curricula. For example, the #1 predictor of student loan default is failure to complete the degree. If the curriculum were more fully ladder, then those leaving after the second year could have an associate’s degree, making them employable in their field of study until they return to complete their bachelor’s degree. Some curricula are actually in that place, but they did not know it and had not issued a degree. Some were merely one course short.

Dr. Szafran added that he thinks the Solar Ready Vets program is a good example in meeting the Chancellor’s goal. There are now 19 veterans who are credentialed in a way that leads to a job. Many of the graduates are planning to come here to get an associate’s or bachelor’s degree, because they want to go farther.

Mr. Sharlow asked if students knowingly leave a college one credit short of receiving their degree. Dr. Scheidt responded yes. Some people have finished their degree, but fail to apply to graduate or do all sorts of other things that perhaps are not wise. Roger asked what the percentage of this was. Dr. Scheidt explained that about 60% of the students at SUNY Canton continue into their second year; we lose about a third between their first and second year. However, the graduation rate at year four is only around 31%, so we lose another third after year two or year three. Those folks could have an associate’s degree; this is a third of the students that are walking away without a degree they could have earned – could help with their resume, becoming employed, earning the wage and having the quality of life that comes with that degree, and hopefully not default on their student loans. This would just require a slight administrative change to offer them the credential that they have in fact earned. And, the higher goal is to have them come back here later and get whatever degree they were shooting for.

Roger asked if there is a program to follow those students to know how close they are to getting their degree. Dr. Szafran responded yes; the Admissions Office reaches out to these students and many others to come back and complete their degrees or to make greater progress on their degrees. Students leave

for many different reasons. He also noted that the method by which completions are counted is not accurate and is being worked on.

Dr. Burke asked how students who relocate finish their degree with us. Dr. Szafran stated that there is an effort to expand the online offerings beyond where they are now – currently #2, would like to be #1. There is an effort to help students be aware of the different ways they can continue their education and what SUNY Canton can do for them.

Chairman O’Neill asked if the Chancellor had not encouraged certain goals – the Veterans initiative for example – would those goals have developed internally. Dr. Szafran stated that SUNY Canton has a very strong veterans outreach, so, yes, it probably would have been done. However, it does not hurt when the Chancellor is behind it, and in this case, the Governor was behind the Solar Ready Vets, and there was federal money behind it and so forth. That makes it easier to implement.

Chairman O’Neill asked what achievements can the Chancellor list since taking on that role. Dr. Szafran replied that his interaction with the Chancellor has been very positive – supported recent building namings and supportive of new degree programs and things that will improve student retention. Mr. O’Neill asked if input from the campuses is received well. Dr. Szafran replied that he felt it was.

Mr. Sauter asked if SUNY system-wide recently did an alignment of curricula. Mr. Harte answered yes; it is called Seamless Transfer. Dr. Szafran explained that Seamless Transfer is a big initiative that has largely been accomplished. Tom asked if any benefit has been realized from that or if any will be realized in terms of the completion number. Dr. Szafran stated that he thought it would become reality; he explained how Seamless Transfer fixes the current transfer problems.

Ms. VanderZee asked Dr. Scheidt about the transfer numbers. Dr. Scheidt replied that he did not have the exact numbers, but he knew they were not down. He stated that applications were healthy. He also shared that with Seamless Transfer SUNY created a uniform Gen-Ed program, so Gen-Ed courses that transfer have to be taken as having met the Gen-Ed requirement at the new institution.

Dr. Burke asked what kind of fiscal counseling the students are receiving. Dr. Szafran explained that this is being included within the orientation programs. This was needed to help lower the default rates for SUNY Canton, which has been accomplished. Another initiative that is being implemented is a program called Full Measure; this program will help students by showing them their return on investment through the choice of various options. The Financial Literacy Center is also an option for students; this is new and being promoted in part by Sea Comm, who is also providing some scholarships for students. Grace asked if students were being involved, so there is a connection and accountability. Dr. Szafran explained that putting it in the orientation portion helps with this, so they are aware in the beginning. It was stated that we want students to be successful and be able to do it in an affordable way. For example, the Library has been trying to lower the cost of books through various ways, one being obtaining e-versions.

Mr. Rich asked if financial issues were the primary reason for students to leave. Dr. Scheidt responded that there are actually three reasons – academics, affordability, and unexpected or “life happens.” Sometimes the first two can be fixed, but for the third one, it often comes down to what coping mechanism can be offered.

### ***Academic Affairs Update***

Dr. Scheidt reported on some other grants that have come in – the National Endowment for the Arts has granted \$10,000 through the Challenge America Grant for authors to be brought to campus next year, the Corning Foundation is supporting Engineering Week and a tutor in the Engineering Lab, and Raj Sashti is doing a grant-writing workshop for the faculty to continue these great efforts. He also shared that the first five cohorts of the Solar Ready Vets are being supported by the Department of Energy at the federal level; after that, they can use their GI bill.

Dr. Scheidt stated that the total enrollment for the spring is 3,021, which is good.

He shared that Engineering Week is happening this week.

Dr. Scheidt mentioned that Open SUNY 2.0 has a program where they will come and audit the readiness of your campus' program; SUNY Canton was past that point, but there was participation in this program as a self-evaluation with their guidance, which was very helpful.

SUNY Canton is hosting the Associated Colleges Gender and Sexuality Conference on April 1 and 2.

He shared that a monitoring report is due to Middle States on April 1. There was a need for SUNY Canton to step up the work on assessment of student learning outcomes and readiness improvement, meaning creating a system where students always learn and there are always improvements made. Each department assessed their learning outcomes, presented to the Deans, and put forward any needs that would help learning. To help improve those needs, Dr. Scheidt allocated about \$10,000 to meet very specific needs driven by data; this will be done annually.

### ***Administrative Affairs Update***

Ms. Miller reported that our target was hit this year. Allocations are based on the “guess” of how many students will enroll, and this figure is submitted back in May. The revenue is right around \$18m, which is very good. The rational tuition increase proposal is still undecided; it goes before the Board of Trustees at their March meeting, so campuses may get an additional \$300/student for tuition.

Shawn shared that the Ready Center is now open; that houses Career Services, Advising, and International. An investment of \$100,000 allowed them to move to the center of campus to make them more accessible and visible to students.

She shared that there has been a lot of facilities planning going on for the summer, and lobbying has been heavy. Some of the projects are: Chaney Dining Hall and the gas and site lighting around the loop. A list of projects can be found at <http://www.canton.edu/facilities/planning/projects.html>.

Chairman O'Neill asked if there was anything new on moving the power lines. Shawn responded yes. She stated that NYPA has reached out to us and are interested in moving them. Dr. Szafran shared that the plan is to move them in two years to the periphery of campus, and NYPA will pay for it. He added that there is a close working relationship with NYPA right now.

### ***Advancement Update***

Ms. Sibley reported that she sees a lot of potential for growth. In her first year, she is focusing on strengthening the back office – working on the processes, cleaning up the databases, and working on some staffing changing.

They are also working to expand the donor base and convert students into donating alumni, as well as building that next generation of major donors.

She shared that as of January 31 they are at 42% of their fundraising goal for the year. They have also had a busy season of staff travel for the winter, and they have held alumni events in most of the areas visited.

Anne explained that the Alumni Board has new leadership, and they are moving forward with new activities. They are also going to continue the efforts that they started last semester with regard to connecting with current students. Recently, they held an event called “Love a Donor” day and the faculty/staff appreciation luncheon. Alumni Weekend is coming up on June 3-5, with most of the activities happening on June 4. Everyone is invited to attend.

### ***Public Relations Update***

Mr. Smith reported that 2016 has been a pretty good year for SUNY Canton so far. Travis shared that U.S. News and World Report ranked us #49 in the country for online programs, up from 58 last year. Part of the reason for this could be attributed to the record enrollments for Winterterm. This places SUNY Canton #2 in SUNY. Last year, there were also record enrollments for Summer Session, so the registration for Summer Session this year is being opened early in the hopes that students can plan better. He also shared that SUNY Canton is in the Top 100 Military Spouse Friendly Schools; this is the fourth military friendly award that we have received this year. Also, the Legal Studies program was ranked #39 out of 50 for Most Affordable Online Paralegal Degrees by Online Paralegal Degree.org and #3 for the best Online Paralegal Degrees for 2016.

Travis shared that the Open House for Engineering Week is tonight; they are trying to get K-12 students interested in the engineering fields. Corning is supporting this event by sponsoring a \$1,300 scholarship for the winner of the bridge building competition. Lucas Craig has been strongly promoting this event through many different media outlets.

Mr. Smith also shared that Khaina Solomon has been interning in PR and has been giving that office a student prospective on things, which has been helpful.

Lastly, he reported that Channel 7 will be doing a feature story on our Funeral Services program called “Dealing with Death.” That should air at 6 p.m. and 11 p.m. tonight.

### ***Student Affairs Update***

Ms. Bish reported that she and her staff are working to build relationships in the community whenever possible (i.e., she and Priscilla Leggette have spoken with the owner of Gamer Craze regarding the incident that happened to their store and have offered to host a few tournaments on campus in order for him to recoup some of the loss).



Courtney shared that the EMS Squad currently has 43 students involved in weekly trainings. It is bigger than they ever imagined, which is great. SGA has donated \$5,000 to this program. This is going to be a great endeavor when it begins in the Fall.

Courtney mentioned that tomorrow, Student Affairs, SGA, and College Association will be surprising UP with an Appreciation Day. She also shared that the Chancellor's Award for Student Excellence recipients have been named; this year's recipients are Rebecca Burns and Codi McKee. They will receive their award in early April.

She reported that the housing numbers are holding about even at 1,011.

Ms. Bish provided some athletic updates:

- Student-athlete overall cumulative GPA is 3.06; compared to the overall campus GPA of 2.84.
- Female student-athletes have an overall of 3.19.
- Nine percent of the student-athletes reported a 4.0, including 10 men.
- Ten of the 15 teams finished with GPAs of 3.0 or higher, and 11 just missed it with a 2.98.
- The retention rate for student-athletes is 74% compared to the campus-wide one of 61%.
- There are 110 athletes recruited for Fall 2016 that have been admitted.
- Women's golf has been added for this year, so there are 15 teams now.
- Special Olympics will be hosted on April 30 this year for the third year in a row.

Chairman O'Neill asked if there were any plans to have an equestrian team. Courtney responded yes, but it probably will not be until Fall 2017.

### ***Student Government Association Update***

Ms. Solomon reported on a few events that SGA has held recently. Last Sunday, they held a dance at the Best Western; Khaina felt it went well. They also recently held a Memorial Rock dedication, which is something that has been in the works for a few years. It is located in the Peace Garden and is a place for people to go to remember their loved ones who have passed.

Khaina shared some goals that SGA has been working on this semester – building a better bond between students and faculty/staff in an effort to understand things before they do them, working on getting new leadership that is diverse (not just the traditional student), working on training for what each position does to help with transitioning new people in, networking with area colleges for club events, trying to get more students out to events, receiving complaints from the student body in an effort to pass them on to the appropriate people, getting quiet students involved, putting banners up in the Campus Center to help display what clubs and organizations are here to help Admissions, attending SUNY SA in April to allow the new leaders to see the behind the scenes, and supporting the Biggest Rooser to encourage everyone to live a healthier lifestyle.

Khaina shared some personal goals of hers. She is working with PR and Financial Aid to help give them the student perspective and help to encourage students to finalize their requirements. She would also like to work with a staff member to create a mentoring program for incoming freshmen.

Mr. Rich asked how the Motown event went. Khaina responded that it went well for those that were there. They will work to increase the attendance numbers.

### ***University Relations Update***

Ms. VanderZee reported that the Small Business Development Center (SBDC) opened a satellite office in Ogdensburg; Dale Rice, Director of SBDC, is there once a week meeting with clients.

She shared that she sits on the Small Business Committee for the Economic Development Study with NYPA.

It was reported that later this afternoon Steve Knight from SPARKS (for-profit off-shoot of United Helpers) will be presenting to the Foundation Board regarding a project that may land on Foundation property and be included in the Start-Up NY program; this is the animal processing company.

Lenore is still working on a MOU with the Industrial Development Agency to put their vacant space in the campus plan for Start-Up NY.

Dr. Szafran added that he and Lenore have been pushing how important SUNY Canton is to economic development in the North Country.

### ***UUP Update***

Dr. Harte was unable to provide an update. Dr. Szafran mentioned that a meeting is scheduled very soon to discuss some issues that the Union has raised, and the administration is very happy to address them. Dr. Szafran feels that there is a very good relationship between administration and the Union.

Chairman O'Neill asked everyone to review the updated roster in their packets, and let Michaela know if any changes are needed. He also stated that he thinks there is an appointment in the works to replace Cecily, and he also hopes for a new chair to be appointed at some point down the road.

### ***Executive Session***

Chairman O'Neill stated that the Council plans to go into executive session to discuss the awards and then return to the regular session. Everyone is welcome to wait for the regular session to resume, but they do not have to.

Mr. Sauter made a motion for the Council to go into Executive Session to discuss the College Council Awards. The motion was seconded by Ms. O'Neil and approved at 10:35 a.m.

### ***Regular Session Resumed***

Mr. Sauter made a motion for the Council to return to Regular Session. The motion was seconded by Mr. Rich and approved at 10:50 a.m.

Chairman O'Neill shared that the Council would like to have a non-voting member sit on the Nominations and Awards Committee in order to aid them in their discussions regarding the award nominations. Michaela will check with Liz to be sure that this is okay with the Faculty Governance bylaws for that committee.

Mr. Sauter made a motion to accept the Awards Committee's recommendations for all of the 2016 College Council Awards. The motion was seconded by Dr. Burke and approved.

***Adjournment***

Mr. Sharlow made a motion to adjourn the meeting. The motion was seconded by Ms. O’Neil and approved at 10:53 a.m.

Respectfully submitted,

Michaela Young  
Secretary to the College Council

DRAFT