

**SUNY CANTON COLLEGE COUNCIL**

**259th MEETING**

**May 18, 2013**

<b>Present:</b>	Chairman Ronald O'Neill Nafeesa Johnson	Chloe Ann O'Neil Roger Sharlow	Joseph Rich Marie Regan
<b>Absent:</b>	Cecily Morris Thomas Sauter	Grace Burke	Timothy Currier
<b>Others:</b>	President Carli Schiffner David Gerlach Molly Mott	Ryan Deuel Brian Harte Karen Spellacy	Elizabeth Erickson Natalie Higley Michaela Young
<b>Guests:</b>	Richard Callan		

***Call to Order***

Chairman O'Neill called the meeting to order at 8:35 a.m.

Chairman O'Neill welcomed and thanked Richard Callan for joining the College Council meeting today and for his service on the Council and to the College. Mr. O'Neill presented him with a gift of appreciation from the Council.

Mr. O'Neill thanked Nafeesa Johnson for her service to the College Council and College. It was noted that she will be graduating today. He presented her with a gift of appreciation from the Council.

Chairman O'Neill announced that the new SGA President, Ornella Parker, was unable to be at the meeting; she will be introduced at the next College Council meeting.

Chairman O'Neill thanked Dr. Schiffner for filling in as Interim President after Dr. Kennedy's departure. He stated that the Council wishes her the best in her future career and endeavors.

***Minutes of March 26, 2013***

Ms. O'Neil made a motion to approve the March 26, 2013 minutes as presented. The motion was seconded by Ms. Johnson and carried.

***New Business***

***Code of Conduct Revisions***

Dr. Molly Mott explained that many of the revisions that are put forward are a result of additions to the language passed on to us from the Office of Civil Rights through SUNY Legal. The purposed revisions were reviewed by the students and SUNY Legal. Mr. O'Neill thanked Dr. Mott for clarifying some questions that came up about the revisions, specifically the word "retaliation." Nafeesa asked if the students will be notified of the changes. Molly stated that the changes will be in the updated Code of Conduct for the Fall semester which is distributed in print to the students and also available online.

Mr. Rich made a motion to approve the Code of Conduct revisions. The motion was seconded by Ms. Johnson and carried.

### **Advisory Committee Appointments**

The following advisory committee appointments were presented for approval.

#### Air Conditioning Engineering Technology

Mr. Albert Daniels, Project Manager, IPD: Engineering, three-year reappointment

#### Alternative and Renewable Energy Systems

Dr. Michael J. Kingsley, Senior Engineer/Project Manager, SAIC, three-year reappointment

Mr. David Blittersdorf, Chief Engineering Officer, All Earth Renewables, three-year reappointment

Mr. Richard Burns, Electrical Engineer, National Grid, three-year reappointment

Mr. Hugh Henderson, President, CDH Energy Corporation, three-year reappointment

Dr. Gay Canough, Owner, ETM Solar Works, three-year reappointment

#### Applied Psychology

Mr. Roderick Cook, Director, Higher Education Program St. Regis Mohawk Tribe, two-year appointment

Ms. Nancy L. Davis, Assoc. Exec. Dir. for Clinical & Youth Services, St. Lawrence NYSARC, two-year appt.

Ms. Angela Doe, Director of Community Services, St. Lawrence County, two-year appointment

Mr. Christopher Rediehs, Commissioner of Social Services, St. Lawrence County, two-year appointment

Ms. Ruby M. Lovely, Community Services Treatment Team Leader, NYS Office of Persons with Developmental Disabilities, Sunmount DDSO, two-year appointment

#### Automotive Technology

Mr. Edward Ralbovsky, Hi-Tech Online Program Leader, Toyota Motor Sales USA Inc., three-year reappt.

Mr. Lyle Scalzo, Field Technical Specialist, Toyota Motor Sales/Lexus Division, three-year reappointment

Mr. Paul J. Backus, Parts Manager, Mort Backus & Sons, three-year reappointment

Mr. Rocco Cannata, Shop Owner, CanTec Automotives, three-year reappointment

Mr. David P. Gelfuso, Automotive Instructor, Ostego Area Occupational Center, three-year reappointment

Mr. Seth Peck, Adjunct Instructor, Cazenovia College, three-year reappointment

Mr. Issac Thomas, Motor Equipment Mechanic 1, New York State DOT, three-year appointment

Mr. Kelly Tiernan, Instructor Automotive Technology, Northwest Tech. BOCES, three-year appointment

Mr. Barry A. Wells, Executive VP of Parts Service, Subaru Distribution Inc., three-year appointment

#### Business Administration/Management

Mr. Sean O'Connor, Office Manager, Town of Watertown, Engineering Department, two-year appointment

Mr. Gordon Ward, Date Management Tech., SLC Board of Elections, two-year appointment

#### Civil and Construction

Mr. Ted Totten, Regional Vice President, CIVES Steel Corp., three-year reappointment

Mr. James Craig, Managing Engineer, Bridges, C & S Engineering, three-year reappointment

Mr. Gary McKinney, Region Manager, NYSDOT, three-year reappointment

Mr. Mike McCormick, Facilities Director, SUNY Canton, three-year reappointment

Mr. Lee Rabideau, Chief Engineer, Bechtel Power Corp., three-year reappointment

Mr. Spencer Thew, Principal Director, Thew & Associates, three-year reappointment



#### Criminal Justice

Mr. Steven Livernois, Director, David Sullivan SLC Law Enforcement Academy, two-year reappointment  
Mr. Daniel Manor, Chief Investigator, St. Lawrence County District Attorney, two-year reappointment  
Mrs. Andrea Stagnari, Manager of Accreditation, SU-Dept. of Public Safety, two-year reappointment  
Mr. Kevin Wells, Sheriff, St. Lawrence County, two-year reappointment  
Mr. Richard Farwell, Asst. Federal Security Director, Dept. of Homeland Security, TSA, two-year appointment

#### Decision Systems Department (CIS/IT/ITM)

Mr. James Hopper, Senior IT Analyst, Corning Inc., three-year appointment  
Mrs. Susan D. Kramer, IT Manager, Alcoa Massena Operations, three-year appointment  
Mrs. Lisa A. Brown, Owner/President, CST Group, Inc., three-year appointment  
Mrs. Jennifer French, Senior Supervisor, St. Lawrence-Lewis BOCES, three-year reappointment  
Mr. Ben Smith, IT Specialist, Community Health Center of the North Country, three-year appointment

#### Dental Hygiene AAS Program

Mrs. Maureen Howes, Director of Dental Hygiene Services, Aspen Dental, two-year appointment  
Ms. Amy Pozzi, Executive Director, Fifth District Dental Society, two-year appointment  
Dr. Robert Schaefer, Dental Hygiene Liaison, Fifth District Dental Society, two-year appointment  
Mrs. Mary Lang, President, CNY Dental Hygiene Association, three-year reappointment

#### Early Childhood

Ms. Ginger Thomas, Adjunct Instructor, SUNY Canton Early Childhood, three-year reappointment  
Ms. Nicole Coughler, Lead Teacher, Child Care, Canton Day Care Center, three-year appointment  
Ms. Margaret Garman, Retired Teacher/Principal-Adjunct, SUNY Canton, three-year reappointment  
Mr. Bruce M. Stewart, Executive Director, St. Lawrence Child Care Council, three-year reappointment

#### Electrical Technologies

Ms. Danielle L. Dishaw, Regional Operator, National Grid, Inc., three-year reappointment  
Mr. Dwayne Spiess, Senior Associate, KW Mission Critical Engineering, three-year reappointment

#### Emergency Management

Mr. Nathan Paquin, Environment Health & Safety Specialist, GE Global Research, three-year reappointment  
Mr. Joseph Gilbert, SLC Emergency Manager, St. Lawrence County, three-year reappointment  
Mr. Ken Gardner, Dir. of Operations, CC - EMTP, Ogdensburg Volunteer Rescue Squad, three-year appt.

#### Funeral Services Administration

Mr. David Frary, Owner/Funeral Director, Phillips Funeral Home, one-year appointment  
Mrs. Patti Murray, Owner, Fox & McLellan Funeral Home, two-year appointment  
Rev. Patrick Fleming, Minister/Funeral Director, one-year appointment  
Mr. Jeffery Deragon, Owner, Alhart Funeral Home, one-year appointment  
Mr. Scott Booth, Funeral Director, Frederick Brothers Funeral Home, three-year appointment  
Mr. Scott Mason, Owner/Funeral Director, Mason Funeral Home, three-year appointment  
Dr. Ralph Klicker, President & Owner, Thanos Institute, three-year reappointment  
Mr. Peter J. Russell, Manager, Carpenter's Funeral Home, two-year reappointment  
Mr. Scott M. Schmidt, Coroner, Orleans County, three-year appointment  
Mr. Chad W. Green, Owner/Funeral Director, Donaldson Funeral Home, three-year appointment  
Mr. Donald Kalec Jr., Owner/Funeral Director, Kalec Funeral Home, two-year appointment  
Mrs. Nancy Fletcher, RN/Hospice, Hospice of St. Lawrence County, two-year appointment



Mrs. Joan Burke, Director/Certified Tissue Bank, Musculoskeletal Transplant Foundation, one-year appt.  
Mr. Steven L. Johnson, Funeral Director, H.E. Turner & Co., Inc., one-year reappointment  
Mr. James T. Sprock, Owner/Funeral Director, Strong, Burns, Sprock Funeral Home, one-year reappointment  
Mr. Vincent D. Iocovozzi, Owner/Funeral Director, Iocovozzi Funeral Home, two-year appointment  
Mr. Carl W. Trainor, Owner/Funeral Director, Trainor Funeral Home, two-year appointment

#### Health Care Management

Mr. Rodney C. Boula, Administrator, Elizabethtown Community Hospital, three-year reappointment  
Mr. Dale Barker, Director of Emergency Preparedness, Lewis County General Hospital, three-year reappointment

#### Mechanical Board

Mr. Bill Camloh, Owner/Sales, Camloh Machine, three-year reappointment  
Mr. Christopher Fields, Technical Trainer, Schneider Packaging, three-year appointment

#### Nursing

Mrs. Barb Fargo, Director of Nursing, Samaritan Medical Center, three-year appointment  
Mrs. Kim Berghorn, Clinical Nurse Educator, Samaritan Medical Center, three-year appointment  
Mrs. Julie Marshall, Director of Nursing, Alice Hyde Medical Center, three-year appointment  
Mrs. Sue Beaulieu, Director of Nursing, Massena Memorial Hospital, three-year appointment  
Mr. Tim Farrell, Chief of Adult Services, St. Lawrence Psychiatric Center, three-year reappointment  
Mrs. Roberta Taylor, Medical Surgical Nurse Manager, Claxton Hepburn Medical Center, three-year appt.  
Mrs. Debra Seaman Marquis, Medical Surgical Nurse Manager, Canton-Potsdam Hospital, three-year appt.  
Mrs. Donna Prashaw, Director of Nursing, E.J. Noble Hospital of Gouverneur, three-year appointment  
Mrs. Julie Henry, Staff Development, E.J. Noble Hospital of Gouverneur, three-year appointment  
Mrs. Sue Robinson, Allied Health Prog. Instr., St. Lawrence-Lewis BOCES NW CTE Center, three-year appt.  
Mr. Jeffrey Groenheide, Registered Nurse, Canton-Potsdam Hospital, three-year reappointment  
Ms. Margaret Sorensen, Chief Nursing Officer, Adirondack Medical Center, three-year reappointment  
Mr. Warren Franklin, Director of Nursing, United Helper's Maplewood Campus, three-year appointment  
Mrs. Kathy Getman, Dir. of Nursing, United Helpers Health Care & Rehabilitation Center, three-year appt.  
Mrs. Lisa Cooley, Professor of Nursing, Jefferson Community College, three-year appointment  
Dr. Joanne Gleeson-Craig, Nursing Director and Professor, SUNY Plattsburgh, three-year reappointment  
Mrs. Linda McClarigan, Medical Surgical Nurse Manager, Adirondack Medical Center, three-year reappointment  
Mrs. Tammy Sykes, ED Director, Canton-Potsdam Hospital, three-year appointment  
Mr. David Mader, Director of Clinical Education, Adirondack Medical Center, three-year appointment

#### Perkins Grant

Mrs. Rachelle Romoda, Supervisor of Instruction, St. Lawrence-Lewis BOCES, three-year appointment  
Mr. Gregory Hart, Director, Force Development Institute for North County, three-year appointment  
Mr. Joel Miles Canino, Student, SUNY Canton, three-year appointment

#### Physical Therapist Assistant

Mr. Derek Brown, Physical Therapist Assistant, Hoose, Knight, & Associates, three-year appointment  
Mrs. Bobbie Holmes, Physical Therapist, EJ Noble Hospital, three-year reappointment  
Mrs. Josefa Gushlaw, Physical Therapist, Hoose, Knight, & Associates, three-year appointment  
Mrs. Cynthia Weaver, Director of Rehabilitation, Claxton Hepburn Medical Center, three-year appointment



### Sports Management

Mr. Ryan Ehrie, Administrator of Membership Services, SCAA, three-year appointment

Ms. O'Neil made a motion to accept the advisory committee appointments. The motion was seconded by Mr. Sharlow and carried.

### **Old Business**

There was no Old Business to discuss.

### **Chairman Report**

Chairman O'Neill reported that he met Dr. Hoffman, and they covered several items. Mr. O'Neill stated that he asked Dr. Hoffman what SUNY asked him to do. Dr. Hoffman said he was told to get the College ready for the next president. Mr. O'Neill also spoke to Dr. Kraushaar, and he reported that Dr. and Mrs. Hoffman felt that they got a warm welcome. Mr. O'Neill also stated that he hoped the meeting in June with Dr. Kraushaar will be to charge the College Council to begin the search for a new president. He asked the Council members to attend if possible. He indicated that Dr. Kraushaar will come back another time if the June dates do not work for the Council members.

Mr. O'Neill reminded the Council members about Recognition Day and stated he would appreciate it if they could attend.

### **President's Report**

Dr. Schiffner reported that the Middle States visit was at the end of March. SUNY Canton was found to be in compliance with all of the standards. The College was given a to-do list, so there are areas to work on. Those areas are being reviewed and addressed. A big plus was that SUNY Canton does not have to do an intermittent report between now and five years; the regular PRR will be the only report due. We did also receive numerous commendations, i.e. work in the Library and Grasse River Suites.

### **Academic Affairs Update**

Provost Spellacy reported that there are several faculty searches going on. Some have been filled, and some have failed. There have been two deans' searches in the works – Canino School of Engineering Technology failed, so Mike Newtown agreed to continue as the Interim Dean for another year; School of Business and Liberal Arts was successful. A verbal offer has been made to Jondavid DeLong, and he has agreed to take the position. The paperwork should be signed soon, and he will start in mid-July.

Provost Spellacy stated that the search for the Director of Admissions is still ongoing. She indicated that there are concerns with the Admissions numbers as they are low. Mr. Sharlow asked her to define what low meant. She stated that they are about equal to two years ago. There are reasons for this. Some changes were made such as not bending admission requirements. Also, we are going to have to answer to SUNY for our graduation rates and retention rates, and we need to abide by the open access matrix. Other factors that are believed to have contributed include issues from the past two years, Hurricane Sandy – counselors needed to return home early due to the storm, NYC counselor resigned during this time, etc. Admissions is concentrating on accepted applications and increasing that yield. Mr. Rich asked about marketing. Mr. Deuel stated that PR shifted their marketing efforts to other areas to try to grab more of an audience. Ms. Johnson added that she has attended the NYC recruitment visits and helped with phone calls to prospective students; she feels that the key to getting students to come to SUNY Canton from NYC is providing ease to the parents, answering all of their questions, and comforting them as moving six hours away seems to be the biggest issue for them. Provost Spellacy stated that a group is going down to NYC in July – Admissions,



Financial Aid, Provost, couple of Deans, some advisors, a tour guide, etc. – to provide in-person services and help to finalize the registration process.

Chairman O'Neill asked about salary offerings for searches that ask for a Ph.D. He asked if our salary offers were low and if it became a hard sell. The group discussed where the salary range comes from, how we compare to other colleges in our sector/area, the background of what issues we face with some offers and why we cannot make certain offers, the strategies of how we have tried to right some salaries, etc.

Ms. Spellacy shared an overview of the process that faculty go through for evaluation, promotion, salary increases, etc. Faculty fill out a faculty information form yearly and go over it with their Dean and Department Chair. New faculty usually receive a two-year contract. They would submit their portfolio after their first year is complete and usually submit one on an every other year basis after that. At the end of six years, they would be up for continuing appointment or tenure. Ms. Spellacy stated that Dr. Kennedy started a process of giving raises when a faculty member received continuing appointment, promotion, or advanced their degree. Ms. Spellacy stated that she was asked about the process for salary increases when she took over as Provost. She reported that she decided to use the same process that is used for reappointment and promotion. Mr. O'Neill felt having a process might help with hiring new faculty. A discussion followed about salaries and routine raises.

Dr. Schiffner announced that Ms. Spellacy agreed to stay on as Interim Provost for another year.

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

Dr. Schiffner announced that Ms. Higley was not feeling well and was unable to join the meeting.

#### ***Advancement Update***

Mr. Gerlach reported that the budget and fundraising goals were passed at the last College Foundation Board meeting. Mr. Gerlach shared some information about the Alumni gathering in Watertown. He stated that there were about 30 people in attendance, and it was a very nice event. He particularly liked Dr. Hoffman's speech. Mr. Gerlach also mentioned that Alumni Weekend is July 19-21.

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

Dr. Mott reported to the Council that all areas have had a very busy and wonderful year, and she is very proud of them. Athletics had 7 of the 14 teams go to full season. They also hosted the Regional Special Olympics. Dr. Mott reported that there are seven student-athletes with a GPA of 3.35, a hockey player in Engineering with a 4.0, and a Cross-Country Senior with a 3.9. There have been numerous Chancellor and Student awards. Dr. Mott also reported that we have finished our first provisional year in the NCAA, and we have three more provisional years to go. Dr. Mott announced her move from Vice President for Student Affairs to the Dean of Academic Support Services and Instructional Technologies. She indicated that this was her choice, and she is very excited about the move. She will be working for Provost Spellacy and will focus on Open SUNY online initiatives, Student Success Center, and retention efforts, as well as continuing to work with Student Affairs.

#### ***Chief of Staff/PR Update***

Mr. Deuel announced that his last day will be June 7. He stated he has taken a position at St. Lawrence University as their Director of Media Relations. Mr. Deuel reported that Dr. Hoffman has chosen Lenore VanderZee as his new Chief of Staff. She is currently an adjunct in the Political Science Department; she has her law degree and is working on her Ph.D. Mr. Deuel announced that he has asked Travis Smith, Web Designer, to fill in as Interim Director of PR. He believes that Dr. Hoffman is looking for Lenore to oversee PR



to keep it under the President's Office. Lastly, he reported that PR will be making an offer next week for the Coordinator of Print Publications position.

Chairman O'Neill wished Mr. Deuel the best of luck in his future endeavors.

#### **Faculty Affairs Update**

Ms. Erickson reported that the last Faculty Assembly meeting will be held on May 24. She stated that she also met with Dr. Hoffman this past week, and he seemed very supportive of the Campus Governance process. They will be working to fill the open spots on the committees and review each committee's bylaws. They will be working to strengthen the process over the next year.

#### **Faculty Senate Update**

Mr. Harte reported that he recently attended the 164<sup>th</sup> University Faculty Senate Plenary at Upstate Medical Center. The budget was discussed – the RAM model has been set aside for now; SUNY has been tasked with coming up with a sustainability plan to help the downstate hospitals/medical centers. Closing them would cost the taxpayers \$500m. Mr. Harte stated that the Chancellor spoke about Open SUNY. She has allowed for advisory committees and is bringing in an independent consultant to help with the implementation. Mr. Harte feels confident that we will have a voice at the table. The Chancellor also stated that any proceeds from the initiatives will go back into Open SUNY. She wants to increase enrollment to 100,000 students over the next 3-5 years. Mr. Harte reported that she also announced that Joe Kennedy is working with faculty from three campuses on IT degrees that will share a common set of courses. Mr. Harte explained that the goal of the Open SUNY initiative was a way of allowing greater mobility for students through online learning. He feels we are well positioned for this. Mr. Harte announced that Provost Lavalley will be going back to his role as a faculty member at SUNY New Paltz. He also reported that there have been new SUNY awards and resolutions – elimination of the major types of Political Science Research from support of the National Science Foundation, support in a Shared Governance resolution, and a resolution in support of the Academic Health Science Centers.

Chairman O'Neill asked for clarification on SUNY wanting enrollments to increase but then limiting us on total enrollment numbers. Mr. Harte stated that he thought the increased enrollments would bring in more revenue, and he felt that SUNY wanted to be the ones to say how that revenue is to be divided up. Ms. Erickson stated that the increase was to 100,000 not an additional 100,000; we are already in the high 80,000 range.

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

Ms. Johnson reported on various educational trips for the Clubs - end-of-the-year trip for the Directors, Vet Tech Club's visit to the Rochester Zoo, Habitat for Humanity's upcoming trip to build houses in Kentucky this summer, and the Steel Bridge Team's future travel to Washington State to compete in the Nationals. She also reported that they had an award ceremony for the senators and student leaders. Ms. Johnson reported that a new slate of officers has been elected to the Student Government Association and College Activities Board. She feels they will be a great asset to the College. She hopes that the communication will continue between the students and the faculty/staff. She shared some background information about the new SGA President, Ornella Parker, and stated that she feels she will be a great student leader.

Chairman O'Neill offered well wishes to Nafessa, Ryan, Carli, and Dick.

**Adjournment**

Ms. Johnson made a motion to adjourn. The motion was seconded by Ms. Regan and carried at 9:37 a.m.

Respectfully submitted,

Michaela Young  
Secretary to the College Council