

SUNY CANTON COLLEGE COUNCIL

265th MEETING

September 9, 2014

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

Absent: Cecily Morris

Others: Zvi Szafran Courtney Bish Elizabeth Erickson
Charles Fenner David Gerlach David Hartle
Shawn Miller Travis Smith Karen Spellacy
Lenore VanderZee Michaela Young

Call to Order

Chairman O’Neill called the meeting to order at 9:02 a.m.

Mr. O’Neill welcomed Dr. Szafran, our new President. He also welcomed Melissa Cummins; she is the SGA President and College Council member for the year.

Minutes of May 10, 2014

Ms. Regan made a motion to accept the May 10, 2014, minutes as presented. The motion was seconded by Mr. Sauter and carried.

President’s 2013-14 Annual Report

Mr. Rich made a motion to accept the President’s 2013-14 Annual Report as their annual report as presented. The motion was seconded by Mr. Sharlow and carried.

Inauguration

Mr. O’Neill shared that the inauguration events and ceremony for Dr. Szafran will be held on April 6 - 10, 2015. The ceremony will be held on April 10. There is an inauguration committee that is co-chaired by Michaela Young, Betty Connolly, and Julie Parkman. The committee is made up of representatives from each area. There is also an honorary membership committee to give advice and be a resource if needed. The committee has only had their first meeting, so they are still in the early stages of planning. The time of the ceremony will be at 2 p.m. with the Chancellor in attendance if that works for her schedule; she is not able to join us before or after the ceremony. Mr. O’Neill asked the members to mark April 10 down.

Old Business

There was no Old Business.

Chairman's Report

Chairman O'Neill reminded the Council about the annual ACT Conference on October 24-26, 2014. He reminded anyone that had not registered and planned to attend to let Michaela know before October 8. He encouraged the members to attend if they can. Chairman McCall and the Chancellor will be in attendance. There is an annual business meeting that you can bring concerns up at, as well as bringing concerns up to the Chairman and the Chancellor.

Mr. O'Neill shared that they met yesterday to discuss and decide on the scholarship winners; the names will be coming out soon.

President's Report

Dr. Szafran thanked the College Council for their support. He shared that he welcomes having a meeting with each member if he has not already done so.

He shared what he has been working on over the past few months:

Enrollment growth – would like to help the college grow in a very significant way. The most important element to do this is through a focus on retention. This can be done by improving the graduation rate and looking at the Admissions processes. We are looking at our pipeline of students to see where the problems are. Financial Aid is sometimes a problem, or sometimes students get into trouble on campus and help is needed. The faculty have been asked to do a pilot project with engagement; this will be a one-week process to determine which students are engaged or not. This would happen at the third week of the semester. Students need to be aware that we are here to help them. A number of small initiatives are planned; one of them is the issuing of challenge coins each semester to award all students who complete with a 2.0 or better and in good standing. This is a process of rewarding good behavior and progress on campus. Dr. Szafran also shared that he has started a student blog.

Looking for new markets – We need to look at adult learners as prospective students; our online courses would work for them to take courses around their work and home life. SUNY Canton is now part of Open SUNY, and Dr. Szafran will be speaking on this at the President's Meeting. Dr. Szafran is encouraging faculty to look at converged instruction in how they set up their courses – material that is used for online students is useful for in-person students and vice versa. We are also looking at prior learning assessment and have some faculty who are already doing this on campus. He is also looking into the International student population when is nearly 1% of our student base and mostly Canadian and associated with athletics. Dr. Szafran knows of some opportunities in this area for SUNY Canton with some partner colleges and people who he knows through his previous college.

New Program Development – The third element is developing new programs that fit within SUNY Canton's mission. He has already begun the discussion about several new programs, and he has already met with the Canino School about expanding their program base. They are moving forward with the first full engineering program which would be Mechatronics Engineering. He has already spoken with Albany on this. He is also looking at expanding in the area of Applied Computing – Cyber Security and Computer Gaming. Dr. Szafran shared that some other disciplines that he feels we need to look at is recapturing our legacy in a contemporary way – agricultural management, agricultural engineering and hospitality management. He also shared that he would like entrepreneurship integrated into all of our disciplines, so every student knows how to be an entrepreneur.

Dr. Szafran shared that he has started to meet with civic and industrial leaders to explore opportunities for the college – the Mayor, the County Administrator, and other Presidents from the Associated Colleges and nearby colleges.

Dr. Szafran shared some information about a partnership with Clarkson regarding a Homeland Security college. They had an initial meeting and decided that if the grant money is not awarded to SUNY Canton we should move forward with it anyways. President Szafran and President Collins are trying to meet with the Chancellor on this.

Dr. Szafran is a strong believer in communication on the campus, both formal and informal. He is working to bring the campus together by moving forward with the goals and recognizing the past leadership initiatives.

Academic Affairs Update

Karen reported that the semester had a smooth start. The One-Hop Shop seems to have worked; the staff were on board after the first day of classes.

She shared that they are working on agreements with some International universities. The Path Pro Program is a program where the student gets a degree at their home institution the first three years and transfers to SUNY Canton to complete their bachelor degree. This program is through a Chinese institution, and our faculty have an opportunity to go over there during the three years and teach if they would like to. They will also be looking into a similar agreement with Canadian universities. These agreements are good because they are not dual enrollment; it is clean cut. They have agreements with BOCES for some early college experience, and the programs that we can agree upon are Computer Information Systems and Math. We would also like Engineering Technology programs in there, and they would like Allied Health; however, we cannot say that they are guaranteed admission into those programs once they come to college.

Karen reported that ABET has accredited the bachelor Engineering programs. The RN-BS program was also accredited. Dental Hygiene's reaccreditation is this fall and our two-year Engineering Technology programs. They are also working on the SUNY mobility transfer initiative. It showed that no associates degree should have more than 64 credits in it and no bachelor degree should have more than 126. We are good except we cannot get down to 64 in the Dental Hygiene program; we have put in some waivers on a few others, but SUNY said we needed to comply. We were able to except for Dental Hygiene. We are not the only ones having this program.

She explained that the Institute of Arts, Science, and Technology is still ongoing. They are considering two areas and will encourage talks to continue – a Forensic Science minor or program and Theater and Dance and our Electrical program.

Administrative Affairs Update

Ms. Miller explained what is housed in the One-Hop Shop – Student Accounts, Financial Aid, Registrar, IDs, and meals. She explained that this provided for all of these services to be in one place. They utilize a Queuing System and a monitor in the hallway to see when their number comes up. The students love it, and the employees noticed that it is running smoother.

Shawn shared that Cook Hall is complete; there is a trading room and a chapel. She suggested that we should do a walking tour for one of the College Council meetings. She also shared that the field work at the CARC is done, and the roof issue was under warranty and will be replaced. The lower level of French Hall is being revamped for Admissions to move there in a month. She reported that capital dollars are at a premium; there was a capital plan this year, but it was reduced from what we thought it would be. We have been lucky that we have some reserves, and we have been trying to use reserves to get our drawings/designs done ahead of the capital dollars to be ready to go when the money comes in.

Shawn shared a budget sheet with the Council. She explained that enrollment is down a bit; however, in running the numbers and with the tuition increase it appears to be about flat funded. She thinks the numbers will be safe and there should be a net gain. The tuition SUNY credit is a mandated scholarship for the tap gap and has started to slow which is good. We were able to teach out all of the Bosnians, so we do not have that expense any longer. Even with all of the transitions of last year, there was a net gain on reserves which is good; she thinks we are in a safe place. Dr. Szafran shared that he spoke with SUNY fiscal folks, and they said we are the strongest in the technical sector in SUNY and that Shawn has gained their confidence. Chairman O'Neill mentioned that he was not confident before, but he is very confident with Shawn. He feels she has done a great job.

Advancement Update

Mr. Gerlach shared that they had an outstanding year, exceeding the fundraising goals established by the Board by 30%, and it was arguably the best year in five years with the smallest number of fundraising staff in ten years.

They held the naming ceremony of Halford Hall. It was named for fellow board member John Halford '49. This building was formerly the University Police building; it has been beautifully refurbished and houses the Career Ready Education and Success Training (CREST) Center.

Dave shared that they inducted seven more members of the SUNY Canton Hall of Fame, and he encourages everyone to tour the beautiful hall to see the first 100 inductee plaques that are installed.

The Scholarship Luncheon is on September 19 at Noon. They are anticipating their largest number of attendees ever. He encourages everyone to attend.

Dave shared that they received their audit results from Bowers and company with an immaterial comment. They were very pleased. The Audit Committee will review the results later today for presentation to the full Board of Directors on September 19.

Lastly, he reports that they will be seeking approval for their spending plan at both the Finance and Investment meeting tomorrow and at the full Board of Directors meeting on September 19. It will increase endowed scholarship spending by 10%, which would increase the amount to \$504,854. This allowance is possible due to excellent investment returns and additional endowments. They will again offer an additional \$50,000 in housing scholarships, \$100,000 in annual scholarships, and \$100,000 in a restricted scholarship donation; this will make the total scholarship payout \$754,854.

Faculty Affairs Update

Liz Erickson explained that all of the Governance bylaws are being updated; the eighth one will be finalized soon. She shared that an Active Shooter presentation was held for the faculty during the second week of classes at a special Faculty Assembly meeting. This presentation was given by our UP Chief and was done to show some techniques for the classroom in case something happened. It was good that it was done in the beginning of the semester and has already generated some discussion within the student population that have seen it. They have asked about the emergency exits, etc. They are opening the Provost search and running it similar to the President's search. They are conducting nominations right now for the faculty representation on the Committee; there will be two Vice Presidents and a Dean also on the Committee. She hopes that this will all be in place, so the ad will go out at the end of October.

Faculty Senate Update

Dr. Fenner shared that he is holding the first dual-modality class. He explained that these are set up so that students can come in and out of the classroom as needed because the quizzes and lectures are all online.

He also shared that there will be four competitions this year – Kingston in January to compete in an ethics competition, Plattsburgh in April to compete in the entrepreneurship competition, Vermont to compete in a strategy competition, and the State of New York entrepreneurship competition.

He shared that we have students who get immediately hired by companies such as Enterprise, and currently there is a student working to help Guilfoyle. He also shared that he is the coordinator for giving Veterans' credit, and they have worked to give Veterans their proper credit for experience that they have related to their field of study. Mr. Rich commented on Guilfoyle; he said they are well-established in Jefferson County. He will also share some information he has with Dr. Fenner on the Purple Heart Scholarship.

Public Relations Update

Travis Smith reported that the bear seen around campus was dispatched as it moved to the south side of the Village.

He shared that printed copies of the Annual Report are to come. PR worked hard on Admissions publications over the summer.

The US News and World Report's rankings came out today, and we were tied for 47th place in the North Region. They will be doing a press release on this. Over the summer, the SR Education Group, who does statistics on most affordable colleges, ranked Legal Studies number 16 and Finance number 17 in their respective divisions in the entire nation.

They have recently started an Upcoming Events Calendar that goes out on Monday and Thursday evenings. This hopefully will get everyone engaged. They have received some positive feedback, and can add the College Council to that distribution list if they would like to receive them.

Travis thanked Dr. Szafran for being so cooperative on being the face of the College.

Dr. Burke asked if the publications were digital; they are. Everything that is put out in print is also put out in digital format.

Student Affairs Update

Courtney mentioned all of the Student Handbook changes that were sent to the Council for review and approval; she apologized for them all and thanked everyone for doing it in such a quick timeframe. They are moving forward with many of those mandates and providing additional training on Title IX, domestic and dating violence, hazing, and heroin/opioid use. They are also doing the active shooter training. They are trying to incorporate this in a way that is not overwhelming or scary.

She is thrilled with the new SGA Executive Board; they are doing great things.

Residence Hall occupancy is pretty much even with last year. The halls are filled and happy. All things considered they are doing well.

The Residence Life staff have put together a Foosball Challenge on September 17, and Dr. Szafran will be involved.

Courtney mentioned the Behavioral Intervention Team and shared that it is a group of folks from around campus that get together weekly to discuss any issues that come up to try to maintain safety and sense of community on campus. They instituted a new reporting form this year, so anyone can submit information that may be of help or a concern to this group for discussion.

She shared that Athletics is in the starting phase of bring a Women's Golf team to campus; they had a club team this year. Their plan is to have a full team by Fall 2015. They are also in the process of hiring a Women's Hockey coach.

Homecoming and Family Weekend is schedule for October 3-5; they are pairing with others on campus to make it an exciting and big deal this year. There is going to be a big athletic event, and they are engaging Alumni. They are hoping for a big turnout and invited everyone to come out if they can.

Our Greek Life Coordinator has reached out to the Salvation Army to do a Kettle Campaign on our campus.

They had successful orientation sessions this past year – two overnight ones, one for non-traditional students, and one late session on opening weekend. About 900 students participated this year. Courtney asked for comments if anyone had any to share as they plan to continue this process.

Athletics continues to do great, and you can view the progress on the website. They are also hosting a Paint Fun Race this weekend on Saturday at 1 p.m.

Mr. O'Neill asked if safety issues are addressed in the Orientation. Courtney said they are trying to incorporate it into the training. Melissa added that the Outdoor and Adventure Club is starting kayak and paddling clinics as a way to train students. They are hoping to expand as it goes along.

Dr. Szafran added that the NCAA waived the third year for SUNY Canton.

Student Government Association Update

Melissa shared that the SGA Board is very energetic; she is glad that we are seeing what they are doing. The Carnival of Clubs is today, and Melissa invited everyone to stop by. She indicated that the list of clubs involved is quite long. They are encouraging all clubs to update their information, so as soon as the semester starts students can start to be involved. Some clubs are looking to update their hyperlink, so it will provide more information when students are searching for a college. This may help with retention also. They have also started a FaceBook page for Student Government and are doing a Students of the Month which is posted on that page. They hope that this can be posted somewhere on campus as well. Their email has been updated to SGA@canton.edu with emails going to the E-Board. They are looking for these efforts to create positive energy. Melissa also reported that they are encouraging faculty/staff to become more engaged with student activities. Lastly, the E-Board is specifically looking into things that they can update on campus; they will discuss their ideas with the President at their luncheon.

University Relations

Lenore shared that it has been a fun time getting to know Dr. Szafran; she has been inspired and feels that wonderful changes are ahead.

She reported that there have been a few bottlenecks with Start-Up NY. There are portions of it that are not completely thought through. They are working through those issues and hopes to have a sponsor application soon to have our first company. There have been some other inquires such as the St. Lawrence International Film Festival. They are looking to help with film making.

UUP Update

Dave Hartle shared that he attended the Tri-County Labor Council meeting last week. One of the items mentioned was the I98 Interstate Highway proposal – the first portion is a Canton/Potsdam Bypass.

UUP members will be getting a 2% increase, but this will be taken back through the drawback program.

He reported that he heard about an initiative called Clawback, which is a System Administration tax to get back \$7m that they are short by. The tax would be about .25%, but there are issues surrounding this. It is felt that this will be a topic of discussion at the upcoming Presidents' Meeting.

Old Business

There was no Old Business.

Adjournment

Mr. Sauter made a motion to adjourn. The motion was seconded by Dr. Burke and carried at 10:38 a.m.

Respectfully submitted,

Michaela Young
Secretary to the College Council