

DRAFT
MINUTES OF THE SUNY COBLESKILL
COLLEGE COUNCIL MEETING
February 8, 2012

Members Present: Olive Scott, Linda Cross, Tom Greenlees, Jeanne Kane, Phil King, Susan Rightmyer, Lisa Salzman

Excused: Barbara Bartlett, Cliff Hay, Ginny Kintz

Guests: Dr. Vancko, Steve Ackerknecht, Carol Bishop, Bonnie Martin, John Kowal, Regina LaGatta, Kevin O'Donnell, Jennifer Regelski-Rotman, Joel Smith, Debra Thatcher, and Amy Healy

Olive Scott called the meeting to order at **8:35 A. M. The meeting was recorded.**

PART I

Members were emailed the February 8 agenda prior to the meeting.

Approval of Minutes – A motion was made by Jeanne Kane and seconded by Tom Greenlees to approve the minutes of the November 16, 2011 meeting. The motion was carried.

Dr. Scott introduced two new College Council members, Susan Rightmyer of Richmondville and Lisa Salzman, the student member of the council. Ms. Rightmyer replaced Anne Hendrix whose appointment ended on January 5, 2012. Ms. Rightmyer retired as Executive Vice President from the Bank of Richmondville and currently serves on the bank's board. Ms. Salzman is the new SGA President. She is a BT student in Plant Sciences.

John Kowal announced that several proposals are moving through the governance process to address concerns raised by Middle States and the SUNY Visitation Team. These proposals, which will tighten up processes to provide transparency, include development of a form to close the loop for policy changes, term limits of two "3 year" terms (except Executive Committee), and posting of faculty meeting minutes and committee meeting minutes on Sharepoint. If approved by administration, proposals will go to the faculty for a vote in March. Also under consideration is a proposal that all committees will report on their activities (other than personnel issues) at the end of the year, a proposal to move elections to March instead of May which will ensure that structures are in place for the upcoming academic year, and that orientations are scheduled at the beginning of each academic year, emphasizing the importance of governance activities.

Kevin O'Donnell reported that the College Foundation is healthy and moving in the right direction. There is a full complement of board members who are committed to raising funds on behalf of the college. During Fall 2011, the Foundation established four new significant endowed scholarships and one fund for students who were directly impacted, displaced or suffered hardship due to a natural disaster. The Student Natural Disaster Fund was created for impacted SUNY Cobleskill students and funds will be used to support academic expenses and associated living expenses. Foundation priorities for Spring 2012 include increased participation in leadership giving, identification of major gift prospects, recognizing Title III donors on campus, exceeding the 2011-12 annual fund goal of \$300,000, enhancement of non-endowed scholarships, and securing funding for the Title III Endowment "match."

Kevin announced that there will be a golf event to benefit the Fighting Tigers Booster Club, a subsidiary of the College Foundation, held on Friday, September 28. There are currently 84 Booster Club members. Under the guidance of Foundation board member, Michael Ty, President of the International Culinary

Association, Foundation member, Yono Purnomo, and Kevin O'Donnell, a Culinary Extravaganza will be held on Friday, March 30 at SUNY Cobleskill. The Extravaganza will take the place of the annual dinner dance. The evening is expected to be a casual experience with amazing culinary delights. The annual Foundation Golf Classic will be held on Friday, June 22.

Jennifer Regelski-Rotman reported that the Alumni Association has established a 501C2 Corporation for the purpose of building a new student housing complex. Along with administration, the Alumni Association is currently researching various sites in order to determine optimal benefits to students. The Alumni Association is partnering with the College Foundation to put up banners along Rt 7 with the hope of continuing the banners onto the campus. Alumni initiatives include a drive for increased membership, an alumni newsletter and a 100 year commemorative photo book.

Lisa Salzman has replaced Stephanie Bagwell, who transferred to SUNY Geneseo, as the Student Government Association President. Lisa reported that the Student Government Association is offering a \$5,000 grant to any office, club or organization with an initiative, event or activity that can benefit the entire campus. The application deadline is February 22. The Student Government Association is working to increase student involvement in clubs. Lisa announced that the Council for Student Activities is holding its Annual Snowball on Friday, February 10. This year's annual blood drive was a success. Once again, Cobleskill was #1 in the SUNY system.

Susan Jagendorf, Executive Director of International Education, reported that the mission of the Office of International Education is to promote the well-being of international students, educate and inform the campus community about international opportunities and issues, promote understanding and mutual respect between international and domestic members of the campus community, enhance the learning experience of SUNY Cobleskill students by increasing the number of study abroad programs and international internships, advise students throughout the study abroad process, work together with faculty advisors and campus staff, to promote a culturally sensitive campus environment, increase the number of international degree-seeking and exchange students, seek ways to include international perspectives in academic curricula and program development, facilitate faculty exchanges, and facilitate professional growth opportunities for faculty and staff through international programs.

Jim Dutcher, CIO, attended the Council Meeting and reported that all members have access to campus email and Sharepoint. IT will provide detailed instructions on how to access to Amy Healy who will forward the information to Council Members.

PART II – College Council Members:

Officer in Charge Report:

Dr. Candace Vancko announced that she attended the ribbon cutting ceremony for Prentice Hall on February 2. Dr. Vancko thanked all who worked tirelessly to transform this space. Phase two of the project will take place over the summer which will enhance the student experience at Cobleskill. Student/staff/faculty concerns are of great importance to Dr. Vancko. Suggestions to improve our campus are encouraged. Dr. Vancko reported that she and Vice President Bishop will discuss budgetary issues in a series of "Campus Conversations" to be held on February 9 in Upper Champlin Hall.

Responding to questions raised by the College Council in response to its forum with faculty and staff, Dr. Vancko reported:

1. One of the Chancellor's rationales for shared services is that the smaller technology colleges spend significantly less on instruction than the comprehensive colleges. Currently, Cobleskill is at 33% while comprehensive colleges average is 52%. The Chancellor has charged the technology colleges to increase

by ten percent in the 2012-13 academic year total expenditures dedicated to instructional support. The long-term goal is to achieve 52% of total expenditures to be dedicated to instructional support, the SUNY-wide average.

2. There is an alignment of administrative staff at Cobleskill. Dr. Vancko is at 60%, Joel Smith, Vice President of College Relations, Bonnie Martin, Vice President of Operations, and Carol Bishop, Vice President of Business and Finance are at 40%. Vice President for College Advancement, Regina LaGatta, is at 80%. It should be noted that while the shared services paradigm is an idea in progress, administration continues to look at areas where shared services could result in best practice opportunities and savings.
3. Some business services that could potentially be shared include IT, accounts payable & purchasing, and human resources. A shared common data set should not be difficult to implement as both campuses currently have the Banner system. Dr. Vancko discussed the importance of enrollment and commended Tara Winter for implementation of an enrollment program which has already seen a 6% increase in applications over last year. SUNY Cobleskill is leading the Tech sector in increase in applications. It is looking promising that we will meet the modest goals that we set for the fall.
4. The SUNY System Administration will be establishing benchmarks to verify savings realized from shared services.
5. Cobleskill's tuition rates for out of state students are higher than at the other Ag/Tech schools because of a policy change that was requested by Cobleskill administration in 2010. Administration is reviewing this policy.
6. Dr. Vancko is aware of the concerns regarding mandatory SAT/ACT testing and shared data that over 1,000 colleges and universities nation-wide have dropped the test requirements. Administration will review.
7. Dr. Vancko explained that in order for SUNY Cobleskill to be included on a "Veterans Friendly" school list, a detailed application must be submitted to the government. Cobleskill will make an effort to complete the required survey for consideration as a "Veterans Friendly School" the next time the survey is administered.
8. Dr. Vancko reported that the campus-wide alert system is not yet operational. There are several buildings that need to be assessed and wired. Administration has asked for a full accounting of the project and will share details with the campus community.
9. Dr. Vancko reported that administration is reviewing academic restructuring. Dr. Thatcher is managing this important undertaking. Academic prioritization findings will assist in these decisions.
10. Dr. Vancko addressed concerns regarding the condition of Porter Hall and the Home EC. Building. The current capital plan includes to start the design for a complete renovation of the Home Ec building. The status of Porter is contingent on other campus construction plans.

Chair's Report:

Dr. Scott reported that she and Tom Greenlees attended the Chancellor's 2nd annual State of the University Address on January 9. Chancellor Zimpher discussed SUNY's accomplishments in 2011 and described an agenda for 2012 and beyond that addresses three main categories: cost, productivity, and access and completion. Chancellor Zimpher stated by working together individually and as campuses as a system SUNY will achieve greatness. The event was well attended. Dr. Scott attended the SUNY Cobleskill spring forum on January 17. Dr. Vancko delivered an informative power point presentation which laid out past accomplishments and future challenges. Dr. Scott commended the individuals who were instrumental in making such vast improvements to Prentice Hall. Dr. Scott and Council Members commended the launching of CobyNow which provides the campus community with notable information.

Committee Reports:

ACT - Cliff Hay was not present. Dr. Scott reported that she serves on the ACT executive board. Dr. Scott handed out copies of the Chancellor's revised resolution regarding presidential searches at state-operated institutions.

CAS - Phil King reported that while Coby's continues to lose money, it is a great venue for the community and serves as the college's face in town. A group has been formed to look at ways to make the restaurant sustainable. A consultant was hired to analyze the college bookstore operations. Sales are down due to decreased enrollment and e-technology. Administration has reviewed the consultant's report and is discussing ways to increase revenue. Students love the new look and feel of Twisted Whiskers, the refurbished Sandella's. Phil complimented all who are responsible for Prentice's new look.

Faculty Governance Executive Board - Tom reported that the Chancellor's goals are ambitious but will be good for SUNY. Tom credited John Kowal for his thorough report.

Middle States – Dr. Vancko reported that Deb Thatcher has been in touch with the new Middle States liaison, Ellie Fogarty. Deb Thatcher has completed the first draft of the report which includes what we have done and policies/procedures that have been put in place to respond to Middle States concerns. Dr. Fogarty recommended that the report focus on the failed standard 7. We are also making very good progress on the other 23 standards. The final draft must be submitted by March 1. The visitation team will be at the college at the end of March or sometime in April.

New Agriculture Building – There are very good bids coming in on the project. The cost constraints have been rectified through design modification. By the end of the summer, the project should be moving along.

Professional Development Committee – Linda Cross stated that professional development is an enhancement to the college community. Dave Campbell sends out requests for professional development opportunities. The committee reviews the requests and sends comments to Dave. The committee has been pleased with the applications thus far. The applications have been thoughtful and meet necessary criteria. Also, the SUNY Cobleskill professional development program provides several other methods for seeking funding. Details are available on the college website.

Use of College Facilities by Community Groups - Ginny Kintz was not present. Regina LaGatta distributed a copy of the *SUNY Cobleskill's Use of Facilities by Third Parties for Free Speech policy*.

Old Business: - None to report.

New Business: - A motion was made by Linda Cross and seconded by Jeanne Kane to approve a resolution for Anne Hendrix. The meeting was adjourned at 11:10 am and members went into executive session. Following the executive session, a motion to adjourn was made by Phil King, seconded by Susan Rightmyer and carried.

The next meeting will be held on April 18, 2012.

Respectfully submitted by,

Amy K. Healy

Distribution: College Council, Vice Presidents, Deans, Department Chairs, Presiding Officer of the Faculty, The Alumni Association, The College Foundation, Van Wagenen Library.