

College Assembly  
Minutes of Meeting  
September 25, 2017

Members Present: Rosanne West, Mark Ryan, Giovanni Scaringi, Alice Caroompas, Michael Kinney, Denise Abrams, Carine Surdey, Scott Kavulich, Jamie Heron, Holly Jones, Jason Boring, Angie Bergholtz, Tracy Curtis, Francis Battisti, Carol Ross, Penny DelFavero

Members Absent: Minhyung Park, Mary Gilbert, Dave Michalak, Julie Lakin, Howard Streby, Fermin Romero, Sesime Adanu

Members Excused: Alison Sheridan-Brennan, Michael Sullivan

Guest: Stephanie Malmberg

- Call to order: 3:04 PM. CA Chair Giovanni opened the meeting and welcomed the group. Quorum was established; there were no alternates. The agenda was approved and the minutes of the September 11<sup>th</sup> meeting were approved as submitted.

- CA Report:

- Giovanni thanked Carine for sending the shared government assessment rubric to him. He will be attending the SUNY Voices conference October 6<sup>th</sup> and 7<sup>th</sup> and hopes to gather some more input on assessing shared governance. He is taking names for a workgroup and will schedule a meeting after the conference.

There was a question on the number of people needed. It's more important that there is a good representation from different constituencies than the actual number, although it may be good to have as many people as are willing to participate. There are different ways to assess shared governance and one of the things the work group will be determining is which way is the best fit. It was noted that we do need to have Student Assembly representations and there will be two members from COI.

- There was no Student Assembly Report.

- COI Report:

- Carine reported that the feedback on the draft campus car procedure for travel has gone back to Michael, and he will be meeting with some other groups and possibly revising the draft.

- Accessibility is being discussed in COI: how online content can be improved. All technology is being looked at.

- There was some housekeeping regarding the bylaws; there had been changes in the names of various offices that needed to be updated in the bylaws.

- A new item is the deactivation of adjunct network accounts. This may have been an isolated incident but the deactivation procedure will be looked at.

- CAI Report:

- There was a lengthy discussion on textbooks and the difficulty in getting them. A transmittal was issued to the textbook committee for a copy of the contract between Follett and the College. The responses will be discussed on Wednesday.

- Dave Ligeikis had asked about the HVAC noise in the Natural Science Center. The noise level is an academic issue and needs to be addressed.

There was some discussion on how to give input on this issue. The ways to submit an issue are outlined on the shared governance website and there is a way to submit an issue online and also anonymously. It's also fine to contact any of the shared governance chairs.

- There was no President's Report.

- Vice President of Academic Affairs:

- EPIC met on spring registration. They are assessing how fall registration went with the new process and will be making recommendations for spring. They want input from the chairs and deans. The past semester we stopped registration one week before classes. The Friday before we would stop new applications; applications already in the hopper were accepted. The cut sessions was a little earlier. You'll be hearing more on that. The concept is good but there were some wrinkles. We may call it "open" registration rather than "final".
- Information about tech fees will be going out next week.
- Dr. Brandt and Rachael have done a Herculean job with Middle States on the General Education assessment. They met with Liberal Arts and with the chairs and deans. On assessment: we get excited about it, get through it and then forget about it. One of our strategic goals is to create a culture of assessment but it comes and goes. We need to keep it on the calendar; maybe in the Office of Institutional Effectiveness.
- Our response to Middle States will be going out next week.
- Achieving Success: Heather left and we are not filling the position but are looking at it strategically. We're talking to Teaching Faculty on the core team; they will also get release time.
- Michelle Beatty will be taking the lead on Starfish.
- Tuesday is the wine and cheese event in Decker from 4:00 until 6:00.
- Ken Mansfield and Robert Lofthouse are working with the Systems Engineering. We also have the CEA.
- We have performance improvement funds. We've been approved for five grants; we will know about how much by the end of October.
- The microcredentialing report was sent to the SG members. The SUNY task force will be looking for input by October 11<sup>th</sup>. It was sent to the three SG chairs.
- Please feel free to contact him if there are ever any questions.

- Vice President of Student Development/CDO:

- Working on bringing the housing facility up to speed. We're still full at 355. There is cross county, soccer, volleyball and cheering.
- Will be meeting with CA on the textbook issues and will figure them out.
- The incubator is functioning; continuing education and entrepreneurship programs are there. Send any students who have business ideas; it's free.
- Students can 'holla' at her on Wednesday.
- She is meeting with Lisa Strahley and trying to get the pulse of diversity issues on campus.
- We have a grant and would like to build on the idea of 'coffee with a cop' that students had last semester, to bring students together and meet with people from the police academy, our police, other law enforcement, judges and probation officers and bring out common issues.
- Softball practice for faculty/staff is Thursday at 4:00. We will also have a kickball game with faculty/staff vs. students.

- There was no Vice President of Administrative and Financial Affairs Report.

New Business:

- Giovanni brought forward an issue which has been discussed at SG chairs: sexism on campus. The general consensus was that there is differentiation on a number of things. Some of those were addressed in the meeting and others may require some privacy. One small suggestion was that the way we present people in meetings can set an example that can have a positive effect.

There was discussion on the use of titles and credentials. There ought to be consistency. If someone is introduced with their title, then others in the room should be introduced the same way, not with their first names. There was further discussion on how difficult this can be in meetings; titles are not always known; parties in the room may already be using first names with each other and it would be awkward to stop.

It was noted that this was only one example of how people are treated differently and is not the issue. The example given is that males are most often called Dr. and females with the same credentials are usually called by their first names. The issue is not limited to titles, but we need to start somewhere. It was suggested that in any setting you should begin with the most formal title. We are looking for consistency. The individual's preference should dictate the use of titles (or not). It's best to start with formal titles unless someone says otherwise.

We need to have a forum where we can discuss issues of diversity and inclusion and feel safe. These discussions are essential. You may find things you were unaware of because they were not intentional.

There has to be a comfort level. We need to foster these discussions and there is a need to be safe in open discussion. If we can't discuss this here, how could we have the discussion with students?

The VPSD/CDO is looking at pockets of diversity – if we spoke about sexism first, might that be a better strategy? There would be a series of pulse beaters. It never hurts to open up a discussion.

The TRC presented Gender Shrapnel in the past.

This needs to be done in a way so that whatever is shared is okay. The challenge is how much to share, and how much will people take seriously. When you express something, there is a response. It's not always about the response.

The conference on implicit bias gave people a resource to recognize their own implicit biases.

This is also an issue with students. It's one of their topics for Your Voice Matters.

Last year's programs with Leah Webb were an opportunity to learn a lot about yourself and about other people.

People need to feel that they can communicate. Responses are positive but can be diminishing. Maybe we need a venue where we can just get things out.

Other Business:

- Jason gave an overview of the Hunger Banquet which will be held Thursday, November 2nd during common hour. The last two hunger banquets have been really successful. This event can augment the academic experience on campus. It's hard to think of a class which doesn't benefit from attending. We want as many people as possible to know about it so please tell your peers and people you interact with. We're going to publicize on campus and use fortune cookies to spread the word. There is no charge and there are 90 tickets. The contact for tickets is Melissa Martin. We will be using the scan fob so we can send you the attendance lists; we will also be giving co-curricular credit to students who attend.

There being no further business, the meeting adjourned at 3:45 PM.

Next meeting date: Monday, October 2, 2017 at 3:00 PM.

Respectfully submitted,

Penny DelFavero  
College Assembly Secretary