Council for Academic Issues
Meeting Agenda
Wednesday, 19 October 2022 – 3:00 PM to 4:30PM
ZOOM Link -
https://zoom.us/j/91801120560?pwd=RDZwYWJoTDdhVUZYQVpxOThCZ0tPdz09

College Vision: Learning today, transforming tomorrow.
College Mission: SUNY Broome Community College supports all members of the
learning community by creating access to inclusive, diverse educational experiences. Success is achieved through the provision of innovative academics, transformative student support, and meaningful civic and community engagement.
Values: INQUIRY, RESPECT, INTEGRITY, TRUST, EQUITY
Purpose of CAI: The Council for Academic Issues is the body that makes recommendations directly to the College Assembly or the President relative to academic issues, policies, and standards as well as aspects of student life that relate to the educational process. Its scope and sphere of influence will be articulated in its standing/ad hoc committee structure and, as such, will have final recommending responsibilities and influence in the areas of activity central to the interests of the faculty and the academic program(s) of the College. In addition, the CAI will provide a forum for the consideration of other general academic matters of interest to the College community or academic issues affecting the institution.
Website: https://www2.sunybroome.edu/shared-governance/
Officers: Dr. Andrew Haggerty, Chair · VACANT, Recording Secretary · VACANT, Parliamentarian

I. **Call to Order** -_____PM

II. **Establishment of Quorum** (min. 13 voting members)
   a. Approval of alternates – Name in Zoom chat if not present in room, & CAI member representing
   1st motion:_____2nd motion:_____In favor: _____
   (Tina Seedborg and Kristin Hofer excused)
   b. Guests – Name in Zoom Chat or please sign attendance sheet

III. **Adoption of Agenda**
   a. List changes (if applicable)
   1st motion:_____2nd motion:_____In favor: _____

IV. **Approval of Minutes** – Wednesday, 14 Sept 2022
   a. List changes (if applicable)
   b. Minutes will include Zoom Chat and will appear after the meeting minutes
   1st motion:_____2nd motion:_____In favor:_____

V. **Report from CAI Chair –** Andrew Haggerty
   i. Request for someone to monitor the Chat during FCCC delegate presentation
   ii. College Assembly 10/17/2022 meeting -- CA voted to accept a 3-body structure for shared governance restructuring: All-campus College Senate; Student Assembly; Academic/Faculty Senate
   iii. CAI membership (classified service; parliamentarian) – Secretary vote
   iv. Chair attended FCCC Plenary at Adirondack CC: See report of FCCC Delegate
   v. Governor announces daycare funding: FYI

vi. Chair correspondence: Students adding sections – moved to New Business

vii. CAI Spring schedule draft almost complete, will update

viii. Chair to attend next SA meeting, will raise the issue of a student survey of attitudes towards diversity/social justice instruction at the college

ix. Chair correspondence: question about new academic organizational chart ("I don't if you wanted feedback on that flowchart or what but there are mistakes on it... 1. Staff Associate for STEM/Health Sciences isn't appearing on the flowchart.

2. The way Michele McKay and Tina Seedborg are positioned on the flowchart makes it seem as though Tina is lesser than the other chairs which I don't think is true... but that is how it is laid out on the flowchart. Right?? Thanks"

x. Chair correspondence: question about Anthropology program (Steve Call)

xi. Chair correspondence: "ALM is considering a rubric or something to decide which programs get marketing support. Isn't this an academic issue for CAI?"

VI. **Report from VP of Academic Affairs** – Dr. Penny A. Kelly, VP of Academic Affairs

VII. **Report from Student Assembly (SA)** – Antonia McCormack

VIII. **Report of Committees**
  a. **Academic Grievance Committee (AGC)** –
    i. One pending grievance. Still pends.
  b. **SUNY Awards Selection Committee –** Adjunct Award committee to meet this and next week. Nominees are Joelle Meyn, Alla Boldina, and Melyssa Wrisley. Congratulations!
  c. **Faculty Council of Community Colleges (FCCC)** – Dr. Mary Donnelly

IX. **Standing Order of Business**
  a. **Old Business**
    i. **Shared Governance Assessment**
      1. SG Structure Evaluation Workgroup to reconvene 10/28; structure of 2 of 3 body model to be discussed, along with roles/relationships of campus committee; Your Voice Matters November meeting

  b. **New Business**
    i. **Writing Emphasis update**
    ii. **Erin Marulli:** Schedule Planner for student registration
    iii. **Students adding sections.**
    iv. **Student learning assessment**
    v. **Student learning and SUNY Broome ILO: Racial Justice/Equity –** FCCC to provide further guidance shortly; hold off until we receive it (Suggestion for cross-system collaborations)
    vi. **SUNY Gen Ed**. Gen Ed will be updating/corresponding with CAI.
    vii. **Schedule of meetings.** Do we need so many?
    viii. **Request for presentation on Academic Master Plan.**

X. **Adjournment -__:_____PM**

1st motion:_____ 2nd motion:_____ In favor:_____

NEXT CAI Meeting: Wednesday, 2 November, from 3:00 PM – 4:30 PM – W203B & Zoom:
https://zoom.us/j/95750712124?pwd=RDhqaFc5dzV2OHB5Wk5OcGpOdVJZUT09

Council for Academic Issues Membership/Attendance (13 = quorum)			
Student Assembly	Antonia McCormack	(Votes)	
Student Assembly	(Vacant)	(Votes)	
FT Instructional Faculty (Liberal Arts):	Steve Call	(Votes)	
FT Instructional Faculty (Liberal Arts):	Mary Donnelly	(Votes)	
FT Instructional Faculty (Liberal Arts); *CAI Chair:*	Andrew Haggerty	(Votes)	
FT Instructional Faculty (Liberal Arts):	Carla Michalak	(Votes)	
FT Instruct. Faculty (BPS):	Denise Wells	(Votes)	
FT Inst Faculty BPS	Colleen Regan	(Votes)	
FT Instructional Faculty (Health Sciences):	Jen Musa (Melissa Glenn alt Fall 22)	(Votes)	
FT Instructional Faculty (Health Sciences):	Kristin Hofer	(Votes)	
FT Instructional Faculty (STEM):	Christopher Kushner	(Votes)	
FT Instructional Faculty (STEM):	Jen Musa (Melissa Glenn alt Fall 22)	(Votes)	
Adjunct Faculty:	Lisa Antalek	(Votes)	
Adjunct Faculty:	Robert Becker	(Votes)	
Dept. Chair (Liberal Arts):	Tim Skinner	(Votes)	
Dept. Chair (Business & Professional Services):	Gian Roma	(Votes)	
Dept. Chair (Health Sciences)*:*	Tina Seedborg	(Votes)	
Dept. Chair (STEM)	Tracy Curtis	(Votes)	
FT Non-Inst Faculty*:*	(Vacant)	(Votes)	
FT Non-Inst Faculty*:*	Sarah Belancsik	(Votes)	
Staff Associate:	Erika Olenik	(Votes)	
Classified Service:	(Vacant)	(Votes)	
At Large:	Samantha Potter	(Votes)	
Division Dean:	Kim McLain (interim)	(Votes)	
Division Dean:	Jeffrey Anderson	(Votes)	
President's Taskforce on Diversity and Inclusion:	Scott Corley	(Votes)	
VP for Academic Affairs:	Penny Kelly	(Non-voting)	
Dean of Institutional Effectiveness and Enrollment Planning:	Kim McLain	(Non-voting)	
Distance Learning Steering Committee:	Stephanie Malmberg	(Non-voting)	
Parliamentarian:	(Vacant)	(Non-voting)	
Dani Berchtold			
Guest:			

Guest:			
Guest:			
Guest:			
Guest:			
Guest:			