



**Council for Academic Issues
Meeting Minutes
Wednesday, 16 November 2022 – 3:00 PM to 4:30PM
ZOOM Link -**

<https://zoom.us/j/92787013734?pwd=Z0k4Q21nYXdwaitDejdHNXUxbXdZZz09>

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 – 3:04 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: N/A 2nd motion: _____ In favor: _____
- b. Guests – Name in Zoom Chat or please sign attendance sheet
- c. Erika Olenik excused

III. Adoption of Agenda

- a. List changes (if applicable)
1st motion: Melissa, 2nd motion: Tim, In favor: all

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: Mary, 2nd motion: Melissa, In favor: all

V. Report from CAI Chair – Andrew Haggerty

- i. College Assembly 11/14/2022 meeting – Dr. Drumm provided updates on potential joint venture with Binghamton University. Said that proposal is at the stage where it is being reviewed by SUNY. Will chiefly affect senior administration, not “student-facing” faculty & staff. Details not yet available; nothing finalized. Dr. Drumm will take questions. Also, CA considered resolution from SA regarding the Convocation Committee. CA considered that the place to discuss this resolution is CAI. Will be addressed during New Business. Steve Call - is concerned about a “merger with BU” notice. Andrew – is unable to provide further details. He suggested we invite Dr. Drumm to the next meeting. Tim Skinner – The SBFA is planning a future conversation to discuss. Carla M

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– Conveyed that individuals are looking for more information. The information provided by the President of either institution seems very casual. Andrew – reiterated that he has brought it up in the past at a CA meeting. Mary – FCCC President was asked about it by BU faculty member on October 21st – asked why do they know and we do not? Steve – is on the task force involved in restructuring Shared Governance and feels SG should be involved in this discussion. Andrew – again reiterated that he has no other information, but he will take concerns to President Drumm. Mary – the goal of the SBFA meeting is to put together a list of questions about the matter. Gian – we should not jump to conclusions at this point. Mary – another state has a system in which community colleges are under the umbrella of another institution. Elle – has been a part of the conversation, thinks there is a lot less to fear than we think.

- ii. Spring schedule draft included in email.
- iii. Schedule Planner – contact Erin Marulli with questions. Erin – thinks it is working as registration is up compared to other semesters - she encourages faculty continue using it.
- iv. Conversation about Service Learning from last week to be opened during New Business.

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

- a. Reminder – make sure you meet the Brightspace deadline of December 11th – please share with others!
- b. Stephanie Malmberg - YuJa – is a far superior product (compared to Ensemble) but all the links that were put into place are scheduled to “break” – everyone with YuJa videos in their course will have to relink all of them.
- c. Reminder - AS/AA must meet Gen Ed changes by the end of the semester.

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

- a. Academic grievance has 5 volunteers.
- b. Student protested on campus today regarding the increase in online classes. Steve Call – would’ve been there if he had known about it and is also concerned about this; added that students were also protesting the lack of humanities offerings. Student guest - Members of SG will be attending the Student Assembly meeting tomorrow.
- c. Senator (Danielle) has questions regarding the DEISJ SLO that is being added. She is wondering if there are courses available the students need to take that addresses race. Andrew – explained the new DEISJ SLO and that students will be required to take a course that addressed this SLO; he added that SUNY would be providing resources to faculty; he suggested this body puts together a team that assembles a FAQ sheet. Steve – he and other faculty members believe that it should be addressed in and out of classes on a regular basis; the larger goal should be to address this at the institution level. Scott – supports what Steve said but also added that he is the official representative of DEISJ and he does not recall that social and racial justice have been discussed on the campus-level. Carla offered that there is a talk on Replacement Theory tomorrow. Danielle – offered that those that are “ignorant” of these topics would likely not attend campus talks on this topic. Steve – a more comprehensive program is being discussed so that this becomes a part of the campus culture. Scott – agrees with Steve and points out that anything less would be irresponsible. Andrew – we are obligated to assess how we are doing with this SLO. Penny – the conversations that started last year included discussion of making this something that works across campus, but also said that it would take some time as this is a new SUNY requirement. Scott and Steve are interested in working together to address this topic further. Scott – we have resources available now. Penny – reiterated that we have PTODI (President’s Task Force on Diversity Initiative).

VIII. Report of Committees

- a. Academic Grievance Committee (AGC) –
 - 1. Grievance will go to the Ad Hoc Committee soon.



- b. **SUNY Awards Selection Committee** – Nominations announced for Chancellor’s Awards: Kate Taylor - Professional Service; Maureen Breck - Professional Service; Maria Montemagno – Teaching. If anyone wishes to serve on the Award Committee, let Andrew know.
- c. **Faculty Council of Community Colleges (FCCC)** – Dr. Mary Donnelly – discussion of FCCC resolutions on budget. Overview of Budget advocacy – our budgets were cut in crash of 2008 and we have never recovered from it. CCs have been given one-time funds a few times, but that is all. The resolution says that funding will NOT be solely determined by FTEs. This is currently being addressed by CA. Resolution has been forwarded to all members and members are encouraged to distribute to constituents.

IX. Standing Order of Business

a. Old Business

i. Shared Governance Assessment

- 1. SG Structure Evaluation Workgroup reconvened 10/28; structure of 2 of 3 body model to discussed, along with roles/relationships of campus committee; Your Voice Matters November meeting; survey of campus to determine attitudes towards makeup of bodies.

b. New Business

i. SA resolution: Re: Convocation

- 1. Resolution has been distributed to members. Student senator and student representative on Convocation Committee (Alejandro) - Students are requesting an equal number of voting student positions as there are employees of SUNY Broome. Was first presented to CA and (after no response) it was decided that it should be discussed at CAI. Gian – has been on Convocation Committee for 10 years, described the committee’s process and explained there is a student member according to the Bylaws; there is only one representative from each area of the campus (one from Business, one from STEM, etc.); last year, the student representative never attended any meetings, the Committee has never used SA funds for the event; this is geared toward the faculty and their interests as the activities occur more than just on Convocation Day; this year, a lesser budget was offered and so they reached out to SA to request funds. Nick – Student resigned without notifying and last year, \$3,000 of SA funds was used for the event; Dr. Drumm reimbursed some of these funds because they were not used to support students. Danielle – Feels that 6 students and 6 faculty is equal. Jeff – he is not taking sides but wants to point out the mission of Convocation and its traditions; suggested we revisit how speakers are chosen and if Student Assembly wants to bring in a speaker, then they are welcome to use their funds for that. Gian – every penny has been accounted for in past events and they only went to SA because the committee does not have the operating budget that they have in the past and the SA is welcome to decline giving funds. Steve – expressed concern that the issue is revolving around money; in addition, Convocation Day attendance has dropped and perhaps if we increase student involvement then attendance would rise. Carla – thinks it would be great if more students were involved. Nick – spending of funds from SA should be on students and not faculty/staff; either way, the resolution addresses membership, not allocation of funds. Antonia – reiterated that there should be more students on the committee. Alejandro – Convocation requested \$3500 for Convocation (some of which would go to faculty, like books); request was denied; would like clarification on what Convocation is really for and would like to hear that students are attending because they wanted to rather than because they were “forced to” or for extra credit. **Vote to extend meeting by 15 minutes for this discussion: Motion: Mary, Second: Tim, In Favor – all** Mary – asked Gian to clarify that the speaker was chosen before the start of the semester; explained the ideal of Convocation. Gian – this year, a decision needed to be made quickly because the speaker needed to know. Penny – suggested we revisit the way Convocation is done. Andrew – requested that we clarify what the next steps are. Nick – does not feel that attendance is a good indicator of success. Danielle – feels students are not wanted. Kristin – asked who does most of the



work? Gian – faculty does most of the work. Andrew – we need to move forward with the agenda. Mary – explained that the Bylaws need to be changed by the Committee, CAI can endorse but we cannot force the Convocation Committee to make the changes. Mary – volunteers to work with the SA on language; the vote cannot occur until next meeting.

ii. Writing Emphasis update

1. Next meeting is in a couple of weeks: topic, avoiding plagiarism

iii. Students adding sections

1. Proposed revisions sent via email. Sarah – students were confused about the process and so the goal is to reword it in such a way that it is clearer. Marty – clarified that it depends on the timing. Vote: 1st: Mary, 2nd: Gian, In favor – all but one abstention

iv. Service Learning: revitalization

v. Student learning assessment

vi. Schedule of meetings. Do we need so many?

vii. Request for presentation on Academic Master Plan

X. Adjournment - 4:44 PM

1st motion: Mary 2nd motion: Melissa In favor: all

NEXT CAI Meeting: Wednesday, 30 November, from 3:00 PM – 4:30 PM – W203B & Zoom:
<https://zoom.us/j/99362793770?pwd=TmNVMmsvcmxpRFdhZFJlMUN4VjFBZz09>

| Council for Academic Issues Membership/Attendance (13 = quorum) | | | |
|--|---|---------|---|
| Student Assembly | Antonia McCormack | (Votes) | X |
| Student Assembly | (Vacant) | (Votes) | |
| FT Instructional Faculty (Liberal Arts): | Steve Call | (Votes) | X |
| FT Instructional Faculty (Liberal Arts): | Mary Donnelly | (Votes) | X |
| FT Instructional Faculty (Liberal Arts); <i>CAI Chair</i> : | Andrew Haggerty | (Votes) | X |
| FT Instructional Faculty (Liberal Arts): | Carla Michalak | (Votes) | Z |
| FT Instruct. Faculty (BPS): | Denise Wells (Mark Ryan alt Fall 22) | (Votes) | Z |
| FT Inst Faculty BPS | Colleen Regan | (Votes) | Z |
| FT Instructional Faculty (Health Sciences): | | (Votes) | Z |
| FT Instructional Faculty (Health Sciences): | Kristin Hofer | (Votes) | Z |
| FT Instructional Faculty (STEM): | Christopher Kushner | (Votes) | X |

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| FT Instructional Faculty (STEM): | Jen Musa (Melissa Glenn alt Fall 22) | (Votes) | X |
| Adjunct Faculty: | Lisa Antalek | (Votes) | Abs |
| Adjunct Faculty: | Robert Becker | (Votes) | Abs |
| Dept. Chair (Liberal Arts): | Tim Skinner | (Votes) | X |
| Dept. Chair (Business & Professional Services): | Gian Roma | (Votes) | Z |
| Dept. Chair (Health Sciences): | Tina Seedborg | (Votes) | Z |
| Dept. Chair (STEM) | Tracy Curtis | (Votes) | X |
| FT Non-Inst Faculty: | (Vacant) | (Votes) | |
| FT Non-Inst Faculty: | Sarah Belancsik | (Votes) | Z |
| Staff Associate: | Erika Olenik | (Votes) | Z |
| Classified Service: | (Vacant) | (Votes) | |
| At Large: | Samantha Potter | (Votes) | Z |
| Division Dean: | Kim McLain (interim) | (Votes) | Z |
| Division Dean: | Jeffrey Anderson | (Votes) | Z |
| President's Taskforce on Diversity and Inclusion: | Scott Corley | (Votes) | Z |
| VP for Academic Affairs: | Penny Kelly | (Non-voting) | X |
| Dean of Institutional Effectiveness and Enrollment Planning: | Kim McLain | (Non-voting) | Z |
| Distance Learning Steering Committee: | Stephanie Malmberg | (Non-voting) | Z |
| Parliamentarian: | (Vacant) | (Non-voting) | |
| Dani Berchtold | | | X |
| Guest: | | | |
| Guest: Nick Wagner | | | |
| Guest: Alejandro Chevarrio | | | |
| Guest: Yelyzaveta Yatsuk | | | |
| Guest: Danielle Williams | | | |
| Guest: Val Carnegie | | | |
| Guest: Kate Taylor | | | |
| Guest: Erin Marulli | | | |
| Guest: Brittney Richardson | | | |
| Guest: Joe Spence | | | |