

College Assembly
Minutes of Meeting
August 28, 2017

Members Present: Julie Lakin, Giovanni Scaringi, Alison Sheridan- Brennan, Alice Caroompas, Michael Kinney, Denise Abrams, Carine Surdey, Jamie Heron, Holly Jones, Fermin Romero, Angie Bergholtz, Dr. Drumm, Francis Battisti, Carol Ross, Michael Sullivan, Penny DeFavero

Members Absent: Minhyung Park, Mary Gilbert, Dave Michalak, Rosanne West, Scott Kavulich, Jason Boring, Sesime Adanu

Members Excused: Mark Ryan, Howard Streby, Tracy Curtis

Guest: Sa'Nae Cotman

- Call to order: 3:07 PM. Giovanni opened the meeting and welcomed the group and our newest member, Dr. Carol Ross, and our new Student Assembly President, Sa'Nae Cotman.

- CA Report:

- One important item this year will be discussed further under new business: the assessment of Shared Governance. This is one component required for our Middle States accreditation. Giovanni thanked Carine and Denise for attending the SUNY Voices conference and gathering information related to assessing Shared Governance.

- Student Assembly Report:

- Sa'Nae was introduced as Student Assembly President and welcomed by the group. She didn't prepare a report as she just found out about the meeting earlier today.

- COI Report:

- The first COI meeting is this Thursday. Carine mentioned some of the agenda items which were carried over from last semester. One is gender-neutral bathrooms and another is the events planning process and website. COI will also be discussing some ADA compliance matters and the SUNY policy on accessibility. We'll be looking at accessibility in our technology. COI will be providing input to the ADA committee.

- Another item is the assessment of Shared Governance. CA will be taking the lead with CAI and COI providing input.

- President's Report:

- Dr. Drumm welcomed everyone to a new term. He also noted that he didn't want to repeat things he spoke about at the faculty/staff assembly.

- Some big capital projects are underway. The construction on campus for the Mechanical Building will be transformative as will the Carnegie building downtown. There are some noise issues right now but the drilling should be complete next week. The geothermal project is very exciting. It will eventually free up operational dollars from HVAC and water. The agricultural labs may have more need for hot water. It's exciting because it's a triple bonus. The old window AC units are gone which were terribly inefficient; they lost heat in the winter and were not effective at cooling in the summer. It's not only the updated AC but the added geothermal benefit. We should see the impact in about a year.

- He thanked everyone who worked on the enrollment process over the spring and summer. The new things we are doing are the things that are saving us. Traditional enrollment is stagnant. We continue to be innovative and to make up for ground lost. There is no more traditional student enrollment which is 60% of our enrollment so it is shrinking. Without growth, it's hard to add faculty. Many of our sister schools are trimming fast and furiously.

- He is encouraged with the progress on the new SUNY funding formula. It will be another year while the legislature works on it. It's nothing more radical than hold harmless: maintenance of effort. Some colleges are getting clobbered with significant enrollment losses. They are looking at ways to find more funding to support neediest students. We don't

meet the threshold. We can only serve about 1/3 of our students who qualify for EOP. Our high cost programs are the ones we're being asked to grow by the hospitals and nursing homes. Our health sciences: nursing and dental hygiene; technical programs with labs; we would love to grow those programs but we can't afford to without help. He'd like to see the state recognize the high costs in the formula.

- As of next week we have a new Chancellor; formerly from the Dept. of Energy and Energy Research at John Hopkins.
- There is currently no Provost. Our Provost has gone to be Chancellor at the University of Missouri. He was a good Provost and would have made a great Chancellor. There could be some big changes at SUNY.

- Vice President of Academic Affairs:

- Dr. Battisti reported that we are off to a great start. He's been seeing students and getting a sense of excitement.
- The changes to the registration process have been very helpful. This year final registration was the week before classes started. This also gives allows more time for deregistration for nonpayment. We had about 500 and we ended up with about 390.
- We are right sizing our schedule. People are working well with us on that. We need to be as efficient as possible. The EPIC group has worked on the registration side. Jesse is meeting with various people who had some concerns. Admission policy for this week is they go before the dean. We don't want to just get people in the door. We need to work on retention. The last in are always the first out according to the studies we've done. We're trying to change that.
- Achieving Success is moving forward; there is a plan tied to the strategic plan.
- The strategic plan has been given to the trustees to vote on, then it will come back to campus. Every division and department needs to give input.
- There is OER funding available for faculty who are pursuing OERs.
- The first EOP Academy was very successful; we had 25 students here and appreciation goes to Michael Kinney.
- We also have new curricula: Systems Engineering and the CEA. This will be in the STEM area.
- We will also be working on ADA compliance. John Petkash will be working on this. Lisa Hughes will have another staff member.
- The geothermal project will add value to campus by subtracting operating expense. This will help us be able to hire folks.
- Working with Jesse on communications. Dr. Battisti believes that either word doesn't get out, or it doesn't get reinforced. We have to look at this better and start communicating more. He doesn't think minutes are being shared. Publishing minutes could be a start. The registration changes have been going on for five years and yet many seemed unaware of the work being done and the changes that were made.

- Vice President of Student Development/CDO:

- Dr. Ross stated she is very happy to be here. Learning SUNY Broome ways after being out of the USA for fourteen years can be challenging. There was a successful move-in day this past weekend. She's heard some concerns about the students in the village. It was amazing to see the students here with their parents. The parents put their trust in us; that we'll treat their children fairly and equitably, and when the students come home again they will be different people. It was a very smooth-running move-in day and we were able to find off-campus housing for students who needed it.
- She noted that students and staff members should be encouraged to be involved in welcome week. This week can make or break a student and is critical to their success.
- Her priority is to begin working on diversity issues, she wants to ensure that we have the infrastructure to be inclusive to everyone.
- She went to the talent task force for Broome County; there are 4800 job vacancies. She hopes to address workforce issues by helping prepare students meet these demands. We also need to have faculty articulations with the high schools, along with job fairs and programs for employees. Cross-conversations are needed. There will be campus-wide conversations on workforce development for Broome to do more than their share to help with revitalizing Broome County.

It was noted that the Chamber is hiring a workforce person; a talent coordinator to work on the pipeline to college from K-12. The position was just posted: Talent and Education Director.

It was also noted that kudos go to everybody on the campus. We needed to adapt and transform, and a number of sections were cut and we were able to fill every one up until the Wednesday before the semester started. Thanks to everyone who was involved in pushing through the bureaucratic processes of higher education. We dropped 20% fewer students for non-payment by dropping later. In the fall of '16 we dropped 487; this fall we dropped 370 and we had roughly the same size population.

• Vice President of Administrative and Financial Affairs Report:

- Michael presented an update of the monthly budget forecast against the FY 17 actual. FY 17 ends 8/31/17. We will have a balanced budget for this fiscal year; we will not need to use the fund balance that was approved.
- The FTE enrollment is down about 1%; it would have been down 2% but Fast Forward continues to have growth in the high schools. We are up about ¾ of a percent as of today. 99% of our fall enrollment is done. We continue to hold our own, but compared to this year we might be flat.
- On the revenue side: last year for several months we had an overstated revenue of ¾ to ½ million. Revenues were down about ½ million which was a significant amount to have to reduce on the expense side.
- Benefits are down primarily due to pension costs being a little lower than expected and health insurance increases being less than what was budgeted.
- Contractual took the biggest hit; a 1.1 million dollar reduction in the budget. Capital improvements and renovations were deferred. We can do this one time to transition and balance the budget. Improvements can't be deferred as at some point they become more costly than less costly.
- He is fairly confident that we will have a balanced budget this year. The new budget doesn't have any appropriation of fund balance. We have created some sustainability with the new budget.

• CAI Report:

- The first CAI meeting is Wednesday. The group will be discussing course materials and finding ways to help students get them more easily and at lower costs. She will be working with the other chairs on the assessment of shared governance and may be going to a conference in October for more information.

Quorum was established. The agenda was approved. There was a request that assessment of shared governance be made an ongoing item under new business. The minutes of the May 15th meeting were approved as submitted.

There being no further business, the meeting adjourned at 3:52 PM.

Next meeting date: Monday, September 11, 2017 at 3:00 PM.

Respectfully submitted,

Penny DelFavero
College Assembly Secretary