

College Assembly
Minutes of Meeting
September 12, 2016

Members Present: Jeremiah Godfroy, Julie Lakin, Giovanni Scaringi, Alison Sheridan-Brennan, Carine Surdey, Scott Kavulich, Jamie Heron, Barb Hughes (alternate for Howard Streby) Joe DeAngelo, Jason Boring, Fermin Romero, Tracy Curtis, Francis Battisti, Debbie Morello, Michael Sullivan, Robert Greaves and Penny DelFavero
Members Excused: Denise Abrams, Mark Ryan, Angie Bergholtz
Members Absent: Mary Gilbert, Dave Michalak, Rosanne West, Kevin Drumm, Sesime Adanu
Guest: Amanda Soto

- Call to order: 3:03 PM. Giovanni opened the meeting and welcomed the group. Alternate (Barb Hughes) was approved and quorum established. Agenda was approved and August 29th minutes were approved as submitted.
- Student Assembly Report:
 - Amanda reported that there is a new Vice President of Student Concerns: Rasheed Mclean. There are four new senators but they still need more. Elections will continue.
 - There is a Red Carpet dance on Friday. It's to benefit the Food Bank and there will be interviews, paparazzi, etc. There are other events being planned.
- COI Report:
 - Carine reported that COI met last week. They established the shared governance website workgroup. The website will be redesigned and updated. They plan to create a new area for it. Right now they are collecting information.
- CAI Report:
 - CAI will be meeting September 14th.
- CA Report:
 - Giovanni reported that the SG chairs group discussed some textbooks issues and those have been referred here and to CAI. There were issues with not having enough textbooks. Are there eFollett issues? Ordering issues? Have there been changes? Debbie Morello added that it was "all of the above" as well as some other things. She spoke with Joe (Kopyar) at Follett about better planning. This will be continuously worked on. The textbook committee is meeting tomorrow at 10:00 AM in L105.
There was some further discussion on textbooks and custom textbooks in particular. They are lower costs but at BU the students disliked the custom books because they couldn't re-sell them. The custom books are also loose leaf and a binder needs to be purchased which adds to the cost.
 - CA needs an adjunct faculty representative as Lynda Carroll is no longer here. Anyone who is interested can email Giovanni.
 - At SG chairs we also discussed the need to move meetings forward in a timely fashion. We want to be mindful of this, so when there is an agenda item suggested there will be a respectful question about the amount of time needed for presentations.
- Vice President for Student & Economic Development:

- Debbie reported on CEA (Controlled Environmental Agriculture) which involves hydroponics and a variety of other food science initiatives. We are working with Cornell and others; SUNY Broome is taking the lead.
- The Southern Tier High Tech Incubator began construction in 2015 according to BU, and there will be a certificate of occupancy by May 2017. In reality the planning meetings with BU just began two weeks ago.
- Student Activities Day was a success.
- The entrepreneurial program in Continuing Education began last week.
- ANTS construction in India; possibly have a school in Bangalore. Non-credit and training in supply chain; possibly some credit courses. Skyping and emailing; developing some BOCES-type schools.
- There is a new chef, Peter Culligan. The Food Service Advisory Committee has been working on more healthy options, protein bowls and expanding the salad bar. If interested in the committee, please contact Helen Devita at AFV. Her extension is 5140.
- The Town of Dickinson anniversary is coming up. It's important for us to have the town/gown presence.
- Housing is full. Looking for volunteers for academic and non-academic activities for housing students.
- Debbie invited Jason to discuss co-curricular transcripts. Jason gave a brief summary.
- Debbie announced that Jason will be serving in the National Guard from February through May.

- Vice President of Administrative and Financial Affairs Report:

- Michael is either "Michael" or "Sully".
- Human Resources: still working through collective bargaining agreement with the Guild. Relationships are positive. Some details on the faculty agreement are being worked on. Last years' rates were compounded and this years' rates go into effect this Friday. Retroactive dynamics should be in place mid-October.
- Facilities: some visible changes: new basketball court at front of campus (North street entrance) and the demolition of 901. Some other minor issues to be complete the end of September. One of the major projects is the Carnegie Library. The ribbon cutting is upcoming. There is financing work to be done. The new market tax credits that were pursued to reduce the liability did not work out. Now there are historical tax credits being pursued. Looking at a construction manager for Carnegie. Also working on pro forma. The Mechanical Building is on a parallel path. Both projects will be going out to bid in the spring.
- Finance/Budget: We are between years 15-16 and 16-17; wrapping up one and beginning the other. Revenue has been down in the past year. The cost of benefits was lower than expected so there is some savings there, and also in contracted services. There is a gap of \$350,000; not quite balanced for last year. Fund balance was used and will need to be used again this year. We need to focus on the enrollment dynamics. Payroll and benefits are 85% of the budget. Life changes every day and the same old model may not work. We will focus on payroll staying within budget. It will take a collective effort by the campus to balance the budget in 16-17 and will require prudent stewardship of our financial resources.

- SUNY Broome's Clubs Handbook:

Jason Boring discussed the current clubs handbook being revised. He is looking for input from around the institution. Clubs are a vested interest for some academics. Some clubs are directly tied to academics. The clubs handbook will need to cover club status and the types of statuses; advisor selection, and expectations for participation among other things. Anyone interested in reviewing the clubs handbook should contact Jason.

- Old Business:

Tracy Curtis mentioned the re-naming of the Science Building to stop the confusion with the Natural Science Center. Referring to COI.

• Executive Vice President and Chief Academic Officer's Report:

- Dr. Battisti stated that the Service Learning Fair is September 20th from 11 – 1 in the Student Center. This is a SUNY initiative of Applied Learning. 1/3 of our students have a requirement for graduation. Do we want to require Applied Learning for graduation? Many are doing this and not realizing it.
- Achieving the Dream folks are here for Achieving Success. Discussion is continuing and there is more to be learned. Looking at where we are, and where we want to be. There is a workshop this Thursday.
- We have a grant for service learning experience over the holiday break. We will partner with a community agency. Doing this over break is difficult but there are natural groupings we could work with.
- Articulation agreements: Marywood University may bring their chairs to talk to SUNY Broome about programs for articulation. There are discussions with Cornell and we have the SUNY IT Center in Utica.

There being no further business, the meeting adjourned at 3:48 PM.

Next meeting date: Monday, September 26th at 3:00 PM.

Respectfully submitted,

Penny DeFavero
College Assembly Secretary