



**Council for Academic Issues  
Meeting Agenda  
Wednesday, 28 September, 2022 – 3:00 PM to 4:30PM  
ZOOM Link -**

<https://zoom.us/j/95959026386?pwd=T1FKNnNnU25vQU51Y05ReGZnTVJwZz09>

**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  
1<sup>st</sup> motion: \_\_\_\_\_ 2<sup>nd</sup> motion: \_\_\_\_\_ In favor: \_\_\_\_\_
  - b. Guests – Name in Zoom Chat or please sign attendance sheet
  
- III. **Adoption of Agenda**
  - a. List changes (if applicable)  
1<sup>st</sup> motion: \_\_\_\_\_ 2<sup>nd</sup> 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  
1<sup>st</sup> motion: \_\_\_\_\_ 2<sup>nd</sup> motion: \_\_\_\_\_ In favor: \_\_\_\_\_
  
- V. **Report from CAI Chair** – Andrew Haggerty
  - i. College Assembly 9/26/2022 meeting; Dr Drumm discussed possible arrangements with other SUNY institutions, especially BU, in response to enrollment issues. Nothing definite: Dr D, “This is all happening at 30,000 feet and we have to see if it will get legs under it”
  - ii. CAI membership updates (classified service; parliamentarian)
  - iii. Zoom invites for Fall 22
  - iv. Chair attended SG meeting in Albany on Fri 23 Sept. FCCC will offer assessment of SG structures; may consider for our SG restructuring



- v. Chair correspondence: Students adding sections – moved to New Business
- vi. Chair correspondence: Deb Moeckel’s presentation on Fall 2023 SUNY Gen Ed implementation from 9/20 [viewable here](#)
- vii. Chair correspondence: Dr Kelly forwarded new academic organizational chart, as of now.

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

**VII. Report from Student Assembly (SA) – Antonia McCormack, VP of Academic Affairs**

**VIII. Report of Committees**

- a. **Academic Grievance Committee (AGC) –**
  - i. One pending grievance. Still pends.
- b. **SUNY Awards Selection Committee –** Slate to be soon finalized; call for volunteers
- c. **Faculty Council of Community Colleges (FCCC) –** Dr. Mary Donnelly – SUNY Gen Ed inclusion rubrics

**IX. Standing Order of Business**

- a. **Old Business**
  - i. **Shared Governance Assessment**
    - 1. SG Structure Evaluation Workgroup: first meeting Friday 9/30 at 10AM; new members welcome
- b. **New Business**
  - i. **Writing Emphasis update**
  - ii. **Students adding sections.**
  - iii. **Student learning assessment**
  - iv. **Student learning and SUNY Broome ILO: Racial Justice/Equity –** “Within a given field or discipline, students will identify the consequences of racism in the United States at the individual, group, and systemic levels.” Chair has opened communications with Gen Ed committee
  - v. **SUNY Gen Ed.** Gen Ed will be updating/corresponding with CAI.
  - vi. **Schedule of meetings.** Do we need so many?
  - vii. **Request for presentation on Academic Master Plan.**

**X. Adjournment - : \_\_\_\_\_ PM**

1<sup>st</sup> motion: \_\_\_\_\_ 2<sup>nd</sup> motion: \_\_\_\_\_ In favor: \_\_\_\_\_

**NEXT CAI Meeting: Wednesday, 5 October, from 3:00 PM – 4:30 PM – W203B & Zoom**



<b>Council for Academic Issues Membership/Attendance (13 = quorum)</b>		
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); <i>CAI Chair</i> :	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):		(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:		

# SHARED Governance

Guest:			
Guest:			