

College Assembly  
Minutes of Meeting  
November 14, 2016

Members Present: Jeremiah Godfroy, Dave Michalak, Julie Lakin, Giovanni Scaringi, Alison Sheridan-Brennan, Michael Kinney, Mary Donnelly, Scott Kavulich, Jamie Heron, Meigo Fitzpatrick (alternate for Howard Streby), Jason Boring, Angie Bergholtz, Tracy Curtis, Kevin Drumm, Francis Battisti, Sesime Adanu, Robert Greaves and Penny DelFavero

Members Excused: Denise Abrams, Michael Sullivan, Carine Surdey, Joe DeAngelo, Fermin Romero

Members Absent: Mary Gilbert, Rosanne West, Mark Ryan, Michael Kinney, Debbie Morello

Guests: Amanda Soto, Rachael Hagerman

• Call to order: 3:04 PM. Giovanni opened the meeting and welcomed the group. Began the meeting with reports while waiting for a quorum. Meigo is here for Howard; there were no objections.

• CA Report:

- Giovanni gave a heads up on the SUNY Broome strategic plan for diversity. Scott Corley and Venessa Rodriguez will be sending a plan for which they are seeking CA endorsement. They will be at our next meeting.  
- Congratulations to the Lady Hornets soccer team. A suggestion was forwarded that we have a parade to honor this. Dr. Drumm said that there is a campus rally being planned for Thursday. The coach is currently in the hospital and it may be difficult to get the team together on short notice. There is also a dinner on December 3<sup>rd</sup> or 4<sup>th</sup> for the team and their families.

- The shared governance chairs received two items for referral. 1) Cigarette butts are everywhere, especially around the gazebos right next to the trash cans. Dr. Drumm volunteered to take it to Public Safety. 2) Assessing shared governance. This needs to be done every so often. Every institution should establish a system of evaluating their shared governance processes and structures. One of the differences noted between our campus and others is that we do not have a faculty senate. It was also noted that a lot of care and thought went into our structure and the task force suggested the structure we have, without a faculty senate. Assessment is never a bad thing. It's been suggested that our shared governance is not powerful enough because we lack a faculty senate. What can a faculty senate do that we cannot? What business could a faculty senate take up, and what authority? It seems redundant to a degree.

We do need to assess, and maybe look at some different models. We should see how the campus perceives it. One minor concern around this was a sub to CAI who was not from the member's constituency. There were no votes but the person attended the meeting as a guest, and not as a sub. The member was given five minutes to address this at the next meeting and five minutes turned into twenty minutes. It is really only the concern of one person who believes that people who are not professors have no business being at the table with faculty. This is where our hybrid shared governance structure is unique. The statement was that people who are not scholars should not be at the table. Do we need to revisit the structure? Gen Ed and curriculum committees don't report to CAI. These are the two largest academic committees; they don't report to CAI nor do they come to present. Assessment was a move to solve the problematic discussion going on in CAI and to move on. Middle States requires assessment of shared governance. It's premature to talk about any changes which may need to be made; we only need to do an assessment. Should it be done every other year? Every year? It must be done before the Middle States report is due. It was also noted that the curriculum and Gen Ed committees were not seen as part of shared governance, and that both committees report to Francis. There was debate within the task force on whether

or not those two committees should report to CAI and the decision was no. There was lots of discussion on the model that was developed, and it was also noted that some schools envied our structure for having cross-campus participation. Is a faculty senate more empowered than we are? The administration may be the elephant in the room. Faculty may be less likely to be open about things.

CAI is meant to be 95% faculty; philosophically it should be a faculty-represented body. We should begin an assessment and there should be representation from each group. It starts here.

There was discussion on the need for a motion; no motion was made.

There was further discussion on Middle States requirement.

Giovanni will take the discussion to COI and CAI and report back to CA.

- Thanks to the calendar committee members who will meet December 2<sup>nd</sup> to compile three years' worth of academic calendars for approval. Thanks to Rachael for her help.

- Also thanks to all who have worked through the Chancellor's awards process. The nominee notification email is supposed to come from the President's office. It went out through the campus news, so it has been announced but not from the President's office. It may not have been made clear how the announcement was supposed to go out.

Giovanni will follow up with Patti.

- Student Assembly Report:

- Amanda reported that the student trustee will not be here next semester and student assembly will have vacancies. November 14<sup>th</sup> – 17<sup>th</sup> they will be tabling for student interest. The petitions will be done by November 28<sup>th</sup>.

- The coat drive is November 16<sup>th</sup>. They are taking donations.

- The SUNY Student Assembly conference was Friday and Saturday. There were several resolutions. There was discussion on service dogs and legalizing marijuana. The SUNY Student Assembly is endorsing Black Lives Matter. There was a two-hour discussion and then it was tabled.

- COI Report: Carine was excused from the meeting.

- CAI Report:

- Mary reported that CAI is considering changes to their bylaws around the handling of vacancies. Gian Roma resigned from CAI and there was someone in the Business Division who was willing to take his place. There was discussion on whether there needs to be an election or if someone can be appointed. There is an amendment to the bylaws taking it back to the faculty level.

- Recording Secretary is a tough job. They are talking about allowing someone not on the body to be the secretary.

- There was discussion on international assessment.

- ¼ of the SWOT analysis is done. Will finish the SWOT analysis at Wednesday's meeting.

- President:

- Dr. Drumm reported that the Lady Hornets soccer team had a fantastic game yesterday and that they dominated for the entire game. Both teams conducted themselves well. Working on having a rally Thursday at 11:00.

- Note to campus after election. We need to be careful to be open minded. People are afraid, and some are closed minded. Community Colleges are the biggest melting pots in the country. We need to be sensitive. See something, say something. It takes a village. We are all about access.

- Budget cutting exercises are taking place, while we're still early in the fiscal year. We paid two years' worth of raises in one year. Enrollment is slightly down. We're still ahead of budget, but some of that is Fast Forward growth. We're doing some budget trimming; it's easier to do now while it's still early in the fiscal year. There will be more to come in the next couple weeks.

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

- ABET is on campus today for electrical and mechanical accreditation.
- Campus culture survey mandated by the Dept. of Ed. Delves into concerns. All constituencies need to be aware.
- The COACHE survey will be coming out around January. Faculty only; voluntary. It can be beneficial. Does faculty feel supported? Survey fatigue is a concern. They need to be useful.
- Katie Bucci is working on articulation agreements. The website with the articulations has been updated.
- Applied Learning conference is Wednesday, Thursday and Friday. People from SUNY Broome are presenting.
- Strategic plan team is meeting Friday. Make sure to give your input.
- We have a dean leaving, Debbie is leaving. We will be looking at structures for needs in Academic Affairs.
- The calendar committee should look at different designs for semesters.
- Achieving Success: the core and data teams are meeting and moving forward, doing some drilling down.
- Working with a university in Colombia for a student/faculty exchange, and doing a summer language program here. In Colombia student boards run the university. There was some discussion on the student-run model. There was discussion on the calendar. The committee to look at different models is a separate group. The calendar committee has to set the dates; this has to happen in order to give out financial aid. Other groups could look at different models. This calendar committee is only setting the dates for the calendar. They are two separate discussions. The structure is to be looked at again in three years. The last time we looked at changing the calendar we were under a deadline. A three-year process is not a bad thing, and people are more willing to discuss it when they are not under a deadline. It's important to look at it periodically and to have the time to explore. Classroom and capacity; if the calendar changes, we may need to change the way we award financial aid. It was noted that BU is restructuring its winter session; it starts December 19<sup>th</sup>.

- Vice President for Student & Economic Development: Debbie was absent from the meeting.

- Vice President of Administrative and Financial Affairs Report: Michael was excused from the meeting.

- Old/New Business/Reminders:

- Club sports: Jason said that there is interest in having club sports. The hockey team will be leaving and this may be a way to offer something to replace it with. There is interest in looking into this and he would like to explore it. Not intramural sports; would compete against other schools. Jason is collecting names.
- Alison reported from Food Service Advisory Board that a lot goes on behind the scenes. She has a new appreciation for the food service team and how they are trying to accommodate people's needs. There is a huge problem with students coming without their cards, and then leaving without paying for food. This is stealing. Tina and Kyle have been looking up their names to put the charges on their accounts but they leave with the food before this is done. From now on: no card, no food. The meal plans are on the ID cards. Any questions about ID cards should start with Joe O'Connor. There was discussion on an app so they can use their phones. The cafeteria machines aren't equipped for that. There is also a leniency factor. Students can have more impact on other students.

- Chem Lab Hoods: About an hour into labs the fume hoods were turned off intentionally. The HVAC in the entire building was turned off. When this occurs you have to evacuate the students. It was shut off by maintenance in order to fix the sprinklers. Someone should have been notified. The labs shouldn't be in use if the fume hoods will be off. It's happened before. Students should feel safe in the labs; please don't sweep this under the rug.

You can't overreact to student safety issues. The whole building was turned off and no one knew it was going to happen.

This has happened in Decker as well. There is a disconnect between Maintenance and the people who work in the building. The hoods don't always work properly. They were not vented properly.

It's a continuous problem and not a one-time occurrence. There is a lack of communication and a lack of understanding, and it is frustrating.

There was discussion on going to the next level if it is a safety issue.

It sounds like an infrastructural problem. Maintenance may have problems relating the information. There could be a software solution for around \$25,000. Individuals may not have the means to communicate.

Regardless of the method, the building needs to be notified.

It's difficult to change people and may be easier to change infrastructure. This is a potential solution.

The germane point is that people were put at risk. This should not happen.

The best way to make sure everyone stays safe is to make it automatic.

When the whole building is shut down, people are then in a building without proper ventilation. Public safety is the issue. We need to find where the misstep happened and find a short term solution. A conversation with the dean may be the solution.

Other Business:

- The minutes of the October 31<sup>st</sup> meeting were approved as submitted.

There being no further business, the meeting adjourned at 4:25 PM.

Next meeting date: Monday, November 28th at 3:00 PM.

Respectfully submitted,

Penny DelFavero  
College Assembly Secretary