

**DRAFT MINUTES OF THE SUNY COBLESKILL  
COLLEGE COUNCIL MEETING - September 11, 2013**

**Members Present:** Chair Olive Scott, Barbara Bartlett, Linda Cross, Cliff Hay, Jeanne Kane, Ginny Kintz, Kia Lamica, Susan Rightmyer & Eric Stein.

**Excused:** Phil King.

**Guests:** Acting President Debra Thatcher, Steve Ackerknecht, Carol Bishop, Regina LaGatta, Bonnie Martin, Joel Smith, Dr. Tara Winter, Dr. Susan Zimmermann, Chuck Moran, Jennifer Regeski-Rotman, Kevin O'Donnell (via telephone) and Amy Healy.

**The meeting was audio-taped.**

**Approval of Minutes** - A motion was made to approve the minutes of the May 8, 2013 meeting. The motion was made by Cliff Hay, seconded by Eric Stein and carried.

**PART I**

Members were emailed the agenda and administrative reports prior to the meeting. Additional information was discussed at the meeting:

**Kevin O'Donnell, Foundation President:**

- **Scholarships** - Looking forward to another successful year of providing scholarships; the Foundation's primary goal. The College, Foundation and Alumni provided over \$500,000 to a deserving 375 students.
- **Title III** - The Title III Endowment "Challenge" was accomplished - \$330,391.
- **Culinary Extravaganza** - 220 guests attended the 2<sup>nd</sup> annual Culinary Extravaganza. \$11,500 was raised (10% increase from 2011) to benefit Foundation and Alumni Scholarships and the Title III Endowment.
- **Annual Fund** - Employed student workers logging 1,700 payroll hours in support of their future alma mater. Alumni and parents contributed \$65,000 in support of student academic trips. Faculty/Staff giving increased by 20%.
- **Golf Tournament** - Over 100 golfers enjoyed the 27<sup>th</sup> annual event - raising over \$14,000 to benefit Foundation and Alumni scholarships and the Title III Endowment.
- **Student Initiative Fund** - Awarded \$10,000 of initiative funding to directly benefit student initiatives such as student trips.
- **Year End** - Strong Statement of Financial Position for 2012-13. Audit currently underway.
- **Second Century Initiative Campaign Primary Focus:**
  - Important to have local community support
  - Stressed the importance of national initiatives
  - Would appreciate the support of Council Members
  - Cultivation Events are scheduled
  - Successful Inaugural Booster Club Golf Tournament
  - Construction of an Outdoor Sports & Recreation Complex - design concept/estimated cost completed.

**Kia Lamica, Student Government Association:**

- Kia is the 2013-14 Student Government President. Kia is currently an Animal Science Major from Malone, NY. Kia is an RA in TenEyck.
- Student Government Association is starting initiatives.
- Leadership initiatives/membership is increasing.

- Leadership Room – Currently in progress.
- Blood Drive – Goal is 600 units.

**Jennifer Regelski-Rotman, Alumni President**

- Construction is moving forward on the Alumni Dorm Project.
- The closing will take place on Friday, September 13.
- The dorm is scheduled to open in Fall 2014.
- The next project that the Alumni Association plans to review is the Ski Lodge.
- The Alumni Association met with Faculty during Summer 2013 to discuss possible uses for the Ski Lodge; beginning stages of discussions. Anyone who would like to share ideas should contact the Alumni Association.
- Homecoming will take place September 27 -28. Lots of great activities taking place.
- The FAM 5K/Schopinsky Brothers Fund Run will take place together at 8:15 am on Saturday, September 28.
- Alumni Awards Dinner at 5:00 pm on Saturday, September 28.
- Centennial Homecoming 2016 – A campus-wide committee has been formed.
- Newsletter went out a couple of weeks ago. Goal is to send the letter 2x per year.

**Chuck Moran, (on behalf of Bruce Wright, Presiding Officer):**

- Kurt Verderber chaired the Faculty Meeting held on August 21, 2013.
- Presiding Officer Bruce Wright emphasized the importance of clarifying the roles of standing committees in response to SUNY’s request for greater participation in faculty governance.
- EXCOM is redoubling its efforts on raising collaboration with faculty.
- The College is required to send a follow-up report on Governance to Middle States in 2014.
- Uniform Course Evaluations – campus has never had a standard.
- New faculty are very excited.
- Academic Policies Committee – Will be working with deans and chairs.
- Seamless Transfer and having an online presence are areas that need extensive faculty governance collaboration.
- Course Management Systems - ANGEL, Moodle and Black Board - Technology Committee should be involved in discussions.
- Fiscal Affairs – Discussed adjustment of meetings to allow remote participation of key people.

**Acting President Debra Thatcher**

- Met with Brian Hutzley, SUNY Vice Chancellor for Shared Services and Regional Economic Development, and SUNY Cobleskill Cabinet on September 5 regarding shared services.
- SUNY Shared Services Steering Committee looking to develop performance metrics.
- The College hosted Governor Cuomo at the first New York Rising Community Reconstruction Meeting at Frisbie Hall on September 10, 2013.
  - The villages of Schoharie, Middleburgh and Esperance and the town of Esperance were awarded \$3 million each.
  - Many thanks to Evelyn Davies, Events Coordinator, for her efforts.
- Compliments regarding campus appearance have been abundant.
- Dr. Scott thanked Dr. Thatcher for the great presentation at Convocation on August 21. The event was well attended with much energy and optimism in the room.
- Start-Up NY – Created and met with an Economic Development Advisory Council to discuss the Start-Up NY process. We have been discussing many exciting potential ventures between businesses, the town and the College. We are awaiting SUNY regulations.

**Dr. Susan Zimmermann, Provost/Vice President for Academic Affairs:**

- Would like to echo the excitement. There is a renewed optimism on campus. Many changes taking place.
- New faculty and staff orientation held on August 12<sup>th</sup>; excellent campus participation and positive feedback from those involved.
- “Tram” rides for new faculty, campus tours, reception for new faculty were well received.
- Extended orientation (“Faculty Development Institute”) to be held for new faculty; this includes bi-weekly workshops throughout the fall semester.
- Council Member Linda Cross suggested tractor tours for all faculty would be a good way to make campus connections.
- Steve Ackerknecht commented that the four day fall orientation includes tours of all parts of campus.

**Discussion (Questions asked at the May 8 Council Meeting):**

- Council Member Eric Stein asked what percentage of faculty candidates are from within SUNY? - **21**. From outside of NYS - **684**.
- What are they looking at? **Common responses were an interest in teaching and an appreciation for applied learning.**
- What questions do they raise? Why SUNY Cobleskill? **Our teaching facilities, welcoming environment of our campus, quality of life, affordability of area.**
- Council Member Phil King asked what percentage of faculty will consist of adjunct professors? **30%**.
- Council Member Linda Cross asked how many English teachers will have remedial experience and Council Member Jeanne Kane asked how many English/Math students are under-prepared?
- **We currently offer the following developmental and foundational courses:**
- **ENGL 099 (Developmental Writing): 9 sections, 207 students; 2 new faculty hires in writing are teaching this course (one also serves as Director of the Writing Center), along with several long-term adjuncts.**
- **MATH 101 (Introduction to Math): 6 sections, 117 students; 3 sections are taught in traditional format, 3 utilize computer-based learning (the latter are taught by a full-time faculty member).**
- **In addition, all first year students are enrolled in FFCS 101 – Foundations for College Success, which promotes academic skill building, fosters an understanding of the advisement process, and connects students with campus resources.**

**Carol Bishop, Vice President, Business and Finance:**

- SUNY Cobleskill has made a lot of changes in Student Accounts and Financial Aid.
- SUNY’s “Smart Track” was adopted by the SUNY Board of Trustees to help combat student debt throughout New York by providing students, parents, and campuses with new tools and services to help educate students as they are deciding how much to borrow, engaging those at the highest risk of default throughout their time on campus and working with all student borrowers to help them complete their degrees and obtain a job after graduation that will enable them to pay off their student loans.
- Cobleskill adopted the new standardized Federal Financial Aid Shopping Sheet in April 2013 for fall 2013 freshmen.
- Additional program initiatives include expanded services available through the SUNY Student Loan Service Center; data-driven early-warning initiative in partnership with the U.S. Department of Education; SUNY Smart Track online resources through a central online hub; and Net Price Calculator launched last year.
- Effective January 1, 2013, SUNY campuses were required to comply with enacted state statute and administrative guidelines related to Project Sunlight, a component of the Public Integrity

Reform Act of 2011. SUNY Cobleskill created a process, communicated the requirements and began reporting in compliance with the guidelines.

- Cobleskill exceeded 2012-13 financial plan tuition revenue target goals contributing \$450,000 toward June 30, 2013 IFR cash reserves of \$5.7 M.
- 2012-13 funded almost \$245,000 of equipment and furniture replacement.

#### **Bonnie Martin, Vice President for Operations:**

- Thanked entire campus for campus beautification accomplishments.
- The Facilities Management Department will be recognized for their tireless commitment to campus improvements with an appreciation luncheon on Friday, September 13 in Champlin Hall hosted by President Thatcher.
- Working towards a different model in Human Resources. Hired Janice Elwell as HR Operations Manager – to be shared with Delhi. Lynn Berger will be shared with Delhi as Director of Employee Relations. Lynn was selected after a national search.
- A Cobleskill, Delhi, Morrisville Shared Services Summit was held in Delhi on June 4. 150 people from three campuses enthusiastically shared best practices and exchanged ideas.

#### **Joel Smith, Vice President College Relations, Communications and Marketing**

- Working on a campus marketing campaign.
- Rankings as a *U.S. News and World Report* Best College in the North, *G.I. Jobs* Magazine “Military Friendly Colleges,” and Affordable colleges Online Top Colleges in New York State for Return on Investment.
- Named to the 2013 President’s Honor Roll for Community Service.

#### **Steve Ackerknecht, Vice President for Student Affairs:**

- Remarked on the energy and optimism shown during the four day opening orientation.
- Jason Evans was a fantastic keynote speaker at the Steps-to-Success Program. Both students and parents were excited and engaged.
- Steve will look into posting Jason’s comments on SharePoint.
- Cultural Arts Series – further information to follow.
- The week of 9/23 – 9/27 there will be a Department Chair Appreciation Week held at Coby’s. Coby’s will offer a 15% discount for groups of six or more colleagues joined by their Department Chair.

#### **Regina LaGatta, Vice President for College Advancement:**

- **Title III Endowment** – A personal thank you to the College Council for accomplishment of the “challenge” - \$330,301.
- An anonymous EOP graduate donated \$5000 toward the EOP Scholarship.
- **Council Member Linda Cross asked if there was a way to recognize the EOP donor to the Chancellor. Regina and Joel will send success stories to Chancellor.**
- On October 28, 2013, Chancellor Zimpher will host the inaugural Chancellor’s Society Event in New York City. She will be recognizing donors from the 64 campuses who have contributed a life time of giving of over \$1 million and an annual giving of \$100,000.
- SUNY Cobleskill is pleased to announce that the Merrill Foundation (Chuck and Kay) and Cobleskill Auxiliary Services (CAS) will be recognized in the \$1 million giving category. In the \$100,000 category, the Schopinsky Scholarship and the O’Connor Foundation will be recognized.
- Dr. Thatcher, Regina, Jason Evans and Jo-Anne Cloughly will represent SUNY Cobleskill at Senator Kristen Gillibrand’s New York Farm Day on September 18, 2013.
- Dr. Thatcher, Regina and Jason Evans will be members of Senator Gillibrand’s Agricultural Working Committee in Washington D.C. on September 18, 2013.

### **Dr. Tara Winter, Assistant Vice President for Enrollment Management:**

- Anticipate flat enrollment compared with same point in time last year.
- Larger incoming class (up 1% in new students).
- Maintained out-of-state enrollment (235 students).
- Continuing student enrollment dropped by approximately 50 students.
- Great energy in Admissions staff; changed some positions to represent underserved demographics.
- Policies put in place are paying off:
  - Reengaging with our local community
  - Enhancing our web presence through social media
  - Strengthening relationships with our out-of-state partners
  - Increasing our presence in markets of population growth
- Need to look at increasing scholarship funds. Financial needs are great. A review of financial aid packages of students who withdrew post acceptance demonstrated a significant need.
- Need to increase enrollment without lowering standards.

### **PART II - College Council Members:**

#### **Chairs Report:**

- Dr. Scott sent flowers and a card to Harriet Berard upon the death of former Council Member, Paul Berard.
- Dr. Scott met with Dr. Thatcher to discuss College Council policies set forth in Article 8, Section 356, of the New York State Education Law. Also discussed were resolutions passed by the SUNY Board of Trustees.
- Dr. Scott attended a town board meeting in which Dr. Thatcher discussed issues relating to the Alumni Commons Dorm Project. Dr. Scott and Steve Ackerknecht thanked Dr. Thatcher for her leadership. The meeting resulted in a positive outcome for the project and the closing for financing is set for Friday, September 13.
- Dr. Scott attended the Governor's NY Rising Community Reconstruction Event on campus on September 10. The county is fortunate to have received \$12 million in funding for much needed recovery efforts from Hurricane Irene and Tropical Storm Lee.

#### **Committee Reports:**

##### **ACT :**

- Dr. Scott sent out information to Council Members regarding this year's ACT Conference which will be held October 18 thru 20 at Gideon Putnam in Saratoga.
- Dr. Scott urged members to attend any or all of the conference.
- There will be a session for new Council Members.
- The Chancellor will be speaking on Sunday.
- ACT President, Pierre Alric, announced that he will not run for another term.
- Dr. Scott will not run for another term on the Executive Board.
- Council Members should consider submitting their names. Meetings are held via conference call or email.

#### **New Business:**

1. Members who plan to attend the ACT Conference should ask Amy Healy for Travel Order Forms.
2. Election of Council Vice Chair and Secretary:
  - o Confirmation of Council Vice Chair Cliff Hay
  - o Confirmation of Secretary Virginia Kintz
3. Discussion of Council Representation on College Committees:
  - o Dr. Scott had a discussion with the Presiding Officer of the Faculty, Bruce Wright, and Acting President, Dr. Thatcher, regarding Council members serving on Academic Committees.
  - o As a result, Dr. Scott sent out a survey regarding the above discussions to Council member, they agreed that Council members should not be serving on academic committees.
  - o The Council should be involved in decisions related to Facilities, budget, presidential searches, advisory boards, regulations governing conduct and behavior of students, student housing and safety.
  - o Administration will provide Council members with detailed reports.
  - o Open communication is very important.
  - o Coffees with College Council - discussed changing annual November meetings with campus community to some coffee hours. Dr. Scott will contact Amy Healy to discuss possible dates and locations.
  - o Regina LaGatta noted that Council Members are welcome to attend Foundation and Alumni Meetings as observers.

A motion to adjourn was made by Linda Cross, seconded by Barbara Bartlett, approved, and carried.

**The next meeting will be held on October 9 at 9:00 am in 203 Knapp Hall.**

**Respectfully submitted by,  
Amy K. Healy**

**Distribution: College Council, Vice Presidents, Deans, Department Chairs, Presiding Officer of the Faculty, The Alumni Association, The College Foundation, Van Wagenen Library.**