

Cabinet Meeting Notes May 17, 2012

Assessment – It was reiterated that data for this year’s activities should be entered by May 20. Cabinet members are to remind unit heads that action plans need to be entered by May 29. Assessment days will be held on May 29 and 30.

Budget Requests – Cabinet members met with unit managers on May 16 to review budgetary requests for 2012-13. Vice President of Business and Finance Carol Bishop will meet individually with cabinet members to discuss requests.

CAS Director – Applications have been received and are being reviewed. The intent is to have a new director in place for the start of the fall semester.

College House Savings – Dr. Vancko cancelled the land line at the college house which will result in annual savings of approximately \$720.

Joint Legal Training – SUNY Counsel Penny Ploughman will conduct a presentation on “E-Discovery & Records Management” for SUNY Cobleskill and SUNY Delhi administration, deans, directors and chairs at Cobleskill on May 31.

Joint Summer Retreat – SUNY Cobleskill and SUNY Delhi cabinet members are planning a joint summer retreat.

Shared Services – Dr. Vancko attended a Power of SUNY meeting at SUNY headquarters on May 14. It was noted at the meeting that SUNY Cobleskill and SUNY Delhi are not just “talking” about shared services, but are “doing” shared services. Also, SUNY Cobleskill and SUNY Delhi cabinet members will attend and participate in a shared services presentation at the SUNY Presidents meeting May 22.