

**College Council Meeting**

**Monday, October 19, 2020**

**5:30 pm Council Meeting**

**Lake Lodge**

**Present:** Chair Patricia Fogarty, Mr. Michael Colomaio, Mr. Frederick Sinclair (by phone), Ms. Eva Benedict (by phone), Mr. George Welch Sr. (by phone), Mr. Charles Craig (by phone), Mr. Colin Blatz (attending for Student Senate), Mr. Jack Benjamin (by phone)

**Also Present:** President Dr. Skip Sullivan, Provost Dr. Kristin Poppo, Vice Presidents Dr. Craig Clark, Ms. Betsy Penrose and Dr. Gregory Sammons, Chief of Staff Ms. Wendy Dresser-Recktenwald, Chief Financial Officer Mr. Joseph Greenthal, Faculty Senate Chair Mr. Earl Packard and Executive Assistant to the President Ms. Trish Haggerty.

**Absent:** Mr. Al Mosher, Mr. Joseph Pelych & Mr. Ron Nasca

1. **Call Meeting to Order-Chair Fogarty**

College Council Chair Ms. Fogarty called the meeting to order at 5:36 pm.

1. **Minutes of Previous Meeting-Chair Fogarty**

Chair Fogarty asked for a motion to approve the minutes from August 24, 2020. Mr. Fred Sinclair made the motion, Mr. George Welch seconded the motion, Council members voted to approve the minutes as presented.

1. **College Council Chair’s Report-Chair Fogarty**
* **Introduction of John “Jack” Benjamin, New Alumni Representative**

 Chair Fogarty introduced Mr. Jack Benjamin by sharing his bio with the council members and adding that she thinks he will be a wonderful addition to the council. Mr. Benjamin thanked her and said he is looking forward to working with everyone.

* **Remarks about Major Gift Campaign Kick-off**

 Chair Fogarty shared that the Major Gift Campaign kick-off event at Tournedo’s in Rochester was well attended and a lovely event. She said that Jay Wilder and President Sullivan did a wonderful job of hosting the event and she felt like there were some big donors there and a lot of interest in the campaign. She also shared that the President’s Society dinner was last Saturday and how well it was attended. She reminded everyone that the Annual Day of Giving was November 18th, and she asked all Council members to participate.

1. **President’s Updates/Institutional Advancement Report-President Sullivan**

President Sullivan welcomed the council members and thanked them for their continued work for the college. He also welcomed Jack Benjamin to the council and shared his long-standing relationship with Jack and how confident he is the right person to take over the alumni representative seat on the council. President Sullivan also welcomed Colin Blatz to the meeting.

President Sullivan let the College Council know that a formal announcement of his retirement went out to the campus today. He hopes that SUNY will move forward with initiating a search so the position can be filled prior to the fall 2021 semester. President Sullivan said COVID is at the forefront of everyone’s mind everywhere and especially at our college. He said he is very proud of his staff and his upper management especially, many who are in this room, for their leadership and hard work to guide the college through these difficult times. He shared some updates on the massive amount of COVID testing we have been doing on campus and the extra work and effort that is being put forth by many employees to help with this testing every week. He told the council our plan continues to be that we will remain in person with face to face instruction until Thanksgiving. President Sullivan said that in speaking to students they are happy to be on campus despite the extra protocols. He gave a brief update on the testing going on and encourage everyone to check the dashboard on our website frequently to see where we are with positive cases.

He did share that there continues to be issues with faculty who do not want to be on campus teaching face to face, but his continued belief is that our students are paying for in person hands on instruction, and that is what we should be giving them. President Sullivan shared that enrollment will be our number one challenge moving forward.

President Sullivan gave a brief update on how the Major Gift Campaign Kick-off went and told the council that the overall goal of the campaign is $8 million dollars and that he feels confident we will meet that goal. He told the council about Burt Zweigenhaft’s visit and his donation during that stay. He shared that we honored him with the Doctorate of Humane Letters. He said we have had several big donors step up and a couple more prospects we are meeting with.

 He concluded by saying that COVID, the social injustice facing many and the elections will be the focus moving forward as it is across the country, and he thanked everyone again for their service to the college.

1. **Action Items**
* **Vote on Residential Waiver Policy Adjustment- Vice President Penrose**

Vice President Penrose gave a brief overview of the current Residential Waiver policy and explained that currently if a student lives within a 60-mile radius, they can opt to commute. That is a larger radius than most other schools we compared. There was a suggestion to amend this radius to 50 miles, but we chose to wait until after the Fall semester because recruiting had already started. She shared that this might help with getting a few more students in the dorms. President Sullivan stated that the occupancy rates of our dorms are going to continue to suffer given the current circumstances. We will need to work hard to keep our residence halls full. VP Penrose also shared that residence hall occupancy may possibly see a drop now that we don’t have the EES and PES that pay for residence hall as part of the award. Chair Fogarty asked how many students this decreased radius would impact over the next 5 years, and Vice President Penrose said she did not have a specific number but less than 100. She did not feel we would lose any students because of it, and she said that we would grandfather in anyone who already was a commuter at the 50 to 60-mile range. Chair Fogarty asked if there were any further questions and asked for a motion to vote on the amendment. Mr. Charles Craig made a motion to vote, seconded by Ms. Eva Benedict. The amendment was passed unanimously.

1. **Senior Staff Updates**

 **-Human Resources/CCET** **(Chief of Staff Dresser-Recktenwald)**

Chief of Staff Dresser-Recktenwald shared that HR has been working extra hard to assist our employees during this pandemic. We have been mediators, negotiators and spent time helping our employees get into appropriate mental health care providers. She shared that we are just shy of 10% of our workforce working remotely due to medical or childcare accommodations and we anticipate this to be the same for spring 2021.

We have scheduled flu shot clinics for both the Alfred and the Wellsville campuses for October 22 and we have around 100 people signed up.

SUNY has alerted us that all across-the-board (ATB) increases are to be further delayed until at least January 1, 2021, subject to further review at that time.  Current salary rates in use will remain in place.

Our credit course program for Winter Session is ready to accept registrations in November. We are hoping for a robust year.

We have started our 2021 marketing for the Police Academy and are looking at a virtual reality training program that would set us apart from any other academy in New York State. We aspire to be the SUNY police academy of choice.

2020 Police Academy graduation is on October 23, 2020 at The Main Place in Hornell.  We have 17 graduates who all except one are employed.

 **-Student Affairs (Vice President Sammons)**

Vice President Sammons shared a brief update on pool and waste-water testing. He said it has been a team effort with lots of volunteers from around campus pitching in and spending time each week running these pool testing sites. He shared that overall our numbers have been good. In reviewing positives cases the majority have been our nursing students or athletes who live off campus. He said our students have been compliant and really done a good job of remaining vigilant with their mask wearing. He touched on the reason for the high quarantine numbers per positive case as it related to the county health department. Ms. Eva Benedict asked if we are working with the Department of Health to move student cases from isolated and quarantined through the process. VP Sammons shared that athletics for fall had completely been cancelled, but teams are still practicing. He is hopeful that we will have spring sports when we return next semester, but said it is really up to the conferences and what their criteria will be for testing the athletes. President Sullivan added that one of our biggest obstacles is the NCAA guidelines for testing athletes’ multiple times a week, and realistically that is a cost that only the Division I schools can comply with.

 -**Enrollment Management** **(Vice President Penrose)**

Vice President Penrose shared an update on enrollment. She said that the numbers for Fall 2020 full time students including new, transfers, and returning was 3356. Overall enrollment was down 3% compared to Fall 2019. The Admissions staff is holding many high schools’ virtual visits. Mini-Visits and Open Houses are also being held virtually this year. Open House dates are October 24th, November 8th, and December 2nd. The number of on campus visits in September was 51 compared to 37 in September 2019. We are averaging over 25 visitors per week in October. She also shared that funded through Title III, the SRFS Call Center was successful with improving customer service.

  **-Academic Affairs (Provost Poppo)**

Provost Poppo shared that faculty has worked hard to remain mostly face to face, and that although there are some faculty that do have accommodations to teach synchronous classes remote, about 80% of our classes are being taught face to face and this is a much higher number than most of the other SUNY colleges. She shared that it has been a very hard semester on faculty, and she commends their hard work to provide the instruction needed. She talked about the work that went into setting up the classrooms and schedules.

 -**Economic Development** **(Vice President Clark)**

Vice President Clark shared that the Crossroads project Truck Stop is doing well, encouraged people to stop by and see it if you have not. He said there is further development planned for that land, including a Dunkin’ Donuts and a hotel in the future. The Angel Fund is up and running and working on the first project. Several Solar projects being worked on and a very large solar project getting ready to start. The Micro-enterprising grant is being used by many small businesses in the county. Start-up Allegany is working with the three colleges in the county, and will host a tri-college Think Tank with the students and local industries. He also shared there are a couple of big deals in the works for the county.

-**Business Affairs (Chief Financial Officer Greenthal)**

CFO Greenthal shared a brief update on our fall census numbers which was 3,667 down 113 from last fall. This would result in approximately $24.2 million in revenue. With an anticipated cut in state support of at least 25% we’d have funding shortfall of about $2 million. He shared that residence hall occupancy is also down. CFO Greenthal said we received a final CARES act stimulus check to the college of $214k, which brings our total to $2.4 million. These funds help offset some of the refunds we had to give due to COVID. As of October 7, our cumulative COVID related costs were $7.46 million, which includes those refunds. Chair Fogarty asked how we would make cuts to meet this deficit? CFO Greenthal said that is the challenge especially with so many variables not determined at this point. We are in a phased approach now, by managing vacancies and limit spending. Chair Fogarty asked Provost Poppo if these looming cuts and lack of spending to support programs has added stress to the faculty? Provost Poppo said that overall they are handling it well, because their most dire needs are being met.

 **8. Constituency Reports**

 **-Alumni Representative** **(Mr. Jack Benjamin)**

No report at this time, he said that he hopes by the next meeting he can have a better idea of his role and meet with someone from alumni office to understand what he should be bringing to the council.

 **-Faculty Representative** **(Mr. Michael Colomaio)**

Mr. Colomaio reported that the Academic Integrity committee continues to work with the Provost on the student complaint hearing process; this is a Middle States recommendation. TheSenate Assessment and General Education committee is working on Institutional Assessment Plan. TheSenate has several committee vacancies we are trying to fill. He shared that the next full faculty senate meeting is Tuesday October 20, via Teams. Chair Fogarty said she thinks there will be concern and questions at the faculty senate meeting about President Sullivan’s announcement. She said that we will share with Mr. Colomaio the next steps in the search as we find out from SUNY.

 **-Student Representative** **(Colin Blatz)**

Mr. Blatz shared a brief update from the Student Senate. He said there are a lot of student COVID concerns about procedures and protocols and he has been working with Provost Poppo and Dr. Sammons to work through these concerns. He shared that there have been two petitions pop up from students, one to do all learning online and the other to go home early this semester. Chair Fogarty asked Mr. Blatz if he felt the overall students were happy with the way the semester has gone considering the difficult circumstances? Mr. Blatz said he thinks so for the most part. Chair Fogarty asked Mr. Blatz if he was personally happy with the way things have gone and he said, yes, he is.

 **-ACT Update** **(Mr. Ronald Nasca- excused)**

No report

 **9. Unfinished Business**

Chair Fogarty said she believes our unfinished business will be the selection of our next president. If we get information that is significant prior to our December meeting, we will share with the council.

 **10. New Business - none**

Council Chair Fogarty asked that if there was nothing else from the group, we have a motion to adjourn, Mr. Charles Craig made the motion, seconded by Mr. George Welch. Meeting was adjourned at 6:41pm

**Meeting Minutes Recorded by:**

Ms. Trish Haggerty

Secretary to the College Council

**Strategic Priority Goal #6 Student Success:**

Approved virtually the New Revised Student Code of Conduct