



**College Council Meeting  
Tuesday, August 30, 2016  
Allegany Dining Room  
6:00 p.m.**

**Present:** Chair Patricia Fogarty, Ms. Eva Benedict, Mr. Charles Craig, Mr. Eric Hulbert, Mr. Alan Mosher, Mr. Ronald Nasca, Mr. Joseph Pelych, Mr. Frederick Sinclair, and Mr. George Welch.

**Also Present:** President Dr. Skip Sullivan, Executive Vice President Ms. Valerie Nixon, Provost Dr. Kristin Poppo, Vice Presidents Dr. Craig Clark and Mr. Gregory Sammons, and Executive Assistant to the President Ms. Tammy Conrad.

**Excused:** Mr. James Grillo, Ms. Kathryn Markel, Mr. Wren Keber and Mr. John Richardson.

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

Chair Fogarty called the meeting to order at 6:00 p.m.

**2. Minutes from Previous Meeting- Chair Fogarty**

There was a motion made by Mr. Charles Craig seconded by Mr. George Welch to approve the minutes from the last meeting on April 28, 2016.

**3. College Council Chair's Report**

No report provided.

**4. President's Comments/Updates- President Sullivan**

President Sullivan's updates since the last meeting are on his President's Updates.

President Sullivan provided a slideshow from our Faculty and Staff Opening Remarks held on August 18.

**Budget Update**

President Sullivan provided a positive update on our budget.

**Nigeria Initiative**

This initiative will begin with the folks arriving at Alfred State in the spring.

### **Buffalo Anderson Project**

President Sullivan provided an update on the Jefferson Avenue Project (Buffalo, NY). We are looking at collaborative programs with Buffalo area. A conference call is scheduled on Friday.

### **Major Gifts Officer**

Major Gifts Officer- major portion of budget dealing with scholarships every year. The Development Fund Board agreed to support a position (for up to 3 years) for a Major Gift Officer to be able to coordinate a Major Gifts Campaign. Scholarships will be our number one initiative. A Major Gifts Officer has been hired. Technology will be the 2<sup>nd</sup> initiative with new programs a focus as well. November 29 a single day of giving by our Advancement Office. A challenge has been given by the Development Fund Board Members. They challenge the College Council to give as much as they have pledged to give on that day. They pledged \$6,100. The Development Fund Board put their contributions in a hat and added it up so no one knew how much. Chair Fogarty requested that council members send Executive Assistant Conrad a note with what they plan to give.

## **5. Action Items**

- **Strategic Plan (Vice President Sammons)**

The final draft of the Strategic Plan was provided for review. This document has been vetted through all entities at the college (faculty, staff, students). The draft was shared at our Opening Remarks with a 14-day open comment period. Chair Fogarty requested that we provide any comments or concerns on the Strategic Plan to Executive Assistant Conrad for submission to Chair Fogarty by September 13. Chair Fogarty will review and send out to council with all of the recommendations or changes. A motion was made by Mr. Charles Craig seconded by Mr. Joseph Pelych that council members approve within a 24-hour period once received if no objections to the plan.

- **Committee Meeting Schedule**

Chair Fogarty discussed the committee meetings and asked if holding them at a separate date than council meetings might be helpful. There was brief discussion. It was decided that committee meetings will be held prior to the council meetings at 5:30 pm every other meeting. For example, the Academic Affairs committee meeting will be held prior to the October 4 College Council meeting as External Affairs and Student Life Committees met before the meeting today. Chair Fogarty also noted that she would like council to know about new programs prior to the approval process. Provost Poppo confirmed that she will provide the viability sheets for new programs to Chair Fogarty.

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## **6. Vice Presidents Updates (Brief reports only!)**

### **Academic Affairs (Provost Poppo)**

Provost Poppo provided a briefing on the Micro-Credentialing Task Force that she is on highlighting how industry certifications and licensures may be counted as completions in the future.

We have completed the transition to the new online template. All courses are now more accessible and interactive. All have been reviewed by the SUNY rubric for continuing improvement in our online courses.

Two task forces have been established. The General Education Task Force will address concerns from Middle States. The Advising Task Force will assess the quality of advising and alternative models that could improve retention.

### **Administration, Enrollment and Institutional Advancement (Executive VP Nixon)**

Executive Vice President Nixon reported briefly on enrollment. New student enrollment is up mainly due to new programs. Our continuing and returning numbers are a bit flat. This is good as it reflects that we are graduating students on time. We have approximately 2,300 students living on campus.

Many facilities projects have been done over the summer. The farm is looking amazing with many completed projects. The Pioneer Locker Project is due to kickoff very soon. These projects have all been funded out of capital funding.

Executive Vice President Nixon asked that you review the "Dates to Remember" as there are many events scheduled through the Advancement Office.

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

Retired Track Coach Gary Moore will be inducted into the Athletic Hall of Fame on September 10 at 2 pm at the Lake Lodge. Please let Vice President know if you would like to attend.

We will be starting Phase I of the Mackenzie project soon. With growth and enrollment, our Residential Life Department has been busy dealing with some temporary housing issues.

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

Vice President Clark reported that we are involved with a \$44 mil. Northland Training Project, which is an ongoing Buffalo Billion Project. This project is a training facility that Alfred State, Buffalo State and Erie Community College is collaboratively working on. Alfred State would be providing electrical and welding

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training. Erie Community College would be providing machine tool and Buffalo State drafting cad. These are needed by area manufacturers. Partners will be announced any day with operation starting within a year.

The Economic Development Strategic Plan for Allegany County has been turned into a task oriented document. We are making progress. The website is being updated and will be rolled out in October.

We are looking at vendors to operate the Buffalo Manufacturing Alliance which include Goodwill and Catholic Charities. Also looked at Watts Engineering.

## **7. Consistency Reports**

### **Alumni (Mr. Wren Keber-excused)**

No report provided.

### **Faculty Representative (Ms. Kathryn Markel-excused) Report provided in writing.**

The last Faculty Senate meeting of the 2015-2016 academic year was held at the School of Applied Technology, Wellsville campus, on Tuesday, May 17. The college administration shared information from their respective areas, and standing committee chairs reported on their committee activities. A program revision for Health Information Technology was approved as well as a number of course approvals.

The first Faculty Senate meeting for 2016-2017 is scheduled for Tuesday, September 20. The last meeting for the semester will be held on May 17.

### **Student Representative (Mr. Eric Hulbert)**

The first Student Senate meeting will be held on Tuesday, September 6.

### **ACT Update (Mr. Ronald Nasca)**

The ACT Conference is scheduled for Friday, September 30 through Sunday, October 2 at Woodcliff Hotel and Spa in Fairport, NY. Chair Fogarty and I are attending.

## **8. Unfinished Business**

There was no Unfinished Business for discussion.

## **9. New Business**

The External Affairs Committee met prior to this meeting. Chair Fogarty discussed visibility of the College Council. She asked Executive Assistant Conrad to send council members a list of the major events on campus. She asked council members to commit to attend two events. While attending these events, please introduce yourselves to students, faculty and staff.

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It was also decided that a “Meet and Greet Council Members” with various groups invited (Student Senate, Faculty & Staff) will be held before College Council meetings.

Mr. George Welch made the motion seconded by Mr. Charles Craig to adjourn the meeting. All approved. The meeting was adjourned at 7:15 p.m.

Recorded by:

Tammy Conrad  
Executive Assistant to the President