

SUNY Delhi College Council Meeting – Hybrid

September 20, 2022

Minutes

In attendance: Jack Schoonmaker, Jeanne Ellsworth (virtual), Wayne Oliver, Joshua Lopez, Kathy Mario, Ray Pucci

Guests: Dr. Mary Bonderoff, Nazely Kurkjian, Chelsea Mathieu, Dr. Tomas Aguirre, Michael Sullivan, Dr. Thomas Jordan, Dr. Lisa Tessier, Mark Sullivan, Dr. Lauralea Edwards, Dr. David Bauer (virtual), Dr. Alice Krause, Elizabeth DeFalco (virtual), Dr. Doug Holub, John Padovani, Dan Davis (virtual), Cheri Rossi (virtual), Joyce Shim (virtual), Liz Berry (virtual)

Not in attendance: Omar Siddiqi

Part 1 – Call to Order/Introduction

The meeting began at 4:30 p.m., starting with introductions of the College Council members, campus leadership, and virtual participants.

Part 2 – Approval of Minutes

Jack Schoonmaker proposed the approval of minutes for February and August. Ray Pucci motioned to approve the minutes from February 2022. Wayne Oliver made a second to approve the minutes from August 2022. All approved.

Part 3 – Chair's Comments

Jack Schoonmaker noted we have a quorum, so the College Council can vote on actionable items.

Part 4 – Officer in Charge's Comments

Dr. Bonderoff shared administrative changes since her appointment as Officer in Charge.

- Mark Sullivan is now leading enrollment
- Tomas Aguirre is expanding chief diversity officer role
- Nazely Kurkjian was onboarded as chief of staff
- Chelsea Mathieu was onboarded in finance and administration

A key priority for the administration is the establishment of a strategic enrollment planning process to comprehensively address attracting and retaining students.

John Padovani spearheaded a mentoring initiative between campus employees and students. We are targeting students below a 2.0, to support them to graduation.

Wayne Oliver asked about the process with respect to interim roles. Dr. Bonderoff noted this involves further conversations with SUNY. Wayne mentioned that Jack's role is in an acting capacity. Kathy asked that we address the members that were recommended to serve as college council members. Nazely said she would follow up with SUNY Administration. There will be SUNY Delhi College Council representation at the ACT conference, who Kathy anticipates many other council members across the SUNY system will advocate heavily for.

Part 5 – Staff Reports Highlights

Wayne wished to discuss the financial status of the institution. There are concerns about how SUNY Delhi arrived at this position, and ongoing discussions about moving forward. Numerous strategies are being explored to decrease costs and increase revenue (e.g., address personnel through intentional curricular planning). We will be tightening measures for spending funds, such as limiting the use of credit cards. We are also exploring revenue generating ideas as well. Lauralea is working on micro-credential policy. Michael Sullivan and Dr. Bonderoff are making connections with politicians and community members to address these issues as well.

The deficit is a combination of two things – decline in enrollment (Experienced across higher education) and personnel costs (contractual obligations). An increase in personnel headcount over time has led to most of the fiscal challenges that we face. Kathy notes the importance of SUNY Delhi's position and enrichment in the community. Perhaps the community members could help the college by attracting grants and further partnerships.

Mark Sullivan discussed forecasting numbers for enrollment growth. Improvement in numbers this year. Projecting 1 % growth for next year. We are expanding our footprint in New York City and Western NY. Lastly, we will be implementing a customer relationship management system (Slate) to speedily engage and communicate with students. Counselors are on the road. We are also starting to look at articulation agreements, to enhance relationships with high schools and community colleges. We need more leads to convert 6,000 applications. Melt is another crucial factor so that the student doesn't drop out or transfer to another school. Future events, such as Open Houses and Accepted Student Days, are intended to aid yield and melt. More conversations are needed with faculty to understand what they require to add sections or equipment to add more students to waitlisted programs. Ray thanked Mark for his approach to enrollment.

The bachelor's in architecture is being voted on this month, with NYSED. The master's in criminal justice has been approved by NYSED. There is work to be done to launch marketing, train our counselors, and create a pipeline. Joshua noted he is interested in this master's program.

Dr. Jordan discussed the APAC (academic planning and assessment) committee. It works in conjunction with the curriculum planning process. Several programs are being examined from multiple standpoints, including but not limited to costs of the program, enrollment trends, marketability, and maximizing course offerings.

Micro credentials should provide an avenue for revenue generation. There may be funds available to support apprenticeships. This falls within the continuing education area.

Dr. Bonderoff mentions self-regulation as an important part of avoiding entering a receivership with SUNY (I.e., a loan for cash). In these situations, student outcomes are impacted because the campus is not able to fill positions. SUNY provided some funds to offset the campus budget and provide faculty lines. The challenge is that it is one time funding.

Kathy asked about placement figures, and where students get jobs when they leave. Dr. Jordan said APAC is addressing this and seeing where the jobs are, which in turn will help our marketability to prospective students and their families.

Tomas expressed that the competition is fierce, even for student choices when it comes to student life and the amenities offered by various institutions (e.g., housing, food, activities). The students this year are especially engaged and want the full college experience. There have been more students going to events, particularly with the opening of the new Turf field. There are also more requests for traditional health and counseling services. Mental health is a major trend. Attrition is lower than usual. The students we are losing are for very acute issues. Wayne observed an increase in students living in the residence halls.

Michael Sullivan shared that we are seeing a significant need for emergency funds and scholarships. Historically, monies were raised by faculty, staff, and community members. Those numbers are not being met in the same way as before. The giving opportunities and needs are growing as some of the budget challenges grow. The ribbon cutting and dedication of the field was a great event and contribution to the institution. Another recognition is forthcoming in October during homecoming weekend. Alumni events are returning to in person. Most of our grads live in New York. The second largest number of alums live in Florida.

Joshua Lopez shared that student senate meetings have started, and they removed the zoom option which has resulted in higher attendance. The students will be ratifying the budget soon. Enrollment has negatively affected their budget. New clubs are being formed.

Elizabeth (virtual), from The Reporter asked for a recording of the meeting.

Motioned to receive the reports and enter. Kathy motioned; Ray seconded. All approved.

Part 6 – Old Business

There was a motion to vote to approve the student code of conduct as submitted. Wayne motioned; Kathy seconded. All approved.

Lauralea shared that she anticipates Middle States would meet with all governance bodies, including the college council. October 28th is the site chair visit, which will be completely online. The second February 6th to March 1st, which will be in person. Final touches to Self-Study are being done. They will be submitted to MSCHE prior to the site chair visit. To add, the SUNY Council on Assessment will provide a mock assessment on Wednesday, September 28th. Middle States will expect all of us to read it and are looking for honesty and compliance with the standards. The College Council will likely be asked about standard 1 (mission, vision, and values) and 7 (shared governance). Institutional Effectiveness is aligning our assessment cycle with the accreditation cycle. The new timeframe for MSCHE is 8 years. MSCHE is a peer review process, to evaluate our impact. The mission and vision refresh will be provided at the November College Council meeting.

Part 7 – New Business

Dr. Bonderoff shares there is nothing to report yet regarding the timeline for the presidential search. She will inquire with SUNY Administration. The College Council will be heavily involved.

There was a discussion to move the December meeting up to November. November 15th was decided as the next meeting date.

Part 8 – Adjournment

Jack proposed a motion to adjourn. Kathy motioned to adjourn. Ray seconded. The meeting was adjourned at 6:00 p.m.