

College Senate Meeting Minutes

August 29, 2022

Senators present: L. Frisbee, L. Ciarfardoni (at start proxy held by Cheri R.), E. Wagner, S. Shoemaker, A. Krause, C. Rossi, M. Wake (proxy held by Lou R.), J. Cash, S. Jones, L. Tessier, D. Holub, L. Jones, D. Gashler, L. Reyes, L. Walker (alt for D. Keever), S. Purdy, T. Hamblin (proxy held by L. Tessier), B. Finn Maguire, M. Frazier, J. Collins (proxy at start held by E. Wagner), M. Tweed, M. Dehne, G. Salerno, K. Fitch, D. Gulotty, R. Munro, C. Vesterfelt, L. Barger, B. Boyd; L. Diaz; K. Herman; J. Warren

(For this meeting: L. Frisbee serving as Parliamentarian, L. Tessier serving as Secretary)

Senators absent: none

Guests: Officer-in-Charge Bonderoff, Provost Jordan, Mark Sullivan, D. Brower, L. Edwards, J. Shim, Michael Sullivan, S. Deane, C. Mathieu, N. Kurkjian

Meeting called to order at 4:31 pm by Presider A. Krause via Zoom

Motion to approve the June 13, 2022 minutes: G. Salerno; seconded: D. Gulotty; 18 Y, N 0, 3 abstentions; passed

Introductions: College Senators introduced themselves (we have an Ambassador red-tail hawk—ask G. Salerno if you are interested in a guest)

Updates:

Office-in-Charge:

- Thanks for volunteers at check-in and Welcome Weekend: students did well with COVID testing (two positives and they didn't arrive on campus); students were very engaged in activities; we are grateful for all of the orientation leaders and student life activity planning for this weekend; good participation in convocation
- Starting Mentoring Program: at 50, looking for more volunteers; Q: online too, A: yes, we will try to pair people; first meeting is tomorrow; Q: How does this work with Road 2 Success and other programs from last year; A: If with a group last year, you are still with them, but if not, they can give you students; Contact J. Padovani or J. Stedman if you are interested; will provide resources
- Will be a lot of information on Workforce Development and CHIPS and Science Act fund (domestic semiconductors); more information soon
- Partnership with DOL and apprenticeships
- Funds from workforce development and Inflation Reduction Act

- President's meeting: Cobleskill has a partnership with DOT, see if we can partner as well
- M. Sullivan working with SUNY Oneonta, and will be working with Binghamton University to see if students that are not accepted/don't go there will consider Delhi
- SUNY has hired an enrollment person; they did some work at SUNY Oswego yielding 500 new students; trying to keep students within SUNY
- Strategic Enrollment Planning Committee: would like volunteers, and can provide feedback online
- Will put out more on budget and ask for feedback on ways/ideas to save or increase revenues
- Going to community events, Chamber of Commerce, etc.

Provost:

- Cecilia DeCotes is new Assistant Dean of ADN Program
- Dan Davis will be serving as Interim Dean in School of Applied Technologies and Architecture-thanks Dan!; hoping SED approval on BArch soon
- Andrea and Larry-thanks for help with Convocation
- SED approved name change to BBA in Accounting (was "Accounting: Information Systems Auditing")
- We are in cohort 3 of D2L Brightspace; Callas Center and others will be reaching out about this
- Keep using Starfish for now; please lower the flags once you have met with the students
- Academic Policy Committee: Universal grading system needed for Middle States and for allowing students to transfer easier between programs
- Low enrolled courses: there is no policy on this, was told classes needed 8 to run, but at some point in the past it was 10; Fall '21 183 courses with less than 8 students, 146 without counting internships or advanced study; spring 129 ran under-enrolled without internships or advanced study
- Working with consultant, Anna, and L. Edwards to look at curriculum planning; trying to plot out fall and spring going forward; 54 adjuncts were hired last year and this fall we are at 58
- Q: count of under-enrolled courses, some have low caps set intentionally (ex. Vet Sci.); A: was not looking at those types of courses separately
- Q: appreciate need to save \$; if closing a 100-level under-enrolled class can understand this decision, however, students need specific 300-level courses for their degrees, students are having 2-3 upper-level classes cancelled, we are paying another institution to offer the course in one case; can we look holistically going forward at how closing a class impacts students; A: 9 times out of 10 allows upper-level classes are allowed to run; can look at individual students to make sure this isn't happening; students can take required class next semester if they are not near graduation

- Q: session B or K classes are cancelled before students know they need it; students transferring out of nursing may need to drop nursing courses and add B-session, etc.; please do not cancel these classes so early A: Not good idea to cancel 1 week before classes start; if we do it two weeks before, we are told it's too early
- Can create policy for class closings
- Anna's document will look at historical record to anticipate in January what we need in terms of classes in the fall
- Q: is the number staying at 8?; A: let some go at 7
- Q: Nursing clinicals look like 4 in class, but it's because of the way instructors are spread and requirements for nursing; B. Finn-Maguire will help if there are questions there
- Provost will filter out courses with low caps for set reasons (Nursing, Vet Sci., etc.)

Presider:

- Updating Vancko Hall, will shift to using Sharepoint more due to upcoming D2L transition
- Duties of Senator
 - Two trainings will soon be available in VH:
 - one on Shared Governance-we are working to rebuild and define/refine processes as we go forward;
 - one on Robert's Rules of Order- this is what we use for meetings, there will be a cheat sheet too
 - Make a main motion, seconded by Senator, then opened for discussion (guests can speak too once recognized); speak to the Presider in your comments; then vote to approve, vote against, or abstain (not counted as a vote for or against)
 - Q: Where are we getting documents from? Senior Council Meeting, Mr. Landa presented on Shared Governance; A: SUNY materials will be used; we are a part of SUNY University Faculty Senate system; some of the specifics of how we do things locally is still in development
 - Serve on a Senate Committee, or serve as a Senate Rep. on another Campus Committee; much work is done outside of Senate proper in Committees
 - We will locate where there are openings and will discuss committee options with you
 - Committee Work is important
- Goals from CET survey: things people said they wanted to see improved: transparency, clarity of processes and structures, inclusiveness, effectiveness, and opportunities for participation, like values for shared governance; Alice will be reaching out to you and with the O-I-C to operationalize values into things we can assess
- Looking at rubrics from SUNY and SUNY awards in Shared Governance, and trying to progress toward assessing and applying for award

Old Business

C. Rossi (Operations Committee): In need of secretary, no volunteers yet; do not need Senate Experience, 2-year role and sits on Eboard; Q: responsibilities of secretary; A: keeps minutes, distributes minutes and agendas, maintains VH and College Senate website

L. Tessier (Resolutions Committee): described the local and SUNY UFS Resolution processes (see process in Vancko Hall); Approved resolutions go to the Admin. for written response and implementation (if they so choose); these are a way to move forward on shared causes; Re-introduced the local Telecommuting Resolution (based on SUNY UFS Resolution 189-03-1); Senators should gather feedback from their constituents and be prepared to share and vote at next meeting.

New Business

C. Rossi (Operations Committee): seeking nominations for a Parliamentarian, need to know Robert's Rules, or be willing to learn; contact Cheri if you are interested; do not need to be a Senator; if you are a Senator, you would give up your seat (for neutrality); if serving as interim parliamentarian, you would maintain speaking and voting privileges

Announcements: none

Meeting adjourned at 5:56 pm

Next meeting is September 12, 2022