

**THE STATE UNIVERSITY OF NEW YORK AT FREDONIA
MEETING OF THE COLLEGE COUNCIL
UNIVERSITY TOWNHOUSES
February 27, 2019**

Present: Cynthia Ahlstrom (phone), Richard Alexander, Stephen Keefe, Seth Meyer, JoAnn Niebel, Frank Pagano

Guests: William Boerner, Teresa Brown, Betty Gossett, Virginia Horvath, Cedric Howard, Kevin Kearns, Michael Laver, Michael Metzger, Stephen Rieks, Jeff Woodard, Xiao Zhang

Absent: Michael Cerrie, Russell Diethrick, AJ Dolce, Joseph Johnson

MEETING CALLED TO ORDER

The College Council meeting was called to order at 1:16 p.m.

APPROVAL OF MINUTES

The College Council minutes of December 19, 2018 were approved without modification with a motion by Mr. Richard Alexander and seconded by Mrs. JoAnn Niebel.

PRESIDENT'S REPORT

President Virginia Horvath introduced Dr. Michael Laver, Department of History Chair from Rochester Institute of Technology. Under the mentorship of President Horvath, Mr. Laver is serving as an ACE Fellow this semester at the State University of New York at Fredonia. ACE is a premier leadership program and the coordinating body for the nation's higher education institutions, representing over 1,600 college and university presidents. Last semester, Dr. Laver spent his fellowship at Nazareth College. Dr. Laver said he's very appreciative of President Horvath's mentorship and the opportunity to work with Fredonia's Cabinet and Middle States team. Since his campus appointment, he's been exposed to personnel reviews, budget planning, and the Middle States Steering Committee self-study draft. The College Council welcomed Mr. Laver to Fredonia.

Dr. Horvath opened the meeting with questions about her report specific to:

- Procedures for Emergency Program Reduction/Elimination (PEPRE)
- Monica Manney, Lanford Presidential Prize recipient
- Dr. Shaun Nelms Commencement Speaker

- Institute for Composer Diversity in the School of Music
- Chancellor's Award for Excellence in Adjunct Teaching Recipients, and
- Chancellor's Award for Student Excellence Nominees

Dr. Horvath noted that three student nominations were sent forward to SUNY for approval. SUNY is expected to release the names of the finalists tomorrow.

On February 8, President Horvath terminated the PEPRE process. The process was developed in 2011–2012 by Fredonia's University Senate Planning and Budget Advisory Committee. The intent of the process was to outline criteria and processes for potential program reduction or elimination and provide ways for faculty and staff to respond. The process followed a specific timeline for review and decisions. Once rolled out, the process created much anxiety and too much time was being put into developing rationales to support academic programs. Going forward, the good work of those who prepared rationales will be useful to supervisors as they continue to look at ways to strengthen programs and to reduce campus–operating costs.

The campus introduced a Fredonia Retirement Plan (FRP) in January. The FRP is available to all full–time, eligible state employees. Pre–approved by SUNY System Administration, the plan was announced to the campus in early January as a way to help address the campuses budget shortfall. Interested employees were given until March 1 to notify Human Resources of their intent to retire. Every vacancy created by this incentive allows us an opportunity to prioritize campus positions.

Council member Stephen Keefe asked about the FRP deadlines. Dr. Horvath explained that Friday, March 11 is the deadline for state employees to apply and June 30 is the date participating employees must be off the state payroll. The FRP is available to Management Confidential (M/C), Civil Service Employee Association (CSEA), and United University Professions (UUP) employees. Part–time employees and Faculty Student Association (FSA) employees are NOT eligible.

STRATEGIC ENROLLMENT MANAGEMENT (RECRUITMENT AND RETENTION)

Vice President for Enrollment and Student Services Cedric Howard and Provost and Vice President for Academic Affairs Teresa Brown provided an update on enrollment and retention efforts.

Fredonia's enrollment declined to 4,657 is slightly below its target of 4,800 students. Dr. Howard explained that we're adjusting our budget accordingly due to the decline in enrollment.

Several initiatives were rolled out to assist with retention efforts. Faculty continue to be very involved in the retention process. Fall enrollment numbers, including quality and quantity, look very good with an increase of just over 2 %. Fredonia is the only SUNY comprehensive college that is net positive with their first-year application numbers for the fall. Final enrollment numbers will be identified between May 1 through May 15. Fredonia Open Houses have been well received, often exceeding capacity. Two additional Open Houses were added to the schedule, one in Buffalo and another in Rochester.

Provost Brown announced that Academic Affairs has implemented retention teams of approximately 45 faculty across disciplines to begin deep dive analyses on student retention. Faculty are gleaning insightful data as we plan for an all-inclusive campus environment.

DIVERSITY, EQUITY, AND INCLUSION

Dr. William Boerner provided an update on Facilitators Reimagining Equity and Diversity (FRED). Seventeen faculty, staff, and students are participating in an extensive training funded by the SUNY Performance Improvement Fund. Through the support of The Blue Door Group, L.L.C., the individuals will be available to offer diversity training/dialogue workshops on campus when called upon. A public dialogue is scheduled for April and another will follow in the fall.

MISCELLANEOUS

Chairman Frank Pagano asked about Fredonia's homeless student population. Dr. Howard explained that food scarcity is a broad problem on college campuses. This semester, Fredonia has four homeless students and they are being housed in the residence halls. Fredonia also offers two food pantries on campus. The student Food Pantry in the Williams Center is open every Wednesday from 10 a.m. until 12 p.m. The Buffalo Food Pantry makes weekly donations to the Food Pantry. Chairman Pagano suggested the College Council recognize those individuals who have been responsible for setting up the Food Pantries at a future meeting.

Student Council member Seth Meyer asked Dr. Brown how students can become involved in campus retention efforts. Dr. Brown explained that faculty retention teams are currently analyzing data and they will eventually host an open campus forum for faculty, staff, and students.

Chairman Pagano asked Mr. Meyer if he's aware of students feeling isolated and not welcomed on campus. Mr. Meyer said it does take some students time to find their niche on campus, but with over 175 Student Association clubs, he feels Fredonia does a great job of meeting the needs of a diverse student population. Students can start their own club if they can't find one that meets their needs. Regardless of what the campus provides, he said students still need to make an initiative.

Chairman Pagano asked if the campus has a student-to-student mentoring program to help students' transition to life on campus. Dr. Howard said Enrollment and Student Services already offers many ways to help students connect such as peer tutoring and support through EDP, FOP, Volunteer Services, Career Development and Residence Life. Some departments even train students to become mentors to those in the same discipline.

Mr. Pagano praised Vice President's Brown and Howard for their good efforts with enrollment and to help retain students. Dr. Brown said even though Fredonia is doing a good job, she knows we can do better. Teams of Fredonia faculty and staff will continue to work across units to help students succeed.

As a College Council member, faculty member, and as a parent, Mrs. JoAnn Niebel said she knows first hand how many efforts have been made to make Fredonia students feel welcomed on campus, however; she remarked that some students will never find their niche no matter what programs or services are offered to them.

FINANCE AND ADMINISTRATION BUDGET UPDATE

Vice President for Finance and Administration Michael Metzger said the Finance division regularly meets with different units to identify budget variances. The Finance team has been working diligently since July on the 2018-2019 budget. The one-time local FRP offered to all full-time, eligible state employees is built into the budget. Interested employees have between February 15 and March 1 to hand-deliver their completed FRP application to Human Resources. Interested employees will be briefed on their retirement pay and benefits. There is no limit on the number of employees who can take the plan and there is no segregation by bargaining union. By March 15, employees will be notified in writing by President Horvath if their application is approved. Applicants must provide an irrevocable letter of retirement to Human Resources no later than March 22, 2019. Employees must be off the state payroll by close of business June 30, 2019, however; they can separate from service prior to June 30, 2019.

STUDENT ASSOCIATION

Effective January 1, 2019, the new Student Association (SA) administration team takes office. Members include: President Seth Meyer; Vice President Katie Battaglia; Comptroller Jason Cheung; Speaker Shannon Keane, and Chief of Staff Christian Krasnek.

A new and improved bi-annual Student Association Summit was rolled out on February 10. The new workshop style summit was well received by those who attended. The summit provides student club leaders an opportunity to work together and to receive important information as it pertains to their role as Student Association President or Treasurer.

Most recently, the Budget and Appropriations Committee reviewed budget requests for constituted groups along with the general and administrative budget. Student representatives will vote on the 2019-2020 budget on March 2. The preliminary Student Association budget calls for no change in student fees; remains at \$113.50 per semester if passed. SA proposed an increase in the community bus service hours by one hour. Mr. Meyer thanked Comptroller Jason Cheung; Assistant Comptroller Kelsey Lieb, and General Manager Vince Gugino for their good work and long hours on the budget.

In an effort to decommission the security blue light phones around campus, a taskforce is looking to supplement the phones with a RAVE Guardian phone app. The app will allow users to confidentially submit 911 support requests free of charge. The task force will review the benefits and provide campus demos to familiarize students with the phone app.

UNIVERSITY SENATE

University Senate Chair Michael Scialdone was unable to attend today's meeting. President Horvath recapped his written report. Faculty Senate is urging Governor Andrew Cuomo to pass a Maintenance of Effort (MOE) bill. Governor Cuomo has vetoed the MOE twice. An MOE would require annually that the New York State budget include funding for SUNY to cover inflationary increases in operating costs including rent, utilities, and contractual salary increases. The Senate is also urging the state to close the Tuition Assistance Program (TAP) credit gap. The tuition gap is the result of SUNY crediting students for any difference between tuition and the maximum TAP award. Campuses should not be responsible for the difference between entitlement and state allocations. College Council members were asked to support the proposed New Deal Resolution. Richard Alexander moved in favor to support the Resolution, seconded by Stephen Keefe. The College Council unanimously endorsed University Senate's New Deal Resolution.

ACADEMIC AFFAIRS

Academic Affairs continues to look at ways of reducing their division expenses by managing costs of instruction and costs of non-instructional administration. Course scheduling has already been reinvented, saving the campus money and helping students' progress to degree completion. The criteria used to evaluate the organizational structure in Academic Affairs includes:

1. Student-centered
2. Cross-disciplinary
3. Responsive
4. Fair and equitable
5. Enhanced communication
6. Cost-effective

Dr. Brown said we need to ensure that our resources and workforce are equitably distributed. She is optimistic that conversations will continue to lead to good communication and cost-effective measures as they follow three phases: deliberation, design, and implementation. Provost Brown is listening to campus concerns and ideas and will make a recommendation to President Horvath in April on which model the campus should pursue and roll out for Fall 2019. She anticipates the entire new structure to be enacted by Fall 2020.

ENGAGEMENT AND ECONOMIC DEVELOPMENT AND UNIVERSITY ADVANCEMENT

Vice President for Engagement and Economic Development and University Advancement Kevin Kearns provided highlights on the Fredonia Technology Incubator. The Incubator received a five-year grant by the NYS CFA Business Incubator Program.

Internship Coordinator and Career Counselor, Jen Wilkins, received the SUNY Career Development Organizational Award for Excellence in Employer/Faculty/Community Collaborations. Jenn was recognized for her creation of the Network on the Go program.

The 2019 *Senior Challenge* campaign is well underway. The class voted to have artwork placed in the hallway between Maytum and the Library.

Due to a disruption in their office location, Dunkirk-Fredonia Meals on Wheels temporarily moved into the SUNY Fredonia Technology Incubator. They will be housed there until their facility is back up and running.

The *Nurturing Innovation Campaign* which runs through 2020 has reached \$18,760.893 (includes cash gifts and pledges. The College

Foundation endowment market value is \$33,013,998. Donations are coming in on pace with last year at this time.

ENROLLMENT AND STUDENT SERVICES

Vice President for Enrollment and Student Services announced the first of two Signature Saturday visitation programs will be held this spring. Signature Saturday is dedicated to individual majors and departments to allow students and parents an opportunity to learn more about specific majors. The Departments of Sociocultural & Justice Sciences, Communication Disorders & Sciences, and the College of Education will be showcased on March 2. On March 23, the School of Business, Communication, and Computer & Information Sciences will be showcased

Following a professional review, the University Police Department received a positive review with no findings of irregularities.

The campus entered a comprehensive housing study to address a need to refresh outdated residence halls.

FINANCE AND ADMINISTRATION

Fredonia is looking to reduce its campus budget by \$4.5 million, explained Vice President for Finance and Administration Michael Metzger. That's an internal target that will leave us with a \$3.4 million deficit, and a need to borrow funds to cover this shortfall. Implemented raises impacted the 2018–2019 budget by \$3.4 million and \$2 million for the 2019–2020 budget. The state negotiated the raises, but did not reimburse campuses for the difference. Chairman Pagano asked about the specifics of borrowing. Mr. Metzger explained that Fredonia will borrow the funds from SUNY after providing a multi-year correction plan to pay SUNY back.

Work is slightly behind schedule on the Houghton Hall project. Bids have gone out for the interior work of the building. Houghton will eventually house Computer Science, Physics, Geosciences and the Animal Colony.

Fredonia is looking to finalize a solar array project on campus with a private firm. Construction on the project will begin in August/September 2019. The campus will not be responsible for the construction or any future repairs of the panels. Once installed, the campus will receive the difference between our current rate and the savings – amounting to approximately \$400,000 over 20 years. The solar panels will be located along the backside of the University Townhouses. Council members asked if the campus will receive a leasing fee to house the panels on campus. Mr. Metzger explained the campus will not. Fredonia will be the first SUNY campus to collaborate on such a solar panel deal.

Windows at Reed Library are slated to be replaced over Summer 2019 and Summer 2020. Marvel Theatre/Mason Hall annex and McGinnies Hall are slated for roof replacements. Over the next two summers, the heating control panel will be updated in Mason Hall. The refrigeration system in the Steele Hall Ice Rink will be upgraded this summer. A recent windstorm resulted in minor campus damage to the athletic fields, fencing, banners and a few downed trees.

INFORMATION TECHNOLOGY SERVICES (ITS)

Working with EEC Technologies, Inc. from Rochester, ITS is preparing a gap analysis and migration from its dial-tone phone system to a Voice over Internet Protocol (VoIP) communication system. The campus is currently compiling an inventory of all network equipment as part of the new telephone service. Over the next several months, departments will begin engaging in the process to identify their needs.

Chairman Pagano thanked Director of Marketing and Communications Jeff Woodard for his good work on Fredonia's new website. He's very impressed with the look and the format is much more user friendly.

A motion to adjourn was made by Mr. Stephen Keefe and seconded by Mrs. JoAnn Niebel. The College Council meeting concluded at 3:30 PM.

Respectfully submitted,

Denise Szalkowski, Fredonia College Secretary