Attendees:
Kimberley Reiser – President
Robert Axelrod – Past-President
Maryann Faller
Alan Katz
Katherine Bacon
Jeffrey Rosenthal
Thomas Mandeville
Douglas Jones
Andrea Rubin
Johanna Halsey
Leigh Williams
Milton Johnson
John J. Holden
Charley Boyd
Thomas Barthel
Susan McDermott
Elizabeth Sharkey
Raymond Peterson
Robert Jubenville
Louis Silvers
Theodore Skotnicki
Ingrid Cominsky
James Schofield
Arthur Lundahl
Vern Piantanida
Iris Cook
Michael Delaney
Steven Richman
Sarah Kilby
Kathryn Tomaino
Wayne Fulks
Corneilia Rea
Nahed Salama
Tina Good

BUSINESS MEETING – DELEGATES CAUCUS

WELCOMING REMARKS

Dr. Deborah Sydow, President OCC

Dr. Sydow welcomed the FCCC to Onondaga County Community College and to Syracuse. She shared a few notable, interesting facts about Syracuse and the region. Dr. Sydow then congratulated the FCCC and their president, Dr. Kimberley Reiser, on their efforts to advocate for the community colleges.

Kimberley Reiser – President, FCCC

The business meeting was called to order by President Reiser at 9:30 a.m. The first item was approval of the minutes from the spring 2004 plenary. A motion was made by Jake Holden to approve the minutes and seconded by Iris Cook. The motion to approve to the minutes carried, and the minutes were unanimously
approved. Discussion was carried out about the minutes appearing on the website; Dr. Reiser explained that the minutes can’t be posted until they are approved, but that they can be emailed to the delegates on the list-serve in draft form.

Dr. Reiser gave the president’s report, updating the delegates on meetings she has attended since the last President’s report was emailed to them on September 24th.

- The Academic Standards Board of Trustee’s Committee met on October 19th, 2004. Trustee de Russy had resigned as Chair of Academic Standards Board of Trustee. At that time, Father John Cremins was appointed chair. The focus of that meeting was development of agenda for this academic year, including exploring policy regarding academic integrity, student plagiarism, and percentage of part time instructors. Dr. Reiser spoke about the faculty’s concern with the overuse of part time instructors and how that impacts academic integrity and standards. For the remainder of the meeting, Provost Salins discussed the work and initiatives in his office highlighted in the document, “Going Forward”. Other topics that the committee might discuss this year include transfer and enrollment. Throughout the meeting, Father Cremins asked for Kimberley’s and Joe Hildreth’s input.

- The UFS met last week and Professor James McElwaine, Vice President of the UFS, will share some of the work of that organization later. Several resolutions that were relevant to the Faculty council of Community Colleges were passed. One resolution pertaining to campus guidance documents and Mission Review was particularly relevant to the FCCC; and James McElwaine can elaborate on this. Another proposed resolution was not presented to the entire body because Dr. Reiser did not support a sentence in the section about our liaisons to the UFS. The sentence read, “appointments are made by the Executive Committee of the UFS on the advice of the Faculty Council President”. Dr. Reiser met with Joseph Hildreth, Edward Alphonso, who is the UFS parliamentarian, this summer to discuss the liaison situation. At that meeting it was agreed that the FCCC liaison to the UFS committee should be appointed by the FCCC. The UFS resolution was withdrawn; and, instead, the UFS instructed their president, Joseph Hildreth, to present the language of the resolution to the president of the FCCC for appropriate action and then report the results back to them.

- The Community College Committee of the Board of Trustees met on October 25, 2004 chaired by Trustee Stevens, and began with a comprehensive presentation by President Amann from Corning Community College. Vice-Chancellor Eaton gave her report; noting that she thinks that we should begin to think regionally; and emphasized that she was not suggesting consolidation of programs but working together with other community college campuses and even state operated institutions to meet students’ needs. She also emphasized the necessity for community colleges to get involved with work force development. Vice Chancellor Eaton informed the committee that her office is conducting a survey of practicing nurses regarding the New York State Board for Nursing’s proposal to implement a requirement that future associate degree RNs practicing in New York State obtain a bachelors degree in nursing with 10 years of entering practice as a registered nurse. The survey was to find out if the nursing students would have pursued their nursing degree if they had known of this proposal. President Reiser noted that last spring Academic Affairs passed a resolution, which we adopted, asking the Chancellor to not support the move in the state for this bachelor’s degree requirement. Mission Review II is in place. Four of the eight schools handing in their summaries were community colleges. Campuses should expect visits this spring, and the final MOU’s are due by December 2005.

- On October 26, 2004, the Student Life Committee of the Board of Trustees met, chaired by Trustee Jacobs. The committee also discussed the task force on community college housing report as well as the high risk drinking prevention initiative. SUNY has partnered with the Century Council to help us address alcohol and other drug use, especially high risk drinking on our campuses. The permanent transcript notation that we discussed last night with Chancellor King was also discussed at that meeting.

- The Board of Trustees met and approved a tuition increase at some community colleges and also approved a new salary plan for presidents at state operated institutions (the plan does
impact our community colleges) arguing that raises were necessary to keep SUNY competitive and to retain and attract excellent candidates. The proposed salary increase for Chancellor King was withdrawn. The plan for increasing the salary of the presidents moves to the legislators for a 60-day comment period. They have no ability to change it, but Chairman Egan said that the trustees would consider any comments from the legislators. Trustee de Russy was the sole dissenter on the proposal saying that SUNY should not grant raises when it is continuing to revise and seek tuition raises to make ends meet. She spoke against the promotion of executive Vice-Provost Anne Huot and Vice-Chancellor for Student Life and Enrollment, Wayne Locust.

- Dr Reiser spoke about attending a SUNY British community college conference outside of London on October 15-17, 2004 along with a group of SUNY educators including Vice-Chancellor Eaton, President Richards, and President Sydow. The role of community colleges in higher education was discussed. The British system is very different than ours. President Reiser highlighted the conference.

  - It is a fairly unstable system that seems to change about every decade or so.
  - Britain does not have community colleges, they have further education schools which offer training programs but not degrees, and transfer to higher education institutions is very low.
  - The British think we do work force development and transfer very well and were looking to us for best practices. They were particularly interested in business connections and social regeneration. We plan to have another conference in the United States to continue the dialogue.
  - There have already been positive outcomes of the conference. Dr. Reiser met with Dr. Fazoolie, Deputy Director of the Standard Unit of the Department for Education and Skills. They discussed holding a teleconference among the faculty of SUNY community colleges and the faculty of the further education institutions and presidents to discuss best practices in teaching and learning. Dr. Fazoolie is also very interested in having a best practices teleconference on leadership which is one of ICCD’s major missions and one of the FCCC’s concerns as we anticipate the retirement of more faculty and administrators in the next 10 years.

Dr. Reiser concluded her President’s report.

**Report on UFS Planning Meeting**

Dr. Reiser explained that she was unable to attend the meeting because she was at the APPCC meeting and that Charley Boyd, Tom Barthel and Art Lundhal represented the Faculty Council.

Charley Boyd reported that every year the UFS adopts a theme, and this year’s theme is the active support for academic programs. Their goals for this year are:

- Finishing a template for retention which will include a look a graduation rates.
- Report on the state of Greek life on campuses, especially in regard to unrecognized groups.
- Examine the pros and cons of athletics with students including materials from the Greek submissions.
- Taking a look at best practices with Student Affairs.
- The committee will meet again on November 19th in Syracuse.
- A best practices in student affairs conference will be held in Saratoga Springs that includes things such as retention, housing, Greek life, and service learning volunteerism. Charley suggested that the FCCC may want to consider sending someone to that group.
- An awards committee of the UFS is working on a proposal to bar people who win one campus award from one area from winning another award from another area.
• Tom reported on the public relations committee meeting. The committee first had to figure out whether they were going to put information on the website. Then they had to decide whether the information had to be run by the Executive Committee before being put on the website, or if it had to be run by SUNY administration first, before the Executive Committee got to see it.

• Art reported on the undergraduate committee. Best Practices seems to be the committee theme. Every one of the undergraduate committees or standing committees goes through an agenda based on the theme or issue of the day. Their proposals are brought before the Executive Committee in order for them to be approved; everyone seems more aware of the ongoing committee work which also helps to regulate a number of things that a committee might like to see accomplished in a reasonable amount of time.

Dr. Reiser referred to the list of the initiatives and concerns that the FCCC committees would be considering today and tomorrow. The Executive Committee has looked at these and deliberated on them. They can be modified or they can be deleted. The chairs of the committees gave reports.

**Academic Affairs** - Robert Jubenville

• Dual credit initiatives with the SUNY system will be the main issue. We will be looking at some data from the Department of Education relative to state policies. NYS doesn’t have any policies so we may want to look at other states to see how dual credit is evaluated and interpreted.
• The committee continues to talk about the nursing situation; but, based on the fact that the Chancellor has yet to answer our resolution, there is nothing more to be done at this point. Kimberley stated that the Chancellor has not answered the resolution. Bill Murabito at system is heading up this effort, and Kimberley and Joe Hildreth were scheduled to meet with him last week, but Bill had to cancel the meeting. Another meeting is scheduled on November 10th.

**Governance** - Ted Skotnicki

• The committee continues looking at by laws, which relates to code changes.
• We will continue to work on the lobbying effort in terms of trying not only to contain but get back some lost money.
• The committee will continue working on the very important issue of trying to get the FCCC and SUNY Faculty Senate president as non-voting members of the Board of Trustees. Kimberley stated that significant progress was made last year where the Faculty Council President was included in the amendment and the bill, which has yet to pass.

Dr. Reiser reported that there are two new members on the Executive Committee – Ted Skotnicki is co-chairing governance and Doug Sanders is co-chairing community college relations with Iris Cook.

**Community College Relations Committee** – Iris Cook

• Iris handed out the criteria for the Distinguished Criteria Service Award. A selection has to be made for this award by January so this will be considered in the fall. The nominee procedure is delineated on this paper.
• The committee is very definitely emphasizing the promotion of the community college faculty issue and want to work with David Henahan on this.
• Iris reported that there are five Chancellor Excellence awards that community colleges are eligible for and 44.3% of the Chancellor’s awards were given in community colleges. Only 27 colleges are participating in this process and it would be wonderful if all 30 of our colleges would be participating. Kimberley Reiser acknowledged Iris Cook’s receipt of a chancellor’s award in faculty service this year.
Technologies - Doug Jones

- The committee is debuting two websites; one is for exemplary use of the technology divided by discipline; the other is a collection of discipline specific links to websites that help in teaching; this is being done in conjunction with FACT (Faculty Access Computer Technology committee).
- We will update the list serves that exist; FCCCL no longer exists; it was being heavily spammed, and it was brought down. FCCC will be used for now.
- We discussed looking at student readiness for on-line courses and the effectiveness of on-line courses. Iris Cook asked if student evaluations could be conducted for on-line courses, and Doug answered that there is a separate evaluation form on line.

Student Life - Art Lundahl

- Most of the committee’s effort will be directed toward hazing and the permanent transcript notation.
- Classroom behavior and stability is now a moot issue to the committee.
- We will look at international student growth. 8.9% of our students are international students, with significant growth occurring in the last four to five years.
- The service learning component is not currently being emphasized.

Dr. Reiser stated that the next agenda item was “Update on SUNY-wide Academic Affairs Initiatives”. The Executive Committee Members decided that since these were presented by Executive Vice-Provost Huot, the meeting could move into the liaison reports.

LIAISON REPORTS

Dr. William Richards, President, Orange County Community College, APPCC

Dr. Reiser introduced Dr. Richards. Dr. Richards expressed that he considered being part of the FCCC part of his own professional development. He said it was important not just to listen and take in all the FCCC issues and concerns, but also important to take all of that back to the president’s association for increasing the level of communication. The APPCC is primarily working on two initiatives. The most important one is trying to reinstate the level of state aid to community colleges, which had bilateral support in the legislature but was reduced by the governor. We experienced 5% plus growth last year and this year, and that growth is projected to last for the next five years. This is probably the most significant issue we are facing regarding the strategic plan for community colleges, and the APPCC is very much impacted by this lack of funds. The APPCC expressed special thanks to the FCCC, various faculty associations, to student assemblies, student senates, trustee associations all of who have adopted language which asked either the governor to reconsider his veto or to ask both houses in the assembly for override. There seems to be little support for this; therefore, it is very important to keep up the pressure on the legislature to make sure that this is reinstated for next year. The other item that the presidents will contribute to and watch closely is the community college strategic plan which is an important document for all of us. We have asked for one item particularly; the issue on transferability of student credits. We have asked the provost’s office to gather information to do a very careful study, including starting with students, both who are graduates from community colleges and transfer, and those who do not graduate and transfer, to see if there is any difference in loss of credit, what kind of credits are lost, where we are doing well and not doing as well as we could. Five or six other states have adopted a law in the legislature that says if you graduate from a public community college and attend a public senior institution, you are a junior in good standing and have met all the lower general education requirements with no questions asked.

Dr. Arthur Anthonisen, NYCCT

The mission statement for the NYCCT is to strengthen trustees through advocacy, education and communication. The Association of Community College Trustees, along with the Association of Presidents,
contracted with the National Center for Higher Education Management System to evaluate the community college system and how NYCCT should participate within SUNY or whether they should even leave SUNY. The recommendation was to stay within SUNY. The following recommendations of that report have been implemented.

1. Creation of a vice-chancellor position
2. Development of a strategic plan
3. Creation of a standing committee on community colleges
4. Creation of an advisory committee

The third leg of our mission is communication. We decided to divide the states into five regions to communicate with trustees through regional meetings; and we are in the process of setting up a webpage to communicate directly by email. We moved our annual meeting from a fall to a spring meeting, the spring meeting will be held on 4/29/04 – 4/30/04 in Albany. We have begun the process of attending many other meetings, such as FCCC, Student Assembly, Business Officers meetings and reaching out to all the other stakeholders in the community college system.

Dr. William Sheuerman, President, NYSPHECB and UUP

Dr. Sheuerman’s talk was “Structural Changes in the Academy: The Implications of Dependence on Part-Time Faculty”. He spoke about the negative impacts and implications on universities that the hiring of non-tenured, part-time faculty to replace tenured faculty has and pointed out that academic freedom is undercut, shared governance is weakened, quality of education declines significantly as does the opportunity for student growth. Studies have shown that it is the permanent, full-time faculty who carry out the mission of American universities. Part-time faculty loosens university standards, and approximately 42% part-time faculty have been hired to fill a gap that has worsened over the past 10 years. Maintaining academic integrity is a major concern of the FCCC. A lot of the time, part time faculty credentials do not meet the credentials of full time faculty or adjuncts. This transient labor force has put burdens on the permanent labor force which takes away from their initial mission, teaching, and faculty are too busy to address the problem. Dr. Scheuerman stated part time hiring is driven primarily by budget purposes which require a political solution. The NYS Higher Education Board ran an ad campaign, lobbied weekly and is developing a good working relationship with the Chancellor. Dr. Sheuerman summed up by stating the need for working on a national level and state level and the need to be involved and work more closely together.

Dr. James McElwaine – President UFS

Greetings from the UFS. At the last UFS meeting at SUNY Maritime we discussed several interesting items.

- The UFS discussed the lack of faculty input from four-year campuses on Mission Review II. Both Provost Salins and Chancellor King requested a list of those campuses where the faculty feel they have had very little input on Mission Review II. I urge the FCCC to consider doing the same thing if you feel there is a lack of community input on Mission Review II. We believe there is a very thorough attempt by system administration to make the documents of recommendations and the MOU’s thoroughly supported and researched by their campuses.
- The UFS did pass several resolutions. I will be glad to answer questions about the critical issue formalizing the roles of standing committee liaisons. The UFS does its work entirely through its committees. The senate is a deliberating body but not a formulating body, so that without thorough and complete statewide representation we feel the senate is somehow disqualified from its principal role.
- Discussion was held on the rewriting of the Budget Allocation Process (BAP). A new BAP process will be phased in over a two-year period. Six funding baskets (six different scholastic areas) are being suggested associated with budget indicators state wide. The six functional funding categories are: 1) undergraduate; 2) gradate 1 (through masters); 3) graduate 2 (through
doctorate); 4) first professional (pre-med and health centers), 5) research centers and special missions statewide (performing art schools or college of technologies, etc). Only one of these six categories is related particularly to undergraduate education which is a cause of great concern. I urge the FCCC to look very carefully at the budget allocation process rewrite. We issued a resolution supporting yet again the call from the Student Government Association for rational tuition. We did ask again that the Chancellor, the president of student government as well as the president of the faculty senate; and, we hope President Reiser, sit down and talk about what we can do for tuition to at least encourage flat funding and no further resource cuts. President McElwaine was asked about input into the rewriting process, and President McElwaine answered that there is some input through the FCCC and UFS president; but that it is less about changing it than communicating

- What is critical about it. Dr. Reiser clarified with President McElwaine that the (BAP) is for the state operated institutions and not for the community colleges, and the performance indicators do not relate to community college campuses. President McElwaine discussed the change in the attitude of the trustees and the administration, starting with Chancellor King. He said that looking back across seven years, the FCCC, CUNY and the UFS are coming to an apex of our effectiveness, and that it is time to take advantage of this with the positive attitudes of the trustees. He said we all need to work together in all being part of a good solution rather than parts of any problem.

- The UFS currently has three websites, two will soon be non operational.

Ms. Denise Bukovan, Assistant to the Vice Chancellor for Community Colleges

Ms. Bukovan presented “The Community Colleges of the State University of New York Strategic Plan for 2005 -2009”. She discussed the driving forces for this plan and the critical issues of this plan and reviewed the strategic goal areas:

- Goal 1: Insuring access to higher education
- Goal 2: Expand resources to ensure access, comprehensive education and economic development
- Goal 3: Communicate the excellence and impact of the SUNY Community Colleges
- Goal 4: Guarantee opportunities for transfer
- Goal 5: Ensure continued program quality and student success by developing human resources
- Goal 6: Ensure the relevance of program offerings
- Goal 7: Demonstrate quality and accountability

Professor Susan O’Malley, CUNY

Professor O’Malley explained that she represents the 19 campuses of CUNY, both community colleges and the senior colleges. CUNY community colleges fought against tuition raises, but as the senior colleges were raising tuition, there was a lot of pressure for community colleges to raise tuition; tuition was raised on the condition that all the money would go to hiring new faculty.

Professor O’Malley reported on recent CUNY policies which may be useful for the FCCC:

- CUNY completed an Academic Integrity Report which went through campus governance.
- A faculty experience survey is finally happening which will be used for evaluation of presidents.
- CUNY has a student experience survey.
- A Master plan was developed which we are very involved with.
- A conference is being held on December 3rd, 2004 at Hunter School of Social Work defining and defending academic freedom.
- CUNY would love to work together on lobbying the assembly for the FTE money loss.
CUNY is very concerned with community college nursing programs. Professor O’Malley is a trustee, but she does not have a vote. She would like to help getting the FCCC President on the SUNY board of trustees; this may lead to voting members. CUNY has a faculty developed, externally referenced exam essentially for reading, writing and critical thinking, and she stated she could share that test with anyone who is interested. CUNY is very interested in privacy issues, website regulations, and a centralized system that will provide information on everybody. Articulation issues: CUNY students get treated better in private colleges than if transferring to SUNY Colleges. Gen Ed - we finally worked that out, but there are still all kinds of problems. Professor O’Malley brought CUNY’s faculty survey, one copy of CUNY’s master plan and faculty recommendations, notes of the CUNY conference and also a CUNY newsletter.

Discussion ensued about where funding came from for CUNY. Professor O’Malley said they have a local sponsor, the city council. Kimberley stated since CUNY is so effective at lobbying, and one of the charges for the FCCC governance committee is to get involved in lobbying, she asked Professor O'Malley if she could sit with the governance committee and assist them as they begin this campaign. Professor O’Malley invited President Reiser to attend a community college caucus meeting which is held once per month at the graduate school in New York City.

**President Stephanie Gross – Student Assembly**

Stephanie reported that Student Assembly Fall conference was being held the upcoming weekend, November 5-7, 2004. She asked that FCCC members whose student government has not registered for this conference be contacted and encouraged to attend as it is an extremely important meeting. Tuition increase is still a main point. The Chancellor believes that state support should be kept level; we believe that state level should continue to increase. The Student Assembly believes that if tuition has to rise it should follow some sort of index and believes that this relates to transferability. They believe a student should be able to attend a community college for as many years as they want to; and, then when they transfer to a state-operated college, their tuition should stay the same, and not rise, as if they had always been in state operated college. Stephanie asked for feedback as the Student Assembly is still working with the Chancellor who is working with the governor on this. The Student Assembly is trying to promote community colleges working with a group called “The Council of Leadership and Student Activities” who work with high schools; we hope to go in and talk with them about how we work with community colleges and the state. Stephanie is hoping to attend the American Student Association for Community Colleges conference on November 13th and 14th 2004 and looks forward to meeting others in student government. She stated they were involved with the SUNY Rock the Vote challenge which tried to get the highest percent of students to vote on each campus. The Chancellor made it clear to stay non-partisan. The actual challenge went extremely well; over 20,000 students registered to vote. We are still working on getting polling sites back on campuses.

**Mr. Alan Katz – Mr. Alan Katz - President, Community College Business Officers Association**

It is important on a state wide level for faculty and business officers and all constituents to come together and work together in a concept of “We”. At our business officers meeting last week, David Richter, Chief Financial Officer, gave us negative news. He talked about the mess the state is in. New York State suffered greatly from the 911 tragedy. In addition to the loss of life and morale issues, tax revenues are significantly down which are directly tied to Wall Street. Corporate tax money comes predominately from Wall Street Firms and the financial services in Manhattan. Twenty two thousand employees who work on Wall Street receive bonuses from their companies which cover over 25% of the personal state income tax for all of New York State. The impact to Wall Street both in a corporate tax sense and in a personal income tax sense has left our state with what is projected to be a 3.5 billion dollar deficit heading into the 05-06 year. Health care and higher education do fairly well in the budget if looked at over time. For the first time, we are at a position where community colleges
in New York State are on the radar screen. Vice-Chancellor Carol Eaton will do a great job of putting our collective voices forward, and we should work together and not miss this opportunity. The Business officers in SUNY administration are working on community college financing. For the very first time last Friday we met with a representative from the Governor's Division of Budget, who works on higher education, a representative who works for the senate higher education and helps to advise the members of the senate, and the Deputy Budget Director of the House Ways and Means Committee of the Assembly who works on economic development and higher education—something I call legislative links initiative. Mr. Katz is going to recommend to the presidents that this dialogue with the people who talk to our assembly people, state senators and the Governor continue beyond the meetings last Friday with a smaller group to be determined which he hopes faculty can be a part of. He stated that his role as a business officer is to educate faculty, and faculty needs to educate us about your needs, we have to go together to educate the policy makers of New York State. We are starting to catch up with other states in realizing that community college is the way to provide education to those who could never get it otherwise beyond high school.

Mr. Katz reviewed past sources of income:

- For high cost programs in business and technical fields.
- Millage aid (where counties had incentives to pay more if they maintained their effort of support)
- Disadvantage money to help economically and academically disadvantaged students.
- Contract course aid.

Those sources have gone away. He asked how more money can be obtained. He stated opening the dialogue on the legislative link. He stated that community colleges are somewhat penalized by the fact that the fiscal year is September 1 through August 31st, when every other college and university fiscal year in the country goes from July 1 through July 30th. These issues have to be resolved through communication and education on a very specific level. We need to brainstorm on getting other pots of money directly to our campuses:

- TAP money (community colleges get very little of that). Most of the TAP money goes to private schools.
- Department of Labor money. In other states, this money goes directly to the community colleges or community college system. We have to somehow tap into that money.
- K-12 money. Effective lobbying needs to be done with our state senators and assembly people on the local level for those funds.
- Mr. Katz stated the need to act together on a statewide basis but also the need to lobby locally.
- One initiative is to work more closely with CUNY who has political strength in the city which speaks loudly when you get up into Albany.

Mr. Katz stated that the first thing to do is gather data collectively and help with lobbying efforts. Community college funding is less than 1% of the spending of tax dollars on community colleges. He stated we need to see how that compares to other states; how it compares to what is going out to privates. He stated the need to unite politically and lobby together.

Barbara Viniar ICCD (Institute for Community College Development)

The MOU renewing the partnership between SUNY and Cornell was signed this summer by the President of Cornell and the Chancellor. Core funding for ICCD comes partly from SUNY (approximately 75%) and part time funding comes from Cornell. The budget cut applied to ICCD as they are part of the state contracted college at Cornell which is funded by the state and affected by the budget allocation process. When Cornell's appropriation was cut, Cornell passed that cut along to ICCD. All the rest of the ICCD money comes from program revenues. Therefore, ICCD is not in a position to heavily subsidize or offer programs for nothing.
• Dr. Viniar reports to a 22 person board, three from system appointed by Chancellor: The Vice-Chancellor for community colleges; vice-chancellor Betty Capaldi; and Executive Provost Anne Huot. Three people are from Cornell, and 16 are community college presidents. She stated that ICCD’s mission is both national and international. ICCD has formed an advisory board, and the first meeting will be held on November 30, 2004. The advisory board was formed for communication with the people who are more connected with day-to-day campus operations so ICCD can learn what the campus needs are.

There are three parts of our mission:

• ICCD does open programs where they run an administrative leadership program or teaching conference which is advertised and marketed and anyone who wants to attend enrolls.
• ICCD does customized programs for a college, a system or a professional association.
• ICCD does research, very much because we are indeed a research university and they expect us to have a research component for our mission.

Professor Nina Tamrowski – Associate Professor – Service Learning

Professor Tamrowski handed out a guideline of her speech, entitled “Service-Learning: Lessons From OCC” written by Nina Tamrowski and Emmanuel Awuah, PhD. Dr. Tamrowski explained what service learning is: Students participate in an organized service activity that meets identified community needs She discussed how it is a proven pedagogy with a growing field of research showing that when students become more responsible for their own learning, it allows for effective and cognitive learning and is much more memorable and beneficial than textbook learning. She encourages colleges to join the campus COMPACT. The president of the campus must ask to be a member of the campus COMPACT which is a national organization. Faculty support is key and administrative support is essential.

Professor Emmanuel Awuah

Professor Awuah passed out a handout entitled “Self-Assessment Rubric for the Institutionalization of Service-Learning in Higher Education” He discussed the five dimensions to institutionalize Service-Learning.

• Dimension I - Philosophy and Mission of Service-Learning. Defines service learning and ways to tie service learning with institutional mission. Can be tied into something that is already in place, i,e, an honors program.
• Dimension II - Faculty Support for Involvement in Service-Learning. Faculty awareness and knowledge is critical as well as faculty involvement and support. There must be faculty leadership to drive it. There must be faculty incentives and rewards for coordination of the activities pertaining to service learning.
• Dimension III - Student Support for Involvement in Service-Learning. Students should become aware of what service-learning is and there should be a campus-wide mechanism (maybe the campus community itself) for informing students about service learning, resources and opportunities available to them. Student leadership – students should be welcomed and encouraged to serve as advocates and ambassadors. Student Incentives and rewards - the creation of one or more formal mechanisms to encourage student participation and reward them for participation in service-learning.
• Dimension IV – Community Participation – Understanding is needed between the campus and community representatives, creating an environment of mutual understanding and partnership. You are empowering the community agencies to participate in service-learning.
• Dimension V – Institution support – This is critical. In order for service-learning to become institutionalized, the institution must provide substantial resources and support toward the effort. This consists of a coordinating entity, a policy making entity, the appropriate number of permanent staff, funding for service-learning which is primarily supported by hard funding from the campus and finally administrative support, having an office which is responsible for ensuring that the service-learning initiatives become essential.
An informal resolution was introduced by Iris, expressing appreciation to Dr. Reiser:

Whereas she has once again informed, involved and inspired our lives and our deliberations with her usual grace, dignity and professionalism

Be it resolved that the FCCC express its thanks and appreciation to President Kimberley Reiser at this 2004 plenary meeting of the FCCC for her superb leadership and gracious actions.

Meeting adjourned, 5:15 p.m.
Respectfully submitted,
Beth Garabedian
Saturday, October 30, 2004

Call to Order

Because Dr. Reiser had to attend a funeral, Milton Johnson called the meeting to order at 11:40 a.m.

New Business

A correction needs to be made to The Community College Relations Committee Report. Under the list of the five awards which are now eligible at all the campuses, “Excellence in Professional Service” is listed twice and should only be on there once. The one that was left off by this duplication should read “Excellence in Scholarship and Creative Activity.

COMMITTEE REPORTS

Academic Affairs

The committee looked at a publication entitled “State Dual Enrollment Policies” published by the US Department of Education. According to this publication, New York State has no policies, and the committee is trying to develop some policies that might be worked into a proposal to give to the Chancellor to bring to the State Education Department. A number of situations exist in the high schools where the committee doesn’t feel academic integrity is being followed. No rules and regulations are associated with those courses, except at the individual level of the local community college and high school articulation. Some four-year schools are not accepting our dual credit courses. The committee plans to rework some of the specifics associated with things like state policy, and academic integrity. Development and, hopefully, a completion of some of our concerns will be presented to the Chancellor at the spring meeting. Johanna Halsey mentioned a website containing a booklet which addresses college level learning in the high schools and will send the name of the website out to members.

Governance

The Governance committee focused on the need for participation in lobbying efforts to the FCCC members’ respective assembly members for the FTE money replacement and the capitol project. Both issues are supposed to be revisited sometime in the middle of November. Updating the governance leader’s list serve is an important issue, especially now in terms of issues and lobbying, and a sheet was circulated for list-serve updating purposes. The committee will be looking at revising and updating the paper on shared governance. Changes to the code have to be legally processed; but changes to the bylaws, under which we function as a body, are things that we can change locally. The code revision should be in equivalent terms to the Faculty Senate language as this could affect funding. The Faculty Senate currently gets $20,000 from the state for governance leaders. Trying to get the governance leaders to come to our meetings is a problem, and colleges don’t provide funding for this. Therefore, obtaining separate funding from the state would be quite helpful. There is a weakening of the governance structure; so best practices is a purpose and a goal. It is important to liaison with governance leaders and possibly even the presidents again so they have an idea of what is going on outside of their campuses. This would strengthen our cause with regard to governance, individually and within the campuses as a whole.

Wayne Fulks is not officially at this meeting as a delegate; he is here as an observant. According to the code of this body, delegates are elected. Wayne has been trying to get an election held on his campus; and, twice, the election for a delegate has been skipped over on the agenda because the campus governance leader officially is vice president of academic affairs. Until one week ago, the president’s position was that this position is strictly an appointed one and that since she paid for it, she got to appoint the person. Whatever the code said was of no particular consequence, and the vice president indicated to Wayne that by continuing to
raise the issue of asking for an election, he was making an issue out of something that was not otherwise an issue. The campus is still trying to block an election and wants to leave the position vacant so that no delegate would come to this meeting; figuring that if they could stop an election from happening, there would be no delegate. Therefore, the whole problem would somehow go away, and they would be able to go back at some point in the future to appoint a delegate.

Bob Jubenville brought up that this issue goes back to the best practices paper on governance. Some of us know international experts on faculty governance, Karen Marco and Joe Flynn, who would be two really good resources. He suggested that maybe some time could be dedicated at the fall meeting for this or another particular issue.

**Community College Relations**

Iris Cook asked if there were any nominations for the Distinguished Service Award; and, if so, to please forward them to Doug Sanders or her. At this point, there is one worthy nominee, Thomas Cooper, but the committee is comfortable with listening to others or electing the one we have. Iris asked that Thomas’ name not be revealed to others at this time. There are three community colleges who are not participating in the distinguished awards and FCCC members were requested to take the message back to their campus about participating. Ten campuses have not responded to the SUNY Distinguished Professor Award, and the reason for not responding is not known. FCCC members were asked to go back and check that their campus has responded positively. Ginette Chambers in the provost office at SUNY Administration is the contact person for this.

**Technology**

Fcccl is no longer operational; it was getting heavily spammed and we had to shut it down. Doug suggested that FCCC members check the faculty council website and let him know of any wrong information or any information that needs to be updated. He asked members to submit any knowledge of exemplary use of technology that could be FACT sponsored and lead to a system wide license. Bob spoke of an audio response device which is hyper-interactive teaching technology. It can be used to take roll and also used as a way of assessing learning. Questions are asked of students based on the last class. Discussion was held of FTE money and credit for lab work.

**Student Life**

The primary committee discussion was the permanent transcript notation (PTN) and the requirements for PTN. This process is being carried out so that campuses can develop a positive affirmation statement and provide a policy for what will constitute a PTN, whereby, students will acknowledge having read the code of conduct. Each campus has the authority to determine what is to be on the PTN; but hazing must be included and a hazing violation must be part of the PTN. Chancellor King wants this process to be completed by December, 2004. Community Colleges are exempt, but they are encouraged to submit this information to the Chancellor to be shared with system.

Student Life is going to compile a list from the information that the state operated colleges are mandated to submit to system. They will then create a list of the general trend across SUNY of what offenses would constitute a PTN. The FCCC will then have a list for faculty perspective and what faculty feels appropriate PTNs would be if any. That information can then be disseminated to the community colleges to use for educating student affairs people who can then relay the information to students. Students will then have an expectation of what the climate is at the school they may eventually transfer to, and this may affect where students want to attend depending on the school's code of conduct. FCCC's concern is that the PTN may grow to include other issues that are not related to bodily harm, such as alcohol use. Marie Prentice of student government said this was the first time she had heard including other issues to the PTN other than hazing. She stated there was nothing on line about this and was deeply concerned that a student could be kicked out of school for an offense that was within the law. She believes heavier consequences for hazing are
understandable, but the University should not be able to do whatever they want regardless of what the law is. The overall feeling is objective but not over responding.

A motion was made by Thomas Barthel that President Reiser write a letter to the Chancellor expressing the FCCC's deep concern about this matter and the fact that most of the FCCC and students were not aware of the policies and penalty. The motion was seconded by Bob Jubenville. All were in favor of the motion.

- The classroom civility topic and conduct in classroom issue was discussed; the committee is in a conceptual state of a teleconference with the best teacher(s) on this subject.
- International students comprise about 8 to 9% of our population and the committee is looking into addressing the roles and cope of their presence and influence their needs.
- It is agreed that we are all at Stage 1 in Service learning and encourage the FCCC to consider service learning.

Milton asked about the results of the task force on housing on community colleges. Art explained that the end result of the task force is a substantial manual which is basically an instructional aid. This book has been distributed to all the presidents and is accessible on the campus. Art stated that the first 30 pages of this manual and the power point presentation could be sent to Doug and will be available on the FCCC website.

Milton stated that Kimberley wanted to add a section under committee reports regarding University Wide Initiatives; GEAR and ACGE. Milt gave a brief report of his observation while attending GEAR meetings. Milt gave a brief report of the GEAR meeting that he attended in October 2004. The proposed changes from the resolution initially passed at the FCCC April 2004 plenary resolution were adopted. The GEAR committee developed some proposed guideline revisions or proposed changes to the GEAR document and approved those proposed changes. The rest of the meeting was spent discussing Strengthened Campus Based Assessment and ways to norm assessment for mathematics, critical thinking and writing. Three work groups were formed: One which dealt with locally developed as well as SUNY normed, locally developed using a national norm, and the third one is the standardized test. Each work group’s charge was to research and develop protocol that campuses may follow to bring the tests about. The GEAR group will meet again on November 4th, 2004 and the three groups will report back then.

ATCGE is meeting on November 9, 2004 in Albany. The main agenda item is to establish a process for revamping the math learning outcomes, along with some other points for review. Wayne reported that the math learning outcomes are the most problematic; for this reason, the committee will start with this but will work through all of the learning outcomes in all of the areas on a regular basis so all the areas become updated every three to four years. Because math learning outcomes are arguably the most problematic, this will be the first item on the agenda. However, on a regular basis the committee will work through all of the learning outcomes in all of the content areas so that every three or four year’s all areas will be looked at.

Milton referred to the faculty development initiative that was contained in the members’ packet and the importance of sharing this on their campuses. Iris said to especially read recommendation #13.

**Budget Report**

Vice President/Treasurer Milton Johnson handed out a copy of his budget report and shared a brief history of the past struggle in keeping track of monies because the budget has not always been itemized. The current budget report is an attempt to itemize FCCC income and expenditures. Milton reported the income of campus contributions of $18,000 based on each campus contributing $600 and the SUNY contribution which as of now stands at $20,000, but this figure needs to be confirmed. Milton went over historical category expenses and the new budget breakdown for these expenses and how they will be clarified this year in more detail. The goal of the budget is to itemize spending to become better lobbyists for the FCCC.
A Motion to accept the budget was made by Bob Jubenville which was seconded and passed with all in favor and no abstentions.

**Future Meetings:** The spring plenary is being planned for April 7, 2005 – April 9, 2005 at the Otsego Resort in Cooperstown. Milton will pursue with Kimberley the issue of having a theme for the spring plenary. Discussion of who was interested in hosting the Fall 2005 plenary was carried out. SUNY Orange and Hudson Valley Community College offered to be tentative host sites. Milton stated that approval needs to be obtained through the college president and encouraged both campus representatives to contact their president about interest in being a host.

**Good of the Order** – Discussion was held of having fewer speakers and more committee meetings at the spring plenary. Iris suggested that because of budget restrictions some of the FCCC meetings would best be served by conference calls. Milton will get back to everyone and make appropriate budget adjustments as soon as the correct contribution amount to the budget is confirmed.

An informal resolution was introduced by Iris:

*Whereas, we have enjoyed the advantages and charms of the lovely city of Syracuse – the “Saline City” from our feet to our food to our furniture: and*

*Whereas our splendid accommodations have soothed and comforted us while our minds and spirits have been stimulated, engaged and appropriately rewarded: and*

*Whereas our work has been conducted under the most delightful conditions: therefore,*

*Be it resolved that the FCCC extend its heartfelt thanks to our congenial hosts – President Debbie Sydow, delegate Jim Schofield assisted by Ingrid Cominsky and Onondaga Community College for a most rewarding Fall 2004 Plenary Session.*

*“Jimbo was supremo – nothing went akimbo nor ended up in limbo”*

*Tonight we will fall back – tomorrow – trick or treat – Enjoy your choice.*