

**UNIVERSITY POLICY AND PLANNING COUNCIL
2017-18 CHAIR –JAMES COLLINS**

**SEPTEMBER 20, 2017
MEETING MINUTES**

Present: J. Boyle, S.Chittur, J.Collins, S. Goel, K. Lahiri, M.Leventhal, L. McNutt, C. Parker, K.Reinhold, K. Rethemeyer, J. Stefl-Mabry, J. Stellar, J. Van Voorst, D. Wharram

Guests: Jon Bartow, Graduate Education
Harvey Charles, International Education
Karen Chico-Hurst, Registrar
Anne Marie-Murray, Provost Office
Annette Richie, International Education

Approval of the Minutes from August 30, 2017

Correction of Karin Reinhold name on May 11th 2017 minutes. No changes to September minutes. Minutes of the August 30th meeting approved, 2 abstentions, 10 approval.

Provost's Report

Provost Stellar has returned to his position of Provost and President Havidan Rodriguez is now officially here. We have momentum as a University and Provost Stellar believes we will go thru this transition seamlessly. We have many exciting projects on the horizon, such as building two new colleges, the dynamics between the new colleges and the existing ones to build new partnerships. The Excelsior Program we believe has contributed to our transfer surge, we do not believe that the excelsior program helped the freshman enrollments as their decisions had been made prior to the program development. Overall our enrollments are up which is great as we will be having additional costs with the new investments in faculty. Provost Stellar then opens up the table to questions. The questions begin with, have the increase in anticipated enrollments in engineering helped our overall budget to fund the campus initiatives? We expand by size, we cannot raise tuition so we need to cover the new faculty salaries with the increased enrollments. There are timing issues with all of this for example we have a department chair with no enrollments yet as we are staging the program to begin. Balancing all of these is crucial to the success of everyone. The Provost's Office will be conducting a study to examine departments and ensure they have the resources they need to be successful, and possible reallocations will be determined at that point. There are many opportunities for synergies between the faculty here on campus as well as with other institutions, such as Hudson Valley and Albany Med. Next question is what is the vision for the Health Sciences Campus? For 30 years we have had a partnership with the Department of Health. These faculty are paid for by the state and tenured by the state, but they work with us, they even serve as our department chairs. They are important to the School of Public Health,

and were one of the reasons for changing the name from the East Campus, another is the desire to use this rented land and space to companies that can interact with us. We want to draw the Health Sciences Campus in and strengthen our research. The third question is what is the status of the Information Science department? The possibility is currently between Rockefeller College and College of Homeland Security, the recommendations are now being presented to the President to get his input/ decision and we hope to have a decision soon. The lack of resolution is becoming an issue and we do not want that to impact the program itself, it was a victim of the transition and the Provost hopes to have an answer by next meeting.

Vice President for Finance and Administration Report

Not much has changed since last month's meeting on the budget front, we are coming to the end of the third week of classes which is the end of the add/ drop period so we will have the final numbers soon and will be doing the snapshot soon on our final enrollments. It is not final yet but the expectation is that we will be short of our targets with master's students, we are right about where we thought we would be with Undergrad, perhaps a little over. We have had an increase in out of state students in both graduate and undergraduate students from a money perspective helps offset the shortfall. Accounting and Institutional Research are working on the numbers now and should be ready for next month. The SUNY wide ask of the governor is starting to gel and is evolving and we hope to have a more interactive role with SUNY in the process. The maintenance of effort part of the budget bill is going up to the governor and the hope is that the state will cover some of the increases that we will be facing soon, this has been signed off by the legislature and the senate and is now with the governor. We anticipate that the governor will turn this down and have the expectation that we as a Campus will need to cover the expenses.

Global Distinction Milestone

Three documents have been shared with the members of the council the documents include a course action form, a list of milestones and criteria, and a PowerPoint listing the various aspects of the program. Now that we have a campus impact form do we want to hold off on this milestone until a later date or listen to the program details today? Harvey Charles would like to present with us a presentation today as to not hold anything up. Last semester when we met we learned that a student could not work on two degree's at the same time, to offer students the ability to immerse themselves in an enriched program we now propose a 4 semester or equivalent language requirement, 3 courses or 9 credit in three distinct themes, the themes are international relations, international development and economics, and lastly cultural and intercultural competencies. Lastly, the students would engage in a 26 week study abroad experience where they would have a semester of education and then an internship proponent. Students that engage in these experiences which all currently exist, but in this we are bundling all the existing services to create a strategic and structured set of experiences for students to discover. There will be impact but the impact should be in all the ways one would hope, more students would be enrolling in language and we would hope to increase the languages that can be offered. This program is the kind of stuff we want to do as an institution. The hope would be to launch this program this semester and begin offering this experience to students. This program is meant to be completed in a student's normal degree plan. There are many courses on campus across the departments that

students can enroll in and the students should not run into a problem of being locked out of classes due to not being in the major since this is a milestone. Annette Richie would be the main advisor for this program from International Education and it will be a mixture of information sessions and face-to-face meetings with the students in the milestone. There is a milestone markers checklist that has been developed that will help guide the students on what they will need to take/ do to complete the requirement. This is a series of experiences that can be integrated into any program on campus. There is currently a milestone in the graduate level that mirrors this proposal at the undergrad level. It is believed that the job opportunities will be increased by students having this experience and that retention with students on campus will also increase as the students are more engaged. No student will not have an abroad experience because they cannot afford it there will be a needs assessment. Last spring all departments were sent notice and invited to engage in conversation about the program and where we see it going, there were three separate workshops offered. In the fall we are hoping to consult more with the individual departments. A motion was made and seconded to accept the proposal, with the stipulation that we receive documentation from the Dean of College of Arts & Sciences confirming that the College has been consulted about impact on academic departments and supports the Milestone proposal. The motion was unanimously approved.

Academic Calendar

Karen Chico Hurst presents the academic calendar for Fall 2018 and Spring 2019. The calendar is established off a set of guidelines that were established by UPPC and the Fall 2018 semester will begin on the last Monday in August. This year we are unable to offer travel days before and after Yom Kippur and Rosh Hashanah, the calendar guidelines allow for this. The main reason we cannot accommodate the travel days this year is because we would not have been able to allow for a winter session. Guidance will be provided and given to students and faculty that will be observing the holidays. Some of the tightness in the calendar is also due to the Excelsior scholarship due to the grading and packaging of the aid needed. Winter session minimum must also be met, the minimum is twenty days. In the Spring semester now we have a three day commencement that we need to factor in. Another factor in the schedule is the cleaning and improvements that need to be made to classrooms so we ensure we factor time in for these as well. The question of how many years of calendars we have prepared is brought up and Karen is happy to address this concern and have a three or five year calendar plan. Overall the committee is in support of seeing calendars for multiple years. The Registrar noted that all the calendars also include the stipulation that they are subject to change as necessary. The motion is made and seconded to approve the Fall 2018 and Spring 2019 calendar, and subsequently prepare a 5-year calendar plan. The motion was unanimously approved.

Sub Committee Reports

Due to timing constraints today it is proposed that we have Chair and Committee reports next month and will ask to have the appropriate contacts attend the meeting to offer us more information.

Motion to adjourn, seconded. Meeting ends at 2:20pm