

**Meeting of
The Association of Presidents of Public Community Colleges**

**SUNY System Administration, Albany
November 13, 2003
Minutes**

Members Present: Floyd (Bud) Amann, Gabe Basil, Marshall Bishop, Joyce Brown (PM), Jim Champion, David Conklin, Gregory DeCinque, Carol Eaton, Sean Fanelli, Dennis Golladay, Dan Hayes, Carl Haynes, Don Katt, Jim Klyczek, Bill Murabito, Joseph Olson, Shirley Pippins, Bill Richards (PM), Gail Rogers Rice (PM), Michael Schafer, Debbie Sydow, Helen Veres, Barry Weinberg, Ron Williams

SUNY System Administration: George Anker, Stacey Hengsterman, Patricia Pietropaolo, Preston Pulliams, Pat Wiater (PM), Barbara Wilson (PM), Denise Bukovan

Guests: Kimberley Reiser

I. Welcome

Carl Haynes called the meeting to order at 8:27 a.m. and welcomed all in attendance. He thanked Peter Sanderson and FACTS for hosting last evening's reception at the Desmond.

**II. Best Practices - Joseph Olson
Presentation: County Legislator Relationships**

Carol Eaton introduced Joseph Olson. He discussed the relationship between himself, Jefferson Community College and the Jefferson County legislature. The relationship is a good one, a legacy from John Deans, the previous president of the college. There are currently some governance ("Plan C") issues being addressed between the college and the county.

The group subsequently engaged in discussion of the various governance relationships between colleges and their sponsors. Some issues include a county claiming authority to approve the college's reorganization plan, a county claiming a college is a county department and that it has authority to approve personnel positions, counties conducting pre-audits of expenditures, some claiming authority to set administrative salaries, and some claiming authority to approve line items in the college budget. It was suggested that there is a need for a meaningful way to make sponsors aware of the newly revised code and to enforce it. SUNY assistance is needed. Preston Pulliams noted that he is working with counsel on plans to implement the code revision. He also noted that Dona Bulluck regularly assists campuses with "Plan C" (governance) issues.

It was also discussed that, while some colleges have issues with their sponsors, many others have excellent relationships with their sponsors. Examples of these good relationships were given, including presidents being on the county agenda, making reports to counties, colleges having meetings and breakfasts with legislators individually and collectively.

III. Approval of Agenda

There were no changes or additions to the agenda.

IV. Approval of Minutes of September 13, 2003

Dennis Golladay, seconded by Carol Eaton, moved that the minutes of the meeting of September 13, 2003 be approved as submitted. The motion was carried.

V. Treasurer's Report

David Conklin presented the proposed budget for 2003-2004. *Sean Fanelli, seconded by Carol Eaton, moved that the budget be approved as submitted. The motion was carried.*

It was noted that all dues have been paid, including two CUNY members. It was suggested that a future agenda item be the relationship with CUNY. Dennis Golladay suggested considering associate member dues for the CUNY colleges. Bud Amann suggested planning one meeting a year at a CUNY campus and considering a joint legislative agenda.

David Conklin reviewed the Treasurer's report. *Ron Williams, seconded by Dan Hayes, moved that the Treasurer's report be approved as submitted. The motion was carried.*

VI. Value-Added Assessment Committee

Debbie Sydow reviewed the letter from APPCC that was presented to the Chancellor yesterday by the Executive Committee. The group has requested that the process be slowed down and that broader input be sought. The Chancellor confirmed that the Board and he are interested in broader input. There are several major points: Assessment should be a local process and institutions should not be compared. Similarly, the issue is how the data will be used. Public expectations should be defined before deciding measures for achieving accountability. In addition, the pre-test/post-test design is flawed and a valid instrument needs more than one month to be developed. Finally, the issue of the cost of doing assessment is a serious one.

It was proposed that the group endorse the letter and share it with the Faculty Council. Kimberley Reiser offered supportive remarks, noting that the existing process of general education assessment works. She requested to be advised on the wishes of the presidents and whether they adamantly oppose value-added assessment. She reported that at the Board of Trustees Academic Standards Committee meeting the consensus was to take more time and support the Faculty Council resolution. Trustee de Russy reported that the program would proceed according to plan. Chairmen Egan wants the matter resolved by January.

Debbie Sydow noted that the presidents' position is to hold off and let the current General Education Assessment process work. Bud Amann advised that the group urge the Board to consider the issues but not take a militant position in opposition. There is a need to temper opposition with a pledge to cooperate and address the issues.

Gabe Basil, seconded by Ron Williams, moved to endorse the letter from the APPCC to the Chancellor as the official position of the presidents.

Preston Pulliams reported that he has discussed the issue with the Chancellor, who will use a broader group for implementation and has given the matter back to the faculty groups with proposals for changes and requesting a response. Preston advised that the group not go on record opposing the effort. Sean Fanelli noted that the letter is not opposed to value-added assessment, but rather proposes that the issue of accountability be addressed through the GEAR process. The presidents do support assessment and are not refusing to participate.

Carl Haynes recommended that the group endorse the letter with the official position that the current assessment process needs time to be fully implemented and prove its effectiveness before pursuing other processes.

There was discussion of local board resolutions taking a position in addition to students and faculty. In terms of process, Preston noted that the presidents have access to the SUNY Board through its Committee on Community Colleges. He can put an update on their December 1 meeting agenda. Mike Schafer reminded the group that they should continue to work through the Chancellor.

Carl Haynes recommended that a group present an update on assessment to the Committee on Community Colleges on December 1. Carol Eaton (who will lead), Gabe Basil, and Gregory DeCinque were designated as the APPCC representatives to attend the December 1 meeting and provide an update on assessment. Kimberley Reiser suggested that the APPCC letter be shared with the SUNY Trustees. Debbie Sydow also proposed that the group make a similar presentation to the Academic Standards Committee.

The group voted in favor of endorsing the letter from the APPCC to the Chancellor as the official position of the presidents on value-added assessment.

VII. ADN Nursing Licensure Requirements

Mike Shafer shared a letter from Barbara Zittel, Executive Secretary to the New York State Board of Nursing, describing a proposal to increase the requirements for permanent nursing licensure to include obtaining a bachelor's degree in nursing within ten (10) years of beginning practice as an associate degree nurse.

There was discussion of this important issue and concerns were expressed about the implications of such a requirement not only upon the nurses but on their availability at a time of critical shortage. Suggestions for action were made, including writing a letter of opposition from Chancellor King to Commissioner Mills, presidents contacting legislators, and getting input from the faculty nursing departments to whom the letter was directed. It was also suggested that the group create a task force of colleges with nursing programs. Dona Bulluck's assistance is needed to interpret the Education regulations that the proposal cites.

Patricia Pietropaolo reported that she called Gail Rosetti in the Office of Professions at the State Education Department. Gail emphasized that this is not an attempt to end or denigrate the associate's degree in nursing but to move toward the bachelor's degree to encompass management skills in the profession and to increase the nurses in the pipeline who can teach. Patricia suggested that if we do not support the proposal, provide positive suggestions, for example, funding for tuition, and ways to encourage the BSN as an option but not a mandate. Perhaps colleges can deliver modules of management skills training and alternative delivery systems rather than require a bachelor's.

A committee was formed to draft a letter on the issue to the Chancellor and includes Mike Schafer (chair), Bill Richards, Barry Weinberg, Sean Fanelli and Patricia Pietropaolo. Since the matter is urgent, Mike will get out a draft by the end of next week and the group will work by e-mail and conference call. Patricia Pietropaolo will talk to Michael Trunzo and Stacey Hengsterman.

VIII. Vice Chancellor's Report

- **Senior Cabinet Update:** Preston Pulliams reported on recent changes in SUNY System Administration structure. First, the Chancellor now includes the Vice Chancellor for Community Colleges in Senior Cabinet meetings. Second, Betty Capaldi, currently the Provost at the University at Buffalo, has been named Vice Chancellor and Chief of Staff effective February 1, although she is already attending meetings at System Administration. She will be responsible for legal, community colleges, public relations, governmental relations and auditing departments, and will coordinate System activities. Preston noted that he is looking forward to Betty's leadership and suggested that APPCC extend an invitation to her to attend a future presidents meeting. He also noted that Vice Chancellors Richter, O'Connor, Salins and Capaldi will report directly to the Chancellor.

[Preston Pulliams was called to another meeting. He will complete his report this afternoon.]

IX. Committee Reports

- **Professional Development**

Carol Eaton reported that Mark Goldstein, CUNY Chancellor, will be invited to serve as speaker at the next APPCC meeting in February.

- **Liaison**

Don Katt noted that travel vouchers to APPCC from presidential liaisons for the expenses of travel to the constituent meetings are allowable.

- **Faculty Council of Community Colleges** - Carol Eaton reported that the October meeting of the Faculty Council was a one topic meeting on assessment.

- **Continuing Education Association of New York** - Bud Amann reported that he attended the CEANY meeting in Geneva in October and that he, along with several other SUNY and CUNY community college presidents, served on a panel that discussed the commitment and expectations of continuing education. Bill McClure, CEANY President, has requested to speak at the February APPCC meeting. It was suggested that other groups could attend at APPCC meetings as well.
- **SUNY Community College Business Officers' Association** - Dennis Golladay reported that he attended the October meeting of CCBOA and that they discussed two main issues: 1) enrollment audits and guidelines for spot audits, and 2) tuition policy and their desire for parameters to guide local policy. CCBOA President Alan Katz requests to speak to the APPCC; he will be invited to come to the February meeting.
- **SUNY Association of Institutional Research and Planning Officers** - Jim Klyczek had no report.
- **SUNY Community College Chief Academic Officers' Association** - Mike Schafer reported that he attended the recent meeting of the CAO's, where Provost Salins gave a PowerPoint presentation on the strategic initiatives of the Provost's area. (Mike noted that he also saw the presentation at the September meeting of the Board of Trustees.) In addition, Associate Provost Beth Bringsjord gave a presentation to the group on Mission Review II, which will begin soon.
- **Council of SUNY Community College Chief Student Affairs Officers** - Barry Weinberg reported that the CSAO's discussed the issue of community college dorms. In addition, there is a proposal in the Legislature to enable Dormitory Authority funding of community college dorms.

- **Summer Conference**

Gabe Basil reported that the annual conference of the APPCC will be held on June 22-24, 2004, in Cooperstown and that plans are on target.

- **Faculty Council of Community Colleges**

Kimberley Reiser noted that she had already given her report under the Assessment agenda topic.

- **SUNY Tuition Reimbursement Program**

Gabe Basil reported on the project to expand the SUNY Tuition Reimbursement Program for community college employees. The committee proposes to triple the amount available over the next two years. The process will involve requesting the SUNY budget office to request more funding, since this program is part of the SUNY-wide programs appropriation.

The proposal was discussed. Mike Shafer noted that the Chancellor will support reasonable requests and that we should push for the second year money. Ron Williams suggested taking a broader approach. The SUNY Board can approve variable tuition rates (off-campus) and can create differential tuition rates for employees pursuing degrees. Greg DeCinque suggested offering tuition waivers rather than reimbursements.

Gabe Basil, seconded by Sean Fanelli, moved that the proposal to pursue second year tuition reimbursement funding be approved. Mike Schafer, seconded by Ron Williams, moved to amend the motion to include the year two funding allocation of \$345,000. The motion to amend was carried.

Sean Fanelli noted that the group needs to limit its budget proposals as this distracts from the primary issues of base aid and full funding. It was noted that the proposal will go through the university-wide State budget process, not the community college budget process. It was agreed to give the tuition reimbursement program proposal to Preston Pulliams to take to the Chancellor and David Richter.

The original motion, as amended, was carried.

- **Legislative Affairs Committee**

Mike Schafer summarized the previous day's discussion on the budget with the Chancellor. The critical budget issues for the community colleges are full funding, base aid and capital funding. Twenty million (\$20M) will be requested for full funding of enrollments. In addition, the committee proposes to request either a 2.5 percent base aid increase (\$58 per FTE / \$21 m.) based on HEPI, or a 2.2 percent increase (\$50 per FTE / \$20 m.) based on the CPI. The current capital funding is not sufficient to fund campus master plans. The committee recommends requesting an additional \$250 million toward the \$1.2 billion need. This is also consistent with CICU's request for state capital funding for the private colleges.

The group discussed the restoration of rental aid. In addition, they discussed a proposed modification to the meningitis law limiting the requirements to full-time students, and Programs for Bias Crime on Campus (A75-17), which requires colleges to provide orientation and support services relating to bias-related crimes, both of which are unfunded mandates.

[At noon, Carl temporarily adjourned the meeting so the presidents could attend a luncheon with the Chancellor. The remainder of the agenda will be completed at the sector meeting in the afternoon.]

[VIII. Vice Chancellor's Report - continued]

- **SUNY Task Force on Efficiency and Effectiveness** - Preston Pulliams reported that Admiral Crane is expected to give a report and recommendations to the Board of Trustees at their next meeting. It is anticipated that the report will make recommendations about transfer and benchmarking for community colleges. He reported that his office is looking into the feasibility of the community colleges participating in the National Benchmark Project being led by Jeff Seybert of Johnson County Community College, Kansas. Preston will request that SUNY pick up the cost of participation of \$1,000 per college.
- **HIPAA** - Preston updated the group on the SUNY HIPAA charges, noting that a letter was sent from System Administration to each president offering the campus the

opportunity of opting in or out of the System services. If a campus opts out of the service, they will be fully responsible for HIPAA matters locally.

- **Distinguished Professor Ranks for Community College Faculty** - Preston reviewed the background of the project, noting that System Administration, under the leadership of Ginette Chambers of the Provost's office, is working on revising the program guidelines to include community college faculty in the process of the SUNY Board of Trustees conferring the ranks of Distinguished Teaching/Service Professor, Librarian, etc. He referred the group to the guidelines and letter of invitation sent by Carl Haynes to the presidents prior to this meeting. It would be up to each campus to decide whether or not to participate and the campus would need to create and grant the rank locally following the SUNY Board's decision to grant the rank.

The proposal was discussed by the group. There were a few questions that need to be answered, including whether or not the pay increase (of up to \$2500) could be given as a one-time stipend rather than a base pay increase. Additionally, concerns were expressed about what the impact of this rank might be on local collective bargaining processes that govern faculty evaluation, ranks, promotion and tenure. It was agreed to get clarification on the questions from Ginette and to recommend that the guidelines be fine tuned and sent with a formal letter of invitation to each president, including the specific criteria for participation and selection, a request for a campus contact, and a deadline for response.

- **Executive Order 127** - This pertains to procurement and the awarding of contracts and a new requirement to report these to the state. The question is whether it applies to the community colleges. Preston advised the group that until notified otherwise, not to worry.
- **Peace Officers Bill** - Preston expressed thanks and congratulations to the presidents for their persistence in getting this legislation passed and signed. The next step will be the training of campus security officers in preparation for implementation. Preston's office will work with Ron Williams to co-host a conference for campus security officers. It will be held at HCCC on December 15 and will be 2-3 hours long with lunch. The program will include Dona Bulluck who will review the law, a discussion about arming, and questions and answers. Preston recommended that presidents attend and bring several people, including their head of security and a board member. Notices will be forthcoming shortly.
- **Provost's Enrollment Planning Letter** - Preston reviewed the Provost's letter to the state operated campuses which provides direction to stay within enrollment goals. It also recommends that transfers have associate's degrees or no less than 45 hours. Any other student accepted for transfer must meet the same entry requirements (SAT scores, etc.) as regular students. Preston noted that the Provost is committed to maximizing transfer, especially of students who have completed the two-year degree, across the system.

[IX. Legislative Affairs Committee - continued]

Operating Aid: The legislative agenda priorities were discussed at length, including full funding of increased enrollments and a base aid increase.

Stacey Hengsterman noted that System will likely also be asking for restoration from anticipated Governor's cuts. Dennis Golladay noted that we need to be sensitive to the political climate.

Greg DeCinque, seconded by Carol Eaton, moved that the legislative agenda for operating aid include requests for full funding of enrollments at a cost of \$14 million, and an increase in base aid equivalent to the CPI, that is, \$50 per FTE or \$6 million.

Gail Rogers Rice, seconded by Bill Richards, moved to amend the motion to include the restoration of rental aid (adding an additional \$3 million). Fourteen (14) voted in favor of the motion, with seven (7) opposed. The motion was carried.

Mike Schafer noted that the main theme will likely be restoration of funding reductions. The obvious priority is full funding, followed by base aid and rental aid.

The original motion, as amended, was carried.

Capital funding: Mike Schafer reported that the private institutions have collectively requested \$250 million in capital funding from the State. The community colleges originally requested \$1.2 billion in capital funding for their master plans (\$600 million State share). The community colleges have received \$420 million (\$210 State share) for the current five-year plan. Mike recommended that SUNY request an additional \$250 million in capital funding.

This proposal was discussed at length. The issue of some colleges not spending the funding that is allocated to them and the impact this has on the overall picture was raised. It was suggested that the group needs to make recommendations on what to do with unspent funding, i.e. a method for re-allocation. Situations vary widely, from colleges that have master plans with sponsor commitments to those with no master plans and no sponsor support. Pat Wiater suggested that the request include that the funding be built into the budget as flexible, be available for allocation by System Administration rather than earmarked to specific campuses.

Mike Schafer, seconded by Gail Rogers Rice, moved that the budget agenda include a request for an additional \$250 million in capital funding. The motion was carried. Preston Pulliams will work with the Construction Fund on the details.

Meningitis Education Legislation: Mike Schafer reported that the newly legislated meningitis education requirements are intended for campuses with students in dorms. The committee proposes that the sponsoring legislators consider amending the legislation to exclude campuses without student housing. Michael Trunzo noted that this will be acceptable to the sponsors who will move it forward.

Bud Amann, seconded by Dave Conklin, moved that the APPCC endorse this approach and support the meningitis amendment proposal. The motion was carried.

Bias-Related Crime Education Legislation: Preston Pulliams will clarify the issue about notification of students concerning bias related crime, and then the Office of Community

Colleges will develop a generic document to be presented to the SUNY Board of Trustees for approval.

X. Other Business

- **Research Foundation proposal:** Concern was raised about the recent request by the Research Foundation for community colleges to provide financial support for RF fund raising services on their behalf. Community colleges do not have grant funding available to generate the funds in the same manner that the state operated campuses do. A group was appointed from APPCC to meet with Michael Luck and Tim Murphy to discuss the issue. This will include Carl Haynes, Debbie Sydow, Bill Richards, Joe Olson and Jim Klyczek. Carl Haynes will contact Tim Murphy.
- **SUNY Day for Community Colleges:** Stacey Hengsternan announced the date as February 3, 2004.
- **National Community College Benchmark Project:** Bud Amann volunteered to attend this afternoon's meeting with Jeff Seybert of Johnson County Community College and Director of the National Community College Benchmark Project to get more information. The project will be open to new participants in January, 2004. Monroe Community College participated in the pilot project. Bud will relay more information back to the presidents via e-mail. Preston Pulliams will ask System to pay the initial year's participation fee of \$1,000 per campus.

XI. Adjournment

Seeing that there was no further business in that participants in the meeting were totally exhausted from such laborious discussions of the day, Carl Haynes adjourned the meeting at 4:10 p.m.

Prepared by Denise S. Bukovan

Respectfully Submitted,
Debbie L. Sydow, Secretary

Notes:

Bold type indicates a topic heading

Italics indicate formal actions taken

Underlined text indicate items needing follow-up action