

President's Cabinet Meeting Minutes

Wednesday, June 12, 2019, at 9:00am, President's Conference Room-5th Floor Whipple

Convener: David Rogers

Present: David Rogers, Robert Blanchet, Barry Spriggs, Jo Ann Godfrey, Jason Zbock, Marian Whitney, Roberta Sloan, Graham Garner, Mary Bonderoff, Tim Penix (teleconference)

The meeting started at 9:00am.

1. Presidential Update and Cabinet Discussion DER
 - The new PIF process is now the Provost Investment Fund. More details will emerge SUNY System provides.
 - Dr. Rogers provided an update from the last SUNY System President's meeting.
 - The SUNY Online initiative update was provided
 - Discussion of technology sector institutes were discussed-scalability to a sector was explored
 - Update to the SUNY Morrisville Alternative Fuels Building was noted.
 - The donor matching funds program from SUNY System was presented.
 - Dr. Spriggs will be attending the Chief Academic Officer (CAO) this week to gather additional SUNY System information on system initiatives.
 - Dr. Rogers noted that the College preparedness for campus crisis events should be reviewed. Communication plans and role clarification for response is important. The College over the summer should revisit and affirm the College Intervention Plan.
 - Activities completed last year were noted and crisis groups will be convened to discuss role clarification.
 - This topic will be placed on the July 2019 Cabinet retreat for discussion and review.
 - An academic dean search update was provided by Dr. Spriggs. Currently background checks are being completed and formalization appointment is being completed.
2. Minutes 4-Jun-19 DER
 - Minutes were distributed, reviewed, and approved.
3. Position Review Dawn Norcross joining Cabinet this discussion DER

Dr. Spriggs presented

Academic Affairs

- Equine ISA-hold for additional information-weekly updates to Provost Office will occur
- Ag Engineering Faculty Member-hold for additional information-weekly updates to Provost will occur
- Director of Athletics (SL 5)-replacement-pending the finalization retirement date
- Library Circulation Coordinator (SL 2)-replacement-approved

- Assistant Professor, Nursing-replacement-approved
- Assistant Professor, Nursing-replacement-approved
- ISA, Nursing-replacement-approved
- Assistant Professor, CIT-replacement-approved
- Equine Farm Worker-replacement-approved using temp service funding

Dr. Sloan presented

Facilities

- Facilities Operations Specialist 1 (Grade 6)-replacement-approved
- Maintenance Assistant (Grade 9)-replacement-approved
- Help Desk Assistant (SL 1)-replacement-review for CSEA title-approved
- Business Office Staff Assistant (SL 1)-replacement-review UUP title-approved

Dr. Bonderoff presented

Diversity, Equity & Inclusion

- Title IX and Student Equity and Inclusion Coordinator-new-MC-hold for finalization of job description
- Veterans Advocate-new-hold-more information to be gathered

Human Resources

- Benefits and Leaves Manager-was approved in a prior meeting-announced filled
- Approved to backfill-payroll examiner 2-presented by Dawn Norcross-replacement-paperwork to be submitted
- Approved to fill payroll assistant trainee-presented by Dawn Norcross-replacement-paperwork to be submitted

Dr. Blanchet presented

Campus-Wide Advising

- Academic Advisor (SL 3)-SL 3 salary clarified-replacement-approved

4. Reports: identified by date Provost's Report - 6/25/19 BS
 Chief Diversity Officer Report - 6/12/19 MB

- An update was provided on the international pathway program-contract pending
- There was a proposal on eliminating pre-back ground checks. Discussion took place. A document was requested to define proposal. Dawn Norcross presented this proposal.

Chief Enrollment Officer Report - 6/18/19 RB

VP for Administration/CIO Report 6/12/19 RS

- A budget overview was presented. Specific IFR accounts were reviewed in operations and salary. The SUNY Morrisville budget shortfall was discussed and how to address. Mitigation of cost strategies were noted. A SUNY Morrisville Sustainability Plan will be submitted to SUNY System.

- Request to Cabinet members-update organizational charts on share drive, titled “organizational chart”-send feedback to Wendy Groves-Roberta and Jason will work together to finalize

- Potential Gap Closing Framework from SUNY System shared and reviewed.

VP Institutional Adv./Ex. Dir. MCF Report-6/25/19	TK
Ex. Dir., Communications & Marketing Report-6/25/19	GG
Institutional Effectiveness & Planning - August	JZ/MW
Vice President, Syracuse EOC Report- 6/25/19	TP
General Manager, MAC Report-6/12/19	JB

- Tabled

5. Summer Leadership Retreats Dates and Agendas DER

- Planning in progress

6. Budget DER

- Discussed in VP for Administration/CIO report

7. Annual Reports Directors (UUP Professional Staff) MB

- Format of this report for professional staff was discussed. Templates will be shared. This process will inform the refresh Strategic Plan.