President’s Cabinet Meeting Minutes

Tuesday, June 18, 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), Theresa Kevorkian, Jennifer Bowden

The meeting started at 9:00am.

1. Presidential Update and Cabinet Discussion

   - The advising model was discussed. Robert Blanchet and Barry Spriggs shared updates to this model moving forward. The model is still being discussed.
   - The international pathway program is still being discussed and ongoing reports will be forthcoming at future Cabinet meetings.
   - There was an update on Equine Weekend event, 50th anniversary celebration. Attendance was shared.
   - The College Sustainability Plan was discussed and the budget reviewed. An outline of a plan will occur at the President’s Cabinet budget workshop.

2. Minutes 12-Jun-19 DER

   - The minutes were distributed, reviewed, and approved from June 12, 2019.

3. Position Review

   - Review of any additional info from 6/12 discussion. DER

   - President Cabinet reviewed a recent vacant academic advisor position and approved moving forward with this replacement

4. Reports: identified by date

   A. Provost's Report - 6/25/19 BS
   B. Chief Diversity Officer Report - 6/18/19 MB

   - Search and Hiring Procedure Outline was reviewed and feedback provided. The outline was distributed in advance by Mary Bonderoff.
   - There was discussion on the recommended $500 per candidate for travel. Pros and cons were noted on this stipulation.
   - There was question on the adoption process of a policy and/or procedure.
   - Archiving and accessing a policy was discussed. A web-based solution was indicated for the student handbook and the faculty/staff handbook. This solution would address the institutional level.
   - Graham noted that a platform, site improve, helps determine items most frequently searched to determine naming conventions.
   - The Diversity Education Plan was presented. Future upcoming trainings were noted.
C. Chief Enrollment Officer Report - 6/18/19

- The Cabinet Enrollment Update was distributed.
- Fall intake comparison was shared.
- Strategies for reducing summer melt was discussed.
- Specific marketing campaigns were suggested.
- The ROI of strategies were discussed.
- The student payment policy was reviewed.

Payment Policy. The Student Accounts Office will be enacting the following policy to address the 2018-19 surge in unpaid accounts.

*SUNY Morrisville requires all students to accept their charges and settle their bill with the Student Accounts Office before the start of a new semester. If, during the first week of classes, you have not settled your bill with the Student Accounts Office, your schedule will be dropped (cancelled). If there is an outstanding balance that has not been settled, you will not be permitted to register for courses, or receive a transcript or diploma, until the bill has been settled (paid).*

- The student scholarship model is being reviewed to develop a financial leveraging model.

D. VP for Administration/CIO Report 6/25/19  RS
E. VP Institutional Adv./Ex. Dir. MCF Report-6/25/19  TK
F. Ex. Dir., Communications & Marketing Report-6/25/19  GG
G. Institutional Effectiveness & Planning - August  JZ/MW
H. Vice President, Syracuse EOC Report- 6/25/19  TP
I. General Manager, MAC Report-6/25/19  JB

5. Summer Leadership Workshops Dates and Agendas  DER

- There was a review of the Leadership Workshop for Wednesday, June 19, 2019.
- Dr. Rogers indicated forming a new administrative group, President’s Council, with Academic Deans present and others. Reports will be shared. Inviting College Senate leadership is being considered. College Senate leadership will be presenting monthly at Provost Council.
- The trainings for division chairs were shared.

6. Budget Process for Report to SUNY  DER

- There will be a President’s Cabinet Workshop next Wednesday, June 26, 2019, full day. The workgroup will be determined.