

**Provost's Cabinet  
Meeting Notes**

*Date: November 29, 2016*

Present: Bette Bergeron, Robyn Hosley, Jill Pearson, Steve Marqusee, Michael Sitton

Topic	Discussion	Action Steps
<b><i>Performance Improvement Fund</i></b>	<p>--Brainstorm possible proposals</p> <ul style="list-style-type: none"> <li>• SUNY system will be visiting each campus to discuss priorities for campuses, etc., and to generate ideas for the Performance Improvement Fund; from these meetings, SUNY will identify which campuses to ask to write proposals               <ul style="list-style-type: none"> <li>○ Collaborative (cross-institution) proposals likely to be prioritized</li> </ul> </li> <li>• Initial ideas/brainstorming:               <ul style="list-style-type: none"> <li>○ CC to Potsdam (NATCO building)                   <ul style="list-style-type: none"> <li>▪ Can CCs offer remedial courses in math and LA?</li> <li>▪ Would provide employment opportunity for our grad students</li> <li>▪ Advantage of seamless transfer, expanding access to St. Lawrence County residents</li> </ul> </li> <li>○ GIS- include online options to make it available to the state</li> <li>○ STEAM- loop in another campus, perhaps a CC                   <ul style="list-style-type: none"> <li>▪ Could Clarkson be part of this? Or just SUNY campuses?</li> </ul> </li> <li>○ Online Bachelor's degree- multi-institution, perhaps w/ CCs                   <ul style="list-style-type: none"> <li>▪ Can this be tied in with Watertown and Business?</li> </ul> </li> <li>○ Certificate for New Teachers- regional CCs interested in training for those new to college teaching                   <ul style="list-style-type: none"> <li>▪ Kathleen Valentine and Josh already working on a draft</li> <li>▪ Possible stack into Master's in English</li> </ul> </li> <li>○ Need to review the results of SOEPS/Josh's regional survey</li> <li>○ 4+1 w/ Purchase in Arts Management</li> <li>○ 4+1 w/ Albany in Public Policy</li> <li>○ 4+1 w/ Sociology for Social Work (MSW)</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>○ Shared services for Research &amp; Sponsored Programs</li> <li>○ Leadership “badges” (Ruth P) <ul style="list-style-type: none"> <li>▪ Focus on women’s leadership? Public Activism?</li> </ul> </li> <li>○ Music “bridge”- perhaps tied w/ CYM <ul style="list-style-type: none"> <li>▪ Pre-college intensive study</li> <li>▪ Cost to individual students is the barrier- funding would be critical</li> </ul> </li> <li>○ Targeting districts for recruitment (e.g., schools with successful graduates in STEM, arts, etc.) <ul style="list-style-type: none"> <li>▪ Could this be tied to the GIS program?</li> </ul> </li> <li>○ Pressures on counseling staff- shared service opportunities?</li> </ul>	
<p><b>External Review: Office of Research &amp; Sponsored Programs</b></p>	<p>--Review of draft report</p> <ul style="list-style-type: none"> <li>• While there is some rationale for combining the CCI and the Research Office, concerns expressed relate to ensuring that the director has appropriate expertise in research and sponsored program development and that a merger might obscure the functions of each unit</li> <li>• To be successful, need a specialist in the area of grants and research <ul style="list-style-type: none"> <li>○ Research/grants is an investment that could pay off for the university</li> <li>○ However, what is the consequence of the change in SUNY’s funding formula?</li> </ul> </li> <li>• What would be the consequences of moving to a shared services model?</li> </ul> <p>--Next steps:</p> <ul style="list-style-type: none"> <li>• Review, present to PC, then make available to the campus</li> </ul>	<p>--<b>Cabinet</b>- review, send edits, corrections, or questions to Bette</p> <p>--<b>Bette</b>: take draft to PC; then disseminate</p>
<p><b>Position Updates</b></p>	<p>--Instructional Design Specialist</p> <ul style="list-style-type: none"> <li>• Committee is meeting 11/29</li> <li>• Phone interviews completed</li> <li>• Reference checks ongoing for three candidates</li> </ul> <p>--CCI Director</p> <ul style="list-style-type: none"> <li>• OK to proceed with phone interviews (4 candidates); to be set up for next week</li> </ul>	

	<p>--SOEPS Dean Search</p> <ul style="list-style-type: none"> <li>• Finalist scheduled to be on campus 12/1</li> <li>• Second candidate rescheduled for 12/12</li> </ul>	
<p><b><i>Academic Affairs Retreat (12/20)</i></b></p>	<p>--Retreat goal: To identify programs with the highest potential for increased enrollment</p> <p>--Proposed schedule:</p> <ul style="list-style-type: none"> <li>• Brainstorm all new programs (credit-bearing and non credit-bearing) currently in the pipeline</li> <li>• Brainstorm all existing programs with the most potential for growth</li> <li>• Brainstorm any possible new programs to consider <ul style="list-style-type: none"> <li>○ E.g., changes to existing programs, collaborations across institutions, certificates, professional development, summer “retreats”</li> </ul> </li> <li>• Review retention initiatives</li> <li>• Possible webinar- potential growth programs (TBD)</li> <li>• Review brainstormed list; determine level of potential, risk, cost, alignment w/ strategic plans</li> <li>• Prioritize</li> </ul>	
<p><b><i>Environmental Studies- Proposal for Departmental Status (Steve)</i></b></p>	<p>--Steve will circulate a proposal for review</p> <ul style="list-style-type: none"> <li>• Currently, approximately 80 majors; making the program a department would provide an academic “home” for these students and should boost retention</li> <li>• No additional funding would be requested</li> <li>• Next steps: Steve will present the proposal to President’s Council <ul style="list-style-type: none"> <li>○ Share w/ Senate as an informational item (the increase of a department would change the composition of Senate)</li> </ul> </li> </ul>	
<p><b><i>Review of Action Steps- Meeting w/ Tom Nesbitt</i></b></p>	<p>--Deans (w/ Tom): Meet w/ chairs to request “hot prospect” phone call/notes</p> <p>--Deans: Work w/ departments to draft the EMMA mail responses for the interest, application, acceptance, and/or deposit points</p> <p>--Alan &amp; Krista: Draft EMMA email responses for the SIIM and exploratory undeclared students</p>	

	<p>--Alan (w/ Tom): Restructure Open House schedule to minimize faculty time commitment</p> <ul style="list-style-type: none"> <li>• E.g., move the lunch time so that there isn't a break in the timeline</li> </ul>	
<b>Dean Review Process</b>	<p>--Review process</p> <ul style="list-style-type: none"> <li>• Updates needed to the process?</li> <li>• Where are we in the timeline?</li> </ul> <p><b><i>[Discussion deferred for future meeting]</i></b></p>	
<b>GPA Requirement for Minors</b>	<p>--Discussion: Should we recommend a minimum GPA requirement for courses counted in a minor?</p> <ul style="list-style-type: none"> <li>• Can we confirm that the 2.0 requirement for a major does not apply to minors?</li> <li>• Concluding comment- there is no university-wide existing GPA requirement for courses within a minor</li> <li>• No further action recommended</li> </ul>	
<b>Other/Updates</b>	<p><b><i>--Reminder: Budget exercise due to Bette by Friday morning, 12/2!</i></b></p> <p>--Exam/Course Evaluation scantrons- plan for spring semester</p> <p>--Sabbaticals- due to Bette from the deans on December 5<sup>th</sup></p>	
<b>Wrap Up: Follow-up for President's Council</b>	<p>--Steve to share the Department of Environmental Studies proposal w/ PC</p> <p>--Bette to share the draft RSPO report w/ PC</p>	

Upcoming Meetings:

- December 6<sup>th</sup>—**Meeting is Cancelled**
- December 13<sup>th</sup>- EAB Presentation; 9:30-10:45; hold 8:30-9:30 for Cabinet if needed
- December 20<sup>th</sup>- 9:00-3:00; Retreat; 8<sup>th</sup> Floor Dining Room

BSB; 11/29/16