Buffalo State
State University of New York
COUNCIL MEETING
February 24, 2015 4:00 PM
Cleveland Hall 518
MINUTES

COUNCIL MEMBERS PRESENT: Mrs. Melissa Brinson; Mr. Jim Brandys (by conference call); Ms. Linda Dobmeier; Mr. Charles Naughton; Mr. Robert Zak and Student Representative, Mr. Muhammed Sumbundu.

FACULTY & STAFF PRESENT:
President Katherine Conway-Turner; Provost Dennis Ponton; Vice President for Institutional Advancement, Susanne Bair; Vice President for Student Affairs, Hal Payne; Chief Diversity Officer, Karen Clinton Jones; Interim Chief Information Officer, Brad Fuster; Chief of Staff and Secretary to the College Council, Bonita R. Durand; Dean, University College, Scott Johnson; Dean, School of Natural & Social Sciences, Mark Severson; Dean, School of Arts and Humanities, Ben Christy; Interim Dean, School of the Professions, Rita Zientek; Associate Vice President for Student Success; Daniel Velez; Associate Vice President for Enrollment Management, Erin Alonzo; Senior Assistant to the Vice President for Finance & Management, Jill Powell; Buffalo State UUP President and Associate Professor of Technology, Richard Stempniak; Buffalo State College Senate Chair & Distinguished Service Professor of History & Social Sciences, David Carson; Director & Head Football Coach, Intercollegiate Athletics, Jerry Boyes; Professor, Theater and Director of the Anne Frank Project, Drew Kahn; Staff Assistant, Melissa Slisz; Students: Molly Bader, Robert Sherman.

CALL TO ORDER

Ms. Dobmeier called the meeting to order at 4:02 pm.

CHAIR'S REPORT

Ms. Dobmeier welcomed everyone to the first Council meeting of 2015 and wished all a belated "Happy New". She said spring semester was off to a chilly start but the Council was looking forward to hearing reports and updates today that will at least warm their hearts and minds. March 14-20 is the Buffalo Public School's 2nd Annual Science Week. With a special emphasis on Genome Day, on March 17, Buffalo Public School students, teachers and parents will participate in a week of various activities. A partnership with the City of Buffalo, the State University of New York (SUNY) and the Buffalo Public Schools, Science Week is a vehicle to highlight STEM (Science, Technology, Engineering and Math) fields as exciting opportunities for

future learning and employment. It is a way to strengthen the workforce for Western New York by building a stronger education pipeline through enhanced, more specific alliances among the educational partners and industries that will support the region's emerging life sciences and advanced manufacturing economies. The members of the Buffalo State College Council were invited to participate in the Science Week activities.

Ms. Dobmeier announced that on Saturday, April 18th the Buffalo State College Foundation will host its annual Scholarship Gala. She is honored to serve as chair of the gala for 2015. She continued, everyone in the room understands the importance of the scholarship gala to the many talented and gifted students who participate in the Muriel A. Howard Honors Program. Ms. Dobmeier asked each and every one to help our students by supporting the gala and giving their best gift so that Buffalo State can give its best scholarship support to our remarkable students.

ACTION ITEMS

Ms. Dobmeier called for a motion to approve the minutes from the December 2, 2014 meeting. Mr. Sumbundu moved that the minutes be approved; the motion was seconded by Mrs. Brinson. The motion carried by unanimous vote.

PRESIDENT'S REPORT

President Conway-Turner thanked Ms. Dobmeier for her report and for her tireless work on the Scholarship Gala. The President highlighted a few items from her written report including the Student Housing Plan (see attached). The President also reported that she revised the charges and restructured the composition for two important campus wide committees: The President's Marketing and Communication Committee and the Strategic Enrollment Steering Committee. She also reinstated the Community Policing Advisory Committee and established a Committee on Undergraduate Retention. The charges for each of these committees follows:

President's Marketing and Communication Committee

The President's marketing and Communication Committee will develop recommendations to enhance or facilitate Buffalo State College's communication and marketing message. The committee will also suggest ways to broaden the range and type of messages targeted towards prospective and current students and others that influence these students' college choices.

Strategic Enrollment Steering Committee (SESC)

The President introduced Erin Alonzo, AVP for Enrollment Management; she joined the college in September of last year. Erin is chairing this committee.

The SESC serves in an advisory role to the President and will address the following strategic enrollment issues:

- Strategies that meet long-term and short-term enrollment goals
- Enrollment targets that provide an advantageous mix of undergraduate, graduate, and special populations that maintain the overall enrollment goal set by the President's Cabinet
- Innovative and effective strategies to enhance recruitment and retention of students
- Strategic enrollment growth to meet regional and statewide needs
- Plans that are consistent with the mission and values of the college

The committee will also:

- Review the results of new programs and policies that enhance recruitment and enrollment efforts;
- Report regularly to the president and the cabinet;
- Submit an annual report of the work of the committee.

Community Policing Advisory Committee

The President said that Professor Jim Sobol will be chairing this committee.

The Community Policing Advisory Committee was originally formed after a review of recommendations in the May 2002 report of the Ad Hoc Community Policing Committee and in the October 2002 Middle States Commission on Higher Education report to the faculty, administration, College Council, and students of Buffalo State College. The committee is being reinstated in 2015 to address the recommendations of a 2013–2014 independent consultant's Public Safety Management Study of the campus. The Community Policing Advisory Committee will represent the Buffalo State community in creating, evaluating, and implementing a community oriented policing philosophy designed to create an environment that focuses on crime prevention, problem solving and education through partnerships among University Police, students, faculty, staff and campus visitors. The committee will:

- Review the issues involved in community policing, campus safety and crime on campus;
- Develop ways to increase student, faculty and staff input in University Police functions and initiatives
- Identify ways to enhance positive interactions between the University Police and their constituents;
- Review complaints, trends and other statistics over regular intervals to determine the effectiveness of community policing programs and highlight any issues that need addressing;
- Advocate for University Police to the campus community and administration to support community policing initiatives;
- Coordinate activities and share information with the Campus Safety Forum;
- Provide advice on other police related issues brought to it by the President or the Vice President for Finance and Management;
- Provide recommendations to the President and the Vice President for Finance and Management on ways to enhance community policing on campus. Recommendations should include performance indicators or assessment strategies to help evaluate the outcomes of the

recommendations, as well as an estimate of the financial and human resources needed to implement the recommendations.

Buffalo State College Committee on Undergraduate Retention

The goal of the Committee on Undergraduate Retention is to provide recommendations that will increase the persistence, retention, and graduation rates of undergraduate students.

In order to fulfill its goals the committee will:

- Review, gather, and interpret information from other institutions or external programs that can illuminate these concerns.
- Investigate and review best practices that currently exist on the BSC campus.
- Review Buffalo State current information and quantitative data available related to this issue.
- Gather any new information or survey portions of the campus community to provide insight into this issue.
- Develop recommendations that are relevant to all or selected portions of our campus student community.
- Make recommendations on short-term and long-term goals related to higher persistence, retention, and graduation rates.
- Submit proposals that address retention needs to the Cabinet.
- Report at the end of each semester (verbal and written report) on the state of undergraduate persistence, retention, and graduate rates and the impact of current or new programs to address these issues.
- Advise the cabinet on the continuation, development, and/or elimination of programs that impact persistence, retention, and graduation rates.

The President's written report was included in board materials (see attached).

- Chancellor's State of the University Address
- Carnegie Classification as Engaged Community
- Update on Student Housing

- Update on MOOC's at Buffalo State
- Divisional Updates (All Cabinet Members)

The President asked Provost Dennis Ponton to introduce the Academic Presentation: The Anne Frank Project. Provost Ponton introduced Professor of Theater and Director of the Anne Frank Project Drew Kahn. Professor Kahn introduced his 2 students Molly Bader and Robert Sherman who delivered reports on their recent trips to Rwanda (see attached report and photos).

Committee Reports

Facilities

Mrs. Melissa Brinson reported on plans for additional student housing. A joint meeting was held with the Student Affairs and Facilities Committees of the Council and the consultants engaged by the college to work on this project: Trudeau Architects, and Brailsford & Dunlavey. The consultant's: recommendation was to return some current buildings to their original use as student housing and fill the reminder of the housing needs with private off-campus housing. The consultant's complete report is attached.

Naming of Buildings and Grounds

Mr. Bob Zak presented a resolution to name the art preparation studio located on the third floor of Rockwell Hall as the "Marianne Vallet-Sandre Art Preparation Studio". Mr. Zak called for a motion to approve the proposal. Mr. Sumbundu moved that the resolution be approved; the motion was seconded by Mr. Naughton. The motion carried by unanimous vote (see resolution attached).

Student Affairs

Mr. Jim Brandys reported on the changes required to the Code of Student Rights and Sexual Violence (see full report attached). He said that the Buffalo State Student Code of Conduct needed to be revised to reflect The Victim's Bill of Rights and Anonymous Reporting requirements outlined by SUNY. He asked for a motion

to approve the revisions as indicated in the full report. Mr. Naughton moved that the revisions be approved; the motion was seconded by Mr. Zak. The motion carried by unanimous vote.

Executive Session

Ms. Dobmeier called for a motion to move to Executive Session to discuss personnel matters: In accordance with Section 105 of the New York State Open Meetings Law to discuss personnel matters. Mr. Sumbundu moved that the Council enter into executive session; the motion was seconded by Mrs. Brinson. The motion carried by unanimous vote.

There were no actions taken in executive session. Ms. Dobmeier asked for a motion to move out of Executive Session. Mr. Naughton moved to end executive session and Mr. Zak seconded the motion. The council moved out of executive session back to regular meeting status.

ADJOURNMENT

Ms. Dobmeier called for a motion to adjourn the meeting. Mrs. Brinson moved to adjourn the meeting and Mr. Sumbundu seconded the motion. The motion carried by unanimous vote. The meeting was adjourned at 5:10 p.m.

Respectfully Submitted,

Bonita R Durand

Bonita R. Durand, Ph.D.
Secretary to the Council

Report to the Buffalo State College Council
February 2015

Progress Report, Updates, and Significant Accomplishments since the December meeting
Prepared by: Kate Conway-Turner, President

OVERVIEW

Chancellor's State of the University Address

The main focus of the Chancellors remarks were that "access plus completion equals success" (access + completion =success). She stressed that success was not just an access issue, but required an increased number of graduates from SUNY campuses.

Chancellor Zimpher described many goals for the system. She set the ambitious goal of graduating 150,000 students from SUNY campuses by 2020. The system currently graduates 93,000 a year. In order to accomplish this significant goal, she set forth an agenda for all SUNY institutions. This included:

- Having a SUNY advisor in every high school/district;
- Enhancing success in math by using Quantway™ and Statway™[1] (particularly for community colleges) to build college level math proficiency;
- Increasing our commitment to graduating undergraduate students in 4 years (i.e.4 year guarantee programs);
- Expanding our reach by increasing online offerings and full online degree programs;
- Expanding the Educational Opportunity Program (EOP);
- Incorporating applied learning as a requirement for all students;
- Recruiting and hiring a Chief Diversity Officer for all campuses;
- Implementing performance measures to commensurate with the Governor's plans via SUNY Excels - the performance program adopted by the SUNY Board of Trustees in January, 2015. The complete SUNY Excels resolution is included at the end of this report.

[1] **Quantway™** integrates developmental math skills and quantitative reasoning into a two-semester sequenced course that allows students to receive college math credit in one academic year. **Statway™** integrates developmental math skills and introductory statistics into a year-long course that allows students to receive college math credit in one academic year. For more information go to http://www.carnegiefoundation.org/in-action/pathways-improvement-communities/

Chancellor Zimpher described SUNY as the people's university and charged all campuses to meet the ever changing needs of the people of NY.

Following this state of SUNY address, presidents were convened for a meeting. This meeting touched upon questions and clarifications from the address, concerns with the Governor's budget and how best to approach expanding the dollars for SUNY that are in the current draft budget. There was also a discussion on Start Up NY, the preparation for NYSUNY 2020 Round IV Challenge Grant [2]proposals, and specific concerns related to how campuses might achieve the agenda laid out within the Chancellors' address.

Buffalo State receives Carnegie Classification as Engaged Community

Buffalo State recently received the Carnegie Foundation for the Advancement of Teaching's 2015 Community Engagement Classification. Colleges and universities with an institutional focus on community engagement were invited to apply for the classification which was first offered in 2006 as part of an extensive restructuring of the Carnegie Classification of Institutions of Higher Education. The classification lasts for 10 years.

In the congratulatory letter to the college, the foundation emphasized that Buffalo State's application documented "excellent alignment among campus mission, culture, leadership, resources, and practice that support dynamic and noteworthy community engagement, and it responded to the classification framework with both descriptions and examples of exemplary institutional practices of community engagement." This type of engagement is repeatedly demonstrated throughout the Buffalo State campus.

Unlike Carnegie's other classifications, this is an elective classification that provides the foundation to address elements of institutional mission and distinctiveness not represented in the national data on colleges and universities. It is important to note that 50 campuses out of 133 that submitted an application this year did not receive the classification. It was certainly an arduous review that required a substantial amount of research and documentation.

In order to be selected, institutions had to provide descriptions and examples of institutionalized practices of community engagement that showed alignment among mission, culture, leadership, resources, and practices. A total of 240 U.S. colleges and universities received the classification for 2015. Of these, 83, including Buffalo State, are receiving the classification for the first time.

You don't have to look far to find excellent examples of community engagement at Buffalo State; from Great Lakes Center research to the Anne Frank Project to the numerous service projects that improve the houses, gardens, neighborhoods, and literacy levels of families living throughout Buffalo. The Carnegie Foundation designation is more of an affirmation of our work than a shift in focus. It also provides us with an opportunity to deepen our

[2] NYSUNY 2020 Round IV makes available an additional $55 million of capital funding for dispersion through the SUNY system. This additional round of funding presents an opportunity for innovation that pushes the boundaries of traditional campus and community partnerships through connections with programs including START-UP NY and Open SUNY.

commitment to service learning and direct us to a clear sense of our mission as an engaged urban campus.

This recognition comes on the heels of Buffalo State being named to the President's Higher Education Community Service Honor Roll in early December. The college was recognized for its commitment to volunteering, service learning, and civic engagement that included 509,278 community service hours on the part of students, faculty, and staff during the 2012-13 academic year.

I couldn't be prouder to be part of an institution that demonstrates empathy for others, service to community, an appreciation of our natural, environmental and cultural heritage, and global thinking on a daily basis. There is much to celebrate at Buffalo State, and commitment to community engagement is high on the list.

Update on Student Housing

Consultants Preliminary Report: The College engaged Trudeau Architects and Brailsford & Dunlavey to gather information for a housing master plan. The consultants' preliminary report indicates a gap between demand and availability of on-campus beds of about 559 beds. The majority of this need is for housing for first year students. As a result, the campus is exploring returning Bishop Hall and South Wing to their original use as student housing. This will provide 360 beds toward the projected demand for first year students, but will require the relocation of several administrative and academic units to Buckham Hall.

Discussions continue with a private developer who has plans to build student housing adjacent to the campus. This project could address the campus's future needs for apartment style student housing, and may allow us to use this housing to address the demand created by the Towers renovations project, thereby keeping this important renovation project on schedule. We will receive the final report from the consultants in May.

Residential Housing Occupancy: For this spring we have been able to bring some students who resided in housing at Canisius College back to campus. Currently we have only 68 students still remaining at the Canisius housing site for spring. We are housing 2561 students on campus bringing the total number of students in campus housing to 2602. This is 215 more students that we housed in spring 2014.

Buffalo State Develops the first MOOC

SUNY joined Coursera[3], a leading platform for Massive Open Online Courses (MOOC's) in May 2013. Dr. Cyndi Burnett and Dr. John Cabra, professors from the International Center for Studies in Creativity developed Buffalo State's MOOC: *Ignite your Everyday Creativity (CRS 205)*. The course is available online at no charge thanks to the partnership between the

[3] A company that hosts "massive open online courses," known as MOOCs. MOOCs are taught by experts, many from the world's leading universities, and are open to anyone interested in the topic. https://www.coursera.org/

SUNY and Coursera. CRS 205 is one of four MOOCs in SUNY with the others being from Empire State, Stony Brook, and Albany. As of February 13, 2015 Buffalo State's MOOC led enrollments at 19,513 representing over 165 countries. For comparison, the SUNY Stony Brook's MOOC is at 10,187, SUNY Albany at 9499 and Empire State College at 2805.

Buffalo State was the second SUNY institution to capitalize on the partnership. Participants who complete the course will receive a "Certificate of Completion" from the State University of New York and Coursera.

DIVISIONAL UPDATES

Academic Affairs

1. On January 29th legendary actor Ben Vereen completed a day as a "Professor in Residence" at Buffalo State College providing workshops and sessions for theater majors and for students from the Buffalo Academy of Visual and Performing Arts. I hosted a lunch for Mr. Vereen to provide an opportunity to interact with a number of administrators, faculty, and staff. The Buffalo State engagement was made possible due to Mr. Vereen's engagement in Buffalo with the Buffalo Philharmonic.

2. The joint efforts of Buffalo State's Research Foundation, Small Business Development Center, and faculty in the departments of Business and of Economics and Finance have resulted in establishment of an INCubator to assist students who wish to start a business. INCubator is housed in Bishop Hall and is designed to support students in their entrepreneurial aspirations. A Buffalo State senior student, Simone Dawson, is the INCubator manager for spring 2015.

3. Buffalo State was recognized as a member of the President's Higher Education Community Service Honor Roll for its commitment to volunteering, service learning, and civic engagement. Documented in the application process was over 509,000 community service hours by students, faculty, and staff in the 2012-2013 academic year.

4. The Higher Education Administration Department sponsored a spring 2015 three-part series on "Social Media in Higher Education". Three programs were held on February 12 and February 13.

5. The American Mock Trial Association 2015 Great Lakes Regional Tournament will be held at Buffalo State on February 21 and February 22. Twenty-six teams from 16 northeast colleges and universities will participate with local attorneys serving as judges.

6. A spring certificate program, Entrepreneurship in the Arts, is being offered for five weeks in spring 2015. Sponsored by the School of Arts and Humanities, the Small Business Development Center, and Continuing Professional Studies, the program covers various topics relating to starting and continuing an arts enterprise.

7. Nine student majors in Elementary Education and Reading and in Exceptional Education are participating in an International Professional Development School study abroad experience in the Dominican Republic in spring 2015. The students have the opportunity to globalize their understanding of education and the education of language learners through study, travel, research and service learning projects. They also reflect on their experiences in an online blog.

8. A six-credit Urban Civic Engagement Study-Abroad program in Manchester, England will be offered in summer 2015. Students will learn about the British education system and work with youth in community centers.

9. SUNY has approved Buffalo State's letter of intent to offer a Master of Science Degree in Urban Education. The program will be interdisciplinary in nature focusing on issues of schools in an urban environment. The initial offering will be in the face-to-face classroom format with the likelihood of subsequent delivery online. Preparing a full curricular proposal and a peer review by external evaluators are the next steps in gaining SUNY and State Education Department approval.

Finance and Management

1. A new Assistant Chief of University Police, Amy Pedlow, has been hired. The Assistant Chief's responsibilities have been expanded to include a focus on community policing activities with the campus. Amy's experience with community policing at the University at Buffalo will help Buffalo State to respond effectively to the consultant's recommendations for more substantive community policing policies and practices.

2. Several changes to the University Police operations and policies have been made in response to the consultant's report recommendations.

3. The capital budget as proposed in the Governor's executive budget provides about $7 million a year for the next five years, a significant reduction over the past several years. This will require reprioritization of our capital projects, and larger projects such as the Upton Hall renovations and the Power Plant replacement may need to be delayed or funded with alternative sources.
    - Projects in process include a major renovation of Caudell Hall; the second phase of the Science and Mathematics Complex project; the Scajaquada Towers housing complex renovation; and construction of the Coyer Field press box.
    - Projects in the planning stages include the first phase of the renovation of Upton Hall and the third phase of the Science and Mathematics Complex project.

Student Affairs

1. With special appreciation to Maria Kendzierski, Admissions Advisor, we are excited to announce that Buffalo State College as being recognized as a Member of Tau Sigma. "Tau Sigma" is an academic honor society designed specifically to "recognize and promote the academic excellence and involvement of transfer students." This organization will help us commend the accomplishments of our transfer students as well as provide a networking and support opportunity for them during their studies at Buffalo State.

2. New for spring 2015 registration, students were provided the opportunity to use Schedule Planner, a web-based course planner that allows students to quickly build a schedule that meets their needs. Since its launch date on October 17, 2014; 5,230 students have utilized the software with a total of 28,354 logins (data as of February 9, 2015).

3. The Annual Presidential and Provost Scholarship Luncheon is scheduled for Saturday, February 21, 2015. The luncheon provides an opportunity for students who have been offered either the Presidential or Provost Scholarship an opportunity to connect with students, faculty and administration to solidify their decision to attend Buffalo State.

4. This year The Financial Aid Office will host its SUNY Financial Aid Day on Saturday, February 28, 2015. This is a public service outreach program designed to increase awareness of the financial aid process and to help students and their parents complete the Free Application for Federal Student Aid (FAFSA).

5. The Admissions Office will host three receptions this spring in the downstate area; Buffalo State in the Big Apple (3/24/15), Buffalo State on the Island (3/25/15) and the newest event, Buffalo State in the Mid-Hudson (3/23/15). These events are for students who have been accepted to Buffalo State College in the respective region. New to the program is an Honors Dinner prior to the receptions for students offered admission to the Honors Program and their families to ensure all questions and opportunities relating to the Honors Program are answered and explored.

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The State University of New York

SUNY

the anne frank project

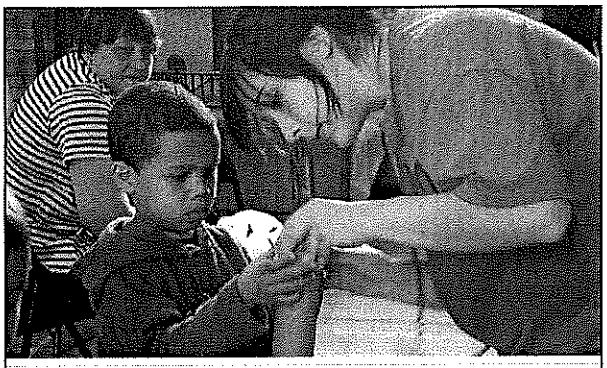
"How wonderful it is that nobody need wait a single moment before starting to improve the world."

Anne Frank

AFP Story-Building

- Conflict Resolution
- Community Building
- Identity Exploration

The



AFP Local

AFP in the Schools
AFP in the Community
Storytelling

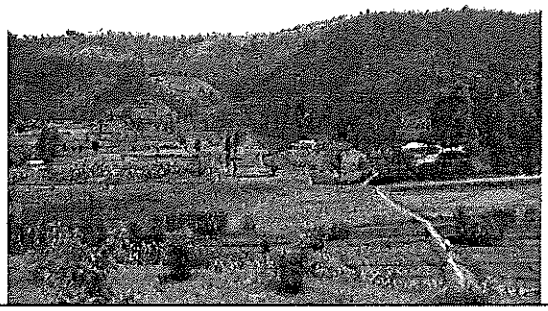
AFP National

Annual Social Justice Festival
Teacher Training
Satellite Campuses

AFP International

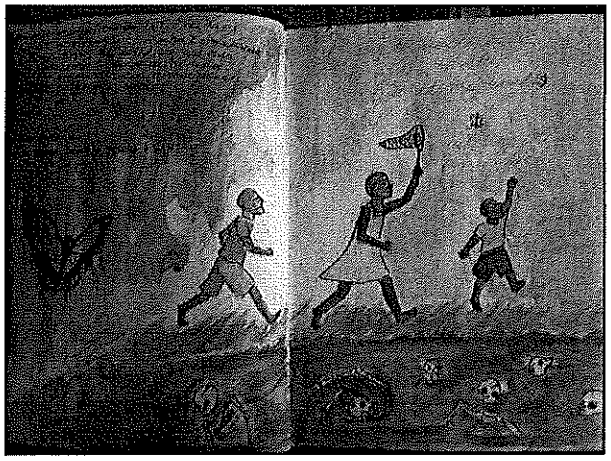
- Rwanda Student Trip
- Rwanda National Curriculum
- Diary of Anne Frank
- Viet Nam and Cambodia

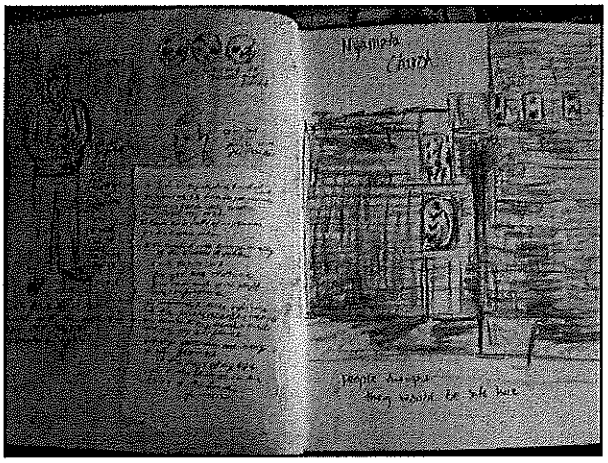
Rwanda's Story...



Molly Bader (Theater, Painting)

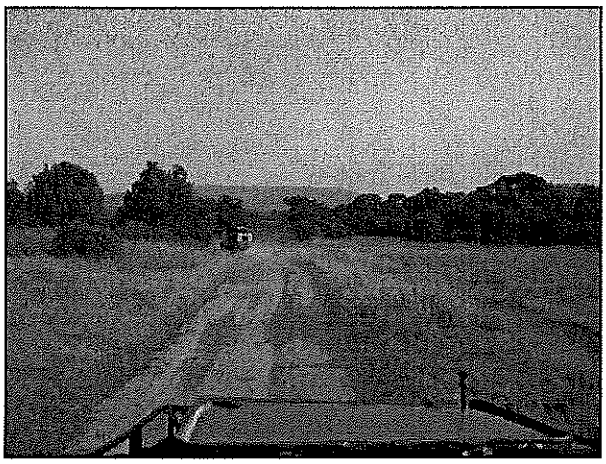
Detachment Inhibits Healing

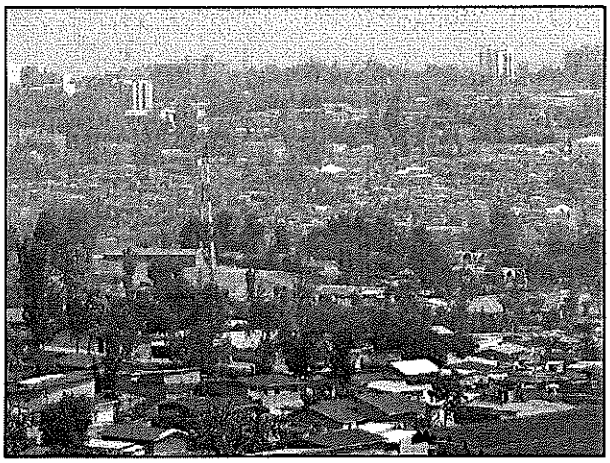


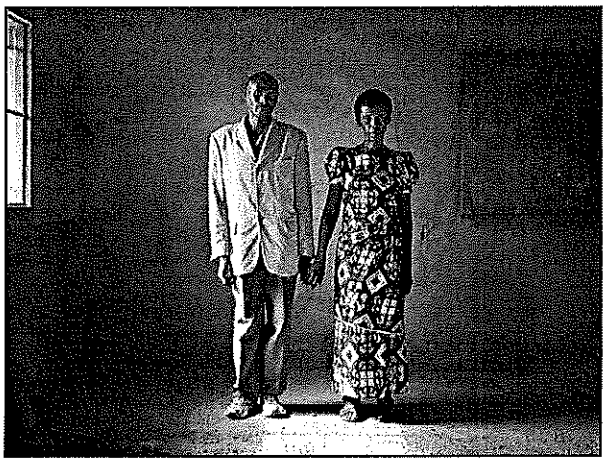


Robert Sherman (Theater, Music)

Life is Balance



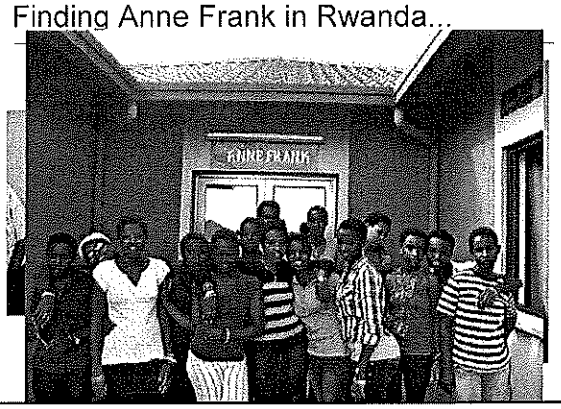




"Because of the genocide perpetrated in 1994, I participated in the killing of t

"He killed my child, then he came to ask me pardon. I immediately granted it

Finding Anne Frank in Rwanda...



"There is no greater agony
than bearing an untold story inside you."

-Maya Angelou

kahnaj@buffalostate.edu

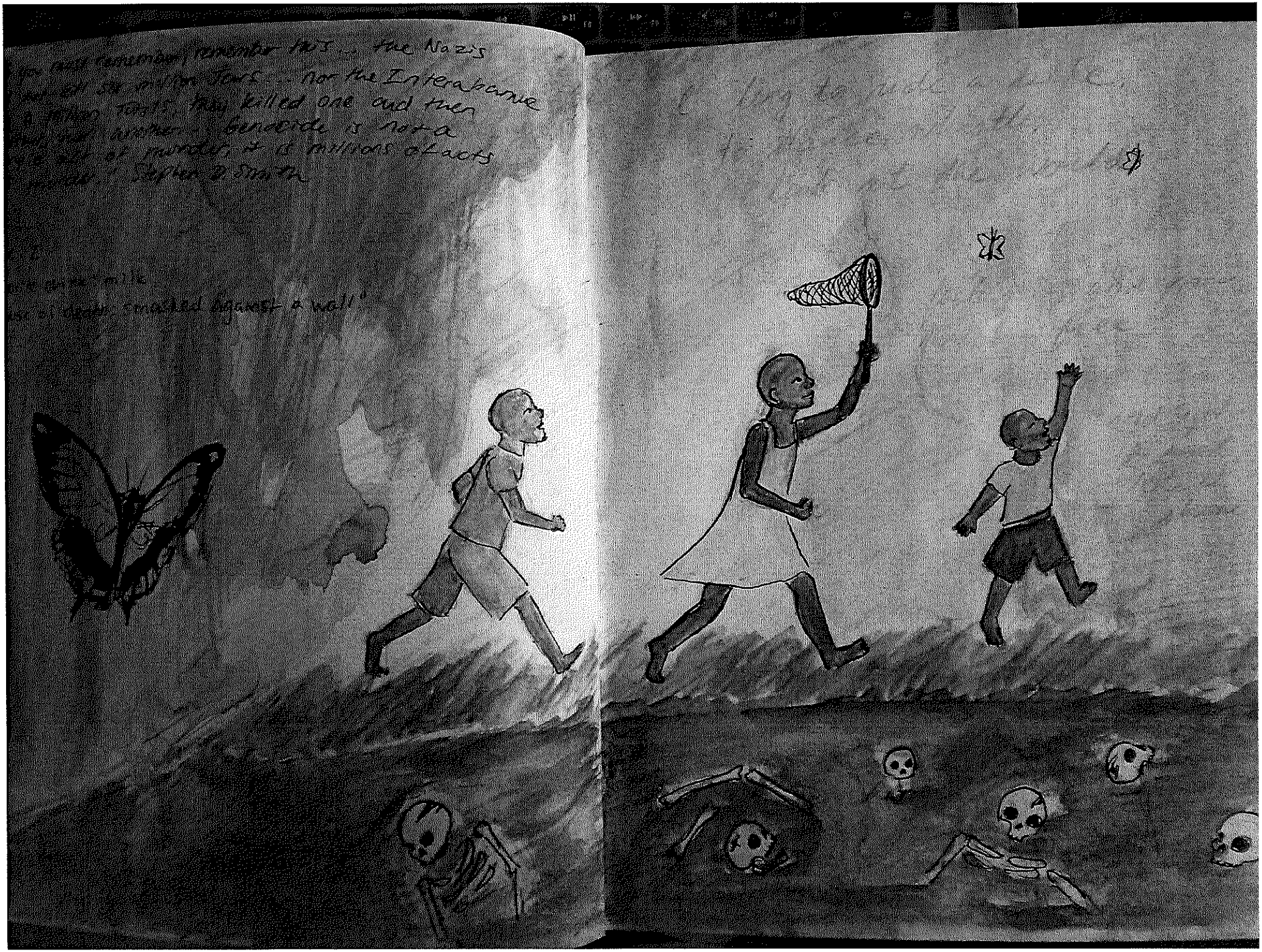
annefrankproject.com

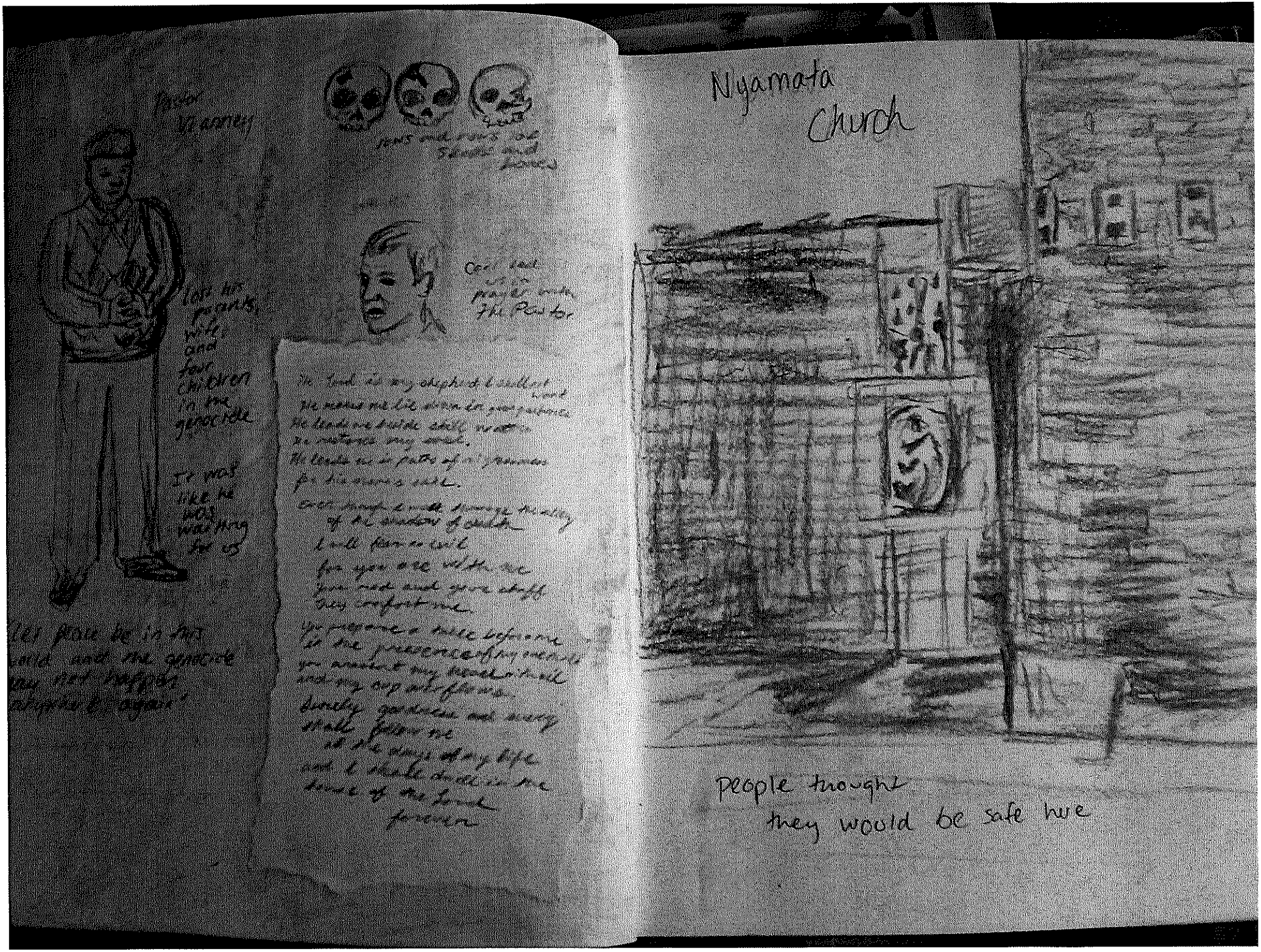
"Because of the genocide perpetrated in 1994, I participated in the killing of the son of this woman. We are now members of the same group of unity and reconciliation. We share in everything; if she needs some water to drink, I fetch some for her. There is no suspicion between us, whether under sunlight or during the night. I used to have nightmares recalling the sad events I have been through, but now I can sleep peacefully. And when we are together, we are like brother and sister, no suspicion between us."

"He killed my child, then he came to ask me pardon. I immediately granted it to him because he did not do it by himself — he was haunted by the devil. I was pleased by the way he testified to the crime instead of keeping it in hiding, because it hurts if someone keeps hiding a crime he committed against you. Before, when I had not yet granted him pardon, he could not come close to me. I treated him like my enemy. But now, I would rather treat him like my own child."

"The day I thought of asking pardon, I felt unburdened and relieved. I had lost my humanity because of the crime I committed, but now I am like any human being."

"After I was chased from my village and Dominique and others looted it, I became homeless and insane. Later, when he asked my pardon, I said: 'I have nothing to feed my children. Are you going to help raise my children? Are you going to build a house for them?' The next week, Dominique came with some survivors and former prisoners who perpetrated genocide. There were more than 50 of them, and they built my family a house. Ever since then, I have started to feel better. I was like a dry stick; now I feel peaceful in my heart, and I share this peace with my neighbors."


nor the Interahamwe
killed one and then
genocide is not a
of murder, it is millions of acts
Stephen J Smith
crashed against a wall"


Nyamata
Church
People thought
they would be safe here

BUFFALO STATE
The State University of New York

www.buffalostate.edu

Meeting of the College Council
Facilities and Student Affairs Committees
February 11, 2015

www.buffalostate.edu

Agenda

Housing Master Plan
- Background
- Process
- Demand Model
- Constituent Feedback
- Peer Review
- Summary Recommendations
- Campus Decisions - Short Term
- Next Steps

Capital Projects Update
- Facilities Master Plan Update
- Recently Completed Projects
- Projects in Construction
- Projects in Design/Planning
- Capital Budget Update

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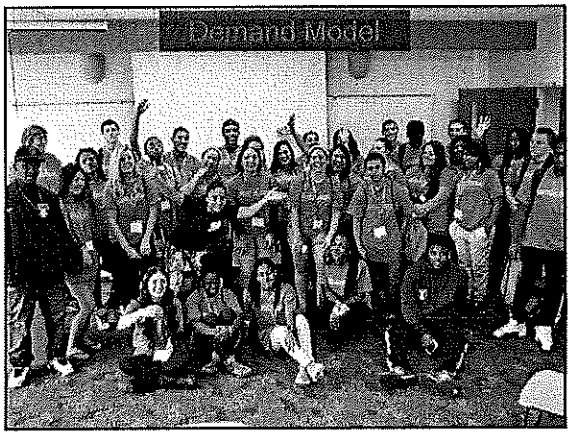
Background

- Why are we conducting a Housing Master Plan?
- Purpose?
- Expected Outcomes?



Process

- Consultant
  - Trudeau Architects PLLC
  - Brailsford & Dunlavey - subconsultants
- Phases of Plan
  - Strategic Planning - *complete*
  - Market Analysis - *complete*
  - Existing Facility Review - *working on*
  - Final Recommendations - *May 2015*



Demand Factors

Projecting demand involves a qualitative and quantitative assessment of the following factors:

- Existing Conditions
- Enrollment
- Student Demographics
- External Factors
- Survey

Demand Factors

Existing Conditions

- 109% Occupancy Rate for 2014
- Highest enrollment in residence halls to date
- Forced triples for approximately 250 students
- Students housed at Canisius College due to Tower 1 Renovation
- Fall 2014 waitlist of 75 students

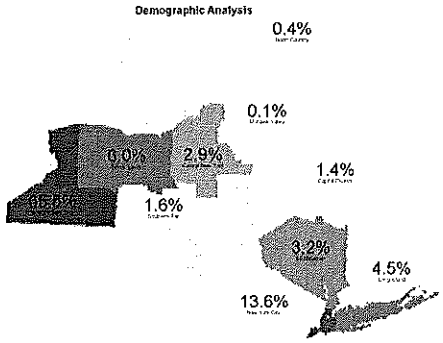
Demand Factors

Enrollment

- Increasing number of incoming freshman (increase of 39% from fall 2013)
- Drop in graduation rates in Western, NY is tapering off rates in Western NY
- Higher percentage of students coming from NYC/Long Island
- Increasing NYC graduation rates

Enrollment by Permanent Residence

Demographic Analysis



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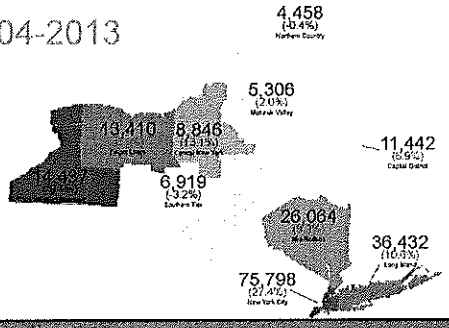
NYS High School Graduates

Demographic Analysis

2004-2013



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Demand Factors

Student Demographics

- Traditional enrollment base
- 88% Full-Time
- 82% between 18-24
- Female represent 55% of undergraduate enrollment

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Demand Model Process

- Usage results from analysis of:
  - Housing Program
  - Off campus housing competition
  - Student survey & Focus Groups
  - Projected Occupancy Coverage
- Model projects ***maximum potential demand*** through the extrapolation of survey data to Buffalo State population.
- A series of filters are used to isolate a ***likely target market***
- An ***Occupancy Coverage Ratio*** is applied to mitigate occupancy risk.
- Current on-campus housing supply is subtracted out to quantify ***total unmet demand.***

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Demand Factors

Demand Based Programming

- Likely Target Market
  - Enrolled full-time
  - Currently live on-campus
  - Age 18-24
  - Renting off-campus (not with family, partner, or dependent)
  - Paying more than $500/month in rent
- Assumptions
  - Based on Fall 2014 enrollment (10,661)
  - Also shows vision for future demand at 11,000 enrollment
  - OCR to mitigate risk

Those not meeting this criteria are excluded from the demand analysis

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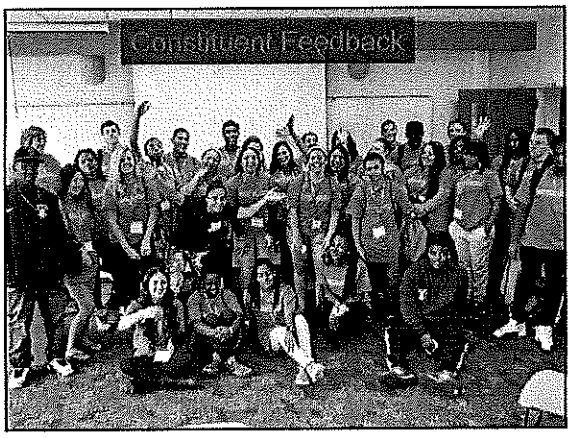


Focus Group - Identified Issues

COMMUNITY SPACE

- Lounge & Quiet Study Rooms on each floor
- Additional Kitchen Facilities
- Security Services, Recreational Rooms
- Additional Green Space

CAMPUS LIFE

- Laundry in Residence Halls
- Parking
- International Students

FOOD SERVICE

- Secondary Dining Hall and Convenience Store
- Late night dining options

COST OF HOUSING

- Off campus housing considered more affordable
- Higher [illegible] costs due to increases in housing costs

MODERNIZATION

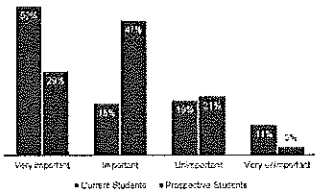
- Facilities need better upgrades
- Bathrooms need refurbishing

LEARNING COMMUNITIES

- Multipurpose common spaces w/ appropriate technology and furnishings
- Give commuters and other program participants access

Importance of Housing

Survey Analysis



70%

Of respondents reported housing availability being important

Despite a large presence of students living at home with parents / guardians, there was a strong response of the importance of on-campus housing by both current students and prospective students.

Housing Importance Factors

Survey Analysis

[illegible]	Percentage
1 Total cost of rent and utilities	47%
2 Proximity to classes	42%
3 Availability of high-speed internet	42%
4 Availability of on-site laundry facilities	37%
5 Availability of a quiet place to study	30%
6 Availability of a kitchen	30%
7 Ability to choose my own roommate(s)	29%
8 Access to campus dining	28%
9 Access to Buffalo State computer labs, student services, etc.)	27%
10 Safety and security features	25%

On-Campus

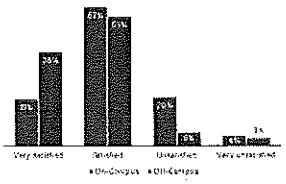
[illegible]	Percentage
1 Total cost of rent and utilities	64%
2 Proximity to my work	44%
3 Safety and security features	42%
4 Availability of a private bedroom	42%
5 Availability of high-speed internet	31%
6 Availability of a quiet place to study	30%
7 Less restrictive rules and supervision	28%
8 Proximity to classes	27%
9 Availability of a private bathroom	25%
10 Ability to choose my own roommate(s)	22%

Off-Campus

On-campus students are driven by cost and convenience while off-campus residents are driven by cost. The findings are consistent with the 2013 student housing survey.

Satisfaction of Housing

Survey Analysis



Overall, students living on campus are satisfied with their housing experience. Students living in the Student Apartment Complex, North Wing, and Cassely Hall reported being the most satisfied.

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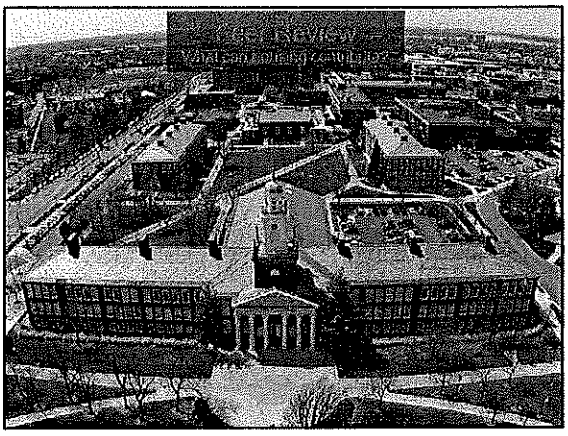
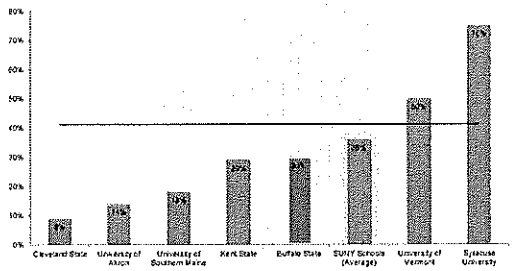


On Campus Housing

% of Undergraduates



Buffalo State is below the SUNY Average for undergrads housed on campus but falls in the middle range when compared with housing peers

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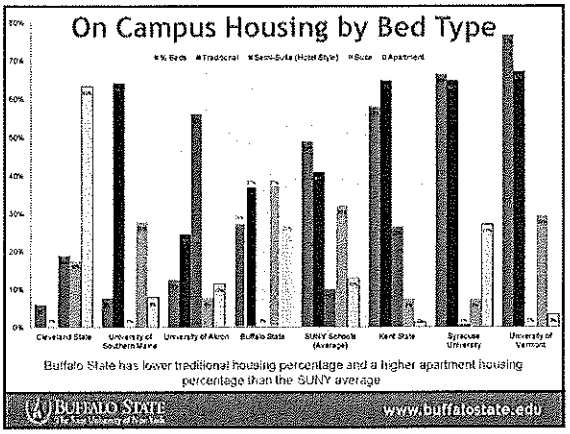
On Campus Housing by Bed Type
% Beds
Traditional
Semi-Suite (Hotel Style)
Suite
Apartment
Cleveland State
University of Southern Maine
University of Akron
Buffalo State
SUNY Schools (Average)
Kent State
Syracuse University
University of Vermont
Buffalo State has lower traditional housing percentage and a higher apartment housing percentage than the SUNY average
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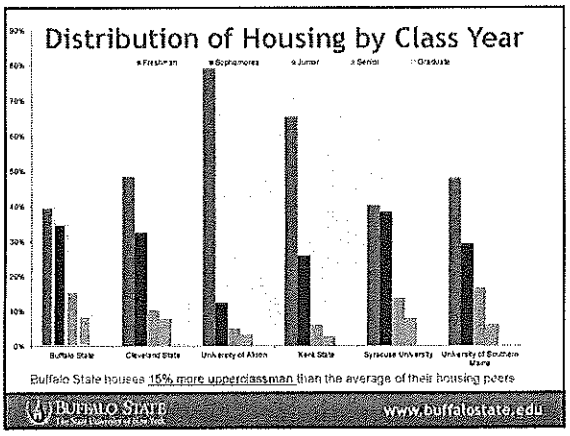
Distribution of Housing by Class Year
Freshman
Sophomores
Junior
Senior
Graduate
Buffalo State
Cleveland State
University of Akron
Kent State
Syracuse University
University of Southern Maine
Buffalo State houses 15% more upperclassman than the average of their housing peers
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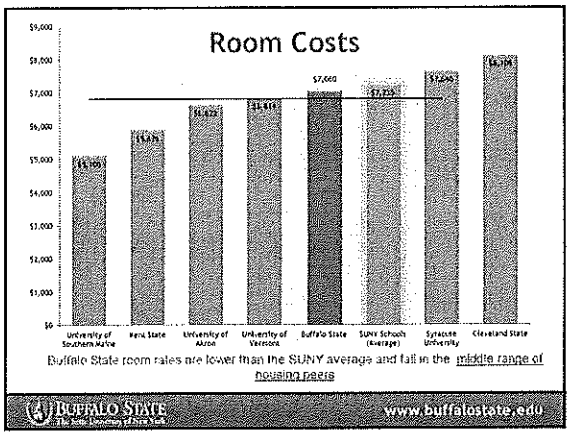
Room Costs
$7,000
University of Southern Maine
Kent State
University of Akron
University of Vermont
Buffalo State
SUNY Schools (Average)
Syracuse University
Cleveland State
Buffalo State room rates are lower than the SUNY average and fall in the middle range of housing peers
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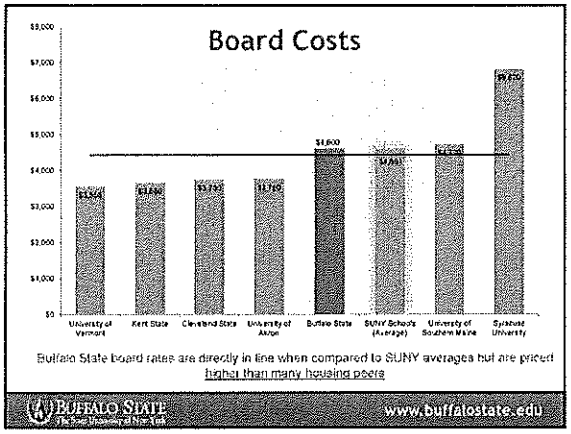
Board Costs
$8,000
$7,000
$6,000
$5,000
$4,000
$3,000
$2,000
$1,000
$0
$4,800
University of Vermont
Kent State
Cleveland State
University of Akron
Buffalo State
SUNY Schools (Average)
University of Southern Maine
Syracuse University
Buffalo State board rates are directly in line when compared to SUNY averages but are priced highest than many housing peers
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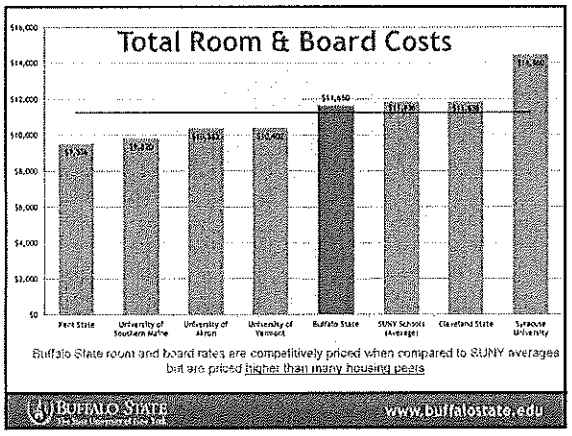
Total Room & Board Costs
$16,000
$14,000
$12,000
$10,000
$8,000
$6,000
$4,000
$2,000
$0
$11,650
Kent State
University of Southern Maine
University of Akron
University of Vermont
Buffalo State
SUNY Schools (Average)
Cleveland State
Syracuse University
Buffalo State room and board rates are competitively priced when compared to SUNY averages but are priced highest than many housing peers
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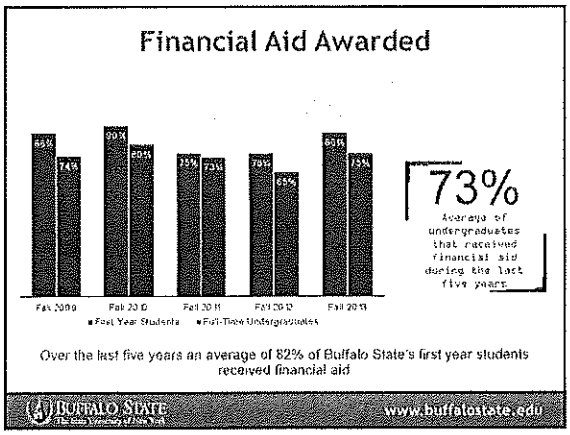
Financial Aid Awarded
65%
74%
80%
80%
73%
70%
65%
80%
73%
Fall 2009
Fall 2010
Fall 2011
Fall 2012
Fall 2013
First Year Students
Full-Time Undergraduates
73%
Average of undergraduates that received financial aid during the last five years
Over the last five years an average of 82% of Buffalo State's first year students received financial aid
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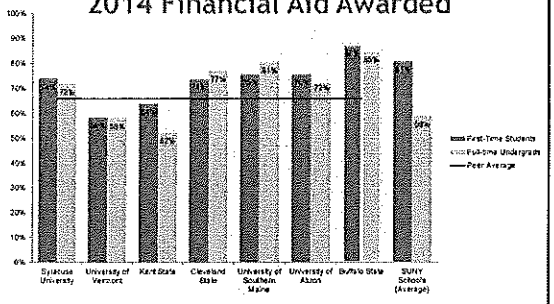
2014 Financial Aid Awarded



The percentage of undergraduate students receiving financial aid at Buffalo State is 25% higher than the SUNY average and 20% higher than the housing peers average

Options for Meeting Demand

Build New
- Design flexibility
- Energy Efficiency
- Financing Options
- Higher Cost
- Longer Schedule

Renovation
- Location
- Possibly shorter schedule
- Lower cost options

Demand Factors

Survey Demand

Class Level	Enrollment	Current Occupancy Total	Current Occupancy %	Demand Projections Total	Demand Projections %
Freshmen	2,859	1,145	40%	1,261	44%
Sophomores	1,592	1,006	63%	1,071	67%
Juniors	2,357	452	19%	460	20%
Seniors	2,667	247	9%	328	12%
Graduate	1,186	12	1%	58	5%
Total Undergraduate	9,475	2,850	30%	3,120	33%
Total Enrollment	*10,661*	*2,862*	*27%*	*3,178*	*30%*
Total Housing Design Capacity		2,619		2,619	
Demand - Current Enrollment		243		559	
Demand - 11,000 Enrollment				651	

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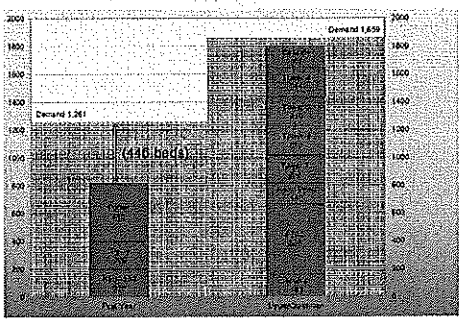
Demand vs. Capacity Current Enrollment



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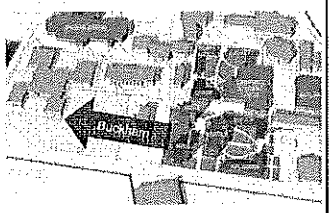
Reinstating Former Residence Halls

- ❑ Reinstate former residence halls
  - Develop plan to relocate space in former residence halls



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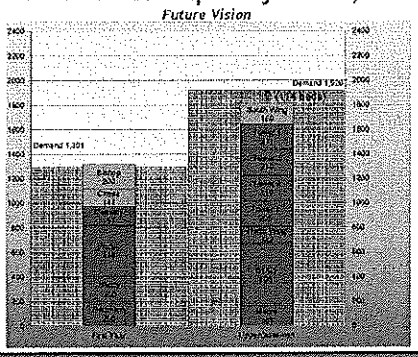
Additional Considerations

- Modernize existing halls
  - Bathroom Privacy
  - Building Systems
  - Lighting
  - Community
  - Color
  - Card Access

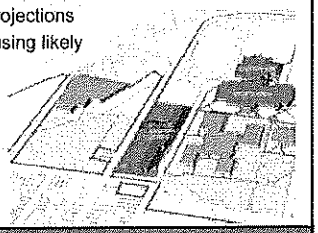
Demand vs. Capacity at 11,000

Future Vision



Future Considerations

- New Construction Planning Pending Outcome of Enrollment Plan
  - Confirm Demand Projections
  - Upperclassmen housing likely
  - Campus or Private



Campus Decisions - Short Term

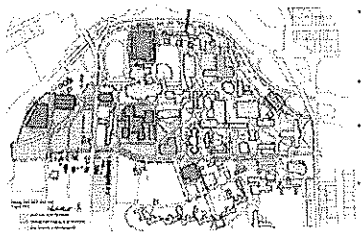
- ❑ Move projects forward to re-open Bishop as a residence hall
- ❑ Move projects forward to re-open South Wing as a residence hall
- ❑ Review delay of Tower 3 renovations (continue with asbestos abatement projects & design)
- ❑ Wait for final plan recommendations

Next Steps

- ❑ Issue Strategic Plan and Market Analysis Report
- ❑ Discuss plan for enrollment projections
- ❑ Facility Review:
  - Meeting to Discuss Tower Renovations
  - Develop Planning Options
  - Cost Models
  - Phasing & Scheduling
- ❑ Final Recommendations

Questions?

Facilities Master Plan (FMP) Update



- Campus still uses FMP to plan capital improvements but continues to update and review FMP based on priorities and capital financing.
- Current concentration is review of west side of campus and adjacent opportunities
- SUCF will officially be asking campuses to review and update FMP within their own staff.
- Campus capital priorities are being reviewed based on current campus and financial conditions

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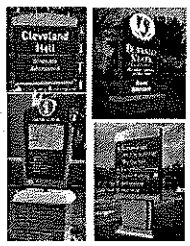
Projects Recently Completed

Rehabilitation of Houston Gym
Completed Summer 2014



Replace Signage - Campus Wide
Completed Fall 2014

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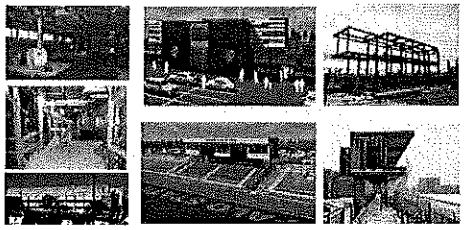
Projects Continuing Construction



SAWC Phase 2
Completion Fall 2015

Coyer Field Press Box
Completion Spring 2015

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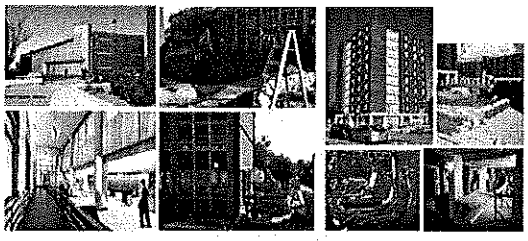
Projects Continuing Construction



Caudell Hall Rehabilitation
Completion Summer 2016/Fall 2017

Tower 1 Rehabilitation
Completion Summer 2015

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Projects Under Design or Planning

Alumni House & Visitor's Center

Science & Mathematics Complex Phase 3

Upton Hall Rehabilitation Phase 1

Replacement of Power Plant

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Capital Budget Update

- No state funding for critical maintenance was awarded for FY 2013/2014 for the SUNY system
- Out of the SUNY capital funding for FY 2014/2015 , Buffalo State was awarded $17,186,353 critical maintenance funding and $2,017,000 for the Alumni House & Visitor's Center
- SUCF has requested a 5 year capital plan for FY 2015/2016. Executive budget proposes 5 year plan w/$200M for critical maintenance/year. Legislative approval after year 1. Buffalo State's anticipated share would be $7.3M/year under this plan
- Impact of Executive budget on Buffalo State capital projects:
  1. Upton Hall Renovation project would be divided into many phases thereby significantly extending schedule, disruption, and costs.
  2. Full building renovation projects would be put on hold. Only a few campus critical projects would move forward (i.e. building systems replacement/repair, underground utility replacement, etc.)
  3. Some critical maintenance projects (roofs, controls, underground utilities, etc.) would be delayed and not allow the campus to continue its traditional large scale replacement schedule.
  4. Power Plant would need to look for funding outside of the capital plan. The power plant is beyond its useful life (increase maintenance dollars and unavailable parts) and is one of the most critical systems to keep the campus operational.

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Questions?

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Buffalo State College

COLLEGE COUNCIL

Naming of Building and Grounds Committee Report

College Council Meeting
February 24, 2015

In accordance with the Guidelines for Naming Opportunities on State University Campuses; and in recognition of a gift to Buffalo State from Marianne Vallet-Sandre; President Katherine S. Conway-Turner has approved the naming of the art preparation studio located on the third floor of Rockwell Hall as the Marianne Vallet-Sandre Art Preparation Studio.

Buffalo State will record this transaction in the record of named spaces maintained at the university. Arrangements will be made to dedicate the Marianne Vallet-Sandre Art Preparation Studio in honor/memory of Marianne Vallet-Sandre at a date to be specified.

Respectfully submitted,

Linda A. Dobmeier

Linda A. Dobmeier, '71
Chair, Naming of Building and Grounds Committee

Buffalo State College

RESOLUTION

COLLEGE COUNCIL

At its February 24, 2015 meeting, the Buffalo State College Council recommended; and President Conway-Turner approved; that the **Art Preparation Studio located on the third floor of Rockwell Hall** be named in honor of **Marianne Vallet-Sandre.**

Marianne Vallet-Sandre is a native of Paris, France who came to the United States at age 14. She earned a bachelor's degree in Education from Buffalo State and completed a master's degree at Mexico City University, Mexico City.

After several years of teaching elementary art in public schools and mentoring numerous student teachers, in 1973 Marianne was invited to apply for a faculty opening at Buffalo State in the newly-formed Design Department. Six years later she was appointed chair of the 27-member department, a post she held for four years. Another invitation came, to become executive assistant to then president, Dr. D. Bruce Johnstone. By this time she had married photographer Paul Pasquarello and they had an infant son.

Six exciting years in the president's office followed, working on challenging projects as well as regular day-to-day activity. One particular project was the acquisition of the Graduate Art Conservation program, one of only three in the U.S. It was based in Cooperstown, created by private citizens Caroline and Sheldon Keck, but overseen by SUNY Oneonta. President Johnstone, the dean of Arts and Humanities at the time, Charles Diehl, and Marianne convinced the Buffalo State campus community to accept the new program.

After Dr. Johnstone left to become chancellor of the SUNY system, Marianne worked for the interim president for one year. She returned to the Design Department and retired in 2000. Since then, she has served as president of the Buffalo chapter of the international organization The Alliance Française for two terms, assisted political asylum candidates, and helped a European family find their long lost Buffalo relatives, in the aftermath of World War II.

She declares that her life has been an exciting and rewarding ride, beginning with her warm reception in this country.

This honor is given in consideration of a gift made to Buffalo State by Marianne Vallet-Sandre, and in recognition of her service as a member of the Buffalo State College community.

Linda A. Dobmeier

Linda A. Dobmeier, Buffalo State College Council

Bonita R. Durand

Bonita R. Durand, Secretary to the College Council

1300 Elmwood Avenue Buffalo, New York 14222-1095

Buffalo State College

RESOLUTION

COLLEGE COUNCIL

At its February 24, 2015 meeting, the Buffalo State College Council recommended; and President Conway-Turner approved; that the

To Approve Amendments to the SUNY Buffalo State Code of Student Rights, Freedoms and Responsibilities

WHEREAS, the New York State Consolidated Laws under Article 8, Education, at Section 356 (3)(g) empowers Councils of state-operated institutions to "...make regulations governing the conduct and behavior of students..."; and

WHEREAS, the College Council on September 8, 2011, in amending the Code in order to comply with guidance from the Office for Civil Rights (OCR) of the U.S. Department of Education (Department) relating to Title IX, indicated that "...it is further understood that additional changes to the Code may be subsequently proposed after a full and complete review of the Code, in order to ensure compliance with Title IX..."; and

WHEREAS, a Resolution Agreement has been entered into between the State University of New York (SUNY) and OCR following visits to SUNY campuses including the College; and

WHEREAS, SUNY, complying with initiatives of the Governor and the Chancellor, has promulgated SUNY Policies on Sexual Violence Prevention and Response, dated December 1, 2014; and

WHEREAS, SUNY Legal Council has provided detailed guidance on the Uniform SUNY Sexual Assault Prevention and Response Policies, dated December 8, 2014; it is therefore

RESOLVED

That the College Council immediately adopt the proposed amendments to the Code of Student Rights, Freedoms and Responsibilities.

Linda Dobmeier, Buffalo State College Council

Bonita R. Durand, Secretary to the College Council

1300 Elmwood Avenue Buffalo, New York 14222-1095

Buffalo State College

Code of Student Rights, Freedoms, and Responsibilities

Draft Revisions to Align with the Sexual Violence Addendum

And to Bring the Code Up to Date

Spring, 2015

Yellow Highlighted Text is NEW

Green Highlighted Text is OLD and recommended for deletion

Buffalo State College
Code of Student
Rights, Freedoms, and Responsibilities

(Revised, February 2015)

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I. Introduction

Higher education, with its emphasis on individual growth and independent thinking, requires a high degree of freedom. Yet, it also demands an orderly, harmonious atmosphere in which its members may pursue those aims in peace and security. Accordingly, the Buffalo State campus is governed by laws to foster such an atmosphere. Its policies and procedures are designed to guide student conduct and to ensure fair treatment for all students. Those policies follow and articulate student rights and responsibilities. Contact the Dean of Students Office (Student Union 306, 878-4618) should you require assistance with a specific issue or clarification of any policy. Students are expected to know the contents of this document.

This document recognizes that students have rights, freedoms and responsibilities both as citizens and as members of the college community. It is meant to be operable within the provisions of the Constitution of the United States; federal, state and local laws; and the policies of the Board of Trustees of the State University of New York.

The Code of Student Rights, Freedoms and Responsibilities is published each semester by the Office of Student Affairs. It defines student rights, freedoms and responsibilities; it defines proscribed student conduct; it provides due process and delineates sanctions when guilt has been properly determined.

Students should be aware that, effective June 1, 2004, Buffalo State College will indicate a permanent notation on the official college transcript of any student that is dismissed as a result of either serious and/or repeated violations of the *Code of Student Rights, Freedoms and Responsibilities*. Students dismissed from the College as a result of violations of the *Code* shall not receive credit for the semester in which the expulsion occurred and will be liable for all tuition and fees for that semester.

Students should also be aware that the College will vigorously prosecute students who violate provisions of the *Code* through abuse of alcohol and other substances. Behaviors that are detrimental to the learning environment and/or damaging to the reputation of the College (whether occurring on or off of college property) will not be tolerated. These include but are not limited to intentionally causing physical injury to self or others; the use of threats, harassment or intimidation; the verbal abuse of any other person; actions that result in bodily harm and sexual misconduct, sexual harassment, intimidation or assault, including rape. The provisions of the *Code*, presented at Article VI below, define the full circumstances under which violations of the *Code* occur. Persons who are found to be repeat offenders will be subject to increasing penalties, with the possibility of suspension or dismissal from the College.

The code has been approved by the College Council with the advice of the President and the College Senate.

II. Title

The code is titled, Buffalo State College *Code of Student Rights, Freedoms and Responsibilities.*

III. Authorization for Establishment of the Code

Section 356, Education Law of the State of New York delegates to the Board of Trustees of the State University of New York authority to establish rules and regulations governing the operation of collegiate units. Within this authority, the Council for Buffalo State College is authorized to 1) make regulations governing the conduct and the behavior of students (Section 356, item G); 2) establish appropriate regulations, and 3) exercise supervision over student housing and safety (Section 356, item H).

IV. Definitions

The following terms, when used with reference to the Code of Student Conduct, are defined as follows:

A. College: The term "college" refers to Buffalo State College.
B. College Property: The term "college property" refers to all property owned, leased or on loan to the college and/or to college organizations. Such organizations include, but are not limited to, United Students' Government Inc., The Research Foundation of the State University of New York, and Auxiliary Services.
C. College Document: The term "college document" refers to any college record, official communication or form.
D. Personal Property: The term "personal property" refers to anything of value to which a person has possession or title.
E. College Council: The term "college council" refers to a council for the State University College at Buffalo as provided by Section 356 of the Education Law. (Refer to the most recent issues of the Policies of the Board of Trustees.)
F. Designated College Official: The term "designated college official" refers to a person who is employed by the college and authorized to perform in a prescribed manner.
G. College Staff: The college staff includes college employees not classified as faculty, by Article II of the Policies of the Board of Trustees.
H. Faculty: The term "faculty" includes members of the academic staff employed by the college to conduct instruction, research and other service programs. (Specific responsibilities are stated in the Policies of the Board of Trustees.)
I. College Senate: The term "college senate" is defined in Article III of the By-Laws of the college (1973) as to the governance body of the college with respect to such matters as curriculum, instruction and research, professional welfare of the faculty, budget and staff allocation, student welfare, standards for students, international education, by-laws and elections and academic planning.
J. Student: The term "student" includes all persons registered for course(s) at the State University of New York College at Buffalo, both full and part time, pursuing undergraduate or graduate studies.
K. Student Organization: The term "student organization" means a group or association of students with a specific purpose which has complied with the formal requirements for recognition by the student government and/or the college,
L. Trustees: The term "trustees" refers to the Board of Trustees of the State University of New York as defined by Section 356 of the State Education Law.

V. Student Rights and Freedoms

A. Freedom of Government

Students have the right to organize and maintain democratic self-government.

B. Academic Freedom and Responsibilities

Students have the right to be informed of and are responsible for maintaining the standard of academic performance expected of them in each class and/or program in which they are enrolled. Students have the right to take reasoned exception with the data or views offered in any course of study and to hold differing opinions without fear of prejudiced or capricious academic evaluation.

C. Freedom of Expression and Inquiry

Students and student organizations have the right to meet, engage in discussion, pass resolutions, distribute leaflets, circulate petitions, invite speakers and take other action by orderly means which does not disrupt the operation of the institution. Except as proscribed herein, they are free to express opinions publicly or privately.

D. Freedom of Communication Media

Student communication organizations are to be free of censorship and advance approval of copy. Student editors and managers are free to develop editorial policies and news coverage in accordance with generally accepted standards of responsible journalism. Such public expressions are to be taken only as the work and opinions of their author(s).

E. Freedom of Association

Students are free to organize and join associations for educational, political, social, religious or cultural purposes, as consistent with law.

F. Freedom from Disciplinary Action Without Due Process

No sanction or other disciplinary action shall be imposed on a student by or in the name of the college without due process. This document defines due process at the college.

G. Freedom from Improper Disclosure

Information about student views, beliefs and political associations which faculty and college staff may acquire in the course of their duties at the college are to be considered confidential. Judgments of ability and character may be expressed in appropriate circumstances (e.g., letters of recommendation).

H. Right to Privacy

Students are protected from invasion of privacy and searches of their residences, except where a court ordered search warrant has been legally obtained or where permitted by the campus residence hall license or in the case of a danger to health or safety.

I. Freedom from Prejudice

Students have a right to be free from prejudice based on race, creed, sex, religion, ethnicity, sexual orientation, disability or age.

J. Right to be Informed

The college has the obligation to inform all students, within a reasonable time, of their rights, freedoms and responsibilities. Additionally, the college has the obligation to provide both complainants and those accused of violations, within a reasonable time, a set of documents that clearly outlines the alleged violation, campus judicial process, possible sanctions, student advocacy rights and a list of available college and community support services.

VI. Violations of the Code of Rights, Freedoms and Responsibilities for Students

While on college property, while attending college-sponsored activities, or off campus where a definite, legitimate and substantial college interest exists, no student, either singly, or in concert with others, shall:

A. Persons

1. intentionally cause physical injury to self or others, threaten, harass, intimidate or verbally abuse any other person.
2. take any action for the purpose of inflicting bodily harm upon any person or take any action with such reckless disregard that bodily harm might result.
3. ~~Engage~~ engage in sexual misconduct in any form. Sexual misconduct allegations are addressed under the provisions detailed in the Sexual Violence Addendum to the Code~~t shall include, but is not limited to instances of sexual harassment, assault, rape, bullying, forced sexual touching, sexual exploitation, or any other offense or violation of this code that has a sexual component.~~
   a. ~~an individual CANNOT GIVE EFFECTIVE CONSENT who is under the age of consent, physically helpless, mentally incapacitated, severely impaired and/or incapacitated through use of drug or alcohol intoxication. The prior sexual experiences of the alleged victim of abuse and/or assault will not be considered in the determination of guilt to a charge of sexual abuse and/or assault.~~
4. engage in hazing, stalking, harassment or threats of violence based on, but not limited to, a person's race, ethnicity, national origin, religion, creed, sexual orientation, disability, age or gender. Examples of hazing include, but are not limited to: paddling or other physical abuse or brutality; activities that involve illegal acts of excessive fatigue and/or stress; verbal and/or psychological abuse that compromises the dignity of individuals.
5. physically restrain or detain any person or remove such person from any place where he/she is authorized to remain.
6. obstruct the free movement of persons and college-owned and/or operated vehicles on the college property.
7. without appropriate permission enter into a private office of an administrator, faculty or staff member or student organization.
8. disrupt or prevent the peaceful and orderly conduct of classes, lectures and meetings or interfere with the freedom of any persons, including invited speakers, to express their views.
9. interfere with or disrupt any college office, classroom or activity through any means including the excessive use of amplified sounds or other electronic equipment.
10. vandalize, damage or destroy personal property of another individual.
11. remove or use another individual's personal property without authorization.
12. practice any form of dishonesty, including cheating, plagiarism, or furnishing false information to the college.

B. College Property

1. vandalize, damage, misuse or destroy college property.

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2. take college property such as supplies, equipment, services or documents without authorization.
3. misuse college supplies, services or documents.
4. misuse college property such as computer services, computer time, telephones, fax machines, and college or student records.
5. camp on college property without authorization by appropriate officials.
6. forge, transfer, alter or misuse any student record, identification card or other college document.

C. Safety

1. fail to comply with a directive by a designated college official who has duly identified him/herself and is acting in performance of his/her duties on college property.
2. enter and remain in any building or facility for any purpose other than its authorized use or in such manner as to obstruct its authorized use by others.
3. without authorization remain in any building or facility after it is normally closed.
4. refuse to leave any building or facility after being directed to do so by an authorized college official.
5. have in his/her possession on college property a rifle, shotgun, pistol, revolver or other firearm, an air gun, BB gun, paintball gun or any other replica of a firearm, instrument or weapon in which the propelling force is air or carbon dioxide, knife, club, slingshot, or other thing adaptable to the purpose of a weapon without the written authorization of the chief administrative officer, whether or not a license to possess same has been issued to such person.
6. use or have in his/her possession on college property any fireworks without the written authorization of the chief administrative officer.
7. possess, sell, use or distribute illegal drugs on college property or off campus where a nexus between the off campus location and the college exists under this code. (This includes possession, use, sale and/or distribution of alcoholic beverages other than in authorized areas and to persons at least 21 years of age.)
8. smoke or use tobacco products, including electronic smoking devices, anywhere on college property.
9. make a false report of a bomb, fire or other emergency in any building, structure or facility on college property.
10. alter or make unwarranted use of firefighting equipment, safety devices or other emergency safety equipment.
11. have animals in the residence halls or other college buildings without written authorization from appropriate college officials. (Assistant dogs are permitted as needed for those with physical impairment.)
12. leave animals unleashed or otherwise unattended on college property.
13. violate college parking and driving regulations. (Parking is prohibited at all times on roadways, sidewalks, lawns, grounds, lanes and throughways of parking areas except as posted. The college may have illegally parked vehicles towed away, the expense of which will be borne by the violator. Vehicles may be towed if they have acquired excessive parking violations.) Violations of this section are referred to the Traffic Appeals process. Students are notified of the appeals process through the Traffic Office. The determination of the hearing officer is final.
14. drive motorcycles, snowmobiles or other mechanized vehicles on college property other than on provided roadways. (Aids to the disabled are exempted.)
15. violate the rules and regulations governing residence halls as stated in the most recent edition of the Student Handbook of residence hall policies..
16. violate the guidelines established in the Residence Hall License agreement.

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17. violate the established rules and regulations governing registered student activities. (Guidelines pertaining to registration of activities, use of campus facilities and organizational responsibilities are available from the Student Life Office.)
18. fail to keep the Records and Registration Office informed of his/her current mailing address and any change thereof.
19. incite any other person(s) to commit any of the acts herein prohibited.

D. Other

For disciplinary action to be taken against a student for violation of a federal, state or local criminal statute, a definite relationship between the statutory violation and the college's rules and regulations must exist. The violation of a statute or conviction off campus must be shown to be such that it justifies action by the College Court.

VII. Judicial System

A. Jurisdiction and Double Jeopardy

The college judicial system's functions are to respect the rights of both complainants and accused students and to render fair judgments. It is not bound by the technical and formal rules of evidence.

The college judicial system has original jurisdiction in matters concerning infractions and violations of the Code of Student Rights, Freedoms, and Responsibilities. Enforcement of college rules and regulations does not constitute double jeopardy even when students are charged with violation of state or federal laws as well as with violation of college rules and regulations.

B. The Judicial System of the State University College at Buffalo is comprised of the following positions appointed by the president or his/her designee and fulfill the following functions:

1. **Director:** The Director shall be the Dean of Students or his/her designee. He/she will:

a. train judicial board members, appeals board members and advocates for students.
b. organize judicial hearings.
c. initiate consultations between affected students and advocates for students.
d. ensure adherence to college judicial procedures and, whenever possible, attend judicial board hearings.
e. organize appeals board meetings.
f. whenever possible, informally resolve grievances, disputes and accusations in accordance with the limitations and procedures stipulated in VIII.D. of this document.
g. ensure compliance with the findings of the judicial board.
h. prepare an annual report to be made available to the college community at the beginning of the subsequent academic year. This report will:

- provide statistical data on the number of hearings and the sanctions imposed for specific violations, and
- document the participation and college service of judicial board members and advocates for students.

2. **Advocate for Students**

The Advocate for Students will be drawn from a list of faculty and/or staff members selected and trained by the Director.

Advocates for students will advise affected students of their rights and responsibilities, resources that are available to them, and college judicial procedures preparatory to informal resolution or a judicial hearing.

3. **Judicial Boards**

a. **composition and limitations**

1) The College Court will consist of two Judicial Boards that will be appointed by the President from a list of volunteers recommended by the College Senate for a term of two years. Students may elect to serve for one or two years. Each Judicial Board will consist of seven persons, including: three students, two faculty members and two college staff members. Each board will also consist of two students, one faculty member and one college staff member serving as alternates. These boards will hear cases on a rotating basis. Additional boards may be appointed by the president upon recommendation of the director. Board members may serve on either board as deemed necessary by the Director.
2) The following persons may not serve on the judicial boards: the Dean of Students, University Police officers and staff, staff members of the Office of Residence Life, and the Office of Student Life, its student interns and resident assistants.
3) Any board member who has a personal or professional interest in the outcome of a case must disqualify him/herself from hearing that case. Where the director has reason to suspect that such an interest exists, the director must request the board member to disqualify him/herself and inform the board of that request. A simple majority of the board may elect to exclude a board member from participating where the board believes a personal or professional interest exists.
4) A quorum shall consist of five members, including the chairperson, at least one of whom must be a student.

b. Judicial boards will:

1) hear and evaluate charges and evidence.
2) question participants on matters directly germane to the case.
3) make judgments of guilt or innocence.
4) make final determinations of sanctions in cases of guilty verdicts.

4. **Judicial Board Chair(s):** The Judicial Board Chair position shall be filled by college faculty and professional staff drawn from the judicial board pool and serving on a rotating basis. Judicial board chairs will:

1) chair hearings: formally present charges to the board and ensure the orderly and thorough presentation of necessary evidence, participate in board discussion and vote on guilt or innocence.
2) inform the accused of the judgment of the judicial board. (Interim suspension, suspension and expulsion can be imposed only by the college president.)

5. **Appeals Board**

a. **Composition:** Members of the appeals board will consist of five members, as follows:

1. one faculty member, one staff member , two students, one member of the College Council
2. The chair of the appeals board shall be appointed by the president for a two year term from the faculty or staff members of the appeals board. The chair formally presents all information on the case being appealed, participates in board discussion, and votes on all matters before the board.
3. Members of the Appeals Board will be appointed from a list of volunteers for a term of two years by the college president upon the recommendation of the College Senate except that College Council members will be appointed by the chairman of the College Council. Students may elect to serve for one or two years.
4. A quorum shall consist of three members, including the chairperson, at least one of whom must be a student.

b. The appeals board will:

1. determine which cases will be granted appeals.
2. review such cases.
3. where deemed appropriate, allow students who have received guilty verdicts to personally address the board and answer questions posed by members of the appeals board.
4. In cases where sexual misconduct is alleged, the appeals board will, where deemed appropriate, allow complainants who wish to challenge the results of a hearing to personally address the board and answer questions posed by members of the appeals board.
4. where deemed appropriate, vacate convictions in verdicts and/or reduce sanctions.
5. where deemed appropriate, grant new hearings; and
6. where deemed appropriate, uphold the decisions of the original hearing board.

C. Initiating Complaints and Scheduling Hearings

Complaints may be initiated by any member of the college community - student, faculty, and/or staff. Any complaint concerning a violation of the Code of Student Rights, Freedoms, and Responsibilities should be made or referred to the director of the college judicial system as soon as practicable but no later than the end of the semester after the incident occurred. All complaints must be filed in writing, dated and signed by the complainant(s). If it is determined by the director that the complaint is within the jurisdiction of the judicial board and no informal resolution can be made, a hearing shall be scheduled. Both the complainant(s) and accused shall be notified by ~~certified mail~~ email to their official college email address, at least two weeks before the hearing date. The hearing will be concerned only with the allegations written in the complaint.

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In cases where sexual misconduct is alleged, the complainant and accused shall, upon request of either party, be separated from view of each other during the course of a hearing, such that both parties and the hearing board are able to hear each other.

Judicial board hearings are normally held on either Tuesday or Thursday between 12:15 and 1:30 PM.

D. Informal Resolution

1. An informal resolution is an agreement negotiated by the director of the judicial system and the accused. Where an informal resolution is not possible, a formal hearing must be held.
2. Informal resolution may not result in interim suspension, suspension, or dismissal from the college.
3. The Campus Mediation Service provides an additional method for informal resolution permitting students through the assistance of trained mediators to decide a workable solution between and among themselves. Involved students may be asked to participate in a conflict management workshop.
4. Cases involving violations of this code and/or the guidelines established in the Residence Hall License Agreement may be considered for informal resolution except as otherwise noted. Those emanating from residence hall grievances, disputes, and accusations may be referred to the residence halls' judicial system for informal resolution at the discretion of the director. The following are excepted from informal resolution:
    a. sexual harassment, intimidation, or assault on any person, including rape, regardless of the nature of the relationship between the persons involved. (VI.A.1.c.)
    b. disruption or prevention of the peaceful and orderly conduct of classes, lectures and meetings or interference with the freedom of any person, including invited speakers, to express their views. (VI.A.5.)
    c. forgery, transfer, alteration or misuse of any student record, identification card or other college document. (VI.B.6.)
    d. false report of a bomb, fire or other emergency in any building, structure or facility on college property. (VI.C.9.a.)

E. Hearing the Case

Accused students and complainants may each bring an advisor of their choice at their own expense. This person may assist them during the hearing. The advisor takes no direct part in the proceedings, unless permitted to do so by the chair although he or she may advise students during the proceedings All hearings are closed to the public. Only individuals directly concerned with the extant case may be present during a hearing; e.g., complainant(s), witnesses, the accused, advisor(s). Observers are not allowed. It is the responsibility of both the accused student and complainant(s) to notify witnesses of the time and place of the judicial hearing. Complainants and accused students are responsible for presenting their cases, with the assistance of an advisor if desired and have the right to present witnesses on their behalf and to ask questions of witnesses presented by the opposing party or parties. No evidence other than that received at the hearing may be considered by the hearing board. Written statements by anyone not present at the hearing are not acceptable.

Comment [CAE1]: Accused student

Comment [CAE2]: accused students

F. Decisions

The hearing board will determine the responsibility of the student(s) accused by a simple majority plus one vote of those present during the entire hearing. Judgment shall be based solely upon the evidence presented at a hearing. In cases where sexual misconduct is alleged, judgment shall be based solely upon a preponderance of the evidence presented at the hearing and the provisions of the Sexual Violence Addendum will apply. In the case of a "responsible" decision, short of suspension or dismissal from the college, the hearing board shall determine the sanction. Sanctions will be determined by a simple majority vote. Past disciplinary records may be taken into consideration.

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The chairperson shall present the decision of the hearing board to the defendant and summarize the reasons for the decision. A student found in violation of this code will be asked to sign a

Comment [CAE3]: accused student

statement indicating that he/she understands the ruling. Signing this statement does not necessarily indicate agreement with the decision.

Both the defendant and the complainant must be informed as soon as practicable but no later than 30 days after the outcome of any institutional disciplinary proceeding brought alleging violation of the code. The outcome of a disciplinary proceeding represents only the institution's final determination with respect to the alleged offense and any sanction that is imposed against the defendant.

Comment [CAE4]: accused student

Comment [CAE5]: accused student

G. Sanctions

It is the responsibility of the student to complete sanctions within the required time period. A student found in violation of this code must return to the director of the college judicial system, the "Completion of Sanction" form signed by the appropriate individuals. Failure to complete sanctions may result in an official "hold" placed on all permanent records of a student and/or further charges being brought.

In the event of non-compliance with an order of suspension or dismissal, University Police will be responsible for ensuring enforcement. The following sanctions may be imposed upon an individual, or student organization, if found guilty of one of the specified violations:

1. reprimand or warning: Written notice that continuation or repetition of the violation within a period of time stated in the warning may be a cause for more severe disciplinary action.
2. social probation: Restriction from participation in specified college/sponsored activities, events, or use of specified college facilities.
3. restitution: Reimbursement for damage or misuse of property.
4. College or community service: In consultation with the Dean of Students, individuals may be assigned appropriate community or college service. Such service may not exceed 40 hours and may not conflict with the student's religious or ethical views.
5. disciplinary probation: Status of student is declared probationary for a specific period of time which shall not be less than three months nor more than one calendar year. Further violation of recognized rules and regulations may warrant immediate suspension or expulsion from the college. This sanction precludes the individual from representing the college in an official capacity such as intercollegiate athletics or student office, and it may include the loss of specific privileges.
6. suspension or dismissal: The hearing board may recommend to the college president that a student found in violation of this code be suspended or dismissed from the college. Effective June 1, 2004, Buffalo State College will indicate a permanent notation on the official college transcript of any student that is dismissed as a result of either serious and/or repeated violations of the *Code of Student Rights, Freedoms and Responsibilities.* Students dismissed from the College as a result of violations of the *Code* shall not receive credit for the semester in which the expulsion occurred and will be liable for all tuition and fees for that semester.
7. interim suspension: The college president may suspend a student pending a hearing and determination thereof, whenever: in his/her considered judgment the continued presence of such student would constitute a clear danger to him/herself or to the safety of persons or property or would pose an immediate threat of disruptive interference with the normal conduct of the institutions' activities and functions, provided, however, that the president shall grant a hearing , within a reasonable period, on the request of any student so suspended with respect to the basis for such suspension. During this period of such a suspension, the student shall not, without prior permission of the president or his/her designated representative, enter or remain on the campus of the State University College at Buffalo other than to attend the hearing. Violation of any condition of the interim suspension shall be grounds for dismissal from the college. The student must leave the campus within 48 hours of notification of the suspension or expulsion unless an appeal is

granted or an extension is approved by the college president or his/her designee. The suspended or expelled student may not visit the campus unless prior permission by the college president or his/her designee is given.

8. For students found responsible for sexual assault under the Sexual Violence Addendum to the Code, the available sanctions are suspension with additional requirements and expulsion/dismissal.

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~~8.~~9. Sanctions for Residence Hall Related Violations:

a. residence hall probation. A student's resident status is declared probationary for a specified period of time. Residence hall probation is a strict warning against further violation(s) of residence hall/college policies. Further violations may result in loss of a student's license to live on campus.
b. imposed reassignment. A resident student will be reassigned to an available space on campus to be determined by the judicial hearing board and director of residence life. The student will be required to move to the new assignment within a specified and reasonable period of time or be subject to immediate suspension from the residence halls.
c. suspension/expulsion from the residence halls. The student will be required to vacate the residence halls for a reasonable specified period. The student may apply to the director of residence life or his/her designee to be readmitted to the residence halls following a period of suspension. Any individual under suspension or expulsion from the residence hall is prohibited from entering any residence hall without explicit permission, in writing, from the director of residence life of his/her designee.

H. Absence of Accused Student

If the defendant does not appear at the hearing and if it has been determined that the defendant did receive the required notice of the hearing, the case will be heard in his/her absence and a decision will be rendered by the judicial board.

Comment [CAE6]: accused student

I. Absence of the Complainant

If the complainant does not appear at the hearing and if it has been determined that the complainant did receive the required notice of the hearing, the case may be dismissed.

J. Absence of Quorum

In the event that a quorum of the hearing board is not present, the hearing will be rescheduled. The rescheduled hearing will take place within ten days of the first hearing date.

K. Reporting Decisions

A written report of the findings of the judicial hearing and the sanctions , imposed or recommended, by the board, shall be prepared by the chairperson and forwarded to the director of the college judicial system, the vice president for student affairs and, where necessary, the college president.

L. Appeals

1. Any student found in violation of the rules and regulations of the Code of Rights and Responsibilities has the right to request an appeal of any decision made by a judicial hearing board.
2. In cases where sexual misconduct is alleged, both the complainant and the victim have the right to request an appeal of any decision made by a judicial hearing board.
3. An appeal must be made in writing to the director of the judicial system within ten **(10)** days of receiving notification of the outcome of the hearing. An appeal must include the specific reason(s) for the request: procedural error, inappropriate application of college regulations, presence of new information, or the leniency or severity of sanctions imposed. Appeals may include requests to personally address the appeals board. The appeals board shall first determine whether or not an appeal will be granted. If granted, the appeals board shall schedule a hearing. In cases where an error is found or there is compelling new evidence, the appeals board shall set aside the original decision and either enter its own judgment or recommend a new hearing. The appeals board may elect to request to speak directly with complainants, witnesses or student (s) accused.
4. All sanctions imposed shall be considered in effect until/unless reversed by the Appeals Board. The decision of the appeals board is final.
5. Reporting Decisions: The appeals board shall follow the same procedure as the judicial hearing board.

M. Judicial Records

1. Student records, including files, taped proceedings and testimony of cases heard before the judicial hearing board are confidential.
2. College guidelines concerning the confidentiality of student records in accordance with the "Family Educational Right and Privacy Act (PL 93-380) of 1974," as amended, shall be followed.

N. Non-Retaliation Policy

Both complainants and accused students are prohibited from engaging in any form of retaliatory action against the other party, any witness at a hearing, members of the hearing or appeals boards, judicial affairs staff or any other party associated with the complaint.

VIII. Revisions and/or Amendments

All revisions and/or amendments to the Code of Student Rights, Freedoms, and Responsibilities must be approved by the College Council with the advice of the president and the College Senate.