

**Buffalo State  
State University of New York  
COUNCIL MEETING  
September 17, 2019 4:00 PM  
Cleveland Hall 518  
MINUTES**

**COUNCIL MEMBERS PRESENT:** Chair Linda Dobmeier; (by Conference call) Mr. Todd Brason; Ms. Melissa Brinson; Allen "Pete" Grum; Mr. Charles Naughton; Mrs. Cindy Odom; and Student Representative Chyna Richards.

**FACULTY & STAFF PRESENT:**

President Katherine Conway-Turner; Interim Provost James Mayrose; Vice President for Finance and Management, Laurie Barnum; Vice President for Student Affairs, Timothy Gordon; Vice President and CIO, Jackie Malcolm; Chief Diversity Officer, Karen Clinton Jones; Chief of Staff and Secretary to the College Council, Crystal J. Rodriguez; Dean, School of Arts and Humanities, Benjamin Christy; Dean, Graduate School, Kevin Miller; Dean, School of Education, Wendy Paterson; Associate Vice President for College Relations, Tim Walsh; Buffalo State College Senate Chair and Professor, Communication, Joe Marren; UUP, Chair and Professor Economics, Fred Floss; Retired, Associate Professor Emeriti Elementary Education and Reading, Nancy Chicola; Professor, Elementary Education Literacy, Education Leadership, Pixita Del Prado Hill; Executive Assistant to the Dean, Tamara Horstman-Riphahn; Director, International Graduate Programs, Mike Lovorn, IPDS Alumni: Bryanna Hill and Molly Rutter; Multimedia Design Specialist, Instructional Resources, Ken Giangreco; Graduate Intern, Summer Cruz; Staff Assistant, Presidents Office, Melissa Slisz

**CALL TO ORDER**

Ms. Dobmeier called the meeting to order at 4:02 p.m. Ms. Dobmeier welcomed everyone to the meeting.

**ACTION ITEMS**

Ms. Dobmeier called for a motion to approve the minutes from the May 21, 2019 meeting. Mr. Naughton moved that the minutes be approved; the motion was seconded by Mr. Grum. The motion carried by unanimous vote (see attached).

It's a new year and as we renew our commitment for the upcoming year, let's keep in mind that our 150<sup>th</sup> Anniversary (2021) is quickly approaching and there will be many events and celebrations that we will be invited to be a part of.

Before the beginning of the semester, Linda sent out committee assignments to everyone. Please let me know if you have any questions. Your staff liaisons should be in contact with you soon, if they haven't called already, about meeting schedules, if needed.

Since this is the first meeting of the year, it is time to welcome our new student representative to the Council. Chyna Richards is a senior and majoring in Political Science. She has completed her College Council Orientation, will serve on the Student Affairs committee and we are happy to have her here with us. Please join me in welcoming Chyna.

Linda asked President Conway-Turner to deliver her report to the Council.

### **PRESIDENT'S REPORT**

President Conway-Turner thanked Ms. Dobmeier for her report.

The President introduced Wendy Paterson, Dean, School of Education and she introduced her staff; Nancy Chicola, Retired, Associate Professor Emeriti Elementary Education and Reading; Pixita del Prado Hill, Professor, Elementary Education Literacy, Education Leadership; Mike Lovorn, Director, International Graduate Programs; Tamara Horstman-Riphahn, Executive Assistant to the Dean, and two IPDS alumni, Bryanna Hill and Molly Rutter and they presented on the International Professional Development Schools Consortium (see attached).

The President mentioned that her written report is in the board materials (see attached).

### **Student Affairs**

Charles Naughton reported for Student affairs committee (see attached).

### **Facilities**

Laurie Barnum reported for Facilities committee (see attached).

### **ADJOURNMENT**

Ms. Dobmeier called for a motion to adjourn the meeting. Ms. Brinson moved to adjourn the meeting and Mr. Grum seconded the motion. The motion carried by unanimous vote. The meeting was adjourned at 4:55 p.m.

**Respectfully Submitted,**

*Crystal J. Rodríguez, Esq., LL.M.*

**Secretary to the Council**



**President's Report  
To the  
Buffalo State College Council  
September 17, 2019**

Progress Report, Updates, and Significant Accomplishments  
Since the May 21 2019 meeting.  
Prepared by: Kate Conway-Turner, President

**Updates from SUNY**

SUNY System Administration, after speaking with Governor Cuomo's office, has begun preparation for the 2020 Census. While in its preliminary stages, we expect our campus will play an important role mobilizing the community to participate. This process will begin in full April 1, 2020 and extend throughout the summer. Under the leadership of Bill Benfanti we are currently planning how the campus can be engaged during the census process.

The Census will require coordination and direct participation from campus administration, students, faculty and staff, as well as general information sharing and education. We have determined campus residential life professionals would serve as the best points of contact.

AVP Benfanti will work directly with the Census Bureau and SUNY System to ensure the most participation from our campus.

**In the News**

*The Washington Monthly* has named Buffalo State a "Best Bang for the Buck College" for 2019. Outranking all other four-year colleges in western New York, Buffalo State came in 49th on a list of 363 northeastern schools.

The magazine's list ranks colleges based on how well they help students get a marketable degree at an affordable price.

Buffalo State was also praised for its contributions to the country. The school ranked 76 out of 606 on the 2019 Master's University rankings. Factors included in this ranking are social mobility, research and service.

Below, you will find divisional reports for you to review.

## **Academic Affairs**

### **Divisional Highlights for the President's Report to the College Council September 17, 2019**

#### **ACADEMIC AFFAIRS HIGHLIGHTS**

##### **PRODiG Program**

- PRODiG (*"Promoting Recruitment, Opportunity, Diversity, Inclusion and Growth"*) is a SUNY program that aims to increase the representation of historically underrepresented faculty at SUNY including underrepresented minority ("URM") faculty in general as well women faculty of all races in STEM fields ("WSTEM"). Thanks to the hard work of our Chief Diversity Officer, Dr. Karen Clinton Jones, and the support of our Academic Deans and Associate Provost, Buffalo State was awarded 4 new faculty lines for our newly formed African Studies Program. The new hires have home departments in Sociology, Theatre, Philosophy and Individualized Studies.

##### **Anne Frank Project**

- IGIHE is a major media outlet in Rwanda, the #1 online paper for Rwandans the world over. They recently published an article about the impact of the Buffalo State Anne Frank Project. Buffalo State is making a REAL impact in East Africa.  
<http://en.igihe.com/news/a-university-professor-from-usa-promoting-story.html>

##### **Guest Speaker**

- As part of the ongoing Title III Grant Student Success efforts, faculty, staff, and administrators were invited to engage in the following discussions about how to create an inclusive campus environment and further improve advising practices that facilitate student success, led by Blane Harding, a consultant with the National Academic Advising Association. Mr. Harding presented the keynote address "Moving from Diversity to Inclusion: Cultivating the Potential of All Students" on Tuesday, September 10, and facilitated three workshops on "Fostering an Inclusive and Diverse Community through Academic Advising", on Wednesday, September 11.

## SCHOOL AND DEPARTMENT HIGHLIGHTS

### Computer Science

- *Computer Science for High School (CS4HS) Showcase and Competition: June 1, 2019 at Buffalo State*  
Major sponsor: Google

Event for High School and Middle School students to demonstrate computer science projects in areas of robotics, computer programs, computer games, computer apps, web page design, and posters. Certificates and trophies were awarded to students in a variety of areas. Attended by 80 High/Middle School students from 19 schools, their teachers, and family members. There were over 250 attendees. CIS and Engineering technology faculty were involved.

- *CS4HS Workshop: July 9 – July 12 at Buffalo State*  
Major sponsor: Google

Workshops presenting various computer science topics to high school teachers in preparation for and in support of opening courses in their schools. There were three workshops concentrating on introductory computer science, AP Java, and AP Computer Science Principals course development. There were over 30 workshop participants from over 20 local high schools.

- *The Girls Coding Project 2019: July 15 – July 26, 2019 at Buffalo State*  
Partnership between the WNY STEM Hub, Girl Scouts of WNY, and SUNY Buffalo State College

The summer experience focused on coding, visits with women role models in IT, additional unplugged STEM experiences and leadership training. 79% of girls come from urban communities and/or are economically disadvantaged - many are refugees. In 2019, we served 62 Beginners and 21 Advanced girls. Over the past 3 years, 205 girls and their families have participated. Several highlights of this year's program included: unplugged coding of Ozobot mini-robots; a tour and shadowing experience at M&T Bank, including a visit with Terri Gadley, Administrative Vice President of Technology at M&T Bank and the highest ranking minority female in tech at the bank; a visit with Jennifer Beckage, nationally recognized data breach attorney; and a visit with Dr. Susan McCartney.

### Creative Studies

- This year's Myanmar Service-Learning cohort comprising Education, Education Technology and Multidisciplinary majors totaled 108 hours of training in leadership, art therapy, 21st Century Skills, Creative Problem Solving, and English as a second language. After experiencing the cohorts work, the US Embassy in Yangon invited members of the cohort to return and train leaders in other parts of the country in Creative

**Problem Solving.** A USAID representative in Yangon nudged us to submit a grant proposal.

- This last trip has continued to grow the trust and appreciation of our friends and community partners in Myanmar. As a result, the demand for our work has grown. The cohort received requests to stay longer or to make more than one trip a year. Moreover, projects that have emerged (e.g., Start a mental health clinic, expand the art program to the community, deliver design thinking service program for a k-12 school) have captivated the imagination of our students to grow and sustain their projects. They now find themselves planning return trips, running fundraisers, and exploring grant possibilities to support their projects, and its all driven by passion and thinking big.

### **Engineering Technology**

- A student team from the Mechanical Engineering Technology program placed second in the 2019 ASHRAE University Competition. The team from Buffalo State designed an "Efficient HVAC system and was sponsored by the Wendel Companies. This is the second time that a team from Buffalo State has placed in the top three in this international competition. ASHRAE will recognize these outstanding student design projects at the 2020 ASHRAE Winter Meeting to be held in February 2020 in Orlando Florida, with all expenses paid.
- Undergraduate Mechanical Engineering Technology student- Patrick Moyer- won the SUNY ITEC Scholarship for Fall 2019.

### **Hospitality and Tourism**

- The largest four-year hospitality program in the SUNY system, Buffalo State's Hospitality and Tourism Department has a strong focus on hands on learning. Of special interest this year is a newly formed partnership with Rich Products who will utilize the same "state of the art equipment" used by our faculty to teach students in Caudell Hall culinary labs. This partnership is a springboard for engaging directly with the leading supplier and solutions provider to the foodservice, in-store bakery and retail marketplaces. Our students will directly benefit from the partnership by strengthening opportunities to fund educational programming for our majors, connecting with chefs from Rich's by scheduling tours of the local corporate headquarters and inviting Rich Products professionals to speak in classes about careers and opportunities in the hospitality industry.  
<http://newsandevents.buffalostate.edu/news/caudell-lab-training-ground-rich-products>

- Strong financial support from the Statler Foundation continues through scholarships (\$28,000) and the Culinary Lab Endowment Fund (\$200,000). One student, Ms. Taylor Szlapak, received \$25,000 for the Statler Scholarship of Excellence Award. The Campus House Management Team received the Cardinal Newman Award at the Mass of the Holy Spirit on Sunday, September 8th. The team was recognized by Patrick J. Zengierski, Director of the Newman Center, for their dedication to the friendly and generous reception and entertainment of guests, visitors, or strangers at Campus House over the many years.
- Steve Burgeson and Sue Sims, partnered with Lynn Summerstein, founder and Director of the College Based Transition Program at Buffalo State and City of Buffalo Schools representatives to bring the promise of an "engaged community" to life in Campus House. The non-credit program is for students with significant disabilities ages 18-23 who are learning skills in the commercial kitchen at Campus House.

### **Theater**

- Joy Guarino, professor of theater, has received the 2019 Outstanding Dance Educator (Postsecondary) Award from the NYS Dance Education Association (NYSDEA). This award acknowledges a stellar dance educator from the NYSDEA membership with an established record of teaching dance in the postsecondary sector. She will receive the award at the annual National Dance Education Organization conference, held in Miami, Florida on October 23-26, 2019.

### **Art Conservation**

- The Art Conservation Department conducted an in-depth analysis of a Rembrandt painting, Portrait of a Young Man in an Armchair, owned by the Memorial Art Gallery in Rochester. Professors Fiona Beckett, JJ Chen, Aaron Shugar and Rebecca Ploeger and 4 paintings conservation students spent 5 days conducting intensive imaging and analysis in the department. The goal was to find out more about the painting using the modern technology. X-rays, infrared imaging, and many other forms of analysis were used to help identify the pigments and artist working methods. The results will be compared to other contemporary studies done on Rembrandt's paintings and is very timely since this year marks 350 years since Rembrandt's death, and has been coined "The Year of Rembrandt" by the Rijksmuseum.



## Biology

- Dr. Robert Warren and 5 of his students conducted a research project which was recently published in the Journal of Urban Ecology. The purpose of the project was for the students to use publicly available data to address ecological theory and create a manuscript for a peer-reviewed journal. For this project, they used a database that a volunteer herbarium curator (Battaglia) put together, and then the students spent the semester researching pollution tolerance of each species and the land use for each collection location. The college also did a nice press release:

<http://newsandevents.buffalostate.edu/news/surprising-level-biodiversity-found-among-wny-lichen-populations>

## Finance and Management

### Divisional Highlights for the President's Report to the College Council September 17, 2019

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#### BUDGET AND FINANCE, GENERAL

##### 1. Budget Rebalancing

The Financial Operations team developed a business intelligence (BI) financial personnel dashboard to produce budget rebalancing reports. The team also produced a financial template for reporting reductions and assisted the President in keeping the campus community apprised of progress in the budget rebalancing process.

##### 2. Buffalo State College Foundation

Agency Account Review: The F&M team has conducted a review of Buffalo State College Foundation agency accounts, consistent with a new SUNY agency policy. Foundation agency account information is now required supplemental schedule to the Audited Financial Statements.

All-Sources Foundation Budget: We have also developed the Foundation's first all-sources budget, which was well received by the Board of Directors in June 2019.

Housing Corporation: We have updated the Student Apartment Complex (STAC) financial proforma and gained approval from the Board of Directors to transfer accumulated liabilities to the college.

Currently the Vice President for Finance and Management (VPFM) is facilitating the process for the Board of Directors to consider refinancing options for the STAC revenue bonds. The Board has met with one finance firm and will hear presentations from two more in September before deciding how to proceed.

##### 3. Dormitory Income Fund Reimbursable (DIFR) Budget

We have developed a 10-year view of the DIFR budget that will aid in forecasting and planning.

#### BUSINESS PROCESS IMPROVEMENTS

The Finance and Management division is working to create more effective and efficient business processes, including automating paper-based processes where appropriate. Recently these improvements have included:

##### 1. Accounting

Accounting Department enhancements have improved services to constituents:

- Buffalo State College Foundation account activity and cash balance reports are now available to account holders across the campus on a weekly basis

- Internal account hierarchy structures -- used for college accounts within SUNY systems -  
- were replicated for congruency across campus financial entities and systems
- Enhanced financial and executive summary reports have been disbursed to Buffalo State College Foundation and Housing Corporation board and committee members

These improvements make it easier for users to access important information about their accounts.

## 2. **eProcurement**

Buffalo State continues to move toward implementation of its eProcurement system. A specific go-live date in 2019-20 can be scheduled once system testing is completed.

## 3. **Facilities Customer Work Order System**

A team consisting of Finance and Management and IT staff has developed plans for the replacement of Buffalo State's customer work-order system. Implementation of the AiM/Assetworks operations and maintenance (O&M) system for facilities work orders and key management is scheduled for 2019-20.

## 4. **Print and Mail Services Assessment**

VP Malcolm and VP Barnum are developing a plan for a managed print and mail initiative across campus. ComDoc has assessed our managed print, print shops and mail services to inform future planning.

## CAMPUS BOOKSTORE CONTRACT

During 2018-19 Finance and Management coordinated a cross-organizational effort, through the creation of the College Contracts Committee, to evaluate campus needs and develop a Request for Proposal for a new bookstore contract. We then successfully completed the process to name a provider of bookstore services at Buffalo State, via a ten-year Buffalo State College Foundation (BSCF) contract. Two firms -- Barnes and Noble College and Follett Higher Education -- responded timely to the RFP. Barnes & Noble College's response yielded higher scores across the board and was responsive to all required terms. For these reasons, the campus has awarded the bookstore contract to Barnes & Noble College.

## CAMPUS WALK RENEGOTIATION

The VPFM successfully negotiated an amendment of the 2016 affiliation agreement between SUNY and Campus Walk One. The amendment eliminated the college's obligation to exclude senior from campus housing. The change, well-received by students and other members of the campus community, paved the way for Buffalo State to accommodate ECC students in fall 2019.

## COMMUNITY CONNECTIONS

1. The VPFM, as the President's designee, recently joined the task force of the Greater Buffalo Racial Equity Roundtable. The task force supports the work of the roundtable by strengthening inclusive workplace practices.
2. Buffalo State joined the Buffalo Procurement Initiative (BPI) which will function as a convening resource for 11 major employers throughout the Buffalo region. Participants in the initiative will explore strategies and share resources to expand purchasing opportunities for

minority and mission-aligned local companies and leverage their collective demand to help create job opportunities for residents within minority communities throughout the region.

3. In February 2019 VP Barnum initiated formation of the 200 Acres Team, a partnership of the entities within the 200 acres that originally contained the Buffalo State Hospital: Buffalo State College, Richardson Olmstead Complex and the Buffalo Psychiatric Center. The team meets quarterly to discuss primarily matters relating to facilities and grounds, such as easements, joint campus beautification opportunities, facilities planning and events management.
4. In addition to establishing relationships with Richardson Olmsted Complex and the Buffalo Psychiatric Center, VP Barnum has made strategic connections with several other campus neighbors since her arrival. Niemiec Builders Supply Co., Louis Haremski and the Grant Amherst Business Association, the Black Rock/Riverside Alliance, the Albright-Knox Art Gallery and Chandler Street developer Rocco Termini are among them.

#### DART STREET PROJECT

Since Mayor Brown's February 2019 announcement of the City's intention to enter into a Designated Developer Agreement (DDA) with Buffalo State and the BSCR Corporation for the redevelopment of the City Impound Lot site, we have:

- Arranged for the DDA to be executed between the City of Buffalo and the BSCR Corporation
- Solicited information from key stakeholders that will inform the project Request for Proposal (RFP), currently in development
- Developed and vetted the project vision, workflow, timeline, budget, informational documents and presentations
- Seated a six-member Dart Street Project Advisory Committee
- Developed a detailed list of project team members, participants and stakeholders
- Briefed key constituents including the BSCR Corporation Board of Directors, the campus community, the Foundation Board of Directors, and external stakeholders such as the Riverside Blackrock Alliance
- Completed and advertised the project RFP. Proposals are due November 19, 2019.

During 2019-20 we look forward to progressing through this transformational project by:

- Receiving the proposals and reviewing them with internal and external constituents including campus and community stakeholders, the Dart Street Advisory Committee and the College Council Facilities Committee
- Recommending a concept/developer to the President via the Capital Development Board
- Working with the successful developer to finalize a project plan
- Submitting the project concept for approval by the Buffalo Common Council

## EMERGENCY RESPONSE PLANNING

Having a workable emergency response plan allows Buffalo State to undertake the necessary actions for incident response as well as develop a holistic view of incident management before, during and after an emergency. Our division successfully conducted two emergency response trainings in 2018-19: a fall 2018 briefing and a spring 2019 tabletop exercise.

We also spearheaded a campus-wide update of departmental continuity of operations plans (COOPs) and required that Emergency Response Resource Group members take the basic emergency response trainings offered by the FEMA Incident Command System: ICS 100, 200 and 700.

Each semester the VPFM reaches out to campus and divisional leadership to encourage participation in the Buffalo State Alert notification system.

## FACILITIES

### 1. **Advocacy**

On May 9 leaders from the SUNY Construction Fund – Robert Haelen, Senior Vice Chancellor for Capital Facilities & General Manager of the Construction Fund, and Nora McCabe, Director of Program Management & Finance – visited Buffalo State. The visit was an opportunity for the facilities team and the VPFM to highlight college facilities needs and advocate on behalf of our capital program. Our efforts were well-received and, we hope, productive for the campus.

Mr. Haelen's visit provided an opportunity for us to preview the materials we are developing jointly with the Marketing and Communications Office. The materials highlight the impact of capital investment here, making the case that investment in Buffalo State drives economic development, supports social mobility for economically disadvantaged students and creates transformational educational experiences. The materials will support our ongoing efforts to advocate for capital investment.

### 2. **Facilities Master Plan**

Notable project completed during 2018- 2019:

#### *Tower 3 Rehabilitation*

This high-rise residence hall underwent a thorough renovation to replace worn out systems and finishes. All bathrooms were fully rebuilt, windows were replaced, and first floor spaces reconfigured to be more functional. The project was completed in August 2019 at a cost of \$14.75M.

Notable projects in construction include:

#### *Science and Mathematics Complex, Phase 4*

The final phase of this multi-part project will connect the main entrance and lobby to the atrium and rest of the complex. The addition will add teaching and learning spaces including a greenhouse, planetarium, lecture hall and teaching labs. Research opportunities will be

expanded with labs for Biology, Chemistry, Earth Science and Physics. Faculty and graduate student offices will be added, as will student gathering spaces and a new café named the PlanetariYum. The building will be opened for classes in the fall 2020. The project cost is \$35.5 million.

#### Academic Commons, Butler Library

This project will transform the majority of the library's first floor to accommodate the Academic Commons and technology support for students. The Academic Commons brings together offices with a diverse set of missions, each providing assistance to students as they seek to fulfill their academic potential and graduate in the timeliest manner. It will include tutoring, academic advising, the Writing Center, the Math Center, the EOP Academic Center for Excellence, and Student Accessibility Services. The goal is to create a "one-stop-shop" for all academic needs for students. This project will be complete in the summer 2020 at a cost of \$14.4 million.

#### Iroquois Drive Reconstruction

Work began on this project to reconstruct the roadway, curbs and underground drainage along the entire length of Iroquois Drive and repair the concrete retaining wall along a portion of the north side. Improvements will include new site lighting, storm water retention and treatment, a new continuous sidewalk, high visibility crosswalks, sharrows for bicycles and improvements to the green area on the north side of the Moore Complex. The first phase will be complete this fall 2019 and the second phase will start in spring 2020. The project budget is \$7.9 million.

#### Coyer Field Turf and Track Replacement

New artificial turf and a scoreboard were installed at Coyer Field. Work will continue next summer as the track and field areas are replaced.

#### Rockwell Hall Performing Arts Center

A second, accessible box office was constructed, and the Performing Art Center is being refreshed with new seating, carpeting, painting and upgraded lighting. Accessibility and functionality were improved in the band room as risers were removed and new flooring and acoustic treatment was added.

Notable projects in design include:

#### Renovation of Classroom Building

This is a full renovation to replace original, worn out systems and finishes while re-configuring space to current department and 21<sup>st</sup> century teaching and student needs. The reconfiguration will allow for more student lounge, collaborative and study space, a second main entrance on the south side, better wayfinding and natural light into the building, and upgraded academic department spaces. The schematic design is to be completed by

December 2019, when the project will be broken into multiple phases of design and construction. The total project budget is \$78 million.

*Rehabilitation of Building 50 for University Police and Campus Operations*

This project will create a new home University Police (UPD) with appropriately designed space for their operations. The new location will create better response times to emergencies and added presence on the western end of the campus. Bengal Walk will continue across Grant Street with a direct connection to UPD's main entrance. The remainder of the building will be renovated for our custodial, grounds, and property/storage operations of the campus. The total project budget is \$17 million.

**FINANCE AND MANAGEMENT APPAREL**

During the spring semester, college-themed apparel was provided to all Buffalo State facilities staff. These college-themed polos, tee shirts and sweatshirts proudly identify facilities staff to students, employees and Buffalo State guests as valued members of our campus community. The apparel is college orange with the campus crest mark on the left chest and "Facilities Staff" lettering on the right chest. This project was made possible by a gift from Michael LeVine, former Vice President for Finance and Management.

**HUMAN RESOURCE MANAGEMENT**

The Human Resource Management Office and Payroll Office implemented the terms of the September 2018 UUP Agreement. This included:

- Processing retroactive across-the-board salary increases for 2016, 2017 and 2018, which required approximately 4,000 payroll/HR transactions
- Processing lump sum payments for all UUP employees (\$600 for full time, pro-rated for part time)
- Preparation of UUP Discretionary Award letters and SUNY rosters (693 lump sum awards prior to appeals). Award amounts must be adjusted by HR in December/January when SUNY calculates an addition to our campus discretionary pool after retroactive raises are applied.
- Modification of appointment forms to include new health insurance eligibility guidelines for part time faculty, which is now tied to total credit hours or equivalent
- Development of the form and process for a new provision allowing employees to "Stop the Clock Toward Continuing or Permanent Appointment" for the birth/adoption/foster care placement of a child
- Review of leave accrual records for part time professional employees to determine who is impacted by new leave accrual rates. Manual updates to individual employee attendance records will be required.

**PARKING SERVICES**

Parking Services is pleased to announce that its office moved to Moot Hall prior to the start of the fall semester to better accommodate the campus community. Parking Services is now located next to the Student Accounts office.

## **PROPERTY CONTROL AND SUSTAINABLE PROGRAMS**

### **1. CDHS Move:**

The Property Control and Sustainable Programs Office facilitated the move of the Center for the Development of Human Services (CDHS) from Michigan Street to campus under a short 60-day deadline. All of the CDHS furniture was repurposed on campus, eliminating the need to dispose of it in the trash.

### **2. Composting and Recycling**

This year the campus significantly increased the quantity of material it provided for composting:

- 2017-2018: 81.1 tons
- 2018-2019: 99.2 tons

The composting program includes several departments: Dining Services, Campus House/Hospitality Program and the Child Care Center. Compostables are collected in the kitchens of these areas, and within the daycare center classrooms (so the youngest members of our community are learning all about composting and getting involved at a hands-on level).

We were also able to divert more scrap metal from the trash waste stream this year:

- 2017-2018: 43.72 tons
- 2018-2019: 49.40 tons

### **3. Preparing Building 50 for Renovation**

This office has made great strides in cleaning the Building 50 warehouse facility, recycling, unneeded items, organizing equipment and conducting an inventory. The building and its contents will be manageable when the time comes to begin rehab.

## **STAFF ORGANIZATION AND DEVELOPMENT**

### **1. Divisional Reorganization**

Consistent with efforts across the campus to increase effectiveness and optimize resources, in April the VPFM initiated changes to the organizational structure in four Finance and Management units that report directly to her. Administrative Services, Campus Planning, Facilities and Financial Operations were realigned and reorganized. The restructuring appears to have met its goal of maximizing campus resources while aligning core competencies and responsibilities.

### **2. Staff Development**

In February the VPFM hosted a half-day retreat for her leadership team (direct reports) which focused on pathways to operational excellence and understanding of behavioral styles. A follow-up retreat in August 2019 investigated team dynamics and featured a presentation from Crystal Rodriguez on Racial Equality Impact Analysis. In addition to the leadership team, the newly formed divisional management team was included in the August gathering.



This group is made up of those in Finance and Management at the director level or equivalent.

#### STRATEGIC RESOURCE PLANNING PROCESS

The VPFM is laying the foundation for Buffalo State's strategic resource planning process (SRPP). Once launched, the SRPP will link the vision, priorities, people, and physical institution of Buffalo State in a flexible system of evaluation, decision-making and action. It will align resource planning to help Buffalo State achieve its overarching institutional and unit objectives of transparency, accountability and risk management, as well as provide support for accreditation.

The process will be rolled out according to the following schedule:

- FY 2018-19: Assess the current environment and begin to establish the process infrastructure
- FY 2019-20: Complete the infrastructure, including processes systems and reports; and optimize the organization and its resources
- FY 2020-21 and beyond: Launch the Strategic Resource Planning Process; assess and refine processes, systems and reports

These key groups have been initiated and will be integrated into the resource planning process:

Enrollment and Resource Planning Taskforce: The VPFM partnered with VP Malcolm to initiate a taskforce that provides enrollment, fee, tuition, financial aid and other data to support the enrollment and resource planning process.

Capital Development Board: The VPFM partnered with Provost Mayrose to initiate a Board that guides long range campus physical development of buildings, land, landscape and infrastructure.

Multi-Year Energy and Financial Plan Committee: This committee maintains Buffalo State's year-to-year energy financial plan, considering all facets of college utility and energy planning.

Future steps will include developing processes, systems and reports that will lay the groundwork for integrated resource planning. These will include:

- Budget model development and planning
- Enterprise risk management
- Improvements to business services and systems
- Entity/hierarchy structure
- Workforce planning

To keep the campus community apprised of progress on this initiative the VPFM presented to the College Senate in October 2018, February 2019 and May 2019. She has also begun to

make school-focused presentations about integrated resource planning, starting with a talk to the department chairs and other leaders in the School of Arts and Humanities in May 2019. Presentations to other schools and units will follow in 2019-20.

## **UNIVERSITY POLICE DEPARTMENT**

The University Police Department reports these key statistics for 2018:

- Responses to calls: 13,034
  - Community Policing foot patrols: 2,242
  - Educational programs: 82 programs for 8,005 people in attendance
  - Hours of training received by UPD offices: 4,779
  - Miles patrolled by bicycle: 2,522
  - Drivers stopped for traffic infractions who received a warning and not a ticket: 71%
  
  - On April 2 the University Police Department participated in the MATTERbox challenge, packing boxes of healthy meals for distribution to schools. Buffalo State employees including UPD officers worked alongside Buffalo State student volunteers on this project organized by Chartwells. Volunteers packed 200 boxes of healthy foods that were delivered to Milligan's food pantry to assist food-insecure students, as well as to the Delavan-Grider Community Center After School Program.
  
  - UPD has recently moved to a 12-hour work schedule for officers. This change reflects reduced UPD staffing levels. Rebalancing work schedules will meet the operational needs of the department and better serve the Buffalo State campus community.
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## **NEW AND DIFFERENT FOR STUDENTS IN 2018-19**

These Finance and Management activities provided direct support to our students during 2018-19:

### **Environmental Health and Safety**

1. The Environmental Health and Safety (EH&S) Office educates hundreds of Buffalo State students each year. EH&S staff train students on real world safety issues, helping them to develop a culture of safety they can take with them into their careers. Typically, members of the EH&S staff are guest speakers invited to classes by faculty. Topics include:
  - Chemical Safety: ESH trains students in Art Conservation, Chemistry, the Great Lakes Center and Biology about the NYS Right-To-Know Law and OSHA's Hazard Communication/Global Harmonization Standard (Lab Safety Standard).

About 50 students are trained each year.

- Fire Safety: Incoming freshman and transfer resident students; UPSAs; and students in Hospitality and Tourism, Art Conservation, Chemistry and Biology received fire safety training. Hundreds of students are trained each year.
  - General OSHA personal protection equipment (PPE): Students from several different departments receive training. This information is usually rolled in with other training topics. About 100 students participate each year.
  - Radiation Safety: Students from Art Conservation, Earth Sciences and Science Education, and Physics receive training. About 35 students participate each year.
  - Respiratory Protection: Students from Art Conservation and Ceramics are trained. About 35 students are trained each year.
  - Silica Exposure Safety: Students from Ceramics are trained. About 15 students receive training each year.
2. EH&S tables in the Student Union each February, interacting with more than 100 students regarding stormwater pollution awareness. The tabling is part of a public outreach effort included in the college's Municipal Separate Storm Sewer System (MS4) permit process. At the EH&S table students receive educational information and complete surveys, learning that materials that go into stormwater drains are contributing to pollution in Scajaquada Creek. Urban and storm runoff contribute to the creek's ranking as one of New York State's least healthy watersheds.
  3. EH&S provided fire safety training for students. The sessions allowed students to practice using fire extinguishers on a supervised live fire. The trainings took place between March 21 and April 25 and were attended by 40 students.
  4. This office has student workers receiving on-the-job training in fire safety, environmental programs and chemical safety.

### **Events Management**

1. At Commencement Kick-Off on April 10, the Events Management Office successfully debuted an electronic registration system to register students for commencement and provide them with guest tickets. The kickoff proceeded smoothly: 572 students were registered quickly and efficiently over the course of this first day of sign-up.
2. Buffalo State enjoyed a successful commencement ceremony on May 18. Approximately 2,500 students graduated. The new electronic system expedited the registration process

and day-of check in; allowed us to target messaging to specific populations, minimizing redundant communications; and yielded useful data to track trends and inform future decision making.

3. The Events Management Office has enhanced its room reservation process so that all campus space reservations --including those made by authorized student leaders -- will be automated by fall 2019.

## **Grounds**

In April, Friends of the Maud Gordon Holmes Arboretum partnered with the Campus Planning Office and the Grounds Department to plant 35 trees along Bengal Walk north of the Student Apartment Complex between Rees Street and Grant Street. About 50 volunteers participated, including students who are members of the USG-recognized Rowing Club. The planting increases the number and diversity of trees in the campus arboretum and offsets trees lost due to storm damage, construction, infestation, and disease.

## **Human Resource Management/Payroll Office**

1. Student employees are happy to be using their new electronic time sheets, as well as using online payroll features -- such as viewing paychecks and accessing W2s online -- of NYS Payroll Online. Payroll staff are providing ongoing training to new student employees, and to supervisors who approve the students' time records. Among eligible students, 100% are using the newly available electronic features. SUNY rolled out this program in June 2016, and Buffalo State was one of the first campuses to participate in the electronic time records for student employees.
2. Buffalo State College Foundation payroll responsibilities are being transitioned to the Buffalo State Payroll Office. This reassignment is expected to increase efficiencies by aligning core competencies. Students employed by the Foundation will be paid on the Student Assistant payroll, which will provide access to electronic time sheets to report hours worked, and eligibility to earn service credit in NYS Employees' Retirement System.
3. The Payroll Office has also taken on responsibility for payroll services for students working at Buffalo State's Orientation.

## **Sponsored Program Administration**

The Sponsored Program Administration Office offers Institutional Review Board (IRB) protocol training for students. This training is offered twice each semester and is intended to prepare students to (1) understand when it is necessary to submit an IRB protocol for their research projects; and (2) properly submit the protocol.

## **Transportation Services**

In 2018-19 the campus shuttle service was improved significantly. Aged vans driven by University Police Student Assistants (UPSAs) have been replaced with new 16-passenger mini-buses operated by a contractor, Gray Line Niagara Falls/Buffalo. These new vehicles are ADA-compliant and are clearly marked as campus shuttles. The shuttle covers a route from the Grant Street lots to Cleveland Circle during the day (8:30am-4:30pm), circulates the campus overnight (4:30pm – 4:30am), and takes our resident students to Tops and Wegmans on weekday evenings and weekend afternoons. Ridership statistics for the new Buffalo State shuttle are outstanding. Students clearly appreciate this improved service.

## **Institutional Advancement**

### **Divisional Highlights for President's Report to College Council September 2019**

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#### **ALUMNI ENGAGEMENT**

##### ***Jacqueline Vito LoRusso Alumni and Visitor Center***

The Alumni and Visitor Center hosted 28 events with 889 attendees during the period, generating \$2,300 in revenue. Notable events include a celebration of the 50<sup>th</sup> Anniversary of the Moon Landing, the annual 50+ Club Reunion, and the Sigma Phi Epsilon Fraternity Reunion. Outside groups utilizing the Alumni and Visitor Center included Say Yes Buffalo, Americorp, Mayor Brown's office, and the NYS Master Teacher Program. Campus partners utilizing the space include the Television & Film Arts program, Admissions, the Office of Finance & Management, and the Office of Academic Affairs. We currently have 61 events booked for September including the Computer Science 4 All Conference and a Sigma Lambda Upsilon Reunion.

Over 80 alumni have stopped by to visit the new center during the period, and more than 50 have requested their Alumni ID Cards.

##### ***Events and Opportunities***

The Alumni team engaged approximately 270 alumni at six events during the period including fraternity reunions and a mixer for graduates of the English Education Program.

The Alumni Engagement Office continues to work closely with the Career Development Center and the Student Affairs Department to implement an online platform for alumni-student mentoring.

Alumnus Denis Uminski, '64, '67 was recognized as the Senior Service Award recipient at the 50+ Club Reunion in July for providing free legal services to deployed service men and women and their families. Denis is an active alumnus, supporting the Burchfield Penney and several scholarships including the Alumni Military Service Scholarship.

##### ***Alumni Communications***

During the 2-month period, the Alumni Engagement team sent 10 emails to approximately 31,480 addresses.

Marketing and Communications Office published news stories about alumni Mohamed Koanda, a software engineer at Microsoft, and Caitlin Murray, a sport journalist who covered the U.S. team in the 2019 Women's World Cup this summer.

The Alumni Engagement Office received more than 100 Class Notes submissions for *1300 Elmwood* magazine.

## **DEVELOPMENT**

### ***22nd Annual BSC Golf & Tennis Scholarship Classic:***

This year's event was held on Monday, September 9th at Park Country Club. We had, 116 golfers and 10 tennis players registered, and Pre Event projected gross revenue was \$103,750. The gross revenue from 2018 was \$98,175. For the first time, this year's event featured a silent auction to generate additional excitement and revenue. Final numbers are not in yet but expected to exceed the goal of \$70K net.

### ***150th Campaign Feasibility Study:***

To date, 73 feasibility studies have been conducted or scheduled with individuals, corporations and organizations. Several campaign leaders have been identified by campaign participants. Many of these have yet to be interviewed and are scheduled in the coming month. Initial findings and recommendations will be delivered by the end of the calendar year.

## **Equity and Campus Diversity**

### **Divisional Highlights for the President's Report to the College Council September 11, 2019**

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#### **Organizational Support**

We welcomed forty-six new employees to campus. Our new colleagues were oriented to institutional policies, instructional support services, employee benefits, as well as a new employee reception hosted by Dr. Katherine Conway-Turner and Dr. Alvin Turner.

All employees were informed of the new state requirement to complete sexual harassment training modules by October 9, 2019. We have implemented two on-line training videos and in person sessions to meet this requirement. Additional employee protections also announced include: New Law Prohibiting Employment Discrimination against Religious Attire, New Law Prohibiting Employment Discrimination on the Basis of Domestic Violence Victim Status & Providing Reasonable Accommodations for Such Employees, and the newly amended NYS Anti-Discrimination Bill.

#### **Title IX Student Workshops**

Since June, well over 1500 Title IX workshops have been conducted for new students (to include transfers), and athletes. Informing students of our Title IX policy and "Affirmative Consent," and available campus resources.

#### **National Recognition**

The College received its seventh national recognition from Insight into Diversity for the Higher Education Excellence in Diversity Award.



## **Student Affairs**

### **Divisional Highlights for President's Report to College Council September 2019**

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#### **Dean of Students**

Sexual Violence Prevention Educator position was created through reallocation of resources and will provide more stable structure for Title IX investigations and campus programming that supports sexual violence prevention and consent education including during Campus Prevention Education week (9/23-9/28)

#### **Student Conduct and Community Standards - *Restorative Justice Center***

The center opened this fall semester with a focus on having students explore ways to repair harm done by their action. The goal is to work with individuals (harmed and accused) to come to a resolution. The center will also sponsor regular programs, Campus Community Circle, designed to help engage the campus community in discussions on various topics. The inaugural circle was held on September 4 and attendees explored topics around identity.

#### **Student Leadership and Engagement**

Two Completion Coaches were hired from a Title III grant to focus on retention of first and second year students. A cohort of 400 students have been identified and coaches are meeting with them.

Next Level Leadership Workshop is being offered this fall and is a 5 session experience that has been designed to train and prepare students to move to higher levels of leadership including students currently holding campus leadership roles.

#### **Athletics – *Athletic Field***

Phase 1 of a multi-phase plan began with the installation of a new scoreboard and Coyer field surface. Phase 2 is underway to explore locations for a second athletic field.

#### **Residence Life – *Wellness Community***

Residence Life, in partnership with Weigel Wellness Center, have implement a Wellness Theme in Cassety Hall. Weekly programs are scheduled to address wellness issues within the residence hall throughout the year.

#### **Divisional – *Fee Consultation Process***

Begin the student fee/rate consultation process prior to winter break in order to give students adequate time to make financial decisions for the following year.

**Information Technology, Market & Communications**  
Divisional Highlights for President's Report to College Council  
September 2019

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## Information Technology

### Enterprise Data & Analytics

#### **Banner 9 Upgrade**

- Completed conversion of remaining custom Banner 8 INB forms to Banner 9 Admin Pages
- Banner 9 Self Service (SSB) project underway
- Completed upgrade of Banner Document Management (BDM) and implementation of new scanning/indexing software
- Created campus-wide Banner Users Group

#### **25Live Implementation**

- Upgrade to 25Live Pro scheduled for early September
- Initial configuration of security groups complete
- Campus go-live scheduled after testing is completed

#### **ODS Replacement (Backend database for Argos)**

- Completed upgrade of Argos software in June
- Identified and deleted/archived over half of the existing ODS-related reports and data blocks in Argos
- Working in cooperation with the data warehouse project to identify reporting views that can replace the ODS views; currently developing in-house views and reviewing those found in the SICAS Collaborative Reporting project

#### **Slate**

- Preparation for parallel loads of ASC and CommonApp application data into Banner completed August 1
- ASC applications currently being loaded to Slate and Banner
- Procedures for synchronization of data between Slate and Banner in progress

#### **Miscellaneous**

- Buffalo Urban Teacher Pipeline Residency Program
  - Coordinated activities required to ensure students coded appropriately in Banner
- Phase-out of On-Premise SharePoint Server

- Contacted all departments with sites on SharePoint server; working with a few departments on alternatives to SP (including O365 groups)
- ALMA integration with Banner
  - Completed configuration and testing of integration of new library system (ALMA) with Banner
- Bengal Success Portal (Starfish)
  - Completed changes required to accommodate the addition of SayYes counselors and Title III Completion Coaches in Starfish
  - Implemented residence hall student organizations and relationships with Complex Directors in Starfish TEST
- New Student Auditing Policy
  - Working with Registrar, completed modifications to Banner integration with Blackboard, DegreeWorks, and Starfish to facilitate changes to student auditing policy; students will now be “registered” for classes and receive an audit “grade”

#### Enterprise Information Systems

- **MS Office applications for students** – with EDA and TSS completed work needed to take advantage of our new contract that allows our currently active students the ability to download the desktop versions of the Microsoft Office applications at no cost to the student
- **VoIP** – completing final work items in Moot Hall and planning in place for next phase which will include SAMC, Technology Building, and Houston Gym
- **Wireless Upgrade** – continuing to test new equipment and preparing network for deployment for the first several buildings
- **Building Automation Network** – worked with Facilities to deploy network switches in 8 additional buildings to allow the enhancement of the campus building automation and control systems; a new server for this was also installed and configured in Clinton Center.
- **Campus Network Upgrades** – finalizing work on new single mode fiber runs between key locations on campus to allow for enhanced campus data network capabilities to support new wireless network as well as the growth of the VoIP deployment
- **Tower 3 Renovation** – completed installation and configuration of the data network equipment needed to support the access control, security, and campus network connections in the renovated Tower 3
- **Butler Library Renovation** – continue to work with contractors to resolve issues related to renovation project and plan for network, VoIP, access control and security cameras for the completed space
- **Parking Services** – assisted with move of parking services office from Chase Hall to Moot Hall; extended private UPD network over to Moot Hall to accommodate access by parking services computers for Autopark software
- **Sonitrol Replacement Project** – completed survey portion of the project; worked with UPD to confirm locations where equipment needs to be replaced and identified several locations where it won't be
- **Data Center Hardware Upgrade** – planning in place to replace the VMware hardware coming to the end of life with new converged hardware platform from Dell; will work

with ITOM to complete purchase of first phase of the replacement equipment during the Fall 2019 semester

## Instructional Design and Training

### **Campus Workshops Offered: 12 Total**

- Blackboard Ally - 2 sessions, 3 participants
- Blackboard Learn Assessments - 1 session, 4 participants
- Blackboard Learn Grade Center - 1 session, 4 participants
- Blackboard Learn Introduction - 1 session, 2 session, 3 participants
- Creating Accessible Content - PowerPoints - 2 sessions, 7 participants
- Creating Accessible Content - Word - 2 sessions, 4 participants
- Ensemble Video (Campus Media Server) - 1 session, 2 participants.
- Turning Point Clickers - 1 session (with vendor), 4 participants

### **Training Requests via Portal: 17 Total**

- Blackboard Learn - 10
- Classroom Technology - 1
- Ensemble - 2
- Office 365 - 1
- Turning Point Clickers 1
- Other - 2

### **Online Course Reviews**

- 30 Open Course Reviews
- 13 new faculty requests since July 1

### **Participate in Fall Orientation Sessions**

- Middle Early College
- Graduate
- Veterans
- New Employee Orientation

### **Title III - Insight to Impact**

- Workshop - Title III DSIM - Disciplinary Skills Module (July 2nd)
- Workshop - Title III DSIM Content Module #2 (July 10th)
- Workshop - Title III DSIM - General Skills Module (Alternative – July 24)
- Workshop Title III DSIM Disciplinary Skills Module (Alternative – July 25)
- Workshop Title III DSIM Content Module #2 (Alternative - July 26)
- Development and Deployment of the Online Summer Engagement (OSEP)

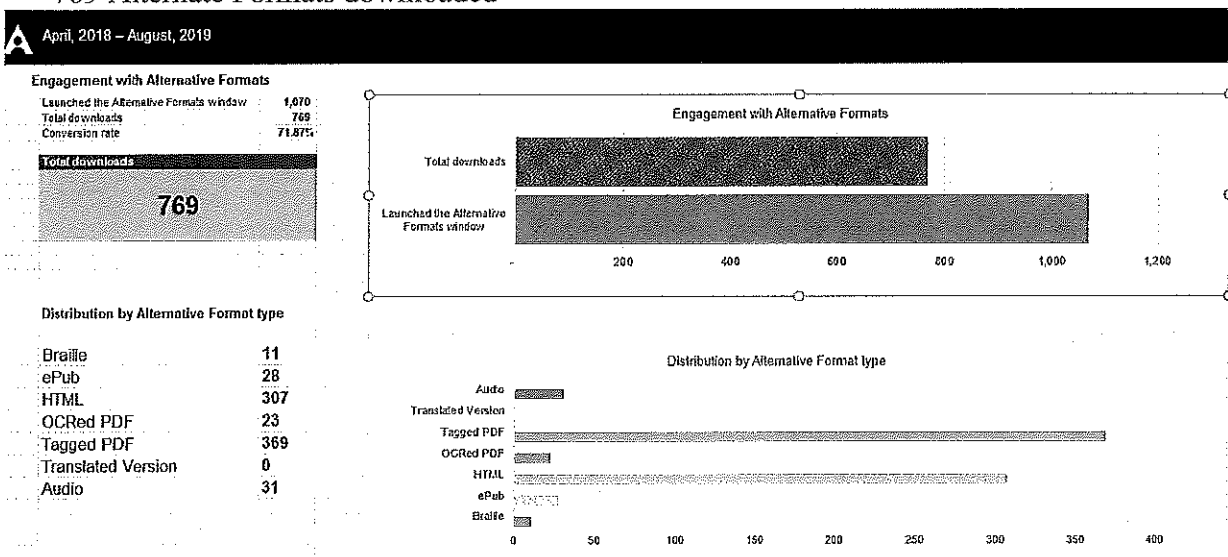
- Launch Meeting - Noel Levitz College Student Inventory

## Campus Collaboration

- Developed of the NYS Sexual Harassment Module Training with Office of Equity & Diversity
- OER planning with SUNY OER Services & Library Faculty
- Preparing flyer for September workshops with TLC & PD

## Blackboard Ally Stats: April 28 – August 3

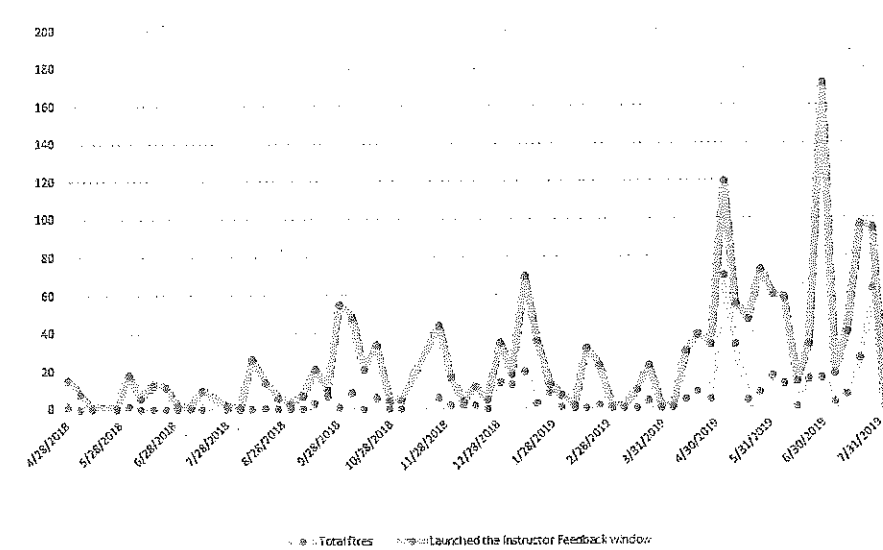
- 769 Alternate Formats downloaded



- Instructor Engagement with Accessibility Feedback
  - 1,717 launched the feedback and 405 fixes were created making content 23% more accessible

- 

### Instructor Feedback usage over time



## **State Reporting**

- Coordinators of Surveys
- Enrollment of College Students with Disabilities
- Certification of Earned Degrees Conferred

## **NCAA Graduation Report**

## **College Relations**

- Update the demographic data for the 2019-2020 Annual report
- Enrollment Comparison for fall 18 and fall 19 for moving day

## **Data Warehouse and Analytics Tools**

- High level subcommittee is in place
- Researching data storage architecture and available tools from vendors
  - Traditional Data warehouse vs Cloud Base
  - Transactional Database and Reporting Database
  - ITEC, SPLUNK, Campus Labs, Oracle
- SUNY Collaborative Reporting (SCR) Views
- Test Instance and Production Instance for Oracle 12C
  - Plan to identify a couple financial aid (SCR) views

## **Data Modeling**

- Financial Aid and Demographic metrics and looking at factors that affects retention and attrition
- Financial Aid and Demographic metrics and looking at factors that affects first year GPA

## **Title III**

- Create Orientation Peer Mentor Groupings
- Evaluate and provide research assistance for the Noel-Levitz College Student Inventory
  - Instrument will be used for the next 3 years beginning fall 2019
- Serve as the point person for the Noel-Levitz Data Resource Center

## **Service & Professional Development**

- SAY Yes Annual Update
- SAY Yes Gates Grant Planning Steering Committee
- Gates Foundation Implementation Team
  - Grant Project Plan and Priorities (College Success Counselors, Mental Health Clinics, Peer Mentoring)

- SAY YES Knowledge Management/Grant Data Committee
  - Five-Partner Communities, Identify common areas of interest, Shared Priorities and preparation for the visit to Buffalo in Buffalo by the other Four Communities
- SUNY Association for Institutional Research Planners Program Co-chair
- Association for Institutional Research Conference and SUNY AIRPO Conference
- Senior Advisor for Retention search committee
- Title III Data Analyst Search Committee

#### IT Operations Management

##### **Contract Processing:**

- Adobe
- Open SUNY Services
- Noel Levitz CSI
- Cylance Endpoint Protection
- SPSS
- Ensemble
- Collaborate
- Ellucian Banner and BDMS
- Hobsons Starfish Renewal

##### **Projects:**

- O365 Pro Plus for students
- Summer Lab 2020 Replacement
- Title III – Assist with Success Plans

##### **IT Strategic Plan:**

- Assist with development and Review of 3-year 2019-20 plan with consultant.
- AchieveIT – Establishing Plan goals, milestones and activities

##### **Facilitate Faculty/Staff Hardware-Software requests:**

- Software Requests – 98
- Hardware Requests – 211
- IT Purchases – 47

**Print Choice** account review and process improvement. The Foundation account for Print Choice will be converted to a State IFR account, and during this transition we are evaluating income streams to cover the costs of student printing.



## Technology Support Services

### Classroom Technology

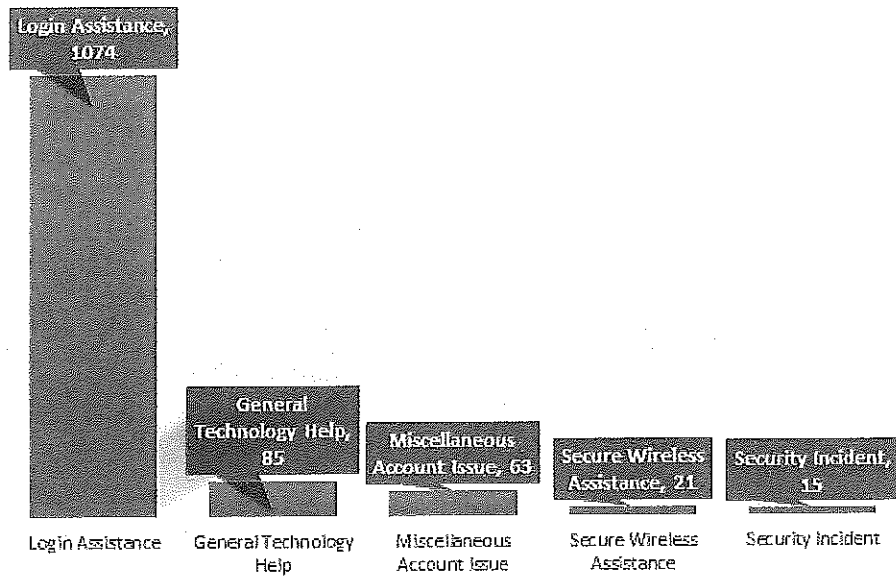
- Refreshed the final 11 generally scheduled smart classrooms
- The following work was completed:
  - replacement of the PC, projectors, control systems, and document cameras
  - removed the DVD/VCR Combo Units
  - all Knowledge Base articles for these rooms have been updated, including pictures
- Replaced projectors & updated Crestron Programs & Firmware in 5 Classrooms
- Replaced 41 Instructor Station Computers in classrooms and labs; most were Dell 9020s, which had failing hardware and off warranty
- Created New Smart Classroom for Geo & Planning
- Installed new Digital Signage Location in basement of THEA
- Replaced Wolfvision Document Camera with a Lumens Ladibug
- Installed additional whiteboards for Math department usage
- Crestron Fusion Server Updated to the latest release
- Bulger 425 (formerly N2A, originally installed in 2007) - entire Control System was replaced (AMX to Crestron)
- Replaced 11 Dell 9020's on Smart Carts
- Replaced 55" Digital Signage Monitor in Moot
- Replaced projector (with refurb projector)
- Prepared paperwork and surplussed over 100 AV related items

Client Systems replaced nine computer labs for a total of 264 computers.

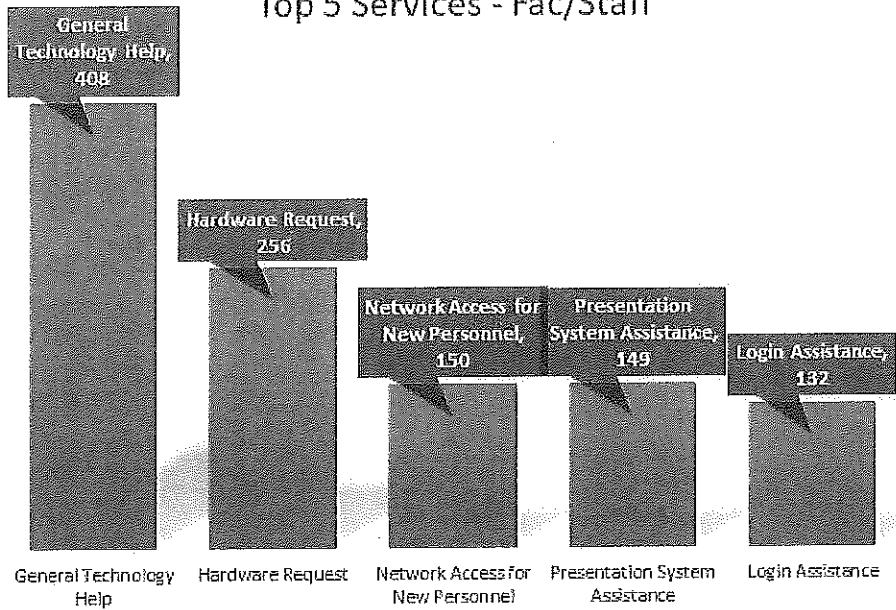
Computer Lab	Number of Computers
BUTL110	54
BUTL147	30
BUTL181	45
BUTL314	30
CLASA108	27
TECH140	23
TECH144	13
TECH148	14
TECH330	28

IT tickets June 1, 2019 – August 30, 2019

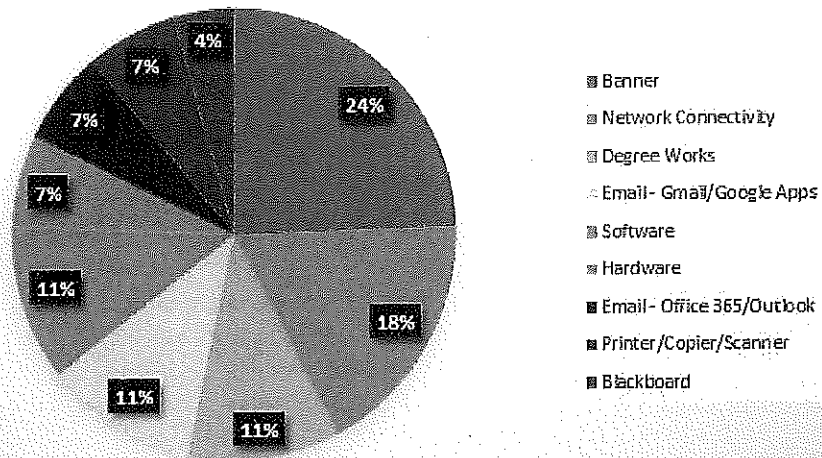
## Top 5 Services - Students



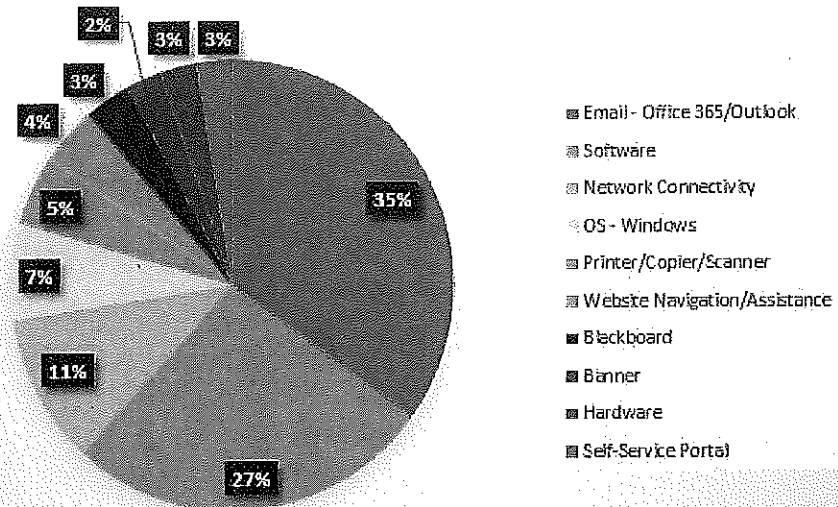
## Top 5 Services - Fac/Staff



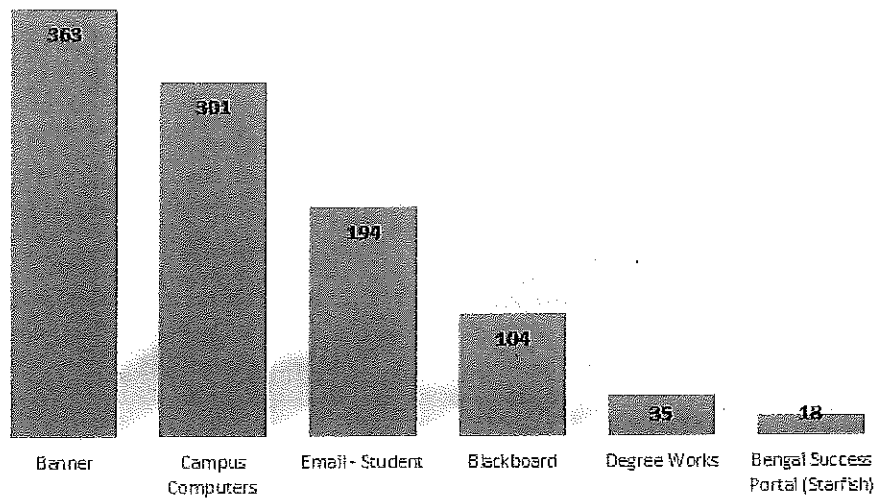
### Technology Help - Students



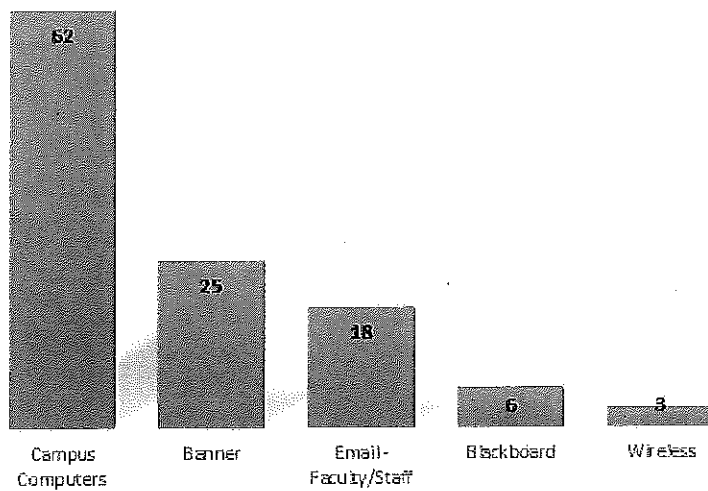
### Technology Help - Fac/Staff



### Login Help - Students



### Login Help - Fac/Staff



## Technology Planning an Outreach

### VoIP

- **Phase I**
  - The current expectation is that Student Accounts will be online on September 23
  - By this date all users will use their Active Directory credentials to access the VoIP system tools via their compute. This is the final stage of the project
  - Enrollment Management is handling the evaluation of the VoIP Executive Call Center (ECC).
- **Phase 2**
  - We are set to implement phase 1 of VoIP 2 in SAMC after September 23rd. School of Natural and Social Sciences have been notified; however, a formal communication still must be made and there is significant work to be done to be ready for the conversion of SAMC users to the new VoIP system.

### Sonitrol to RS2

- We're nearing the end of phase 1, Assessment
- All existing Sonitrol needs have been reviewed and agreed upon
- IT Infrastructure Services, and UPD creating cost estimate for UPD to take to Finance and Management
- Phase 2: Implementation, will begin once have go-ahead from the VP level

### IT Services

- In transition to an alternative PM
- Working on the qualitative aspects of this survey – complete in 1 week

### CRM (Slate) Implementation Project

- SUNY App import complete, CommonApp – near completion
- Nelnet integration – ran into an issue with not being able to produce Banner test records, Graduate application – mostly complete and in production
- Starting to work on the transition to operations phase

### O365 Document Security Enhancements Project

- Primary security Functional admin identified and in the planning process

### Slate Portal Development [UG, GR, Summer, NSF, Title III]

- Initial requirements analysis complete.

- Will need functional admin on the Slate side to move forward for Summer and Title 3 integration

### **Self-Service AD Password Change**

- Preparing communication for Oct 15 deadline

### **TeamDynamix Asset & User Synchronization Project**

- Computer import complete; waiting on EDA for the user import side for final completion

### **Office Pro Plus project for student's implementation:**

- Students can download Office products to personal devices at no charge.
  - Project required connection to and the creation of a proper dynamic student group in a way that had not been done before here - and likely sets the foundation for other connections going forward; how this was done will be similar to future work to fac/staff in the MS portal as names users also

### **Adobe contract – change management:**

- Adobe - work at home provisioning changed (both Adobe and Kivuto changes impacted how we could move forward)
- Researched, evaluated, tested and implemented new provisioning method
- Project also set foundation to the next phase of change management with the Adobe contract—shared device licensing (SDL)

### Marketing and Communications

#### **Advertising and Digital Marketing**

Digital Paid Sponsored Targeted Promotions on brand awareness, Believe. Inspire. Achieve theme for Buffalo State:

- Digital Display Ads
- Geofencing
- PPC Search Engine Marketing
- Streaming Radio – Spotify
- Facebook/Instagram Ads – for Undergraduate and Graduate Audiences

Strategic Planning Draft Timetable for all Marketing Paid Campaigns-in Final Development

#### **Communications (PR/Media Relations)**

More than 37 news stories and features developed for web News & Events site and media outreach including highlights

## **Creative Services (Print and Design)**

### **Academic Affairs**

- Library Window Film Project
- Provost Prospectus Designed PDF
- Admissions Recruitment Pieces Produced:
  - Communication Department Brochure
  - Variable Postcard
  - Tabletop Banner Stands
  - Table Banners
  - Travel Brochures
  - Admissions Visit Posters
  - Junior Comm Plan Email Content
  - Fall Open House Flyer
  - Group Visit Map
- Alumni Engagement
  - Summer 2019 Issue
- Finance and Management Pieces
  - Capital Investment Impact Piece
  - Dart Street Project RFP
- Financial Aid Office
  - Work Study Brochure
- Institutional Advancement
  - Golf & Tennis Logo
  - Golf & Tennis Postcard Invite
- President's Office
  - Annual Report (18-19 full report)
  - Annual Report Piece (18-19 SUNY request)
  - President's Open Forum Poster
  - President's Open Forum Instagram Creative
  - Dare to Care Day Materials
- Student Affairs Office
  - Residence Life Brochure
  - Bengal Birthday Bash Promo Poster
- Key Editing Assignments
  - Art Con NEH Grant
  - Daily Bulletin
  - Kresse Foundation Letter
  - President's Blog editing

### **Photography Services**

Image capture of campus people, programs, and culture highlights including:

- Move-In Day
- First Day of Classes
- Summer Bridge Program
- Anne Frank Project
- Upward Bound Program
- 2019 Orientation
- President Turner/Anthropology Dept. At Fort Niagara Field School Dig
- Networking in Higher Education Conference
- ICSC Distance Program Workshop
- Planetarium Construction Progress

### **Social Media Official Channels**

#### **SM Group Activity Overview (June 1 to August 31)**

- 2.5M (million) Impressions
- 79K (thousand) Engagements
- 6,446 Link Click Throughs
- SM Group Total Followers:
  - Total Followers: 50,071 (up 3.44%)
  - Total Net Follower Growth: 1,691
  - Twitter Net Follower Growth – 77 (up 0.73%)
  - Facebook Net Fan Growth – 318 (up 1.22%)
  - Instagram Net Follower Growth – 483 (up 7.72%)
  - Linkedin Net Follower Growth – 813 (up 10.21%)

#### **Group Messages Volume – 359 total**

- Twitter Tweets and DMs Sent – 125
- Facebook Posts Sent – 121
- Instagram Messages Sent – 73
- Linkedin Posts Sent – 40

#### **Messages Received to Buffalo State – 1,282 total**

#### **Group Impressions Per Day – 2,518,474 total**

#### **Group Engagements Per Day – 78,988 total**

### **Video Production Services**

#### **Video capture of campus people, programs, and culture highlights including:**

- Fall Open House Promo
- Move-In Day 2019
- Buffalo State Compact
- Believe. Inspire. Achieve.



- New Student Orientation
- 147<sup>th</sup> Annual Commencement
- Anne Frank Project
- Job Luau

## **Web Services**

Full website main page redesign project:

- Comprehensive design and navigation template and format approved
- New Site Production phase to begin in mid-September

Website ADA Accessibility and Site Quality Assurance:

- Mar Comm Web Services team ran individual site reports for all 150+ campus websites.
- The cabinet-level to campus community communications has occurred in the spring 2019 semester, with Daily Bulletin messaging coming from the Provost, Chief Diversity Officer, and CIO and VP for Enrollment, Marketing, and Communications.
- Mar Comm Web Services staff continues to work with the SUNY EIT Web group to work on a standards document that outlines the main components of web accessibility and outline what it means, why it matters, and how to do it

## Financial Aid

### **Freshman, Transfer, and Graduate Orientations**

Financial Aid Advisors (FAAs) presented to students and parents during Freshman and Transfer Orientation sessions (12 days for 28 sessions). One FAA represented the FAO during Graduate Orientation session. Additionally, FAAs participated in the Resource Fair activities for 7 days (2 hours daily).

### **FAO Reporting Requirements**

- **Non-EOP Foster Care Report**  
Completed the Non-EOP Foster Care Report and submitted it via the designated SED portal prior to the published deadline date. The Non-EOP Foster Care students identified were also sent an email with attachment to complete and submit to SED by the 7/12/19 deadline date.
- **2019 Gainful Employment (GE) Disclosures Templates (GEDTs)**  
Ten (10) GEDTs for the advanced certificate programs (approved for Title IV funding) were created and posted to the designated web sites by 7/1/19 to comply with regulatory mandates. Additionally, the new GE Prospect notifications (including the designated GEDT attachment) were configured and fully executed on-time via SLATE.

- **2018-19 Empire State Diversity Honors Scholarship (Burrell) Report**  
The FAO successfully submitted the annual Burrell report to the designated SUNY Admin official in advance of the due date. Additionally, the college met the monetary Burrell matching requirement via various Institutional Advancement funding sources (including Merit accounts).

### **Summer Aid Metrics**

- Reviewed 1,393 undergraduate and 682 graduate students enrolled for summer 2019 courses and determined aid eligibility accordingly
- Awarded Pell grants totaling \$586K (12% increase from summer 2018)
- Additionally, awarded Direct Loans (DL) to all eligible students (20% decline in accepted DL from summer 2018).
- A total of 786 Verifications were completed during July and August.

### **Rolling FAFSA and Aid Processing**

June 2019:

- Generated the first round of award notifications and sent electronic notifications to approximately 2,300 continuing students. The strategic delay to generate continuing aid packages after spring 2019 grades officially posted resulted in more accurate aid packages.
- Award packages for new, first-time students continued to be produced on a weekly basis since November 2018; 156 new award notices were generated in June.

July 2019:

- Cancelled 819 aid offers for non-acknowledged students (daily process in place to reinstate aid if deposit is subsequently waived or paid).

August 2019:

- Disseminated 1,355 electronic notifications to enrolled students who had not completed the 2019-2020 FAFSA.
- Fall 2019 Direct Loans were originated for all eligible students for the fall/spring terms.
- NSE/Study Abroad – 12 students participating (9 on international exchanges and 3 are studying in the US).
- FIT Program – 3 students are currently attending FIT.
- 437 student aid offers cancelled (new/continuing) due to fall 2019 non-enrollment.
- 91 CAPS scholarships awarded to 131 students.
- 19-20 Burrell applications mailed out to potential eligible students. Recipients to be determined.

### Excelsior Scholarship Processing

Spring 2019 Excelsior awards for 789 students were certified as eligible at the conclusion of the summer 2019 term. However, 213 students were decertified for not meeting the 30 credit hours requirement. As a result, spring 2019 Excelsior awards were canceled for the 213 students and they lost Excelsior eligibility for all future terms. HESC accepted the FAO's recommendation not to cancel spring awards for students that met the 30 credit hours requirement (and earned over 120 total credits) but required one more semester to graduate. This HESC policy change greatly assisted several Buffalo State students (especially School of Education majors).

### Registrar

#### **Transcripts:**

Assisted Graduate School with Transcript Language Change Resolution to clarify area of study on transcript– Manage set-up of process to have Registrar's Office manually enter Transcript Comment for Graduates in MS-GR-MUL Degree Program. Comment: **Programmatic Theme: International Education** Implemented summer 2019.

#### **Degree Award Process:**

Managed Elimination of manual review of students who applied to graduate and were 100% complete on their Degree Works audit. Lead to shorter time period to official in system graduation:

May 2018 degrees were conferred on July 12, 2018.

May 2019 degrees were conferred on May 31, 2019 (six weeks faster!!)

#### **Degree Audit Archiving:**

Worked with IT to develop a way to use Report Manager to get our Degree Audits into BDMS as a batch. This saved us from indexing over 1000 audits this summer.

#### **25LIVE:**

Move to 25LIVE Pro scheduled 9/6. This is a more robust and user-friendly version which will also ready us for use in mobile app, etc.

#### **Catalog Review:**

Part of review group that reviews the UG catalog for accuracy. Our office reviewed 50 pages of text and made substantive changes to the class audit and cross registration sections.

### Class Auditing:

Documented registration process for new Student Auditing policy, and created testing scenarios for IT, so that they could do testing of registered auditors for accuracy in course audit data feeding into Blackboard, Starfish, Degree Works etc.

### Retention Efforts Assistance:

Manually added T3SE (Title 3 Summer Engagement) Cohorts to 393 student records. Cohorts needed to be applied before the Fall 2019 term started, and IT did not have the resources to get them loaded.

### Admissions

#### Division Goals

- Be poised to achieve the spring and fall 2020 undergraduate new student targets by census (Goal 2, FA 1)
- Continue Slate CRM implementation
- Increase visibility & engagement of communication plan
- Implement Capture Behavioral Engagement platform
- Reduce summer melt
- Improve processes to enhance transfer transition experience

#### Events hosted

#### Information Sessions and Campus Tours

Metric	Registered	Attended	Attended/Admitted
<b>Information Sessions &amp; Campus Tours</b>			
Information Session	392	156	40
Transfer Information	42	24	12
Total	434	179	52

#### NYC On-the-Spot Application Review Day

Metric	Registered	Attended	Admitted	Deposited	Yield	Enrollment Ratio
<b>NYC On-the-Spot Application Review Day</b>						
09/24/2019	97	40	65	31	22.5%	50.5%
09/25/2019	124	39	73	30	41.1%	58.5%
09/30/2019	34	19	32	11	55.5%	44.1%
Total	255	98	170	72	49.7%	61.6%

## On Campus Instant Decision Days

Matrix	Registered	Attended	Attended/Admitted	Attended/Deposited	Yield	No-Show Rate
<b>Transfer Instant Decision</b>						
01/07/2019	45	10	22	20	93.3%	79.7%
01/15/2019	29	20	15	15	100%	83%
06/04/2019	51	51	32	32	82.1%	55%
06/26/2019	55	51	24	20	91.3%	51.9%
07/14/2019	18	15	20	20	100%	44.4%
09/06/2019	34	42	20	20	100%	77.6%

## Texting Campaigns

- 10,094 Sent Messages
- 99% Delivered
- 24% Replied
- Campaign themes: deposit, what questions do you have, COMPASS, housing reminder

## On-going projects

- Individual and Department annual report completed in Taskstream
- Division goals were tracked and reported on in AchieveIt
- 100% compliance with up-to-date job descriptions, performance program and end of year evaluations for all staff members (a first for our office)

## Digital viewbook

- 958 new inquiries
- 634 return visits
- 2879 total leads from launch
- YouBlast outreach has been very successful so far. 72% of traffic to the digital viewbook has come through the integration we piloted with Slate. Of all visitor types, individuals who were sent a pre-populated CustomViewbook through Slate, 35% returned to their CustomViewbook for more than 1 visit.

## NRCCUA

- Launched the start of the communication plan to these prospects. Awaiting the remainder of the communication plan and graphics from Marketing Communications

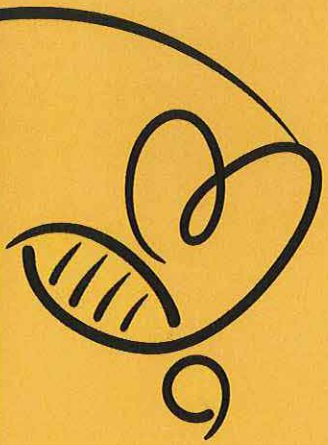
## Capture Behavioral Engagement

- To date we have launched 10 campaigns
  1. Inquiry landing page PID form
  2. Transfer PID form – How will your credits transfer?
    - Served on 2+ page visits after visiting a transfer tagged page

3. Transfer PID form - Triggered email
4. Custom PID Form
  - Served to anonymous visitors on 2+ admissions tagged pages
5. Custom PID Form - Text Opt In
  - identified Visitors, Identified Visitors, Completed Custom PID Form
6. Apply 2020 Popover
  - Served to anonymous and 2020 inquiries on 3+ academic tagged pages
7. Transfer Instant Decision Day
  - Served to anonymous and non-applicant transfers visitors on 1+ transfer tagged pages
8. Visit campus
  - Served to anonymous on 2+ admissions pages or to non-visitors
  - Served before and at conclusion of open house campaigns
9. Inquiry Toaster
  - Served to visitors who did not submit the Custom PID form
10. Oct 12 Open House
  - Served to anonymous and identified visitors with 1+page visits
11. Apply Landing page (close to production but not live yet)

**Respectfully Submitted,**

**Katherine Conway-Turner, Ph.D.**



# Becoming a Global Teacher

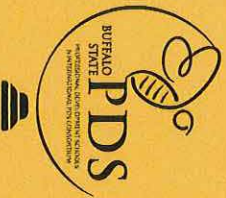
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Presented By:  
September 17, 2019

Nancy Chicola, Elementary Education (emeritus)  
Pixita del Prado Hill, Elementary Education  
Bryanna Hill, IPDS student alum  
Tamara Horstman-Riphahn, School of Education  
Mike Lovorn, International Graduate Programs for Educators  
Molly Rutter, IPDS student alum  
Robert Summers, Global Engagement



# THE Professional Development Schools Consortium (PDS)

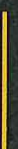






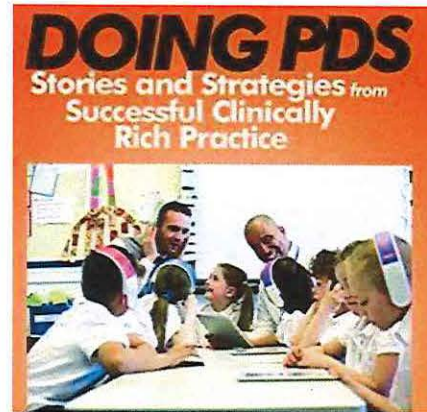
Nationally: PDS' seek to develop mutually beneficial partnerships for all stakeholders by leveraging the combined resources of university and schools/community agencies.

Buffalo State Goal: Align with the national standards for school-university partnerships, but build in flexibility to be able to serve individual school/community agency needs.



# PDS at Buffalo State

- Began PDS in 1991 with one school partner  
Began International PDS in 2012 with two partners
- By 2019, relationships with over 100 school/  
community partners. 45 agreements per semester.
- Connects to local, national and international partners:  
*WNY, NYC, Texas & 5 continents*
- Nationally recognized:  
-- *Recipient NAPDS 2019 Exemplary PDS  
Achievement Award*  
-- *Published 2018 "Doing PDS: Stories and  
Strategies from Successful Clinically Rich Practice"*  
-- *Pending 2nd publication "The Impact of PDS  
Partnerships in Challenging Times"*



# 2019 Award

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Association of  
International Educators

Senator Paul Simon  
Award for Campus  
Internationalization

## Comprehensive and Spotlight Awards

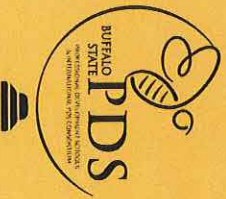
### 2019 Comprehensive Awards

- Brown University
- Dickinson College
- Kirkwood Community College
- Miami University
- West Virginia University

### 2019 Spotlight Awards

- University of Evansville
  - Virginia Tech
  - SUNY Buffalo State
-

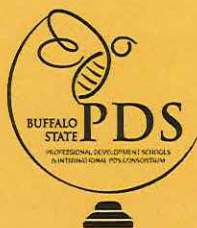
# THE International Professional Development Schools (IPDS)





# IPDS

*...short-term teach and study away programs intended to provide teacher candidates, faculty and school partners with opportunities to globalize their understanding and experience of education, including the education of language learners...*



## Active IPDS Programs

- Santiago, Chile (exchange)
- Medellín, Colombia (exchange)
- Cabarete, Dominican Republic
- Nürtingen, Germany (exchange)
- La Esperanza, Honduras (virtual)
- Torremaggiore, Italy
- Siena, Italy (student teaching)
- Lusaka, Zambia

## In-Development

- China
- Spain
- England



# Intercultural Competencies

## Through Coursework

- Comparative Education
- Language Learning
- Research Questions
- Reflective Practice

## On-Site

- Language Immersion
- Teaching in Schools
- Interactions with families/communities
- University Partnerships

## Via Service

- Service Projects
- Charitable Giving





# Benefits of IPDS

## Students Gain:

- Leadership Development
- Reflective Teaching Skills
- Comparative Research & Professional Presentation Skills
- Maturity & Confidence
- Language learning & ENL understanding
- Flexibility & Adaptability
- Self-Awareness
- New Global Perspectives
- Resume Enhancement

## Faculty Mentors Gain:

- New Global Perspective of Teaching & Education Practices
- Potential Research Projects
- Stronger Relationships with Students
- Global & Intercultural Understandings





## Benji goes to the beach!

5/5/2019

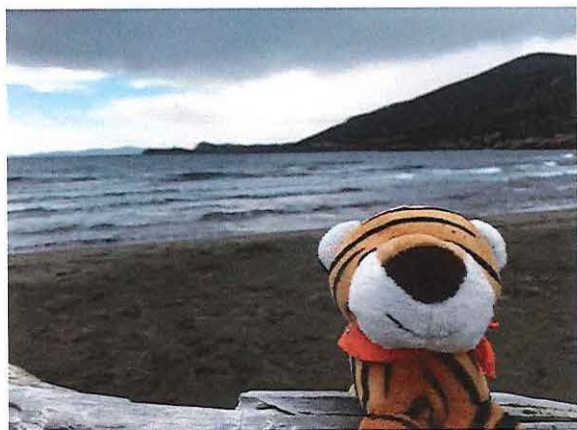
0 Comments

An item that I originally brought as a gift for my class has turned into quite a fun behavioral management tool.

Benji, our beloved bengal mascot from Buff State, has had a blast in Siena so far. He quietly watches over the students, paying special attention to those who are working extra hard. When he notices someone who has done exceptional work, either because they were extra focused, creative, self-motivated, etc., he offers to sit at their desk with them. The student who has Benji can then bring him wherever they go - to music, gym, etc. - and even home with them!

Benji has had the pleasure of sitting with four students so far. The first student took really detailed notes during a lesson, the second asked very thoughtful questions on our field trip, the third was a typically outspoken student who was being especially focused lately, and today Benji is with a student who has done a remarkable job keeping her portfolio organized on her own.

Benji has been living it up in Siena. This past week he even went to the beach!! (I'm definitely jealous). He also has already informed me that he will not be returning to Buffalo, and I can't say I blame him. Students practically BEG for a chance to sit with Benji, so he has a lot more watching over to do after I'm gone! :)



My class' UOI, in its broadest terms, is about beliefs. Our "central idea" is that, "people behave and express themselves differently based on their beliefs." Our "Knowledge Transdisciplinary Theme" is "How we express ourselves," and our "Learner profile attribute" is "Open-mindedness." Over the six weeks, the students will inquire about the ways in which human beings discover and express ideas, feelings, nature, culture, values and beliefs - both religious and non-religious.

Now three weeks into the unit, the students have spent time "tuning in" and "finding out" about stereotypes, values and various religious beliefs around the world. During week one, students completed a pre-assessment, where they created a mind map to show their prior knowledge of beliefs. After that, the students participated in a "provocation," which is done at the start of every unit to spark the students' interest and lead them into the central idea and theme of the unit. For all the American teachers out there reading this, imagine it as one BIG anticipatory set that lasts a week!

During this provocation period, the students were put in groups and given various photos of headlines men dressed in different clothing and settings. One was wearing a white tank with tattoos all over his arms. Another was wearing a tuxedo on a red carpet. A third was wearing a plaid button-down with two police officers at his sides. The students wrote any words on the photos that came to mind in describing this person. What do you think they do for a living? How would you describe their personality?



Toddy was my second day of Spanish class at the Mariposa foundation. Beforehand, I knew quite a bit of in my class when I first learned a little Spanish but it ended up helping me a lot because we were also to a more intense tour of the town. Cálculo de la Loma and I was able to get more experience in the Dominican language.

My teacher Alexandra told me that we were going to take a trip to the town to take pictures of some of the Mariposa girls for their website. My cousin and I had taken a tour before as a group but we didn't see nearly as much as I saw when I went this time. I walked outside of the town square for a while and was able to talk to 2 of my Mariposa girls, Catherine and Natalie. I always thought how good for a while and was able to understand what they're saying. I stop get nervous when I speak so I think when I talk to talk clearly and then I respond. After taking Spanish classes for around 6 years I can finally say I really can speak Spanish. It's been a long time coming, and I can't be more excited to say that.

I still have a lot of time left in the Dominican Republic and since I have already reached that I can speak because they talk completely different from any of the professors in school. My Mariposa teachers Catherine, Natalie, and Alexandra, are going to help me achieve this goal. I can't wait to see what more is here for me in the Dominican Republic.



SET YOURSELF APART

## CHILE

**Bryanna Hill**

Undergraduate Student, Elementary Education & Reading  
Santiago, Chile - May/June 2017

### LANGUAGE

After taking numerous classes for my concentration, I thought I knew a lot of Spanish. I quickly learned that I was wrong: Chilean Spanish is very distinct - word meanings are different from what I was taught and I was very confused. I spent a day with my PenPal and her friend and couldn't understand their conversations. It made me imagine how difficult it might be for a child who doesn't speak English to make friends in the U.S. By the end of the 3 weeks I had adapted and was speaking Chilean Spanish, but I now have more empathy and am committed to making sure that language learners in my classrooms will feel comfortable.

### CULTURE

There are so many things you learn during these IPDS travel experiences that cannot be taught but must be experienced firsthand. I learned how to submerge myself into a culture.

In Chile you greet others with a hug and a kiss, which is not something I do at home. So I had to learn to follow this tradition so that I wouldn't inadvertently disrespect someone. When you are in different cultural situations you need to pay attention and follow the norm before you begin to share aspects of your own culture. You cannot assume that your own habits and traditions are universally known. Study before you go so you have some understanding of what to expect, and keep an open mind while abroad.

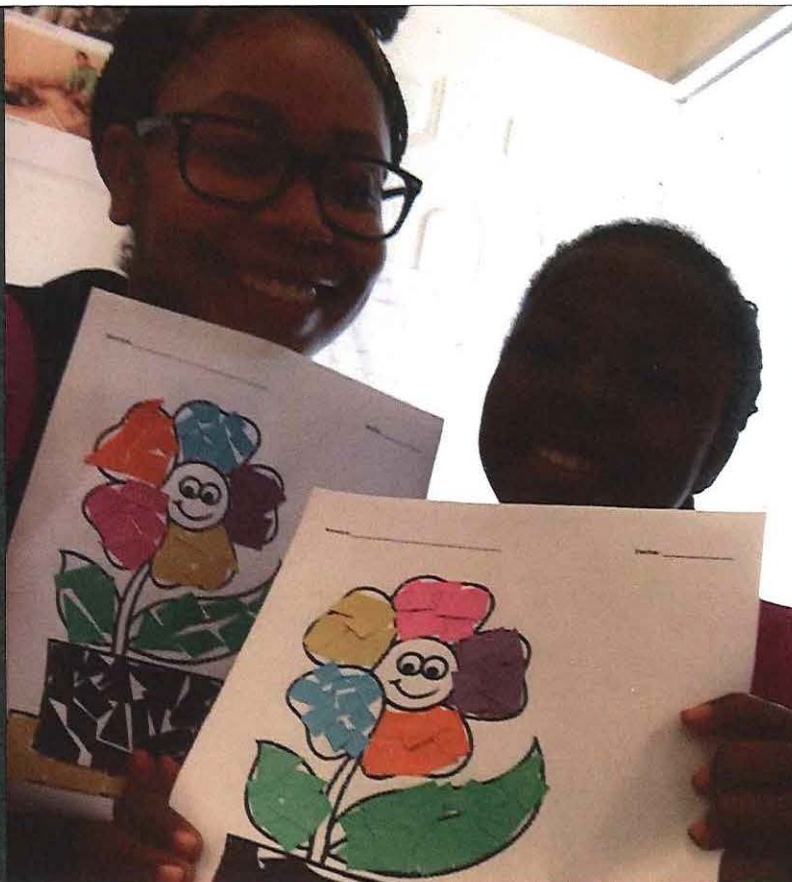
### FRIENDSHIP

Months before traveling we became PenPals with Chilean teacher candidates. They visited Buffalo in the spring and taught us about their culture and school system. One of my favorite moments was spending a weekend at my PenPal's house - eating choripan, watching soccer and sightseeing. I really enjoyed having a PenPal because she showed me aspects of the country & culture that only a Chilean could share.



Bryanna with local students (above), sightseeing with her PenPal, Daniela (left), and enjoying street art in Valparaíso (right).





**BRYANNA HILL**  
DOMINICAN, CHILE, ZAMBIA



**MOLLY RUTTER**  
SIENA ITALY STUDENT TEACHING

# Strategic Plan

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# Buffalo State Strategic Plan

## Alignment to the Goals

### 1.5 - Increase Affordable International Experiences

- 1.5a - Closely align cost of attendance on campus with cost abroad.
  - 1.5b - Increase number of short-term study-abroad programs
  - 1.5c - Increase funding to support students studying abroad
-



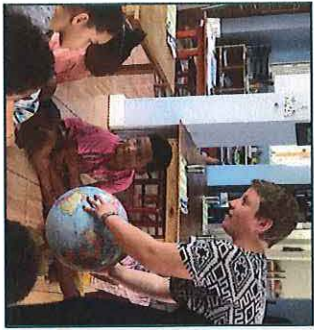
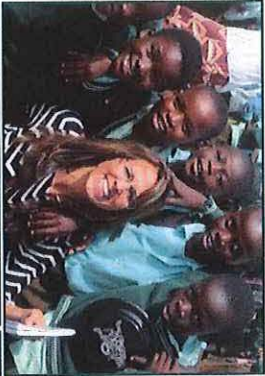
# Buffalo State Strategic Plan

How IPDS Meets the Goals

THE International Professional  
Development Schools Consortium:

- 1.5a - Provides students with an affordable and relevant means to study abroad
  - 1.5b - Expands areas where students can study abroad
  - 1.5c - Serves as a springboard for fundraising and other benevolent activities
-





Questions?



**BUFFALO STATE**

The State University of New York

*believe. inspire. achieve.*

Timothy W. Gordon, Ph.D.  
Vice President, Student Affairs

Student Affairs  
Vice President's Office  
1300 Elmwood Avenue, CLEV 513  
Buffalo, NY 14222-1095  
Tel: 716-878-4704

**College Council Student Affairs Committee  
REPORT**

The committee had its first meeting of the new academic year on September 12, 2019. The meeting began at 8:10am

**ATTENDING:** C. Naughton (Chair); T. Gordon (Staff); C. Odom; C. Richards

The committee received a review from Timothy Gordon in the following areas:

**Residence Life**

For this fall, there is new Wellness Housing in Cassety Hall; Themed Communities in Porter Hall with a Sober Housing proposal being explored for fall 2020. Updates to buildings include newly renovated Tower 3 and ½ refresh in Porter Hall. A housing demand study was conducted in spring 2019 and results are being reviewed and used to guide planning in the type, pricing, and community concepts in our residence halls. Housing is currently 94.5% occupied.

**Dean of Students/Student Conduct and Community Standards**

On September 4, the campus hosting its inaugural Restorative Justice Center Community Circle. There is a center opened in Porter Hall to provide support to help students affected by or causing community harm a way to repair and restore community. This model is informed by the work of the Anne Frank project. It was also reported that during the first 2 weeks there have been no major concerns.

The Dean of Students office also developed a Sexual Violence and Prevention Educator position that began this summer and will focus on hosting events, including a Prevention Education week (9/23-26), investigating Title IX cases, etc.

**Athletics**

VP Gordon shared that the Athletic Director, Jerry Boyes plans to retire in July 2020. He also shared that Soccer teams are doing well and Football hosted its first home game.

### **Career Development Center**

CDC hosted a successful part-time job Luau to begin the year which boasted record attendance and engagement for new employers and employers of BSC alumni. The trend of increased student participation and employer/alumni connections has continued to be positive and has resulted in many future events (Law School Fair, Graduate School Fair) being "sold out" or at capacity.

### **Student Leadership and Engagement**

The "Roar To Success" program was discussed and the role of two completion coaches that were hired as part of the Title III grant was highlighted. These coaches are assigned a cohort of 400 students and are proactively monitoring and engaging with them to help their progress through first semester and year and into next year. This is an effort related to Title III.

A reminder was shared that Homecoming will be hosted October 20-27, 2019 (Game is October 26, 2019)

### **The goals of Division including areas of focus for 2019-20 were shared as outlined below:**

1. Open Restorative Justice Center in Porter Hall and offer campus training and identify ways to utilize it in relation to student behavior report through SCCS
2. Increase the connection between Health Promotion and Wellness, ICHP, and student organization programming
3. Finalize budget realignment strategy for Residence Life including identifying opportunities for greater retention and implementing Housing Master Plan rate structure
4. Work with Finance and Management to hold student fee and rate consultations prior to winter break
5. Allocate additional space for students to use for dancing and other performance-based activities
6. Finalize recommendations for dining and student space in Moore Hall
7. Develop a proposal for adding a women's sport

**Meeting Adjourned at approximately 9:00am**



**Facilities Committee Report to the Buffalo State College Council**

**September 17, 2019**

<http://facilities.buffalostate.edu/>

On August 5, 2019, the Facilities Committee and several other members of the College Council participated in a tour of selected Buffalo State facilities and neighboring buildings. The tour included exterior stops and interior building tours. Facilities with projects in the planning, design and construction phases were included, as follows:

***Facilities Visited on August 5, 2019***



***Civic and Community Engagement Center***

NYS Office of Mental Health (OMH) Building #15 was originally an attendants' home at the Buffalo Psychiatric Center. Currently mothballed by OMH, it is ideally located – near Rockwell Road, the Burchfield Penney Art Center and the Hotel Henry -- for a Buffalo State civic and community engagement center.

The college is coordinating with SUNY to transfer this property from OMH to Buffalo State.



***166-170 Dart Street***

For several years Buffalo State College has expressed interest in acquiring 166-170 Dart Street, the location of the City of Buffalo Auto Impound Lot. The impound lot is situated to the immediate west of campus. Earlier this year, the City of Buffalo entered into a Designated Developer Agreement (DDA) with Buffalo State —via the college's affiliate BSCR Corporation—to redevelop the site.

The BSCR Corporation has issued a Request for Proposals (RFP) for this development project. Responses are due November 19, 2019.

If you are aware of potential respondents who might be interested in this exciting opportunity, please help us to get the word out about by forwarding this web link:

<http://bscintra.buffalostate.edu/rfq>. At this website prospective respondents can register and download the RFP.

To comply with standard procurement practice, we ask that you please do not answer questions concerning this request for proposals. Please direct all questions about the RFP and the RFP process to Therese Locher, Buffalo State Director of Construction

Contract Management, at lochertm@buffalostate.edu. Thank you in advance for maintaining this single point of contact for questions concerning the RFP for the Dart Street project.

We appreciate your consideration and your assistance as we pursue this rare opportunity to extend the campus footprint and contribute to the exciting revitalization of Buffalo's West Side.

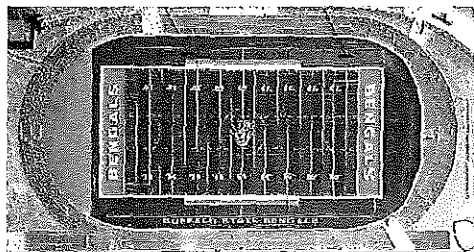


### ***University Police and Campus Operations Center***

Building 50 -- built in the 1950s and acquired by the campus in 2003 -- will be transformed into Buffalo State's University Police and Campus Operations Center. This 92,000 square foot building was constructed as a manufacturing site but has been used by Buffalo State as a storage facility. It is in great need of rehabilitation.

Renovation of this building, currently in the planning and design phase, will provide appropriate spaces to accommodate University Police operations and custodial and grounds employees; rehab warehouse and dock space; and create a better link to the main campus pedestrian spine and designated visitor parking areas. This will be a \$14.8 million project.

Buffalo State is seeking funding for this important project -- which has received significant community support -- from the State University Construction Fund and via a grant proposal to the New York State Regional Economic Development Councils (REDC).

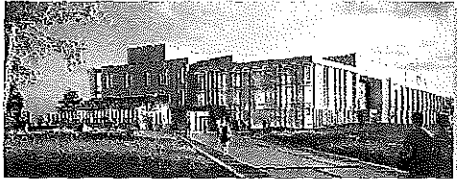


### ***Athletic Fields***

Buffalo State's turf field is used for football, soccer, and lacrosse, as well as for recreational purposes, camps and rentals. During summer 2019 the college replaced the turf field, scoreboard, goals and goal posts. During the second part of the project in summer 2020, the six-lane Coyer Field track will be replaced. Total cost of the refurbishments will be \$4.5 million.

Additionally, the campus is conducting a study to determine the feasibility of replacing an athletic field, to NCAA specifications, that was temporarily lost to construction of the Science and Mathematics Complex.

## ***Facilities Visited on August 5, 2019***



### ***Science and Mathematics Complex, Phase 4***

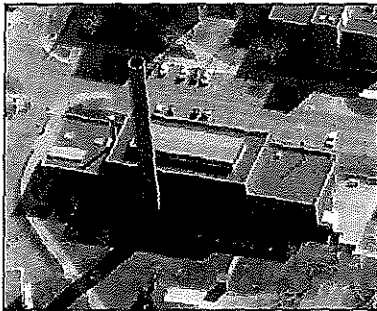
Phase 4 will complete this multi-year project with the addition of the spherical, stand-alone Whitworth Ferguson Planetarium, greenhouse, lecture hall, classrooms, offices and labs. It will connect the main entrance and lobby to the atrium and rest of the complex. Faculty and graduate student offices will be added, as will student gathering spaces and a new café.

The cost will be \$35.5 million. Fall 2020 classes are planned.



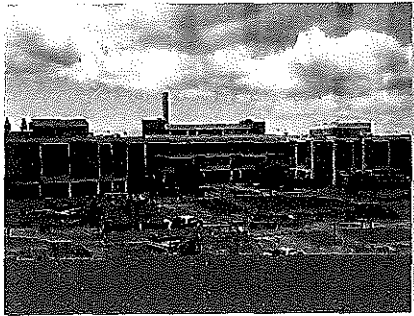
### ***Iroquois Drive Reconstruction***

This project, phased to occur over two seasons, is reconstructing the roadway, curbs and underground drainage of Iroquois Drive. The concrete retaining wall will be repaired along a portion of the north side. Improvements will include new site lighting, storm water retention and treatment, a continuous sidewalk, high visibility crosswalks, sharrows for bicycles and improvements to the green area on the north side of Moore Complex. Construction on this \$7.9 million renovation began in spring 2019. It is slated for winter 2020/2021 completion.



### ***Central Heating Plant Reconstruction, Phase 1***

Buffalo State's steam plant is at the end of its life cycle. A reconstruction project will replace boilers and all associated equipment with new and more efficient versions. This will save costs for fuel, operation and maintenance; reduce harmful emissions and potential for harmful fuel leaks; provide a more reliable source of heat and hot water for the campus; and potentially clear space in the building for other service uses. Construction will begin in October 2019.



### ***Classroom Building***

The Classroom Building, built in 1972, retains most of its original systems. Failure of these systems has made this major renovation project necessary. Additionally, the space configuration of the building no longer meets the needs of our students and faculty.

This rehabilitation will replace building systems and finishes. It will also add sprinklers and increase the plumbing fixture count. A deep energy retrofit (an energy conservation measure in an existing building that improves building performance) will be addressed.

This project will provide collaborative, study and lounge space for students and address the teaching needs of our academic departments. It will also add an identifiable south entrance to the building, increase natural light, and improve wayfinding.

This building rehab is currently in planning and design. It will be a phased renovation with a total budget of \$78 million.



### ***Moore Hall***

Currently used for campus operations, Moore Hall in the future will provide much-needed space for student life. A program study will determine the specific student life needs that Moore Hall will fill. Dining, study and lounge space will all be considered, as will space for a convenience store. Funding for the design phase of this project has been received.