

**Buffalo State
State University of New York
COUNCIL MEETING
October 15, 2013, 4:00 PM
Cleveland Hall 518
MINUTES**

COUNCIL MEMBERS PRESENT: Chairman, Mr. Howard Zemsky; Mrs. Melissa Brinson; Mr. James Brandys; Mr. Gary Brost; Ms. Linda Dobmeier; Mr. Charles Naughton; and Student Representative, Mr. Muhammed Sumbundu.

FACULTY & STAFF PRESENT:

Interim President Howard Cohen; Provost and Vice President for Academic Affairs, Dennis Ponton; Vice President for Finance and Management, Michael LeVine; Vice President for Student Affairs, Hal D. Payne; Vice President for Institutional Advancement, Susanne Bair; Chief Diversity Officer, Karen Clinton Jones; Chief Information Officer, Don Erwin; Chief of Staff and Secretary to the College Council, Bonita R. Durand; Associate Provost and Dean of the Graduate School, Kevin Railey; Dean, University College, Scott Johnson; Dean, School of Arts and Humanities, Benjamin Christy; Dean, School of Education, Wendy Paterson; Interim Dean, School of Professions, Rita Zientek; Dean of Students and Associate Vice President for Student Affairs, Charles Kenyon; Associate Vice President for Student Success, Daniel Velez; Associate Vice President of Housing and Auxiliary Enterprises, Tim Ecklund; Associate Vice President, Enrollment Management, Mark Petrie; Associate Vice President and Comptroller, James Thor; UUP Chair and Associate Professor of Technology, Richard Stempniak; College Senate Chair and Distinguished Service Professor, History and Social Sciences; Director, Corporate and Foundation Relations, Mary Dwyer; Lecturer and Campus House Director, Kathleen O'Brien; Interim Chair and Lecturer, Hospitality and Tourism, Rebecca Dowsey; Staff Assistant, Melissa Slisz; Students: Alex Davis.

CALL TO ORDER

Mr. Zemsky called the meeting to order at 4:05 pm.

CHAIR'S REPORT

Mr. Zemsky welcomed all to the Council meeting and welcomed Interim President Howard Cohen to his first Council meeting and thanked him for agreeing to serve as the Interim President at Buffalo State for the 2013-2014 academic year.

ACTION ITEMS

Mr. Zemsky called for a motion to approve the minutes from the April 17, 2013 meeting. Mr. Brandys moved that the minutes be approved; Mr. Brost seconded the motion. The motion carried by unanimous vote.

Mr. Zemsky called for a motion to approve the 2012-13 Annual Report. Mr. Brost moved that the Annual Report be approved; Ms. Dobmeier seconded the motion. The motion carried by unanimous vote.

Mr. Zemsky reported that SUNY Buffalo State is in a year of transition. He is confident that we will continue to move forward and make good progress toward our goals. On Sunday, October 13th, we remembered and celebrated the life of our 8th President, Aaron Podolefsky. Mr. Zemsky thanked everyone who was involved with the planning of the memorial service as well as those who offered remarks and all of those who attended.

On behalf of the Buffalo State Council, Mr. Zemsky extended our deepest sympathy to Ronnie and the entire Podolefsky family on their loss. He also expressed our deepest gratitude and appreciation to Aaron for his leadership during his tenure at Buffalo State and for his contributions to public higher education throughout his career.

Mr. Zemsky also reported that many of people have asked about the search for the next president. He assured them that a process will begin very soon.

PRESIDENT'S REPORT

Interim President Howard Cohen introduced David Carson, Chair of the College Senate for 2013-2015. President Cohen has been working with the President's Cabinet on his six (6) priorities which can be found in the Quarterly Report (see attached).

Dr. Ponton introduced Interim Dean, Rita Zientek and she in turn introduced Rebecca Dowsey and Kathleen O'Brien, Faculty from Hospitality and Tourism, and Alex Davis, a hospitality administration major who went on the trip to Italy to partake in the Academic Presentation: Taste of Italy. Professors Kathleen O'Brien and Rebecca Dowsey took 18 Hospitality and Tourism students on a faculty led international study abroad educational trip to Italy during the spring break – March 23-April 1, 2013. The "Taste of Italy" culinary tour was made possible by a generous grant the department received from the Statler Foundation which contributed to the student's travel expenses. The students toured the Alba region of Italy, including trips to Milan, Cuneo, Barolo, Bra, Parma, Florence and the Tuscany region. They were given lessons in wine, cheese, and pasta-making, toured farms, restaurants and cultural attractions. The study tour was incorporated into a new Cultural Tourism course. The tour added to the students' educational experience, enriched the Hospitality Administration program, and transformed the lives of students, many of whom had not travelled outside of the US, or even New York State. Rebecca and Kathleen discussed the planning and funding of the trip, and the impact it has had on the program. Alex talked about his 10 days in Italy, and how the trip enriched his educational experience, and how he was personally transformed by this study abroad. A DVD of photos was shown while talking. We have a poster the students created for the Student Research and Creativity Celebration to display (see attached).

COMMITTEE REPORTS

Naming of Building and Grounds

Linda Dobmeier presented the following naming resolutions: (see attached).

- John Kontos Photography Darkroom
- Carolyn Lehr Recruitment Room
- Dr. Om and Meena Rustgi Family Thin Film Deposition Lab
- Molly Seifritz Women's Lacrosse Locker Room

Ms. Dobmeier called for a motion to approve the resolutions. Mr. Brost moved that the resolutions be approved; Mr. Naughton seconded the motion. The motion carried by unanimous vote.

Student Affairs

Jim Brandys reported that enrollment was down and the final numbers will be available at the December meeting. Also, residence hall occupancy is down 1.34% or 34 students.

He discussed student affairs initiatives relative to retention and reviewed Map Works, the Compass program, and the Noel-Levitz NIA mentor program.

He reviewed the Committee on University and Community relations and the meet and greet event held over the Labor Day weekend. Attendance was between 200-250. Another event will take place in the spring.

Lastly, he spoke briefly on the tobacco free campaign on campus and the forums which are being held through the month of October.

Executive Session

Mr. Zemsky called for a motion to move to Executive Session: In accordance with Section 105 of the New York State Open Meetings Law to discuss personnel matters. Ms. Dobmeier moved that the council enter into executive session; Mr. Naughton seconded the motion. The motion carried unanimously. The council adjourned to executive session.

ADJOURNMENT

The Council returned from Executive Session. No action was taken during Executive Session. Mr. Zemsky called for a motion to adjourn. Mr. Sumbundu moved for

adjournment of the meeting and Ms. Dobmeier seconded the motion. The motion carried by unanimous vote. The meeting was adjourned at 5:15 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Bonita R. Durand". The signature is written in black ink and is positioned below the text "Respectfully Submitted,".

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

SUNY Buffalo State

Quarterly Report Fall 2013

Howard Cohen, Interim President

SUNY Buffalo State began the fall semester on a solid note:

- We welcomed 9,336 undergraduates and 1,387 graduate students to campus.
- 1,281 first-year students participated in a week-long orientation program that included a Freshman Convocation where students made a commitment to civility and community.
- The campus celebrated the ribbon-cutting of our new state-of-the-art Technology Building, housing the departments of Computer Information Technology, Engineering Technology and Fashion and Textile Technology.
- The Year of the Teacher opened with a campus visit by Dr. Pedro Noguera, a nationally recognized educator and expert on school reform.
- The Anne Frank Project sponsored a three-day conference that attracted more than 3,500 participants and hosted its first-ever AFP Youth Conference attended by over 200 local high school students.
- After a strong start (2-0), the Bengals football team has sustained three difficult losses. We are hoping they can turn this around for a strong finish. On a brighter note, the Women's Volley Ball team extended their record to 13-6 and is fostering an 8 game winning streak.

2013-14 will be a year of transition for Buffalo State. We are all saddened by the loss of President Aaron Podolefsky on August 8. As the campus searches for its next president, we will take this year to solidify our foundations and prepare for the future.

To achieve this, we have established six top priorities for the year that will position Buffalo State to excel as an environment for teaching and learning. These priorities will enable us to fulfill our mission, and, at the same time, allow us to realize higher ambitions and goals.

As we focus during the year on these main priorities at Buffalo State, this is the first of regular Quarterly Reports that will keep you informed of progress on these efforts to advance the college.

Top Six Priorities for 2013-14

1. Enrollment Growth

Buffalo State's enrollment peaked in fall 2011 and then declined in 2012 and 2013. The college must find ways to stem the decline and recapture the revenue that was lost along with student enrollments.

Buffalo State's task this year is to bring revenue and expenses back into balance, and the most productive way to do that is by growing enrollment. This project will be placed under the direction of a newly constituted Strategic Enrollment Steering Committee (SESC), but to be successful it will need to be an all-campus effort.

Immediate steps will be taken to address retention during this academic year and campus leadership will propose strategies to be more effective at recruitment and retention for next year and the years to follow.

Progress Update

- The SESC held its first meeting on October 2. At that meeting, the Council took short-term steps, including:
 - Send acceptance letters for those applicants with H.S. GPA of 85 or higher immediately.
 - Review the applicant pool of those with HS GPA of 79-84, identify applicants with best potential for success and send acceptance letters ASAP.
 - Analyze the large applicant pool for EOP students (3000 applications for about 190 slots) and make selections to fill available slots ASAP.
 - Calculate the cost of bringing in and supporting 50 additional EOP students through the Compass program and submit that information to SESC for decision ASAP.
 - Merge registration for transfer students into the schedule for native students to provide better opportunities for transfer student receiving desired classes.
 - Recruit retention specialists on campus to develop a set of short-term retention strategies.

2. Strategic Planning

Buffalo State's current strategic plan concludes this year, so it is time to once again create a plan that clearly articulates our strategic directions and that will position the college

distinctively in regional higher education. Our challenge is to clarify Buffalo State's strategic position in relation to the other choices of potential students and our supporters. The college needs to identify the value it offers and work to make that value a reality that is well understood.

Progress Update

- To prepare the next strategic plan, the College Planning Council (CPC) will reconvene October 11:
 - to review Buffalo State's mission, vision and values statements,
 - to adopt a positioning statement,
 - to articulate the college's strategic directions for the next five years, and
 - to identify a small number of projects, programs or activities for each strategic direction that promise to help position Buffalo State for the future.

3. Academic Program Array and Institutional Sustainability

To build on Buffalo State's success, the college is at a stage of development where it needs to take a comprehensive look at its range of majors and minors, and to consider rebalancing the array of academic programs. In the context of strategic planning and enrollment declines, we will assess program opportunities in light of faculty expertise, student demand and regional needs.

One element of Buffalo State's program offerings that is growing in importance is the development of courses and programs delivered online. This is particularly important as it relates to SUNY's system-wide commitment to Open SUNY, an effort to extend the reach of our campuses to attract new students to a Web-based learning environment.

Progress Update

- Provost Ponton will establish an Advisory Committee on Institutional Sustainability. Deans' nominations are due October 1.
- An Online Oversight Committee has also been created to address a strategic vision for online learning, policies, procedures, protocols and best practices. The committee will meet on October 18.

4. All Funds Budgeting

As Buffalo State works toward streamlining its budget processes, this year the college will build an "all funds" report for the college's State General Purpose accounts, with other accounts to be added the following year.

Progress Update

- Work is underway to produce a draft process by early December for implementation in February.
- Evaluation has started on adopting a Business Intelligence System to better manage our spending.

5. Economic Development

Buffalo State has a role to play in the economic development of Western New York, and SUNY has provided an important vehicle for the college's participation in Start-Up NY.

Start-Up New York is an initiative of Governor Cuomo and the State Legislature designed to foster entrepreneurialism and job creation on a large scale through tax-free zones associated SUNY campuses (among others). Buffalo State will participate as a host to new and relocated businesses through a "launch" center providing space, services and opportunities for students and faculty to participate in the economic growth of participating businesses.

Progress Update

- A Start-Up NY Committee has drafted a plan to be submitted to Empire State Development after consultation with campus governance and local government officials.
- We have initiated planning to convert a portion of Buckham Hall to house Launch Buffalo to serve as a home to participating businesses.
- We are in conversations with several businesses that are interested in partnering with Buffalo State in this venture.

6. Facilities Planning for the Southwest Corner of Campus

The southwest quadrant of the campus is a natural second front door for Buffalo State. The campus has a variety of needs and opportunities that could be situated there – additional student housing, an alumni and visitor center, additional parking, and community partnership spaces, to name the most obvious.

Buffalo State needs to determine the best use of that space and fit projects together so they complement one another. However these plans take shape, it will allow the college to better serve the entire campus and outside communities and to help meet aspirations for the future.

Progress Update

- A draft report, due November 1, will provide an inventory of Buffalo State's facilities and potential use options.

- Discussions are underway to identify site locations for a next phase of student housing and for an Alumni/Visitor Center.

Addressing Buffalo State Budget Shortfalls in 2013-14

Enrollment at Buffalo State has fallen for the past two years.

	Fall 2011	Fall 2013	
Undergraduate	10,012	9,386	(626)
Graduate	1,657	1,387	(270)

Tuition revenue has fallen below tuition targets:

Year	2010-11	2011-12	2012-13	2013-14 projected
Balance	\$1,170,000	\$590,000	(\$1,940,000)	(\$2,450,000)

Our budget deficit in State Purpose revenues in 2011-12 was \$200,000. This year it is projected to be \$3,200,000.

In addition to falling enrollments and tuition revenue, the Buffalo State budget shortfalls are complicated by the practice of budgeting a portion of the salaries from vacant positions. This is not a sound financial practice and we are bringing it to an end this year.

In order to bring our budgets back into balance we will reduce our State Purpose budgets by \$3,576,700 this year. This will end the practice of budgeting vacant position dollars and will reduce our tuition shortfall by half.

Budget reduction memoranda have been distributed to the Vice Presidents; plans are due to the Cabinet by November 1. Hiring will be permitted in each Vice President's area after the budget reduction plans are approved as long as available funds are not part of the reduction.

We will use this year to work to increase enrollment through a variety of recruitment and retention strategies, institute Cabinet-level control on refilling vacant positions, and cover part of our deficit through reserves.

Naming of Building and Grounds Committee Report

**SUNY Buffalo State Council Meeting
October 15, 2013**

In accordance with the Guidelines for Naming Opportunities on State University Campuses; and in recognition of a gift to SUNY Buffalo State from Stephen C. Seifritz and Mary D. Seifritz; Interim President Howard Cohen has approved the naming of the Molly Seifritz Women's Lacrosse Team Locker Room located in Houston Gym.

SUNY Buffalo State will record this transaction in the record of named spaces maintained at the university. Arrangements will be made to dedicate the Women's Lacrosse Team Locker Room in memory of Molly Seifritz at a date to be specified.

Respectfully submitted,

William Bissett
Chair, Naming of Building and Grounds Committee

RESOLUTION

At its October 15, 2013 meeting, the SUNY Buffalo State Council recommended; and Interim President Howard Cohen approved; that the Women's Lacrosse Team Locker Room located in Houston Gym be named in memory of Molly Seifritz.

Mr. and Mrs. Seifritz first supported the Women's Lacrosse Team in 2006, when their daughter Molly enrolled at Buffalo State in 2006. She loved playing lacrosse and was a member of the Women's Lacrosse Team, serving as captain of the team for two years. Molly graduated in 2010 with a bachelor's degree in Hospitality Administration.

Molly formed many long and lasting friendships on and off the field. Her friends were an amazing support to Molly and her family during her illness.

Molly Elizabeth Seifritz, age 25, passed away at Upstate Medical Center on March 2, 2013 after a long and brave fight against cancer. Molly is survived by her parents, Steve and Mary (Bleau) Seifritz; her sister, Caitlin Seifritz; her paternal grandmother, Betty Seifritz and many aunts, uncles and cousins.

This honor is given in consideration of a gift made to SUNY Buffalo State by Stephen C. and Mary D Seifritz and in recognition of their daughter, Molly Seifritz's, leadership and courage throughout the SUNY Buffalo State campus.

Howard Zemsky, Chair, SUNY Buffalo State Council

Bonita R. Durand, Secretary to the SUNY Buffalo State Council

Naming of Building and Grounds Committee Report

**Buffalo State Council Meeting
October 15, 2013**

In accordance with the Guidelines for Naming Opportunities on State University Campuses; and in recognition of a gift to SUNY Buffalo State from Dr. Om P. and Meena R. Rustgi; Interim President Howard Cohen has approved the naming of the Dr. Om and Meena Rustgi Family Thin Film Deposition Lab located in the Science and Mathematics Complex.

SUNY Buffalo State will record this transaction in the record of named spaces maintained at the university. Arrangements will be made to dedicate the Dr. Om and Meena Rustgi Family Thin Film Deposition Lab in honor/memory of Dr. Om P. and Meena R. Rustgi at a date to be specified.

Respectfully submitted,

William Bissett
Chair, Naming of Building and Grounds Committee

RESOLUTION

At its October 15, 2013 meeting, the Buffalo State Council recommended; and Interim President Cohen approved; that the Thin Film Deposition Lab located in the Science and Mathematics Complex be named in honor of the Dr. Om and Meena Rustgi Family.

Dr. Om Rustgi joined the Physics Department at Buffalo State in 1973 and remained until his retirement in 2005. He always put students first and was known as a rigorous though fair and compassionate professor. He and his wife, Meena, who graduated from Buffalo State in 1988 with a bachelor's degree in Information Systems Management, established The Rustgi Physics Scholarship Fund in memory of Dr. Rustgi's parents, Misri Lal and Laxmi Devi Rustgi.

This honor is given in consideration of a gift made to SUNY Buffalo State by Dr. Om P. and Meena R. Rustgi, and in recognition of their many years of involvement as members of the SUNY Buffalo State community.

Howard Zemsky, Chair, SUNY Buffalo State Council

Bonita R. Durand, Secretary to the SUNY Buffalo State Council

Naming of Building and Grounds Committee Report

**Buffalo State Council Meeting
October 15, 2013**

In accordance with the Guidelines for Naming Opportunities on State University Campuses; and in recognition of a gift to SUNY Buffalo State from Dr. Carolyn A. Lehr; Interim President Howard Cohen has approved the naming of the Carolyn Lehr Recruitment Room located in Houston Gym.

SUNY Buffalo State will record this transaction in the record of named spaces maintained at the university. Arrangements will be made to dedicate the Carolyn Lehr Recruitment Room in honor/memory of Dr. Carolyn A. Lehr at a date to be specified.

Respectfully submitted,

William Bissett
Chair, Naming of Building and Grounds Committee

RESOLUTION

At its October 15, 2013 meeting, the Buffalo State Council recommended; and Interim President Cohen approved; that the Recruitment Room located in Houston Gym be named in honor of Dr. Carolyn A. Lehr.

Dr. Carolyn Lehr is regarded as a pioneer of women's athletics at Buffalo State, serving as women's basketball coach for the duration of her time at the college (1965-1978), and the field hockey team from 1972 – 1978; she also served as the Associate Athletics Director from 1975 – 1978 and represented the college in many related regional and national organizations, including serving as president of the New York State Association of Intercollegiate Athletics for Women. She joined the University of Georgia in 1978, coaching the women's basketball team and serving as associate professor in the School of Education.

This honor is given in consideration of a gift made to SUNY Buffalo State by Dr. Carolyn A. Lehr, and in recognition of her many years of service as a member of the SUNY Buffalo State community.

Howard Zemsky, Chair, SUNY Buffalo State Council

Bonita R. Durand, Secretary to the SUNY Buffalo State Council

Naming of Building and Grounds Committee Report

**College Council Meeting
October 15, 2013**

In accordance with the Guidelines for Naming Opportunities on State University Campuses; and in recognition of a gift to SUNY Buffalo State from Mr. Ulysses J. Kontos, '63, '68 and Mrs. Melinda M. Kontos, '88; Interim President Howard Cohen has approved the naming of the Ulysses John Kontos Analog Photography Darkroom located in the Art Conservation Department in Rockwell Hall.

SUNY Buffalo State will record this transaction in the record of named spaces maintained at the university. Arrangements will be made to dedicate the Ulysses John Kontos Analog Photography Darkroom in honor/memory of Mr. Ulysses J. Kontos, '63, '68 and Mrs. Melinda M. Kontos, '88 at a date to be specified.

Respectfully submitted,

William Bissett
Chair, Naming of Building and Grounds Committee

RESOLUTION

At its October 15, 2013 meeting, the SUNY Buffalo State Council recommended; and Interim President Cohen approved; that the Analog Photography Darkroom located in the Art Conservation Department in Rockwell Hall be named in honor of Ulysses John Kontos.

(Ulysses) John Kontos a Western New York native; grew up on the west side of Buffalo with his widowed mother, Rose and two brothers. John attended Buffalo Technical High School to major in Art.

In 1954, John joined the United States Air Force and served in the 357 Fighter Interceptor Squadron. While stationed abroad, John was cultivated his love of photography and art and visited artists and galleries in the region. An athlete as well as artist, he played on an international level soccer team, was a platform diver and distance swimmer.

In 1958, John returned to Buffalo and applied to Buffalo State for entry in the freshman class of 1959 as an Art education major. John studied with all the Art professors and felt his education at Buffalo State prepared him for his future teaching career.

After graduating in 1963, John joined the faculty at Kenmore East where he started both jewelry and photography courses. He fashioned a dark room from three store rooms and provided the film and paper and chemicals for the students to use.

John earned his Master's in Art Education in 1968. In 1983, he was hired as District Department Chairman in the Ken-Ton schools. John also returned to Buffalo State, earning 30 additional graduate hours. This allowed John to again connect with his professors and hone his talents in sculpture, photography and painting.

John retired from the Ken-Ton schools in 1995. He and his wife, Melinda have become increasingly interested in the legacy program at Buffalo State and plan to make a legacy gift in support of both the Burchfield-Penny Art Center and the Art department at Buffalo State.

This honor is given in consideration of a gift made to SUNY Buffalo State by Mr. Ulysses J. Kontos, '63, '68 and Mrs. Melinda M. Kontos, '88, and in recognition of his years of service as a member of the SUNY Buffalo State community.

Howard Zemsky, Chair, SUNY Buffalo State Council

Bonita R. Durand, Secretary to the SUNY Buffalo State Council