CCCSAO – Syracuse (Onondaga)
E. Gooding, Council Secretary
Wednesday, September 23, 2015

Present: B. Penrose, J. Enser, J. Rosenthal, J. Kelly, E. Goodling, A. Topping, S. Reynolds, J. Pitman, J. White, E. Gambino, M. Torres-Diaz, L. Droz, A. Trueman, R. Hoda-Kearse, S. Tweedy-Thompson, A. Frank, J. Miller, E. Newkirk-Kotfila

1) Welcome from Council President, Ann Topping

2) State University Update – Liz Droz, Asst Vice Chancellor for Student Affairs
   - Emphasis on assessment
   - Enrollment – trend is down for community colleges
     o Sense of group is that this is due to decreasing state population
   - Seamless transfer – SUNY Website up and operating well – no feedback from students as yet
     o Feedback – a bigger rollout might have been helpful
   - Applied learning – E. Newkirk will address with group on Thursday session
   - Multicultural – Every campus must have a diversity officer – Liz sought feedback from council members
     o Potential to share officers as a consortium
     o Frustration expressed that community college feedback has perhaps not been fully vetted
     o L. Droz asked if the group is represented on the task force – topic deferred to the 9-25-15 business meeting – to develop a statement from the Council regarding the diversity officer charge and task force representation
   - Students with Disabilities
     o Potential for change in HESC designation – information sought from community colleges in contemplation of this change
   - Mental Health Issues
     o L. Droz leading task force – A. Topping and J. Enser will be participating
     o Intention to share findings/outcomes with the council
   - Health and Safety Issues
     o Attention on heroin issues
     o Regional training for Green Dot programming – training is free from a SUNY grant – L. Droz will re-circulate information
     o SUNY Tobacco Free remains robust
     o Red Cross interested in Citizen Preparedness program for students
   - Veterans
     o SUNY Board resolution 9-10-15 for in-state tuition to all US veterans and their dependents
     o SUNY will be accomplishing a survey to veterans – still in draft form
     o B. Penrose volunteered that Jefferson CC surveys their campus veterans and she will send the survey and its data to L. Droz
   - SUNY Excels

- o L. Droz – handed out SUNY Excels grid of five priority areas
    - o Question as to criteria for approval for performance goals – what is the vetting process prior to going to the SUNY Board for approval
    - o Completion Agenda – similarity of goals
- Online Students
    - o Oct. 9 conference at SUNY – available virtually
    - o SUNY to work on College Readiness courses, programs
- Compliance
    - o Title IX Coordinators – guidance released by US Dept. of Education on 4-24-15
    - o Title IX and Sexual Violence
    - o SUNY Policies and Guidance
    - o Child Protection Policies
    - o Veterans and Tuition – in-state tuition for veterans and their families – guidance forthcoming
- Events
    - o SUNY Diversity Conference – Oct. 1-2; Albany
    - o Engaging the Online Student, Oct. 9; Albany and online
    - o Council on Military & Veteran Education Conference, Oct. 28-29; Binghamton
    - o SUNYCON, Oct. 29-30; NYC
    - o Faculty Senate Conference, Nov. 6; Syracuse
    - o SUNY Applied Learning Conference, Nov 9-10; Albany
    - o Student Assembly Fall Conference, Nov. 13-15; Rochester
    - o NYS Disability Services Conference, Nov. 12-13; Albany

*****Save the Date – SUNY Chancellor's Award, Tuesday, April 5, 2016 *****

3.) A. Topping addressed the group to review the agenda and make general announcements

Thursday, September 24

Present: A. Trueman, J. Rosenthal, J. Enser, R. Shidemantle, B. Penrose, E. Goodling, E. Droz, D. Morella, A. Frank, S. Reynolds, J. White, S. Whiffen, M. Hawes, J. Kelley, J. Pittman, M. Torres-Diaz, A. Topping, E. Gambino, J. Miller, E. Newkirk-Kotfila, S. Tweedy-Thompson

1) Welcome – CCCSAO President, Ann Topping

2) SUNY Information
- Applied Learning – Elise Newkirk, SUNY Director of Applied Learning
    - o Hands-on learning/on-the-job – how students indicate they prefer to learn
    - o Case Study – SUNY student perceptions
        - Gap between students' perceptions of proficiencies and employers' perceptions
        - Students need competencies and soft skills

- o Applied Learning Council – developed on each campus
- o Regional Engagement meetings – commitment levels from each campus
- o BoT Resolution
- o SUNY plans under review by campuses
  - Will include data collection and reporting
- o Parameters of applied learning – Intention, authenticity, orientation and training, etc.
- o SUNY.edu/applied learning – website for additional information
- o Elise Newkirk-Kotfila email for additional information – elise.newkirk@suny.edu
- o SUNY Applied Learning
  - SUNY Works (co-op, internships, work study);
  - SUNY Serves (service learning, community service, civic engagment);
  - SUNY Discovers (research, entrepreneurship, field study, experiences abroad)
- Grant Opportunities – Jennifer Miller, SUNY Director of Community College Support (jennifer.miller@suny.edu)
  - o Overview of office – Office of Community Colleges and Education Pipeline
    - CC presidential searches
    - Support SUNY BOT CC Committee
    - Administer CC State Programs
    - Developmental Math Pathways Scale-Up (Quantway)
    - TAACCCT Statewide Grant
    - Early College High Schools (P-TECH, Smart Scholars)
    - STEM Learning Network
  - o BOT CC Committee meetings available to view
    - Hank Dullea, Committee Chair – SUNY liaison is J. Duncan-Poitier – can also contact J. Miller
  - o Community College Community Schools grant ($1.5 million)
    - 2015/16 – State Enacted Budget - $1.5 million to create up to three community schools
    - $500,000 per college over three years
    - Grants awarded through a competitive RFP
      - o If there is an opportunity to partner with an area K-12 recipient, it may strengthen the CC application
    - Community Schools – Grants are intended to improve student outcomes by utilizing community college facilities to serve as "hubs" that would provide: child and eldercare services, transportation, health care services, family and/or employment counseling, legal aid and other support services.

- Grant process was developed to be broad so that community colleges could interpret to fit the needs of their student populations and community partners
- High needs populations will be favored – as identified by each campus
- If campus is funded – awards will be distributed in March – need to offer "movement" on grant – funds do not need to be equal over three years
  - Continuous funding will be determined on the basis of initial success
- Use provided format – abstract; document campus/community needs; actions; partnerships; evaluation; budget; sustainability
- Letter of intent due 10-1-15 – brief (one page) and signed by college president; one per campus
- Final proposal due 11-2-15
- Up to three proposals awarded, but no more than one awardee per region
  - Career Center funding
    - Focused on CC career services – resources in partnership with the DOL
    - Survey to CC and NYSDOL workforce partners
    - Create request for funding proposals

3) Onondaga Pathways to Careers Program: For Young People with Disabilities
- Initiated through federal government priorities to expand capacity to respond to workforce needs
- Partnership with OCC, Syracuse University, Syracuse City School District, public workforce system regional economic development, disability services
- Goal – to build career pathways to provide opportunities
  - Capacity-building
  - Career exploration and educational access
  - Educational attainment
  - Employment
  - Dissemination – adoption by other community colleges
- Actions – provision of career assessments, educational planning, financial literacy, etc.
- OPC@sunyocc.edu
- Access VR – have national mandate to increase college funding/support for students with disabilities
- Retention alert system (every three week alert) in order to provide appropriate supports
- Grant - $5,000 year over five years among partnership entities – DOL demonstration project

- High growth/high need programs identified by local economic development council (health information; advanced manufacturing; mechanical technology, computer information systems, electrical technology)
- Research partnership – Burton Blatt Institute (Syracuse University)
  - OPC – Community of Practice – team members meet on a regular basis to learn, teach each other, and share practices to achieve common goals of enhancing student inclusion
  - Reviewed six key elements of career pathways – build cross-agency partnerships; identify industry sectors and engage employers; design inclusive education and training programs; identify funding needs and resources; align policies and programs for effective and meaningful participation of individuals with disabilities; measure systems change and performance
- Goal of project is to continue to stay engaged with other community colleges to support the work of the project and to allow broader community to access the Community of Practice (CoP)
  - Meera Adya – madya@syr.edu

4) Querium - Math Booster Presentation
- OCC accomplished a pilot program and has chosen to retain the product due to good student results
- Querium Representative – Dave Garza, ED of Market Development – dave@querium.com
- Math Booster process – diagnostic test – personalized learning path – video tutorials, exercises, answer explanations
  - Available through smart phones and in provided in small steps
- Demo available on the website: http://querium.com/accuplacer-math
- Results for OCC have been good – cost for SUNY CC's will be $15 through November 2015

5) Karen "Casey" Carr, Associate Dean of Students Advisor: Cornell Minds Matter (kc64@cornell.edu)
- Encouragement to "work upstream" – proactive approach
- Cornell University – Mental Health Framework
  - Foster a healthy educational environment
  - Promote social connectedness and resilience
  - Increase help-seeking behavior
  - Identify people in need of care
  - Provide mental and medical health services
  - Deliver coordinated crisis management
  - Restrict access to means of suicide
- Creating a Caring Community – faculty, staff, and students – seek help for selves and offer support to others
- Prior to arrival to campus, students mandated to complete health form – students issues acknowledged in a letter and connected to resources
- Parents – 50% of Cornell students connected (text, phone, email) every day

- o Important to inform parents about resources
- "let's talk" initiative – counselors stationed at various places on campus for set hours each week
- "Voices" publication – engaging families – online
- Staff/Faculty training – how to talk about tough issues and available resources
  - o Faculty Handbooks – How to notice/respond to students in distress – online
  - o Protocol; behavioral indicators; how to make contact; refer
  - o How to promote student well-being – student development; how to foster cooperation vs. competition; how to develop trust; building student confidence and self-esteem
  - o Synopsis of student concerns and conditions
- Method vs. products – goal is dialogue and conversation between students and faculty
  - o Shared the book with 100 students – job was to carry the book to 10 professors and talk about the book
  - o Creation of videos
- Encourage student belonging and growth mindset
  - o Dweck and Yaeger materials – recommendation
  - o Belonging – very important to resilience
  - o Intelligence not necessarily measure of success – persistence – doing poorly can be a measure of need of help and not that student does not belong
    - Intervention – student-to-student regarding overcoming of obstacles – students from same demographic
  - o Administrators and others at the college telling their stories of college completion
  - o Tapestry of Possibilities – scenario skits at freshman orientation
- Cornell Minds Matter – Resilience Session
  - o SOAP (hand out bars of soap)
    - Nurture you SOCIAL connections
    - Develop an OPTIMISTIC thinking style
    - Practice APPRECIATION and gratitude
    - Engage in a PURPOSE or PASSION beyond yourself
  - o Five Good Things Each Day (notebooks) – Martin Seligman reference
    - Write five thoughts of happiness in notebook each night
    - Connection between happiness and success/achievement
    - Work to help students have happy moments in their lives
  - o Prioritizing a collective, strategic approach
    - Student government
      - o Sponsoring mental health week
      - o Force for mental health on campus
    - Faculty committees
  - o Defining health broadly and pursuing it comprehensively

- Who on campus can assist in allocating additional mental health resources
  - o Championing student voices
    - Reference to Active Minds programming (activeminds.com)
      - o Speaker series
    - Student leaders plan programs from one semester to another
      - o Paid student internships
    - Club meetings and workshops – every Tuesday offer workshop on resilience skill (meditation, happiness, etc.)
    - Random acts of kindness (flash mobs – as students buy books, etc.)
    - Tea and cookies with the President
    - Dining with Divers Minds – pick a hot topic on campus, speaker/panel, discussion at table (prepared points), dinner
      - o Faculty, staff, administrators, students together – sexual violence, LGBT, and other topics
      - o Take notes on issues students say matter
    - "Speak Out" – students with MH issues share their stories
    - "Feel Good Friday" – every Friday, over lunch, speaker about a different MH issue (bipolar, anxiety, music and the brain, etc.)
      - o Listserv, Facebook, etc.
    - "Returning from Leave of Absence" Group
      - o Welcome back to returning students – become a social group
- Leave of absence policy
  - o Personal leave, academic leave, health leave – often has something to fulfill – need to write an essay about actions taken – this is reviewed
- Crisis management – protocol distributed
  - o Crisis team – 17 members of the college community; monthly training
  - o Student death – law enforcement contacts law enforcement in the parents' locale; letter from president; letters from faculty/students who knew the student
- Community Support Team
  - o Meet with affected students – 2-3 people to meeting with students

6) Best Practices Discussion
  - o Enough is Enough – Sharia Dixon – OCC
    - Initiatives
      - White Ribbon program
      - "Speak Out"
      - Real Deal Game Show – host asked questions ("who is the TIX Coordinator)
      - Men to Men programming
      - Sexual Assault Awareness Committee
      - Zero Shades of Grey – presentation

- Condom Casino – play casino games – the more chips earned, the more condoms can be purchased with the chips
  - Transcript Notation discussion
    - Transcript notations mandated for Clery-reportable violent crimes
    - Guidance required for times transcript notations received
    - ACC has wording for appeal (w/draw and suspension) to have notation expunged
  - Training
    - EduRisk – purchased software and has various links (edurisksolutions.org)
  - "Almost Grads" program – B. Penrose (JCC)
    - Geared for students who have 50+ credits
    - Eliminated students with holds, etc.
    - Look-back is three years
    - Letter sent from counselors with invitation to return and options to do so – sent in June
    - Follow up is with a phone call
    - First year had 31 students returned and approximately 70% graduated
    - Effort accomplished every other year
  - Returning Students – "Welcome Back" Outreach
    - Look-back was six years
    - Three letters that went out from various offices
    - 10 full-time, three part-time students returned
    - can follow cohort
    - tied with academic "fresh start" program – told students their new GPA and how many credits earned
    - Time/resources spent were minimal
  - Continuing Student Outreach
    - B. Penrose distributed efforts/data regarding continuing student outreach
7) Campus Tour

Friday, September 25 – CCCSAO Business Meeting

Present: B. Penrose, J. Kelly, A. Frank, S. Thompson Tweedy, A. Trueman, E. Goodling, J. Pitman, D. Morello, J. White

- Motion to accept June 2015 minutes (Kelly/Penrose) – approved
- Treasurer's report – J. Kelly (attached) – (Tweedy-Thompson/Trueman) approved
  - Balance - $14,794.48
  - Chief Academic Affairs Officers have developed new status – Jane will investigate and report with a recommendation in June 2016 meeting whether CCCSAO should follow suit.
- Nomination of officers

- o Establishment of nomination committee – A. Topping has agreed to chair committee (A. Topping, Reynolds, S. Thompson Tweedy)
  - o Nominations from floor (J. Enser – treasurer; B. Penrose – VP; J. White – President; Secretary – open)
  - o Further nominations can be sent to A. Topping
- New president (NYCAPP) liaison is from Jefferson Community College – Carole McCoy
- Old Business
  - o 6-12-15 discussion re. the possibility of attaining 501 3(C) status
    - ▪ have chosen to take no action towards 501 3(C), but will pursue alternate status as investigated by J. Kelly
  - o Follow-up regarding acquisition of data from Business Officers group to assist CCCSAO work regarding implication of financial aid practices on NYS student enrollment
    - ▪ J. Miller (SUNY) has been active and will continue to work on this project
- New Business
  - o Future meetings – dates and venue
    - ▪ Potentially June 8-10; Westchester host with potential to meet with CUNY on June 9.
    - ▪ Fall 2016 – Jefferson CC – Sept. 21-23 (pending B. Penrose okay)
  - o Best practices – several years ago, CCCSAO developed a "best practices" publication; interest in a new publication
    - ▪ Table discussion for agenda item with entire council – June meeting
  - o Grant subcommittee – potential for Council subcommittee to work more directly with J. Miller to support grant activity among Council members
    - ▪ Group will appreciate one individual who acts as a liaison – will bring this to the larger group
  - o SUNY BOT – Council member volunteer to sign up to be aware of and view the CC committee meetings and update the Council about these meetings and agendas
    - ▪ J. Pitman, J. White. STT, J. Kelly
    - ▪ Meetings are archived
    - ▪ Notes will be sent out to the list
  - o Liaison to E. Newkirk- to keep Council members updated regarding experiential learning initiatives
    - ▪ J. White will speak to R. Hodak-Kearse regarding this role
  - o Diversity Task Force follow up – recommendation that the Council develop a statement regarding the diversity officer charge and task force representation
    - ▪ Question as to whether group missed comment period
    - ▪ Will rely upon president's group to have voice on this issue for community college
  - o Suggestion of moving business meeting to Thursday a.m. to take advantage of entire group input – consideration for upcoming agenda

- Potential for SUNY updates on Friday a.m.
- Wednesday evening – social hour – roundtable sharing forum
- Suggestion to invite Carlos Zapata to the CCCSAO meeting to engage in discussion re. report/recommendations
  - o Commendation from the Council to A. Truman for her many contributions to the Council and her years of service
  - o Meeting adjourned at 10:11 a.m. (Kelly/Reynolds)

SUNY Community College Chief Student Affairs Officers
Treasurer's Report
Friday, September 25, 2015

			Income	Expenses
Statement Beginning Balance		12-Jun-15	**$11,696.28**	
Amount of Withdrawals				
FSA of TC3 - Van usage	1014	6/11/2015		$100.00
Van Driver - Sarah Wood	1015	6/11/2015		$80.00
Van Driver - Ryan McCloskey	1016	6/11/2015		$80.00
Food Consultants, Inc.	1017	6/11/2015		$73.75
Voided Check	1018			$0.00
Coltivare Restaurant - dinner	1019	6/11/2015		$1,040.40
Ithaca Bakery - food	1020	6/12/2015		$1,069.65
Hilton Garden - Bullock	1021	8/18/2015		$318.00
Deposits				
Spring 2015 conference deposits		6/15/2015	$1,750.00	
Spring 2015 conference deposits		7/13/2015	$250.00	
Fall 2015 Conference Deposit		9/22/2015	$3,360.00	
Fall 2015 Conference Sponsor*		9/22/2015	$500.00	
Totals			$17,556.28	$2,761.80

Ending Balance on 09/25/15

*Conference sponsor is Querium
Corporation