

SUNY OLD WESTBURY COLLEGE COUNCIL MEETING MINUTES

Meeting Date: Friday, December 11, 2020

Location: Virtual Meeting, conducted via Zoom

Attendance

Appointed Members of the College Council:	Representatives of the College:	
Ms. Mili Makhijani, Esq. (Chair)	Mr. Randy Daniels	Dr. Duncan Quarless
Ms. Melissa Archbold	Mr. Len Davis	Ms. Mona Rankin
Dr. Phillip E. Elliott	Dr. Raj Devasagayam	Dr. Magdy Shady
Ms. Cania Infante	Dr. Amanda Frisken	Mr. Usama Shaikh
Ms. Martha Maffei	Dr. Barbara Hillery	Dr. Diana Sukhram
Ms. Theresa A. Regnante	Dr. Michael Kavic	Ms. Colleen Woods
Mr. Kalief Metellus*	Mr. William Kimmins	Special Guest:
* <i>Student Representative</i>	Mr. Michael Kinane	Dr. Timothy E. Sams
	Ms. Claudia Marin Andrade	

I. Chair's Welcome

Chair Makhijani opened the meeting at 12:01pm by acknowledging special guest Dr. Timothy Sams, who has been named as president at SUNY Old Westbury, appointment effective January 11, 2021.

Chair Makhijani turned to the matter of the minutes of the September 18, 2020 meeting. Chair Makhijani noted that the new shorter format of the minutes could be enhanced by the addition of brief summaries for the key topics raised by various speakers. Upon motion of Mr. Metellus, seconded by Ms. Maffei, Council approved by unanimous vote the minutes of the Sept. 18, 2020 meeting.

II. Chair's Report

Chair Makhijani, who has served as College Council Chair for a period of time extending just over one year, opened her report by expressing her pride in being a part of SUNY Old Westbury by noting the following:

Recognition, Awards & Expressions of Gratitude

- The successful conclusion of a Presidential search during a pandemic
- The actions of a campus working through incredibly difficult issues presented by the pandemic
- The collaborative and thoughtful leadership of Officer-in-Charge Dr. Teresa Miller throughout the fall 2020 semester
- The Virtual Commencement held for the Class of 2020 graduates in November
- The outstanding efforts of SGA President Metellus and the student body at large
- Mr. Metellus' receipt of the Norman R. McConney, Jr. award for EOP student excellence (award ceremony to take place on Dec. 14)
- Successful virtual visit last week by the Chair of the OW Middle States Review Team, Dr. Darlene Smith of the University of Baltimore.
- Recent Faculty Senate meeting, including the deft handling of the Credit/No Credit Resolution by faculty (led by Dr. Kavic) and administration (led by Dr. Quarless)
- The attainment of \$1.3 million TRIO Grant, a five-year federal grant to boost retention and graduation rates among students from low-income backgrounds, those who are first-generation college students, and people with disabilities.

III. Officer-in-Charge's Report

This report was presented by the College's Chief of Staff Mona Rankin on behalf of Officer-in-Charge Dr. Teresa Miller who was unable to attend the meeting. Ms. Rankin provided the following updates, building on some of the updates provided in Chair Makhijani's report:

Regarding **Middle States**:

- Middle States Co-Chairs Mr. Anthony Barbera, Dr. Margaret Torrell and Dr. Jacob Heller were congratulated on the outstanding job they are doing in leading the accreditation renewal process
- Key future dates in this process include the College's final Self-Study Report due to Middle States in January 2021, and the virtual visit of the campus' full Middle States Review Team will take place March 21-24, 2021.

Regarding the **November 2020 Virtual Commencement**:

- Commencement committee co-chairs Danielle Collins Groner and Carolyn Bennett were recognized for doing an outstanding job, as was the Student Government Association for their collaborative efforts and commitment to celebrating the Class of 2020.

Regarding the **College's Winter & Spring Plan**:

- The College has submitted its draft plan for Spring 2021 to SUNY and awaits final comments and/or approval. This plan was put into place to meet the final guidance received from SUNY in mid-November.
- Much of the campus will continue to function on a remote basis, as it did for the fall semester. Where in fall the College had 2-3% of classes meet with some face-to-face instruction, the College intends to have closer to 10% of classes offer that interaction in the fall, while adhering to all social distancing protocols.
- Primarily because of the presence of the Alternate Care Facility, residential opportunities on campus will not be offered again for the spring.
- A new "single point of contact" process has been developed to support those students who might be experiencing housing insecurities and information is being gathered now to see who might need support and what support might best suit them.

Regarding the **Leadership of the College**

- Dr. Teresa A. Miller will remain Officer-in-Charge until President Sams assumes the role of President on January 11, 2021 (a date and transition clarified by Chair Makhijani later in the course of this meeting). Dr. Miller's SUNY-wide responsibilities have become such that Chief of Staff Mona Rankin will be the primary point of contact on campus until Ms. Rankin retires on December 31, 2020. Provost Duncan Quarless will then become the primary point of contact on campus from January 1, 2021 until January 11, 2021.

IV. New Business

Provost and Sr. Vice President for Academic Affairs Duncan Quarless discussed:

- The TRIO Grant represents the second of two grants in recent years that we have received by the U.S. Department of Education. It is the federal level equivalent of what is our EOP program. Barb Hillery and Cris Notaro were recognized in essentially securing the funding provided by the TRIO grant.

Mr. Randy Daniels, Acting Director of Advancement Initiatives discussed:

- **Old Westbury College Foundation:** At the Sept 11th meeting of the Foundation, the audited presentation of the 2019-2020 financial statements of the Foundation was received and approved. There were no material issues presented by Sheehan and Company. As of June 2020, the total net assets = \$2,386,936. Resolution was passed to authorize payments to students facing housing insecurity. Elections of new officers was delayed, awaiting the arrival of new President Tim Sams.
- **Initiatives being undertaken by Institutional Advancement:** A strategic plan has been developed. Panther Peer to Peer Scholarship Fund was launched in mid-October, with a goal to raise \$300,000. Upcoming is a strong emphasis on major donor and planned giving.

Faculty Senate Chair Michael Kavic discussed:

Dr. Kavic acknowledged the challenges and stated: “As one campus community we will persevere and emerge a stronger institution.”

He cited accomplishments from the fall semester:

- Addressed issues related to safety of students and faculty
- Welcome a new college president
- Middle States report and visit
- PARITY Committee
- Interfolio/proctorio
- Commencement

And concerns for Spring 2021 and beyond:

- Enrollment
- Budget
- Engaging with President Sams
- Health and safety on campus
- Academic policy changes to reach out to at-risks students
- Natural Science Building (NSB) renovation and funding

Student Government Association (SGA) President Kalief Metellus discussed:

- Please see **Appendix II** for the report delivered by Student Government Association President Kalief Metellus.

School of Business Dean Raj Devasagayam discussed:

AACSB (Association to Advance Collegiate Schools of Business) Accreditation. The School of Business (SOB) Faculty successfully integrated AACSB feedback on SOB’s initial self evaluation report (iSER) in our strategic actions and submitted a Progress Report to AACSB on Nov 25, 2020.

Virtual School of Business Retreat. This event was held on Friday, Oct. 2, 2020 addressing two topical issues of importance: (i) Diversity, Inclusion, & Equity, and, (ii) Post-Pandemic Visioning beyond the Inflection Point. Panel speakers included Council Chair Mili Makhijani and Chief Diversity Officer Usama Shaikh.

Honors and Accolades earned by the SOB Faculty.

- Prof. Sara Williamson is the recipient of the 2020 Thomas C. Kinnear award for outstanding article in Journal of Public Policy & Marketing for her article “The Squander Sequence: Understanding Food Waste at Each Stage of the Consumer Decision-Making Process.”
- In May 2020, an article was published in the Journal of Accounting Education analyzing the productivity of Academia in the Accounting Profession. In their list of ‘Leading Universities,’ SUNY Old Westbury ranked # 14 in the US, and represented the only SUNY School in the rankings. Not only was Old Westbury recognized as an institution, faculty members were individually recognized for their contributions: Dr. James Fornaro and Dr. Cary Lange tied for 16th in the list of ‘Leading Academic Authors.’ Additionally, Joel Lanz, a Visiting Clinical Assistant Professor, was NOT included in this analysis in error (a biography error). If we recalculated the rankings with the inclusion of Joel Lanz’s six additional contributions, we would have been the 3rd or 4th ‘Leading University’ in the nation.

School of Arts and Sciences Dean Amanda Frisken discussed:

Continued Progress on New Degree Programs:

- New Major just approved by SED (soon TBA), 2 more in pipeline awaiting final approval
- New Minors (including one in Community Health, which begins in spring)
- Microcredentials (such as Spanish Translation, which begins in spring)

Faculty adaptations to remote instruction to bring students together and create community:

- Turning classes into podcasts;
- Incorporating intensive small group discussion;
- Having students develop PSAs about public health, safety, vaccine use, etc;
- Finding lower-tech and inexpensive solutions to the challenges of remote learning

Plans for Spring 2021:

- Faculty are learning from and teaching each other as they plan for spring, through regular workshops and exchanges of syllabi and projects
- Thanks to our Provost, Dr. Duncan Quarless, and many others involved for the meticulous plan for the library, roughly 50 SAS courses will have some onsite component over the course of the spring semester, if the health situation permits

School of Education Acting Dean Diana Sukhram discussed:

- **Feedback about students:** School of Education (SOE) students did extremely well in the field this semester despite the impacts of the pandemic, as supported by rave reviewers from the P-12 administrators and faculty about the skills, dispositions, and overall teaching of our student teachers.
- **Collaborative Programs with Farmingdale:** Both the Tech ed and Health ed collaborative programs with Farmingdale have completed the external review process.
- **Accreditation Preparation:** The SOE is intently preparing for accreditation, with a date set for Oct. 19-20, 2021. Proposal was resubmitted and returned with positive feedback.
- **Thank you to SOE Faculty:** Dr. Sukhram recognized the SOE Faculty's great efforts to continue to publish with students and prepare students to perform despite the challenges of the pandemic.

Vice President of Student Affairs & Chief Diversity Officer Usama Shaikh,
(on behalf of Dean of Students Claudia Marin Andrade) discussed:

- **Funding:** Received approval for \$75,000 from the Heckscher Foundation/SUNY Impact Foundation Student Emergency Fund.
- **Housing Insecure Student Support:** Program was launched on Monday, 18 applications have been received and the Central Point of Contact is currently engaged with said students.
- **Engagement Coaches:** Division of Student Affairs (DSA) Engagement Coaches finalized the first semester of student sessions. Plans are underway to collect data on the intended impact on student connections, self-advocacy, retention, persistence and completion.
- **Fall Programming Virtual Student Union:** In Fall 2020, there have been 300 Virtual Programs and close to 4,500 students engaged in these programs.
- **Social Media:** Social media reach is 60,000+, with 9,000+ impressions.
- **Council for the Advancement of Standards in Higher Education (CAS) Self-Study:** DSA is finishing this self-study imminently. This completion will allow the Division to begin creating a three year strategic plan.

Incoming President Timothy E. Sams expressed that he was beyond elated to join Old Westbury in January. He recognized SGA President Metellus on his student leadership ability. And he thanked people for their warm welcomes and approval.

With no comments from the public, and there being no further business, the meeting was adjourned at 1:06pm.

APPENDIX I

Source:

<https://www.oldwestbury.edu/news/5732#:~:text=The%20State%20University%20of%20New,students%2C%20and%20people%20with%20disabilities>.

SUNY Old Westbury Earns \$1.3 million TRIO Grant to Promote Student Retention, Graduation

Submitted by [kinanem](#) on November 9, 2020 - 10:04am

The State University of New York at Old Westbury was awarded a \$1.3 million five-year federal grant to boost retention and graduation rates among students from low-income backgrounds, those who are first-generation college students, and people with disabilities.

SUNY Old Westbury was awarded the grant by the U.S. Department of Education through the TRIO Student Support Services program. Beginning with the current year, the grant for the first year is \$261,888, while the remaining funds will be distributed over the following four years.



The TRIO Student Support Services program offers funding to institutions of higher education for personal and academic support meant to boost retention and graduation rates among students whose backgrounds affect negatively their ability to complete their studies. It includes academic and personal support services such as tutoring, academic advising, career counseling, mentorship, financial literacy and post-graduate preparation.

“Receiving this grant is evidence of our commitment to supporting all of our students from admission through graduation,” said Teresa A. Miller, officer-in-charge. “This grant will allow us to annually provide approximately 140 eligible students with a continuum of support to address academic, personal, financial and social issues that impact their performance.”

Of the approximately 4,700 undergraduate students enrolled at the College, more than half meet the income, first-in-family and/or disability-specific eligibility requires of the TRIO grant. On average, Old Westbury students with these characteristics fall below institutional rates in retention and graduation as well as in their post-baccalaureate pursuits. Additionally, students eligible for the program fall below institutional rates in number of credits completed each semester and cumulative GPA.

Through the grant, SUNY Old Westbury will provide personalized support and intervention for participants selected for the program. This will include academic, financial, personal and career counseling. The program is designed to improve collaboration between education providers and employers to ensure alignment of knowledge and skills and to support instruction in personal financial literacy. Success in these areas will come by incorporating internships in in-demand sectors and additional financial literacy activities.

“By boosting support in these areas, the goal is to remove the academic, social and financial barriers that can negatively affect rates of persistence and graduation,” said Dr. Cristina Notaro, assistant dean of the School of Arts and Sciences and the principal investigator under the grant. “At the same time, we will be linking participating students with real-world opportunities that can serve as further motivation for them to complete their studies and that may offer them tangible opportunities after they graduate.”

The TRIO grant is the latest funding received to support student success initiatives at SUNY Old Westbury. Last fall, the College earned \$2 million in support from the U.S. Department of Education through the Title III: Strengthening Institutions grant program. This funding continues to support peer tutoring, proactive advising, support for the faculty-focused Center for Excellence in Teaching and Learning and, importantly, an expansion of initiatives developed at the College to improve sophomore retention.

APPENDIX II

Student Government Association Report

Collaborations

College Foundation Collaborations Through Penny Chin (Director for Alumni Affairs)

- \$12,000 to the General Scholarship Fund
- \$1,200 to the Food Pantry

- \$15,000 SGA Textbook Award

For students who need assistance for textbooks in the Spring

Students can't receive any other book vouchers from the college to qualify

\$10,000 will be awarded to students who receive financial aid

\$5,000 will be awarded to students who don't receive any type of financial aid

- \$17,000 SGA Career Development Line

\$8,500 SGA Grad Exam Award

Eric Schwartz Director of the Pre Health Profession Programs & Coordinator of the Graduate Program Exam Prep Courses.

For Students Who Will Apply for Either A Graduate Exam Or Preparatory Course

Students Get A 50% Discount for Prep Course and SGA is subsidizing it up to an extra \$500 per student

GRE, LSAT, GMAT, etc

\$8,500 SGA Professional Development Award

Jerilyn Marinar Director of Career Planning & Development

For Students who will apply for professional conferences, memberships, licenses, and certificates programs, pertaining to the ir academic degree and professional growth.

\$250 Per student & additional funding may be available on a case by case basis

- \$9,100 SGA Engagement Award (Second Year)

Kalief Metellus SGA President

For students who are engaged in social or academic activities that benefit the SUNY Old Westbury community.

\$1,300 for 7 students

Winners of the 2020-2021 SGA Engagement Award are Kaili Chaen, Don Kirella, Rivika Mullokandova, and Austin Young

- \$25,000 Student Emergency COVID/AID Line

SUNY Impact Foundations Is Giving Additional Student Emergency Funding To Old Westbury. Each Campus has to Raise 50% Of The Funds Received. SGA Is Putting \$25,000 towards our campus to help us reach our goals.

- Class of 2020 Curbside Pickup

Collaboration with Commencement Committee

1250 Students Graduated

\$34,000 Grad Bags, Campus Decorations, DJ, Grad Pictures for 50 students

- Office of Services for Students with Disabilities

Stacey DeFelice, Director

Sonocent Software License (Sonocent is a software that supports students who are not able to take their own notes due to physical and processing disabilities in over 100 courses. SGA is renewing the license for another year at \$2800)

SGA Faculty/Departmental Cosponsorship Application

\$26,250

For faculty & staff would like to engage the student body with virtual programs from guest speakers, lecturers, performances, activities and more.

- Fedelis Healthcare

Amun Handa (Senior Community Relations Specialist)

To provide turkey vouchers to struggling families for Thanksgiving

- It Governance/Residential Life

To get computers installed in the residence halls.

- Fraternities & Sororities, SGA, SGA Clubs, CSLI, Dean Of Students

To Pass Vote Mandatory to keep the student activity fee mandatory for another 2 years. Student Activity fee is the only college fee that get voted on by the student body whether they would like the fee to be mandatory or voluntary.

Projects

- Ordering furniture for the residence halls for the computers. 4 -5 computers will be placed into each hall totaling 5. We ordering 20 tables SGA Branded with chairs. Ribbon cutting ceremony with College Council, President Of Old Westbury, It, & Reslife to give students something to look forward to returning back to school.
- Meeting with Dean Notaro to see the possibility of opening the food pantry for food insecure students, faculty, and staff
- Kathleen Lieblich (Director of Student Conduct) Dispenser Project to get menstrual and contraception products in the college bathrooms
- Drafting a resolution to bring to faculty senate to change the College Catalog Policy on Credit/No-Credit
- Drafting another resolution to bring to faculty senate to require faculty members to put add/drop, office hours, and college deadlines on the syllabus
- 4-5 Constitution changes to the SGA
- Working with the College President & Commencement Committee on Class of 2021 Commencement
- Meeting with College President to get student representation on the Presidents Cabinet, Alumni Association, & College Foundation. Preferably the SGA President being the Elected voice of the student body representing over 5,000 students on the most diverse SUNY College Campus.
- Working with CSLI on Diversity, Equity & Inclusion programming for the Spring semester.
- Working with IT Governance to purchase Mifi devices to be distributed to students who do not have a adequate internet access for remote instruction
- Working with CSLI on MLK Day of Service program
- Working with Jacklyn to help assist with programing initiatives for orientation

Programming

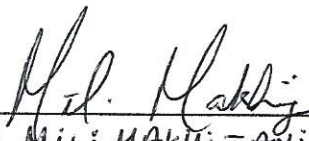
- SGA & Clubs threw a variety of programs this semester from mental health check ins, bingo nights, Black womxn matter march from Hicksville train station to gate a, game nights, open forums, business expo's, importance of voting programming, panel discussions and our upcoming SGA Virtual SIP & Paint.

SPRING 21

- Interim Equity & Inclusion Chair for the Campus activities board. Planning a speaker series for Black History Month, Women's History Month, Sexual Assault Month, Mental Health Month, South Asian American Day, & Holocaust Remembrance Day.
- SGA Programming, CAB Programming SGA Week, Senior Week, SGA Elections, Transition, Commencement.
- State of Association Address
- Virtual Wheel of Fortune
- Community Service
- Museum
- 2nd Annual SGA Awards
- Drive Thru Movie
- Virtual SIP & Paint
- Wig Making Class
- Yoga Class

Transition: Preparing transition documents for future SGA leaders who come after me as I graduate Spring 2021. I want the SGA to be just as strong as it was.

Signature


MILI MAKHIYANI, ESQ.

12/11/20

Date