



## **SUNY OLD WESTBURY COLLEGE COUNCIL MEETING MINUTES**

**Meeting Date:** February 14, 2025

**Meeting Time:** 12:00 PM

**Location:** Student Union Multi-Purpose Room C

**Present from the College Council:**

Chair Mili Makhijani, Ms. Melissa Archbold, Dr. Nicolette Fiore-Lopez, Hon. William A. Hohauser, Ms. Cania Infante, Ms. Martha Maffei, Ms. Theresa Regnante

**Representatives of the College:**

President Timothy E. Sams, Dr. Kyle Anderson, Mr. Nicholas Capriola, Dr. Randall M-J Edouard, Dr. Antonia DiGregorio, Dr. Michael Kavic, Mr. Michael Kinane, Dr. David Lanoue, Mr. Gary Levanti, Dr. Jo-Ann Robinson, Ms. Martha Santana, Dr. Bryan Terry, Dr. Cheryl A. Wilson

### **CALL TO ORDER**

Chair Mili Makhijani called the College Council meeting to order at 12:30 p.m. on Friday, February 14, 2025. Acknowledging that everyone received a copy of the December 19, 2024, College Council meeting minutes. The chair called for a motion to approve the minutes. Ms. Theresa Regnante motioned to accept, seconded by Ms. Melissa Archbold.

### **PRESIDENT'S REPORT, DR. TIMOTHY E. SAMS**

#### **Strategic Plan**

- The President started his report by discussing the strategic plan and explained the thirty-day review period.
- President Sams asked Dr. Bryan Terry, Vice President for Enrollment Management and Marketing to provide an update on the current enrollment. Dr. Terry informed us that we are currently up 6% in applications and 3.4% on deposits. Dr. Terry also discussed upcoming accepted students' events taking place during the Spring semester. Dr. Terry informed all that the headcount for the Spring semester is 4,491, a 300-student difference from the estimated projection.

- President Sams began by providing an overview of the University's Vision and Mission. The last time the Council saw the strategic plan it had five goals, through the consolidation of goals there are now four.
- President Sams read the first goal: Academic Excellence, and Research, and paused for feedback.
- Council member Regnante asked when the last strategic plan was and how much of the last strategic plan was incorporated into this one.
- Dr. Sams informed all that the last plan was from 2018-2023. Dr. Jo-Ann Robinson discussed how the committee conducted a SWOT analysis and recognized that during the last strategic plan we were right in the middle of COVID, and a lot of strategic initiatives didn't get off the ground. Dr. Robinson talked about how the focus was to limit the number of initiatives written into the strategic plan.
- Chair Makhijani asked if the strategic plan was a living, breathing document. Dr. Sams informed all that it would be and the strategic plan will be reviewed annually.
- Chair Makhijani inquired if the budget drives the strategic plan. Dr. Sams clarified that the strategic plan drives the budget. Dr. Sams discussed the standard expenses with the rest being utilized for strategic initiatives.
- President Sams provided an overview of the remaining goals:
  - a) Innovation and Creativity
  - b) Institutional Resilience & External Profile
  - c) Student and Enrollment Success
- Council member Archbold asked how the University planned to meet Goal 4.5. Dr. Sams answered through partnerships. Companies will advance their mission while we advance our strategic initiatives.
- President Sams finished his presentation by giving a summary of the Performance Plan for Budget Process. The process includes the following:
  - i. Strategic Plan/Identify Priorities
  - ii. Propose Collaborative Initiatives
  - iii. Vet Initiatives
  - iv. Prioritize Initiatives
  - v. Finance
  - vi. Launch
- Last year's performance plan to budget process brought in 43 proposals. SPARR will vet all proposals and bring it down to a reasonable number.
- Chair Makhijani inquired who currently serves on the Planning and Budget Committee. Dr. Robinson relayed that there are approximately twenty people who sit on the committee.
- Council member Infante asked when the launch of the strategic plan will take place. Dr. Sams informed all that the strategic plan would officially launch in January 2026.
- Council member Regnante asked how much the planning and budget committee allocated for these proposals. Ms. Martha Santana said that they were in charge of allocating \$200,000 last year. With this, a total of seven proposals were able to be funded. Mr. Michael Kavic informed all that all proposals are reviewed and checked for grant funding eligibility.

- Mr. Michael Kinane relayed that the strategic plan is utilized for everything, including hiring decisions, etc. With the performance plan, you are able to review new opportunities and sunset projects that weren't going as well.
- Council member Regnante mentioned that the Performance Plan to Budget Process seems like a fair amount of time for the amount of money available.
- Council member Regnante suggested having a conversation at a future time surrounding funds available for graduating seniors who are faced with financial hardship. Chair Makhijani said that we can discuss this further at the next meeting.
- Council member Archbold suggested that the council members receive the proposals for review as council members may be able to provide connections for potential partnerships.
- Chair Makhijani clarified that the role of council members is to provide advice and counsel but agreed that council members could receive a summary of each proposal submitted.
- Chair Makhijani informed all of a partnership between United Way and LIPA to provide scholarships to Stony Brook students. Council member Regnante clarified that United Way manages LIPA's scholarship fund, matches the money, and provides scholarships to students across the region.

## **NEW BUSINESS**

### **a. Procedures for Member Videoconferencing – Public Hearing Date**

- M. Kinane informed all that he went back and compared the template to the meeting law and made revisions. M. Kinane clarified that videoconferencing is acceptable just not from so many locations. A quorum is needed in a place where people can attend.
- Chair Makhijani asked for a motion to set the public hearing date to address the proposed procedures for member videoconferencing for Friday, May 16, 2025  
All council members voted in favor.

### **b. Student Code of Conduct Update – Dr. Randall Edouard**

- Chair Makhijani requested that this be added to the agenda for the next Council meeting on Friday, May 16, 2025

### **a) Council members – general comments**

- There were no comments from the Council.

### ***b) Faculty Representative: Dr. Kyle Anderson – general comments/update***

Dr. Kyle Anderson presented a detailed report on the Faculty Handbook and the Strategic Plan. Key points discussed during the report are as follows:

#### **Faculty Handbook:**

- Interim Faculty Handbook is in place.
- Dr. Anderson informed all that a resolution was passed to create a committee of five members to discuss the Faculty Handbook as it is being written.

### **Strategic Plan:**

- Discussed concerns brought up at the Faculty Senate meeting regarding the Cabinet taking such a lead role in crafting the strategic plan at this stage. Dr. Anderson hopes of a more collaborated approach moving forward in the process.

#### ***c) Alumni Representative – Dr. Lorraine Cochrane – general comments/update***

- Dr. Cochrane was not present to report.

#### ***d) Student Representative – Ms. Natalie Malatino – general comments/update***

- Ms. Malatino was not present to report.

Chair Makhijani reviewed the upcoming dates for Spring 2025 and asked for a motion to adjourn. Council member Hon. Hohauser moved the motion to adjourn, and Council member Ms. Cania Infante seconded the motion. All voted in favor.

The meeting adjourned at 2:00 PM

Submitted by:

Nicholas Capriola

Executive Assistant to the President