

President's Report
November 2022

Promoting Diversity, Equity, and Inclusion

Director of Instructional Design and Online Learning David Wolf taught sessions on Salsa and Merengue dancing including active instruction in dance moves and details on the cultural-historical aspects of both dances

The School of Music partnered with “A Place for Jazz” to present jazz concerts by Joel Ross and Bobby Watson. Students were encouraged to attend and both were open to the community. Bobby Watson also held a masterclass with student Jazz Combos.

From October 3 – 17, Professor Donna Corbisiero (who advises the International/English Language Learners Club), ran an international food drive in honor of World Food Day and donated all proceeds to SUNY Schenectady’s Food Pantry.

Director of Library Services Jacquie Keleher and Collection Development & Electronic Resources Librarian Giovannine Matheron attended the follow-up session to the September workshop on Geospatial Information Science and Technology (GIST). Giovannine Matheron also attended a webinar focused on using our new databases ‘Black Life in America’ and ‘Hispanic Life in America’.

On Thursday, October 6, Interim Chief Diversity Officer Alicia Richardson attended the Capital Region Chamber Diversity, Equity, and Inclusion Summit in Troy, New York. The summit theme was “Sustaining Momentum: Igniting Effective DEI Practices for the Long-Term” and provided participants with “... an opportunity to learn new approaches and best practices to help elevate your organization’s diversity, equity and inclusion strategies.” The summit provided participants with “with tools to promote a greater sense of belonging within the workplace and region as a whole.”

During the week of October 10, after months of planning, the DEI Professional Development Initiative Allyship Cohort held daily events to mark the first Allyship Week at SUNY Schenectady. The cohort members (David Wolf, Director of Instructional Design & Online Learning, Lauren Lankau, Director of Apprenticeship & Healthcare, Giovannine Matheron, Collection Development & Electronic Resources Librarian, and Co-lead Tiombe Farley, Director of Educational Opportunity Program) worked with Sherman Ortiz, Student Activities Advisor, and Alicia Richardson, Interim Chief Diversity Officer, to host the following events:

- Keynote Address by Barbara Smith, an author, activist, and independent scholar who has played a groundbreaking role in opening up a national cultural and political dialogue about the intersections of race, class, sexuality, and gender
- Allyship podcast episode listening and follow-up discussion
- Food Allergy Awareness presentation/discussion
- Allyship Open Mic
- Movie day: viewing of film *Moonlight*

From October 10 – 14, Director of Library Services Jacquie Keleher, Collection Development & Electronic Resources Librarian Giovannine Matheron and Research and Instruction Librarian Caroline Buff participated in several Allyship week activities including the keynote address by Barbara Smith and the Food Allergy Awareness presentation/discussion hosted by Caroline Buff.

On Wednesday, October 19, to celebrate LGBT history month, Interim Chief Diversity Officer Alicia Richardson and the Interim Chief Diversity Officer at SUNY Empire, Dr. Audi Matias, collaborated to host a joint virtual panel discussion titled *Exploring the Layers: The Intersection of LGBTQIA+ and Other Identities*. The panel included two members SUNY Schenectady Community members: Mykha’el Wilson, Instructor in Division of the Business, Criminal Justice, and Law, and Cezia (Zia) Dilella-Lewis, a student in the Liberal Arts program. The panel discussion hoped to help participants better understand the vital role that intersectionality plays in the fight for LGBTQIA+ justice and the importance of rallying together to foster community and drive change.

On October 24, the Indian community around the world celebrated Diwali. Microbiology Instructor Shalini Varma and Associate Professor Donna Corbisiero worked closely with ELL students, Interim Chief Diversity Officer Alicia Richardson and Student Activities Advisor Sherman Ortiz to organize the very first Diwali event at SUNY Schenectady. She provided cultural decorations, henna and cooked a variety of foods that are traditionally eaten during this major holiday. The event was a resounding success and a **true celebration of diverse cultures**. Over 100 attendees were entertained by singing and cultural dances performed by Security staff member Rani Deosaran and a student dancer.

On October 25, the School of Hotel, Culinary Arts and Tourism and its Advisory Committee hosted the 13th Annual Chefs for Success from 6 – 9pm in the Van Curler Room. This is the first time the College has held the event since November 2019. Guests, **celebrity chefs and** faculty enjoyed the festivities and gourmet food stations featuring delicacies (made by students with guidance from the chefs) and Culinary Instructor Rain O’Donnell.

Director of Instructional Design and Online Learning David Wolf is redesigning the training to work within the College’s new LMS Brightspace D2L. He also released a micro-training in Universal Design for Learning that offers a multi-modal session promoting executive functions and offering teaching tips.

On Thursday, October 27, Interim Chief Diversity Officer Alicia Richardson provided a professional development opportunity for SCCC College in the High School instructors. During this session, the Interim CDO facilitated a conversation about inclusive classroom practices by

highlighting strategies from book *What Inclusive Instructors Do: Principles and Practices for Excellence in College Teaching* by Tracie Marcella Addy, Derek Dube, Khadijah Mitchell, and Mallory SoRelle.

TRIO Director, Ben DeAngelis, took part in professional development to better understand ways to overcome challenges faced by Student Support Services programs. The programming was held by TRIO's national directors' group and focused on challenges with recruitment and retention within the program and the second was hosted by the U.S. Department of Education focusing on best practices for campuses with an online presence.

TRIO completed a review of the program's application and admission process using the Chief of Diversity Officer's, Diversity, Equity, and Inclusion Review Tool. This investigation helped to shine light on gaps in the process that can create barriers for students in accessing TRIO's services. Through this activity and a follow-up meeting with Interim Chief Diversity Officer, Alicia Richardson, several steps forward were identified and are being implemented to better understand student demographics and application patterns as well as the connections to proactive recruitment efforts.

The Liberty Partnership Program (LPP) utilized the DEI Review Tool to review the Field Trip Policy during a recent staff meeting. This was followed by a meeting between the Director for LPP and Interim Chief Diversity Officer to discuss the tool's usage and further implementation.

Dawn Jones, Assistant Director of Career Services, participated in the virtual discussion "Exploring the Layers: The Intersection of LGBTQIA+ and Other Identities" to gain a better understanding of perspectives different from my own in order to enhance my interactions with students and Mitzi Espinola, Assistant Director of Academic Advising and Retention, also attended.

On Thursday, October 27, the College in the High School program hosted a virtual conference for CHS instructors on Inclusive Teaching. As part of the program, Alicia Richardson, Interim Chief Diversity Officer, offered training on how to implement strategies and classroom management procedures that help foster inclusiveness and belonging.

On October 27, Danielle Sloan presented at Averill Park High School's Career Fair on the behalf of SUNY Schenectady, Workforce Development, and Apprenticeship.

Delivering a Meaningful Student Experience

The Welcome Center computers have been placed and configured for the triage station and the three window areas.

On October 14 and 18, Sarah Wilson-Sparrow met with Professors Kim Otis, Courtney Withey and Jay Larkin to discuss development of the Cannabis Edibles Micro-credential.

On Friday, October 21, SUNY Schenectady ECHS and City as our Campus staff members took 60 Schenectady High School 9th graders on a trip to Liberty Ridge Farm. The students partook in all sorts of fall themed activities focused on team building throughout the day.

LPP high school students participated in Go Beyond Greatness Personal Branding workshops, What's Your Why? workshop and eight seniors were interviewed, selected and participated in training to be a Peer Mentor in the STARS Peer mentoring Program.

On October 28, Lauren Lankau met with Schenectady JCC employees to enroll in Child Development Associate micro-credential.

Student Activities Advisor Sherman Ortiz has identified the following clubs as active for the 2022-2023 academic year with budgets and faculty advisors: African American Latinx Asian Native American Coalition, Anime Club, Criminal Justice Club, Drama Club, Dungeons & Dragons, Educational Opportunity Club, English Language Learners, E Sports, Hospitality Club, Meeting Professionals International (MPI), PRIDE Alliance, One Love, Skills USA, Slow Food, Student Supporting Other Students (SOS), Student Activities Board (SAB), and the Student Volunteer Organization (SVO).

Compared to October 2021, Food Pantry usage has increased 39% in the number of households served (from 52 to 85), 41% in the number of people fed (from 172 to 292), and 40% in the number of visits (from 83 to 139) in October 2022. Also, the monthly amount spent at the Regional Food Bank increased 74% (from \$321 to \$1250), which is attributed to the increase in Pantry usage, the reduction in donated food inventory options (which are either free or cost 0.16 per pound) and the rising costs of non-donated foods (that the RFB must purchase from manufacturers) that is passed onto us.

In the 2022-2023 Enacted State Budget, New York State expanded eligibility for the Part-Time Tuition Assistance Program (TAP) program to all matriculated students. With this enactment, the College will see a significant increase in the number of students eligible for Part-Time TAP. For comparison – in Fall 2020, 27 students received Part-Time TAP for a total funding of \$20,655. In Fall 2022, we have 100 students receiving Part-Time TAP for a total funding of \$92,722. With this increase, adjustments have been made to Banner to allow Part-Time TAP to be applied to students' bill pre-semester which will assist with bill payment responsibilities. We anticipate this will result in less students entering the term with an outstanding balance owed to the College.

Chemistry Instructor Amy Osborne attended the 48th Annual Conference of the Northeastern Association of Forensic Scientists in Niagara Falls, NY. She attended an educator's forum, spoke with fellow educators about how to build a successful forensic science program and learned multiple methods for incorporating visual learning into lectures outside of laboratory time.

Microbiology Instructor Shalini Varma developed two new courses on D2L Brightspace. Both Microbiology and Biology of the Cell include Videos, Discussions, Labs and other means to aid student understanding of the subject matter.

Director of Instructional Design and Online Learning David Wolf and Professor Matthew Farron submitted a grant proposal for funding to assist in the implementation of a HyFlex course in the Spring 2023 semester. Their proposal was accepted and a D2L development shell has been created.

Over 45 students in TAT 121 Introduction to Hospitality participated in the annual Speed Networking event hosted by Non-Traditional Career Advisor Dawn Jones in Career Services. This annual event prepares students for professional networking and emphasizes professional communication skills. Facilitators included current SUNY Schenectady staff and faculty as well as industry professionals (including HCAT alumni).

TRIO partnered with EOP and LPP to offer two sessions by YOU INC – Wealth Education Services. The two programs, Acquiring a Wealthy Mindset and Conscious Spending and Budgeting are instrumental to the development of TRIO students' sense of self-efficacy in financial matters, including budgeting and understanding assets and liabilities. Between the two programs more than 35 students were in attendance. EOP students were able to receive support to complete an individual monthly budget and multiple LPP students attended with their parents.

LPP partnered with Early College in the High School (ECHS) and Smart Scholars/Transfer to bring a two-day Mockingbird Education training to staff. The Mockingbird Methodology is a responsive teaching approach that combines research on learning and development with best practices, to create SAFE, JOYFUL, ACTIVE, AND ENGAGING learning experiences for students. Based in over 70 years of research, the methodology was developed as a way to prepare teachers and counselors for teaching in programs that blend academic instruction with social services (such as workforce development, counseling, or life skills development). The approach serves as an instructional model for teaching vulnerable learners.

Tutors within Academic Services (the Learning Center) and Testing Center Assistants participated in the “Be Advised” spring 2023 student registration kick-off through deliberate interactions and focused conversations surrounding registration and advisor appointments. The initiative is on-going throughout the fall semester.

The SUNY Schenectady ECHS partnered with Go Beyond Greatness to take 15 Schenectady High School juniors and seniors in our Smart Transfer Early College High School program to the University at Albany and Skidmore College. The students participated in group sessions, tours and were able to eat at the expansive UAlbany cafeteria.

Assistant Director of Career Services, Dawn Jones, facilitated Speed Networking workshops for five (5) classes to help students gain confidence, practice interview skills, collect professional information about opportunities, communicate what their skills are, understand how to make a positive first impression and develop their professional communication skills. Michael Henderson, EOP Student Success Coach, and Tiombe Farley, Director of EOP, participated as well.

The Assistant Director of Career Services, Dawn Jones, gave four presentations to FYS and intro classes giving an overview of services provided, promoted #Opportunity October and employer

recruitment tables as part of Fall Programming, gained 14 new employer registrations and one new Career Mentor in College Central Network, and hosted three employer recruitment tables.

Thairy Echevarria, Admissions Advisor, Pamela McCall, Director of College and High School Partnerships, David Gonzalez, Director of Athletics, and Laura Sprague, Director of Admissions took part in college fairs including programs at Saratoga Springs High School, Amsterdam High School, SUNY Adirondack, SUNY Poly in Utica, Ballston Spa High School, Burnt Hills-Ballston Lake High School, Poughkeepsie Galleria College Fair, Kingston High School, SUNY's Virtual College Fair, and events at Niskayuna High School, Clayton Bouton High School (Voorheesville), and Guilderland High School.

Thairy Echevarria, Admissions Advisor, attended SUNY OpInform at the University at Albany and SUNY Poly in Utica to meet with high school counselors and discuss opportunities at SUNY Schenectady.

Mary Silvestri, Testing Center Coordinator & Welcome Center Triage Point, and Steve Fragale, Dean of Student Affairs, met with Lean Six Sigma Master Black Belt to discuss strategies for process mapping the enrollment process. The strategy session included best practices for working as a team, project planning, and next steps. Currently, plans are underway to review next steps and how to best move forward.

The EOP Student Success Coach attended a SUNY Schenectady ReaCH Student Onboarding planning session that discussed opportunities and challenges for admitting new students, and strategies for the retention of current students. The discussion centered around best practices for helping students to navigate college and reach their academic goals.

Building Organizational Effectiveness

Dean of BCJL Dr. Hector Iweka continued collaborative marketing efforts with Executive Director of Marketing and Public Relations Karen Tanski and Director of Admissions Laura Sprague to promote the AAS in Supply Chain Management and Global Business and Transportation Micro-credential.

Wellness and Support Services and the Food Pantry received a \$5000 grant from The Schenectady Foundation which made it possible to buy two more freezers for the Food Pantry, which now hold frozen vegetables and fruits. These new items have been very popular. SUNY partnered with Thriving Campus to find local mental health providers who are accepting new clients and want to work with college students. Each of the 64 campuses have a webpage that lists providers in their respective areas. This resource is being distributed to our students. <https://sunysccc.thrivingcampus.com>

The Cleanup of unsecure Personal Identifiable Information (PII) has begun. Initial reports identified over 1000 entries on users' personal space, U drive. This number has been significantly reduced to fewer than 10. Next target will be the shared drive space.

We have successfully encrypted our shared file server to further strengthen our IT security. Cleanup and further protection for the N Drive and Share drives to ensure proper security enforced on shared files and folders.

New floor coverings in Stockade 101 and 102 were completed in late October. In Stockade 101, lecture style chairs were removed and a new epoxy floor covering was completed in addition to new carpeting in both lecture halls. A second phase of this project includes replacement of teaching and learning technology in both lecture halls.

In October, the College's 2023 Capital Project request was approved by the Schenectady County Legislature. This included 18 capital projects with a value of \$10,485,000. Projects include renovations to the Student Affairs area in Elston Hall, replacement of skylights, the Airport Hangar, Classroom equipment, renovation to the cafeteria space and kitchens and additional critical infrastructure projects.

College Safety coordinated a RAD (Rape, Aggression Defense) course at SUNY Schenectady in partnership with the Schenectady City Police Department. Nine participants successfully completed the program.

Campus safety staff completed training on the Title IX Violence Against Women Act that also covered cultural and gender identity Awareness, FERPA and other topics.

Website prospect traffic for the month of October was 29,695 visitors, up 9.88% over the previous year and up 13.45% compared to the prior month. Much of the increase comes from the implementation of a new keyword search campaign on Google and Bing begun on August 8, 2022, that continues to be optimized. Visitors from this channel have been highly engaged with the site content.

On October 28, Sarah Wilson-Sparrow and other CannaBusiness Education Hub consortia members met to finalize a Cannabis consultant to assist the consortia with building the cannabis education/training ecosystem.

Human Resources (HR) continues to prepare for the benefits fair and open enrollment period that will be held in early November (Nov. 7th for the fair, Nov. 7-18 for open enrollment). 15 vendors will be sending representatives to the fair, and an additional five vendors, who cannot send representatives, will be sending materials for us to display on their behalf.

Human Resources is in the process of revising the current Mandatory Check-Out Sheet for Separation of Employees. In addition, we are currently working on updating the following policies: Recruitment Policy; HIPPA Policy; and EEO Compliant Procedures.

HR currently has 20 open searches which consist of 3 faculty, 2 CSEA, and 15 Professional positions.

HR continues to send updated information regarding COVID positive cases to the College community as well as updated guidance and updates impacting employees.

Tutors within Academic Services (the Learning Center) participated in Tutor Essentials training, a program designed by Purdue University and endorsed by the College Reading and Learning Association (CRLA) to enhance their academic support skills, expose them to innovative practices, and provide meaningful professional development related to their role at the College.

Assistant Director for Career Services, Dawn Jones, began development of a comprehensive office training guide for onboarding of new staff.

Mary Silvestri, Testing Center Coordinator & Welcome Center Triage Point, and Pam McCall, Director of College and High School Partnerships & Welcome Center Point, have worked closely with offices and as a team to prepare for the opening of the new Welcome Center. Efforts include working with IT to prepare technology for the space, creating a referral system and kiosk through Starfish and continue to work to ensure that the Welcome Center space meets the needs of the staff and students.

Ensuring Financial Sustainability and Self-Sufficiency

The School of Music hosted two recruitment and community service events. Public school student musicians were invited to participate in masterclasses and workshops on Brass Day and String Day and learned about caring for their instruments. During String Day they took part in ensemble readings and a Feldenkrais class.

Director of Library Services Jacquie Keleher completed the yearly New York State Department of Education Coordinated Collection Development Grant application. Funds purchase loanable items for Culinary Arts, Hotel Technology, Paralegal Studies, Public Safety, Travel & Tourism. Funding is based on full-time enrollment (FTE).

The SUNY Schenectady food truck participated in the 9th Annual Wing Walk sponsored by Downtown Schenectady. Senior Technical Specialist Ronald Ragucci and Adjunct Instructor Giovanni Lontoc worked at the event which had over 2,200 attendees.

Two local television stations (channels 13 & 10) interviewed Hotel Culinary Arts and Tourism (HCAT) Dean Dr. David Brough and Educational Aide Suleiman Al-Sheber to spotlight the participation of SUNY Schenectady's food truck in the Electric City Trucks, Taps, Corks & Forks event held at Viaport Rotterdam on Saturday October 15 sponsored by Schenectady County ARC. Educational Aide Suleiman Al-Sheber, Senior Technical Specialist Ronald Ragucci, Dean Dr. David Brough, Educational Aide Vicky Gizzi and student worker Ngambela Zulu represented SUNY Schenectady on the food truck. Over 1,000 guests attended.

On October 22, WRGB Channel 6 interviewed Dean Dr. David Brough to promote the 13th Annual Chefs for Success fundraiser, an event at which seven local, celebrity chefs (including several HCAT alumni) display their skills at gourmet food stations (with help from HCAT students).

On October 3 and 27, Sarah Wilson-Sparrow, Maria Kotary and Michelle Kraines met with D. Isom at NYS Assembly to discuss offering Professional Development training to their 1600 members. Proposal submitted for consideration 10/31/22.

October 3, Lauren Lankau and Sarah Wilson-Sparrow met with the GE Renewal Energy team to discuss developing a NYS Apprenticeship program for Wind Turbine Technician.

Dr. Moono and Sarah Wilson-Sparrow met with National Grid representatives to formally accept a \$25,000 gift to support the Advanced Manufacturing Mobile Unit on October 3, 2022.

On October 4 and 21, Lauren Lankau and Sarah Wilson-Sparrow met with City Mission to discuss apprenticeship opportunities.

On October 7, Michelle Kraines met with CareerStep to initiate partnership and begin offering five additional healthcare classes. MOU was signed and classes are posted on our website.

At the Northeastern Association of Forensic Scientists (NEAFS) conference, Chemistry Instructor Amy Osborne contacted several vendors offering services including instrument repair and trades. Trading or selling old, broken instruments for parts may allow us a financially and environmentally responsible avenue to replacing old equipment and ensuring that we are able to maintain the capability of training students on various instruments.

On October 24, School of Music (SoM) Dean Dr. Christopher Brellochs met with the Suburban Arts Council to discuss partnerships with the 17 school districts that they represent.

The Foundation has garnered support from several Corporate Champions through active engagement this month, including: \$7,500 from Community Bank, N.A. for the presenting sponsorship of the 31st Annual Food for Thought & All That Jazz, Regeneron will support the “Long Night Against Procrastination” this fall with an in-kind donation of goodies and treats for students, \$5,000 from the Seymour Fox Foundation for Food Pantry items and Price Chopper’s Golub Foundation confirmed their donation of 125 turkeys in support of Thanksgiving meal kits for our students.

With direction from the Foundation Board’s Communications Work Group, the staff is preparing to develop video stories that demonstrate the College’s position as a crucial part of the economic engine, producing workforce-ready and skilled employees. VP’s McIlduff and Wilson-Sparrow hosted Jennifer Bary, Jonathan Jones and Brian Williams – workforce development champions in the region – at for a discussion on how we can work together to support employers in the region.

Assistant Director for Career Services, Dawn Jones, added six new work study students to the Federal Grant Funding and allowing for support to multiple offices across campus

The Office of Administration developed new templates for monthly monitoring of revenues and expenditures to be used for ongoing analysis of the college’s financial situation.

The College re-posted to the NYS Office of General Services (OGS) procurement site a request for bids on two Ford F550 trucks to pull the two Workforce Development mobile classrooms. Supply chain issues with the manufacture of trucks required the reposting which is timed with the manufacturer’s issuance of the 2023 model price lists.

The Office of Administration began development of the 2023-24 Operating Budget call letter, worksheets and budget justification documents. The 2023-24 call for departmental budgets will occur in late November.

A vendor pre-bid meeting will be held in early November for the Web-Site Re-design project. This meeting provides an overview of the project, procurement process and gives an opportunity for interested vendors to ask questions about the project scope and any items of concern. Proposals for this project are due on December 15, 2022.

The Culinary program received six media placements for the Mobile Food Truck participating in the Schenectady County ARC's event Electric City Trucks, Taps, Corks & Forks event. Channel 13 was on campus on 10/11/22 to film and interview Chef Instructor Suleiman Al-Sheber while he prepared shawarma sandwiches. On 10/14/22, Chef Al-Sheber and Dean David Brough brought the food truck to the Channel 10 studio to be interviewed live while serving shawarma sandwiches to promote our participation at the event on October 15 and highlight our Culinary program. Further, Dean Brough also participated in an interview on 10/23/22 with Channel 6 promoting Chefs for Success.

Marketing and Public Relations was able to pitch several stories to the media regarding the Workforce Development and Community Education's Mobile Training Units that are in fabrication, resulting in nine media placements for the College. A press release and photo opportunity to promote the \$25,000 donation from National Grid for the Mobile Training Units generated an interview with the Daily Gazette and an additional request from Spectrum News for a follow up interview when the trucks are delivered and ready to begin service.

SUNY Schenectady won the Best Local College category in the Daily Gazette's Best of the Best 2022 public survey. This is the third year in a row that the College has won the title.

President's Outreach

On October 18, The Office of the President was represented at Pines Terrace at the Saratoga Performance Arts Center in Saratoga Springs, NY. The Presidents of all area Colleges and Universities were invited to attend.

On October 25, The Office of the President was represented at the Generations of Health Campaign to celebrated their partnership with Roswell Park. The event was held at the Mohawk Golf Club in Niskayuna and was hosted by the Trustees of the Foundation for Ellis Medicine.

On October 31, The President hosted a Lunch and Dinner for the Maintenance workers at the College. The event was held in the Lally Mohawk Room. In attendance were the maintenance staff workers, Dr. Steady Moono, President, Paula Ohlhous, Executive Director for Human Resources and Patrick Ryan, Vice President of Administration.

On November 8, Dr. Moono participated in the Schenectady ARC's Annual Awards Dinner. Also, in attendance was Assemblyman Angelo Santabarbara. Schenectady ARC is an organization dedicated to supporting individuals with intellectual and other developmental disabilities and their families throughout New York State.

