

SUNY
SCHENECTADY
COUNTY COMMUNITY COLLEGE

MANY VOICES, ONE CALL – The Strategic Plan to 2026

President's Report
February 20, 2023

Promoting Diversity, Equity, and Inclusion

Information Technology is working with Human Resources, the Registrar and Admissions to enable Preferred name and adding Pronouns. Computer upgrades for SCCOC has been completed. There were 11 new desktops and 4 laptops with docking stations that were installed.

Marketing, in conjunction with Procurement and a Technical Committee, completed the Website Redesign RFP 2023-01 and brings the Resolution to the Board for approval. The College's website caters to many audiences, and the strategic focus of the architectural design and content of the new site will be on improving the journey from prospect to enrolled student to graduation.

On January 3, Matt Farron, Mykhael Wilson, Dr. Hector Iweka and Sarah Wilson-Sparrow met with Anthony Gaddy, President of the Black Chamber of Commerce to discuss future partnerships and toured the campus.

On January 10, Workforce Development & Community Education Staff attended SUNY Schenectady's DEI conference.

On January 25, Lauren Lankau attended the Allyship Week 2023 Committee planning meeting.

Anna Westerman, Academic Advisor II/ Veteran's Certifying Officer, and Shannon Stone, Academic Advisor, worked on updating the Advising Training manual to include a DEI component in addition to other necessary changes.

Leanna Liuzzi, Academic Advisor, completed the following tasks associated with Scholarships: reviewed unpaid scholarships and awarded to eligible students, reviewed scholarship applications to find eligible students for unused funds, recruited new Scholarship Committee members, in collaboration with financial aid, awarded and applied scholarships to December graduates' student accounts, and send the Foundation Office the updates from students receiving spring scholarships.

Anna Westerman, Academic Advisor II/ Veteran's Certifying Officer, collected, and processes VA paperwork and applied Veteran deferrals to accounts.

Tiombé Tatum, Director of EOP, Dawn Jones, Assistant Director of Careers, and members of the DEI PD Leads held and facilitated a DEI Professional Development Day during Spring Institute Week for all faculty, staff, and all working members of the campus community attended and engaged in meaningful work and conversation pertaining to DEI.

Michelle Ragucci, Director of Academic Services, along with other members of the College's ReaCH committee, presented data regarding the upward trend for graduation rates, online student statistics, a new student success initiative for students who register late, and information related to becoming an Achieve the Dream Leader College during the Spring 2023 Institute Week (.

The Schenectady Early College High School program delivered two information sessions for parents regarding the opportunities for their rising 9th graders. One session was conducted at Schenectady High School Auditorium and the other was on the SUNY Schenectady campus. Applications for the 2023 cohort have started to come in, with a total of 126 received for 64 spots.

On Wednesday, January 11th and Thursday, January 12th the Early College High School program and the Liberty Partnerships Program participated in a two-day workshop with Mockingbird Educators. The workshop focused on creating meaningful student experiences centered around DEI.

Pamela McCall, Interim Dean of Academic Affairs, attended the opening retreat for the SUNY Hispanic Leadership. Pam, met with the eight other fellows for two days, which included a Networking dinner with Chancellor Dr. John King Jr.

TRIO hosted a full-day training session for their new Student Ambassador program. TRIO Student Ambassadors will be a critical component of the TRIO program – providing peer support to students, recruiting new students into the program, developing student-focused initiatives, and maintaining office atmosphere. Student Ambassador Training included sessions on TRIO History, Outreach Techniques, Program Development, and Office Administration. Five students completed the program and are now employed by TRIO as Student Ambassadors.

TRIO Director, Ben DeAngelis, TRIO Academic Specialist, Carolyn Fielder, and Coordinator of ADA Transition Services, Susanna Adams, met with staff from Fulton-Montgomery Community College to discuss support programs for students with disabilities. This meeting centered on opportunities for professional development, processes for developing additional resources, techniques for motivation and organization, and exploration of additional funding streams.

This month, TRIO continued direct outreach to encourage spring enrollment. Students who were not yet enrolled for the spring semester were contacted by a TRIO Academic Specialist to discuss the process and motivate students to finalize a course schedule. This one-on-one approach enabled TRIO staff to personalize the conversation and help design a path toward success for each student. Staff use the DegreeWorks degree audit tool and curriculum worksheets to discuss what courses a student should be planning to take. The staff then utilize College Scheduler to suggest what a potential schedule might look like. Through these conversations, students are also referred to Financial Aid, Academic Services, and other supports based on their individual needs.

Mary Silvestri, Testing Center Coordinator and Welcome Center Triage Point, attended and participated in the Nontraditional Employment & Training Program: Case Studies of High

Performing Institutions. The webinar featured SUNY Schenectady's success with nontraditional students through the Perkin's Grant.

Jacque Keleher, Director of Library Services, and members of the DEI PD group executed the in-house DEI Conference Day on Tuesday, January 10, 2023. There were 190 registrants for the day, a keynote speaker and four breakout sessions in the afternoon.

Dr. Sine Rofofsky, part-time Reference Librarian, virtually presented "DEI Considerations for Information Literacy Instruction" at the SUNY Library Association Information Literacy Committee's Instruction Showcase.

Associate Professor, Mark Evans, participated in a recording session in the Carl B. Taylor Auditorium with SUNY Schenectady School of Music alumni of a new opera exploring the subject of neurodiversity and "Quarry Songs" with SUNY Schenectady School of Music alumni for the Camphill Hudson and Camphill Triform communities.

Ensemble-in-residence, the Musicians of Ma'alwyck, with adjunct faculty. Ann-Marie Barker Schwartz, Andre O'Neil, Max Caplan, presented a concert featuring traditional Romanian folk dancers.

Director of Instructional Design and Online Learning, David Wolf, was a plenary speaker at the International Conference on Innovation, Documentation and Education (INNO DOC/22) held in Valencia, Spain, a corresponding paper on inclusive teaching will be published in the conference proceedings. Mr. Wolf is also working on redesigning the training to work within the new LMS (Brightspace D2L), still in process. This new training will provide self-paced modules with certification automation.

Courtney Withey, Assistant Professor, School of Hotel, Culinary Arts and Tourism, will be a Signature Chef at the Albany Wine and Dine for the Arts Festival running January 26-28th. She will be bringing a team of SUNY Schenectady culinary students to work the festival's culminating event, the Grand Gala Dinner on Saturday January 28th. They will represent the school and work alongside the area's best and brightest chefs to execute a five-course wine dinner serving around 800 people. All proceeds for the festival will benefit the local arts. On a side note: Chef Withey is the only female chef on the panel of Signature Chefs for the festival this year.

Delivering a Meaningful Student Experience

Replacement Wireless Access Points (WAPs) have arrived and the process to upgrade existing equipment is in progress. New fiber runs are all in place. Work has now begun to make all the needed connections and configurations at each location.

The College hosted the Welcome Center Ribbon Cutting event on 1/24/2023. The event was well attended by county representatives from the Legislature and Management office, high school superintendents and principals from within the county, SUNY, C2 Design Group, the Board of Trustees, and the College community. Marketing collaborated with Pam McCall, Mary Silvestri, and Dr. Hamin Shabazz to promote the event. Media engagement was strong with News10 ABC,

Spectrum News, the Times Union, and the Daily Gazette in attendance. The media advisory and press release generated positive press with nine stories across television news segments and online/print features in the media.

Marketing partnered with Dean David Brough as the Hotel, Culinary Arts and Tourism Food Truck participated in the Schenectady Soup Stroll on 1/28/2023. The College's presence at the event generated tremendous positive press coverage including being heavily featured in a front-page Gazette article (link below). Chef Gio Lontoc, along with culinary students, created a Tokyo-style shoyu ramen, which won the Judge's Award for Best Presentation.

On January 4, Lauren Lankau met with NYSDOL and OrthoNY to explore apprenticeship opportunities and creating new titles in healthcare.

On January 5, Lauren Lankau met with administration from Schenectady JCC to review apprenticeship program and student registrations in the CDA micro-credential.

On January 6, Four Phlebotomy students who had completed internships sat for and passed the NHA CPT exam and became nationally certified Phlebotomy Technicians.

On January 9, Lauren Lankau represented the SUNY Apprenticeship Program at the Healthcare Industry Roundtable hosted by Jefferson Community College

On January 11, Danielle Sloan, Lauren Lankau, and Sarah Wilson-Sparrow met with internal and external constituents regarding the Warehousing/Forklift – Global Business and Transportation micro-credential.

Michelle Ragucci, Director of Academic Services, and the Career Services Team, along with numerous individuals across all divisions, schools, and departments, took part in the Accepted Students Day on January 12th to welcome incoming/new students, answer questions, assist them in completing pre-semester tasks, and sharing student support information.

Laura Sprague, Director of Admissions, Thairy Echevarria, Admissions Advisor, and Harry Rolle, Student Success Coach, hosted Juniors and Seniors from the Shenendehowa Aspire program for group information sessions and campus tour.

Thairy Echevarria, Admissions Advisor, held instant admit appointments at Albany Leadership Academy.

Michael Henderson, EOP Student Success Coach, helped students with registration for Spring 2023 semester, navigation of the College's learning platform Brightspace D2L, understanding the course syllabus, and identifying required class materials.

Michelle Ragucci, Director of Academic Services, assisted Student Affairs, SGA, and the Student Activities Coordinator at the Welcome Tent during the first week of classes to ensure students knew where their classes were, help answer questions, and provide snacks and refreshments.

Career Services gained 14 new employer registrations in the College Central Network.

Assistant Director, Dawn Jones, added 4 new work study students to the Federal Grant Funding and allowed for grant funded support to multiple offices, bringing the total number of work study students to 26.

Student Success Coaches visited First Year Seminar and other courses the first two weeks of the academic year. Coaches spoke to students about the services available through the Success Center and discussed time management techniques.

Student Success Coaches were assigned to the Begley IT Help Desk and the Welcome Center Desk to assist students during the first two weeks of classes. Coaches assisted with answering questions, providing IT support and helped with tours of campus.

The Early College High School program presented an Alumni Panel to our 9th, 10th and 11th grade on campus students. We had seven alumni join us from five different programs to speak to their experience within the program, lessons learned and what advise they have for the new students.

Ian Farmer and Kiersten Janis, ECHS Success Coaches, participated in Schenectady High School's Future Patriots Day. Students from all district middle schools visit the high school to learn about program opportunities.

Dale Miller, Director of Institutional Research, worked with the Interim Chief Diversity Officer on the college-wide student DEI survey results and produced an executive summary of the results. Mr. Miller continued to distribute weekly enrollment roster reports to track spring enrollment. Mr. Miller, as part of the ReaCH committee, presented success data to faculty and staff during a data session in Institute Week.

TRIO hosted their TRIO Kickstart Orientation to welcome TRIO students to the spring semester and prepare them for success. The session featured sessions on Understanding the Syllabus, Time Management, Blackboard, Email, Microsoft Office Suite, Goal Setting, and general tips to start off the semester. TRIO continues to offer the TRIO Success Seminar series which features weekly gatherings to connect with students, discuss resources, troubleshoot challenges, and encourage use of campus and community support systems. Success Seminars are offered in-person and online to meet the needs of all our students. This month's topics included Understanding SUNY Schenectady's Online Resources, Reading Textbooks Effectively, and Note-Taking Tips.

Mary Silvestri, Welcome Center Triage Point, and Pam McCall, Interim Dean of Academic Affairs, worked with offices across the campus to have the official Ribbon Cutting for the Welcome Center. The Ribbon Cutting Ceremony welcomed professionals from the county and the community to visit the Center and engage with staff to learn more about our new innovative space.

David Wolf, Director of Instructional Design and Online Learning, is working on SUNY Schenectady Course Template which is a branded template that makes the best use of our college's tools, will be added to developmental shells to ensure that the courses to be developed in D2L will have uniform navigation for students and encourage best practices for meetings the standards of the OSCQR rubric.

Director of Instructional Design and Online Learning, David Wolf, created a direct link to the bookstore that has been added to Course template to promote the College Bookstore integration. This will ensure that over 3000 courses have easier access to the store. We completed testing the new interface to make it easier for students to see their courses section in D2L.

David Wolf, Director of Instructional Design and Online Learning, and Professor Matt Farron, are working on IITG HyFlex Grant. David secured funding to assist in the implementation of a HyFlex course in the Spring 2023 semester. David Wolf designed a model and the course is designed, which occurs on Mondays, 10-11am.

During the Education Advisory Board for NYSTIA (NYS Tourism Industry Association), it was announced that 4 students from SUNY Schenectady will receive scholarships to attend the NYSTIA Annual Conference to be held in Oswego, NY in April. The only cost incurred will be transportation and lodging, which will be covered by the budget allocated to the MPI Club. Professor O'Connell, MPI Club Advisor, will accompany the students.

On Saturday January 28, 2023, the SUNY Schenectady Food Truck (Mobile Food Service Classroom) participated in the 7th Annual Schenectady Soup Stroll. We were graciously invited to park our food truck in Stratton Plaza directly behind Proctors Theatre. We are very honored to have such a great relationship with Proctors, and I say thank you! The 7th Annual Schenectady Soup Stroll was held from 11:00 a.m. to 4:00 p.m. During the event organized by the Downtown Schenectady Improvement Corporation (DSIC), the SUNY Schenectady School of Hotel, Culinary Arts and Tourism won the Special Judges' category for "Best Presentation" - SUNY Schenectady Food Truck for their Tokyo Style Shoyu Ramen!.

Building Organizational Effectiveness

On January 13, Lauren Lankau participated in a discussion with SUNY Administration and the New York State Dept of Labor around expanding healthcare apprenticeships across the state.

On January 18-19, Lauren Lankau and Sarah Wilson-Sparrow met with SUNY Administration and Mohawk Valley Community College to discuss budget, pre-apprenticeship expansion and funding opportunities for SUNY apprenticeship programming.

On January 27, Lauren Lankau, Michelle Kraines and Danielle Sloan met with Jaimee King, Executive Director of SCCOC, to discuss ways to collaborate to better serve students.

In late January, the new HVAC cooling tower serving the Begley Leaning Commons was installed on the top of the Begley building over the School of Music practice rooms. Structural

support for this new equipment was installed during the summer of 2022 to minimize academic program disruption. During the winter/spring, the new cooling tower will be placed into service.

Planning on the new Student Service Center in the Stockade Building continued during January. Leadership in the Advising, Student Success, Registrar, Career Services, ADA and Student Affairs area met to develop a vision for this important student engagement space. Work on this project will continue through engagement of an architect who will assist with function and design.

The College and Faculty Student Association are preparing to re-open the college's main cafeteria space. During January and early February, maintenance tested equipment and performed a thorough cleaning of both the back and front of the house space. Tables were returned to the cafeteria seating area to provide more gathering space for students. It is anticipated the cafeteria will re-open in mid-February once all permits are secured.

Bids for the Facilities Master Plan update received from prospective architects were evaluated by the County and College. It is anticipated a vendor will be selected in February.

The County and College are engaging an engineer to repair a large crack in one of the Elston Hall basement hallways. This crack appeared due to building settling. Repairs will occur during the winter and spring of 2023.

Facilities and the Math, Science and Technology division are partnering on removal of old equipment in the CST building and a re-refresh of one of the Chemistry laboratories. This work will create a more attractive instructional space needed for increased student enrollments in our STEM programs.

Meetings between the College, Metroplex, the County and Land Bank occurred regarding properties acquired on behalf of the college on lower state street. Work will occur during the winter to prepare those properties for abatement, demolition and future use.

Work continued on the IT Infrastructure project. New fiber cables were installed throughout the main campus and new high-speed computer switch gear was being installed. Testing of the new switch gear will occur over the winter.

Human Resources (HR) conducted two sessions of Supervisory Training on January 26, 2023 for President's Council, Deans, Directors, and other Supervisors in the UFP, CADA and Unrepresented groups.

Topics covered during the training included the following:

- Roles and responsibilities of supervisors,
- Overview of applicable laws and SUNY Schenectady's Union contracts and policies,
- Handling of issues surrounding hiring and disciplining employees,
- Handling of complaints filed by employees, and
- Introduction of new performance evaluation instrument

HR has developed a new performance evaluation instrument which will be implemented for the annual evaluation process early February.

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

For the months January, HR has conducted two search committee trainings which are now combined for efficiency and nine new employee orientations.

HR is reviewing the following HR policies in compliance with the Middle States Accreditation Review Schedule:

- Policy 2.2 Temp-Grant Assigned
- Policy 2.9 Recruitment & Selection Policy
- Policy 2.10 Employment of Applicants with Criminal Convictions
- Policy 2.10.1 Employment of Applicants with Criminal Convictions Form
- Policy 2.11 HIPPA
- Policy 2.11.1 HIPPA Acknowledgement
- Policy 2.13 EEO Complaint Procedures
- Policy 2.18 Alcohol-Free and Drug-Free Environment

The College currently has 32 open searches which consist of two faculty, two CSEA, and 28 Professional positions.

Laura Sprague, Director of Admissions, and Tiombé Tatum, Director of EOP, created an online EOP application through Slate.

Tiombe Tatum, Director of EOP implemented the use of Starfish student early alert system to track student visits and requests for support services.

Ensuring Financial Sustainability and Self-Sufficiency

The Office of Administration received the 2023-24 Budget Requests from each of the College's division/departments. Requests are under review and will be refined over the next few months.

In early February, Governor Hochul released the 2023-24 Executive Budget which included a State support funding "floor" for the SUNY community colleges. The proposal also included funding for new salary and benefit costs of new faculty members at State-operated and community college campuses; a Transformational Initiatives Fund and funding for capital requests. All SUNY Schenectady capital requests for 2023 were included in the Executive budget. The budget now moves to the State Legislature for review and approval. The budget is due to be passed by April 1, 2023.

Lumsden and McCormick completed the college's 2021-22 operating budget audit. The audit findings will be presented at the February 20, 2023 Board of Trustees meeting for discussion and approval.

Dawn Jones, Assistant Director of Careers, and Mary Silvestri, Testing Center Coordinator, competed Perkins Goal 4 Interim Report under the guidance of Michele Ragucci, Director of Academic Services. Grant Funding helps support part time staff in Testing Center and software used for students with ADA accommodation.

Dr. Sine Rofofsky, part-time Reference Librarian, will be applying for a Regional Collections Grant from the Capital District Library Council. The grant will cover personnel hours and a duplex flatbed scanner to digitize part of the menu collection held in the library archive.

President's Outreach



Dr. Steady Moono, College President, met with Congressman Paul Tonko; Ann Fleming Brown, Chair of the Board of Trustees, and Dr. Moono with Congressman Marc Molinaro and in Senate Majority Leader Chuck Schumer's Office while in attendance at the National Legislative Summit in Washington, DC.



February 5-8, 2023, Dr. Steady Moono, College President, and Ann Fleming Brown, Chair of the Board of Trustees, attended The National Legislative Summit, the premier community college advocacy event in Washington, D.C, bringing together more than 1,000 community college leaders. The event, organized by the Association of Community College Trustees (ACCT), shined a spotlight on the importance of our nation's community colleges for Congress and the Administration. It was designed to inform and educate community college leaders on federal policy issues that impact postsecondary institutions and students. While in attendance, Senator Kirsten Gillibrand, pictured in the center, hosted a Community College Leaders Roundtable to hear the ideas that the College leaders would have 118th Congress make progress on.