



MANY VOICES, ONE CALL – The Strategic Plan to 2026

***President's Report***  
August 2021

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***Promoting Diversity, Equity, and Inclusion***

In June, planned upgrades to DegreeWorks were successfully implemented. The changes made the product both ADA compliant and mobile friendly.

On June 1, Sarah Wilson-Sparrow attended the One Schenectady Coalition meeting including The City Mission, Schenectady Job training Agency, Schenectady Foundation, Schenectady ARC, Employer Resource Network, Schenectady County, Social Enterprise and Training Center, Schenectady Community Action Partnership to discuss workforce needs in the Schenectady area.

On June 10, Sarah Wilson-Sparrow met with HR Director of Hill & Markes Jillian DeGiulio regarding our continued partnership and training opportunities in the Supply Chain Management and Sales/Leadership & Marketing areas.

On June 14, Business, Criminal Justice and Law (BCJL) Dean Hamin Shabazz, PhD. met with Vice President for Academic Affairs Cheryl Renée Gooch, Ph.D. and Executive Director of Workforce Development and Community Education Sarah Wilson-Sparrow to discuss the development of a Supply Chain Management Micro-Credential to expand educational development opportunities to working adults.

On June 15, Senior Library Clerk Shari Cuomo and Collection Development and Electronic Resources Librarian Giovannine Matheron participated in the Capital District Library Council's Capital Area Library Assistants Interest group meeting.

From June 16-18, Director of Library Services Jacquie Keleher, Collection Development and Electronic Resources Librarian Giovannine Matheron and PT Reference Librarian Matthew Montalbano, participated in the virtual SUNY Library Association annual conference.

On June 17, Sarah Wilson-Sparrow attended the Capital Region Employer Resource Network monthly meeting including SUNY Empire, Kingsway, Schenectady ARC, Schenectady Job Training Agency, Albany Medical Center, Integra HR, Logistics One, and Schenectady Community Action Program to discuss workforce and employee needs in the region.

From June 28 – July 2, Director of Library Services Jacquie Keleher watched several recorded sessions from the virtual SUNY Spectrum Conference. "SPECTRUM is the nation's largest education conference devoted to preventing and responding to sexual and interpersonal violence against members of the LGBTQI+ community".

On July 21, School of Music (SoM) Dean Christopher Brellochs, D.M.A. expanded the SUNY Schenectady School of Music collaboration with the Empire State Youth Orchestra (ESYO) and met with their administrative director and team to participate in an ambitious access program called, Creating Harmony Inspiring Musical Excellence (CHIME). This is a continuation of the Empire State Youth Orchestra's commitment to breaking down barriers preventing access to the arts and helping to ensure that all children have the opportunity to learn a musical language. To that end, ESYO provides free private lessons to economically challenged students in Schenectady. The program offers after school music programming from 2:30-5:30pm Monday-Friday and work out of the Proctors Theatre. They also bring guest artists to work and perform with CHIME and SUNY Schenectady students.

July 26, Director of Library Services Jacquie Keleher participated in the SUNY Shared Library Services Diversity, Equity and Inclusion Professional Development Advisory Committee meeting.

Dr. Syeda Munaim is once again teaming up with Art Adjunct Instructor Steven Tyson to provide young students with a program that links science and art via Black Dimensions Art, Inc. Black Dimensions Art, Inc. is an organization that showcases the artwork of African American artists in the Capital Region. In 2019, Munaim and Tyson led a program called "Art through The Microscope" which was geared towards students ages 7-12 and held at Trinity Alliances in Albany. This year, they are planning a program called "Covid-19: The Science and Art Behind It." They would like our students and community members to express their Covid-19 experience through understanding of the science behind Covid-19, the virus, and any experience they had with it through art.

C-STEP Director Lorena Harris, PhD and her Louis Stokes Alliance for Minority Participation (LSAMP) students participated in a program intended to inspire them to pursue careers in the biotechnology fields. This was produced in collaboration with biotechnology company Regeneron and involved the sharing of personal stories and virtual tours.

Dr. Lorena Harris and the LSAMP students are working on a new initiative called "IINSPIRE." IINSPIRE is the Iowa, Illinois, and Nebraska LSAMP program, which is also committed to broadening the participation of underrepresented minorities STEM education. The idea is to connect the Northeast and the Midwest students so they may become allies, colleagues, mentors and friends.

Throughout June and July, Teaching and Learning Specialist (TLS) David Wolf continued with Cohort instruction that specifically addresses accessibility and equity issues.

- Cohort 9 Part 1 and Cohort 8 part 2 were completed and three courses were subject to the Open SUNY Course Quality Review (OSCQR).
- Cohort 10 Part 1 began and will finish before mid-August.

David Wolf ran another accessibility report to confirm that our accessibility standing is improving. The rate of inaccessible content, is gradually decreasing. He continuously searches for new ways to inspire faculty to focus on only using accessible content, as this is an essential component of a truly inclusive learning environment. During June and July, David Wolf worked on developing a short faculty training focused on increasing student engagement, and equity in synchronous online learning and HyFlex courses.

On July 21, Heather Lessard and Sarah Wilson-Sparrow initiated the first of a recurring monthly meeting between WFD&CE and the Student Success Center ensuring that transitioning students receive the best possible services that promote their completion and success.

On July 22, Sarah Wilson-Sparrow attended “A Partnership Shipping the Future” a celebration of the new partnership between Hill & Markes and the New York State Industries for the Disabled.

### ***Delivering a Meaningful Student Experience***

The Office of Marketing and Public Relations produced videos of the Learning Commons, President Moono addressing students for virtual New Student Orientation, and a welcome video from new Vice President for Academic Affairs to students.

The Office of Marketing and Public Relations prepared media advisory, press release and talking points for the Learning Commons Ribbon Cutting along with a two-full page ad for the Daily Gazette highlighting the new facility.

The Marketing team created social media posts and flyers to promote the College Scheduler to students. The Registrar will be providing the Board of Trustees with a brief update as to why College Scheduler is important to student service at the August Board meeting.

SUNY Schenectady has been selected to recommend four students to receive the Barry Goldwater Scholarship – a prestigious opportunity for students around the world in the natural sciences, math, and engineering to further their research endeavors. Last year, 409 students (out of 5,000) in the US were selected to receive up to \$7,500 in scholarship support for up to two years.

The Scholarship Selection Committee, made up of select faculty and staff, Foundation Board members, and friends of the Foundation, held their second meetings to award scholarships to our incoming students.

On June 2, Christine McLearn and Sarah Wilson-Sparrow met with Wolfjaw Studios regarding the Apprenticeship and Curriculum Development project which ties to the NYS DOL trade title of Cloud Engineer and SUNY Schenectady’s Gaming program.

On June 3, Sarah Wilson-Sparrow met with representatives from SUNY Clinton regarding Healthcare Apprentice programming.

On June 10, Assistant Professor John O’Connell and Professor Ingrid O’Connell attended the Marriott Hybrid Event Learning Lab, held at the Boston Westin Marriott International. This interactive, live lab demonstrated successful hybrid and in-person events from start to finish. The event provided cutting edge industry information that will be brought back to the classroom. Both were able to speak with industry professionals who have successfully executed these events in the post- COVID environment.

On June 16, Dr. Shabazz and Sarah Wilson-Sparrow attended an Employer Roundtable focused on IT and Business hosted by the Schenectady Jobs Training Agency. Participants were Capttech Logistics, Alaant Workforce Solutions, cb20, Groff Networks, Jahnel Group, and Logical Net Corporation.

On June 22, Dean Eileen Abrahams, Dr. Rota and Sarah Wilson-Sparrow met to discuss progress on the development of a Micro-Credential in Behavioral Health.

On June 23 and July 19, Dean Eileen Abrahams, Dr. Shabazz, Brian Williams (Capital Region Workforce Development Board), Jen Bargy (Schenectady County Job Training Agency) and Sarah Wilson-Sparrow met to discuss next steps after the June 16 Employer Roundtable.

On June 24 Christine McLear and Sarah Wilson-Sparrow met with Wolfjaw Studios and a potential curriculum developer to work on the Cloud Engineering Apprenticeship project.

On June 28, Instructor Vanessa Traver attended a webinar on *“How To Expand and Grow Your Brand”* directed towards those in the culinary field. The information will be helpful with the new lab at Mill Lane.

Throughout the month of June, C-STEP Director Lorena Harris, PhD and Laboratory Technician Elizabeth Rivera collaborated with Steinmetz High School teachers to create a “Day In The Life Of a SUNY Schenectady CSTEP Student” Experience. The high-schoolers got to experience our biotechnology facilities virtually and learn how to make gel for a biotechnology technique called gel electrophoresis.

On June 29, Sarah Wilson-Sparrow met with Jen Bargy and Sara Canfield of the Schenectady Job Training Agency regarding the ongoing Workforce Innovation & Opportunity Act (WIOA) project which seeks to provide funding support to current and former SUNY Schenectady students who have exhausted traditional funding, but are short of completing a certificate or degree program. There are 10 students currently in the process of determining funding eligibility with hopes of returning to the college in Fall 21.

On July 8, Dr. Rota, Dean Eileen Abrahams and Sarah Wilson-Sparrow met to continue work on the Behavioral Health Micro-Credential.

The following classes were completed during the reporting period:

- 10 students completed coursework for CNA/PCA. All 10 received PCA certification. 9 out of 10 received CNA certification (remaining will retest in August).
- 10 students completed coursework for EKG. 7 received the national certification. 5 were hired as EKG techs while still enrolled in the course.
- 14 students completed coursework for Phlebotomy. 11 received the national certification. 2 students still have not tested and will do so in August.
- 4 students successfully completed community-based internships for Community Health Worker.

The following classes began during the reporting period:

- Certified Nurses Aid/Personal Care Assistant (6/28/21)
- EKG Technician (6/15/21)
- Medical Administrative Assistant (6/21/21)
- Phlebotomy Technician (7/13/21)

On July 14, Assistant Professor Sten Isachsen coordinated with Schenectady County to provide music for the Senior Picnic and Lunch Drive Through event that they sponsored (which was held in the College parking lot). The student Jazz Combo provided music for the event.

On July 20, HCAT Dean David Brough, PhD. participated as a panelist for the New York State Higher Services Corporation (HESC) Virtual Panel Discussion: College Isn't for Everyone. And That's OK! . The goal of the discussion was to help students who may not want to attend a traditional 4-year college gain a better understanding of viable alternatives to college that provide good living wages and thriving careers. Dr. Brough discussed the various programs offered at SUNY Schenectady, who might consider these programs, costs, and job availability.

On July 22, Dr. Brough joined the students of the Craft Distilling II Class of 2021 and Mr. Kenneth Gibbons, Adjunct Professor, and Owner/Distiller of Schenectady Distilling in Glenville, NY, for the first tasting of their project, "EARTH DAY HONEY ON RYE". This spirit was made from melter honey donated to the class and fermented to make a mead that was then distilled. The end product was put in used 10-gallon barrels formally used for aging Rye and has been aged for 3 months. This was a unique opportunity to taste this product for the first time, as well as taste other products, like the Brandy from the class of 2020 and get to tour the distillery.

On July 26, a recording session allowed a SUNY Schenectady student to assist professor Sten Isachsen in recording a faculty jazz big band which included Dylan Canturbury, Brian Patneau, and David Gleason along with community professionals.

On July 27, Dr. Shabazz met with the Chief of Police of Rensselaer to discuss internship opportunities for our students and partnership opportunities between his Department and the College. He also met with the Office of Career Services to discuss holding an internship bank and career event.

Dr. Harris also hosted the Summer STEAM Academy powered by Brite that included 11 middle and high-school students and supported by 5 CSTEP + LSAMP Scholars/ mentors. This was a collaborative effort with the Schenectady School District, CHS and Rise High and provided a valuable opportunity for outreach within our community. Fifty percent (50%) of last year's participants returned and were happy to keep learning and sharing. Eight amazing Brite Role Models presented during this year's Program. These presentations were recorded and will be uploaded to YouTube for use in their Seminar Speaker Series during Fall 2021.

In July, BCJL Dean Hamin Shabazz, PhD. resubmitted the CDA Micro Credential Proposal (a collaborative project with Work Force Development and Community Education). Four of the 9 students completing the CDA Cohort have begun the process of matriculating into the ECE program. This is evidence of the success of efforts to make the CDA Cohort a feeder to the AAS degree.

Dr. Shabazz has also met with nine prospective ECE students to discuss the program. One has begun the application process to transfer to SUNY Schenectady.

At the end of July, The School of Music faculty held auditions for new students.

Assistant Professor Mark Evans facilitated discussions to (possibly) host a vocal festival by the National Association of Teachers, in collaboration with faculty from Skidmore College.

A partnership with the Emmanuel-Friedens Church in Schenectady is being explored which would allow vocal students to take on leadership roles in a community choir and for instrumental students to gather unique performance opportunities. The Church would fund eight new scholarships.

Professor Carol Maimone is re-working her Fall FYS course to include new DEI initiatives as well as topics learned from ATD. She is also working on new course outlines for Medical Terminology and Introduction to Health Professions.

Director of Library Services Jacquie Keleher participated in the SUNY webinar Create a Domain of My Own, showcasing the tools available to faculty, staff and students to create a web presence, blog and e-portfolio.

Collection Development and Electronic Resources Librarian Giovannine Matheron, worked with Teaching and Learning Specialist Dave Wolf to create an Ask Us 24/7 chat link to enable faculty to drop right into their courses within Blackboard and allow students to chat with a librarian without leaving Blackboard.

Research and Instruction Librarian Caroline Buff began work to update the library website in anticipation of the grand opening of the Learning Commons and students returning to campus in larger numbers this fall.

Several music classes were offered over the summer. Professor YiPing Wu taught an Ear Training and Sight Singing class designed to help students prepare for auditions. Adjunct Instructor David Gleason taught Rock Music Style and Development and Assistant Professor Sten Isachsen taught World Music Styles. Music lessons were also offered during the summer sessions.

During the months of June and July, Teaching and Learning Specialist David Wolf offered a faculty micro-training entitled “**What is a Module?**” which focused on course development and developing modular content in line with the principles of Cognitive Load theory. This brief training has multiple forms of delivery and faculty can access it easily. Adhering to the training will increase student engagement.

David Wolf has also been developing the **Ask a Librarian** chat tool, that allows faculty to embed a 24-hour librarian chat service for their students. This has been beta-tested and released for faculty to adopt. Now they can easily embed this feature in their online classes to assist students and help infuse information literacy training within their course work. Faculty have access to an easy set of instructions to add the tool to their course and the tool is included in our [Course Model](#).

Teaching and Learning Specialist David Wolf is also currently researching how to improve the synchronous learning experience through better teaching practices in order to benefit our students (provided the college needs to pivot back to remote learning). This work will also benefit faculty wishing to adopt HyFlex models that will offer students more options to complete their courses, and also increase retention and enrollment. Results will be presented to faculty via a webinar in the near future.

The Fall 2021 webinar series is currently under development. Tentative topics include:

- Creating Accessible Content
- Online Labs: how to use them successfully (with guest speaker)
- Tips for Inclusive Teaching
- Scaffolding Classes for Student Success

Previous recordings of the Spring 2021 webinars are now available to faculty. Available titles include:

- *Work Smarter Not Harder: Tips to Help increase Student Engagement* by Professor Matt Farron.
- *Hyflex: Lesson Learned* by the Dean of Distributed Learning at SUNY GCC Dr. Craig Lamb. Dr. Lamb offered his knowledge from the successful HyFlex program offered at SUNY GCC
- *Embedding Library Resources to Increase Engagement* by Caroline Buff.

### ***Building Organizational Effectiveness***

Planning progressed on the So. Church Street project with the selection of general contractor bids and awarding of the project. The project is being managed by Metroplex on behalf of the College. An Agreement and License between the College and Metroplex is for Board consideration during the August 2021 meeting. Construction is anticipated to begin in August 2021 and conclude in December 2021.

Design work on replacement and relocation of the Begley Cooling Tower continued. Our engineer has been working on the roof load tolerance for the relocated tower. Work will continue into the Fall to determine the best location of the new tower.

Representatives of the College and County met with architects who are designing the reconstruction/renovation of the Route 5 Skybridge. Architectural renderings were approved by College officials. During the summer, the architectural plans were costed out and are included in the 2022 Capital Project request.

The architect designing the Admissions and Welcome Center area met with representatives from the College and County on plans for this major renovation project. Design plans were shared and accepted. The architect is currently working on construction cost estimates and development of the bid documents.

Installation of the Begley Learning Common Information Technology Infrastructure occurred in June and July. Computers were put in place and network connections were finalized.

During the Summer, the list of proposed 2022 Capital projects was developed in conjunction with our leadership and facilities staff. Many of the projects are related to the renovation and replacement of classroom, HVAC, health and safety infrastructure. The two signature projects are the One-stop Student Services Center and the Route 5 Skybridge renovation. Ten projects in total are being proposed to the Board of Trustees in August.

The College re-negotiated its agreement for use of athletic facilities and student membership with the Capital District YMCA. This new agreement includes provisions for anticipated lower

enrollments and language designed to protect the college should another pandemic shutdown occur.

A Phase 3 employee training series of SafeColleges courses related to IT-related cybersecurity was introduced to our 12-month employees on June 14, 2021. These courses will be introduced to our 10-month employees in early September 2021. The purpose of this training is to provide awareness of cyber threats and viruses to our computing environment. Implementation of this training is one of the pillars of ensuring a well-informed workforce of threats to our Information Technology infrastructure.

On June 14, BCJL Dean Hamin Shabazz, PhD. met with the Capital Region Chamber/Center for Economic Growth to discuss partnership opportunities

On June 14, Sarah Wilson-Sparrow coordinated a meeting with Dr. Shabazz, Professor Matt Farron and Mark Eagan, CEO Capital Region Chamber and Center for Economic Growth of the Capital Region Chamber. This meeting was to introduce Dr. Shabazz and Mark Eagan to each other as well as discuss alignment between SUNY Schenectady, Capital Region Chamber, Center for Economic Growth and industry.

On June 16, Dr. Shabazz participated in an Employer Roundtable with Jennifer Bargy (DFA) and Executive Director of Workforce Development and Community Education Sarah Wilson-Sparrow to discuss potential opportunities for partnerships with area businesses.

On June 20, Dr. Rota, Lauren Lankau, Michelle Kraines, Tony Schwartz, Paul Henry, Chuck Barber, Patrick Ryan and Sarah Wilson-Sparrow met to discuss the details of the pending move out of the Albany site prior to the close of the Healthcare Professions Opportunity Grant close on September 29, 2021.

On June 23, COS Paula Ohlhous and Vice President Patrick Ryan, IT Staff members, Chuck Barber, Paul Henry, and John Petkash met with College Attorney with an update on the College's progress relative to Information Security.

On June 24, Dr. Gooch and Sarah Wilson-Sparrow attended a Micro-Credentials for Talent Workshop hosted by Amber Mooney of the Business Council of NYS.

On June 28, Dr. Gooch and Sarah Wilson-Sparrow were able to meet with Cynthia Proctor, Director of Communications and Academic Policy Development Office of the Provost to discuss Micro-Credentials across the SUNY System.

On June 30, Dr. Shabazz participated in an IT-sector roundtable conducted by Executive Director of Workforce Development and Community Education Sarah Wilson-Sparrow to discuss inter division collaboration opportunities with the IT sector.

On July 8, Maria Kotary and Sarah Wilson-Sparrow met with Registrar Cindy Zielaskowski regarding College Scheduler. Cindy provided a run through of the new registration and we discussed how this could be an effective tool for the WFD&CE Division.

On July 14, Michelle Kraines and Lauren Lankau met with Dawn Jones, Assistant Director of Career Services, to discussed enhanced services to WFDCE students taking healthcare courses and provide connections for our numerous employment partners to better reach WFDCE students.

On July 21, HCAT Dean David Brough, PhD. and Senior Technical Assistant Michael Hazard participated in the School's first inspection with Ms. Jessica VerColen, Food Inspector 1 for the New York State Department of Agriculture and Markets Division of Food Safety and Inspection. The School of Hotel, Culinary Arts and Tourism passed with no areas of noncompliance. The School had passed a preliminary inspection earlier this year in March. In addition, on July 12, 2021 the school was issued a two-year food processing license from the New York State Department of Agriculture and Markets.

On July 23, Chief of Staff Paula Ohlhous had preliminary discussions with GDS our signage vendor on wayfinding impact due to various office relocations and the opening of the Learning Commons which will include Academic Services, and the Equal Opportunity Program (EOP) Office. A wayfinding audit will occur in early August.

The Foundation continues to work to refine the scholarship program to maximize funding available to support the student experience:

- The Foundation held two internal **Scholarships Redesign** meetings to collaborate across divisions and departments on ways to improve our current scholarship program.
- On July 29, the Foundation Board's **Scholarships Work Group** convened to share some findings of the Scholarships Redesign participants, and identify additional areas of improvement in the scholarship program.

On July 26, the School of Hotel, Culinary Arts and Tourism hosted the External Review (ER) Team for the Academic Program Review (APR) of the Hospitality and Tourism Management AAS and Certificate programs. Professor Ingrid O'Connell is the chairperson of the APR Committee which consists of herself and Assistant Professor John O'Connell and HCAT Dean David Brough. The ER Team consisted of Board Chair of Albany Convention Center Authority, Former President/CEO ACCVB/Discover Albany **Michele Vennard**, Director of Programs and Partnerships for the Association Development Group & the Owner/Operator of the Rice Mansion Inn & the Former COO, NYSTIA (NYS Tourism Industry Association) **Christine Hoffer**, and Director of Operations, Site Solutions Worldwide and SUNY Schenectady Advisory Board Member, **Justine Treventi**. The ER Team spent the day at the College and met with faculty and students.

Throughout the months of June and July 2021, School of Music Dean Christopher Brellochs, D.M.A. contributed to updating the College Catalog, and updated the View Book to really showcase the fantastic facilities and curriculum being offered. He continues to advise fall 2021 students into one of their four music curricula including Music Certificate, Digital Music and Beat Production, Performing Arts: Music, and Music Audio Technology.

Prospective students and their families can now book tours of the School of Music online. This provides easier access to the community and provides a more efficient way for Admissions to gather information on interested students.

Throughout the month of July, Dr. Harris, Chief of Staff Paula Ohlhous and MSTH Dean Tania Cabrera met with a coordinator from NASA to plan a community event commemorating the launch of the Webb Space Telescope. SUNY Schenectady has been selected (as one of 500 sites across the country) to host this type of program.

The library staff has moved from their temporary location in the Elston building and begun to set up the Learning Commons for the upcoming grand opening in August.

Registrar Cindy Zielaskowski and Assistant Registrar, Holly Sociagrosch attended the remote Spring Conference for SUNYRA; the SUNY Registrar's Association. Attendance at the biannual conferences is critical to stay current with SUNY and SED policy changes as well as offering a fantastic opportunity to learn best practices from other institutions.

### ***Ensuring Financial Sustainability and Self-Sufficiency***

During July and August, the 2021-22 College Operating Budget is being considered by the Schenectady County Legislature with anticipated finalization in early August 2021.

During June and July, the College restarted negotiations with the College's Union of Faculty and Professionals (UFP) bargaining unit. Negotiations will begin in August and continue into the Fall semester. Negotiations with SEIU, the adjunct faculty union, continued during the Summer.

Over June and July, the Office of Administration, Human Resources and Information Technology Services performed strategic planning and goals setting for the 2021-22 year. A robust set of conversations and participation of staff at all levels occurred as goals and objectives were developed to guide activities during the upcoming year.

The College's Fall 2021 Reopening Taskforce met on multiple occasions to draft a re-opening plan that includes welcoming students and faculty back to campus for face to face instruction. Meetings and plan formulation are ongoing as the dynamics of the COVID-19 pandemic continue to evolve and change.

As part of the Fall re-opening plans, the College has asked staff to self-disclose their vaccination status. If vaccinated, the wearing of masks and testing can be relaxed. As of 7/28/2021, we have had 158 regular employees (55%) provide proof of their vaccinations. As faculty return from their Summer break, we anticipate more employees will self-disclose their vaccination status. In addition to collecting information on vaccination status, the college has implemented protocols for unvaccinated and vaccinated individuals. These continue to be under review as we approach the Fall re-opening.

The Office of Human Resources is reporting an increase in employee search activities in anticipation of the start of the new academic year. During June and July, two searches were completed and nineteen (19) searches were underway.

On June 2, Sarah Wilson-Sparrow attended the Regional Economic Development Councils Round XI Overview which covered funding opportunities in the state.

On June 4, Sarah Wilson-Sparrow met with Albany Can Code, Capital Region BOCES and the Center for Economic Growth to finalize a grant application for the Rethink Adult Ed Challenge grant which focuses on pre-apprenticeship activities in the IT Software sector. Capital Region BOCES is the lead for the grant application.

On June 8, WFD&CE had our first combined Advisory Meeting blending Workforce Development and Healthcare Profession Opportunity Grant (HPOG). The meeting included Golub, Capital Region Chamber, Schenectady Job Training Agency, Schenectady ARC, Capital Region Workforce Development Board, Home Instead, Kirsch Helmets, Hill & Markes, Albany Community Action Partnership, Curtis Lumber, Arbor Hill DC, SHG Group, FMS Workforce Development Inc., and SUNY Albany

On June 10, June 17, July 15 and July 22. Sarah Wilson-Sparrow met with the SUNY Apprenticeship Committee to discuss approvals and applications across NY State.

On June 10, HCAT Dean David Brough, PhD., visited Capital Region BOCES for a recruiting event. Chef Instructors Paul Rother, Paul Dolan, Guidance Counselor Eileen Coffey and Teacher-Career Education Director James Hass arranged for him to speak with 19 students and nine of them have enrolled for the Fall 2021 semester.

On June 11, Sarah Wilson-Sparrow met with Family and Child Services in Schenectady to discuss initiating a Community Health Worker and Certified Nursing Assistant Apprenticeship program at their organization

On June 17, Sarah Wilson-Sparrow met with Jason Packer, CEO of Hill & Markes and Jillian DeGiulio regarding development of training opportunities in Supply Chain Management and Leadership/Marketing/Sales.

On June 30, Sarah Wilson-Sparrow met with Zak Cassady-Dorian of ECD Digital Strategy regarding Start UP NY.

On July 12, Instructor Vanessa Traver attended a webinar on how to expand revenue and create packaging to help with future plans of packaging chocolate made in the new confections lab.

The Foundation is creating a bold, new, positive case for growing flexible funding to support our students:

- On July 13, the Foundation Board's **Communications Work Group** convened to create a case for support strategy for the 2021-2022 fiscal year. The result of the conversation was the concept of a "Powered Up by SUNY Schenectady" campaign. The campaign will include monthly impact stories for social media, direct mail appeals, and a push for monthly gifts.

The Foundation continuously builds and draws upon the strength of the Foundation Board members as advocates for the College:

- A consultant has been selected to lead a full-day Foundation Board Retreat in September, and the agenda is being developed to ensure an educational experience, including College leadership who will also be invited to take part in fundraising training.
- The Vice President of Development and External Affairs held several meetings with Foundation Board members to increase engagement, including Ryan Watroba, Dick Kotlow, Barbara Bishop Ward, Lynn Manning and Susan Zongrone.
- On July 22, the Foundation Board's **Fundraising & Engagement Work Group** assembled to identify first steps. The group will be recommending a Corporate Champions "Power Up" Breakfast in the fall to re-engage organizational supporters.

On July 26, Instructor Vanessa Traver met with Public Relations/Publications Specialist Heather Meaney to take pictures and video to create social media content for the new confections lab at Mill Lane.

C-STEP Director Lorena Harris, PhD. has been awarded a stipend through C-STEP to hold a community event that will share the launching of the Webb Space Telescope by NASA. Dr. Harris and MSTH Dean Tania Cabrera are planning a community event for the launch.

Throughout the months of June and July, the Registrar's Office has worked to implement College Scheduler. Scheduler is a student scheduling software program that is used throughout much of SUNY. The software takes student's course choices along with their availability and other preferences and creates every possible schedule for the student to choose from. The premise is that if the student has a good schedule that fits his or her needs, the student is more likely to persevere. Early signs are that students are excited to use the product as it requires much less work on the student's part in order to find a "good schedule". On the administrative side, this new tool allows for Deans to gauge demand for courses as they can "see" student interest by reviewing courses that are sitting in student shopping carts as they work on their schedules. We are also able to preload student schedules and "push" certain sections if there is an interest in raising the fill rate. Deans, Success Coaches, and Advisors have been trained in the use of the software according to their offices' needs. Other offices on campus including Financial Aid and Admissions have also been introduced to it.

Baker PR pitched Dr. Brough's AAC induction to local media on 7/29 written by Heather Meaney, Public Relations Specialist.

Creative for seven ads are being developed by Jessica McHugh Greene, Graphic Designer for a campaign in the track wrap section of the Daily Gazette.

The Foundation is working to increase fundraising effectiveness to grow 5% annually by engaging alumni, businesses, and the community:

- In June, the Foundation and Dr. Moono hosted a re-connected alumnus for a campus tour; a visit which led to the establishment of a \$30,000 endowed scholarship for students in the Culinary Arts A.O.S. program, and an additional \$2,000 in scholarship support to award this upcoming year.
- The Foundation has developed two new funding brochures: ***Establishing a Scholarship*** and ***2021-2022 Sponsorship Opportunities***.
- KeyBank renewed their generous \$5,000 annual scholarship at SUNY Schenectady for the upcoming academic year.
- The Foundation continues to utilize ViewSpark and Constant Contact for alumni and prospect engagement. A recent ViewSpark asking for alumni address updates garnered 50 replies and phone calls.
- The Vice President of Development and External Affairs had two conversations with a representative of the ***William Gundry Broughton Charitable Private Foundation***, and submitted a proposal for increased scholarship endowment support.
- The Stewardship Officer built 31 donor profiles in the AwardSpring scholarship administration platform, and reached out directly to donors to discuss moving away from Honors Convocation to more personalized meetings with recipients. This engagement resulted in new / increased gifts from donors, and a new potential endowment.
- The Vice President of Development and External Affairs spent time visiting with current and potential donors:

- Corporate Champions, including National Bank of Coxsackie, the Times Union, Mohawk Honda, and Collar City Mushrooms.
  - Alumni supporters, including Jay Murphy and Vicki Barber
  - (2) Major donors/Keystone Society members
  - Paid respects to the family of Dick Phillipe, former Board member and chair of our first major gifts campaign.
- Foundation staff met with Dean Christopher Brellocks to discuss strategies to develop support for the School of Music.
  - The Foundation focused a significant amount of time and energy on plans for the upcoming Learning Commons Ribbon Cutting, to ensure that it is a special celebration for our many generous donors.

Throughout June and July, Sarah Wilson-Sparrow has been working on a Campus Plan Amendment which includes a new Start UP NY building in Schenectady as well as a move of two current StartUP NY companies to this new location in September 21.

### ***President's Outreach***

On June 7, I attended the New York Community College Association of President/s (NYCCAP) Spring meeting, during the meeting, there was a presentation by Dr. Cia Verschelden, author of *Bandwidth Recovery: Helping students reclaim cognitive resources lost to poverty, racism, and social marginalization*. Other topics for discussion was SUNY's DEI's action plan, as well as 2021-2022 community college advocacy strategy.

June 22<sup>nd</sup> – June 24<sup>th</sup>, Robert William, Founder and President/CEO of Pennsylvania Center for International Exchange and Partnership (PCEIP) visited the College campus and met with the leadership team of the College to discuss how we can utilize the organization to assist us with International Recruitment.

On July 6, I participated on the Committee for Applicant and Candidate Institutions through MSCHE.

National Association for the Advancement of Colored People (NAACP) held a membership meeting, as well as an Executive Board Meeting in July, of which I was present for.

On July 16, Chief of Staff (COS) Paula Ohlhous, Vice President for Strategic Initiatives and Planning, Dr. David Clickner, Vice President for Academic Affairs, Dr. Cheryl Gooch, and Vice President Patrick Ryan attended Senator Gillibrand's press conference on Child Tax Credit at the Schenectady Community Ministries (SiCM) where she outlined the details of the historic Child Tax Credit (CTC) expansion. The Child Tax Credit will aid most working families with children in New York State, and the lawmakers are urging families to take all necessary steps to secure this crucial benefit. Starting July 15<sup>th</sup>, most families began receiving monthly payments of up to \$250 for each child aged six to seventeen years old and \$300 for children under the age of six.

On July 27, COS Paula Ohlhous participated on a SUNY Government Relations Call where the focus for federal relations advocacy was for Higher Education Infrastructure funding & Double the Pell in the Budget Reconciliation package. The focus for State Relations was specific to Academic Program Review. Senator Stavisky is sponsoring a bill (S.6592) that would address

the long delays that campuses experience when submitting new academic programs to SED for approval. SUNY is encouraging us to contact our State Senator to encourage them to sign on as a co-sponsor of the legislation.

On July 28, I was joined by COS Paula Ohlhaus, Vice President for Strategic Initiatives and Planning, Dr. David Clickner, Vice President for Academic Affairs, Dr. Cheryl Gooch, Dean of Business, Criminal Justice and Law, Dr. Hamin Shabazz, Director of Career Service, Dawn Jones, and Associate for Workforce Development and Community Education, Maria Kotary on a preliminary discussion regarding the Empowerment Zones and Partnerships initiative with County Officials Ron Gardner, Director of Diversity and Affirmative Action Manager and Nakita Hardy, Affirmative Action Officer. Mr. Gardner wants to connect the impoverished with opportunities as well as connecting small business with opportunities and would like to partner with the College in finding pathways for economic gain.



On July 29, letters were sent to the Honorable Richard Neal, Chairman of the Committee on Ways and Means, Honorable Danny K. Davis, Subcommittee Chairman on Ways and Means Worker and Family Support as well as our delegation Senators Gillibrand, Schumer and Congressman Tonko in support of H.R. 4449, Pathways to Health Careers Act. We are hopeful that HPOG 3 funding will be released.

On June 16, I was appointed by the American Association of Community Colleges (AACC) to the Commission on Diversity, Inclusion and Equity for a three-year term to June 30, 2024.

The Middle States Commission on Higher Education has appointed me to serve as the Lead Evaluator for the following universities:

- Bay Atlantic University, Washington, DC
- Stratford University, Alexandria, VA

