

Faculty Caucus Meeting MinutesMeeting Date: January 23rd, 2024

Time: 2:30 PM

Location: ACC 116

Attendance: M. Barlett, E. Brindisi, M. Kuczynski, A. Fried, S. Crocker, S. McCall, M. Faitell, R. Huyck, R. Wittenberg, C. Ehrlich, A. Miller, E. Bush, G. Melendez, L. Charbonneau, J. Ireland, D. Stevens, S. Dar, D. Sonne

Meeting Guests: Dawson McDermott, Todd Marshall, Steve Frisbee

Meeting called to order at 2:33 PM**1. New Business****I. Holistic Student Support: D. McDermott, Director of Holistic Student Support**

- i. Talk about Holistic Student Support at the College, history of advising and evolution to current model with Student Support Advisors (SSAs) and “Case Management” approach
- ii. Question/comment: what is case load for an SSA?– Response: varies - high as 475, dropped during covid, most around mid-200s, four within 300s – 200-250 is manageable, original plan ~150
- iii. Question/comment: how many SSAs – Response: 12 SSA with about 215-220 students per SSAs
- iv. Question/comment: how to improve communication with students – students booking meetings during classes. Response: Communication plan hasn’t changed in 24 years, should contact individual SSA and let them know, Reach out to Dawson and Janet if when this happens - New technology for appointments may change the way
- v. Question/comment: Students know SSAs, but don’t know Faculty advisors, can SSAs let students know that Faculty advisors. Response: Faculty advisors covered in initial meeting, SSAs are informing students about Faculty advisors
- vi. Question/comment: Can SSAs /OAR send CNRs/class information with student information (accommodations or plans)
- vii. [Student Success guide](#) will be sent

II. DEI Conversations: Discussions about Religious Accommodations – Todd Marshall

- i. NYS Education Law, Section 224A, bullet 2
- ii. Title VII
- iii. Title VI – does not cover religious discrimination
- iv. Looking for input from Faculty about how College should handle transparency for Religious Accommodations
- v. How can Faculty to be educated on Faiths and religion?
- vi. Comment: Discussion about adding religious holidays to College calendar to inform College Body about what Holidays people may be celebrating
- vii. Comment: Should look into how local schools / other Colleges are handle

2. Old Business
 - I. **Committees Taskforce – S. Frisbee**
 - i. [PowerPoint](#)
 - ii. [PRELIMINARY REPORT](#)
 - iii. Classification modifications Recommendations
 1. Categories to be classified as either a Committee or a Group
 2. Existing Councils to become committees, recommendation to remove “Councils” as a classification
 - iv. Groups – not formal governance structure, but provide valuable contribution
3. **Approval of December 2023 minutes:** J. Ireland, moved to approve minutes finalized during meeting; E. Bush, seconded.
Passed Unanimously approved (16 members)
4. **Chair Report:** S. Dar - Chair was travelling
 - I. VP Kahler
 - i. APSC has an Academic Integrity Work Group
 - ii. VP Kahler will attend March meeting, VP Student Affairs will attend Feb meeting
5. **Old Business:**
 - I. **AI workgroup** - Survey being sent out to all faculty, please respond and encourage other Faculty to respond.
6. **Open Forum:**
 - I. J. Ireland - Make sure to sign **NOVELny** petition
 - II. Faculty discussed Brightspace grade scheme
 - III. Question/Comment: Snack bar will now stay open until 4:30 PM
 - i. We should also ask for them to be open before 8 AM as students need to eat before the morning classes
7. **Adjournment:** Motion R. Wittenberg, E. Bush seconded. Unanimously approved.
 - I. **Meeting adjourned at 4:17 PM**

Next meeting: on Teams

Secretary: Devin Sonne