

**UNIVERSITY POLICY AND PLANNING COUNCIL
2017-18 CHAIR –JAMES COLLINS**

**October 18,2017
MEETING MINUTES**

Present: J. Boyle, R. Bromley, S.Chittur, J.Collins, K. Lahiri, M.Leventhal, L. McNutt, K.Reinhold,
K. Rethemeyer, J. Stefl-Mabry, J. Stellar, J. Van Voorst, D. Wharram

Guests: Jon Bartow, Graduate Education
Bruce Szelest, President's Office
Gary Saulnier, College of Engineering & Applied Sciences

Approval of the Minutes from September 20, 2017

Minutes of the September 20th meeting approved with no corrections, 1 abstention, 5 approvals.

Provost's Report

Provost Stellar just reported to the full senate. We have a Dean's search in School of Public that is down to the final candidates and the search firm has communicated that all finalists have a great portfolio and that the search is going well. The hope is to have the process wrapped up by the end of the semester and a new Dean in place. Interim Dean, Laura Schweitzer will then be returning to her previous role. We also have a Dean's search in the School of Business, and we hope to have that Dean on campus next year. The Information Sciences department has been moved to the College of Emergency Preparedness and Homeland Security College. Discussion on the transitions is occurring and Provost Stellar will be having discussions with both sets of faculty and we will be proceeding with the accreditation process for Information Sciences. Provost Stellar then opens up for questions. It is asked where CEHC and CEAS are currently and where they will be going. CEAS is to go into the old Schuyler building, the total cost will be roughly \$60 million to fully renovate the building that will house Computer Science and Computer Engineering. CEHC is currently in the Downtown Campus, then they will move into the ETEC Building. We received \$15 million in capital for the project and it fits well in the ETEC building. Both units have enrollment surges and we have to figure out where these students are coming from. Next question pertains to micro credentials, what kind of costs could there be to students for these micro credentials. We can do it in two ways, we can bundle it with something we already have which would be no additional cost to students. The noncredit bearing micro credentials would need to have fees. We are also looking at packaging multiple digital badges into a certificate designed to meet industry needs.

Vice President for Finance and Administration Report

The subcommittee on the budget and facilities have both met recently. In starting with the budget this is the quiet period. On the facilities side of the house the capital plan was a little more robust than last

year and we are preparing mostly for next year. The 17-18 allocations are now on campus and the Budget Office is in the process of allocating the 17-18 compacts and other funds. In terms of enrollments for the financial plan we believe we are going to make target, we are slightly over in undergrad and under in graduate, and we had higher numbers of out of state and international students. One of the large items being watched are the contractual salary increases. PEF and CSEA have settled, the impact for CSEA will be roughly \$2.4 million, nothing is coming from SUNY so we will need to absorb these salary increases in our plan. UUP is negotiating and when that settles we expect a \$6 million dollar impact. The impact is large due to the retro component. The capital plan looks good, many areas on campus are being worked on. The old business building is about to be renovated. Rapid Copy will stay in the building until the very end of renovations. Parking management is working with the various entities on campus to understand parking capacity and utilization. We found that the parking lot in State was not being used as much as other lots. We took some space off of State and added new signage for different visitors and faculty/staff. We are working with the students to make adjustments as needed. There are two types of capital projects, strategic and critical maintenance. Critical maintenance pertains to our current building and maintaining them, and strategic refers to the new projects, ETEC would fall into the strategic project and is part of 2020 process. ETEC is on Harriman space and this is the first time we have expanded, we have signage to help promote our expansion. The maintenance of effort is still with the governor for signature, due to the current maintenance of effort, we are guaranteed to what we received last year, but we may have additional costs to put against that allocations.

Chair's Report

One of the items worked on last year was developing a set of procedures for each council, and we managed to get statements on how the councils function. We have statements from 8 of the 11 councils on campus. Jim Collins and Cynthia Fox are working on a draft of procedures for operating UPPC and will be shared when complete. We will be working on getting the minutes and agendas are added to the web-site and items will be added to the OneDrive. Three individuals are needed for facilities committee and one additional person is needed for the resources so we will be reaching out to people to join these committees.

Sub-Committee Reports

The facilities committee met on September 26th, and John Giarrusso gave us a report of the projects going on and all projects are listed on the web. We talked about allocation of space, parking concerns, and how enrollments are being factored into future space decisions. Generally there is lead time in the growth on the programs that help us factor in and plan for the needs of current and future needs. The development and expansion of programs and the question of the space and the right type of space it is critical to moving forward. Having this sub-committee will be a place for this long term thinking and will be important moving forward. The Interfaith Council will be leaving the University, the University at Albany Foundation has purchased the building, and there are discussions about how to proceed with the Interfaith activities, the discussion on what the next steps will ensuring. The foundation that purchased the building will be gifting it to the State. The separate organization that ran the programs are no longer here but we are looking at ways to move forward and not lose the clergy and how we can keep these individuals involved on campus and keep the tie we have with them.

The resource and analysis committee met on September 7th and created a detailed document on their meeting. Mitch is not here today but the report has details on the items they discussed.

Proposal to Establish MS and PhD in Electrical and Computer Engineering

Professor Saulnier from the Computer Engineering department is here to present on the MS and PhD in Electrical and Computer Engineering. Last year we met with them regarding their letter of intent and the moving forward with the submitting of the program to SUNY. There was an approval of the letter of intent and an external review. GAC has met and approved it, and it is now with UPPC and then onto SEC. Meeting today has varied from the historical process, this body typically only looks at the letter of intent not the full proposal. UPPC will follow the precedent and not need to vote on this matter.

Global Distinction Milestone

Last month we met and approved the milestone pending a letter from the College of Arts and Sciences Dean has been received and affirmed that there had been consultation and was pleased with the process and has submitted a letter in support of the program.

Report of Assessment Advisory Committee

The assessment team has been meeting with Chief of staff, Bruce Szelest. A retreat is being planned for November 2nd, and representatives across departments will be represented. The workshop will be for a full day and will be hosted by SUNY Professional Development and they will be coming here on campus to discuss institutional effectiveness. It will set us on a path to prepare us for Middle States. We will look at how we define objectives, and how we move forward on the strategic mission. There will be blackboard assignments prior to the assessment that will help units meet prior and be better equipped at the meeting. Every 7 years we will also be looking to do a comprehensive look at one Vice Presidential area and how that area is functioning and a full review of that unit will be completed.

Motion to adjourn, seconded. Meeting ends at 3:55pm.