

**The Academic-Student Life Committee
meeting of the Board of Trustees was held
on October 2, 2024 at 8:00 a.m.
in the Robert Michael Sdao Memorial Board Room
at SUNY Niagara
and via ZOOM**

Academic-Student Life Committee Board Members

Ms. Sheila Smith, Chairperson
Mr. David Haylett, Jr., Vice, Chairperson
Mr. William Ross
Mr. Jacob Fleming, Jr. (left due to illness)

Board Members Excused

Mr. Kevin Clark

Administration Present

Ms. Lydia Ulatowski, Vice President of Academic Affairs
Fabio Escobar, Ph.D., Assistant Vice President of Academic Affairs/Institutional Effectiveness

Committee Chairperson Smith called the meeting to order at 8:10 a.m.

A roll call acknowledged the following trustees were present: Trustees David Haylett, Jr., William Ross, Sheila Smith, and Jacob Fleming, Jr. (left due to illness)

Academic-Student Life Committee Minutes

It was moved by Committee Chairperson Ross and seconded by Trustee Smith, to approve the Academic Student Life Committee meeting minutes of September 4, 2024 as presented. Motion carried unanimously. There were no questions.

Student Services Updates

Committee Chairperson Smith read the information provided (handout) from Vice President Cummings.

Enrollment Update – The college met the fall 2024 goal at 3,056 students and over 39,000 credit hours. WE achieved 107.3% of credit hour enrollment goal.

Housing Updates – Housing is full with 295 students residing including six RA's. The new housing director, David Lindahl, begins October 21, 2024. He comes from The Gow School where he oversees dormitory-style living for minor student and sometimes their families. His plan is to stay in housing overnight two nights a week.

SUNY Title VI Response Plan – The college submitted a response plan completed by Vice Presidents Cummings and Lynch. After more discussion among institutions, it was decided the college will not be publishing a pre-October 7 statement, as it could possibly be a trigger for our students to protect. The college will closely monitor social medial and student activity as the date approaches.

There were no further questions.

Academic Affairs Updates

Draft – Proposed 2025-2026 Academic Calendar – Vice President Ulatowski stated that the academic calendar was previously approved by the board but we needed to include the Juneteenth holiday. Approval is needed at this point in time for setting dates for financial aid department and others. It also was discussed whether to continue the first day of classes after Labor Day. President Holmes thought this was successful with more students enrolling the week school began.

It was moved by Trustee Haylett, Jr., and seconded by Trustee Ross to approve the draft – Proposed 2025-2026 Academic Calendar as presented. Motion carried unanimously. This item will move to the full board. There were no further questions.

Policy Review – Assistant Vice President Fabio Escobar stated last month the board passed the Policy on Policy Making; this will allow us to create our policies, will still have a handbook, but all policies will have individual files, in order to publish the policy. Currently this information is internal, and are working on publishing this to a public website, but needs to have more conversation and guidance. In the process of reviewing all policies, it is appropriate for the board to know what policies may be removed, edited, etc. The committee agreed this item should be presented to the full board.

Strategic Plan Website – Assistant Vice President Fabio Escobar provided a PowerPoint presentation, showing what is currently being worked on for developing plan goals. Goals were passed by the board, showing mission and vision, core values, institutional learning outcomes, and listing the annual reports. Outcomes will be added this month, with outcomes focusing on regional population and the high school enrollments as well as graduations. The projected enrollment for the area high schools may impact the college enrollment in years to come. Learning outcomes are now being published to the public and notify them of how students are progressing and learning. The committee agreed this item should be presented to the full board.

The next meeting scheduled is on Wednesday, November 6, 2024 at 8:00 a.m. in the Robert Michael Sdao Memorial Board Room.

It was moved by Trustee Haylett, Jr., and seconded by Trustee Ross to adjourn the meeting at 8:40 a.m.

Barbara Walck
Assistant to the President