

**Tompkins Cortland Community College  
Senate Unapproved Minutes  
Room 201  
September 27, 2024**

**CALL TO ORDER**

- A. Faben-Wade called meeting to order

**Roll Call**

**Present:** A. Faben-Wade, G. Gammage-Sikora (virtual), K. Millman (virtual), S. Paradiso, M. Timonin (virtual), V. Zeppelin, C. Askew, A. Myles, B. Moose

**Excused:**

**Unexcused:**

**Guests:** M. Talwar, P. Tvaroha, V. Raney, S. Molnar

**Public Comment**

No public comment.

**UPDATES**

**College Senate Chair Updates**

The following individuals were voted onto Senate: Sierra Brock (Secretary), Jonathan Walz-Koeppel (PAA), and Maria Barrero (Classified Staff). There are two open seats for students and Amy Faben-Wade will send out the form for their interest. Room 223 is being cleared out in hopes that Senate will have a permanent meeting room. President Kremenek and Amy Faben-Wade are considering whether an Administrator is needed to oversee Senate.

**REPORTS**

**President's Report**

A timeline for the Strategic Plan implementation was proposed with a launch date of July 1, 2025.

Carolyn Boone is completing a systematic comprehensive policy review which will be completed by February 2025. April Myles is working as the DEAC liaison to assist the Chief Policy & Compliance Officer with the Comprehensive Policy Manual and there is a request for a liaison from The Diversity Equity Action Council to also work with Carolyn through a diversity lens. A Campus Climate Survey will be sent to students and employees this fall to obtain feedback regarding their stance on diversity, equity,

and inclusion around campus. DEAC will assess the feedback and give recommendations to the President. The bylaws state that DEAC requires an agenda which will be presented to the Senate. Additionally, their bylaws need to be updated and will be sent to Senate for review and an updated will be given at the December Board meeting.

President Kremenek suggested that Vice Presidents across campus (instead of having one Executive Branch Representative) come to Senate to present on specific topics such as: Cybersecurity and Compliance Update, Campus Technology Master Plan, Facilities Master Plan, EDJI Plan, Strategic Enrollment Plan, Academic Master Plan, 2025-26 Budget Update, and Policy & Compliance Update.

President Kremenek noted that Malvika Talwar is moving to a new position to focus on institutional effectiveness at the college to enhance improving data integrity, transparency, and literacy. Strategic Planning and Middle States Accreditation require dedicated resources and institutional effectiveness will oversee these areas.

College Senate Advisory Requests:

1. Review on an annual basis the list of current standing committees and corresponding review status (Article 3.7.1.3).
2. Review and make recommendations for the establishment of and procedures for designated councils and committees of the College (Article 3.4).
3. Review of Article 3.7.1, Criteria for establishing a committee, and Article 3.7.2, Criteria for dissolution of a committee, and any recommended updates to these procedures.
4. Consider Article 12.1.1 and the role of the President or College Senate relative to committee charges and provide recommendations to improve clarity.

### **FCCC Updates**

Patty Tvaroha explained that there is a memorandum from SUNY being circulated describing a statewide Information Security Policy that was voted on. The main concern involves SUNY's Chancellor wanting more control over Community College decisions, especially in hiring administration. This has raised concerns, as SUNY doesn't fully fund community colleges, which are sponsored by counties. Committees are working on crafting a response to remind the Chancellor that local control over hiring decisions remains essential. Keith Millman questioned whether another administrator would be hired to fulfill the duties of the policy. Malvika Talwar confirmed that Scott Beekman, TC3's Chief Information Officer, is already fulfilling these duties. Michael Timonin suggested that we ask SUNY for trainings that are more relevant to us (like FERPA trainings).

The fall plenary meeting is scheduled for October 16th, but Patty will miss it and Cindy Whitney will attend as an alternate.

### **Policy Liaison Update**

April Myles summarized that Carolyn Boone successfully worked on a whistleblower

policy over the summer, which was approved by the board recently. She's also currently working on a study abroad policy, though it's not clear if that has been presented to the board yet.

### **Middle States Updates**

Malvika Talwar emphasized the Senate's involvement in the Middle States accreditation process, specifically regarding the structure of working groups tied to the seven standards. She explained that there are seven standards in the Middle States accreditation, and each will have its own working group with two co-chairs. The nucleus consists of herself and the two co-chairs (Kelly Wessell and Victoria Zeppelin) of the working groups, tasked with overseeing the overall process. A steering committee will be formed, made up of the nucleus and the co-chairs from each working group. Each working group will have an executive lead and a faculty/staff lead as co-chairs, promoting balanced perspectives. The Senate will likely play a role in Standard 6 and Standard 7, which cover governance and institutional effectiveness. It was recommended the Senate act as an affiliated committee for certain standards, with an emphasis on maintaining good minutes and written records as the process progresses. Victoria Zeppelin added that the draft structure for the Middle States working groups was largely shaped by feedback from Travis Vande Berg and his group during the last Middle States assessment. The main goal is to learn from past experiences and create a balanced approach that ensures both transparency and inclusion.

### **ACTION ITEMS**

1. Review on an annual basis the list of current standing committees and corresponding review status (Article 3.7.1.3).
2. Review and make recommendations for the establishment of and procedures for designated councils and committees of the College (Article 3.4).
3. Review of Article 3.7.1, Criteria for establishing a committee, and Article 3.7.2, Criteria for dissolution of a committee, and any recommended updates to these procedures.
4. Consider Article 12.1.1 and the role of the President or College Senate relative to committee charges and provide recommendations to improve clarity.
5. Report to Malvika Talwar how the Senate would like Middle States updates.
6. Update Senate website
7. Create Senate Microsoft Teams

### **ADJOURNMENT**

- A. Faben-Wade made motion to adjourn the meeting at 1:27 p.m.