TO: FM College Community
    Elected Officials
FROM: Dr. Dustin Swanger, President
DATE: May 9, 2012
RE: End of Year Memo 2011-2012

Once again it is my pleasure to share with you the accomplishments of the faculty, staff, students, and administration at Fulton-Montgomery Community College. It has been another successful year, this first year of our new Strategic Plan: College, Community, Collaboration 2011 - 2016. Undoubtedly, we will not be able to list every accomplishment or recognition; and, we may miss some significant accomplishments as we endeavor to write all of the wonderful work done by our faculty and staff this year. If we missed something, please do not take offense. We are very proud of each of you and the work that you do everyday for our students and community.

As you recall there are five overall goals in our Strategic Plan. The goals are: 1) Prepare students to learn, live, and lead in a diverse and dynamic global culture; 2) Create a campus culture that attracts and celebrates diversity; 3) Foster an atmosphere of college/community engagement that recognizes FM as an invaluable resource to our region; 4) Foster a culture that encourages and embraces innovation and growth; 5) Expand the resources of the College.

Under each of these goals there are several objectives to accomplish. As I recount our accomplishments I will relate them to a goal and objective in our Strategic Plan.

Goals and Accomplishments

Goal 1: Prepare students to learn live and lead in a diverse and dynamic global culture

Objective: Assure curricula meets the needs of a dynamic world culture through continuous assessment
Conducted DACUMs in the following programs: Business (curriculum changes expected 2012-13), Computer Information Systems (curriculum changes expected 2012-13), Computer Networking (new A.A.S. program expected to be proposed 2012-13), Health Studies/Health Science (two new degree programs proposed - now at SUNY)

Program Reviews in the following programs: Business/Accounting, Business Technology and Applications/Medical Administrative Assistant, and COCAL completed self-study reports and will have reviews in May

Programs pursuing Accreditation: Radiologic Technology has submitted their application which was accepted - site visit will be July, 2012. Nursing is initiating the accreditation process this summer


As mentioned above, there were two new programs approved by the Board of Trustees and are now at SUNY - Health Sciences, A.S., and Health Studies, A.A.S.

Criminal Justice deactivated their Certificate Program

There were twelve course revisions approved

There were three new courses approved: BIO170 General Biology I, MAT135 Trigonometry, and SOC125 Statistics for Social Sciences

FM was able to acquire several grants to support curriculum innovation. They are:
- National Science Foundation - Advanced Technology Education - New secondary curriculum in Engineering Technology Program in partnership with BOCES
- Perkins - funded a Biology Instructor, an Electrical Technology Instructor, and a Technician for the Center for Engineering and Technology
- HEALTH Grant - funded the Simulation Mannequins for the Nursing Program
- Partners in Innovation and Leadership in Online Teaching - funded an in-depth exploration of competency-based alternative to FM’s traditional Information Literacy skill-centered instruction
- SUNY Werks - Adult Degree Completion Project - FM was selected as one of the pilot campuses to expand efforts in experiential and service learning

**Objective:** Improve retention rates by 4% from 56% to 60%

- The Educational Opportunity Program had 37 out of 39 participants return from Fall to Spring. Six had a GPA of 3.0 or higher
- Financial Aid participated in the first Financial Aid Week encouraging more students to file their FAFSA early for upcoming year.
Objective: Strive for 75% of students entering College will meet their educational goal

- Early Admission Information Night had over 110 in attendance. As many school districts cut programs students and parents are turning to FM to fill the education gap.

Objective: Develop opportunities for students to study and practice leadership

- Student Government approved several new clubs and organizations including the Community Outreach Club that volunteered at a number of community organizations and sponsored Locks of Love on campus.

Goal 2: Create a campus culture that attracts and celebrates diversity

Objective: Create an environment that welcomes people from diverse backgrounds

- Partnered with the State University of New York (SUNY) Office of Global Affairs on several recruitment initiatives designed to attract international students to FM and SUNY
- Participated in Fall 2011 SUNY Chinese Roadshow with nine other SUNY campuses and visited locations all across China
- Traveled to Vietnam in Spring 2012 to represent FM and SUNY on the community college fair recruiting circuit
- Added English and Spanish signage in the Administration Building
- On Tuesday, April 17, 2012, Dr. Wayne Maines, a graduate of FM, came to the College to give a presentation to students and the community on the topic of Raising a Transgender Child. This presentation was sponsored by the Barto Lecture Series and was well attended
- The Student Government Association Cultural Affairs Committee sponsored a Latino Festival on Tuesday, April 24, 2012. This event highlighted the Latino culture and included serving ethnic foods and entertainment by Alex Torres and the Latin Kings. The community and students were invited to this important event, which included tabling to help educate the community about the Latino culture.

Goal 3: Foster and atmosphere of college/community engagement that recognizes FM as an invaluable resource to our region

Objective: Integrate service learning into programs
FM was recognized by the Montgomery County United Way for all that is done by faculty, staff, and students for the community

The Community Outreach Club, in partnership with HFM BOCES, raised $645 for the Locks of Love initiative by offering $10 manicures, haircuts, and feather extensions. Services were provided by HFM BOCES Cosmetology students

**Objective:** Establish a Center for Employer Services

- The Center for Employer Services provided training programs for 500 employees of 10 organizations in the region. Customers included employers in manufacturing, distribution, health care and human services. Some of the training has been conducted in the advanced manufacturing lab using equipment that is new to the FM campus
- FM hosted a very successful job fair on campus with nearly 60 employers and 500 community members
- FM held its first Human Services Job Fair at the Riverfront Center co-sponsored by Centro Civico and Liberty Enterprises with over 15 employers and 125 job seekers

**Objective:** Develop and implement a marketing plan

- Introduced a new Raider logo in the Summer of 2011 in conjunction with the capital improvements to the gym including the floor and walls

**Objective:** Enhance athletics programs and facilities to attract more people and student-athletes to campus

- Athletic fields updated (summer 2012) with scoreboard, foul poles for softball fields, bleachers on cement pads, and fencing for softball field
- Women’s Raider basketball team made the Regional Tournament and came in second place
- Men’s and women’s basketball teams held basketball clinics for area youth in Gloversville School District
- Athletics hosted many community events on campus including Western Athletic Leadership Day, Western Athletic Conference Cross-over and Championship Games for boys and girls, and the Chris Strouse Memorial Basketball Tournament.
Goal 4: Foster a culture that encourages and embraces innovation and growth

Objective: Fully implement the Assess, Plan and Budget (APB) model and communicate the results to the campus community

✦ Student Affairs produced quality results in its assessment for 2011-2012 and was noted in the Student Affairs Assessment Report
✦ The Institutional Assessment Committee made revisions to the assessment strategy on campus to better reflect the academic year and make completing reports easier for faculty and staff
✦ Each department has completed annual assessment reports
✦ Bursars Office successfully completed the implementation of the student billing and cash receipts modules of PowerCampus software system improving service to students
✦ The Registrar was asked to examine the graduation policies and procedures at FM to determine if current practices best served the College and graduating students. The Registrar collaborated with the Student Affairs Best Practices Committee to survey peer institutions of their graduation policy and procedures. The outcome of this assessment resulted in a change of policy. FM had always required that graduates be certified prior to attending the annual commencement exercise. The new policy permits unverified May graduation applicants and August applications within six to eight credits for graduation, to participate in commencement. Diplomas are now issued three times per year as opposed to once a year. This change allows for greater flexibility in scheduling both the commencement date and the summer academic calendar, and encourages increased participation in commencement and builds stronger relationships between the College and Alumni

Objective: Develop and implement an employee recognition system that demonstrates appreciation for employee contributions

✦ Institutional Advancement Committee developed the Futures Matter Award and the Spirit of Innovation Award which are designed to promote employee excellence and innovation. Awards will be presented for the first time at Founders Day 2013.

Goal 5: Expand the resources of the College

Objective: Develop and implement a new five-year facilities master plan

✦ Master Planning Committee met once this year. The Administration has been developing the plan for the Committee’s review early this summer. The plan will be ready for Board review by the end of the academic year
Objective: Expand housing to approximately 288 beds

- A great deal of planning has been done related to the new residence halls including the integration of safety and security equipment as well as the designs of the buildings and modifications to the existing buildings.
- Construction of the new facility began in January and will be completed in late August in time to open for the Fall 2012.

Objective: Expand activities on campus to accommodate a larger residential population

- Residence life continues to improve. A Transformational Committee was formed to develop four areas that will accommodate the growing residential population including: recreational programming, educational programming, community services, and resident life programming.
- The remodel of the cafeteria has begun and will be completed in late August. The new facility will offer an updated look as well as greater capacity to feed more students faster.
- FM has been transferred within Chartwells (food service provider) from the secondary education division to the higher education division. This new division is better equipped to offer food programs designed for college students.
- Raiders Cove is in design and will go out to bid in July. Construction is anticipated in the Fall with the opening of the facility in January 2013.
- The FM Foundation is running a very successful campaign for the funding of Raiders Cove construction. The Foundation has committed to fund the project and expects to have raised the funds by the time the construction begins.

Other Notable Accomplishments

- New Faculty and Staff Hires
  - Robert Bowden, Public Safety Coordinator
  - Christina Dygon, Computer Services Coordinator
  - Mark Hadley, Buildings and Grounds, Custodial Worker
  - Kathy Johnson, Senior Account Clerk (Bursar/Accounts Payable)
  - Kirsten Manzi, TRio Grant
  - Ted Marota, Instructor of History
Sarah McLasky, Financial Aid Clerk
Joseph O'Donnell, Buildings and Grounds, Custodial Worker
Michelle Sardella, Management Confidential, Administration/Finance
Andrea Scribner, Education and Career Planning Specialist
John van Bladel, Instructor of Psychology

PowerCampus
Summer 2011 Implementation of the core system
January 2012
- Payroll came online
- Portal was launched
- Self-Service was developed

Evans Library Electronic Services
- Kindle circulation
- E-content lending
- Text-a-Librarian services

Facilities Upgrades
- Significant work in the Daycare Center was completed for Fall 2011
- Relocated mail and phone services from an Information Desk in the Administration Building to Buildings and Grounds. Vacated space was used to create a welcoming lobby in the Administration Building for visitors
- Site work outside the Library Building entrance including sidewalks, handicap ramp, lighting, sealing the parking lot and landscape to create a better and more attractive entrance
- Landscaping was installed around the sculpture in the front of the campus to create a new welcoming appearance
- A sculpture garden received its first piece this Fall and we are expecting another piece before the end of the academic year
Installation of a new phone switch which advanced the technology on campus. It also replaced a switch that was outdated and difficult to service

Upgraded the wireless network in the library and other areas across campus to a commercial grade system. This was in conjunction with funding from the Student Government Association

Other Accomplishments

College received an unqualified opinion on its financial statements with only one audit finding

The FM Foundation has endowed two new scholarships for students and a third is almost completed

Fine Arts received a grant of $1,200 for speakers this Fall

The FM Foundation placed a recognition wall outside the theater in recognition of its most recent capital campaign

The FM Foundation purchased over 60 acres of land and has formed a Land Use Committee to determine how the land will be used to benefit the College

Dan Towne, our Women’s Softball Coach, who just completed his second season of coaching, was named 2012 Mountain Valley Conference Softball Coach of the Year

Ed Collar, our Men’s Basketball Coach, was named 2012 Mountain Valley Conference Basketball Coach of the Year

Ed Collar was also named 2012 NJCAA Region III Basketball Coach of Year for the 3rd Team. This is a great honor in that the other coaches in the Region select who they feel is deserving of this designation.