To: College Community
From: Dr. Dustin Swanger, President
Date: May 10, 2013
RE: End of Year Memo

As our Spring semester winds down and we prepare for graduation, it is time once again to reflect on our accomplishments for the year. Once again the FM community has advanced the college on behalf of our students and community. During these difficult economic times, FM has continued to strive toward our goals and thrive as an institution.

Included in this memo are highlights of our accomplishments for the year. They are not intended to be all encompassing, as I am sure that we will miss something. Everyone on campus has been so busy serving our students that we cannot capture each activity.

**Curriculum**

We have revised several degree programs and courses and have launched new curriculum for our students. Many of these changes are the result of a Developing a Curriculum (DACUM) process that each of our career programs conducts on a regular cycle. These include:

- **DACUMS – Fall 2012 - Spring 2013**
  - **Advanced Manufacturing** – The development of curriculum and educational pathway activities is under development and pending outcomes of HVCC Advanced Manufacturing Sub-Committee (curriculum and secondary/post-secondary educational pathways, and outcomes related to the curriculum development initiatives of the TAACCT SUNY grant).

- **Program Reviews**
  - Science and HPER have completed their self-study reports during 2012-2013 and will be hosting reviews in May, 2013.

- **Program Accreditation Status** -
  - Nursing – Self-study application submitted during Spring 2013.

- **Program Revisions**
  - Accounting A.A.S.
  - Business Administration A.A.S.
  - Business Administration A.S.
  - Business Technology and Applications A.A.S.
  - Communication and Broadcast Media A.S.
- Digital Communications and Transmedia A.A.S.
- Computer Science A.S.
- Computer Information Systems A.A.S.
- Criminal Justice A.S.
- Medical Administrative Assistant A.A.S.

**New Programs**
- Computer Networking A.A.S.
- Health Sciences A.S.

**Program Deactivations**
- Engineering Science A.S.
- Graphic Arts Sales & Marketing A.A.S.
- Multimedia A.A.S.
- Multimedia Certificate

**Course Revisions**
- BTA134 Information Processing
- BTA249 Business Systems Practicum
- BUS204 Advertising and Promotion
- CHM173 General Chemistry I
- CHM174 General Chemistry II
- CIS160 Database Design and Programming
- CIS170 Website Development
- CIS230 Internet Programming
- CIS240 Hardware Concepts
- CIS241 Networking Concepts
- COM103 Media Writing
- COM107 Digital Television Production
- COM206 New Media
- COT 131 Cisco Networking I
- CRJ298-299 Criminal Justice Internship
- DMT101 Digital Drawing and Illustration
- DMT102 Introduction to Web Design
- DMT120 Digital Photography Adobe Photoshop
- DMT130 Multimedia Applications
- DMT140 Digital Publishing
- DMT208 Studio Photography
- DMT210 Advanced Web Design
- DMT212 Media Design Seminar
- DMT230 Adobe After Effects
- ENG103 English I
- NUR207 Pharmacology
- PHI258 Ethics
- PHI260 Introduction to the Philosophy of Arts
- SCI136 Essentials of Anatomy and Physiology
- SCI146 Our Solar System
New Courses
- BUS115 Quantitative Business Applications
- BUS120 Essentials of Entrepreneurship
- BUS270 Entrepreneurship
- CIS110 Spreadsheets and Databases for Professionals
- CIS120 Computer Science I
- CIS220 Computer Science II
- CIS250 Project Management
- PSY230 Psychology
- MED293 Medical Coding Essentials I
- MED294 Medical Coding Essentials II

TRiO Student Support Services Grant

Our TRiO program again exceeded all planned outcomes and boasted a 68% retention rate from year to year (with 65% of the students earning a 2.0 or higher GPA). Additionally, the program has a 47% graduation rate with 38% of the students transferring to a four-year institution.

USDOL HEALTH Grant

The HEALTH Grant was contacted by the USDOL grant evaluation team and asked to participate in a conference call of high performing grant recipients. FM’s program was ranked in the top five ARRA healthcare grantees in the country in achievement of grant outcomes and deliverables.

Liberty Partnership Program Grant

FM was awarded the Liberty Partnership Program Grant in collaboration with Greater Amsterdam School District and Centro Civicc. This is a five-year grant designed to serve at-risk high school students and prepare them for college and/or work.

NSF Grant

FM is in the third year of a NSF-ATE grant with HFM BOCES that is focused on secondary education curriculum in Engineering Technology. This is a very important program as we prepare students to work in a 21st century economy.

Perkins Grant

The Perkins Grant this year funded an Electrical Technology Instructor, a Computer Services Coordinator, created an Applications Lab in the Evan’s Library, and the purchase of Anatomy and Physiology equipment. Perkins funds continue to be important in supporting AAS programs on campus.

Student Development Center

The newly remodeled Student Development Center has identified and implemented a new on-line tool for our students that allows them to create and manage their advisement appointments over the web.
AdvisorTrac allows students to make their appointments; advisors can manage their appointments more effectively. And, the system improves the data available to assess our advisement model.

**Financial Aid Office**

In February 2013, FM purchased a new software for our Financial Aid Office, Net Partner. Up until this purchase, all financial aid award letters had been sent through the postal service for action from our students. This new tool is an interactive, online program that allows the students to view, accept, and/or decline financial aid online. The program also allows the Financial Aid Office to place documents and information in one central location for students to view. Online services for college students has become an expectation, and FM is committed to providing technology upgrades for our students. The online system also allows the College to show significant savings in postage costs. Based on the evaluation on a $.46 stamp, we will show postage savings of over $9,800 per year.

**Student E-Mail**

FM launched student e-mail this year. The college provides every registered student with an FM e-mail address. With this new technology all communications with students will be done via e-mail with the hope of increasing information to our students.

**Student Policies**

A thorough review of all Student Policies resulted in many of the policies being updated and reworded in order to be clearer and consistent with administrative practice. After the review the entire packet was reviewed and approved by the Board of Trustees. This is the beginning of a regular policy review process by the Administration, College Senate, and Board of Trustees to ensure that policies are current.

**Saturday Academic Advising**

This year FM experimented with offering Saturday Academic Advising hours in the Student Development Center. The offering was very well received and populated by our students. We will continue this service into the future.

**Center for Employer Services**

The Center for Employer Services at FM has been actively conducting outreach with local employers. We are receiving an increased number of job postings and requests for interns. The Center has conducted training on Management, Customer Service, Sales, Team Building, First Aid, MS Excel, Forklift Safety, Industrial Electrical Maintenance and Quality Management for 570 employees of 15 companies during this academic year.

**Raiders Cove**

In January, Raiders Cove opened for our students. The feedback from students has been overwhelmingly positive. Opened late into the evening, this venue provides students a place to gather in the evening hours for social interaction, snacks and food. The venue has been so popular that many faculty and staff have
hosted meetings and conferences in Raiders Cove. Next year, Chartwells will experiment with offering lunch in Raiders Cove as well.

**Union Stations**

This year was the first year of our transformed cafeteria into Union Stations. The new look and service of our main food venue was well received by our students, faculty, and staff. Students have very much appreciated the new look, quality of food, and environment that is provided by our new Union Stations.

**Land Purchase**

The Foundation purchased approximately 145 acres of land across Bendick Corners Road. This new land purchase will provide FM with opportunities for growth and programming yet to be fully determined. A Land Use Committee of The Foundation has been formed to assist with the development of the land, programming to be offered, and potential capital expenditures for the future.

**Two New Scholarships**

Two new scholarships have been created for the Fall of 2013. One is in memory of Paul Nigra, former Executive Director of Lexington, and the other is in memory of Dr. Hadley “Stretch” DePuy, former President of Fulton-Montgomery Community College.

**Preparations for the College’s 50th Anniversary**

Preparations for the FM 50th Anniversary are underway. Some key activities that are being planned include hosting renowned author Richard Russo, an Alumni Weekend, and a Charter Ball and Gala. Other activities will take place throughout the year. A memory book reflecting on FM’s history and success will be published through the assistance of the Leader Herald.

**Creating a Residential Campus**

With 288 beds online at FM, the Transformation Committee worked to create a residential campus environment. This year with the addition of expanded campus housing and Raiders Cove, we were able to offer students a comprehensive activities program in the evening. This committee took a broad look at what we could offer on campus to both commuter and residential students. We offered evening programming, both social and educational, at Raiders Cove, Books & Bytes, and other venues. The programming to create a living and learning environment on campus has been successfully expanded. The creation of Student Activities Recreation Assistants positions was very helpful in expanding these offerings under the direction of the Student Activities Office.

**Expanded Housing**

FM’s expanded housing opened this year with a waiting list of students anxious to live on our campus. The past summer the Fultont College Association doubled the number of beds available for students as they move to our area to study at FM. With the addition of two new residence life personnel, additional
public safety, and added maintenance staff, the student living experience has been greatly enhanced this year. In fact, there are more students returning to live at Campus View than ever in the past.

**Radiologic Technology**

FM’s Radiologic Technology Program was accredited by American Registry of Radiologic Technologists. We are especially proud that our program was accredited for the maximum number of years allowable (eight years); rare for a first-time accreditation.

**Employee Recognition**

This year FM launched its new employee recognition awards. At this year’s Founders’ Day employees were selected to receive the Futures Matter Award, the Innovation Award, and the President’s Award.

**Founders Day**

Founders Day took a very different approach this year. Rather than the traditional offering of professional development opportunities on campus, FM provided opportunities for our faculty and staff to volunteer their time in the community at a number of not-for-profit organizations. While a late snow storm covered the ground, it did not dampen our spirit to give back to our community.

**New Hires**

As always, having high quality faculty and staff are a very important part of FM’s success and growth. The following folks joined our FM Campus this year.

**College**

Danielle Auspelmyer, Principal Clerk, Registrar
Gary Benton, Custodial Worker
Jessica Boylan, Senior Typist, Academic Dean’s Office
Renee Carter, Principal Clerk, Riverfront
Kathy Deal, Principal Clerk, Admissions
Andrea Palerino, Instructor, Nursing
Laurie Lazinski, Instructor, Chemistry
John Roth, Campus Activities Assistant
Meghan Power, Campus Activities Assistant
Michelle Sardella, Secretary to the Vice President, Administration and Finance
Andrea Scribner, Education and Career Planning Specialist

**Fulmont College Association**

Audrey Eggleston, Assistant Director of Residence Life, FCA
Daniel Kollar, Maintenance Helper, FCA
Nicoy Pusey, Assistant Director of Residence Life, FCA
Early Admission

The Early Admission Program experienced a significant increase in participation this year increasing from 52 students in 2011-12 to 98 students in 2012-13. The College hosted an achievement ceremony for the Early Admission students and their families at the end of the semester that was very well attended.

Partnerships

FM announced a partnership with SUNY Cobleskill for a Bachelor’s in Business Administration. It is the hope of our two institutions that students will be able to complete their BBA on our FM campus through this partnership.

SUNY Business Plan Competition

Two FM student teams won the Regional Business Plan Competition held at SUNY IT. Our students were the only community college students in the competition and were moved on to the Statewide Competition. This was truly a terrific accomplishment for our students and the faculty who worked with them.

New York State Engineering Technology Association Conference

FM hosted the NYSETA Conference this year which consists of engineering and technology teachers from across the state. Many of our faculty participated in the conference and demonstrated why FM is a leader in this area.

Evans Library Electronic Services

FM’s Evan’s Library faculty and staff continue to innovate the services provided to our students and faculty. This year was the addition of the iPad mobile cart for instruction. This program brings iPads to the classroom and teaches students how to use these mobile devices and applications (yes, there’s an app for that) for academic purposes.

Again, we may not have identified every accomplishment for the year. However, with these as examples, you can see that once again, we have a lot of which to be proud here at FM.

Congratulations on another successful year!