



**Operations Committee
Annual Report 2019-20
UFS Summer Planning Meeting 2020**

Committee Charge

The Committee shall generate relevant reports and recommendations for the University and its institutions concerning: the development and administration of budgets, strategic planning, and operations; matters related to libraries, educational technology, and forms of instructional delivery; and, personnel policies, as they pertain to budget, operations, diversity, equity, affirmative action and delivery of a high-quality SUNY education.

2019-20 Committee Members:

Chair: Lori Hoepner, Downstate Health Sciences University
Members: Sherie Boyce, Morrisville State College
Dan Hanessian, Purchase College
Mark McBride, SUNY System Administration
Heather Maldonado, Buffalo State
Mark Meirowitz, Maritime College
Kevin Moriarty, Stony Brook University
Katrina Pearl, Cobleskill
Josh Sager, SUNY System Administration
David Vitt, Farmingdale State College
Di Yu, Purchase College

Committee Goals for 2019-20:

1. Completed Goals:
 - a. *Resolution: Support for SUNY Negotiations for a Fair and Reasonable Contract with Elsevier* presented with the Graduate Programs and Research Committee was passed at the Fall 2019 Plenary (New Business from Executive Committee).
 - b. Composition of Administration review to explore changes over time at SUNY campuses and issue report (Old Business from 2017-18 from Executive Committee; Old Business from 2018-2019 Operations Committee); began Phase Two (Local Titles) data collection.
 - c. *Resolution to Institute 360 Review Practices for SUNY's M/C Employees* drafted (New Business from Operations Committee).
 - d. Explored SUNY Federal/State financial aid reimbursement disparities (New Business from Executive Committee); initial request for action was determined to be beyond the scope of the Operations committee mission and removed from 2019-20 agenda.
 - e. Investigated feasibility of writing student retention rates white paper/best practices overview (New Business from Executive Committee); initial request for action was

determined to be beyond the scope of the Operations committee mission and removed from 2019-20 agenda.

- f. Interprofessional Education CID follow up reports (Old Business from Operations Committee 2018-20) determined to be closed business.
- g. Discussions about SUNY Open Educational Resources (OER) determined to be closed business.

2. Goals In-Progress for Completion:

- a. Composition of Administration Phase Two (Local Titles) report will be moved to the 2020-2021 Operations Committee action items list (Old Business from 2017-18 from Executive Committee; Old Business from 2018-2019 Operations Committee).
- b. *Resolution to Institute 360 Review Practices for SUNY's M/C Employees* will be finalized and presented in coordination with the Governance Committee (New Business from Operations Committee).
- c. Coordinate with the Governance Committee to generate a *Best Practices Report for Search Committee Formation* for searches at the Assistant Dean level and above within Academic Affairs and in VP titles outside Academic Affairs (New Business from Operations Committee).
- d. Continue efforts to conduct a SUNY-specific study on costs of administration (distinguishing between M/C positions, UUP director/chair/professional ones, and other position types), as well as overall ratios of spending on administration/instruction across SUNY.

3. Outstanding Goals Requiring Action:

- a. Composition of Administration Phase Three (Demographic) report will be moved to the 2020-2021 Operations Committee action items list (Old Business from 2017-18 from Executive Committee; Old Business from 2018-2019 Operations Committee).

Committee meeting dates (include type of meeting):

The committee met in person at the 2019 Fall Planning Meeting (9/12-9/13/2019) and conducted five conference calls throughout the academic year on 11/1/19, 12/6/18, 2/7/20, 3/6/20, and 4/3/20.

Committee accomplishments since previous UFS Plenary:

- Committee action items have been delayed due to COVID-19 pandemic.

Anticipated upcoming actions for 2020-21:

- Explore standardized campus procedures related to emergency response planning, specifically as it pertains to the COVID-19 pandemic. Possibly including and not necessarily limited to:
 - Campus closures
 - Use of online pedagogy
 - Faculty and staff professional support and training