



UPSTATE

MEDICAL UNIVERSITY
OFFICE OF THE PRESIDENT

SUNY UPSTATE MEDICAL UNIVERSITY COUNCIL
Wednesday, October 26, 2022
MINUTES OF REGULAR MEETING

On October 26, 2022 a regular meeting of the SUNY Upstate Medical University Council was held virtually using ZOOM videoconferencing. The following members were present:

Council Members

James E. Sparkes, Esq., Upstate Medical University Council Interim Chair

*Eric Allyn

Calvin Corridors

Diane Dwire

Linda Ervin

John B. Johnson, Jr.

Gwyn Mannion

Samuel Rowser

*Nicholas Brennan, Student Representative

Mantosh Dewan, M.D., Upstate Medical University President

Erin E. Peters, Executive Assistant to the President, Administrative Support to the Council

* denotes absentees/excused

Invited Guest

Kerry Greene-Donnelly, MBA, RT, Faculty Representative

Patricia Numann, M.D., Alumni Representative

Eric Smith, CPA, MBA, Senior Vice President for Finance and Administration

Linda Veit, M.P.H., Interim Chief of Staff

Sarah Trapani, MHA, Project Manager, Office of the President

I. Welcome and Call to Order

The meeting was called to order at 12:03 PM by Council Chair, James E. Sparkes, who welcomed the group and began the meeting.

Erin Peters was designated Recording Secretary of the meeting and conducted a roll call, whereupon Chair Sparkes confirmed that a quorum of the Council was present. Council Member Gwyn Mannion agreed to serve as Secretary of the Meeting.

II Approval of Minutes from the Council Meeting of June 21, 2022

A copy of the Minutes of the Council Meeting conducted remotely on June 21, 2022 having been earlier provided to each Council Member, Chair Sparkes asked if there were any comments or requests for changes to the minutes and, there being none, the Chair requested a motion to approve June 21, 2022 Minutes. The motion was made by Council Member Dwire and seconded by Council Member Ervin. There being no further discussion a vote was called, after which the Secretary of the meeting announced unanimous approval of the June 21, 2022 Council Minutes.

It was noted by chair Sparkes that Council minutes from each meeting are to be Upstate Public.

III. Council Report

Chair Sparkes introduced and Welcomed Ms. Kerry Greene Donnelly, newly appointed Chair of the Faculty Council and faculty representative to the Council.

Chair Sparkes requested council members consider joining the Community Relations Committee of the Council Committee. Members will formalize a mission statement and define objectives for the Committee in the interest of raising the Council Profile and purpose within the community served by Upstate and discern further means by which the Council could support the Upstate Medical University Mission. The Committee will report its progress at each regular meeting of the Council. Mr. Sparkes stressed the importance of the committee and that participation is consistent with the statutory obligation of each SUNY Council member. Chair Sparkes asked that those interested reach out to him for further discussion.

Chair Sparkes then requested and encouraged more support from the Council for the student food pantry and thanked those who have supported the mission of the food pantry. Mr. Sparkes noted that food insecurity continues to be present and donations of supplies, food, and monetary are greatly appreciated.

IV. Upstate Strategic Plan

Linda Veit, AVP for Community Relations and Interim Chief of Staff and Sarah Trapani, Office of the President Project Manager were introduced to the Council and provide a short presentation and update on the revised and updated Upstate Strategic Plan. Linda provided a brief overview of the history of the Strategic Plan launched in 2017. The new plan presented by Linda contains two primary university wide strategic goals, these are “Excellence” and “Access” and six strategic priorities that funnel up to the strategic goals. There are:

1. Improve quality and enhance patient, staff, and student experience;
2. Enhance innovation;
3. Improve efficiency, sustainability, and fiscal responsibility;
4. Increase diversity, equity, access and inclusion;

5. Grow programs and community partnerships; and
6. Optimize technology, facilities and support services

The strategic goals and priorities are measures of things we are already doing and are intended to enable everyone (depts, offices, groups, people) to work toward their own initiatives based on the strategic goals and six priorities.

Linda and Sarah worked with and received input from various leadership groups (UEC, HOLT, Clinical Operations, USG, Faculty Governance) for approval of the current strategic plan. Linda brought the plan forward to the Council with a request for input. Comments can be directed to Linda Veit (veitl@upstate.edu) and Sarah Trapani (trapanis@upstate.edu).

Linda shared that a dashboard will be developed for measuring the goals and priorities for the institution. The dashboard is currently in draft form and her staff is collecting data from each department that will be included in the dashboard.

Finally, Linda shared that the projected rollout of the final Strategic Plan will be January 1, 2023. Linda and Sarah will be speaking with Dr. Dewan to determine a rollout plan likely to be at the State of the University Address, or a standalone event. Council members will be invited to attend.

Chair Sparkes inquired if the Crouse merger will have an impact on the plan and will we be asking for Crouse input? Linda shared that, at this time, we were told by anti-trust advisors that we could not ask for Crouse input or collaboration at this time.

VII. Upstate Medical University President's Report

Dr. Dewan requested that the meeting adjourn to Executive Session for the President's Report and Finance Report to discuss confidential and personnel matters of the University and real estate transactional matters, the public disclosure of which could substantially affect Upstate.

VIII. Executive Session

A motion was made by Chair Sparkes to adjourn to Executive Session under authority of New York Public Officers Law (Open Meetings Law) Sections 105(1) and 108(3), for the purpose of discussing confidential matters pertinent to the acquisition, lease or sale of real property. The motion was seconded by Council Member Mannion and, there being no further discussion, a voice vote was called and taken. The Secretary of the Meeting announced that the motion carried by unanimous approval, and the Council adjourned the Public Meeting and entered into Executive Session at 12:27 PM

A motion was made by Chair Sparkes to conclude Executive Session at 1:29 PM., and return to the Regular Session of the Council Meeting of October 26, 2022. The motion was seconded by Council Member Ervin and, there being no further discussion, a voice vote was called. The Secretary of the Meeting announced that the motion carried by unanimous approval and the Council returned to Regular Session at 1:30 PM.

IX. Events/Old Business/New Business/Next Council Meeting

Open Discussion – None

Old Business – None

New Business – ACT information from this year's meeting will be sent to the Council by Chair Sparkes.

Next Council Meeting – Wednesday, December 14, 2022 at 2 PM hybrid – in person and virtually via ZOOM video conference.

X. Adjournment

It being determined that there was no further old or new business before the Council, a motion was made by Chair Sparkes to adjourn the meeting. The motion was seconded by Council Member Dwire and, there being no further discussion, a voice vote was called and taken. The Secretary of the Meeting announced that the action was unanimously approved, and the meeting was adjourned at 1:32 PM.

Minutes Approved:

James E. Sparkes, Esq.

Interim Chair, Upstate Medical University Council