

## Cabinet Summary February 1, 2022

Excused: Stephanie

### Teams/Yammer revisit

- MJ provided an update on Teams and other apps use.
- Consider inviting MJ and IT to a near future Administrators' meeting

### Previous meeting summary – Jill

- Randy will include messaging re: return to work expectation beginning March 1.

### May 2022 Commencement

- Stick with original planned date: May 13. **Jill will communicate to the Events team.**
- RSVP/ticketed event
- Other considerations:
  - Faculty/staff optional – but RSVP
  - Regalia
  - Faculty part of processional
  - Reserved seating for faculty in the front and recognized by Randy in his remarks.
  - How to line up that many graduates (check with local HS's to see how they do it)

### Out-of-state Employees

- Crystal provided an update on out of state employees and tax implications.
- Additionally, it creates significant challenges for payroll.
- D'Arcangelo is going to create a document explaining employee implications that HR can utilize and provide to out-of-state employees.

### Student lunches

- Continue to hold off on scheduling this semester.
- **Randy will ask Gloria to check with Sandy Cummings on students for the podcast.**

### Values moments

- Jill – Vin's talent in problem solving complex technical processes and patience with staff who are involved and loaded with multiple questions.

### Other

- Jill – has observed an uptick in smoking on campus.
- Alen – attending a SUNY micro-credentials meeting.
- Franca – Utica campus street signs look great! RFP for shuttle bus: in the past 44k/year (1200 students at peak), currently not providing a shuttle and running a taxi service for about 9 students; RFP resulted in 76k/year. **Franca will have additional conversation with SSAs and other key stakeholders about putting it on pause for a year.** Dennis will continue to provide taxi arrangements. **Franca will continue to explore future options.**
- Randy – community leadership positions call to employees.