

**Executive Council  
Minutes  
Thursday, January 5, 2023  
Wales 107 Conference room – 9:30 a.m.  
College Vision: Learning today, transforming tomorrow.**

**SUNY Broome Mission: SUNY Broome Community College supports all members of the learning community by creating access to inclusive, diverse educational experiences. Success is achieved through the provision of innovative academics, transformative student support, and meaningful civic and community engagement.**

Institutional Values: **INQUIRY, RESPECT, INTEGRITY, TRUST, EQUITY**

**Members Present:** Dr. Kevin Drumm, Dr. Carol Ross-Scott, Dr. Penny Haynes, Laura Hodel, Michael Sullivan, Jesse Wells, Diana Lenzo

**Student Success**

The Enrollment Newsletter was distributed. Enrollment is still up but declining from the previous week. SUNY's open application has helped to increase inquiries. These numbers represent 90% of applicants compared to Spring 2022. Outreach is ongoing via email, calls, and texts to students with reminders to register for the Spring semester.

**Communication**

No issues to discuss.

**Action Items**

**Personnel - approved**

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|--|-----------------|
| ○ PAR 2022-81 Director Admissions                        | Dr. Penny Kelly |
| ○ PAR 2022-82 Senior Staff Asst (Admissions)             | Dr. Penny Kelly |
| ○ PAR 2023-01 Secretary (Advisement)                     | Dr. Penny Kelly |
| ○ PAR 2023-02 Asst Dir Administrative Info Systems (ITS) | Dr. Penny Kelly |

**Policy and Procedures**

No items for review or approval.

**Updates/Information Items**

**Finance and Facilities**

Governor Hochul's State of the State address is on January 10. The state budget comes out on the 3rd Tuesday of Jan or Feb 1.

**Student Development and Diversity Update**

Black history month activities are being planned. SUNY will be holding interviews for the SUNY CDO. The BC Childcare center is down 1 employee. The NYJCAA sanctioned the volleyball team because they participated in a fundraiser, even though NYJCAA was notified. Housing numbers are approximately 200 students for the Spring semester.

**Academic Affairs and Institutional Effectiveness Update**

The winter session started yesterday. Academics are working on collaborations and partnerships with community schools. Department chairs are working on developing year-long schedules to start in fall 2023. There are some ongoing personnel searches and vacancies. The evening/weekend Nursing program will be a year and 18 have been accepted into this year's cohort.

**Human Resources and Student Finance Update**

The Ellucian help desk which handled calls 24/7 during curtailment had an 85% closure rate. There is a meeting with the ACA to discuss Afghan families who want to come to enroll in classes. SUNY has approved certain countries to receive in-state tuition. That information and EAP and other available services will also be passed along.

**Other**

The Presidential search is continuing.

**BU/BAP Discussion**

**The next Executive Council meeting is scheduled for Thursday, January 10, 2023, at 9:00 a.m.  
Wales 107 Conference Room**