

**SUNY Broome Community College
COUNCIL FOR OPERATIONAL ISSUES**

March 30, 2017

W 203B – 9:00 a.m.

Minutes

Attended: Carine Surdey, John Petkash, Tom Jahn, Shelli Cordisco, John Ruck, Marty Guzzi, Larry Allen, Ashley Blackwell, Terri Fadden, Rasheed Mclean, Heather Coggin, Cheryl Smith, Andrea Roma, Chris Kushner, Silvia Briga, Sue George, Howard Streby, Debbie Morello

Alternates: Karan Drum (for Lynn Fedorchak)

Excused: Mike Dunham, Sesime Adanu, Phil Testa, Larry Allen, Tom Reid, Ciara Cable, Scott Kavulich

Guest: Jeff Hatala

- I. Call to Order: 9:05
- II. Establishment of Quorum/ Approval of Alternates: Karan Drum, Guest: Jeff Hatala
- III. Adoption of Agenda: Approved
- IV. Approval of Minutes (3/16): Approved
- V. Chairperson Report/Updates:

A. Shared Governance Chairpersons:

- Announcement for nominations for shared governance will go out today 3/30
 - 15 available representative spots
- Two recipients for Chancellor's Award for Excellence in Adjunct Teaching
 - Marcia Blackburn, Judi Dzuba
- Recognized at Awards & Retirement event in May
- SUNY Voices conference upcoming
 - Assessment of Shared Governance
- American Heart Walk: Deena Price, Erin O'Hara-Leslie (contacts for the event for donation or involvement)
- FCCC Plenary: Thursday-Saturday
- BOT update from SG

B. College Assembly Update:

- Include COI responses

C. Student Assembly Update:

- Grand Opening of the food pantry: April 13th
 - Looking to get more involvement on campus
- Peer to Peer scholarship
- Student Assembly Conference next week
- Student Concerns:
- ATM Machines on campus
 - Visions will be putting a student run office on campus in the near future.
 - ATM not advised in residence hall

- Financial Aid having to wait up to 5-6 weeks to get refunds.
 - Default rates have improved with scheduled disbursements
 - Achieving Success: Survey information reveals that some students default due to running out of money later in the semester.
 - Possible future proposal to have 2nd year students who meet certain criteria to be eligible to receive financial aid sooner than the three week.
 - Good academic standing, GPA, Accumulation of credits

D. Executive Council Update:

- Budget
- VP CDO replacement talks
- Incubator development

VI. Reports from Committees/Working Groups

A. Technology Committee:

- Technology plan adding Accessibility to their list
 - Online students, Classroom lab
 - Who is the main contact or compliance officer
 - Possible Grant money available for ADA compliance plans (John Ruck)
- Printing Open Student Printing on Campus for General Purpose and open computer labs
 - Instructors are having students printing instructional materials on campus instead of purchasing materials: instead of having instructor utilize the copy center
 - Are there copyright issues?
 - Discussion on where this expense goes?
 - Quota per student per semester
 - Currently 500 pages per student (flag)
 - Discussion of payment kiosks to mitigate cost
 - Blackboard option to be read online - if they needed access quickly; instead of being printed.
 - Teaching Resource Lab on utilizing printing on campus and giving alternative options

B. Distance Learning Steering Committee:

- Accessibility and content of online course
 - For Fall Semester
- Vendors demonstrating remote proctoring of tests
- Narrowing options to recommend to faculty
- Must have remote proctoring to be eligible for Middle States compliance
 - Why is this required? Example - Accreditation of Nursing programs - not able to take tests that are not proctored

C. CPAC:

- Bids for Carnegie opened this week
- Mechanical building moving forward
- Student Services area abated, repairing the windows

- VII. Old Business
 - A. Shared Governance Nominations
- VIII. New Business
 - A. AHA Heart Walk Promotion
- IX. Adjournment: 9:43

Next Meeting Date: April 13 -- 9:00 -10:30 a.m. W203B