

**Executive Council
Minutes
February 13, 2018**

- Members Present:** Dr. Kevin E. Drumm, Michael Sullivan, Dr. Carol Ross, Dr. Sesime Adanu, Jesse Wells
- Members Absent:** Lynn Fedorchak, Dr. Francis Battisti
- Others in Attendance:** None

1. Student Success

- The Enrollment Planning Weekly Newsletter was distributed and discussed
 - Mr. Wells stated that more Fast Forward will be trickling in

2. Communication

- No New Issues were discussed

3. Housing Update – Dr. Ross

- Dr. Ross reported that the new RD is settling in
- The Spectrum issue is still being worked on and Dr. Ross has a call in to Larry Anderson the attorney for Housing and is waiting for a call back from him
- Dr. Ross will do a white paper on the organizational structure and budget for housing before the next board meeting

4. Assessment/Institutional Effectiveness– Dr. Adanu

- Dr. Adanu reported that they are working on the faculty component of the assessment software and are checking to be sure that all components are the way they should be before it is loaded
 - a. Performance Improvement Plan (PIP)
 - No new issues were discussed

Action Items

1. Personnel Planning

- No personnel needs were discussed

Updates/Information Items

1. Budget – Mr. Sullivan

- Mr. Sullivan sent a memo to Dr. Battisti, who forwarded it to the deans and directors. Mr. Sullivan is attending their meeting tomorrow to further discuss the memo
- An FA negotiations preparation meeting was held yesterday with management and labor counsel. We are well organized and are preparing information for negotiations. We received notice from the FA of their intent to change the contract and are waiting to hear back from them regarding dates for a meeting
 - Dr. Drumm stated that he will speak to the Board of Trustees at the February meeting concerning negotiations

2. Maintenance and Facilities – Mr. Sullivan

- The Calice Building Project is on Budget and on schedule
 - Carnegie Project bids deadline has been extended for a few more days; we will be prepared to see what the pricing is like and this will be taken to the Board of Trustees in February for authorization. Mr. Sullivan is working on funding with SUNY
 - Are working on the women's locker room
 - Are finalizing bids for the doors project
- a. CPAC
- No new issues were discussed

3. Academic Affairs Update – Dr. Battisti

- Dr. Battisti will update the Council at the next meeting

4. Student Development and Diversity Update – Dr. Ross

- Dr. Ross discussed the Mock Disaster Drill that is held on campus and that they will have cadavers participating in the drill this year. Discussion ensued. Dr. Drumm asked that rationale be given for the use of cadavers during this drill
- One of our students, Samuel Pizont, is the recipient of the SUNY Vanguard Award this year
- Dr. Ross discussed holding a Student Recognition event later in the term
- Continuing Education is partnering with Binghamton University for a teen entrepreneur program this summer
 - Dr. Drumm suggested looking into holding a program for college students as well. Dr. Ross will look into this
- Dr. Ross discussed offering a credit course on Space A for non-degree seeking students through Continuing Education and in partnership with Academic Affairs
 - Topics discussed were:
 - Discounted rates for off campus locations
 - Special topic courses
 - Meeting with the deans, Executive Vice President and Chief Academic Officer and Faculty to discuss this idea
 - Dr. Ross will visit the Owego campus and further investigate offering credit courses on Space A

5. Human Resources Update – Ms. Fedorchak

- No new items were discussed

6. Other

- Dr. Ross will be meeting with Binghamton University to work on a solution concerning student underage drinking on the weekends and how to get them home safely after a night out. Binghamton University has a bus that is available for transport until 3 a.m. on the weekends

The Next Executive Council meeting will be held Tuesday, February 20, 2018, in the Wales 107 Conference at 9:30 a.m.