

**Executive Council  
Minutes  
March 27, 2018**

**Members Present:** Dr. Kevin E. Drumm, Dr. Francis Battisti, Michael Sullivan, Dr. Sesime Adanu, Dr. Carol Ross, Lynn Fedorchak, Jesse Wells

**Members Absent:** None

**Others in Attendance:** Dave Ligeikis

1. Dave Ligeikis – Update on Calice Building Project

- Mr. Ligeikis reported that the concrete is being poured for the floor with thermal heating in the connector
- There are still 9 x 9 tiles in the Calice building that were not removed when the others were removed. The plan was to just cover them with new flooring. During construction in the building the tiles have cracked and broken. Mr. Ligeikis recommends removing the remaining tiles in the building. The cost of removal is more than \$25,000 and will need F&F approval. Asbestos abatement needs to be done as well. Mr. Ligeikis will contact the Board Subcommittee to notify them of this development
- The power switch over for Calice will impact all the buildings on campus. Mr. Ligeikis asked for approval to have the power to the entire campus and the network shut down from 7 p.m. to 7a.m. on April 4<sup>th</sup>. The Wales and Public Safety buildings will be supplied power by a portable diesel generator for the duration of the work. Also during the power outage there will not be any network (all computers will be down), voicemail, wireless, Z: drives, O: drive, CSR's, or any other apps or programs remotely accessible through the campus. This includes the entire campus, offices, labs, etc. Anything accessed through the network will be inaccessible for the entire campus during the power outage
  - Approved
- Mr. Ligeikis discussed postponing work that is to be done in the Old Science Building and the Student Services Building until the Master Plan is finalized. The Master Plan Presentation by Passero is planned to go to the Board of Trustees at the May meeting

2. Student Success

- The Enrollment Planning Weekly Newsletter was distributed and discussed
  - Mr. Wells reported that we have 543 students registered

3. Communication

- No new issues were discussed

4. Housing Update – Dr. Ross

- 5 students are staying in housing for spring break
- We have not heard from Spectrum yet
- Dr. Ross is meeting with the Student Village residents tomorrow night
- Dr. Ross discussed an issue with students who apply for housing and are not able to get into MyCollege if they have not have taken the placement test. She stated that if you have applied and are accepted you should have access to MyCollege
  - Mr. Wells will confirm with IT what the issue is with this

5. Assessment/Institutional Effectiveness– Dr. Adanu

- Dr. Adanu reported that the Institutional Effectiveness and Strategic Plan Committee sent the Values survey out to campus yesterday and we have had close to 100 responses already
- Training was held yesterday with Student Affairs for the new assessment software
- The CESS Survey deadline has been extended to Friday. Dr. Adanu would like to see at least 30% participation
- a. Performance Improvement Plan (PIP)
  - No new issues were discussed

**Action Items**

1. Personnel Planning

- PAR 2017-24 – FT Reg. FT Reg. Assistant Director of Security & Health, Office of Public Safety
  - Approved
- PAR 2017-25 – FT Reg. Assistant Director of Public Safety change to Environmental, Health & Safety Coordinator, Office of Public Safety
  - Approved
- PAR 2017-26 – FT Reg. Campus Peace Officer, Office of Public Safety
  - Approved
- Dr. Drumm discussed sending a card to employees that are out on medical leave. A card is being designed by MARCOM

**Updates/Information Items**

1. Budget – Mr. Sullivan

- Dr. Drumm heard from Donna Lupardo and both the Legislature and the Senate approved the \$100 per FTE

2. Maintenance and Facilities – Mr. Sullivan

- Mr. Sullivan discussed the Carnegie Project stating that there is a lot of activity to get to the revised April closing date
  - a. CPAC
    - No new issues were discussed

### Updates/Information Items Continued

#### 3. Academic Affairs Update – Dr. Battisti

- Dr. Battisti will be sending an announcement to campus concerning the new STEM dean
- An advisor is soon to be imbedded with STEM
- The use of Starfish is expanding; more faculty and advisors are using it
- Dr. Battisti and Dave Ligeikis will be looking at Cooperative Extension for possible space for Health Science classes
- PIF Grants are moving forward
- SUNY has decided on a CRM
- Dr. Battisti will have a full report in two weeks concerning reorganizing Professional Development
- The GLASE conference call is Thursday
- Continue to meet on micro credentialing
- Dr. Battisti is sending academic affairs staff for Middle States training in preparation for our next report
- Dr. Ross asked why we do not teach agriculture business. There is a tremendous need for this type of program. Dr. Battisti stated that they are working on it.

#### 4. Student Development and Diversity Update – Dr. Ross

- Dr. Ross reported that Deb will be meeting with everyone concerning B.U. Graduate Internships
- Dr. Ross will be meeting with students to plan a few events
- Dr. Ross discussed asking author Edwin Black who wrote a book about IBM and the Holocaust (punch clocks and Hitler) to come to campus to speak
- Dr. Ross talked about the fact that information was given out to a friend of the family of an incapacitated student

#### 5. Human Resources Update – Ms. Fedorchak

- No new issues were discussed

#### 6. Other

- Dr. Drumm discussed forming the Anti Bullying Policy Committee. He stated that Ms. Fedorchak and Paige Sedlacek need to be on the Committee and that the Committee needs to be organic in its beginnings.
  - Dr. Adanu suggested asking the Shared Governance groups for member recommendations and give them 1-2 weeks to forward people for the Committee and if they do not have anyone willing to serve then we move forward with forming the Committee.
    - Dr. Drumm agrees with Dr. Adanu that we need a core group that is reasonably representative
  - Discussion was held concerning policies that are stalled and not moving forward

**The Next Executive Council meeting will be held Tuesday, April 3, 2018, in the Wales 107 Conference at 9:30 a.m.**