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Executive Council
Minutes
April 10, 2019

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

Members Absent:
Others in Attendance: Elisabeth Stewart, Dr. Patrick Allala

1. Student Success – Deep Dive follow up – Elisabeth Stewart and Dr. Patrick Allala

    - Dr. Allala presented the focus group results. There were 14 students in attendance. This group participated in looking at pull/strength factors, retention factors and repulsive factors of attending SUNY Broome. All participants were Student Village residents. Pull factors were divided into 3 areas – Academics, Social and Residential. Some strengths were the Academic programs offered and student housing. Stand out weaknesses were financial aid refund timing, too expensive textbooks and the cafeteria.
    - Subject areas discussed included campus activities for students.
    - Dr. Allala presented the Focus Group's recommendations on Financial Aid refunds, cafeteria and meal plans, on-campus activities, book voucher and Campus festivals.
    - Elisabeth Stewart presented the proposed May 20-21 SUNY Broome onboarding days in NYC at the SUNY Welcome Center.
    - There may be issues of students applying and housing shortages.
    - More schools are choosing to have in-house placements days and are asking for mini SUNY Broome fairs.
    - The Instant Acceptance program will be discussed at the Superintendent Meeting April 24, 2019. UE is concerned about FERBA violations with regard to the information needed to accept students.

2. Communication

    - No issues for communication.

3. Assessment/Institutional Effectiveness– Dr. Adanu

    - The Self-Study draft went out last Friday
    - The Agenda for the MISCHE Liaison visit was emailed out to the campus.

Action Items

1. Personnel Planning
    - PAR 2019-35 Academic Advisor – approved
    - PAR 2019-37 Technical Assistant - approved
    - PAR 2019-38 Staff Assistant - approved

Updates/Information Items

1. Budget – Mr. Sullivan

    - The proposed budget will be submitted for approval by the BOT on April 25.
    - With the 6% FTE decline, it is expected that there will be section reductions.
    - There will be a 2.45% decrease in the proposed 19-20 budget.

2. Maintenance and Facilities – Mr. Sullivan

   - The Capital Improvement Projects (CIP) will also be submitted for approval and includes quite a listing of projects budgeted over a 5 year period. The first year would be the Decker building renovations or Nursing, and some roofs.

3. Student Development and Diversity Update – Dr. Ross-Scott
   - Dr. Ross-Scott will be drafting a measles statement as students will be going on Spring Break.
   - There is a Transportation meeting on May 2nd
   - There will be a webinar on Prodigy on April 17
   - Dr. Ross-Scott will develop a civility statement to be sent throughout the campus regarding the Binghamton Shooting

4. Academic Affairs Update – Dr. Battisti

   - Dr. Battisti attended a BPS Advisory board committee meeting
   - There will be on-going tours of culinary
   - He is hosting an Academic Coffee house titled What's new SUNY Broome?
   - Friday, May 4th will be a meeting of his reading group
   - Undergraduate research programs and global studies would like to move forward with proposed programming
   - Dr. Battisti recently met with incoming VPAA Haynes and outlined what was going on at the campus
   - SUNY Broome will be a sponsor for LUMA that will be held in the Fall
   - Dr. Battisti stated the staff office relocations have started
   - There will be a CEA meeting on April 29th to review data collected
   - Dr. Battisti will be attending a Strategic Alliance conference
   - There will be a meeting to discuss a proposal to have a collaborative agreement with a presence in Ghana.

5. Human Resources Update – Ms. Fedorchak

   - The Anti-Bullying task force met whit week. HR and Security sat in on the meeting

6. Other

The Next Executive Council meeting will be held Wednesday, April 18, 2019 in the Wales 107 Conference at 12:30 p.m.