

**Executive Council
Minutes
Tuesday, January 5, 2021
Via Zoom -10:00 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, Lynn Fedorchak, Michael Sullivan, Jesse Wells, Dr. Kim McLain, Diana Lenzo
Others Present: Nick Brey

EMMO Update

Active cases in the county have increased to 1035. Testing is being conducted in the Health Services office for employees. No appointment is needed. New CDC quarantine guidelines have decreased from 14 to 10 days. These guidelines has been adopted by Broome County and the college will incorporate that too.

Student Success

The enrollment newsletter was distributed. Enrollment is hovering around 17 ½% down overall. This coming week is final registration week. There will be fully remote services available and limited in person walk in options in the Ice Center in order to limit traffic on campus. The Ice center will be set up with computers and support staff to help students complete the registration process. Marketing about the event should include social distancing and wearing a mask.

Communication

No items for discussion.

Action Items

Personnel - approved

PAR 2020-162 FT Adjunct (Dental Hygiene)

Policy and Procedures

Items Pending Review/Edits

GO1001 College Governance/Presidential Authority- this policy will be sent to Legal for further review.

Updates/Information Items

Institutional Effectiveness

The self-study draft continues to be revised and the required Covid supplement is in process. The new Assistant Dean who will oversee the TRC and Prof Development, Dr. Malmberg, started her position and will be looking at different ways to leverage distance learning funds. The SUNY Restart dashboard data has the county back in High Status, with surrounding towns having substantial increases in cases.

Finance and Facilities

Mr. Sullivan commended VPAA Haynes on meeting the goals for the winter term schedule through section management. He is hoping for a successful spring term. Mr. Sullivan commented that Health Sciences enrollment is up and only represents 30% of enrollment. The other 3 divisions represent 70% of enrollment.

Finance is working through the new Federal stimulus funding proposals. There are significant resources available for the Higher Ed side and a significant amount on the institutional side. Finance will be looking for more guidance from the Dept. of Ed, NYS Governor, and the Fed. Another major factor is the Governor's proposed budget which should be out in the next few weeks.

Student Development and Diversity Update

Dr. Ross-Scott reported there was a leak in the bookstore over the break but it is being addressed. She is working on the Housing Budget. The budgeted amount of students is 200 residents. There are currently 171 assigned with 30 students pending. She is asking the intervention specialist to reach out to new prospective students and current students. Dr. Ross-Scott received a call from a local Broome County about a new outdoor ice skate rink open and would the college be interested in renting ice skates. She will reach out to C. Novitsky.

Academic Affairs Update

Dr. Haynes is working on the Spring Schedule and section management. Advising is reaching out to all potential continuing students to find out why they did not register or to get them registered for the Spring term. The SUNY CAO's will meet the new SUNY Provost today.

Human Resources Update

Ms. Fedorchak reported the United Way Campaign runs through Jan 8th.

Other

No other issues to discuss.

**The Next Executive Council meeting is scheduled for Thursday, January 7, 2021
Via Zoom at 11:00 a.m.**