

**Executive Council  
Minutes  
Tuesday, January 25, 2022  
Wales 107 Conference room – 1:00 p.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, Dr. Kim McLain, Diana Lenzo

**Others Present:** Nick Brey

**EMMO Update**

Mr. Brey reported he is working on two challenges right now. The SUNY system is having an issue allowing uploads of booster information. The second is the non-compliant students report as this information and numbers of non-compliant students will change as their eligibility will change. Students have 30 days to be compliant. Another challenge is notifying them. Messaging is going out that this is SUNY and NYS mandated, not the college.

**Student Success**

The Enrollment Newsletter was distributed. Enrollment numbers dropped from last week to 9.2% total enrolled or 10.42% total FTE.

**Communication**

No items for discussion

**Action Items**

**Personnel - approved**

- |   |                  |
|---|------------------|
| ○ PAR 2022-07 FT Adjunct Med Assit & Health Science | Dr. Penny Haynes |
| ○ PAR 2022-08 FT Adjunct Comm & Media Arts          | Dr. Penny Haynes |
| ○ PAR 2022-09 FT Adjunct Business Program           | Dr. Penny Haynes |
| ○ PAR 2022-10 FT Adjunct Nursing                    | Dr. Penny Haynes |

**Policy and Procedures**

No items for review or approval.

**Updates/Information Items**

**Institutional Effectiveness**

Dr. McLain reported that 3 out of 4 IPED winter surveys have been completed and submitted and these are almost ready to be submitted to IPEDS. The EIT advisory committee met to address plans for the spring semester and to also complete the SUNY annual report

**Finance and Facilities**

No update since last week and yesterday's college assembly

### **Student Development and Diversity Update**

Dr. Ross-Scott and the Housing director asked if the Student Village can remain open over the spring and Thanksgiving breaks. Dr. Drumm is okay with that. They would be on their own for food and maybe a nominal charge so it doesn't encourage students to stay here just because they don't want to go home. Today is the campus nurse's last day. There has been 1 applicant for this position. There are 8-9 inactive student clubs. Balances will be moved to the general fund. Student Activities are ramping up. The DOS Search committee is convening.

### **Academic Affairs Update**

Approximately 84.9% of students re-registered from the fall to spring semester. The Advising department is now fully staffed and excited to be back. NY times called to talk about the community college culinary projects. M. Stamets made a connection with the local Wegmans manager who was a Broome graduate. He is trying to push healthy food preparation for the health care area as well. One culinary student will be going to National Culinary Competition in Las Vegas for Chef of the Year representing SUNY Broome.

### **Human Resources Update**

Human Resources is working on semester start-up challenges. Feb 10-11, 2022 are ESPA and FA negotiations, respectively.

### **Other**

**The next Executive Council meeting is scheduled for Tuesday, February 1, 2022, at 9:30 a.m.  
Wales 107 Conference Room**