

**Executive Council
Minutes
Tuesday, April 26, 2022
Wales 107 Conference room -9:30 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

FEMA is extended through June 2022. The campus safety monitor meeting is canceled. There are no new updates. Currently, the college is requiring unvaccinated to test weekly, masks are mandated in medical areas on campus, and unvaccinated must wear masks. Mr. Brey asked the Executive to analyze these protocols for the summer and reassess them.

Student Success

There was a slight 2.9% drop in enrollment compared to the previous week. This may have been due to the storm last week and the end of the spring break. Applications are up by 145. There is a strong showing from other counties, exclusive of NYC. There have been 72 new housing applications over the past weeks. The Admissions team attended a large virtual fair in India. There were approximately 3500 students in attendance. Many are looking at coming to the US to study. Many did not have any idea about Community Colleges. SUNY Broome is planning on attending as many of these international virtual fairs as possible.

Communication

No issues for discussion.

Action Items

Personnel - approved

- PAR 2022-20 Associate Professor to Assistant Professor – Nursing
- PAR 2022-21 Associate Professor to Assistant Professor – Nursing
- PAR 2022-22 Senior Staff Assistant – Admissions

Policy and Procedures

- SS8004 Animal(s) Policy – updated but pending SG feedback
- SS8004.1 Animals(s) Procedure – pending feedback

- AA4007 Standards for Academic Progress Policy
 - This has been to legal and CAI for review. Executive Council approved moving this forward to the Board for approval.

Updates/Information Items

Institutional Effectiveness

Dr. McLain reported that progress continues on the SEM and is working very closely with the chairs of the 2 work groups. The Liberal Arts AS external visit was yesterday and it went very well. The review team was very positive about the program. Distance Learning will have tables at the Open House this week and will be streaming cooking classes from the CEC and also simulating a Hyflex learning platform. The LMS migration

plans continue on schedule. The Broome Zoom will have an update on the migration and plans for the pilot which will start about the end of May. There are 50 interested faculty, this represents about 200 courses.

Finance and Facilities

Mr. Sullivan did not have much to report. Finance is working on a detailed sustainability report which will be presented to EC, College Assembly, and subsequently the Board.

Student Development and Diversity Update

There is a mechanical bull ride (Hunger is no Bull) event to raise awareness about student hunger. There is a Drag show on May 6 at 7:30 p.m. Graduation day is photo day, rehearsal and ceremony at 7:30 p.m. VPs should be in line at 6:45 p.m. RSVP please to the graduation committee. PROTOCOL, made possible with HEERF Funding, is ready to go live.

Academic Affairs Update

Dr. Haynes is monitoring the fall schedule. Registrations dropped significantly last week. Advising is pushing to get students registered before students leave. Additional information was submitted for the CEC Liquor license. There are 90 applicants for the CEC program but only 4 students registered. Mr. Stamets will be working with Admissions and SLATE to reach out to students. SUNY is offering leadership training for Chairs on May 23, 2022. It is a Virtual event and at least ½ of the chairs are registered.

Human Resources Update

Human Resources is working on finalizing the GUILD contract for signature and navigating year-end processes.

Other

No other issues.

**The next Executive Council meeting is scheduled for Tuesday, May 4, 2022, at 1:00 p.m.
Wales 107 Conference Room**