

**Executive Council
Minutes
Tuesday, February 8, 2022
Zoom**

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, Lynn Fedorchak, Dr. Penny Haynes, Dr. Kim McLain, Dr. Carol Ross-Scott, Michael Sullivan, Jesse Wells, Kim Perkoski
Others Present: Nick Brey

EMMO Update

- Patch has been developed so we can track booster shots, will be working with IT to get that implemented.
- States are slowly getting rid of mask mandates, thinking it's best to keep mask mandates on campus through the Spring semester if the State and/or County lift the mandate before then.

Student Success

- Down another 1% in enrollment, looks like it was mostly withdrawals during the second week of classes. Larry Allen will be looking at each program to see where we are losing most students.
- Up another 50 new applications – mostly out of county students.
- There are 300 new applications for Fast Forward – currently have 600 registered students.
- Fall 2022 enrollment numbers show we are losing local students. Admissions has 25 high school events planned so hoping that will increase local enrollment.

Communication

None

Action Items

Personnel

None

Policy and Procedures

None

Updates/Information Items

Institutional Effectiveness – Dr. Kim McLain

- Submitted the last round of IPEDS surveys.
- Meeting with Chairs of Shared Governance to discuss plans for the SG Restructure Work Group. The group will be researching other institutions' Shared Governance structures and information.
- LMS migration – in cohort 2. SUNY is working on the final details for Bright Space, will know more this week. Training for instructional designers will be in April and then we will move forward with the pilot.
- Fast Facts are completed and will send to the group for review.

Finance and Facilities – Michael Sullivan

- Working on the development of the 2022-23 College Budget. A draft review will happen next week and then be presented at the March Finance & Facilities and Board of Trustee meetings.
- Updating the 5-year Sustainability Plan, and will be presented along with the 22-23 College Budget
- Working on delinquent Capital Projects and will be doing preliminary design and cost estimates this fiscal year so projects can start next fiscal year. The VPs met last week and will have a plan within the next couple of weeks.

Student Development and Diversity Update – Dr. Carol Ross-Scott

- Given the okay to start using the HEERF funding in the counseling area.
- The New Director of Student Activities, Dr. Nick Wagner, is settling in nicely.
- COLAA Expo is on Thursday
- Currently at 214 students in the Village.
- Prepping enrollment and outreach strategies for next year and will be meeting with Admissions this afternoon

Academic Affairs Update – Dr. Penny Haynes

- Empire State will be moving into the Business Building very soon
- CPO training with EAB for Chairs is today
- Gen Ed information is coming soon, will be presenting information during the Broome Zoom on Tuesday morning
- Frank Sobey will be presenting 7-1-7 information on Friday, February 18

Human Resources Update – Lynn Fedorchak

- Continuing work on the IRS required ACA process
- 1095C's will be mailed out within the next couple of weeks
- FA negotiations are scheduled for Thursday, ESPA negotiations are scheduled for Friday

Other

None