

SUNY Broome Community College
COUNCIL FOR OPERATIONAL ISSUES

March 16, 2017

W 203B – 9:00 a.m.

Minutes

Attended: Mike Dunham, Carine Surdey, Shelli Cordisco, John Ruck, Marty Guzzi, Larry Allen, Ashley Blackwell, Lynn Fedorchak, Terri Fadden, Rasheed Mclean, Cheryl Smith, Chris Kushner, Tom Reid, Silvia Briga, Ciara Cable, Howard Streby, Scott Kavulich, Debbie Morello

Alternates: None

Excused: Sesime Adanu, John Petkash, Tom Jahn, Phil Testa, Heather Coggin, Andrea Roma, Sue George

- I. Call to Order
- II. Establishment of Quorum/ Approval of Alternates - No Alternates
- III. Adoption of Agenda - approved
- IV. Approval of Minutes (3/2) - Change of date of nomination announcement to 2/29
- V. Chairperson Report/Updates
 - A. Shared Governance Chairpersons:
 - i. Talked about upcoming elections
 - ii. Meeting Friday 3/17 Elections Committee
 - a) COI Positions - Full time non instructional faculty, instructional, at large, adjunct faculty
 - B. College Assembly Update:
 - i. Talked about Provost Cartwright - Improvement Plan
 - ii. Applied Learning & Achieving Success
 - a) Mentoring School for Starfish
 - iii. Budget
 - C. Student Assembly Update:
 - i. No Update - Rasheed McLean
 - D. Executive Council Update:
 - i. Talked about impending storm & dealing with the situation
 - ii. Provost Cartwright & Improvement Plan
 - a) Science - How to include it. STEM program at SUNY Broome
 - b) Seems like a natural theme to include in our plan
 - c) Theme: "The Science of Success"
 - d) COI - notes given to the provost and noted that our work was commended
 - iii. Candidates to replace Debbie Morello
 - a) Rescheduled candidates visit to campus due to storm
 - iv. Budget- Sully
 - a) Spending
 - b) Personnel

- c) Moral of having to do more with less and the impact on faculty & staff
 - v. CEA - Greenhouse project; Commercialization of the things we teach (how to make and sell products) Entrepreneurial component;
 - vi. Incubator: Open April 3rd;
 - a) Binghamton's formal opening on April 18th
 - b) Dr. Drumm will speak
 - c) Meeting every two weeks develop planning
 - vii. HR-Lynn
 - a) Affordable Care Act tax forms have gone out
 - b) Wellness challenge - Proposed date change due to campus being closed due to storm
 - c) Different format this year - No teams now Individual goal tracking for Weight Loss, Steps, Exercise

VI. Reports from Committees/Working Groups

E. Technology Committee

F. Distance Learning Steering Committee:

- i. Review remote proctoring vendors at meeting on 3/29
- ii. Four vendors through SUNY Vendors Planning to meet

G. CPAC:

- i. Phil Testa - not present
- ii. COI - Thanks maintenance for the great job for their hard work clearing the snow during the storm; They brought food down to the student village; Public Safety working with the county and emergency services to keep things running and safe.

H. Shared Governance Website Workgroup:

- i. Website is up and old information has been archived
- ii. Take a look at the new site and make any suggestions to Carine

VII. Old Business

I. Elevator Key for the Science Building:

- i. Marcom has designed sign for the elevator
- ii. Carine will place it in the Old Science Building

J. Desk Size Update:

- i. Desk size in class room - too small – This has been brought to COI in the past and there is a plan in place.
- ii. Complaint came through that there is not enough room for books and taking notes at the same time
- iii. Phil Testa - Noted that as budget allows, a couple larger desks will be purchased and added to rooms
- iv. John Ruck – the issue is that larger desks will impact capacity for classrooms

K. Shared Governance Nominations:

- i. See above

VIII. New Business: N/A

IX. Adjournment - 9:23

Next Meeting Date: March 30 -- 9:00 -10:30 a.m. W203B