

**Executive Council
Agenda
Tuesday, March 24, 2020
W107 Conference Room – 11:00 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, Jesse Wells, Dr. Kim McLain, Diana Lenzo
Via Zoom: Lynn Fedorchak, Dani Berchtold, Michael Sullivan
Others Present: Joe O'Connor (Public Safety Director)

COVID-19 Discussion

EMMO Update

An exclusive EOC email address will be established and sent out this afternoon. The EMMO is now coordinating all resources available or needed on campus. We can also reach out directly to our County EOC to get any resources we need from the county.

The EMMO would like to know what the communication should be to the public that we are open but are not encouraging people to come onto campus and most employees are working remotely. Mr. Wells referenced Herkimer college that is communicating that everything is closed except what is essential for students. Mr. Wells reported that the admissions staff is very uncomfortable at the prospect of having the general public come in. Mr. Wells commented that this will be a time for a major calling effort for recruitment and retention.

Buildings have been cleaned and locked down. If employees need to access a building, they need to contact Public Safety. If people are using their master key to get in, maintenance has to go back in and clean the whole office. Dr. Drumm does not want to close the library down as this may be the only place students have to be online for their courses.

Dr. Haynes and Mr. Wells will work on getting cellphones for Admission employees with unlimited access to start calling students and get them registered for the fall. She will reach out the IT to get a currently registered student list.

Student Success

Communication

The Counseling department is planning on sending out stress relief and nutritional items to the campus. The swarm now has a hashtag for students to upload photos. Students are being reminded to go the resource page.

Assessment/Institutional Effectiveness

Middle States Update

Dr. McLain reported that Friday, March 27, working groups 1-4 are presenting to the steering committee (virtually)

Strategic Plan Update

Dr. McLain has reached out to all the deans for a point person to enter information in Nuventive.

Action Items

Personnel

Nothing

Policy and Procedures

Nothing to review or approve

Updates/Information Items

Budget/Maintenance and Facilities Update

Nothing new to report

Student Development and Diversity Update

- There are 24 residents in the Student Village.
- The Cadets move in next week. Broome County tests the cadets every day.
- American Dining continues to delivery food to the residents.
- There are several engaging items for students to participate in (virtual tours, esports)
- Student Assembly is developing a special election module

Academic Affairs Update

Human Resources Update

SUNY is reporting that campuses are essential. Dr. Drumm stated that if employees do not want to be here, they will have start using their sick and vacation time.

Other

It is suggested to hold off on Graduation until the Fall. The Graduation committee will look into different options available

**The Next Executive Council meeting is scheduled Wednesday March 25, 2020
in the Wales 107 Conference Room at 11:00 a.m.**