

**Executive Council  
Minutes  
June 4, 2013**

Members Present: Dr. Kevin E. Drumm, Debbie Morello, Dr. Francis Battisti, Paige Sedlacek, Cathy Williams, Jason Zbock, Jesse Wells

Members Absent: Regina Losinger

1. Student Success

- Mr. Zbock distributed the Enrollment Planning Weekly Newsletter
- Dr. Drumm thanked Ms. Morello and Dr. Kelli Ligeikis for taking the lead on the SUNY 2020 Challenge Grant Program, "Retooling the Southern Tier" and the joint submission with Alfred State, Corning Community College and Jamestown Community College. BCC was awarded \$3 million dollar which will be used to upgrade equipment and reconfigure spaces to mirror a manufacturing work environment and also create a simulated clean room
  - Mr. Zbock stated that this may be a room naming opportunity for a possible donor
- Dr. Battisti discussed that CommuniKey a Binghamton based, student membership program founded in 2011 by recent Binghamton University graduates and life-long area residents, is interested in providing their membership card for \$10 to students. The card provides discounts at 60 Binghamton businesses. CommuniKey is interested in co-sponsoring an event with BCC and will be at orientation

2. Communication

- Dr. Drumm asked for information for an internal spam concerning the SUNY 2020 Grant Program
  - Mr. Wells has a draft press release and will get the information to Dr. Drumm
- Ms. Losinger reported that the ESPA contract is settled and the next step is for it to be ratified by the union
- Ms. Morello stated that buses from New York City have been visiting campus

3. Branding

- Mr. Wells distributed two sample logos from the Symbolic Company for the Council to review. Discussion was held.
  - It was decided that Mr. Wells will ask Symbolic to modify the logo with the hornet wearing a mortar board and with a less angry look on the hornet's face
    - The logo sample will be brought back to Executive Council for approval and to the Board of Trustees at the June 27<sup>th</sup> meeting
- Dr. Drumm discussed creating a new seal for the College which will be part of the conversation for next year
  - Dr. Drumm stated that Dr. Battisti can chair the Seal Committee for the new elegant design. The committee will include Shared Governance, Faculty, Staff and Students

## Action Items

### 1. Personnel Planning

- Dr. Battisti presented and asked for approval for the following Continuing Full-Time Adjunct Position PARS
  - Engineering, Science & Physics, Steven Goozovat
    - Approved
  - Business Information Technologies, Rhonda West
    - Approved
  - Foreign Language, Speech, ESL, Margaret Lake
    - Approved
  - Performing Arts, Paul Sweeny
    - Approved
  - Fine & Media Arts, Timothy Skinner
    - Approved
  - Teacher Ed/Early Childhood, Christine Webb
    - Approved
  - History, Philosophy & Social Science, Paul St. Clair
    - Approved
  - Psychology & Human Services, Jeff VanSyckle
    - Approved
  - Nursing, Jacqueline Rutherford
    - Approved
  - Nursing, Kimberly Ligas
    - Approved
- Dr. Drumm discussed that he does not want to hire full-time adjuncts and prefers to hire TAPS (Temporary Assistant Professors)
  - Ms. Losinger stated that TAPs have been a subject of discussion at both FA labor management and negotiations, but that an agreement has not yet been reached
  - Dr. Drumm replied that the Faculty Association President has stated that this issue will be a top priority for the union in the fall
  - The TAP Alternative will be evaluated 2014-15
- Ms. Losinger presented and asked for approval to create a Tech Assistant IIA (H) temporary position in Academic Support to cover the release time workload for release time given to the Faculty Association President
  - Approved
    - Ms. Morello reported that they are interviewing finalists for the Director of Sponsored Programs position

## Updates/Information Items

### 1. Reorganization

- Dr. Drumm stated that the reorganization announcement will be going out July 1<sup>st</sup> and asked that an announcement be created for him to review

### 2. Budget

- Ms. Losinger asked when the County will vote on the BCC budget and asked Ms. O'Day to contact the County for the date and time

### 3. Maintenance and Facilities

- Ms. Williams discussed a process to request funds from the Foundation for campus projects
  - Dr. Drumm stated that only the members of Executive Council should be requesting funds from the Foundation for projects
  - Ms. Williams will bring a draft process to the Council members for them to review

### 4. Implementing Transportation and Drop/Add Fee

- This will be revisited at the next meeting

### 5. Assessment/Institutional Effectiveness – Jason Zbock

- Mr. Zbock reported that the SUNY Survey on Shared Services is due next week and all 64 campuses are participating

### 6. Strategic Plan

- Mr. Zbock distributed the Strategic Plan to Council members and asked that they read the plan and be prepared to discuss it at the next meeting

### 7. Housing Update

- Ms. Morello stated that she had a good meeting with Binghamton University and B.U. is willing to assist with BCC housing in any way
- Mr. Zbock stated that when the Housing Director is hired he/she should meet with Shared Governance
- Ms. Williams stated that she needs revised billing from the College
  - Ms. Morello will schedule a conference call with Tom Cullinan, Ms. Williams, Jeanette Tillotson to discuss the billing
- Ms. Williams stated that she has cancelled her trip to SUNYCAUD and will be here for the closing
- Dr. Drumm asked for a list of the people who are serving on the search committee for the Housing Director and suggested that John Nicolich serve on the committee
  - Ms. Morello will provide Dr. Drumm with the list

## **Updates/Information Items Continued**

### **8. Grievances**

- No new issues were discussed

### **9. Academic Affairs Update – Dr. Battisti**

- There have been some changes in Chairs
- Academic Affairs will be working on team building
- Larry Truillo will be working on SUNY Works for more co-ops
- Michael Kinney will head a Creative Problem Solving Team which will include off campus people as well as on campus people. The team will focus on marketing as well as other issues

### **10. Foundation Update – Cathy Williams**

- Ms. Williams reported that the Foundation has applied for the Truman Foundation Waverly money transfer to Owego
- The Hoyt Foundation will be meeting in June to consider the last \$250,000 for the Wales renovation
- The Student Housing invitations will be sent out today and people are being asked to rsvp to the Foundation.
  - Ms. Williams stated that the Foundation will take charge of the event except for the program and Dr. Drumm's remarks

### **11. Other**

- Mr. Zbock distributed Enrollment Projections for SUNY
  - Mr. Zbock will meet with the vice presidents to discuss this further
- Mr. Zbock discussed adding approval of the Executive Council minutes to the agenda
- Dr. Battisti discussed creating a central calendar plan for the year for campus events. He suggested that a calendar be created for each of the following areas; athletics, processing and organization
  - Dr. Battisti suggested that Michelle Perricone organize the calendars
    - Ms. Losinger will speak to Ms. Perricone regarding this

**The Next Executive Council meeting will be held Tuesday, June 11, 2013 in the Wales 107 Conference Room at 9 a.m.**