

SUNY Broome College Assembly Minutes of the December 12, 2022 Meeting
Darwin R. Wales Center Room 203B and via Zoom

College Vision: Learning today, transforming tomorrow.

College 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.

Values: INQUIRY, RESPECT, INTEGRITY, TRUST, EQUITY

Voting members present: Danielle Williams (for Ethan Roselle), Randy Campbell, Karyn Moyer, Lisa Antalek, Jeffrey Anderson, Andrew Haggerty, Brittney Richardson, Samantha Smith, Melissa Martin, Valerie Carnegie, Chris Novitski, Kimberly McLain and Erin Marulli.

Non-voting members present: Kevin Drumm, Penny Kelly, Carol Ross-Scott, Michael Sullivan and Penny DeFavero.

Members absent: Kristen Bensen-Hause, Julie Lakin, Stephanie Albitz, Jason Smith, and Robert Lofthouse

Guests present: Stephanie Malmberg, Mary Donnelly, Michael Stamets, Gian Roma, Marquis Bennett, J.J. Smiff, Diana Lenzo, Danielle Britton and Alejandro Chaverria.

- Call to order: Erin called the meeting to order at 3:02 PM. Danielle Williams was present as alternate for Ethan Roselle.

Brittney moved to approve the agenda and Randy seconded; there were no objections. Brittney moved to approve the November 28th meeting minutes and Randy seconded. There were no objections.

- CA Report: Erin reported that she has sent out the calendar invite for spring College Assembly.

- SA Report: Danielle gave an update on Student Assembly activity and some events. Alejandro will discuss the convocation resolution during old business.

- COI Report: Brittney reported that Chancellors Awards for students is open and due January 23, 2023 - the links are there.

Over Thanksgiving there was a power outage on campus. The servers and phones are on generators, but Dave is brainstorming on other critical locations that need power during an outage. Suggestions/notes can go to Brittney or to Dave.

An issue was submitted to COI on space reservations and the reservation system. Some recommendations to vote on are coming to COI this week.

- CAI Report: Andrew reported that CAI approved a motion that was sent from SA to CA to CAI; and CAI approved that.

We're working with SA on a request about the Diversity Equity and Inclusiveness initiative and some questions from students; will be working with Scot Corley from the task force on diversity, equity and inclusion, and to come up with a survey to students, to get the student perspective for assessment of attitudes towards this instruction. Not assessment in the usual sense, but assessment of attitudes. Next semester is a good starting point.

Thanks to Dr Drumm for speaking at CAI about the negotiations with SUNY Binghamton

- President's Report: Dr. Drumm reported that there are no updates on the potential integration strategy with SUNY Binghamton.

We are in the process of acquiring the Boland land up above the campus; no firm plan at the moment but the family is selling it. The land is up behind the gazebo and the Board and County thought it a good investment for the future. There are some potential ideas on development. It's a relatively small investment; as colleges go we don't have a lot of land.

Happy Holidays; Merry Christmas Happy Hanukah and curtailment.

- VPAFA Report: Michael reported the budget forecast to be the same as what has been submitted. There will be a more accurate projection in spring – will have a better update around the end of January.

Progressing with external audit with Bonadio for FY 21-22.

Going to the board for consideration this week is the \$375,000 capital improvement plan for IT. This is for the core buildings' network servers, software, wireless upgrades, computer replacement and other improvements to be implemented. The first thing is the board approval.

Utility space is volatile; we've spent several months getting quotes from vendors for dormitories; we're locking in fixed rates for electric and gas (these are volatile markets) so we will have some idea of our costs.

Capital projects process has commenced again; the requests should be done about mid-February for renovations, repairs or new construction greater than \$100,000.

Submit requests to Finance Office in January, and then in February the list is submitted to the County to approve by the following April (2024). Then the designs are put out to bid; construction, etcetera starts after the approval process. For the 23-24 fiscal year

operating budget, Larry will send out instructions on or about February 1st and these are due mid-February and then submitted to the board.
Have a restful holiday and curtailment.

- VPAA Report: Dr. Kelly reported that registration seems to be going really well with students; early but slowing down slightly. Thanks for encouraging them to register. BPS was concerned as they were lagging a little bit and worked with advising and threw events together to get the rate back up. 73% is the lowest rate of eligible students that are re-registered. Continue to encourage students to register; whatever you can do to get them in.

Advising is doing a super good job. The chairs and faculty are as well; seems to be everyone is pulling together.

New students we don't have past tracking on this, but it's right around 40%. Will be working on outreach. Thanks for your efforts.

The chairs are scheduling for fall and winter and spring for a year-long schedule so students can plan; that's working well in other colleges.

Engineering Science and Engineering Tech had an event with guidance counselors and some employers; there were three companies and faculty. It was the best event some had ever seen.

BrightSpace deadline was yesterday; hopefully everyone has requested their course shells. Instructional designers have done a really good job, so thanks to them and to Stephanie and Carine. The transition seems to be going well for a heavy lift.

Gen Ed was talking to SUNY people last week and we're really doing well; as far as comparing ourselves to other colleges we've moved along quickly. We have another year for the AAS and AOS.

Dr. Drumm, Jesse and myself met with BU on BAP about potentially increasing the number of students. BAP students would like more face to face courses.

Christine and the Bio faculty are developing an articulation agreement for the pharmacy school and it's close at this point – that will be a big plus.

Meeting with academic leadership and the chairs on budget requests; it will be a good process. There will be lots of asks for things that we really need.

Kim and I attended the Middle States conference in Philadelphia. There were 1300 people and lots of conversations on micro-credentials and financial – hinging on stress, shared services and integration at a lot of campuses.

Middle States is revising their standards and the presidents will vote in mid-January. Moving away from the mid-point review because of the annual institutional update.

- VPSD/CDO Report: Dr. Ross-Scott reported that the Chancellors' Awards were announced for student excellence. MARCOM will bring it up on the BUZZ and HQ every couple of weeks - while on curtailment people will forget about it.

We submitted two students from LA and General Studies for the PTK All American.

This is a high stress time for student; please reach out to wellness center and counseling.

The diversity task force is having good conversations: reviewing goals and strategic diversity initiatives.

Thanks to all who participated in the giving of the toys.

Happy holidays, Happy Kwanzaa, Happy Hanukah and Merry Christmas.

- FCCC Report: Mary had no report. There is a Zoom plenary January 8th and there will be a report after that.

- Old Business:

The restructuring workgroup has a survey going out Friday for campus feedback. Please fill out – send to everyone you know. It's open until Jan 23rd.

Student Assembly resolution to convocation committee: A resolution was passed for equal representation for students on the committee – went to the committee, went to CA, and then sent to CAI who endorsed the resolution. It was then sent back to convocation committee and sent here. Andrew had conversation with the convocation committee; Alejandro had a conversation with Gian.

No conclusions have been reached.

This week will look at the issue between convocation committee and student assembly. Convocation committee is invited to come to SA meeting to continue the conversation. It's not the Manhattan project but we'll see what happens. It's a \$3500 budget line item and the committee was told they couldn't use it

Appreciate these groups coming forward and we will try to work this out

CAI has endorsed the resolution; SA and convocation committee will talk to each other

Open CA positions are listed on the agenda.

- New Business:

SPARK is January 18th with a snow date of January 20th. Faculty led and BOCES led with local businesses, from 9-1. Faculty members can still sign up and volunteers are needed – free lunch by G Bop.

Also thanks to Nick Wagner and the students of the theater club: they put on four shows and raised money and lots of faculty members came.

Need volunteers for the committee for the Chancellors' Awards for teaching and professional service – need both students and faculty.

There being no further business, the meeting was adjourned at 3:20 PM.

The next meeting is Monday, January 23, 2023 at 3:00 PM.

Respectfully submitted,
Penny DelFavero
College Assembly Secretary