

**Executive Council
Minutes
Tuesday, January 10, 2023
Wales 107 Conference room – 9:00 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, Michael Sullivan, Jesse Wells, Diana Lenzo

Members Absent: Laura Hodel

Student Success

The Enrollment Newsletter was distributed. Enrollment continues to decline but is still positive and above last year's numbers. There has been a strong push for all the students who applied but didn't continue with the registration process to come to the Admissions walk-in and complete their applications.

Communication

No items for discussion.

Action Items

Personnel

No items for approval.

Policy and Procedures

No items for review or approval.

Updates/Information Items

Finance and Facilities

Any capital projects over 100K are due Friday to M. Chiao. These will go to the board in February and then to the county for approval. Operating budget 2023-2024 instructions will be going out on Feb 1 to departments. Finance should have an updated monthly forecast for the Jan BoT meeting hard look now that the spring enrollment numbers are final. updating the sustainability plan's financial aspects and projected budgets will be updated based on last year's actuals. The state budget will be out next week or by February 1.

Student Development and Diversity Update

There are 223 students in housing with 61 in financial danger. Room assignments will occur until after the drop/add date. The Finance and housing departments are following up with the students. Student Activities has approximately \$18,000 allocated to inactive student clubs. Director Wagner is working with Student Assembly to determine what to do with this money. The department had Civitas training with E. Marulli. Dr. Ross-Scott attended a coaching session for the BU Public Health Advisory Board. Dr. Ross-Scott would like to take student-athletes to the B.U. female athletic reception. Student Affairs and Academics need to work together on the AI Chat - GPT chat as this may develop into plagiarizing and student conduct issues.

Academic Affairs and Institutional Effectiveness Update

Faculty and Staff return next week. Faculty Staff Assembly is on Thursday. The SPARK event is next Wednesday, with a snow day on Friday. Dean Martey-Ochola visited Amphenol. They and Raymond are desperate for employees and want to partner more with the college. There will be discussions on hosting events at those locations. The Everglades group returns Saturday.

Human Resources and Student Finance Update

Ms. Hodel was excused.

Other

The PowerPoint for the International Pandemic Conference on January 25 needs to be reviewed.

Dr. Drumm suggested the STEM department work with Chen Forks MS and HS robotics clubs. There may be service learning opportunities or to help build a STEM pipeline.

- **BU/BAP Discussion** - BU and Broome are developing logistics for reaching out to the next group of potential BAP students.

**The next Executive Council meeting is scheduled for Tuesday, January 17, 2023, at 9:30 a.m.
Wales 107 Conference Room**