

**Executive Council
Minutes
Tuesday, March 29, 2022
Wales 107 Conference room -9:30 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, Lynn Fedorchak, Michael Sullivan, Dr. Kim McLain, Diana Lenzo
Members Excused: Jesse Wells
Others Present: Nick Brey

EMMO Update

Mr. Brey reported the SUNY campus safety monitor or meetings were cut to 2 weeks instead of weekly. Our SUNY contact was asked to clarify graduation masking requirements. If it is on campus, students need to be vaccinated. If not on campus, then follow the regulations of that venue. We will be following the Arena guidelines. SUNY most recently hinted that testing will remain for those unvaccinated. Mr. Brey has asked for clarification. According to SUNY, it is up to our discretion, what the college has been doing is adequate. Mr. Brey would like to drop testing to 1 day a week and only be mandatory for unvaccinated staff and students. Testing would be optional for vaccinated people. Dr. Ross-Scott is concerned about the county being in the high-risk category. The numbers have not changed nor is it causing any concern to reinstate masking.

Student Success

The Enrollment newsletter was distributed. Mr. Wells was excused from the meeting. No update was available.

Communication

No items for discussion.

Action Items

Personnel - approved

PAR 2022-18 Assistant Professor – Business Programs

Policy and Procedures – approved

- AA4006 Academic Code Policy. EC approved this to move to the April BOT for approval.
- AA4006.1 Change of Program Procedure –revised. Dr. Haynes will forward it to Legal for review. EC approved if no issues from Legal.
- AA4006.2 Academic Grievance- this revised procedure was vetted by Shared Governance and Legal. Executive Council approved this revised procedure.

Summer 2022 Term Deregistration Date – Executive Council approved Wednesday, May 11, 2022, as the de-registration date.

Updates/Information Items

Institutional Effectiveness

There may be some training materials for the LMS Migration available in April. Dr. McLain attended a SUNY Strategic Enrollment management meeting. A consultant reviewed the college's STEM goals and asked if could be used as an example for other schools.

Finance and Facilities

The BOT approved the proposed budget and 5-year capital plan. Both were presented to SG/CA yesterday. An update to Sustainability Plan is being finalized. The monthly narrative and budget forecast are being updated. Dr. Haynes and Mr. Sullivan are working on a PowerPoint for the county meeting on Friday, April 1. Reference documents will be ready to be included. After the county meeting, the budget goes to our April board for approval. Mr. Sullivan expects a more comprehensive sustainability plan to be forthcoming.

Student Development and Diversity Update

There have been some bias incidents occurring on campus. There is a need to discuss Emergency Aid requests. Health Science students are submitting requests for licensing study materials. This does not meet the criteria of emergency funds. Dr. Ross-Scott will be meeting with the committee to see how these students can be supported. This weekend is the 1st early season track meet at SUNY Geneseo.

Academic Affairs Update

Dr. Haynes is working to get the spring schedule to a manageable level. Drafts have been submitted and will be reviewed with the Registrar and Deans this week. Student advisors are working very hard to get students to register for fall before the end of the spring semester. Mr. Stamets was a judge at the PROSTAR Invitational at the CIA in Poughkeepsie. The BCC Foundation offered a scholarship to the winner if they attend SUNY Broome. He will be doing several other judging events and getting exposure for the CEC program. Several community groups are having events at the CEC. Students will be participating in the STIR May 1 event. CE non-credit culinary course offerings are filling up.

Human Resources Update

The department is finalizing IPED reports and addressing daily HR issues. There are FA negotiations today.

Other

Community Colleges of Appalachia conference - June 6-8, 2022 Asheville NC

Retirement Dinner - May 11, 2022, to be held at the CEC

**The next Executive Council meeting is scheduled for Tuesday, April 5, 2022, at 9:30 a.m.
Wales 107 Conference Room**