

**Executive Council  
Minutes  
Tuesday, April 25, 2023  
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 Kelly, Laura Hodel, Michael Sullivan, Jesse Wells, Diana Lenzo

**Student Success**

The Enrollment Newsletter was distributed. Enrollment numbers are still positive for Fall 2023. New applications are up by 759. There have been 21 students from the new BAP B2B initiative. BU sent out another 80 student B2B invitations. They have sent out 260 invitations for the BAP. BU is collaborating with SUNY Broome on webinars for invited students.

**Communication**

No items for discussion.

**Action Items**

**Personnel - approved**

- PAR 2023-35 FT Adjunct Hist, Phil & Soc Science
- PAR 2023-41 Instructor to Assistant Professor – Health Studies

**Policy and Procedures**

No items for review or approval.

**Summer Hours**

Edited communication is approved for distribution to the campus.

**Updates/Information Items**

**Finance and Facilities**

The proposed budget booklet will be finalized by Friday and is due no later than Monday to the county. The college has been discussing capital project requests with the county. The F-SA budget review is being finalized in anticipation of the F-SA board meeting next week.

**Student Development and Diversity Update**

The F-SA activities budget is being developed. There were 232 housing students for spring 2023. Currently, there are 42 deposits for the fall. A comparison from last year was requested. Student workers to conduct peer to peer and outreach for incoming students will be employed. J. Wells will send info about demographics. The 2nd chance Prom was last Friday. A childcare room in the BC Center was closed today due to no teachers which has impacted 4 students. There will be a Munch and Lunch with Dr. Ross-Scott – to discuss inclusion. The Student Engagement Recognition is tomorrow. DOS Bennett has applied for a \$75,000 grant to support men of color and has made it through the first interview cut. Old Science Bathroom renovations will impact the Counseling office. An email was received about a eugenics sterilization poster that is part of a faculty world History II class and will be a common-hour discussion. The results of a health services audit identified 404 students without immunization evidence. The college has a procedure in place. Only 2 were deficit of MMR. Health services are setting up a procedure and schedule to notify students about immunizations.

**Academic Affairs and Institutional Effectiveness Update**

The college open house is Saturday. A new director of admissions started yesterday, he came from SUNY Oneonta. BU will be attending the Guidance Counselor breakfast on May 9<sup>th</sup> and available to discuss the BAP, and B2B opportunities. There are two upcoming faculty meetings presenting pathways.

**Human Resources and Student Finance Update**

HR is rolling out an updated process to hire adjunct faculty to the Chairs. Applications will be added to the Interview Exchange and visible to search committees. The onboarding process is being updated for new employees. Student Attendance was due last week. TAP and state aid is planned to be out by next week. Ms. Hodel attended a demo with Safe Colleges for training on Title IX for interviews. The schedule for the final schedule for Presidential search May 2-9 is being finalized. There are currently 121 BAP 1.0 deposits.

**Other**

The agenda and itinerary for Chancellor's visit on April 27, 2023, were distributed.

BU/BAP Discussion

**The next Executive Council meeting is scheduled for Tuesday, May 2, 2023, at 9:30 a.m.  
Wales 107 Conference Room**