

**Executive Council
Minutes
Tuesday, March 15, 2022
Wales 107 Conference room -10:00 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. Penny Haynes, Lynn Fedorchak, Jesse Wells, Dr. Kim McLain, Diana Lenzo
Members Excused: Dr. Carol Ross-Scott, Michael Sullivan
Others Excused: Nick Brey

EMMO Update

There were no updates. Mr. Brey was excused.

Student Success

The Enrollment newsletter was distributed. There was some improvement in spring enrollment numbers. Broome County numbers are softening. Enrollment is doing well in NYC and the outer counties. Instant admit events are increasing but the auto admit events are not increasing. This may be due to the need to have data exchange with the high school or concern about students who don't complete HS or are not ready for college but are auto admitted to BCC.

Communication

Dr. Drumm attended a 75th Anniversary PR Event yesterday with H. Stenger/BU.

Action Items

Personnel - approved

- PAR 2022-14 Senior Staff Assistant (Registrar)
- PAR 2022-13 Senior Recorder-Clerk (Registrar)
- PAR 2022-16 Director of Athletics
- PAR 2022-17 Human Resources Officer

Policy and Procedures - submitted for review to EC. Approval will be on March 29th

- AA4006 Academic Code Policy – new
- AA4006.1 Change of Program Procedure - *revised - already been vetted by SG/CAI and Legal*
- AA4006.2 Academic Grievance- *revised - this has already been vetted by SG/CAI and legal.*

Updates/Information Items

Institutional Effectiveness

Dr. McLain reported that SUNY has almost completed the training materials for COHORT 1 of the Brightspace implementation. There are 5 new faculty who requested to teach Hyflex in the all. Their training will be in the spring and summer. Currently, 18 courses are being developed for the fall. The Hyflex Training courses are of good quality. A Hyflex professional development event was done in the Hyflex format. There was very good feedback on the event.

Finance and Facilities

Michael Sullivan was excused.

Student Development and Diversity Update

Dr. Ross-Scott was excused.

Academic Affairs Update

Dr. Haynes has a meeting to discuss the fall schedule tomorrow. The Deans will review the schedule on Friday. There have been open discussions on the number of sections being offered. Academic Policies are being updated. Dr. Haynes will be at a virtual Middle States Site Visit next week. She will be presenting the Academic Master Plan to the BOT this Thursday and also at next week's Broome Zoom.

Human Resources Update

HR Officer Fedorchak will be retiring on July 30, 2022. FA rescheduled negotiations to March 29, 2022.

Other

No items for discussion.

**The next Executive Council meeting is scheduled for Tuesday, March 22, 2022, at 9:30 a.m.
Wales 107 Conference Room**