

**Executive Council
Minutes
Wednesday, March 15, 2023
Wales 107 Conference room – 1:00 p.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, Wells, Diana Lenzo

Student Success

The Enrollment Newsletter was distributed. Enrollment is positive at .39 and FTE is at .59.

Communication

No items for discussion.

Action Items

Personnel

No items for approval.

Policy and Procedures

- First Review -New AA4009 Library Collection Development Policy - already reviewed by Shared Governance, The Executive Council had no objection and approved it to move this forward to the board for approval at the April board meeting.

Updates/Information Items

Finance and Facilities

A college-wide hiring freeze went into effect this past Monday. This covers all positions and requires a special PAR for any position. L. Allen will send out updated PAR justification forms. This is in response to the proposed governor's budget which has 100% funding for SUNY but with a 20% holdback. (see letter from Larry for wording) The 5-year Sustainability plan will be presented at tomorrow's BOT meeting. The 2023-2024 Budget will be submitted in April.

Student Development and Diversity Update

Student Development has events occurring in March and April. The annual Chopped competition is April 7, A First-Generation lunch is April 11, and Apr 3-7 is Kindness week, conduct issues in the Student village will have more scrutiny when students return from spring break.

Academic Affairs and Institutional Effectiveness Update

The Fall schedule will go live on Monday the 20, registration starts on the 27th. The schedule is 67% face-to-face courses. On-campus seating for BAP students will be reserved. STEM leadership, guidance counselors, and employers met last week. Science Fair was last Friday. The Build Back Better group was touring the campus. Enrollment in STEM is up, there has been a lot of outreach

Human Resources and Student Finance Update

HR is collaborating with F-SA and the employment needs of the childcare center. They will be posting their open positions on the college's website which will hopefully drive more applications. The Annual report to HEERF is due April 1. Auditors still asking for random things for the FY 2021-22 Audit. HR is quite busy with some searches wrapping up.

Other

- Chancellor Visit – March 28, 2023 - 1 p.m.
- BU/BAP Discussion

**The next Executive Council meeting is scheduled for Tuesday, March 21, 2023 at 9:30 p.m.
Wales 107 Conference Room**