

SUNY Broome Community College
Council for Operational Issues

March 2, 2017

W 203B – 9:00 a.m.

Minutes

Attended: Mike Dunham, Carine Surdey, Phil Testa, Larry Allen, Ashley Blackwell, Terri Fadden, Rasheed Mclean, Cheryl Smith, Andrea Roma, Chris Kushner, Silvia Briga, Ciara Cable, Sue George, Tom Reid, Howard Streby, Scott Kavulich, Debbie Morello
Alternates: JoEllen Hartman (for Tom Jahn), Karan Drum (for Lynn Fedorchak)
Excused: John Petkash, John Ruck, Marty Guzzi, Shelli Cordisco, Heather Coggin, Andrea Roma,
Absent: Sesime Adanu

- I. Call to Order- 9:04
 - II. Establishment of Quorum/ Approval of Alternates -
 - III. Adoption of Agenda - no additions
 - IV. Approval of Minutes (2/16) - attendance change - approved
 - V. Chairperson Report/Updates
- A. Shared Governance Chairpersons:
- 1.) met last week talked about upcoming shared governance elections
 - a.) COI - has five elected positions available Full Time non instructional faculty x 2; Full Time instructional faculty; non teaching full time adjunct faculty; At Large
 - b.) Call for volunteer to be on the election committee
 - i.) Responsible for getting the nominations out and review the results of the election for accuracy
 - ii.) Responsible for all three shared governance bodies
 - c.) Time line for the elections - next week or the week after; nomination go out 3/39
- B. College Assembly Update:
- 1.) Talked about the budget; update from Michael Sullivan
 - a.) Sections being cut and the impact that has on the college to reaching a balanced budget
 - b.) Moving forward - Sections being cut and arranged causing confusion for students being placed in alternate classes; they would like to streamline the process and make it more organized.

- 2.) Francis - SUNY provost meeting to discuss the questions that were posted to shared governance in recent weeks.
- C. Student Assembly Update - Rasheed McLean
 - 1.) Red Cross events in Decker. Today
- D. Executive Council Update
 - 1.) Impact of Budget - confusion about enrollment and cutting sections
 - 2.) Communication process - timing of decisions to cut sections
 - 3.) SUNY provost - performance plan CAI concerns about SUNY's involvement in regional development.
 - a.) SUNY is looking for the identity/theme for SUNY Broome
 - i.) I.e "free thinker"
 - ii.) Dr. Drumm will notify the campus ideas for Broome's theme later today

VI. Reports from Committees/Working Groups

- A. Technology Committee
 - 1.) Technology Survey - wait till next meeting for update from John Petkash
- B. Distance Learning Steering Committee
 - 1.) Agreement for Remote Proctoring - looking for vendors to present solutions
 - a.) Developing a rubric for review of vendor options to put forward the best option
 - b.) The cost would be kicked back to the student - however, cost could be covered through financial aid with enough planning (vouchers)
 - i.) Building that into the course syllabus
- C. CPAC
 - 1.) Carnegie Library - Project is out to bid.
 - a.) Historical Tax credits national parks review; decision in the near future
 - b.) 8.9 Million dollars (potential)
 - 2.) MB - will go out to bid in the next coming weeks
 - a.) Add alternates in case the price comes back not favorable
 - b.) May/June 2018
 - c.) Old Science Building - moving from MB
 - i.) Concerns about asbestos - all rooms will be air monitors and tested for safety
 - 3.) Campus Services - Music Department - SUMMER 2017
 - a.) 350 - 466K renovation
 - 4.) Back up transformer purchase
 - a.) Waiting on approval
- D. Shared Governance Website Workgroup

- 1.) Old website is down - new link is up
 - a.) Minutes are accessible
 - b.) Announcement will go out to the campus

VII. Old Business

A. Elevator Key for the Science Building

- 1.) There is a process for this
 - a.) Rey Wojdat & Joe O'Connor - approve placement of a sign next to the elevator
 - b.) Is there a process for putting a sign up on campus -
 - i.) Carine will send an email to MarCom - (Ashley)

B. Event Planning and Scheduling

- 1.) Silvia and events has a plan in progress -
 - a.) Events planning presented ideas
 - b.) Room Reservation process (Marti and Samantha)
 - c.) Next step to go to EC

VIII. New Business

A. Awards and Recognition Dinner Planning

- 1.) Looking for volunteers
- 2.) Silvia is chairing the committee

B. Shared Governance Elections

- 1.) looking for Volunteers

C. Master Plan Strategic Committee Volunteers

- 1.) Dave Ligeikis looking for volunteers to assist in master planning recommendation documents to present to BOT and constituents
 - a.) Phil Testa, Ciara Cable

IX. Adjournment

Next Meeting Date: March 16 -- 9:00 -10:30 a.m. W203