

**Executive Council
Minutes
Wednesday, May 4, 2022
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 Haynes, Lynn Fedorchak, Michael Sullivan, Jesse Wells (via Zoom), Dr. Kim McClain

Others Present: Nick Brey

EMMO Update

Mr. Brey reported that SUNY is requiring 2 shots must be completed before registering for classes. There has been an uptick in campus community cases but no campus-wide spread. All are commuter cases. Summer and fall vaccine deadlines have been posted on the college website.

Student Success

The Enrollment Newsletter was distributed. Enrollment numbers are still down 3.19%. Applications are up but accepts are behind due to extensions of deadlines for Health Sciences Competitive programs. Over 800 people attended the open house on April 30th.

Communication

No items for discussion

Action Items

Personnel - approved

- PAR 2022-26 Instructional Designer TRC
- PAR 2022-27 Assistant Professor – Business Programs

Policy and Procedures

- SS8004 Animal(s) Policy – EC approved to move this forward to the May 26 BOT for approval.
- SS8004.1 Animals(s) Procedure – EC approved the Animal(s) procedure.

Updates/Information Items

Institutional Effectiveness

Monday we had the 1st part of our Pathways Celebration. Faculty presented their redesigned curriculums. May 16 is the next meeting and we will have the rest of our faculty present their redesigned curriculum, along with our Financial Wellness and Onboarding workgroups who will present their recommendations. The SEM plan will be shared on Broome Zoom today at 2 p.m. and the campus will be asked for their feedback in the plan developed to date. Migration plans for cohort 2 continue with a meeting on May 11 with SUNY to kick off our migration with the rest of Cohort 2. Training material is available but not yet released as Global IDS need to be completed at the SUNY Level; all students and faculty will receive global IDs through SUNY.. NYSED spring surveys are complete. A CircleIn survey will be distributed before the end of the semester.

Finance and Facilities

The proposed budget was approved at the May County Legislative meeting. Mr. Sullivan anticipates this going to the full board at the May BOT meeting for approval along with the 2022-2023 tuition and fees

schedule. Finance continues to work on financial information for the Housing refinance. The comprehensive sustainability report will be presented to CA on Monday, May 9th.

Student Development and Diversity Update

The new Dean of Students, Marquis Bennett, started May 2nd. Dr. Nick Wagner is working on student events. The Auxiliary budgets are being completed for 2022-2023. Dr. Ross-Scott reminded everyone to be in the lineup for graduation at 6:45.

Academic Affairs Update

Dr. Haynes reported that 51 students signed up for advising appointments at the Open House last weekend. The SEM's meeting will focus on feedback on tactics. She reported that COI may be sending EC a memo about spring break. A representative from SUNY is meeting with Dr. Snyder about the Mechatronics grants.

Human Resources Update

Human Resources is finalizing the GUILD contract for signature. A mediator has been designated for the FA and College at the end of July. The ESPA group is moving forward with the impasse.

Other

No other items for discussion or update.

**The next Executive Council meeting is scheduled for Tuesday, May 10, 2022, at 9:30 a.m.
Wales 107 Conference Room**