

SUNY Broome Community College

COUNCIL FOR OPERATIONAL ISSUES

September 28, 2017

W 203B – 9:00 a.m.

Minutes

- Attended:** Mike Dunham, Carine Surdey, John Petkash, Thomas Jahn Shelli Cordisco, Dave Ligeikis, John Ruck, Larry Allen, Ashley Blackwell, Scott Schuhert, Cheryl Smith, Chris Kushner, Ciara Cable, Scott Kavulich, Stephanie Malmberg
- Alternates:** Karan Drum (Lynn Fedorchak)
- Absent/Excused:** Sesime Adanu, Sa’Nae Cotman, Marty Guzzi, Andrea Roma, Julianne Klepfer, Jesse Katen, John Richardson, Laura Hodel, Carol Ross, Francis Battisti

I. Call to Order

II. Establishment of Quorum/ Approval of Alternates

Quorum Established – Alternate approved

III. Adoption of Agenda

IV. Approval of Minutes (8/31/17)

Change approved to add Dave Ligeikis to member list of CPAC as Chair

V. Chairperson Report/Updates

- a. Shared Governance Chairpersons
 - Certificates of completion were disbursed
 - John Petkash and Scott Schuhert volunteered to represent COI on SG Assessment Committee

VI. College Assembly Update

- a. Jason Boring - Sends out reminder to attend the Hunger Banquet
 - Free Event - Tickets available see Melissa Martin
- b. Discussion about Sexism on Campus
 - The group wants to start a dialogue about this issue.
 - Workshop proposal from Francis Battisti which could include an Academic Coffeehouse
 - SUNY Broome might look into how other institutions promote dialogue on the issue of sexism on campus
 - Topics include: how we address individuals on campus (only one part of the bigger issue)
 - Denise Abrams - Proposes that Shared Governance could be a leader by example in this arena
 - There needs to be a comfort level and a forum where we can discuss issues of diversity and inclusion and feel safe
 - Topic for Your Voice Matters

VII. Student Assembly Update - N/A

VIII. Executive Council Update - N/A

IX. Reports from Committees/Working Groups

- a. Technology Committee (John Petkash)
 - Call for Tech Fee proposals went out

- b. Distance Learning Steering Committee (Carine Surdey)
 - Remote Proctoring
 - Examity was selected from the 4 vendors SUNY has agreements with
 - Plan to pilot in the Spring Semester
 - Accessibility of content presented online is an ongoing agenda item
- c. CPAC Update (David Ligeikis)
 - CPAC Meeting Schedule
 - Dave Ligeikis wants to compile a projects list before the CPAC meetings are scheduled
 - Carine Surdey - Asks that CPAC schedule be forwarded to her when they finalized
 - Review of current projects:
 - Ruptured sewer pipe is repaired
 - Tennis Court has been repaired and repainted
 - Mechanical Building:
 - Asbestos Abatement in progress
 - Outside of the building, exterior wall demolition will begin in the next coming days
 - Recent complaints about noise level
 - Once excavation is complete the noise level will reduce dramatically
 - Not much else can be done in the interim as not all the excavating can be done after business hours to accommodate noise complaints
 - Verizon on campus:
 - How are these vendors/installation personnel identified on campus? Should there be a “vendor” pass? How can we get them verified and identifiable while they are on campus?
 - John Ruck - States that no one is currently in charge of monitoring these types of visitors on campus?
 - Discussion of Foundation Funded Projects
 - Examples: Turf and Track for athletes
 - Dave would like to give COI a chance to review the list and make any recommendations
 - Carnegie Library Update
 - Moving ahead to comply with National Parks
 - Potentially including an addition to the rear exterior of the building so that the structure maintains in compliance with its historical site preservation which will provide federal funding
 - Addition would add ~ 3 million dollars
 - Addition would house all of the culinary equipment
 - Original building would be used as a potential event space
 - Master Plan
 - AT suggested as future Art & Music building
 - Decision on AT building stalled due to uncertainty about how Carnegie space will be utilized and the unexpected increase in cost
 - Dave would like to bring the Master Plan before COI for input and suggestions
 - Input will dictate how the funding and process will move forward on Campus
 - Plans to present this is slated for November 2017
 - BOT will review the master plan in December 2017

X. Old Business

- a. College Car for College Business Travel Procedure
 - Feedback was sent to Michael Sullivan - N/A
- b. Detailed Maps/Building Directory – Update?
 - Mike Dunham - (EPIC) No update or feedback currently
 - Group is still looking at digitizing the directory before any permanent installation of signage is agreed upon
 - Originally this was brought to COI through Student Assembly

- John Petkash - A fully digitized directory would require the use of a dedicated server
- Scott Schuhert - Asks has there been any discussion about faculty and staff providing a welcoming environment for students.
 - This is not acceptable
 - Motion to forward this to EC
 - Request to send out a campus wide email that asks faculty and staff not to post such notice
 - Carine will draft a letter of the request to be reviewed by COI next meeting.
- c. Streamlined Events Planning Process/Site (Silvia Briga) – Update N/A
- d. Feasibility of Gender-neutral restrooms campus-wide
 - There are plans for one in Mechanical
 - Dave Ligeikis will review the plans to add gender neutral bathrooms to new buildings and Carnegie
- e. COI Bylaws updated and posted from changes made at the last meeting
- f. Assessment of Shared Governance
 - Workgroup formed through College Assembly. Looking for reps from each SG Body to serve.
 - Thank you to Scott Schuhert and John Petkash

XI. New Business

- a. Disabling of Adjunct Network accounts – from “Submit an Issue” webform
 - COI determined that this particular grievance is not an issue for this shared governance body
 - Isolated incident – Not the result of a campus policy
 - This was also sent to CAI
 - John Petkash provided background information and COI discussed
 - John Petkash - IT is on the 8:30 - 5 pm schedule
 - Suggestion that a 24/7 IT support help desk may be needed in the future to accommodate faculty
 - The determination of active vs. inactive accounts is based on audit suggestion
 - This was an isolated incident
 - Ciara Cable - Also mentioned that this complaint came through the webmaster account
 - There is confusion about where faculty can get help with IT support as there is no one stop for faculty “help desk” after hours

XII. Additional Items of Business

XIII. Adjournment - 9:41

Next meeting 10/5/17 at 9:00am