

**Executive Council  
Agenda  
Wednesday, March 25, 2020  
W107 Conference Room – 11:00 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. Carol Ross-Scott, Michael Sullivan, Diana Lenzo  
Via ZOOM Dr. Penny Haynes, Lynn Fedorchak, Dani Berchtold, Jesse Wells, Dr. Kim McLain  
Others Present: Joe O'Connor

**COVID-19 Discussion**  
**EMMO Update**

The EMMO group would like approval of a proposal to prevent building recontamination. Employees with master keys are going into buildings that have been sanitized and closed, causing maintenance to reclean the buildings. They are not going to Public Safety first if they need to get into their office. The EMMO group would like EC (Policy) to approve the lock cores of all buildings that are vacant to be re-cored. There should be no additional cost to the campus as they are in supply. Executive Council approved the proposal. Dr. Drumm would like it shared with COI, CA and CAI and then the campus explaining the safety precautions the campus is taking.

The desk in Wales will have a live stream to the Public Safety desk. The EMMO group will be scaling back their daily meetings to 1-2 meetings per week. Dr. Drumm reported that the Governor is calling for daycare for first responders.

Mr. Wells reported that cellphones will be used to call students for retention and recruitment. Advising is coordinating the message. This is an opportunity for direct outreach and to set up appointments for the students. The phones will be in Friday. There are approximately 3600 applicants that need to be called. The first call will be a good will check in, 2<sup>nd</sup> call a business oriented, and the 3<sup>rd</sup> to connect with non-AB students.

Dr. Haynes asked about moving computers with specific software on it from the Calice Labs to the library. It was reported that the goal is close down the Calice building. Joe will coordinate this will Fermin and Jesse.

**Student Success**

**Communication**

Communication needs to go out about closed buildings and that computers with specialized software will go to the library.

**Assessment/Institutional Effectiveness**

**Middle States and Strategic Plan Update**

Dr. McLain reported she attended the SUNY CAO meeting. Assessment is moving forward per SUNY and MSCHE expectations.

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**Action Items**

**Personnel**

Nothing for approval

**Policy and Procedures**

Nothing for review of approval

**Updates/Information Items**

**Budget**

Mr. Sullivan reminded everyone that part timers will be severed when Supervisors deem there is no more work. HR will reaffirm this.

**Maintenance and Facilities Update**

**Student Development and Diversity Update**

- a. Housing Update
- b. Compliance

**Academic Affairs Update**

**Human Resources Update**

**Other**

Dr. Drumm is now the co-chair of the Southern Tier Regional Economic Development Council.(STREDC)

**The Next Executive Council meeting is scheduled Thursday, March 26, 2020  
in the Wales 107 Conference Room at 11:00 a.m.**