

**COUNCIL FOR OPERATIONAL ISSUES**  
**Minutes for January 26, 2023, Wales 203B and Zoom, 9:00-10:30 a.m.**

**Attendance:** Brittney Richardson, Stephanie Malmberg, Conal Larkin, Rich Griffis, Shelli Reals, Dave Ligeikis, Marie Finelli, Marty Guzzi, Larry Allen, Silvia Briga, Laura Hodel, Colleen Cashman, Tairi Mead, David Zeggert, Deena Price, Howard Streby, Kim McLain, Carol Ross-Scott

**Guest(s):** Marquis Bennett

**Alternate(s):** none

**Absent/Excused:** Jordan Ramsey, Jackie Nichols, Cathy Williams, Lisa Antalek, Susan Wellington

**Call to Order – 9:07 AM**

**Establishment of Quorum / Approval of Alternates:**

**Adoption for Agenda**

- No edits needed
- Motion by Howard, Second by Rich

**Approval of Minutes (Dec. 15, 2022)**

- Motion by Howard, Second by Colleen

**Approval of Minutes (Dec. 1, 2022)**

- Motion by Dave, Second by Marty

## Chairperson Report/Updates

**Shared Governance Chairpersons: Brittney Richardson**

- Need to fill ft non-instructional
- Not much going on at this time

**College Assembly Update**

- Dr. Drumm gave updates on the expansion of the BAP program
  - Fall - looking to increase the numbers by 50
- Boland project update - no current plans
- Michael Sullivan
  - Completing last year's financial audit
  - Comprehensive review of IT operations
  - NYS proposed budget

- Capital projects will be reviewed by the College, then Board in February
- Operational budget will be sent out soon
- Dr. Kelly
  - New hire, Beth Richards, Assistant Dean of Academic Services
  - Mentioned searches going on right now
  - Provided Fast Forward work group update

### **Student Assembly Update**

- Student was not present for the meeting
- Brittney Richardson mentioned
  - SA is down 3 senators, they are looking to fill positions
  - Getting the word out about getting interest in the SG process

### **Executive Council Update**

- Budget instructions will come out soon
- Academic affairs is working with the ACA - support for immigrants in greater numbers
- 1098 forms for students to go out soon
- Title 9 will offer more in-person sessions
- DEI dialogues will be available to campus soon
  - Schedule has gone out in the Buzz/HiveHQ
  - Asked faculty to please share DEI opportunities
- Emergency Aid for students - emergency grants (applications will be reviewed after census)
- Student Chancellor Award deadline is tomorrow - nominations to Nick Wagner
- 232 residents currently in SV
- Athletics - basketball is winding down
- Mentioned BU international Conference for Emergency Preparedness

## **Reports from Committees/Working Groups**

### **Technology Committee: Conal Larkin**

- Tech Committee has not met
- Front Street Sign - have come up with a solution to get one side of the sign working. Will put up a wireless connection between the SV and the sign as a temporary replacement for the deteriorated network cable.

### **Distance Learning Steering Committee: Stephanie Malmberg**

- Group did not meet last semester
- Brightspace - completed cutover.
  - 600 courses converted.
  - 300 development shells were created.
  - 267 faculty staff have completed training.
  - 375 office hours for support.

- 155 completed support tickets last semester.

### **CPAC Update: Dave Ligeikis**

- CPAC has not met yet - will meet next week
- Library roof project completed
- Scanning lab in DH Lab - completed
- Custodial staff worked with Mary Donnelly to reorganize the theater area
- Decker project - architect and construction manager identified. Both in the approval process.
- Old Science building - transition to student union
  - Electrical vehicle garage to be built in
- AT building work will start soon
- SS - will be upgrading and renovating space for Payroll, Finance, HR.
- Fitness court will be installed on the backside of Alumni Drive
- Concrete pad - getting quotes

## **Ongoing Business**

- Submit an Issue #61 - centralized process for reserving spaces and ownership of spaces on campus.
  - Athletics - concerned that they have too many things going on to have their process change.
    - Brittney confirmed that this would be to look at the procedures and the desire to revisit this discussion.
    - Carol recommended that a subcommittee of COI be put together to make a recommendation.
    - Brittney Richardson will send out the recommendation.
  - Everyone was in favor.

## **New Items**

- Nothing submitted

## **Additional Items**

- Athletics - womens and mens basketball games moved to tonight due to weather. Upcoming games at home on Sunday.
- Dave - converting Old Science to a student union

- CJ and Art will be moved out of Old Science.

**Adjournment - Next Meeting February 9, 2023**