

**Executive Council
Thursday, March 12, 2020
Minutes**

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, Dani Berchtold, Michael Sullivan, Jesse Wells, Dr. Kim McLain, Diana Lenzo
Others Present: Joseph O'Connor – Public Safety

Public Safety Chief Joe O'Connor provided a COVID 19 update. The Emergency Management group is meeting and developing the Organizational chart. All departments are currently operating on their own, there is no need for additional resources at this time. Academic courses are moving online. The IT department will be conducting a survey for resources from other departments. Any cancelations of events and communication is going through Jesse Wells. The EMMO has reached out to the VPs for a listing of any campus or student events. The Planning group of Incident Command is developing "what ifs" scenarios. This would include what positions need to be on campus and who can work remotely. They will submit procedures to Executive Council for approval.

Joe reported that there is no guidance from the Department of Health. Tests are taking 24-48 hours to process as there are only 2 central sites for tests. Testing is only conducted if patients have had direct contact with others, acute respiratory disorders, or have traveled to a level 2 or 3 countries. The process is to quarantine those that test positive and those who have traveled to Level 2 or 3 countries. The DOH is asking for precautionary self-quarantine for 14 days from those traveling back. May be reaching out for class lists. Our contact at the DOH will be with Director Mike Bender.

Planning team will be working on Housing scenarios. BU students who may be positive are being sent back to their housing and self-quarantining. If first test is negative, they are still self-quarantining. BU is also looking at area hotels to house "well" students, while keeping "possible" student at campus housing.

Joe reported that the DOH would like to see a single room with private bathroom for quarantine purposes.

Jesse Wells stated calls are being pushed to the COVID 19 links on the webpage. Links will also be added to the Focus, Buzz, and My College. A notice will be sent out daily of what is being added to the website. Answers will be provided to questions of conducting Advising, tutoring and that Learning resources are all open and available.

Dani Berchtold asked to have a webpage of canceled events.

Lynn Fedorchak reported that upcoming preliminary interviews for current position searches will be using Skype. The HR list serve had questions about student workers. Diana Lenzo will forward the information received from Financial Aid regarding Federal Work Students.

**The Next Executive Council meeting is scheduled for Tuesday, March 17, 2020
in the Wales 107 Conference Room at 9:30 a.m.**