

**Executive Council  
Minutes  
Monday, March 22, 2017**

**Members Present:** Dr. Kevin E. Drumm (via phone), Dr. Francis Battisti, Debbie Morello, Michael Sullivan, Jesse Wells, Lynn Fedorchak

**Members Absent:** Sesime Adanu

**Others in Attendance:** None

1. Student Success

- The Enrollment Planning Weekly Newsletter was distributed and discussed

2. Communication

- No communications

3. Housing Update – Ms. Morello

- Ms. Morello reported that other than the routine issues, students are yelling out the windows towards Police officers. Ms. Morello is having Joe O'Connor (PS) to find out if the students are on probation. If they are this will count as Strike 2 and they will be asked to leave.
- A former student was killed this week in a domestic dispute.
- There will be a Housing Board meeting next week.
- Dean Schuhert is working on collecting the summer structural upgrade needs for the Foundation.

4. Assessment/Institutional Effectiveness – Dr. Battisti for Dr. Adanu

- Dr. Battisti and the CAO group meet with Shelli Cordisco to discuss funding for several initiatives like CRM, Student Retention/ Applied Learning and the Incubator, Simulation for Health Sciences, and CEA or system engineering.

**Action Items**

1. Personnel

- No items

**Updates/Information Items**

1. Budget - Mr. Sullivan

- Mr. Sullivan distributed and discussed the 3-Year Payroll Trend & 2016-17 Projection
- Mr. Sullivan met with Dr. Battisti's team today and explained the forecasted budget.

- 2017-2018 Budget instructions went out and are due by March 31, 2017. Payroll targets and requests were sent out last Friday and are also due March 31, 2017, with documentation for justification.
  - Working on getting the Academic section numbers down to 2013/2014 numbers.
2. Maintenance and Facilities Update – Mr. Sullivan
- a. CPAC
- Tax credit dialog has started for Historical and National Parks Service
  - Engagement letters will be forthcoming to Dr. Drumm
  - Mr. Sullivan will present Dr. Drumm with several scenarios for constructions costs and tax credits.
3. Academic Affairs Update – Dr. Battisti
- Fall 2018 Academic sections are 50 less than Fall 2017, and they are working on getting to the 2013/2014 numbers. Dr. Battisti is going to all divisional meetings and discussing the situation.
  - New Articulation with Morrisville for Criminal Justice
  - Sunshine Fund, an Interdivisional Faculty development funds will be led by Karen Goodman
  - In August 2017, there will be an on-campus EOP program.
4. Student and Economic Development Update - Debbie Morello
- Ms. Morello attended the Chamber Tourism Committee and the new marketing plan was revealed. Very Hip and unique.
  - April 18 is the slated opening of the Incubator.
  - Housing Strategies are being developed.
  - Ms. Morello would like to have some people from the college replace her on the committees that she sits on.
  - American Dining is having a Student Appreciation night on April 5th to make up for the missed meal during last week's snow storm. April 11 will have guest chefs from Lampy's and Number 5 providing gourmet meals at cost to the students and public.
  - Ms. Morello and Jan Hertzog are meeting with Jason Garner to provide him with the Workforce Opportunities that SUNY Broome can offer.
5. Human Resources Update - Lynn Fedorchak
- VP SD/CDO candidates will be here Thursday and Friday of this week
  - Wellness Challenge 2017 will be pushed to start March 27 because of the snow storm. It will be an individual challenge instead of a team challenge. Kick off will be March 28<sup>th</sup>.
6. Other

**The Next Executive Council meeting will be held Friday, March 31, 2017 in the Wales 107 Conference Room at 9:30 a.m.**