

**Executive Council
Agenda
Wednesday, March 28, 2023
Wales 107 Conference room – 9:30 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. Penny Kelly, Laura Hodel, Michael Sullivan, Jesse Wells, Diana Lenzo

Members Excused: Dr. Carol Ross-Scott

Student Success

No enrollment newsletter. J. Wells provided some statistics. There was an increase in housing apps, with 75 just in the past week. The new BAP B2B offers are going out tonight digitally. This is for students within a 60-mile radius, regardless of major.

Communication

No items for discussion

Action Items

Personnel

No items for approval

Policy and Procedures

No items for review and approval

Updates/Information Items

Finance and Facilities

The College Audit will be presented at the April Board with no findings and a clean opinion. Finance is developing the 2023-2024 budget with the expectation of needing \$3.8 million in HEERF funding to balance the budget. This will also go to the board in April, and be submitted to the county by May 1. M. Sullivan is updating the multi-year sustainability plan which will also be presented at the April BOT. The housing board budget is being presented at their April meeting. Hiring freeze and clarification and updated PAR forms were distributed to campus key staff. Capital projects were submitted to the county last week.

Student Development and Diversity Update

Dr. Ross-Scott was excused.

Academic Affairs and Institutional Effectiveness Update

M. Hankin of Dental Hygiene did presentations last night from the Ireland trip. M. Stamets will be competing for Chef Educator. J. Wells and Dr. Kelly are going to an EAB enrollment meeting on April 13 in Washington DC.

Human Resources and Student Finance Update

HEERF annual report was submitted. The college helped 2700 students with some sort of financial aid. Ms. Hodel is working with payroll and updating Interview Exchange to show all positions by classification on our website. Interviews will also be able to be uploaded. Ms. Hodel attended an EAB webinar on talent acquisitions with a focus on employee morale, retention, and hiring policies. On the Financial Aid side, Financial Aid will be going to Deposit and Binghamton next week to assist students with scholarship and FAFSA applications. The Ellucian helpline has been set up in anticipation of calls for the B2B program.

Other

Dr. Drumm attended an informal Town Hall meeting with BoT Chair Connerton, Paniccia, and other key stakeholders from Broome County at the Town of Dickinson. Questions and concerns by the neighboring community members were addressed.

- BU/BAP Discussion

**The next Executive Council meeting is scheduled for Tuesday, April 11, 2023 at 9:30 p.m.
Wales 107 Conference Room**