

**Executive Council  
Minutes  
April 11, 2017**

**Members Present:** Dr. Kevin E. Drumm, Dr. Francis Battisti, Debbie Morello, Michael Sullivan, Dr. Sesime Adanu, Lynn Fedorchak, Jesse Wells

**Members Absent:** None

**Others in Attendance:** None

1. Student Success

- The Enrollment Planning Weekly Newsletter was distributed and discussed
- Dr. Drumm discussed free tuition. Colleges will not be able to raise tuition for Excelsior students for five years.
  - Mr. Wells discussed how to market community colleges; focus on student success and retention, articulations and transfers, careers and emphasis on jobs after a two year degree
  - Mr. Wells displayed and discussed the website “Make the Most of Your Free Tuition”
  - Dr. Drumm stated that a conversation is needed with Cathy Williams concerning scholarships
    - Ms. Morello suggested scholarships for room and board
  - Mr. Wells is attending a SEO meeting in Albany today and tomorrow. He is sitting on a panel that will discuss the Gentleman’s Agreement. Now that we have free tuition they want to dissolve it
  - Dr. Drumm asked what this means for online courses and will it increase demand for online courses
    - Dr. Drumm asked is the College can do a 2+2 with Cornell online
      - Dr. Battisti will check on this
  - Dr. Drumm asked the Council to make a list of questions to ask Josh Sager of SUNY

2. Communication

- No new issues were discussed

3. Housing Update – Ms. Morello

- No new issues were discussed

4. Assessment/Institutional Effectiveness – Dr. Adanu

a. Performance Improvement Plan (PIP)

- No new issues were discussed

## Action Items

### 1. Personnel Planning

- Ms. Morello discussed hiring temporary summer help
  - Mr. Wells stated that there is not funding for it and the cost through a temp agency is high
  - Dr. Battisti suggested that we see where the need is
  - Ms. Morello suggested that we build a pool of independent contractors. We would need to speak to the bargaining units concerning this. She discussed possibly hiring them through the FSA
  - Ms. Fedorchak stated that a list of duties and the length of time the person is needed needs to be determined first. Also, if the duties cross bargaining unit lines

## Updates/Information Items

### 1. Budget – Mr. Sullivan

- The five year contract is up for our external auditors and we will be issuing an RFP for this

### 2. Maintenance and Facilities – Mr. Sullivan

#### a. CPAC Update – Mr. Sullivan

- Dr. Drumm stated that there are no handicap doors for the bathrooms in the Library basement or the Wales building and wants this to be placed on the list of “things to do”

### 3. Academic Affairs Update – Dr. Battisti

- We will be going after 9 Performance Based Funding grants
- Dr. Battisti and Ken Mansfield met with Dr. Jim Samels concerning Systems Engineering Program. A May 9<sup>th</sup> focus group with students and local businesses will be held on campus
- The BAP (Binghamton Advantage Program) meeting is scheduled for Friday
- A meeting was held to finalize the academic piece for the CEA (Controlled Environmental Agriculture) Project. Cornell is open to accepting unlimited transfer students
- The Heat Walk was held on campus and the College had 90 people on our team
- Academic Affairs will continue to monitor the fall class schedule
- Achieving Success will begin rolling out their data

### 4. Faculty Staff Assembly (Thursday, August 24<sup>th</sup>) – Dr. Battisti

- Dr. Battisti urged the Council to send him their ideas for the Assembly
- Ms. Fedorchak suggested the theme be “Master the Science of Success”
- Mr. Wells suggested holding breakout workshops for serious campus/SUNY issues

### **Updates/Information Items Continued**

5. Student and Economic Development Update – Ms. Morello

- Ms. Morello noted that there are several exciting programs in the Summer CE Catalog, which is going to print this week. She stated that, while the programs in CE are based on ROI, the department is careful to run all programs above break-even
- Yesterday's tour of the Incubator went well
- Interviews are underway for the Child Care Center position

6. Human Resources Update – Ms. Fedorchak

- The Wellness Committee is working on a program to motivate people to move
  - Dr. Battisti added that doing walking meetings is one way. He has been doing them and found that he gets a lot accomplished by doing this

7. Other

- No new issues were discussed

**The Next Executive Council meeting will be held Thursday, April 20, 2017, in the Wales 107 Conference at 9:30 a.m.**