

**Executive Council
Friday, March 20, 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: Joe O'Connor (Public Safety Director)

EMMO Update

Chief O'Connor announced that Governor Cuomo is shutting down the state. The college needs to take some action on Student Village. There needs to be a message that anyone staying could be in total lockdown if a positive case is reported. The County is limited travel to only work or getting groceries. Restaurants are still essential but will only be open for take-out. Only essential workers of essential business allowed to be at work. Dr. Drumm stated the Chancellor considers SUNY essential.

The EMMO needs to know which offices will be remaining open. Public Safety will have 1 patrol officers. The Admissions office will be open and operate with 1 person on site. Dr. Drumm would like 1 person for all enrollment offices to be on campus.

Joe will continue to prioritize the departments and get something out to the campus by the end of the day. Dr. Haynes sees no reason to keep offices open if there are no on campus courses. Phone numbers for students to contact support services and to support students in their classes need to be posted.

Dr. Ross-Scott reported that Shelli and Amy are working to find 3 suites to be offline as Sheriff Harder asked to have Police Academy students housed in Student Village. The County is looking at making the State Hospital a quarantine area. Broome County EOC has offered to have a bus take the students with 1 bag to the Broome County Bus station. Dr. Ross-Scott will look into getting a charter bus to take students directly to the city. The County reported that they can help with meals if American Dining has to shut down.

The Admin Suite will rotate coverage. There is a greater health risk of rotating secretaries. The EMMO group will give recommendations on rotating staff. There will be broad coverage for next week. The VP's will all be on campus next week. Ms. Lenzo will report daily. Ms. Neal and Ms. Perkoski will report Monday, Tuesday and Wednesday.

Dr. Haynes reported that the Paramedic Lab has just been pulled from on-campus. There are no labs being held on campus.

**The Next Executive Council meeting is scheduled Monday, March 23, 2020
in the Wales 107 Conference Room at 1:00 p.m.**