

**Executive Council
Minutes
Wednesday, March 21, 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 Haynes, Laura Hodel, Michael Sullivan, Jesse Wells, Diana Lenzo
Members Excused: Dr. Carol Ross-Scott

Student Success

An enrollment Newsletter was distributed. Fall and Summer semesters registration opens on Monday. 15 more applications for housing just in the last week.

Communication

No items for discussion.

Action Items

Personnel

No items for approval

Policy and Procedures

No items for review or approval

Updates/Information Items

Finance and Facilities

The college has instituted a Hiring freeze. New justification forms and instructions will be mailed out. Grant-funded positions and student workers will generally be supported. Finance is expecting to present the final 2021-22 Audit, updated multi-year sustainability plan, and proposed 2023-2024 budget to the Board at the April meeting.

Student Development and Diversity Update

Dr. Ross-Scott was excused.

Academic Affairs and Institutional Effectiveness Update

An institutional effectiveness research analyst has been hired. The new director of admission starts on April 24. Dental Hygiene students participating in the Ireland Trip have been hosting clinics. The Mexican COIL trip is going well. Instructional Designer C. Surdey has been awarded the SUNY FACT 2 Excellence in Instructional Design. Student T. Doolittle has been awarded the Vanguard Award in Nursing. The fall 2023 schedule is up and live, with registration starting on Monday. BU is preparing to send letters for the new B2B and BAP.

Human Resources and Student Finance Update

New forms and instructions are being developed for processing for the hiring freeze. HEERF annual reports are being completed. Ms. Hodel participated in a call with other processing offices about the new BAP 1.0 program. The first offers will include a link to SLATE with information going to Admissions and Student Accounts. On April 5, 2023, from 7-8 p.m., there will be a virtual open house about the program for parents and potential students. There will be a second open house for current BAP students to talk to incoming students. The college-wide Open House is on April 28. A contract has been signed with Inceptia, which is a

verification system for EOP students but will be offered to all students filling out forms. Financial Aid is working on having some meetings about scholarship awards/financial aid for incoming housing and regular students.

Other

Chancellor Visit – March 28, 2023 - 1 p.m.

BU/BAP Discussion

**The next Executive Council meeting is scheduled for Tuesday, March 28, 2023 at 9:30 p.m.
Wales 107 Conference Room**