



## COUNCIL FOR OPERATIONAL ISSUES

Approved Minutes- September 3, 2020, [Zoom Meeting](#), at 9:00-10:30 a.m.

Zoom link: <https://zoom.us/j/92171704816>

**College Vision:** Learning today, transforming tomorrow.

**College 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. **Values:** INQUIRY, RESPECT, INTEGRITY, TRUST, EQUITY

**Attendance:** Brittney Richardson, Carine Surdey, Richard Griffis, Shelli Cordisco, Dave Ligeikis, Hans Van Houten, Marty Guzzi, Larry Allen, Ashley Blackwell, Jackie Nichols, Cathy Williams, Kerry Weber, Jason Smith, Ciara Cable, Lisa Antalek, Deena Price, Valerie Carnegie, Kim McLain, Carol Ross

**Guests:** Donna Rehak, Howard Streby, Gina Chase, Claudia Beebe

### 1. Call to Order

a. 9:04 am

### 2. Establishment of Quorum / Approval of Alternates

a. No Alternates/ Approved

### 3. Adoption of Agenda

a. All in favor

### 4. Approval of Minutes (05/07/2020)

### 5. Chairperson Report/Updates

#### a. Shared Governance Chairpersons

- Chair elects met over the summer to prepare for the upcoming year.
- Chairpersons discussed ideas for implementing uniformity over all three bodies for purposes of communication to campus.

#### a. College Assembly Update

- President Drumm stressed social justice and antiracism issues and ways to address them in and out of the classroom.
- Middle states' reports will be available for review and shared at division meetings.
- The current fiscal year has ended.
- Voluntary separation incentives.
- Looking at next year's Budget as the county reduces sponsorship support.
- 11.5% decline FTE budgeted for 7.5%
- Discussion of State Aid.
- 5 Million in the budget loss.
- Dr. Haynes - Thanks facilities
- Discussion of Help Desk -

- Tech trouble Links in the minutes
- Dr. Ross-Scott - The bookstore will operate out of the ice center.
- Parking updates - decals are not needed to park.
- Danielle Tierno - Overseeing Student Activities.
- Anti Racism task force has been meeting.
- Retention survey available in October.
- a. **Student Assembly Update**
- N/A
- a. **Executive Council Update**
- Dr. Ross: Diversity Task Force Open group, you are invited to share your feedback, focus on antiracism across the curriculum discussion; if you are interested in coming and listening, feel free to attend.
- Discussion on how to manage the Budget. What are the implications of lack of funding, the decline of enrollment, and how can we sustain it?
- COVID Program - priority looking at moving to pooled testing and how that would work on campus.
- Housing students who test positive for COVID-19 identified and sent back home for quarantine.
- Students and staff adhering to the directives set up for your safety and maintaining safety
- Needed before actions are taken: 12 total students in the Student Village or 5% of the campus population
- If you have any questions, contact the EMMO group.

#### **Reports from Committees/Working Groups**

- a. **Technology Committee (John Petkash)**
- N/A has not met
- a. **Distance Learning Steering Committee (Carine Surdey)**
- Carine Surdey: Recap distance learning on campus
- 715 fully online sections running up from 300
- 215 remote sections never had before
- 154 blended
- Fall 2019: 331 entirely online, 86 Blended, zero remote
- Very active in the distance learning area
- Resources for students in preparation for fall
- Student FAQ
- Faculty FAQ
- Assisting faculty in the transition to distance learning
- Discussion of the Committee Charge and goals: Drafting an Online distance learning strategic plan and envision where distance learning in the future is possible for the future.
- Drafting recommendations for synchronous modality includes best practices and standard guidelines for how a remote synchronous course is structured.

- Discussion about course quality. Guidance and recommendations for online course quality examples, what to include in your online course for a consistent experience to mitigate confusion.
- Mandatory training for online courses. Blackboard, the majority of faculty have completed the training, including adjunct faculty and fast-forward instructors.

a. **CPAC Update (David Ligeikis)**

- Have not met
- Retirements that will impact the membership of the committee looking at restructuring
- Modification and improvements for the COVID 19
- Core buildings student services, old science, and the library, campus services ● The

Copy Center moved to accommodate the addition of a music rehearsal room. **Ongoing Business**

a. **Intercampus communication for a new hire or position change (Lynn Fedorchak)**

- N/A HR not present

**New Business**

a. SLAC Memo from CAI

- Asking for feedback from COI
  - Proposal for SLAC to move under CA creating a culture change around assessment, creating professional development opportunities, increasing engagement and involvement from faculty
- Feedback - Question regarding why there is a need for a committee to create engagement when it is the responsibility of the division to make sure assessment is a part of their goals

a. Recordings of CA meetings

- Feedback - Either All of the Shared Governance would need to agree to allow recording.
  - a. Discussion about implications and how they would be stored and published. Are the benefits of recording?
  - b. File storage space considerations.
  - c. Possibility of impeding discussions if people knew they were being recorded.

b. **Joint FCCC-UFS VNC Resolution**

- Stephanie Malmberg and the FCCC
- Asks for campus endorsement about lack of transparency when the new Chancellor was put in place, asking for a national search.
- If you have any questions, send them to Brittney Richarson.
- Discussion about the issues with the decision made hiring the new SUNY Chancellor. ●
- Feedback - What does it mean if the FCCC and campus endorse a vote of no confidence? ●
- What are the campus endorsements? What are the actions that subsequently take place if there is a vote of no confidence?
- What are we endorsing and trying to accomplish?

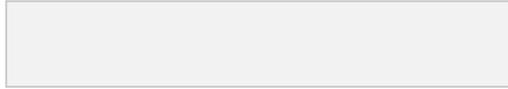
**Additional Items of Business**

- a. Current Vacancies - Student Assembly, Student Development and Diversity, and Parliamentarian are still vacant; no other positions are affected.

b. Brittney Richardson will seek clarification for Student Development and Diversity.

Adjournment

Next Meeting: Thursday, September 17, 2020



**COUNCIL FOR OPERATIONAL ISSUES**

**Council for Operational Issues**

**Membership/Attendance (12 = quorum)**

Enrollment & Retention Working Group

(COI Chair): Brittney Richardson (Votes) Distance Learning Steering Committee: Carine Surdey (Votes) Technology Committee: John Petkash (Votes) Banner Core: Thomas Jahn (Votes) Grants Planning: Shelli Cordisco (Votes) Campus Operations: David Ligeikis (Votes) Health and Safety: Hans Van Houten (Votes) Processing Departments: Marty Guzzi (Votes) Budget and Finance Office: Larry Allen (Votes) Marketing and Communications: Ashley Blackwell (Votes) Human Resources: Lynn Fedorchak (Votes) Student Development & Diversity: (Vacant) (Votes) Student Assembly: (Vacant) (Votes) Student Assembly: (Vacant) (Votes) FSA: Cheryl Smith (Votes) Foundation: Cathy Williams (Votes) FT Instructional Faculty Kerry Weber (Votes) FT Instructional Faculty Jason Smith (Votes) FT Non-Instructional Faculty: Ciara Cable (Votes) Adjunct Faculty Lisa Antalek (Votes) Classified Service (ESPA): Deena Price (Votes) At Large: Valerie Carnegie (Votes) Dean of Inst. Effectiveness & Enrollment Planning: Kimberly McLain (Non-Voting) Parliamentarian: (Vacant) (Non-voting) VP for Student Development/CDO: Carol Ross (Non-voting)

Guest: Guest:

Guest: Guest:

Guest: Guest: