

**Executive Council
Agenda
Thursday March 26, 2020
W107 Conference Room – 11:00 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, Michael Sullivan, Dr. Penny Haynes
Via Zoom: Dr. Carol Ross-Scott, Dr. Penny Haynes, Lynn Fedorchak, Dani Berchtold,
Jesse Wells, Dr. Kim McLain, Diana Lenzo
Others Present: Joe O'Connor, Robin Petrus

COVID-19 Discussion

EMMO Update

Chief O'Connor reported that door lock cores are being changed over now. Information will be coming out to the campus.

Discussion followed about the library and staff. The librarians are concerned about social distancing. They are concerned about the interaction when students check out books. Some staff have heart and lung, asthma issues, and old persons in their households. These staff are now off campus. Out of the other 2 fulltime staff, 1 has put in for retirement. She cannot keep the library open 8am -8pm. She suggested to keep the library open 8 am – 5 pm and use part time employees on a split shift. The staff are checking IDs as students come in. All the students are SUNY students, but there are no Student Village residents. High risk students with accommodations need face to face courses. They are asked to do Blackboard, Mathlab, and Collaborate. Staff needs to cut the interaction that they have previous had with these students. Ms. Petrus stated the students are very frustrated and need this close interaction until they get on board. Mr. Sullivan suggested the college implement protocols to take temperatures to mitigate risk and exposure between the staff and customer. Dr. Ross-Scott asked Chief O'Connor is Public Safety staff could do this just for the library. Dr. Drumm commented that we need to do something. Ms. Petrus also stated that faculty are using the library as a drop off spot for students to bring their homework. Tests have been given to the instructors. This needs to be stopped for exposure purposes.

Public Safety will distribute gloves to the library. The scanners have been wiped down. Ms. Petrus's concern is staying open after 5 p.m. A poll will be conducted to see how many people come in after 5 p.m. She is stopping physical circulation desk. The library is usually opened during the spring break 8 am – 5 pm. Student Affairs is looking into free internet service from Spectrum for students who have lost coverage. Mr. Sullivan suggested that the library stay open late 1 day a week. Ms. Petrus stated it is the same 5 people who use the library. The issues will be reviewed and suggestions for going forward. Most of the masks given to the college are gone but will make sure the library has them.

Nursing students are coming in to do Examity because they need webcams. SUNY is supposed to be sending laptops with cameras. Dr. Haynes said testing may move to another platform as Examity cannot keep up with the demand. Time management tips will be going out to the students. MARCOM is getting positive things out to the campus. Mr. Wells will coordinate positive information, health tips and interactions from Counseling and Advising. Support services are listed on the resource page. A submission process will be developed.

Executive Council is to read over the memo Dr. Drumm sent out and send any feedback to him.

The Next Executive Council meeting is scheduled Friday, March 27, 2020 in the Wales 107 Conference Room at 11:00 a.m.