

SUNY Broome College Assembly Minutes of the September 23, 2019 Meeting

*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*

Members Present: Daniel Todd, Mary Gilbert, Denise Abrams, Julie Lakin, Mark Mushalla, Diane Kelly, Val Carnegie, Michael Kinney, Tom Jahn, Maureen Breck, Melissa Martin, Joe Spence, Holly Jones, Kim McLain, Angie Bergholtz, Donna Rehak, Kevin Drumm, Penny Haynes, Michael Sullivan, Carine Surdey (for Erin O'Hara-Leslie), Penny DelFavero

Guest: Stephanie Malmberg

Member Excused: Susan Seibold-Simpson

Members Absent: David Zeggert, Jason Boring, Carol Ross

• Call to order: 3:00 PM. Quorum was established and the agenda was approved with some additions. The minutes of the September 9th meeting were approved.

• CA Report:

- Angie noted that Carine was Parliamentarian as an alternate for Erin O'Hara-Leslie. She welcomed Mark Mushalla as the new BPS Instructional Faculty representative, to complete Mark Ryan's term which ends August 2021.

- A concern was brought to the Shared Governance Chairs (but hasn't been discussed in a chairs meeting yet) by Student Assembly regarding the men's restroom in the Business Building. This issue has been reported before but we don't know what has happened with it. Referred to COI for their agenda. There was some discussion on the restrooms in Student Services, and on the shower curtain as a restroom door in the Old Science Building, as well as doors that do not close, missing coat hooks, etc. Student Assembly will have a conversation with Facilities. They made it a resolution as they wanted an official study/analysis done of all the bathrooms on campus. Dr. Drumm emailed Dan and they will be talking with the facilities director.

- Angie apologized for confusion regarding the academic calendar. In the spring CA made the recommendation to Executive Council to amend the calendar to align with the BOCES calendar. It went to Executive Council on May 7th, but Diana and Angie were unaware who was supposed to update the calendar after the Executive Council approval, or why it didn't happen it normally does. The dates on the website are not aligned with BOCES. The calendar committee said it's too late to change it now as information has already been published and dates set based on the original calendar. Right now spring break is listed as a different week than the BOCES calendar.

We can still explore options. More than 500 students have a dependent. The BC Center closes during spring break.

Before we make any changes it needs to be communicated to campus.

There needs to be a conversation with Financial Aid and the Registrar as they have report dates and they have all been set. There could be ramifications at this late date. We need to be careful if we change it;

we don't want to fix one thing just to create another problem. The financial aid issue would impact far more students than the spring break dates would.

Does the website have the wrong dates? Do we have some calendars that are correct and others are not? It's late enough in the year where it could impact TAP. Child care becomes an issue when we don't overlap.

Mary (Gilbert) will talk to Marty (Guzzi) and see if there is anything that can be done this late in the academic year [to post the approved changes to the 3-year academic calendar] without impacting students.

Are there study abroad trips planned for spring break? The Ireland trip is.

There are also a number of students whose families go on vacation at that time so our attendance suffers. This affects BAP and PTECH students.

Angie will stay in contact with Marty on this.

This is an issue every year. Not all the BOCES calendars line up with ours.

- Angie was going to bring it up under new business but now seems a better time. The calendar committee needs to convene to create the three-year calendar beyond 2021. Maureen, Julie and Val volunteered. Angie will ask Rachael. Marty and Laura (Hodel) have already said they will help.

- SA Report:

- The bathroom issue already discussed (during the CA report) was the main focus and topic of the last Student Assembly meeting. Dan had nothing else to report.

- COI Report:

- Tom reported that there is a parking issue that will be discussed at the next COI meeting. Jim Magee presented at the last meeting.

- CAI Report:

- Susan was excused from the meeting; there was no report.

- FCCC Report:

- Stephanie will have a lot to report from the FCCC plenary at the next CA meeting.

- President's Report:

- Dr. Drumm reported that Jim Magee shared his email and that everyone is welcome to share their thoughts with him. The report should be back in about a week. There is no intentional downsizing in the plan. People surprise us with retirements all the time but it's not an intentional downsizing.

- The annual holiday party which we wanted to have in the culinary center will be close. It could work but it's too soon to tell. No decision has been made but there's been an offer from Security Mutual. We could have the party next door and give tours of culinary. The building will be all but complete by then. The certificate of occupancy is not needed for tours. We could also have it in the AT atrium as usual. The Security Mutual building is a beautiful historical building as well. They are willing to do events in the future as well as at the incubator a block away.

- There is a task force looking at the future of finance for CCs, and it's mostly about shared services. They will be updating the SUNY board of trustees. A suggestion was one insurance pool. We're in the County but others are in smaller pools. The County may not be interested. Joint purchasing has been on

the table forever; higher volumes make lower costs possible. They will present to the SUNY board of trustees.

- VPAA report:

- Academic Affairs has been focused heavily on the Middle States standards, 3 and 5 in particular, making sure we are in line with the standards and doing what we can to get up to date on any changes to standards.

- We're looking at our student learning outcomes on the course syllabi.

- We're looking at program review: Kim will be coming around to work with everyone to make sure you're on track with program review.

We'll also be focusing on instructional learning outcomes.

I met with Gen Ed: they've been charged with looking more closely at measurable outcomes. Kim sent out some samples. We're looking at what might work for our institutional learning outcomes. We have great statements and program outcomes; all we need is for them to be measurable.

I met with the Applied Learning committee and talked with them about their charge with looking at internships, some additional service learning and potential research courses.

- VPSED/CDO/ED report.

- There was no report.

- VPAFA report.

- The County Executive presented the draft operating budget for 2020 and the five-year capital improvement plan; 2020 is the first year. The college requested funding for roof renovations/replacements for a total of \$500,000 with a 50% sponsor share from the County (\$250,000). There is also a Decker renovation (Nursing expansion) for \$5-\$6 million. Phase one is about \$2 million with a 50% County match.

The Old Science/Student Services one-stop project will be about \$15-\$20 million with the phase one at about \$5 million with a County match of \$2.5 million for a total of \$7.5 million.

The County Executive recommended these in full. The legislature has committee review over the next several months and will vote in December on both budgets. This is good news in terms of County support. There is \$7.5 million in County support for the operating budget, a 1% increase of \$75,000 for 2020. If you get an opportunity advocate on behalf of the college to your representatives.

- Old Business:

- *The Anti-Bullying Task Force* recommendation was discussed.

Does it address students and student's parents and family members? Are they included? Spouses have been a concern as well. This is a question for Bob Behnke. The committee is meeting tomorrow and this can be addressed then. The recommendations from CAI were to give opportunities to strengthen the language and the organization of the most recent version. Donna can bring the questions to tomorrow's meeting.

The recommendation is not complete so we shouldn't vote on endorsing it until the next meeting. There are two parts to the recommendation and all the questions should be resolved before voting on it. Robin is the chair and should be invited to the next meeting.

- A *special election* is needed to fill some shared governance vacancies. We will be convening an election committee for this. Ciara did a lot of the technical work for the last election. Carine volunteered to be on the committee.

There being no further business, the meeting adjourned at 3:40 PM.

Next meeting date: Monday, October 7, 2019 at 3:00 PM.

Respectfully submitted,

Penny DelFavero  
College Assembly Secretary