

SUNY Broome College Assembly Minutes of the October 7, 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, Stephanie Albitz, Mark Mushalla, Diane Kelly, Val Carnegie, Michael Kinney, Susan Seibold-Simpson, Tom Jahn, Maureen Breck, Melissa Martin, Holly Jones, Kim McLain, Angie Bergholtz, Donna Rehak, Kevin Drumm, Penny Haynes, Michael Sullivan, Erin O'Hara-Leslie, Penny DelFavero

Guests: Stephanie Malmberg, Peter Kennedy, Joe O'Connor, Nick Brey

Members Excused: Julie Lakin, Joe Spence, Jason Boring, Jennifer Micale

Members Absent: David Zeggert, Carol Ross

• Call to order: 3:02 PM. Quorum was established and the agenda was approved. The minutes of the September 23rd meeting were approved.

• CA Report:

- Angie reported that the Sexual Harassment Response and Prevention Policy was approved by the board and was distributed as an FYI only.

- The Parking Program Plan proposal is on today's agenda. Joe O'Connor and Nick Brey are here to address questions on the proposal.

Questions, responses and discussion on the proposal:

Will there be spots for expectant mothers? This had not been a consideration. Is Lot 17 assigned parking? The only reserved parking space is for the President.

Sometimes people have to leave campus as part of their job and come back, they may have to go to a function or just need to move things around on campus and drive from one lot to another.

There was a suggestion that maybe the appeals process is what needs to change. It's a difficult process and could be improved.

For drop-offs, temporary parking, etc., Public Safety needs to be notified.

There was once a gated parking lot. We could have IDs that are scanned at a gate. This isn't just about a gate. There are reserved spots and temporary parking that aren't always available. The Biology van can't be parked with Alumni Drive dug up. There's been discussion about having official vehicle spaces in every lot. Too many signs cause snow plowing issues; putting up more parking signage makes snow plowing more difficult.

Employee assignments would be totally open: first come, first served: employees in employee lots and students in student lots.

This has been discussed in Banner Core. What is the impact of these changes on BOSS Cars and Banner? This needs to be considered. There are multiple opinions on this.

People who have been here a long time and get the benefit of choosing their preferred parking lot appreciate that benefit.

The endorsement sought is for which option would be preferred. One of the two will be put forward. The lottery system will be gone.

There were lots of inequities and there are challenges with changing lots from year to year. It seemed more efficient to go with the first come, first served.

\$30,000 is the total parking fines; a large portion of that is unpaid. The amnesty period will be allowed or the fines waived so we can move forward with the new system.

Between 7:45 and 8:30 there are a lot of students parked in lots 14 and 15 and no public safety officers present.

Students are in favor of option 2; from a student perspective this is the most efficient.

Students are the primary consumers and they pay a large amount of money so they should be able to park anywhere on campus. This statement was submitted anonymously.

CAI has not had an opportunity to discuss this policy. There was a motion from Susan to table the vote until the next meeting. Donna seconded the motion. There was no further discussion. Ten (out of sixteen) voted in favor, there was one abstention, and the motion carried.

Angie thanked Joe and Nick for coming to the meeting.

- SA Report:

- Dan reported that Student Assembly has elected new members. Ten out of the seventeen spots are filled. They went to a Student Assembly conference and wrote an amendment primarily smoothing out special elections so it's an easier process. Anyone passing the conduct check and maintaining GPA can join Student Assembly, without it having to take a three to four week long process.

- They have filled most of the committees and will be starting bigger projects. Dan will update Penny on the representatives in the shared governance posts in CAI and COI.

There is a different VPA; will encourage SA members to run. There was a second amendment for after the spring and fall elections to allow internal elections for any open VP or trustee positions. This should help with the difficulty in filling executive board positions. Around 80% of the SUNY Student Assembly is elected that way. The student body should have a voice, but if positions aren't filled, Student Assembly would like to fill them.

- No date has been chosen for the town hall.

- COI Report:

- The parking options are on the agenda for discussion this week as is the anti-bullying policy.

- CAI Report:

- Susan reported that they are looking at the sub-committees of CAI and who establishes the charges, and also what committees CAI is represented on. The textbook committee will probably move out of CAI.

The micro-credentialing committee is moving out to the larger college. Some of the other standing committees haven't been active. This will be an ongoing item.

- The bullying policy will go back to CAI and the conversation on parking.

- The decision at CAI was to change the calendar dates as long as there were no financial aid implications. We were waiting on information from Julie Lakin on the dates and I expected to hear back from her today.

- Angie noted that the decision was to keep the calendar as is, because there were many plans. It was also noted that when you click on the calendar it still says subject to change. The language is there not only because of this specific issue. It does state to align with the BOCES calendar which comes out in April. The other issue was Convocation Day; it is the day students come back from break.

- Kim McLain is working on program development and program reviews and providing information to faculty on the process to help get year one people off the ground.

- FCCC Report:

- Stephanie attended the FCCC Plenary at Genesee CC and there were several resolutions which will be presented to shared governance for endorsement. One is a response to the SUNY Chancellor and Provost regarding SUNY Online. There was a lot of discussion on the process of getting programs listed. The concerns are reflected in the resolution. They are also seeking gender-inclusive language in the SUNY system communications and application language. SUNY communications need options other than F or M.

The annual childcare funding resolution will be coming forward with a change in the language that reflects changes in minimum wage levels.

There is a resolution on the funding floor proposal; the proposal is for \$100 or an additional \$100/FTE, whichever is greater.

In a resolution for campus presidential searches the FCCC would ask for at least four faculty members on the committee. The goal is to have open searches and increase transparency.

The other resolution is for searches for other campus administration positions. There is one on the role of shared governance in curricula programs and shared services across multiple campuses.

There was discussion on the retention survey. It seems there is start a new project prior to the assessment of the last project.

While we can't influence the birthrate, we can improve retention. A white paper will be coming out for the Vice Provost for Strategy and Planning. Retention will be a priority in the first two years. Excelsior scholarships may be increasing retention rates but it appears there could be further inequities.

The Shared Governance Roadshow will be at OCC November 2<sup>nd</sup>. Let Stephanie know if you're interested. Topics are using the shared governance rubric and developing resource binders for new hires in executive roles and new shared governance leaders.

The language in the resolutions should be done this week and ready for an endorsement vote in two weeks.

- President's Report:

- As soon as Dr. Drumm receives the report from Jim Magee on the organizational structure he will share it with shared governance for further debate or additions/deletions. He will ask the think tank about the best process and will ask all four SG bodies for feedback on the process. Anything we do will touch everybody somehow. As an example, the collateral responsibilities for the deans; they don't make much sense. It's not an ideal structure, but what do you do about it? The last presentation was used in town halls. It would strictly be the academic divisions and the administrative departments or divisions. It's not intentional downsizing, but we need to make some changes as our core market continues to shrink. It's a combination of the birth rate and the Southern Tier dynamics. Shared governance will be involved in the discussion.

After a question on enrollment numbers there was some discussion on the projections.

There is a steep slope down [projected] for enrollment with 2029 the bottom, after which it creeps back up. The adult student market bottoms out in 2025. Projections are based on the birth rate and projections in the number of students based on state and regional trends. New York City is separated from these projections.

CCBOA provided the information on the projections.

- VPAA report:

- Dr. Haynes attended the Middle States town hall meeting last week. At the President's/Provost's breakfast the issues were standards five (institutional effectiveness) and six (financial and institutional assessment). We will continue to talk program review and assessment so we can move forward.
- The incoming President who will take over on July 1st is Heather Perfetti who was CAO at SUNY Orange, so she has a community college background and a real understanding.
- She will attend the CAO meeting this week.
- Currently updating the alcohol policy as we need a liquor license for our new CC.
- She is also looking at committees and where they belong: Flex Scheduling has met and is working on their project; EPIC is being moved into Enrollment and Retention and they will meet next week. Micro-credentialing will be bringing information to share.

- VPSSED/CDO/ED report.

- There was no report.

- VPAFA report.

- Michael gave an update on campus facilities projects. Weather permitting, the loop repaving will be complete mid-week and there will be more repaving after that. There is a vendor going around campus to get the twenty five exterior doors into compliance.
- The registrar is looking at the names of the building and sites, and we're taking a comprehensive look at signage, to get all the acronyms correct and to standardize things.
- Facilities has done a comprehensive assessment of the bathrooms and will make any repairs/replacements high on the priority list.
- The Child Care playground equipment will be installed soon.
- There will be a multi-year, multi-phase review of the security cameras for the campus.
- The Student Services and Science Building renovations are out at least five years, so we'll have to make decisions on repairs, such as bathrooms, as needed.
- All the exterior doors will be addressed in the next couple months; phase two will be accessibility.

- Old Business:

- The corrected Anti-Bullying document has come from the task force. The first part is the only part being endorsed. The process part is unclear as that is what comes next.

There was some reluctance to vote on this.

- When it was presented to all the groups it was clear that the first part was the only part needing endorsement and the second part is the piece to come. There have been no changes in the first part.
- Susan moved to table the vote on the bullying policy endorsement, pending further discussion at CAI; Diane seconded the motion.

There was no discussion after the motion. After a vote ten out of sixteen were in favor and the motion carried.

There was discussion on the policy and on the summary. It says by college employees or students; there was no inclusion of bullying of an employee by a parent or a spouse; it should say "and others". We can't make policy for people who aren't part of the college.

"Others" could include vendors, or people who are on the premises interacting, but we would never be able to include parents.

It can't be part of a policy, but it can be part of our approach. We can provide support, etc., but not as part of the policy. We can support our staff on how to handle and where to take it but it's a separate issue.

The process is still being worked on.

It should be documented that the committee be cautioned to address that going forward, and it should be a matter of record. The policy, the first part, has not changed. The "process" section contains possible recommendations for the future: "what next?" That part may be part of a recommendation, but there's no endorsement being sought. The second part is not being voted on.

There being no further business, the meeting adjourned at 4:00 PM.

Next meeting date: Monday, October 21, 2019 at 3:00 PM.

Respectfully submitted,

Penny DelFavero  
College Assembly Secretary