

SUNY Broome College Assembly Minutes of the November 4, 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, Joe Spence, Jennifer Micale, Angie Bergholtz, Donna Rehak, Kevin Drumm, Penny Haynes, Michael Sullivan, Erin O'Hara-Leslie, Penny DelFavero

Guests: Dani Berchtold, Andrew Haggerty

Members Excused: Julie Lakin, Jason Boring

Members Absent: David Zeggert, Melissa Martin, Kim McLain, Carol Ross

- Call to order: 3:07 PM. Quorum was established and the agenda was approved. The minutes of the October 21<sup>st</sup> meeting were approved.

- CA Report:

- Angie reminded the group that it will be time for a new Chair-Elect to start at the beginning of the spring semester.

- She then introduced Andrew Haggerty who was invited to present on the Shared Governance Assessment committee.

Andrew explained the assessment process that had been initiated based on Middle States requirements. It's now time for Shared Governance to step back and look at the effectiveness of what it's been doing. The assessment was done in the form of a survey and we have the results. There was also a focus group of the former Shared Governance chairs who looked at the survey results and went over the minutes. The work needs to continue and be completed this year, with an analysis of the survey data (which Sue has begun) and to ask questions of the previous chairs, to look at the minutes and ask some basic questions on the mission, and how much time was spent discussing relevant issues. Then you can make some recommendations either for improvement or to point out what's going well. The task at hand is to find volunteers to start doing some of this work.

Angie indicated that Kim (McLain) has volunteered to help out, and that some from COI and CAI would also be asked.

Diane volunteered for the committee.

- Your Voice Matters is Thursday, November 14<sup>th</sup> at 11:00 AM in AT 200. Please note the change in location.

- SA Report:

- Dan reported that all Student Assembly executive board positions are filled and all projects are in full swing.

He had hoped to share the data on the café pricing but his computer broke so he wasn't able to. SA held a forum with Tom Nunn from American Food & Dining. 20-30 students were there and Tom will give the feedback to his bosses. About 80% of the students thought the prices were too high, and not pleased with the quality of the food at those prices. Dan will send the data.

- COI Report:

- Tom reported that there was no new business in COI.
- They voted to endorse the three FCCC resolutions.
- COI is seeking nominations for Chair-Elect.

- CAI Report:

- Sue reported that CAI met Wednesday and brought the question of the SG assessment forward.
- We're discussing goals for CAI so we can measure against those goals.
- We're moving forward with four resolutions for FCCC from Stephanie Malmberg.

- FCCC Report:

- Stephanie was unable to attend the meeting and asked Angie to keep the endorsement of the three FCCC resolutions on the agenda for today.

- President's Report:

- Dr. Drumm reported attending both the SUNY and CC Presidents' meetings. The SUNY Presidents talked about the funding formula; Stephanie had shared the FCCC resolution which the FCCC passed. NYCAP passed the same. All boards of trustees were asked to support; ours did on Thursday. There was a presentation on substance abuse from someone who had worked at the Federal government; now he is on the services side. It was a good presentation and he shared a few good web sites on substance abuse services. I provided the feedback to Jesse and he updated our website. It was a very helpful and interesting presentation. Our Health Services didn't mention anything about it and now it does.

The community college presidents spent the day with the head of Achieving the Dream, Karen Stout. Student success initiatives: Guided Pathways is not going to help CCs to not do something else 10 or 15 years from now.

The question is where do you think you will be, or where will you be? The list of national trends and demographics were shared. Each president was asked to talk about one successful thing they have done on campus. A couple presidents mentioned think tanks, talking about the future, or working with their boards, or working with their unions. I talked about Starfish.

Had some fascinating conversations on the challenges CCs are facing and how to address them.

We might be a little ahead of the curve. There was some conversation about think tanks and one of the things we talked about differentiation. Price used to differentiate us more than it does today. The Excelsior scholarship has created a smaller gap. How do we differentiate from the 4-years? With a STEAM division? We are ahead of the curve on STEM.

- The report came back from Jim Magee. I shared it with the think tank and will distribute it digitally to this group when we adjourn. There are no huge revelations in what Jim has to share. It confirms what some people were already thinking and there's nothing in there about our academic divisions. Where do we go from here? There is a process to be talked about and some big takeaways. How do we go about

developing the model? Another task force? The choices are infinite. Do people want me to put together something? We need to figure out how to meet the challenges Jim lays out. The collateral duties is one takeaway; another is the competition you see on TV every day for distance learning. There will be a lot more.

The report can be shared among constituencies.

- VPAA report:

- Dr. Haynes attended her first Open House and was very impressed; it was really fantastic. There was a lot of positive energy and people were interacting with families. It was the best open house she's attended.

- Academic Affairs: we're reviewing the schedule. The chairs have done a great job looking at opportunities to have special events for programs to get students registered. In the spring a small group from the CAO division will be looking at some other activities so we can be equally productive in the spring for fall.

- Oneonta: offering some classes as part of a program in Business. It's partly video conference and face to face and combined with online. They are still working through the details and trying to find a reasonably nice space.

- The flexible schedule, enrollment and micro-credentialing workgroups are all working hard. They could report here or through me to let you know what's happening in those groups. Some data from the flexible group shows that about 40% of full time students have schedules of 4 days or less.

Micro-credentialing has met with curriculum committee so they are aware of what we're doing and everyone is on the same page. We're looking at the Credly software that we have purchased.

- The Honors group has the most students this year; there are 23. This is the largest cohort. We're going to try and develop some articulation agreements with other competitive colleges to continue to sell the honors program.

- Empire State is meeting Thursday with several of the deans and key players.

- Dr. Julia Grella O'Connell's book was awarded the 2019 Diana McVeagh Prize at the American Musicological Society conference over the weekend.

- Lenny Grozier is at the Restorative Practices Conference in Texas; she will be a keynote speaker at the Kindergarten Transition Summit in Jersey, in partnership with Binghamton University.

- VPSSED/CDO/ED report.

- There was no report.

- VPAFA report.

- Michael reported that the annual report for fiscal year 2018-2019 was submitted to SUNY on time Thursday.

- All requests for capital project repairs or renovations were to be submitted by departments by last Thursday. These are projects that would be considered for next calendar year. These are typically reviewed internally, and then go to the sustainability committee, to CPAC and then to Executive Council, and then to the board. These requests are for more than \$5,000, such as office relocations, above and beyond the typical work order request. If you have projects not yet submitted, this is the last call. Requests go to Larry Allen. He has the forms.

We're finalizing instructions and forms for the 2020-2021 budget; working with the Middle States group and the resource allocation group, linking resource allocation with assessment and goals and objectives of our strategic plan and mission. There's an expanded narrative requirement for departments to articulate both their mission and their strategic goals, linking them to their strategic plan as it related to current resource allocation and any additional funding requested. The narrative portion should be out to departments by the end of this week, and then the financial component of the budget within the next two weeks. All of it will be due the last day of the fall semester.

- We're on the last month of major renovation for the Culinary and Events Center; should have the certificate of occupancy on or about December 1<sup>st</sup>. It's been eighteen months just on the construction side. There's a lot to be done over the next twenty six days.

- The campus road project has been completed. The last part was some additional signage and some repairs to parking lots. There was an expansion of the main parking lot with the addition of forty more spots; there may be a couple more parking lot projects next summer or fall.

- The daycare playground target date was the end of last week and that just got done.

- New Business:

- Angie introduced Stephanie's request for endorsement of the three FCCC resolutions previously submitted for review. It was suggested that they could be voted on in a block if that's appropriate. Susan moved to endorse the three resolutions from the FCCC; Val seconded the motion. After a show of hands ten out of thirteen voting members were in favor and the motion carried.

- There was discussion on the policy on policies. This tells us how we go about creating new policies. It's putting practice into policy. Middle States thought we should codify and formalize what should be and is the practice. The board of trustees approved.

- Is there a review of policies? We were reviewing every five years, we now reduced it to three. It's up to the board to determine how often to review policies.

- There was a question on how to get repairs made when needed. There is a wufoo form for submitting maintenance requests. There was further discussion on work orders, and those are usually fixed within twenty four hours. There was more discussion on heating/cooling issues and the maintenance request wufoo form. Maureen will send out the link.

- There was another call for any volunteers for the shared governance assessment committee; no one else came forward.

There being no further business, the meeting adjourned at 3:45 PM.

Next meeting date: Monday, November 18, 2019 at 3:00 PM.

Respectfully submitted,

Penny DelFavero  
College Assembly Secretary