

SUNY Broome College Assembly Minutes of the February 10, 2020 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, David Zeggert, Michael Kinney, Tom Jahn, Maureen Breck, Joe Spence, Holly Jones, Jennifer Micale, Angie Bergholtz, Donna Rehak, Kevin Drumm, Penny Haynes, Carol Ross, Michael Sullivan, Erin O'Hara-Leslie, Penny DeFavero

Guest: Sandy Wright

Members Excused: Melissa Martin, Susan Seibold-Simpson. Members Absent: Julie Lakin, Diane Kelly, Val Carnegie, Kim McLain

• Call to order: 3:03 PM. Quorum was established and the agenda was approved. The minutes of the January 27th meeting were approved with amendments.

• CA Report:

- Angie reported that while Melissa Martin was excused from the meeting, she had submitted a nomination for College Assembly Chair: Maureen Breck. Maureen accepted the nomination. There were no other nominations and no objections. Angie called for a show of hands. Maureen was welcomed as the new Chair-elect.

- Robin sent an email to share with CA, as an FYI, that the archiving of the college catalog will now be done annually and the deadline for 2020 is March 15th.

• SA Report:

- Dan reported that Student Assembly did not meet due to the weather. They are making some adjustments due to Jason's departure and are catching up Shelli.

- They will be attending the spring conference of all the NYS SAs, where they meet and pass state-wide legislations.

- They've been working on food pantry. There have been some concerns with the speed of accessing the food pantry. There were a large amount of requests at the beginning of the semester, and they are working on getting the food out faster.

- Our student trustee, Peter Kennedy wants to have a discussion with CA on the constitution.

• COI Report:

- Tom reported that COI received the usual updates at their last meeting.

- Lynn reported to COI that they only received two submissions for their cookbook and are looking for more.

- There was a shared governance email to COI with a request for hand sanitizers, and the outcome was that we now have them at the entrances and exits of every building, as you saw in a campus-wide email.

- CAI Report:

- Susan was excused from the meeting but provided a report which Angie read to the group:

CAI met on 2/5/2020.

Academic Grievance Committee formed for a grievance from last semester.

S. Seibold-Simpson needs to step down as chair of CAI in mid-semester due to lack of faculty and need to teach at the same time as CAI meetings. Lee Heron has volunteered to fill in for the second half of the semester. Will need to find a secretary to replace Lee. This has not been voted on as of yet; on the agenda for the next meeting.

Gina Chase and Andrea Roma have volunteer to be co-chair elect for this year. This will be voted on at the next meeting.

Received updated from D. Rehak about the Prior Learning policy. This was completed in summer 2019.

Website: (<http://www3.sunybroome.edu/pla/>)

Your Voice Matters: Week before week before – challenges with having faculty/chairs who can advise students. Not consistent across programs. CAI members will discuss with constituents. Enrollment practices after start of semester not consistent. Question as to whether this should be left up to chairs or if there should be a college-wide policy. CAI members to discuss with constituents. Dr. Haynes will follow-up with Jesse to gather more information about late-enrolled students and paperwork

Discussion about what signatures are needed for late enrolled students. To be continued to be discussed.

CAI charge: Reviewing the CAI charge and communication process.

Angie suggested that questions about the CAI report be sent to Susan.

- FCCC Report:

- Stephanie was unable to attend. The group received several documents via email that we hope Stephanie can present at the next meeting.

- President's Report:

- Dr. Drumm distributed two handouts and asked that they not be taken them if you already have them.

The handouts show more or less our current structure; it shows more than our current structure, breaking down our various programs in our academic divisions, where they are now and where our career programs and transfer programs are split. Lots of community colleges were academically organized that way, with a career and technical division and a liberal arts and transfer division. That's far too simple a way to look at the world today. Simplicity never seems to work in our line of work.

One handout is a follow-up, highlighting some of the major issues we're grappling with. This was developed by the VPs with input from the deans. This is a proposed academic division structure based on some of the key feedback around moving the collateral duties out from under the deans, meaning to create a much more strategic role for leading distance learning and outreach to compete better with the mega-universities that are in our living rooms every day. We're trying not to create another administrative high-level position. That means moving around existing slots rather than creating another administrative high-level position.

We may want to have this on the agenda for the next meeting rather than take up the rest of this meeting. Department chairs have seen it, the Think Tank has seen it, and the VPs and deans created it. If you have thoughts or if there are questions that's to be expected in this process. It's clear in the world around us

the sand is falling from beneath our feet every day, and the structure we have was created for another time.

Health Sciences is already based on pathways; some STEM programs are. Pathways more broadly are pathways to career clusters. Pathways lead to general workforce fields rather than to specific jobs.

Take a look at it and plan to have it on the agenda next time. The Think Tank will meet with the President and the deans soon. There are some good questions in the Think Tank in what we're tasking and on the rationale for placement of the boxes.

There was a question on whether it's appropriate to distribute the documents to the constituencies and get feedback.

It's appropriate they provide feedback to you. It's pretty widely shared now; it's kind of surprising that they haven't seen it already.

- VPAA report:

- Dr. Haynes reported that charges have been delivered to some of the workgroups. The Micro Credentialing Task Force got a new charge. They started working last spring on a draft of developing guidelines. It's important to go around to the various groups including this group to make sure everyone is clear on what micro credentials are. They will probably come at some point to do some of that as well as going to Curriculum Committee and various division meetings so that everyone know exactly what it is, and to develop guidelines and a process for developing micro credentials. The software has been purchased and they have started training on it.

- Flexible Work Group will be having a charge delivered this week. They will be continuing with the idea of a four-day schedule, and identifying what programs exist that can be done in a two-to-four days per week, and to expand on those, and to come up with an idea of how to market them as they are. Some of the other options are a 7 and 7 idea.

- The enrollment workgroup didn't meet due to the weather. They developed several sub-groups on consistency in the advising and the intake process, developing continuing student reregistration events and so on.

- A group has been reformed to look at academic dismissal. We need a consistent process rather than four different processes. They are designing something that will work for the entire campus and will have that ready by end of spring.

- Reviewing the acceptance of transfer credit. It's different in four divisions. Looking at the SUNY policy on Gen Ed.

- The ILO situation: CAI asked for more representation on the Gen Ed committee on the ILOs and they worked through that. We already have ILOs. Developing measurable definitions and met with all but Liberal Arts. The Gen Ed committee is representative of all divisions.

- Middle States: looking at the catalog and website and making sure they are in agreement. A lot of cleanup work is taking place so those will look much better.

- Met with the Oneonta provost to partner on some programs and will be working with the superintendent, to see what the programs might be that could start at the Oneonta location and then transfer directly into Oneonta.

- VPSED/CDO/ED report.

- There is a new bookstore manager: Theresa who is from TC3. Give her a chance to settle in. It's very exciting to have her here.

- There is soul food this week in the cafeteria.
- On the 26th there will be a Mamba Mentality workshop with under-represented students and our black professionals.

- VPAFA report:

- The current year's budget has a \$1.5 million challenge. \$600,000 is on the revenue side with the enrollment declining at least two percent; there is an \$800,000 problem on the expense side: payroll and benefits. Identified a number of areas to reduce spending between now and the end of the fiscal year. We will finalize later this week and get communications out to various department directors.
- The preparation of next year's budget is underway; the department requests were due about a week ago.
- One of the items on the faculty side is strong advocacy around the floor for state aid or \$100/FTE. The budget the governor proposed has neither of those initiatives in it. If there's no resolution there is about a \$735,000 impact to SUNY Broome's budget, and another item is the child care funding.
- We're continuing to see trends of a decline in net FTEs across campus. High school graduation rates, birth rates, out migration and a fairly robust economy do not bode well for higher education in general. Major challenges in the current year and in developing next year's budget. There will be more to come as we get better information.

- New Business:

- Please review the documents from the FCCC that Stephanie provided; they were attached to the email.

There being no further business, the meeting adjourned at 3:30 PM.

Next meeting date: Monday, February 24, 2020 at 3:00 PM.

Respectfully submitted,

Penny DelFavero
College Assembly Secretary