

BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

COLLEGE COUNCIL

Minutes

Everyone attended except:

Sauhda Alazab	Desmond McKerna
Scott Anderson	Kaddy Momoh
Mohammad Azhar	John Montanez
James Blake	Mahatapa Palit
Arthur Cain	Alicia Perdomo
Odaine Chambers	Neili Popal
Louis Chan	Benjamin Powell
Robert Diaz	Thaddeus Radell
Judy Eng	Suzanne Schick
Jennifer Garay	Tanke Seulio Gilles
Abdoul Gbadamassi	Arvis Sinani
Maxine Hunter	Rebecca Smart
Francine Kamtse	Daniel Torres
Sekou Koulibaly	Youssef Toure
Jun Liang	Ching-Song Don Wei
Jennifer Longley	Issa Yaya
Liany Marcial	Meryem Zaman

- I. Interim President Karrin Weeks called the meeting to order at 2:15 pm.

- II. APPROVAL OF MINUTES:
 - A. The November 27, 2018 College Council Meeting minutes were unanimously approved.

- III. STANDING COMMITTEE REPORTS
 - A. Budget Report (Attached)
 1. OTPS expenses. As of the end of February, out of \$22Mil allocated to the divisions and departments (excluding rent) almost \$7Million or 30% remains uncommitted. The Budget department distributed up-to-date reports to major divisions and departments showing the status of expenditures and encumbrances.
 2. Almost \$4Mil of remaining budget balance belongs to Special Allocations Programs with the largest amounts concentrated in ASAP, STEM, Workforce Development, and many smaller programs, some of which did not start spending their allocations yet. These special allocation funds

and grants cannot be used for any other purposes and the college will lose any unspent money at the end of the year.

3. Some academic departments also did not commit even 50% of their OTPS budget allocations. It is critical that department heads review their OTPS budgets and expedite the planned procurement of goods and services. Funds not spent by May 15th it will become available for other purposes.
4. The deadline for OTPS expenditures was distributed. March 16 is the deadline for submission of purchasing requisitions against FY18-19 budget. After this date the Budget Office has a discretion of sweeping the available uncommitted departmental OTPS budget balances in CUNY1st. for the purpose of reallocating the funds to the college renovation and construction projects.
5. All travel authorizations for travel before June 30, 2019 must be entered in the system before May 31, 2019, and travel expense reports must be submitted within 30 days after return from travel, but no later than July 5, 2019.
6. FY19-20 Budget request call letter will be sent out soon. As in the past, the departments will be provided the history of OTPS expenses for the prior year and anticipated expenses for the current year.
7. The departments must submit their OTPS budget requests for FY 19-20 for the review of respective divisional VP. All requests for additional funding or new initiatives must be substantiated by justification showing the link with the goals and objectives of current college strategic plan.
8. Resources for the new full-time hires also will be allocated based on the analysis of the assessment data and periodic evaluations, aligned with BMCC's mission and strategic goals.
9. State budget was reduced 5% due to lower enrolment.
10. Salary increases resulting from collective bargaining will be funded 2% increase per contract year.

Questions:

1. A breakdown for full-time vs Part-time vs administrative staff and support costs was requested.
2. Murray was renovated. Space is still needed.
3. Request to ask new Chancellor to pay for renovation not possible, it is already paid for by BMCC.
4. Request to renegotiate the Murray St 35 year lease contract.
5. Tuitions waivers will not be renewed, although there will be waivers for Stem from the City. ASAP will also get waivers. Additional funds are needed, CUNY money may not be used.
6. It was suggested using Perkins grant for waivers, as allegedly other colleges have done.
7. Who decides on construction? Depends on where the cash comes from in the capital budget. CUNY has most say.
8. 1.5 million furniture expenditure was rejected by CUNY. Only allowing 499 K.

9. Plans for funding Murray were asked.
10. Based on algorithm another building the size of Chambers St will be needed based on OTPS. Additional Murray space is insufficient.
11. Need to extend funding from scholarships to other priorities was discussed.

B. Technology report (Attached)

1. Plans to improve timely response to classroom support.
2. New system to attach laptops to projectors will be installed
3. New device to shield the cable from chair and table damage and location of cable connection to classroom computers are being studied to make improvements.
4. New classroom equipment to be installed. Better user instructions will be provided in room and as videos
5. Where to store research and survey data, presently and future plans.
6. Survey forthcoming to understand how the classroom technology is being utilized
7. Google and other Cloud services offerings under review.

Questions/Comments:

1. Access to H-drive not available from some classroom computers. Will be looked at.
2. Suggestions on future design to have both the projection and board available simultaneously.

V. OLD BUSINESS: Interim President Karrin Wilks presented an update on Designing for Success.

- A. BMCC is on the way to phase II
- B. Interim President Weeks thanked the faculty, staff and students who have joined the forums. There were five students. There are plans for Student focused forum.
- C. Forum created good dialogue. Forum presentations from February 4th will be available on the website.
- D. Three issues will continue to be analyzed:
 1. Why are Fall to Spring and Fall to Fall retention down?
 2. Why Hispanic and Black male student retention is still not better?
 3. Policies on probation and retention

VI. NEW BUSINESS:

- A. Dean Christopher Shultz Reported on the Fall 2012 - 2016 First-time Freshmen Cohort with Retention and Probation Rates and factors associated with entering probation, lack of retention, retention and good standing. (Report attached)

Questions/Comments:

1. Are 15 credits corelated with better retention/graduation? Yes

2. Controlled for GPS? No.
3. Better performance of ASAP students likely linked to metro cards and advising.
4. More fundraising is needed to cover student needs other than tuition to improve retention/graduation.
 - B. St Patrick's fundraiser will be Wednesday March 13th, tickets are available. Last year 250K was used for student emergency funds.

VII. Interim President Wilks adjourned the meeting at 3:17 pm.