

BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

COLLEGE COUNCIL

Minutes

March 24, 2010

- I. President Pérez called the meeting to order at 2:15 PM
- II. ATTENDANCE – Everyone attended except:

Adula, Kadidja
Anayanwu, Jose
Anderson, Emily
Barrios, Eugene
Blake, James
Carr, John
Chichester, Ralwe
Chorley, Richard
Delgado, Jane
Fraser, Indira
Hernandez, Joel
Kalogeropoulos, Nikolaos
Maimon, Eric
Man, Harvey
Mathaheva, Victor
Mathews- Salazar, Patricia

Montanez, John
Narvaez, Chris
Nichols, Jacqueline
Nunez, Jason
Palmer, Lisa
Pamplin, M. Claire
Rankin, Kevon
Rosen, Barry
Russo, Josephine
Smoke, Gary
Soto, June
Tonge, Emily
Wiseman, Cynthia
Wolfson, Josh
Ye, Lin

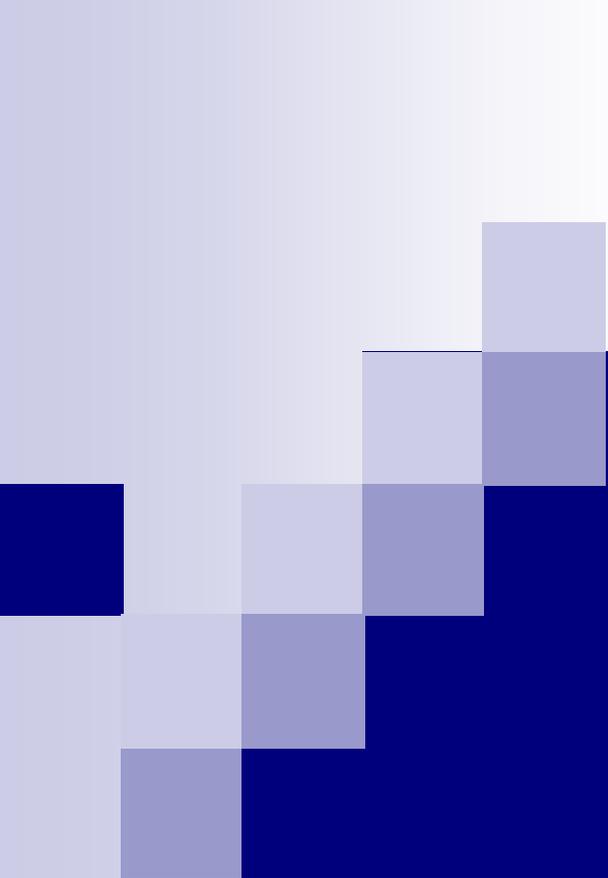
- III. APPROVAL OF MINUTES:
 - A. The minutes of the February 24, 2010 College Council Meeting was approved with corrections regarding attendance.
- IV. President Pérez gave a report.
 - A. President Pérez has negotiated with the university to insure funds for the opening of Fiterman Hall. He also mentioned that the College community can watch the progress of the construction of Fiterman Hall on the BMCC web site.
 - B. President Pérez mentioned that the first session of the BMCC Leadership Academy had met on March 22, 2010.
- V. STANDING COMMITTEE REPORTS
 - A. Budget Committee – Vice President Elena Samuels gave a report. (See Attachment A.)
 - B. Campus Facilities and Security Committee submitted a report. (See Attachment B.)
 - C. Campus Life and Student Issues Committee gave a report about the Co-curricular Transcript. (See Attachment C.)

VI. OLD BUSINESS: There was no Old Business

VII. NEW BUSINESS:

- A. For Discussion: Professor Phil Belcastro will present a resolution to create an Academic Freedom Standing Committee for the Academic Senate. (See Attachment # D.)
- B. The minutes of the November 25, 2009 College Council meeting needed to be corrected. The corrections are:
 - a. Vote on the Academic Freedom Standing Committee:
 - 53 in favor
 - 14 opposed
 - 7 invalid
 - b. Vote on Proposal 6A:
 - 16 in favor
 - 46 against
 - 6 invalid
 - c. Vote on Proposal 6B:
 - 29 in favor
 - 37 against
 - 3 invalid
- C. The corrections passed unanimously.

VIII. ADJOURNMENT



BMCC - 2009- 2010 Mid-Year Financial Report

This report provides comprehensive information, including the projected resources and expenditures, student enrollment, tuition revenue and full-time staffing.

Expenditures on this report represent the snapshot as of January 31, 2010 and will be adjusted as actual expenditures change. Projected revenue collections are based on billed amounts posted in CUNYfirst as of March 15, 2010.

- After a slight decline in Fall 09 the student enrollment at BMCC experiences a strong growth in Spring 10

Enrollment	Fall 2007	Fall 2008	Fall 2009	Spring 2009	Spring 2010	Change Fall 08-Fall 09		Change Sp 09-Sp10	
						#	%	#	%
FTE Undergraduate	13,808	16,088	16,350	16,031	16,944	262	1.6%	913	5.7%
FTE Graduate	0	0	0	0	0	0	0.0%	0	0.0%
Total FTE	13,808	16,088	16,350	16,031	16,944	262	1.6%	913	5.7%
Headcount	19,259	21,858	21,424	22,199	22,911	(434)	-2.0%	712	3.2%

- Projected Tuition Revenue collections above the Revenue Target are estimated at about \$632K.

Tuition Revenue (\$000)						
FY2009 Target	FY2010 Target	FY2009 Actual	FY2010 Projected	Tuition Revenue Change	% Change	Collections Above/(Below) FY2009
54,611	67,660	60,165	68,292	8,127	13.5%	632

- The enrollment growth helps to meet the financial challenges of reduction in NYS and NYC funding, which is estimated at \$1.4Mil-\$1.5Mil in FY 09-10.

Comparison of Expenditures to Resources (\$000)										
	Tax Levy Allocation	Pending Allocations	Compact Philanthropy	Ledger 3	Technology Fee	Tuition Revenue Above (Below) Target	PEG	Total Resources	Expenditures	(Over)/Under Expenditure
FY2009 - FY2010	108,573.9	4,420.1	535.0	398.3	3,818.9	632.0	(1,400.0)	116,978.2	117,447.0	(468.8)

- In FY 09-10 BMCC increased full-time faculty by 32 positions and hired an additional 12 full-time staff members in the area of academic support.
- Non-Instructional full-time staff was reduced by 2 positions or 1.6%

Staffing							
	Fall 2007	Fall 2008	Fall 2009	Change Fall 2007 - Fall 2008		Change Fall 2008 - Fall 2009	
				#	%	#	%
Full-time Faculty	362	367	399	5	1.4%	32	8.7%
Counselors & Librarians	28	28	27	0	0.0%	(1)	-3.6%
Total Faculty	390	395	426	5	1.3%	31	7.8%
Academic Support	76	71	83	(5)	-6.6%	12	16.9%
Non-Instructional	117	123	121	6	5.1%	(2)	-1.6%
Civil Service	227	235	250	8	3.5%	15	6.4%
Total Full-time	810	824	880	14	1.7%	56	6.8%

- In FY 09-10 BMCC experiences an increase of PS costs associated with hiring of full-time faculty, academic support staff, and contractual salary increases.
- Increase in costs of Adjuncts resulted from hiring adjunct faculty to accommodate the growing enrollment and reduction of the average class size from 28.2 in the prior year to 26.2 in current year.

Expenditures (\$000)							
	Tax-Levy Expenditures	Compact Philanthropy	Technology Fee	Total FY2010	FY2009	# Change	% Change
Full-time staff	60,886.8	-	635.8	61,522.6	56,352.2	5,170	9.2%
Adjuncts	19,178.0	-	-	19,178.0	18,056.9	1,121	6.2%
Temporary Service	4,850.5	-	95.2	4,945.7	5,266.8	(321)	-6.1%
Total PS	84,915.3	-	731.0	85,646.3	79,675.9	5,970	7.5%
OTPS	28,177.8	535.0	3,087.9	31,800.7	27,631.2	4,169	15.1%
Total	113,093.1	535.0	3,818.9	117,447.0	107,307.1	10,140	9.4%



Administration and Planning

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MEMORANDUM

To: College Council

From: G. Scott Anderson

Date: April 22, 2010

Subject: Meeting of the Committee on Facilities and Safety

The Committee met on March 3, 2010 and discussed the following:

Review of Campus Response to H1N1 (Penelope Jordan and Martin Levine)

The committee received a briefing on the number of cases at BMCC and how they were handled. The protocol followed by the college worked well will be refined further for the next influenza season. It was also reported that a meeting on the vaccine development would be held on March 25.

The committee was also informed that as a result of emerging best practices and lessons learned, a new draft of the tuberculosis protocol is also being developed for adoption by the campus.

Snow Closing (Scott Anderson)

The committee discussed this season's weather-related closings and felt the University needs to develop better guidelines for determining closing notices. One thought was that if public schools close, CUNY should also automatically and quickly send out notices of closure also. In reviewing, what happened this season, the committee felt that half-day closings are disruptive when notices are sent out too late because allowances must be made for travel time.

John Jay's Pest Problem (Scott Anderson)

The committee was briefed on the pest situation that occurred at John Jay and how it was handled and what it means for other colleges. Some steps discussed were our health and safety checks as well as selective changes in the choice of furniture.

Murray Street Evacuation Drills (Ed Moss)

The committee received a report from Ed Moss on the evacuation protocol for an 'E' building which Murray Street is. Although the FDNY calls for an evacuation of one

floor above the alarm incident and one floor below, BMCC evacuates all of its classroom floors if there is ever a fire or other evacuation emergency. Students, faculty and staff are directed to the emergency stairways for egress during these drills. For regular fire drills, however, the college does not actually direct people down the stairway.

A suggestion was made and approved that fire marshals and public safety insure the evacuation of the trailers during regular fire drills.

**Executive Summary of
THE BMCC CO-CURRICULAR TRANSCRIPT
as presented at the March 24, 2010 College Council Meeting
by Vice President Marva Craig**

Background

Borough of Manhattan Community College (BMCC) is dedicated to promoting the holistic growth of and enhancing students' development inside and outside of the classroom. To that end, the college is in the process of developing an official document, the BMCC Co-Curricular Transcript (CCT) to complement the academic transcript.

The CCT will be used to document students' extra-curricular participation and achievements outside of the classroom during their career at BMCC. These activities reflect the total development of the student and encourage life-long learning and responsible citizenship. When coupled with the academic transcript, a holistic representation of students' education, both inside and outside of the classroom, will be created.

The CCT is a student-initiated, comprehensive record of a student's campus involvement while enrolled at BMCC. The official document will bear the BMCC seal and will be offered as a supplement to their academic transcript. The CCT will be of value to the student when applying to other colleges, for scholarships or a position of employment. The document will only be sent at the request of the student. All entries listed on the CCT will be validated by the Division of Student Affairs.

The Co-Curricular Transcript is organized around six categories that reflect various co-curricular activities sponsored or recognized by Borough of Manhattan Community College. These categories are:

Athletic Participation: Recognition for participation, honors, or distinctions as a member of a BMCC sponsored intercollegiate athletic team.

Clubs and Organizations: On-going participation as a general member or executive board member in a BMCC recognized club or organization.

Community Service: Participation as a volunteer for a BMCC department, a BMCC sponsored event, or BMCC sponsored community service placement and project.

Honors and Awards: Recipient of an honor, award, or scholarship recognized by BMCC.

Leadership Training: Participation in leadership training sponsored by BMCC or the City University of New York (CUNY).

Workshops and Seminars: Attendance at a workshop, seminar, or conference that is sponsored or recognized by BMCC.

Goals of CCT

The goals of the CCT are varied. The CCT will encourage participation in extra-curricular experiences, enhance and give credibility to students' extra-curricular experience when applying for scholarships, transferring to another college, or seeking employment.

Evolution of CCT

The initial idea of the CCT generated out of Student Affairs. A committee was formed to include faculty and staff from Academic Affairs. The committee members conducted literature research on the CCT; had conversations with Student Affairs representatives at institutions that have an active co-curricular transcript; conducted focus group meetings with BMCC students; met with students at the Student Leadership Retreat to discuss marketing of the CCT; and had discussions with potential software vendors to host a co-curricular transcript.

Surveys were sent to companies and agencies that employ and provide internships for BMCC students, as well as colleges and universities that participated in the BMCC College Fair through the Transfer Office.

These findings were presented to the Campus Life Committee of the College Council, the Student Affairs Committee of the Academic Senate, the President's cabinet, the Division of Student Affairs, the Counseling Center and Cooperative Education. A Software vendor will be selected, and implementation is planned for the fall 2010 semester.

Attachment A



Borough of Manhattan Community College
The City University of New York
Academic Senate

Ad Hoc Committee on Academic Freedom
February 24, 2010

Resolution on Academic Freedom policy committee

RESOLVED, that Article I, Part A, Section 5 subsection c be amended to provided for a standing committee on Academic Freedom and adding subsection e, vii, which sets forth the functions of the Academic Freedom Committee

Article I, Part A, Section 5, subsection c

c. The standing policy committees are:

Academic Standing
Admissions
Curriculum
Faculty Development
Student Affairs
Instruction
Academic Freedom

Article I, Part A, Section 5 subsection e

vii. The Academic Freedom Committee educates the faculty on academic freedom issues and concerns, conducts screening and oversight of academic freedom complaints referred to the committee by faculty, and maintains a record of academic freedom violations reviewed by the committee. ***The America Association of University Professors' definition of academic freedom will guide the committee.***