

BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

COLLEGE COUNCIL

Minutes

February 25, 2015

Everyone attended except:

Juan Batista	Liany Marcial
James Blake	John Montanez
Horace Brockington	Michael Nazzaro
Namar Brown	Crystal Palacios
Louis Chan	Mahatapa Palit
Sophia Clark	Antonio Perez
Marva Craig	Davendra Ranglall
Robert Diaz	Jean Richard
Joel Evans	Barry Rosen
Brian Garrido	Epiphany Samuels
Michael George	Erica Seidel
Toby Ginsberg	Rimel Smith
Dominic Henry	June Soto
Joel Hernandez	Chris Stein
ShuHuey Jenner	Giselle Toby
Alexandra Klugar	Rayon Vangenderen
Jae Ki Lee	Zhana Yablokova
Ken Levinson	Joanne Zak
Amparo Lopez-Moreno	Naida Zukic

- I. Vice President Karrin Wilks called the meeting to order at 2:15 pm.
- II. APPROVAL OF MINUTES:
 - A. The minutes of the January 25, 2015 College Council Meeting were unanimously approved.
- III. STANDING COMMITTEE REPORTS
 - A. The Budget Committee will give a report. (See Appendix 1)
 1. Vice President Elena Samuels emphasized the necessity of spending this year's Compact funds by June 30, 2015.
 2. Book orders must be in on time.
 - B. The Facilities and Security Committee will give a report. (Seem Appendix 2)

VI. OLD BUSINESS - None

VII. NEW BUSINESS

1. John Gallagher announced the 2015 St. Patrick's Day Lunch.
2. The entire proceeds from the ticket sales for the lunch will towards the BMCC Student Emergency Fund.

VIII. Vice President Wilks adjourned the meeting at 2:45 pm.



BMCC - FY2014-2015 Mid-Year Financial Report

**The City University of New York
2014-2015 Mid-Year Financial Report
BMCC**

Comparison of Expenditures to Resources (\$000)


	Tax Levy Allocation	Pending Allocations	Compact Philanthropy	Technology Fee	Tuition Revenue Above (Below) Target	Total Resources	Expenditures	(Over)/Under Expenditure
FY2014 - FY2015	150,642.0	2,023.5	2,644.8	5,380.1	8,357.4	169,047.8	168,406.8	641.0

Expenditures (\$000)

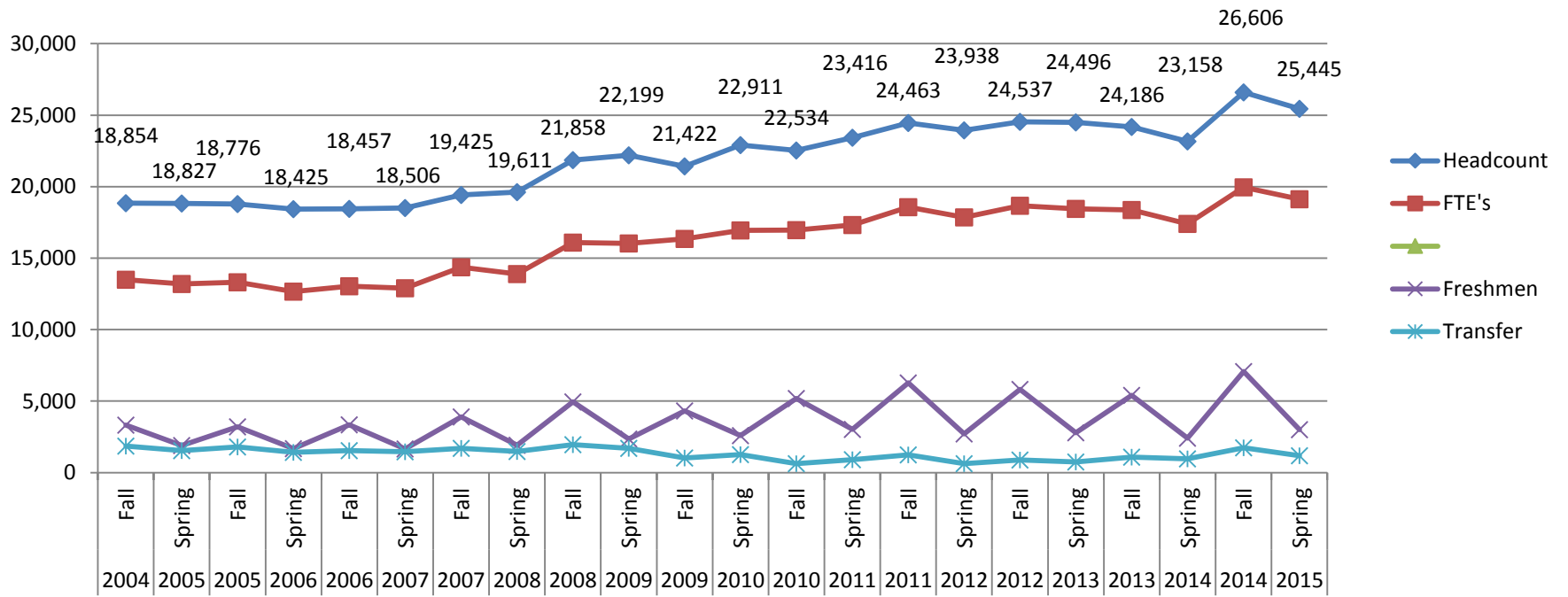
	Tax-Lew Expenditures	Compact Philanthropy	Technology Fee	Total FY2015
PS Regular	82,968.0	-	715.9	83,683.9
Adjuncts	21,448.9	-	-	21,448.9
Temporary Service	5,546.9	-	187.8	5,734.8
Total PS	109,963.8	-	903.8	110,867.6
OTPS	50,418.1	2,644.8	4,476.3	57,539.2
Total	160,381.9	2,644.8	5,380.1	168,406.8

Tuition Revenue (\$000)

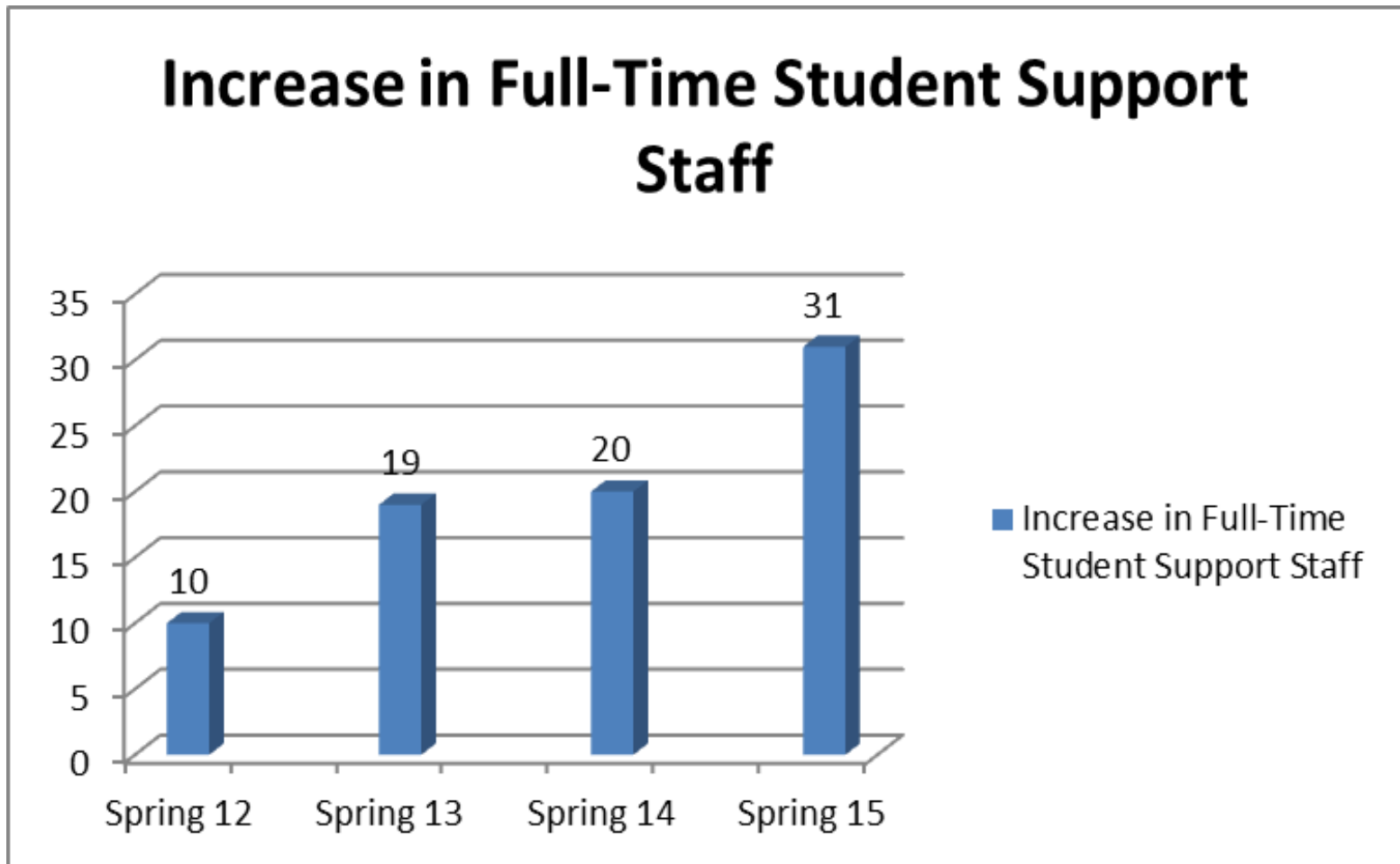
FY2014 Target	FY2015 Target	FY2014 Actual	FY2015 Projected	Tuition Revenue Change	% Change	Collections Above/(Below) Target
89,473.4	97,054.0	92,577.1	110,029.9	14,840.4	15.6%	8,357.4

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- Spring 15 student enrollment at BMCC based on flash report is approximately 25,445, compared to 23,158 in spring 14.
 - This is a slight decline in our enrollment from 26,606 students registered in fall 2014.
 - Tuition Revenue loss per 100 student FTEs is approximately \$225,000 per semester.
 - We lowered our originally projected tuition revenue overcollections to \$8,357Mil.
 - Overall, BMCC's personnel services and other than personnel services requirements for FY14-15 are fully funded.

BMCC Student enrollment from Fall 2004 through Spring 2015

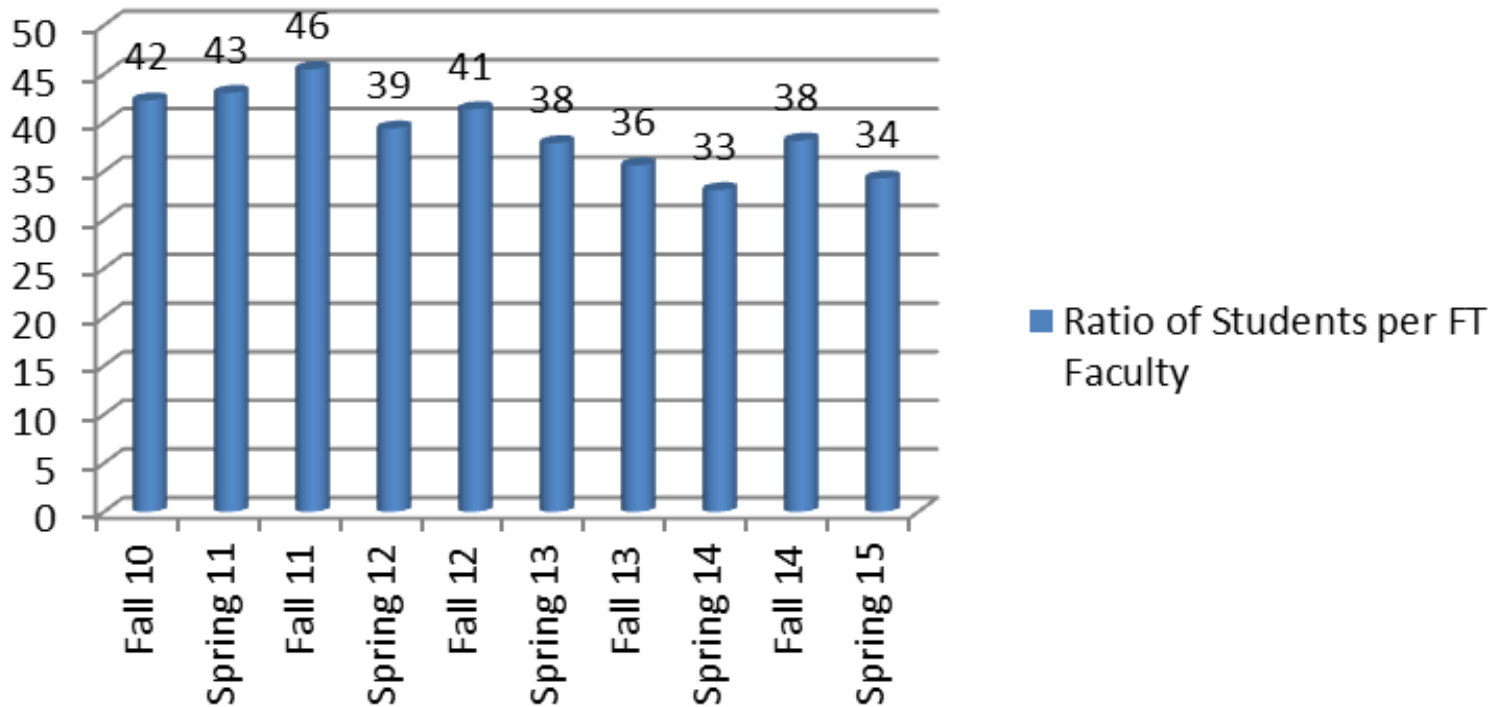


- Full-time faculty was increased by 13 in FY14-15



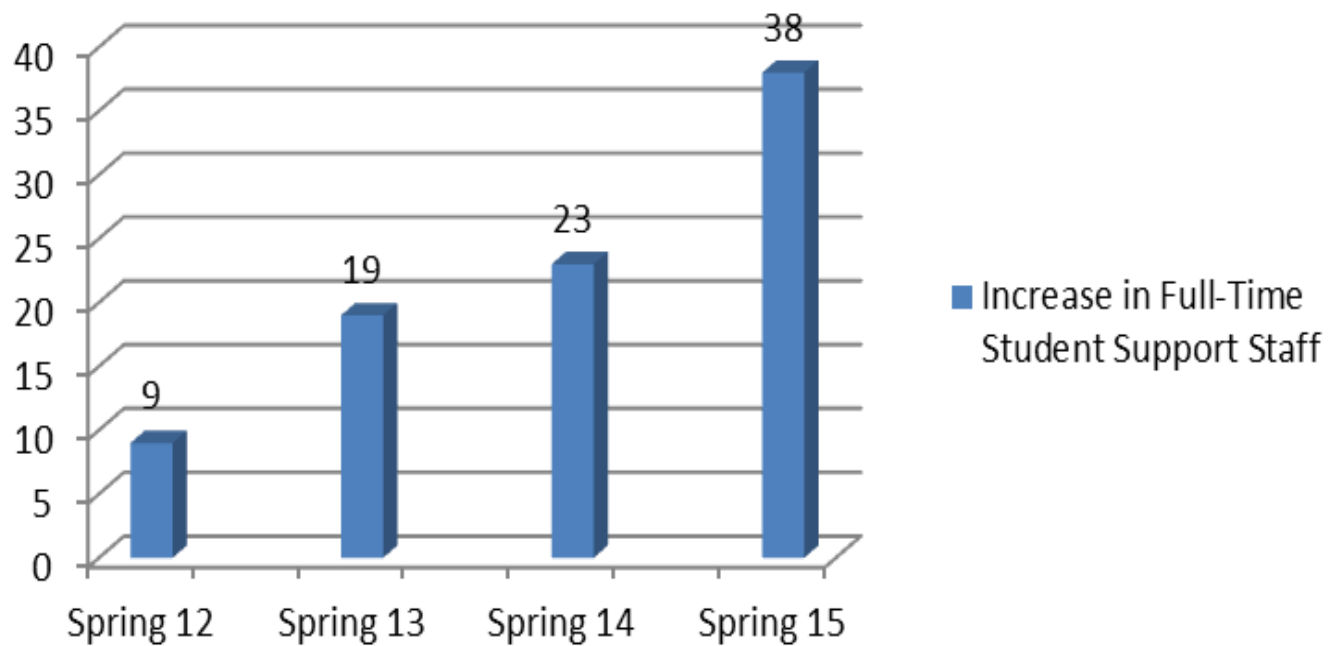
- Average class size will not be affected materially and will remain at approximately 27 FTEs per section.

Ratio of Students per FT Faculty

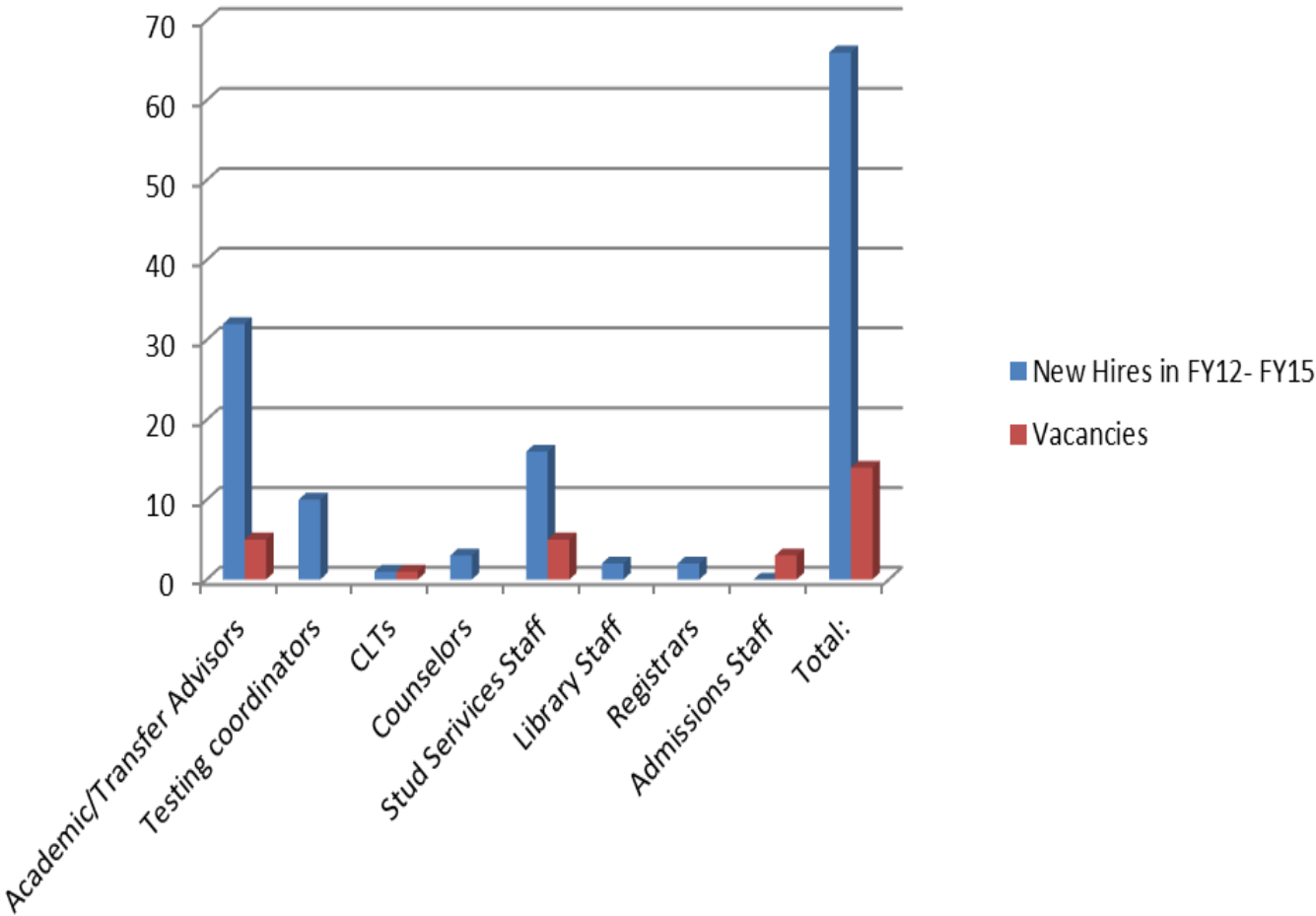


Ratio of Students FTEs per one Full-Time Faculty has improved over the last five years.

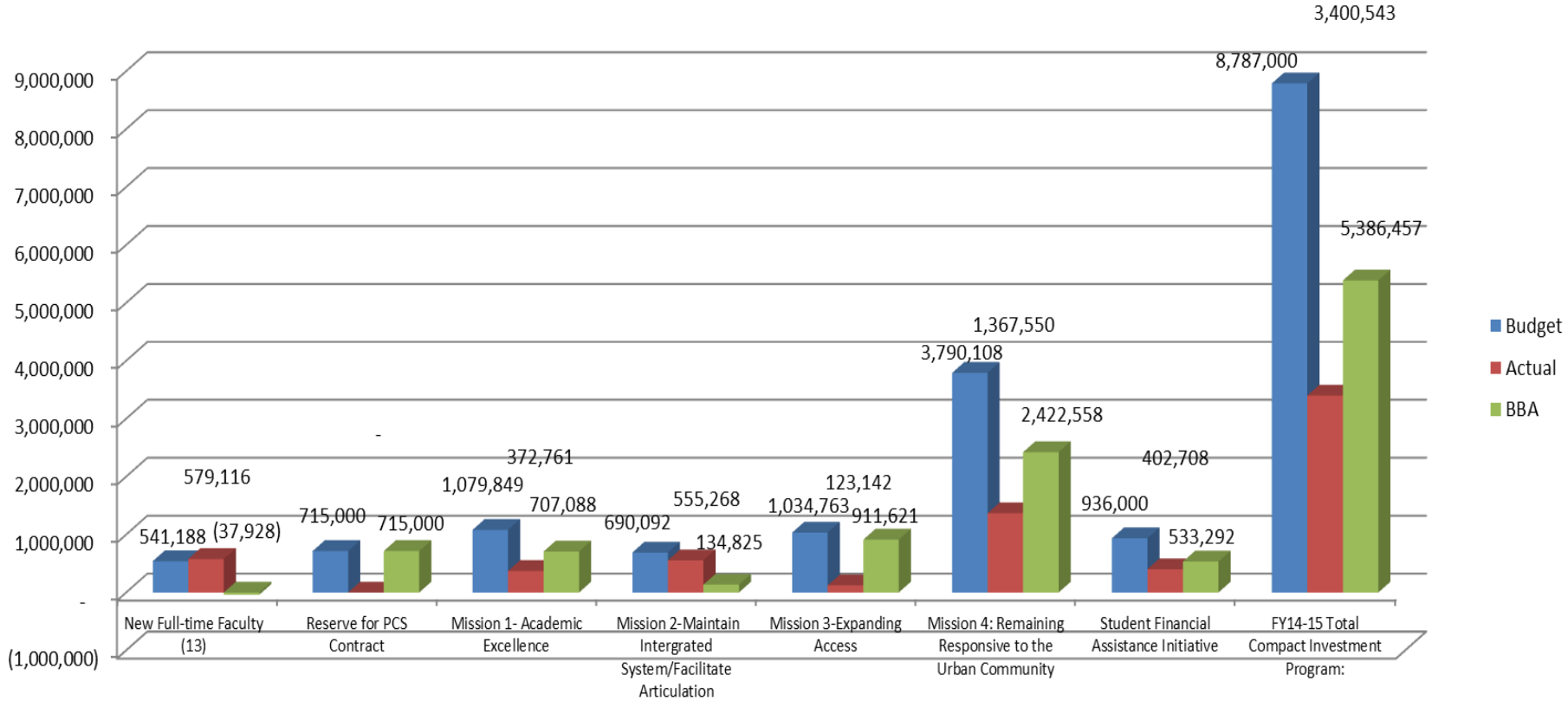
Increase in Full-Time Student Support Staff



New hires in Student Support areas in FY12-FY15



Status of Compact Budget and Actual Expenses as of 2/24/15



Mission One: Academic Excellence

Principal Components of this mission are:

- Focus on full-time faculty (13 were hired in Spring15).
- Educating Teachers (3 E-Learning Specialists were hired).
- Faculty Development (Funding for Teaching Academy, including the stipends for 10 Master Teachers and 25 participants, books and materials).
- Targeted faculty training specific to their curriculum and pedagogy for 18 Departments (Spring 15).
- Funding for CETLS Project, to enhance faculty strategies using technology in the classroom (Spring15).
- Maintaining & Upgrading STEM Equipment, Upgrading Allied Health Equipment.
- Expanding Learning Academies (2 Sr. Advisors are being hired and I Office Assistant).
- Expanding Internships(Director and Admin. Asst. are being hired).



Mission Two: Maintain Integrated System/Facilitate Articulation

This mission includes initiatives that help students:

- Acclimate to college life
- Overcome obstacles that might prevent graduation
- Promote success after graduation

as well as programs to improve:

- Academic advising
- Career services
- Counseling
- Athletics



Projects completed under Mission Two during FY15:

- Additional testing coordinators were hired to provide services to students.
- A counselor was hired to provide direct guidance to students and work with various offices in order to improve the students' persistence, retention and graduation rates.
- The International Admissions Counselor was hired to assist with international student recruitment and monitoring federal regulations of international students' compliance.
- Funding was provided to support athletics and recreation programs.
- A temporary nurse was hired to provide services during periods when the office received a high volume of students.



Mission Three: Expanding access

This category focuses on the commitment to provide access to a quality education to a diverse New York population, including:

- College readiness
- Services for students with disabilities
- Veteran's services
- Individual College Programs



Projects completed under Mission Three during FY15:

- Funding was provided to hire PT student welcome ambassadors and CUNYfirst ambassador team members with increased hours and weeks of service for Fiterman Hall, Murray building and 199 Chambers Street locations. The ambassadors were assisting fellow students with accessing and learning the CUNYfirst, as well as serving at the increased number of activities for new students, and other campus wide activities.
- 8 PT college assistants were hired to work 20 hrs per week in the student social media team and Welcome Center and provide online “Life Chat” responses to inquiries made primarily by newly admitted students. Funding was provided for the operating expenses of the team in order to give students perspective of life at the BMCC through social media (Facebook, YouTube, Blogs, Twitter, etc.).
- Funding was provided to hire PT tutors, mentors, readers and note takers in order to assist the students who are eligible to receive special need services from the Accessibility Office.
- Funding was provided for the operating expenses of Veterans Recourses Center PT mentors were hired to enhance services for student veterans: recruiting, admissions, certification, financial aid, registration, outreach, programming and counseling.

Mission Four: Remaining Responsive to the Urban Setting


This mission focuses on the University's role in contributing to the well-being of the City and State. Initiatives within this area center on:

- Workforce and economic development
- Expanding and enhancing healthcare education
- Sustainability efforts
- Improving the University's facilities



Projects completed under Mission Four during FY15

- Funding was allocated to complete the data center calibration in Fiterman Hall for higher level of security and access control on IDF racks..
- Funding was provided to upgrade/improve the college's facilities (e.g. continued renovation on the first floor, new furniture in Computer labs, English Department).
- Director of Development and Manager of Alumni Relations/events were hired to facilitate the fundraising activity.
- FT staff members were hired in various departments to provide support for the CUNYfirst implementation.
- Relocation of Data Center to the 6th Floor has been completed.
- Fund are allocated to several projects targeted at energy savings, including the installation of LED lights.




Projects completed under Student Financial Assistance Initiative during FY15:

- Funding was provided to the Library for acquisition of text books for the students.
- Tuition waivers were provided for the eligible students in fall and spring semesters.
- College received \$33K in FY15 for Veteran's Support.
- Funding was provided for expanding the Federal Work Study program.

FY 14-15 Compact Committee

Karrin Wilks	Sr. Vice President
Scott Anderson	Vice President
Marva Craig	Vice President
Jean Richard	Faculty
Janice Walters	Faculty
Joyce Harte	Faculty
Hollis Glaser	Faculty
Robert Cox	Director of Purchasing
Ena Jordan	Exec. Assoc. to the Provost
Amish Batra	Director of College Computer Center
Benjamin Kim	Student
Fauziya Abdul Rahman	Student
Okeema Humphrey	Student
Elena Samuels	Business Manager

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- BMCC Departments must expedite their submission of Purchasing Requisitions for FY15 Compact and allocated tax levy budget.
 - If faculty would like to submit their ideas for the Compact plan in FY 16, they must communicate them through their department chairs.



MEMORANDUM

To: Professor Suzanne Schick

From: G. Scott Anderson

Date: October 15, 2014

Subject: Annual Report - Review of Facilities Committee Activities

Listed below are a few of the major issues addressed by the College Council Committee on Facility and Safety during the past academic year:

<i>Reprogramming 199 Chambers Street</i>		
FEMA and DASNY insurance	BMCC continues to process claims from the damages of Hurricane Sandy	<ul style="list-style-type: none">• Emergency Generator project is proceeding and an electrical consultant has been hired to determine additional load requirements;• The Data Center which supports all network and telecommunications is being moved to a new location on the sixth floor;• BMCC is hiring consultant services to better plan for the protection of the exterior of the college from storm damage.
Staff Offices	Work on faculty offices is almost complete. Staff offices will be programmed next.	<ul style="list-style-type: none">• As departments grow, additional work will be required.
Administrative Offices	Renovation of the Registrar's Office is nearly complete.	The relocated Advisement and Testing offices will be constructed next, on 1 South.
<i>Fiterman Hall</i>		
Staff Room	By the end of spring break, the provisioning of a staff room	The room's location is F-212.

	will be completed for employee use.	
Group Study Rooms	The Facilities office in F-601 will administer the keys and reservations.	These 6-person group study (-01) rooms are located on floors 4 through 11.
<i>Capital Projects</i>		
Gym AC	Preliminary estimates leave this project short on funding.	BMCC is negotiating the deficit with CUNY.
Pool Restoration	Serious unanticipated structural damage and mechanical work must be performed.	The college is working with CUNY and DASNY to accelerate the work.
Windows project	May be put on hold to begin work on the columns.	A structural engineer will reexamine the columns for structural integrity.
Pavers: Ramp and Plazas	The design is nearly complete.	BMCC is seeking a solution that does not involve pedestals which have failed in the past.
Trailer Removal	Demolition work has begun this week. Completion is targeted for April 78, 2014.	
New Bathrooms	Design on the ADA compliant Bathrooms is nearly complete. The start date for the construction will depend on the outcome of the construction bids.	The college is pushing for a fall semester start of construction.
Roof Replacement	Removal of the old roofing material will begin during spring break. The entire project is scheduled to take 100 days, barring weather conditions.	The first phase will include the main room and 4 and 5 floor setbacks.
Photovoltaic Installation	This project is not out of design yet but CUNY is revisiting the college's requests for a distributed power system, using batteries.	If the approved, the college could save on its energy budget and those savings would be used to offset our operating budget.
Theatre Rigging and Electrical Panels	The site survey was performed recently and the consultant is starting the design.	The Scope of Work will be reviewed further by the college.
IT Closets – Cooling	CUNY is putting out to consultants the design work and procurement bid for the cooling solution for the	

	closets.	
Greenwich Welcome Center	DASNY is putting out to bid the construction work needed for this 4,000 SF space. Expected completion is November 2014.	The college intends to use this space as Welcome Center and remote site for other support and educational services.