

SENATE EXECUTIVE COMMITTEE

Minutes of November 16, 2015

Present: T. Isekenegbe, R. Ben-Nun, A. Brewer, H. Clampman, R. Elliott, M. Fein, D. Gonsher, J. Katz, L. Lawton, F. Moore, C. Schrader, H. Skinner, S. Utakis

Absent: A. Alvarez, N. Asamoah, one-to-be-named student Senator

Guests: J. Thomas, M. Gray, D. Thompson, E. Bayardelle

1. **Meeting called to order** at 2:25 p.m. by F. Moore. Attendees briefly introduced themselves, and afterwards F. Moore stated that the IOC had been unable to reach a quorum and thus elect a Vice President. After some discussion, F. Moore agreed to go with the students and A. Brewer to discuss the matter with J. Agnelli.
2. **Approval of November 16, 2015 SEC agenda:** Approved by unanimous voice vote.
3. **Approval of October 19, 2015 SEC Minutes:** Approved with amendments by unanimous voice vote.
4. **Election of Members to Committees:**
 - a. **Committee on Community Relations and Special Events:** R. Briggs elected (R. Briggs - 8, P. Kanakamedala - 3). Prior to election, the previous election of K. Cooper was ratified by unanimous voice vote.
5. **Budget Report:** (see report) R. Elliott explained his report. Afterwards, a motion to skip to item 10 was approved by unanimous voice vote.
6. **Report of the Chair:** Tabled due to time restraints.
7. **President's Report:** (see report) Due to time constraints, T. Isekenegbe stated that he would give his report at the next meeting of Senate.
8. **Report from SGA:** No report.
9. **Report from the Faculty Council:** No report.
10. **Approval of November 19, 2015 Senate agenda:** Approved by unanimous voice vote. Prior to vote, F. Moore discussed his new policy of including suggested time limits in the agenda. He also explained the action items.
11. **New Business:** None.

Adjournment at 3:30 p.m. by F. Moore.

Respectfully Submitted,

Jon Katz, Secretary

Attachment(s):

- Budget report
- Senate Agenda
- Proposed Resolution Regarding the Observance of Veteran's Day
- Proposed Amendment to the BCC Governance Plan

**Bronx Community College Budget Office
FY 2016 Requests Above Base Budget**

President's Office	S/Plan Ref.	Compact Funded	Perf. Mgmt. & Related Funds	Technology Fee Funded	Other Sources	
Office of the President						Notes
- HEO Screening Committee Actions		\$ 75,000				Campus-wide promotions / new hires
- Shuttle Bus Service					\$ -	TBD
- Set aside for other unfunded needs		\$ 250,000				
Total President's Office		\$ 325,000	\$ -	\$ -	\$ -	
Academic Affairs						Notes
VPAA						
- Faculty Development / Reassigned Time	3.2					FYP, LSAMP, Learning Communities, Fac. Assessment Training
- Academic Programming Initiatives	2.3					Supplemental Instruction, Event Planning. Tutor training, etc.
- Training / Professional Development	1.2					Online Instruction, FYS
- Furniture	1.3					Office improvements
- Tutoring	2.3					Tutoring Center / Supplemental Instruction
- Faculty Released Time / Support Staff	3.2		\$ 147,025			Increasing BCC's Digital Footprint
- Contractual Services/Books/Equipment	3.2		\$ 194,975			Increasing BCC's Digital Footprint
Total		\$ 150,000	\$ 342,000	\$ -	\$ -	
Health & P.E.						
- Equipment Replacement	6.2	\$ 121,000				
Total		\$ 121,000	\$ -	\$ -	\$ -	
Library						
- Textbook Initiative	2.3, 3.1	\$ 100,000				Continuance of prior year Compact Initiative
Total		\$ 100,000	\$ -	\$ -	\$ -	
Total Academic Affairs		\$ 371,000	\$ 342,000	\$ -	\$ -	
Administration & Finance						
Information Technology						
- VOIP	6.3	\$ 230,000				<i>FY 16 Pilot -\$230K; FY 17-\$250K and FY 18-\$320K;\$800K for full implementation</i>
- Connectivity Project - New Receiving Building	6.1					Network conn. For new bldg. slated to open during FY '16
- Wi-Fi Coverage for Students	6.1	\$ 190,000		\$ 150,000		Total Project = \$340K; \$150 funded by Student Tech Fee
- Mobile App Development	6.3	\$ 25,000				\$15K annual recurring cost
Total		\$ 445,000	\$ -	\$ 150,000	\$ -	
Physical Plant Services						
- U/V Installations					\$ 120,000	Legionnaire's Prevention/Mitigation
- F/T Staff	6.1	\$ 155,164				2 High PPT, Electrician and 3 custodials 1/1/16
- Maintenance Contracts	6.1	\$ 50,000				Bldg. Automation System - North Hall
- Equipment	6.1	\$ 10,000				Buffing & Heavy Equipment for bldgs. w/o elevators
Total		\$ 215,164	\$ -	\$ -	\$ 120,000	
Public Safety						
- Safety Equipment / Contracts	6.4	\$ 50,000				Bulletproof vests, Fire Station Monitoring
Total		\$ 50,000	\$ -	\$ -	\$ -	
Campus Planning						
- Nichols Relocation 1st Flr - 3rd Flr	6.1				\$ 12,000	
- Begrisch Hall Egress Stair (Collapsing Stair)	6.1				\$ 70,000	

**Bronx Community College Budget Office
FY 2016 Requests Above Base Budget**

- South Hall Bathrooms	6.1			\$	69,000	
- GML Entrance Threshold	6.1			\$	85,000	
- North Hall Glass Replacement	6.1			\$	25,000	
- Meister Hall - Elevator Lobby Seating	6.1			\$	80,000	
- Facilities Upgrades / Repairs	6.1			\$	49,000	Critical facilities repairs & renovations
- ASAP Project (Bliss/Nichols Construction)		\$	458,660			ASAP Expansion
- ASAP Project (Furniture/Flooring/Signage)		\$	218,375			ASAP Expansion
- ASAP Project (Bliss/Nichols Technology)		\$	109,000			ASAP Expansion
- Design Costs	6.1			\$	100,000	Preliminary design of Student Success Center
Total		\$	-	\$	786,035	\$ - \$ 490,000

Total Administration & Finance	\$	710,164	\$	786,035	\$	150,000	\$	610,000
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<u>Student Affairs</u>	<u>S/Plan Ref.</u>					
VP Student Affairs						
- Associate Dean of Enrollment Mgmt.	5.1/5.2	\$	67,500			Assumes \$135,000 salary, starting 1/1/16
- Call Center	2.3	\$	46,700			Equipment, Hobsons Telecounseling
- Two Recruiters	2.2	\$	60,000			Assumes a \$59,608 salary starting January
- Degree Works Coordinator	2.3	\$	28,000			Assumes a \$57,011 starting January
'Financial Aid Initiative						
- Financial Aid Waiver	2.3	\$	117,000			
Total Student Affairs		\$	319,200	\$	-	\$ - \$ -

<u>Strategic Initiatives</u>	<u>S/Plan Ref.</u>					
VP Strategic Initiatives						
- Admin. Exec. Officer	6.1, 6.5	\$	55,000			Save GML Campaign
- Asst. Administrator		\$	60,000			Pre-College Programs Administrator
Total Student Affairs		\$	115,000	\$	-	\$ - \$ -

Total Requests Above Base Budget	\$	1,840,364	\$	1,128,035	\$	150,000	\$	610,000
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Initial Supplus Derived From Compact 2,031,000

Balance Available After Initial Distribution As Above	\$	190,636
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Bronx Community College
FY 2016 Operating Budget Summary
as of 9/4/15

Resources

Initial Allocation (Model)	\$ 79,606
Anticipated Allocations*	\$ 537
Total Resources	\$ 80,143

Projected Expenses

Academic Affairs	\$ 45,796
Administration & Finance	\$ 20,261
Strategic Initiatives	\$ 2,314
President's Office	\$ 3,041
Student Affairs	\$ 6,700
Total Projected Expenses	\$ 78,112

Initial Surplus / (Deficit)	\$ 2,031
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Performance Based Funding**	\$ 838
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Adjusted Surplus/(Deficit)	\$ 2,869
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***Anticipated Allocations**

- Fall/Spring Adj. Contact Hour	\$ 565
- PSC Sabbatical/Reassigned Time Reimb.	\$ 524
- Testing Office Reimbursement	\$ 277
- Graduate Center Reimbursement	\$ (80)
- University Technology Initiatives	\$ (749)
Total Anticipated Allocations	\$ 537

***Awaiting details from University regarding methodology for obtaining Performance Based Funding*

**AGENDA OF THE MEETING OF THE
BRONX COMMUNITY COLLEGE SENATE
October 22, 2015 12:15 - 1:45 P.M.
Nichols Hall 104**

1. Call to Order - 12:30pm by F. Moore.
2. Seating of Alternates - None seated
3. Approval of the Agenda - F. Moore explained new format with time limits, if someone needs more time, would need to be voted on
Approved Unanimous electronic vote
4. Approval of Minutes of October 22, 2015
Approved with amendments by unanimous electronic votes
5. Action Items: (5 minutes)
 - a. Amendment to the Governance Plan re CLT Voting Rights - item previously approved by the Senate and by Referenda of the Faculty and Students (having failed to achieve the requisite participation amongst the student) 2/3s vote required to pass

(see report)
F. Moore gave some background information
Passed by electronic vote (Yes - 42, No - 4, Abstain - 1)
 - b. Amendment to the Governance Plan re voting rights on the Academic Review Committee -- item previously approved by the Senate and by Referenda of the Faculty and Students (having failed to achieve the requisite participation amongst the student) 2/3s vote required to pass

(See report)
F. Moore explained the proposal
Passed by unanimous electronic vote

J. Athanasourelis
F. Moore explained that though measure passed, 10% of students did not vote

6. **President's Report (10 minutes)**

(see report) - T. Isekenegbe referred to his report
"highlights" of the report

Update on listening tour, among other things - will analyze results to come up with a plan moving forward

ASAP, budget, meetings with 1199SEIU and Morris Heights Health Center,
work on Gould Memorial Library - findings of Proposed Use Committee (see report), to create community, community space

S. Utakis asked who was on ASAP planning committee

C. Shrader could not

Herself

Couple faculty members

Academic affairs

Central office

students

Send out by college-wide broadcast

H. Skinner asked if Hall of Fame is included in Gould Memorial Library plan -

R. Ben-Nun asked if could be used as museum

Legal counsel responded to questions

7. **Budget Report - D. Taylor (10 minutes)**

(see report) D. Taylor referred to his report

N. Reynoso - asked if plan to rebuild certain classrooms which could use work, if part of budget

T. Isekenegbe responded, said coming up with a plan to fix classrooms, short-term and long-term
plan to fix time, some rooms with light issues

Plan to fix bathrooms

Would take time as a result of budget constraints

Requested 893,000 for Nichols Hall for ASAP

A. McInerney responded, requested note that on first page its thousands of dollars, should be noted

Encouraged students to pay attention to how compact money is being spent since originates from students, tuition

A. Durante asked about technology expenses

T. Isekenegbe

8. Committee Reports (2 minutes each unless otherwise noted)

a. Academic Standing

(see report)

O. Mendez - introduced proposal

D. Morris explained proposed changes and reasoning for them. Then took questions

D. Gonsher asked what happens to student who transfers into another curriculum and previously had an NC

Received an NC and then transfers into another curriculum

In light of D. Gonsher's comments, A. McInerney suggested a language change - Third item,

"the first grade will be converted

"the lowest grade will be converted to an 'NC'."

b. Curriculum (5 minutes)

(see report) H. Clampman referred to his report, explaining the changes made therein and the committee's reasons for them.

c. Governance and Elections (5 Minutes)

A. McInerney

Reminded everyone of ongoing elections, encouraged turnout

(See report) - referred to report with Rules of Order

(See report) - referred to report regarding student ex-officio seats

Burdensome for students who have classwork and other student responsibilities

To allow designees from SGA for SGA seats

D. Gonsher questioned language of "designee"

Standing or can it change from meeting to meeting? Would want that clarified

Suggested that be alternates instead of designee

J. Thomas responded to D. Gonsher's second section, wanted designee's to have their own voice, opinions, not voice of SGA members

A. McInerney says plans to address rules of designees in general, in response to D. Goshier's first comment

d. Instruction and Professional Development

V. Walker gave update for CIPD including COACHE survey

e. Space, Facilities, and Physical Plant

No report. Elections ongoing.

f. Student Activities

J. Agnelli announced that

K. Matos is new Vice President of IOC

g. Student Government Association

J. Thomas said met with T. Isekenegbe regarding debate series for upcoming U.S. Presidential election

h. University Faculty Senate

L. Lawton said he would email report

A number of items and not enough time

Discussed university's response to COACHE survey

CUNY Central is going to develop a web page that shows results of survey across CUNY campus by campus

Community college caucus looking at COACHE survey from community college perspective

Want adjuncts included going forward

i. University Student Senate
No report

j. Vice-Presidents and Deans

F. Moore stated A. Robinson elected to Secretary

k. Community Relations and Special Events
R. Ben-Nun met but no quorum

9. Announcements and Reports (**2 minutes each**)

a. Chairperson, Vice-Chairperson, and Faculty Council Chairperson

b. Vice Presidents and Deans

L. Montenegro encouraged people to sign up for Winter Conference

10. Auxiliary Enterprises (2 minutes)

11. BCC, Inc. (2 minutes)

12. New Business (**time remaining**)

13. Adjournment 1:50pm

Proposed Resolution
Regarding the Observance of Veteran's Day

WHEREAS, Veterans' Day is a holiday recognized by the United States, the State of New York and the City of New York to recognize and honor the service of members of the armed forces of the United States;

WHEREAS, a significant percentage of the Bronx Community College community, as well as the wider CUNY Community, including students, alumni, faculty and staff are veterans who have served the United States honorably and at great personal sacrifice to the themselves and to their families;

WHEREAS, Veterans' Day is not currently recognized as a holiday by the City University of New York, including Bronx Community College, thereby requiring members of the college and wider university communities who are veterans, to forsake events intended on honoring them for their service to the United States;

THEREFORE, BE IT RESOLVED THAT:

The Bronx Community College Senate requests that the Board of Trustees and the Chancellor of the City University of New York add Veterans' Day as an officially recognized holiday throughout the CUNY system.

IN FURTHERENCE of this resolution, the Bronx Community College Senate:

1. Requests that the Chair of the Senate, reach out to the Chairs of the governance bodies of the other CUNY colleges and seek their support for this resolution.
2. Requests that the delegation of Bronx Community College to the University Faculty Senate seek its support for this resolution
3. Requests that the delegation of Bronx Community College to the University Student Senate seek its support for this resolution;
4. Request that the President of Bronx Community College reach out to the Presidents of other CUNY colleges and seek their support for this resolution.

PROPOSED AMENDMENT TO THE BCC GOVERNANCE PLAN

Voting rights for College Laboratory Technician titles

CURRENT LANGUAGE:

III. DEPARTMENTAL ORGANIZATION AND AFFAIRS

- A. All full-time members of the instructional staff appointed in a department, including College Laboratory Technicians, shall have the right to vote on department matters, including the election of members of elected department committees, college committee representatives and department chairperson, except where the department chairperson currently is appointed. When the number of College Laboratory Technicians exceeds 15% of the membership of the department, their vote shall be limited to 15% of the department vote-that 15% to be divided equally among the College Laboratory Technicians.

PROPOSED LANGUAGE:

III. DEPARTMENTAL ORGANIZATION AND AFFAIRS

- A. All full-time members of the instructional staff appointed in a department, including College Laboratory Technicians, shall have the right to vote on department matters, including the election of members of elected department committees, college committee representatives and department chairperson, except where the department chairperson currently is appointed.

RATIONALE:

The practice of dividing the CLT franchise has caused awkward voting situations where some voters have felt that their fractional votes may not be anonymous. The proposal is in accord with the general Governance Plan emphasis on wider, rather than less restrictive, franchise.

PASSED OVERWHELMINGLY BY VOICE VOTE IN THE COLLEGE SENATE WITH ONE OPPOSING VOTE, MAY 16, 2013.

Passed by a Referendum of the Instructional Staff 135 Yes/ 43 No /29 Abstain with 45% of the eligible voters participating in April 2015

Passed by a Referendum of the Student Body 291Yes/ 56 No 120 Abstain with 4.5% of the eligible voters participating in October 2015

PROPOSED AMENDMENT TO THE BCC GOVERNANCE PLAN

Changing the voting members of the Academic Review Committee

CURRENT LANGUAGE:

**IV. THE COLLEGE PERSONNEL AND BUDGET COMMITTEE
AND THE ACADEMIC REVIEW COMMITTEE**

B. The Academic Review Committee

2. Membership

c. One non-voting member of the College Personnel and Budget Committee who will serve ex-officio and who shall be designated by the President.

PROPOSED LANGUAGE:

**IV. THE COLLEGE PERSONNEL AND BUDGET COMMITTEE
AND THE ACADEMIC REVIEW COMMITTEE**

B. The Academic Review Committee

2. Membership

c. One non-voting member of the College Personnel and Budget Committee, designated by the President, who shall serve without vote. It shall be the responsibility of the President's designee to impartially relate the deliberations and outcome of the College Personnel and Budget Committee for the committee's review.

RATIONALE:

The amendment clarifies the language to correspond with the practice of the Academic Review Committee for many years prior to 2013.

PASSED UNANIMOUSLY BY VOICE VOTE IN THE COLLEGE SENATE, MAY 16, 2013.

Passed by a Referendum of the Instructional Staff 136 Yes/ 24 No /47 Abstain with 45% of the eligible voters participating in April 2015

Passed by a Referendum of the Student Body 189 Yes/ 100 No 176 Abstain with 4.5% of the eligible voters participating in October 2015