

# SENATE EXECUTIVE COMMITTEE

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## Minutes of October 20, 2014

**Present:** E. Martí, A. Brewer, H. Clampman, M. Fein, D. Gonsher, F. Moore, C. Schrader, H. Skinner, S. Utakis

**Excused:** G. Agamah, Y. Amegatsey, Q. Price, R. Quinn

**Absent:**

**Guests:** G. Cooke, B. Wigfall

1. **Meeting called to order** at 2:15 p.m. by F. Moore.
2. **Introductions:** Introductions were made.
  - a. Members of the SGA asked, as officers elected to serve on the SEC had registered for classes prior to their election and those classes conflicted with the SEC meeting schedule, if they were able to act as alternates. F. Moore noted that there isn't such a provision in the governance plan. D. Gonsher suggested schedule changes be facilitated for students who have registered for classes prior to being elected and have conflicts with meetings such as this one.
3. **Approval of October 20, 2014 SEC agenda:** The agenda was approved unanimously by voice vote.
4. **Approval of September 15, 2014 SEC Minutes:** The minutes were amended to reflect S. Grimes as a guest, not a member of the committee. F. Moore pointed out that just as there is no provision in the governance plan for SGA alternates to the SEC meeting, vacancies are also not filled. The amended minutes were approved by voice vote with one abstention (Martí).
5. **Report of the Chair:** F. Moore discussed distribution of C. Berotte Joseph's electronic report which was submitted after the Senate meeting. The report was read by F. Moore to the Senate Executive Committee. Discussion ensued as to the appropriateness of including a report in the Senate minutes that had not been presented or even distributed during that meeting, especially as there will not be the possibility of raising questions with respect to items included in the report. The committee decided that F. Moore would read the report at the next Senate meeting.
  - a. **Senate vacancies:** D. Gonsher reminded F. Moore of the outstanding HEO and adjunct positions to fill. D. Gonsher will email that reminder to F. Moore.
  - b. **Request for clarification of enrollment numbers and update on the detailly issues previously reported to the Senate:** With respect to the last Senate meeting, F. Moore noted that a document was requested to be sent to D. Gonsher from A. Brewer regarding the enrollment numbers that were presented at the Senate meeting. A. Brewer gave updated numbers (see report). D. Gonsher asked for a copy of the numbers given at the September Senate meeting. Discussion ensued with respect to the numbers, financial liability for students, dates and consequences of not meeting enrollment targets, rosters, and related concerns.

- c. **Budget Report postponed until November Senate meeting:** F. Moore noted that while the budget is usually presented in October, it will be presented in November this year.
6. **President's Report:** With respect to the budget, E. Martí reported there is a \$1.2 million shortfall. The steps being taken to address that issue include freezing open searches with the exception of faculty searches. However, E. Martí noted that between now and May, it is anticipated many projects will still be completed including the repair of 28 bathrooms this fall and 10 additional bathrooms in the spring. Also, funding is needed to make 8 bathrooms ADA compliant. E. Martí expressed his commitment to seeking additional funding from the Central Office to close the current budget gap and address future work that needs to be done. This work includes addressing the need for telephone system repairs and updating the College's website. E. Martí spoke of the need to focus on student retention and, in that vein, discussed marketing as well as winter registration. Given the news that non-faculty searches were frozen, SGA representative B. Wigfall requested that the new Director of Student Life and Associate Director of Student Life not be included in the freeze. E. Martí suggested that perhaps the responsibilities of those positions could be covered by others on campus.
7. **Report from SGA:** None given
8. **Report from the Faculty Council:** As per faculty request, F. Moore asked that an organizational chart be distributed so that faculty will know the organizational breakdown of the College. E. Martí reported he would do so very soon and that there were some administrative organizational changes being made. F. Moore noted that it would be helpful to have a website where such information is located.
9. **Approval of October 23, 2014 Senate agenda:** The amended agenda was approved by unanimous voice vote.

**Adjournment** at 4:15 p.m. by F. Moore.

Respectfully Submitted,



Debra Gonsler, Secretary

**Attachment(s):**

- Enrollment numbers
- September, 2014 report from then-President C. Berotte-Joseph

**Bronx Community College**  
**Fall 2014 Enrollment Summary As of 10/20/2014**

<b>Student Body</b>	<b>Target Headcount</b>	<b>Current Headcount</b>	<b>Difference In # to Target Headcount</b>	<b>% Towards Target Headcount</b>
Continuing	6,633	6,543	-90	99%
Freshmen[1]	1,862	1,882	20	101%
Transfer[2]	1,150	1,067	-83	93%
Readmit[3]	1,010	1,235	225	122%
Non-Degree	770	1,063	293	138%
<b>Total =</b>	<b>11,425</b>	<b>11,790</b>	<b>365</b>	<b>103%</b>

\*Includes College Nov

<b>FTE Target</b>	<b>Current FTE</b>	<b>Difference In # to Target FTE</b>	<b>% Towards Target FTE</b>	<b>Total Paid</b>	<b>Total Not-Paid</b>
8,100	8,285	185	102%	9,470	2,320