BRONX COMMUNITY COLLEGE
of the City University of New York

College Senate
Minutes of October 22, 2015

Absent: D-E. Matsoukas, A. Ortiz, M. Reyes
Excused: D. Gonsher, S. Davis, W. Guerrier
Present At-Large Alternates: C. Maliti, K. Ojakian, B. Rima, J. Ziegler
Guests: C. Suarez-Espinal, D. Taylor, J. Heller, N. Ritze, L. Montenegro, V. Walker, R. Lupo, J. Wilson, K. Williams, B. Yarmolinsky, C. Vasquez

1. **Call to Order:** 12:26 P.M., meeting called to order.

2. **Seating of alternates:** F. Moore seated alternate C. Maliti.

3. **Approval of the Agenda of October 22, 2015:** Approved by unanimous electronic vote with amendment to delay Action Items until fifteen Student Senators arrived.

4. **Approval of the Minutes of September 24, 2015:** Approved with an edit by electronic vote (Yes – 49, Abstain – 1). At the end of the vote, the Student Senators arrived and introduced themselves.

5. **Action Items:**
   a. **Election of Officers of the Senate**
      i. **Vice Chair:** A. Alvarez elected by electronic vote.

<table>
<thead>
<tr>
<th>Candidate</th>
<th>Votes</th>
</tr>
</thead>
<tbody>
<tr>
<td>M. Gray</td>
<td>23</td>
</tr>
<tr>
<td>A. Alvarez</td>
<td>30</td>
</tr>
<tr>
<td>Abstain</td>
<td>2</td>
</tr>
</tbody>
</table>

b. **Election of Members of the Academic Review Committee:** S. Davis elected. H. Papas-Kavalis and T. Brennan were previously elected. Prior to vote, Senators electronically voted to reopen nominations (Yes – 33, No – 17, Abstain – 5).

<table>
<thead>
<tr>
<th>Candidate</th>
<th>Round One</th>
<th>Round Two</th>
<th>Round Three</th>
</tr>
</thead>
<tbody>
<tr>
<td>V. Mishkin</td>
<td>13</td>
<td>17</td>
<td>22</td>
</tr>
<tr>
<td>S. Davis</td>
<td>28</td>
<td>28</td>
<td>30</td>
</tr>
<tr>
<td>S. Powers</td>
<td>12</td>
<td>10</td>
<td>-</td>
</tr>
<tr>
<td>Abstained</td>
<td>2</td>
<td>0</td>
<td>3</td>
</tr>
</tbody>
</table>
c. **Election of a Student Ombudsperson:** R. Shane elected.

<table>
<thead>
<tr>
<th>Candidate</th>
<th>Votes</th>
</tr>
</thead>
<tbody>
<tr>
<td>C. Maliti</td>
<td>30</td>
</tr>
<tr>
<td>R. Shane</td>
<td>51</td>
</tr>
<tr>
<td>Abstain</td>
<td>2</td>
</tr>
</tbody>
</table>

6. **Committee Reports**
   a. **Academic Standing:** No report.
   b. **Curriculum:** No report.
   c. **Governance and Elections:** (see report) A. McInerney announced that there were two upcoming elections, one for Faculty Senate and one for Space, Facilities, and Physical Plant. He also introduced the proposal to amend the Governance Plan referred to in his report. Due to time constraints, F. Moore made a motion to table discussion on the Governance Plan. The motion passed by electronic vote (Yes – 36, No – 17).
   d. **Instruction and Professional Development:** No report.
   e. **Space, Facilities, and Physical Plant:** No report.
   f. **Student Activities:** No report.
   g. **Student Government Association:** No report.
   h. **University Faculty Senate:** No report.
   i. **University Student Senate:** No report.
   j. **Vice-Presidents and Deans:** No report.
   k. **Community Relations and Special Events:** No report.

7. **President’s Report:** (see report) President T. Isekenegbe referred to his report and discussed changes to the ASAP program.

8. **Reports of Vice Presidents and Deans**
   a. **C. Schrader** – No report.
   b. **R. Elliott** – (see report) R. Elliott referred to his report.
   c. **E. Bayardelle** – No report.
   d. **A. Brewer** – No report.
   e. **A. Ott** – No report.
   f. **D. Taylor** – No report.

9. **Announcements and Reports:**
   a. **Chairperson and Faculty Council:** No report.
   b. **Vice-Chairperson:** No report.
   c. **BCC, Inc.:** No report.
   d. **Auxiliary Enterprise:** No report.
10. **New Business:** None.

11. **Adjournment:** 1:53 p.m.

Respectfully Submitted,

Jon Katz, Secretary

**Handouts:**
- President’s Report
- Governance and Elections Proposal
- COACHE Survey Stakeholder List
- Operating Budget Overview
- Organization Report
Since my arrival, I have been meeting with students, faculty, staff, elected officials, and representatives of various community organizations. Feedback provided so far has been insightful and valuable. Thank you to those who have participated. Through my President’s Listening Tours, I plan to continue these meetings with faculty, staff, and students to learn more about the strengths and challenges that we face at BCC. The first President’s Listening Tour was held on October 5, 2015. Upcoming tours are scheduled for: October 27th, November 16th and December 2nd. I look forward to your participation and hearing your feedback.

I’m very excited to announce that CUNY Chancellor JB Milliken has designated Bronx Community College the first Accelerated Study in Associate Programs (ASAP) college in the University system. Starting with the Fall 2016 semester, BCC will offer the resources and enhanced services that will allow all incoming full-time freshmen to benefit from this unique academic program. ASAP has been successful CUNY-wide and with greater than average successful at BCC. Most recent data shows our ASAP three-year graduation rate at 61%, compared to 11% of non-ASAP students overall. Provost and Vice President of Academic Affairs, Claudia Schrader, is spearheading the BCC Planning Committee and accompanying sub-committees that will design a plan for the implementation of ASAP at BCC in Fall 2016.

Becoming an ASAP institution will require that we change the way we teach and provide student services. In preparation for the upcoming ASAP implementation, a proposal was submitted to CUNY Executive Vice Chancellor and University Provost, Vita Rabinowitz, and Vice Chancellor for Budget and Finance, Matthew Sapienza, requesting $786,035.00 for renovation work in Nichols Hall and Bliss Hall. If awarded, these funds would be used to create additional office, advisement, and classroom spaces to accommodate the ASAP expansion.

Our final Fall 2015 enrollment numbers exceeded the CUNY targets. We had a final headcount 11,783 students enrolled and a full-time equivalent (FTE) of 8,300.

The Vice Presidents and I are reviewing the requests for additional resources that were submitted during the beginning of fiscal year budget process. We are balancing requests with the priorities of the College in light of the BCC Strategic Plan and University Plan. Ultimately, I anticipate approving allocations totally approximately 2 million dollars.

The Auxiliary Enterprises Corporation has projected revenues and expenses of $633,000 and $531,000, respectively. The BCC Association, Inc. has projected revenues and expenses of $1,039,404. Association funds are allocated in accordance with student earmarks and/or university bylaws.

Following a Request for Proposals issued by CUNY as a part of the 2015-2016 CUNY Strategic Investment Initiative, BCC has submitted the allowable maximum 3 proposals for a total request of $1,559,426.00. In total, the proposals represent initiatives in each of the divisions of the College and, if awarded, will have a positive campus-wide impact by the
close of Spring 2016. Proposal guidelines require that the funding awarded be spent by the end of the fiscal year.

BCC’s proposals were:

- Developing Business Intelligence Tools for Accelerated Decision-Making to Support Student Success and Completion (Amount Requested: $680,000.00)
- Expanding BCC’s Digital Footprint (Amount Requested: $342,484.00)
- Connecting the Dots Between Experiential Learning and Student Support Services (Amount Requested: $536,942.00)

- CUNY Vice Chancellor for Facilities Planning, Construction, and Management, Judy Bergtraum, recently visited and toured BCC on September 29, 2015. We presented her with an overview of BCC’s facilities projects, a tour of the campus and an explanation of our immediate needs. One specific item for discussion was the centralization of various student services with the goal of providing effective and efficient services in a single location on campus. The creation of a “Student Success” Center to meet student needs, particularly during the enrollment and registration process, will continue to be discussed over the upcoming months. It is anticipated that this Center would consolidate Admissions, Financial Aid, Bursar, Registrar and Advisement. The College is making a capital request of approximately $7,000,000 to carry this project through to completion. We will continue to work with the Vice Chancellor on this and other plans for campus development and improvements.

- The Search Committee for the search for a new Vice President for Finance and Administration has been charged. The job has been posted on the CUNY and BCC websites, as well as in other printed and online publications. The Association of Community College Trustees (ACCT) Search Firm is working diligently to recruit strong and qualified potential candidates. I encourage you to share the position information (http://www.bcc.cuny.edu/personnel/personnel1.pl?08+JOB13678) with potential candidates.

- As I continue to learn the BCC and CUNY processes, I have asked for assistance from the Central Office in assessing the way in which we serve our students and employees. To that end, Barry Kaufman, Special Assistant to Vice Chancellor for the CUNY Office of Budget and Finance, Matthew Sapienza, will conduct a process review at BCC. Mr. Kaufman will be reviewing our processes and procedures in the offices of student services, as well as in the Business Office. He will advise BCC on the areas where we may be creating intentional or unintentional obstacles for our students. He will not be reviewing or advising on campus organization or personnel matters.

- Vice President for Strategic Initiatives, Eddy Bayardelle, a group of faculty, and I had the pleasure of hosting a delegation that included Dr. Ranjit Vithalrao Patil, the Honorable Maharashtra Minister of State for Urban Development, Law & Judiciary, Ports, General Administration, Parliamentary Affairs, Skill Development & Entrepreneurship. Dr. Patil and two of his colleagues visited us from Maharashtra in India. They are working in collaboration with the American Association of Community Colleges (AACC) to better understand the role that community colleges play in empowering people towards employment and entrepreneurship. We look forward to working with them and exploring additional opportunities for our faculty and students.
PROPOSAL TO AMEND THE BCC GOVERNANCE PLAN
THE POWER TO ESTABLISH RULES
(Approved 7-0-0 October 4, 2015)

Existing language:

BRONX COMMUNITY COLLEGE GOVERNANCE PLAN
I. THE BRONX COMMUNITY COLLEGE SENATE

A. Organization
   3. Procedures - Rules of Conduct
      d. Rules of Order:

      The Senate shall adopt Rules of Procedure for itself, its committees, and its sub committees consistent with its obligations under law. The Senate, Faculty Council and the Student Government Association shall elect a parliamentarian

Proposed language:

3. Procedures - Rules of Order
   d. Rules of Order:

   i. The Senate shall adopt Rules of Order for itself, its committees, and its sub committees consistent with its obligations under law.
   ii. The SGA may adopt Rules of Order according to its own Constitution.
   iii. The Faculty Council may adopt Rules of Order for Departments and other bodies provided for in the Governance Plan.
   iv. The Senate, Faculty Council and the Student Government Association shall elect a parliamentarian
## COACHE SURVEY STAKEHOLDER LIST

<table>
<thead>
<tr>
<th>TARGET AREAS</th>
<th>KEY STAKEHOLDERS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>NATURE OF WORK</strong></td>
<td></td>
</tr>
<tr>
<td>Research</td>
<td>Office of Academic Affairs (OAA), Grants &amp; Development Office, Council of Chairs, Faculty Council, Academic Departments</td>
</tr>
<tr>
<td>Service</td>
<td>Senate/OAA/Chairs</td>
</tr>
<tr>
<td><strong>FACILITIES AND WORK</strong></td>
<td></td>
</tr>
<tr>
<td>President; Committee on Space, Facilities and Physical Plant OAA</td>
<td></td>
</tr>
<tr>
<td><strong>PERSONAL &amp; FAMILY POLICIES</strong></td>
<td></td>
</tr>
<tr>
<td>HR, PSC-CUNY, Faculty Council, OAA</td>
<td></td>
</tr>
<tr>
<td><strong>INTERDISCIPLINARY WORK</strong></td>
<td></td>
</tr>
<tr>
<td>OAA, Faculty Council, VP, Deans &amp; Chairs</td>
<td></td>
</tr>
<tr>
<td><strong>COLLABORATION</strong></td>
<td></td>
</tr>
<tr>
<td>OAA, Senate/Faculty Council/Chairs</td>
<td></td>
</tr>
<tr>
<td><strong>MENTORING</strong></td>
<td></td>
</tr>
<tr>
<td>OAA, Faculty Council, Chairs</td>
<td></td>
</tr>
<tr>
<td><strong>TENURE</strong></td>
<td></td>
</tr>
<tr>
<td>OAA, College/Divisional P&amp;B, Faculty Council, President, Diversity Officer, Departments</td>
<td></td>
</tr>
<tr>
<td><strong>PROMOTION</strong></td>
<td></td>
</tr>
<tr>
<td>OAA, P&amp;B, Faculty Council, President, Chairs</td>
<td></td>
</tr>
<tr>
<td><strong>LEADERSHIP</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Senior</strong></td>
<td></td>
</tr>
<tr>
<td>President/Provost/Senate Exec. Committee</td>
<td></td>
</tr>
<tr>
<td><strong>Divisional</strong></td>
<td></td>
</tr>
<tr>
<td>VP, Deans &amp; Chairs</td>
<td></td>
</tr>
<tr>
<td><strong>Departmental</strong></td>
<td></td>
</tr>
<tr>
<td>Chairs/Faculty Council</td>
<td></td>
</tr>
<tr>
<td><strong>APPRECIATION &amp; RECOGNITION</strong></td>
<td></td>
</tr>
<tr>
<td>President, OAA, Chairs, Senate/Div. Officer</td>
<td></td>
</tr>
</tbody>
</table>

Above is a list of Target Areas, as delineated by the COACHE Survey, along with a suggested group of campus entities that may be matched to specific areas of concern. Primary stakeholders, listed in bold the first time they appear above, would be first tasked with considering the survey results as a whole, identifying areas of focus and recommendations for follow-up. This could involve the formation of collaborative groups like those suggested above to focus on a particular areas of concern.

Target Area/Stakeholder matches were generated independent of whether or not a Target Area of the survey is an actual strength or concern. One way of forming collaborative groups would be to have representation from these matched groups along with *diverse representation from both tenured and untenured faculty* comprise sub-committees that would work on generating possible recommendations for actionable responses to troubled areas, as revealed by close examination of results. This is, of course, is not the only possible solution.

Moreover, this list of matched groups is not exhaustive. Further analysis and exploration of survey results may identify other stakeholder that need to be included in ongoing discussions. Representatives from these Key Stakeholders, as well as those from any entity added on could be tasked with making sure that these issues are brought before and processed by the entities they represent.
<table>
<thead>
<tr>
<th>Factor</th>
<th>Overall</th>
<th>Man</th>
<th>Average</th>
<th>Woman</th>
<th>Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Freedom</td>
<td>91%</td>
<td>89%</td>
<td>90%</td>
<td>92%</td>
<td>91%</td>
</tr>
<tr>
<td>Understanding pressure to perform</td>
<td>30%</td>
<td>24%</td>
<td>27%</td>
<td>35%</td>
<td>30%</td>
</tr>
<tr>
<td>Reading load</td>
<td>13%</td>
<td>12%</td>
<td>12%</td>
<td>14%</td>
<td>13%</td>
</tr>
<tr>
<td>Cost of living</td>
<td>15%</td>
<td>13%</td>
<td>14%</td>
<td>17%</td>
<td>15%</td>
</tr>
<tr>
<td>Academic rigor</td>
<td>97%</td>
<td>97%</td>
<td>97%</td>
<td>98%</td>
<td>97%</td>
</tr>
<tr>
<td>Lack of diversity</td>
<td>2%</td>
<td>1%</td>
<td>1%</td>
<td>2%</td>
<td>2%</td>
</tr>
<tr>
<td>Deep experience</td>
<td>8%</td>
<td>7%</td>
<td>7%</td>
<td>9%</td>
<td>8%</td>
</tr>
<tr>
<td>Support for professional development</td>
<td>7%</td>
<td>6%</td>
<td>6%</td>
<td>8%</td>
<td>7%</td>
</tr>
<tr>
<td>Quality of instruction</td>
<td>97%</td>
<td>97%</td>
<td>97%</td>
<td>98%</td>
<td>97%</td>
</tr>
<tr>
<td>Quality of graduate students</td>
<td>97%</td>
<td>97%</td>
<td>97%</td>
<td>98%</td>
<td>97%</td>
</tr>
<tr>
<td>Opportunities to collaborate with colleagues</td>
<td>96%</td>
<td>96%</td>
<td>96%</td>
<td>98%</td>
<td>96%</td>
</tr>
</tbody>
</table>

Worse Aspects

*Bronx Community College*
<table>
<thead>
<tr>
<th>Funding Increases</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Aid ($100/FTE Increase)</td>
<td>9.2</td>
</tr>
<tr>
<td>City Support</td>
<td>16.1</td>
</tr>
<tr>
<td>Tuition&amp; Other Revenues</td>
<td>24.2</td>
</tr>
<tr>
<td>Total Increase</td>
<td>49.5</td>
</tr>
</tbody>
</table>

Fiscal 2016 Adopted Budget $898.2

- $6 million dedicated to a Performance Fund
- $16.1 for expansion of STEM, ASAP, CUNY Start, Fatherhood Academy, Guttman Metrocards
- $24.2 for COMPACT Investment Plan to be developed with consultation with faculty and student representatives
## Resources

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial Allocation (Model)</td>
<td>$79,606</td>
</tr>
<tr>
<td>Anticipated Allocations*</td>
<td>$537</td>
</tr>
<tr>
<td><strong>Total Resources</strong></td>
<td><strong>$80,143</strong></td>
</tr>
</tbody>
</table>

## Projected Expenses

<table>
<thead>
<tr>
<th>Department</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Affairs</td>
<td>$45,796</td>
</tr>
<tr>
<td>Administration &amp; Finance</td>
<td>$20,261</td>
</tr>
<tr>
<td>Strategic Initiatives</td>
<td>$2,314</td>
</tr>
<tr>
<td>President’s Office</td>
<td>$3,041</td>
</tr>
<tr>
<td>Student Affairs</td>
<td>$6,700</td>
</tr>
<tr>
<td><strong>Total Projected Expenses</strong></td>
<td><strong>$78,112</strong></td>
</tr>
</tbody>
</table>

### Initial Surplus / (Deficit) $2,031

### Performance Based Funding** $838

### Adjusted Surplus/(Deficit) $2,869

*Anticipated Allocations

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall/Spring Adj. Contact Hour</td>
<td>$565</td>
</tr>
<tr>
<td>PSC Sabbatical/Reassigned Time Reimb.</td>
<td>$524</td>
</tr>
<tr>
<td>Testing Office Reimbursement</td>
<td>$277</td>
</tr>
<tr>
<td>Graduate Center Reimbursement</td>
<td>$(80)</td>
</tr>
<tr>
<td>University Technology Initiatives</td>
<td>$(749)</td>
</tr>
<tr>
<td><strong>Total Anticipated Allocations</strong></td>
<td><strong>$537</strong></td>
</tr>
</tbody>
</table>

**Awaiting details from University regarding methodology for obtaining Performance Based Funding
Academic Departments:
- Art & Music
- Biological Sciences
- Business & Information Systems
- Chemistry & Chemical Technology
- Geospatial Center of the CREST Institute (BGCCCI)
- Communications Art & Sciences
- Education & Reading
- CUNY CareerPATH Teacher Asst. Program
- English
- Writing Center
- Health, Physical Education & Wellness
- History
- Library
- Library Systems
- Mathematics & Computer Science
- Math Center
- Modern Languages
- Nursing & Allied Health Services
- Physics & Technology
- Automotive Technology Program
- Social Sciences
- Academic Affairs Special Programs:
  - Academic Services
  - Evenig & Weekend Programs
  - Academic Success/Advising Center/1199 SEIU (Service Employees International Union)
  - Academic Assessment
  - Academic Personnel Administration, Workload & Scheduling
  - Academic and Transfer Resources
  - Accelerated Study in Associate Program (ASAP)/First Year Program (FYP)
  - Center for Sustainable Energy (CSE)
  - Center for Teaching, Learning & Technology (CTLT)
  - Criminal Justice Academy
  - CUNY Language Immersion Program/Bridge to College/CUNY Start Curriculum Matters & Faculty Development
  - Supplemental Instruction, Coordinated Undergraduate Education & Special Programs

Campus Administrative Support Services
- Campus & Facilities Planning
- Duplicating, Mail/Messenger, Audiovisual Services, Videography and Records Retention
- Environmental Health & Safety
- Physical Plant Services
- Buildings & Grounds
- Public Safety
- Business Office
- Accounting
- Accounts Payable
- Auxiliary Enterprises & BCC, Inc.
- Budget
- Payroll
- Property Management & Receiving
- Bursar
- Funds Management & Related Entities Services
- Purchasing
- Human Resources
- Information Technology
- Academic Computing Center
- Administrative Computer Systems
- Telecommunications, Network & PC Support
- Web Services

Early Childhood Center
- Enrollment Management
- Admissions & Recruitment
- Call Center
- Financial Aid
- Registrar
- Athletics
- General Counseling
- Judicial Affairs
- Student Life
- Male of Color Initiative (MOCI)
- Student Support Services
- Career, Transfer and Job Placement
- College Discovery
- Health Services
- Student Disability Services
- Personal Counseling (Psychological)
- Veterans Services
- Special Programs (Research Foundation Funded Programs)
- COPE/GSI (College Opportunity to Prepare for Employment/Graduation Success Initiative)
- Single Stop Program
- Strives for Success

BCC Foundation
- Bronx Educational Opportunity Center
  - Preparatory Program
  - Academic Program
  - Technical Training Programs
  - Student Services
  - Employment Services
  - Internship Services
  - Attained Lab
- Development
  - Alumni Relations
  - Campaigns
  - Corporations and Foundations Relations
  - Grants and Contracts
  - Major Gifts & Planned Giving
  - Special Events
  - Save GML Fund
- Government Relations and External Affairs
  - Steward Bound Math and Science, and Talent Search

Pre-College Programs
- Adult Basic Education & Training Program
- Collaborative Programs
- College Now
- Virtual Enterprises International
- Future Now
- POISED (Perfect Opportunity for Individual Skills and Educational Development) for Success Program
- TRIO Pre-College Programs (Upward Bound, Upward Bound Math and Science, and Talent Search)
- Workforce Development and Continuing Education
  - Business and Industry Solutions
  - Continuing Education and Professional Studies
  - Campus and Online Courses
  - Security Management Institute
- Contracts:
  - RHIO (Regional Health Information Organization)
  - DEP (NYC Department of Environmental Protection)
  - NYSDOL (NYS Department of Labor)
  - Phipps
  - Local 3 Union
  - CenterLight
  - Jewish Life Health Care
  - Bronx Health Academy