

BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

COLLEGE COUNCIL

Minutes

October 23, 2013

Everyone attended except:

Winston Aitken	Joosik MiahKim
Sheldon Brown	Michael Nazzaro
Geoffrey Douglas	Rofiqul Rubel
Joel Evans	Vernon Smith
Joyce Harte	Eduardo Viera
Joel Hernandez	Mike Vozick
Cynthia Karasek	ShengKun Zhang
Andrew Levy	
Devon Mark	

- I. President Pérez called the meeting to order at 2:15 PM.
- II. The minutes of the September 25, 2013 College Council meeting were unanimously approved.
- III. STANDING COMMITTEE REPORTS
 - A. The Campus Facilities and Security Committee submitted a report (See Attachments.)
 1. Answering a question about the Lockdown Report, Vice President Anderson said that it was not yet ready, that it would be submitted to the Department Chairs, after which it would come before the College Council.
 - B. The Campus life and Student Issues Committee presented an overview of current concerns.
 1. Dean Michael Hutmaker stated that students were concerned about the state of technology on campus.
 2. The goal for Fall 2013 was 24,535 students with 18,668FTEs, while the preliminary numbers were 24,055 students with 18,303 FTEs.
 3. CUNYFirst necessitated changes in incoming student orientations. 90 sessions of 50-75 students were held this summer.

4. Changes in Title IV Pell Grants caused some students to lose financial aid.
 - a. Student Affairs ran 40 information sessions instructing students how to file appeals.
 - b. Follow-up sessions will be given this month.
5. Student Volunteer Programs
 - a. We have partnerships with New York Cares and 911 Memorial Fund.
 - b. October 29, 2013 – Volunteer Fair.

VI. There was no Old business

VII. NEW BUSINESS:

- A. Dean Jane Delgado made an announcement regarding the Presidential Evaluation Process.
 1. The Campus Community will receive an email from the Board of Trustees regarding the evaluation of the President.
 2. Dean Delgado outlined the process:
 - a. The College will present a self-assessment.
 - b. CUNY will look at BMCC.
 - c. Some members of the BMCC community will be asked to respond to an anonymous survey. The sample will be random, the collection will be conducted by an outside organization, and Cheryl Littman will prepare an aggregate report.
 - d. The sample will be small, and so everyone is encouraged to respond quickly.

VIII. President Pérez adjourned the meeting at 2:26 PM.



Administration and Planning

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MEMORANDUM

To: Professor Suzanne C. Schick

From: G. Scott Anderson 

Date: October 9, 2013

Subject: Facilities Committee – October 3, 2013 Report

The College Council Campus Facilities and Security Committee met on October 3, 2013. Members of the committee and resource staff members present were: G Scott Anderson, Jane L Delgado, Catarina Mata, Francesco Crocco, Rifat Salam, Thomas Ching, Martin Levine and Ed Moss.

The critical issue addressed by the committee was a commitment to review a first draft of the college's emergency response with specific reference to shelter in place and lock down procedures. The committee discussed the importance of educating the college community about what to expect in a violent intruder scenario. The committee reviewed a training video used by NYPD for this purpose. The college would like to post the emergency response advisory on the web to begin a sensitivity and educational campaign around campus safety.

Recycling: The committee was informed of the most recent college submission of recycling data forwarded to the University as part of the Executive Order 4 requirements. The committee will receive a preliminary report on the submissions.

IT security: The committee discussed various issues affecting IT security particularly the importance of logging-off of instructional machines.

Reprogramming of Chambers Street Facility: The issue of the refurbishment and enlargement of the math lab was discussed. The committee will receive the latest facilities and capital projects listing with projected timetables.

Health/Safety Training: It was agreed that a special training program would be scheduled for interested members of the committee and College Council in first aid, CPR and AED.