

BOROUGH OF MANHATTAN COMMUNITY COLLEGE
The City University of New York

COLLEGE COUNCIL

Minutes

May 24, 2017

All attended except:

Nur Ahamed
Sheldon Applewhite
Joao Bila
Alejandro Binilla-Manjarrez
Peter Bratsis
Sharon Brickman
Horace Brockington
Robin Brown
Hector Castellanos
Yan Chen
Mahamadou Diawara
Kaoutar Elharchaoui
Judy Eng
Erik Freas
Toby Ginsberg
Joyce Harte
Joel Hernandez
Maxine Hunter
Robin Isserles
Barbara Lawrence

Jae Ki Lee
Ken Levinson
Marci Littlefield
Ousmane Mbodj
Michelle Murillo
Silvia Roig
Jonathan Ruiz
Jason Ruiz Quintero
Rifat Salam
Jason Silva
Brett Simms
George Stevenson
Hao Tang
Anna Vidiaev
Brienne Waychoff
Josh Wolfson
Chiaki Yanagisawa
Hasan Yumak
Ibrahim Zavery

- I. President Pérez called the meeting to order at 2:07 pm.
- II. APPROVAL OF MINUTES:
 - A. The Minutes of the April 26, 2017 College Council Meeting were unanimously approved.
- III. STANDING COMMITTEE REPORTS – See Appendices
 - A. The Budget Committee submitted the year-end report.
 - B. The Campus Facilities and Security submitted the year-end report.
 - C. The Campus Life and Student Issues Committee submitted the year-end report.
 - D. The Technology Committee submitted the year-end report.

VI. OLD BUSINESS - None

VII. NEW BUSINESS:

- A. After July 4, there will be a pool party. No subscriptions are needed for July.
- B. President Pérez thanked everyone who attended the Gala. \$1.125 million was raised.

VIII. President Pérez adjourned the meeting at 2:12 pm.

Budget Committee Year-end report

FY 16-17

Budget Committee members:

Elena Samuels, staff

Joyce Moorman, faculty

Kay Conway, faculty

Jim Berg, staff

Michael McGee, faculty

Ralph Buxton, staff

Jason Silver, student

The Committee met on the following dates:

September 9, 2016

November 2, 2016

April 20, 2017

The Committee discussed many issues related to the college budget management. Some of the major topics were:

- Operating budget allocation methodology for community colleges
- Details of lump sum allocations
- Technology Fee expenditures
- Tuition revenue budget and target, tuition revenue overcollections
- Details of OTPS spending by divisions and departments
- Faculty travel expense reimbursements
- Faculty headcount and hiring trends

Based on recommendation of the Budget Committee AVP for Finance met with three representatives of department chairs and provided to them in-depth information about the budget process, followed by meeting with all department chairs and to address their questions and concerns regarding the OTPS budget management.

Following the request of Chairs, Purchasing department is conducting the training sessions for CUNY1st Procurement module twice a month (last Wednesday and Thursday).

Discussions about the budget with wide audience in FY16-17 resulted in higher utilization of OTPS budgets by the divisions and departments.

The Committee members worked diligently and enthusiastically and represented the interests of wide college community very well.

Respectfully submitted,

Elena Samuels



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MEMORANDUM

To: College Council

From: G. Scott Anderson

Date: May 24, 2017

Subject: Annual Report of the Facilities and Safety Committee

The Committee covered many important issues affecting the college campus physical and safety issues and conditions during this academic year. Reported and discussed at each meeting, the status, impact and timeline of various ongoing and new capital projects affecting the college. Chief among them were the frequent reports on the installation and \$22 million upgrade to the Chambers Street mechanical (HVAC) system affecting heating and cooling. The long overdue pool renovation project is nearing completion and is expected to open this July. The first phase of the ADA compliant bathrooms will be completed in June and the South units will begin this summer. The Ramp has become unstable and work will begin next academic year to replace it with a unified concrete pour that will also make it compliant with today's ADA standards.

Several reports were received detailing the customer service and active shooter training that public safety staff had undergone. The college continues to provide free instruction in first aid, CPR and AED and each student who passes the test receives a certificate from the National Safety Council. In addition, the Committee received environmental health and safety reports including the results of water and air quality, at all of our campus locations.

In addition, the Committee supported the requests of the satisfaction survey committee formed to address campus environment concerns and the college agreed to pursue some of the recommendations.

The Committee's work could not have been done this year without the active participation of Janice Zummo, Alexander Gossiau, Adolfina Karoch, Louis Chan and Ousmane Mbodj.



College Council

2016-2017 Committee on Campus Life and Student Issues

Final Report

Committee Members:

Joao Bila - Student
Alejandro Bonilla-Manjarrez - Student
Maxine Hunter - Staff
Michael Hutmaker - Chairperson
Harry Mars - Staff
Shane McConnell - Faculty
Anna Vidiaev - Staff
Ibrahim Zavery – Student
Cynthia Wiseman – Faculty (resigned in fall 2016)

Committee Accomplishments:

The committee met eight times this past year. Items discussed pertaining to the concerns of students can be organized into two categories, on-campus matters and external matters.

The on-campus matters revolved around service for students including: the new elevators system in Murray; signage around campus; bathroom access; noise and copy services in the library; the math lab being too crowded; installing screen savers with up-to-date campus events/information/ deadlines on the campus computers; and the use of the Music rooms in Fitterman for all students.

- Kathleen Dreyer, BMCC Chief Librarian spoke to the committee to address some of the concerns and outline new initiatives. The library team is working on creating the library as a community gathering space including expanding on a De-stress area based on surveys from students to have throughout the semester and offering over 200 workshops. They are reviewing the physical space in the library to maximize its usage and continue to expand the availability for the quiet study rooms.
- The committee discussed the need for updated signage around campus. It was noted that the campus signage is inconsistent, outdated and not strategically spaced. Manuel Romero, Executive Director for Public Affairs was invited to speak to the group. The

conversation led to planning of a working team to review the campus signage that will bring together members from the various divisions to enhance the campus signage. This will include stylistic consistency, strategic placement of signs, updating floor directories, and maximizing technology through the way-finder, monitors, and BMCC app.

The second category of issues discussed focused on external factors that may impact the members of the BMCC student body. These issues were a result of changes in the state and federal government policies.

- The new Federal travel ban left a ripple of concern among the committee. It was discussed on ways to communicate with the campus about the resources and services available to students. The college, through the Division of Student Affairs, created a resource page on the website, outlining the services such as immigration clinic, legal services, and other support through the Counseling Center, the Office of Student Affairs, International Student Services, and Single Stop.
- The possible changes in the Affordable Care Act was another topic that raised concern among the committee. Similar to the travel ban concern, the committee discussed ways to support the students and make them aware of the services on campus that can assist them maintain health care.
- The State of New York approved the implementation of tuition-free education through the Excelsior scholarship. The committee discussed this new scholarship and how it's requirements will impact our students.

Goals for Next Year's Committee:

The committee will continued to address the concerns raised at the meetings as well as following up on some of the concerns raised this year to ensure that they have been addressed.

Prepared by:

Michael Hutmaker

Dean for Student Affairs

May 22, 2017



Technology Committee of the College Council

End of Year Report

May 23, 2017

The Technology Committee of the College Council is pleased to report the following:

- An IT Strategic Plan Framework in the form of a matrix has been developed
- Compact funding was used to replace the projectors in the classrooms. This will provide a uniform classroom experience across the campus. Projectors are also more sustainable models that require less maintenance
- Wireless projection capability using the AirServer application is underway
- The Media Center completed a reconstruction and reconfiguration project that created an additional lab space. This has doubled instructional capabilities for teaching media post-production, animation and audio courses. Additional renovation will take place this upcoming summer and next fiscal year
- Wayfinding software has met the benchmarks set by the proof of concept demonstration on the 3rd floor of 199 Chambers Street. It will be extended throughout 199 Chambers Street and be integrated into the BMCC mobile app
- Access to files from off-campus using the myfiles.bmcc.cuny.edu is available to faculty and staff
- The student log-in process will be changed effective June 1, 2017.
- The classroom audiovisual systems at 199 Chambers Street are being upgraded to meet the same standards as those at Fiterman Hall and Murray Street
- The Media Center installed LED lighting in both television studios to replace traditional high wattage instruments and dimmer systems. This has resulted in significant energy savings as the new equipment uses significantly less power for the same illumination and generates much less excess heat
- New digital signage screens have been installed in the A. Phillip Randolph Library.

Meeting Dates:

September 7, 2016

October 5, 2016

November 2, 2016

December 7, 2016

February 1, 2017

March 1, 2017

May 10, 2016, 2017

Membership:

Vice-President Joseph Spadaro, Information Technology (Chair)

Professor Yan Chen, Computer Information Systems

Mr. John Gallagher, Information Technology

Senator Ousmane Mbodj, Student Government

Professor Kanu A. Nagra, Library,

Dean Christopher Shults, Institutional Effectiveness and Analytics,

Respectfully submitted,

Joseph Spadaro, Chair and CIO