

SENATE EXECUTIVE COMMITTEE

Minutes of October 4, 2010

Present: P. Barbatis, I. Boubacar, L. Broughton, M. Coleman, J. Freeman, A. McInerney, L. Montenegro, R. Quinn, D. Read, G. Sanchez, I. Sibabi, H. Skinner, C. Williams

Guests: A. Fuller, C. Savage, H. Wach

Excused: D. Peters, P. Read

Meeting called to order at 2:21 p.m., A. McInerney.

- Welcome to new members:** A. McInerney welcomed L. Broughton as the newest member of the Senate Executive Committee, elected Secretary at the last Senate meeting. D. Peters, *in absentia*, was also welcomed as a new member, elected vice-chair of the Senate at the last Senate meeting.
- Approval of October 4, 2010 SEC agenda:** Approved unanimously by voice vote.
- Approval of August 30, 2010 Minutes:** Approved with corrections unanimously by voice vote. *Abstentions:* 1 (L. Broughton)
- Budget report:** A. McInerney thanked SVP Coleman for pulling together a quick report for UFS representatives about whether campuses had engaged in the traditional type of consultation with the faculty about the budget. M. Coleman is engaging the sub-committee of budget and finance (of College P & B) for consultation. This year when they compared the supplied money from the University to the operating budget, there was a significant difference. The budget was only funded at 90% this year, so BCC started the year with a 10% budget cut. M. Coleman had come close to closing the gap when she attended a PEG exercise meeting 10 days ago. In the PEG exercise, they are expected to cut the budget additionally by 5.4%, which is about 1.8 million dollars (see attached letter and table). Part of the budget gap is filled in by requiring the College to collect a certain amount of money above the operating budget – this year that is 5 million dollars. The PEG exercise is due this Wednesday, October 6, and is intended to show the impact that this financial environment could have on the College. The BCC financial plan is now due Friday, October 8. Next year, BCC will be expected to cut an additional \$400,000 (in addition to keeping the 1.8 million dollar cuts from this year). Exceptions to the CUNY-wide hiring freeze include 1) faculty, 2) already-made job offers, 3) positions that immediately affect health and safety. The Trustees voted on tuition, but the State did not authorize the 4-year colleges to recognize the increase in tuition, which prevented the tuition raises from going into effect.

5. **Proposed Instructional Technology Informational Report:** H. Wach proposed to make a regular report to Senate in order to inform multiple constituencies on campus about the instructional technology efforts being made on campus (see attachment for October 2010 report). C. Williams proposed that the report would fit under New Business on the Senate Agenda. A discussion of the role of an OIT report in the Senate, time constraints in the Senate meetings, and the possibility of informing policy for items like the potential new online degree followed. H. Wach noted that an important part of representing departments at meetings is bringing information back to one's department; this is the main goal of an OIT report to Senate. A. McInerney mentioned that we might include suggested times for agenda items in Senate.
6. **Approval of October 7, 2010 Senate Agenda:** Approved unanimously by voice vote. G. Sanchez will cede his time to H. Wach for the OIT report. M. Coleman will report on the budget. Each will take 5 minutes to present and then be allowed 5 minutes for questions.
7. **Voting procedures at the Senate:** For the purpose of the Perez ruling, we must record all votes by member. For voice votes, the votes of the minority side are recorded in the minutes by name. For secret ballots, the record of the vote is not recorded in the minutes, but is available to all by request. If electronic voting were made standard, this issue would be resolved.

Adjournment at 3:27 p.m., A. McInerney

Respectfully Submitted,



Laura C. Broughton
Secretary



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September 30, 2010

To: Community College Presidents
Senior University Dean John Mogulescu

From: Associate Vice Chancellor Matthew Sapienza *MS*

Subject: City Budget Expense Reduction Program

As the Chancellor detailed in the memorandum sent to your attention on September 29th, the City of New York has instituted a new Program to Eliminate the Gap (PEG) initiative for all agencies. The City University's total target reduction is \$13.0 million in FY2011 and \$16.2 million in FY2012. These reduction levels are only targets for consideration at this point. Final reduction amounts will be determined and announced as part of the Mayor's November Financial Plan submission.

As part of this exercise, the University is being asked to distribute reductions and to assess the impact on college operations. Attached is a schedule that allocates the reductions proportionately to the colleges and the University's Adult Literacy program. Please complete the attached template and return it to the University Budget Office as soon as possible, but no later than Wednesday, October 6, 2010.

The Chancellor's memo also mentioned that the City has implemented a hiring freeze. Colleges should move ahead with hires where a commitment has been made and also continue with ongoing faculty searches. Hiring for positions that immediately impact public health and safety can also move forward. Outside of these positions, no new hiring commitments can be made.

Please know that the University will continue to explore savings and revenue opportunities in centrally-managed accounts as a way to partially cover any potential reductions, and to mitigate the harmful effect on college base budgets. If you have any questions, please let me or Deputy Budget Director Cathy Abata know. Thank you for your attention to this matter.

cc: Chancellor Matthew Goldstein
Executive Vice Chancellor Allan H. Dobrin
Senior Vice Chancellor Marc Shaw
Vice Chancellor Eduardo Marti
Cabinet
Deputy Budget Director Cathy Abata
Associate Budget Director Josephine Vidal
Community College Vice Presidents for Finance and Administration

**FY2011 City PEG Reductions for Community Colleges
City University of New York**

	FY2011 Initial Allocation	Less: Mandated Cost Items				Total Adjusted FY2011 Allocation	Percent of Total Adjusted	FY2011 PEG Reduction	FY2012 PEG Reduction
		ASAP	Building Rentals	Fuel Oil	State Child Care				
Borough of Manhattan CC	110,782,756	877,927	11,596,987	-	-	98,307,842	21.1%	2,747,680	3,409,698
Bronx CC	65,270,533	499,411	-	109,000	-	64,662,122	13.9%	1,807,290	2,242,734
Hostos CC	45,843,139	544,682	280,000	21,000	-	44,997,457	9.7%	1,257,668	1,560,687
Kingsborough CC	88,288,503	733,580	-	23,000	-	87,531,923	18.8%	2,446,496	3,035,947
LaGuardia CC	95,920,541	618,741	6,188,172	555,000	-	88,558,628	19.0%	2,475,192	3,071,557
Queensborough CC	79,975,591	785,000	-	52,000	-	79,138,591	17.0%	2,211,904	2,744,834
Total Community Colleges	486,081,063	4,059,341	18,065,159	760,000	-	463,196,563	99.4%	12,946,230	16,065,457
Adult Literacy	2,639,363	-	-	-	-	2,639,363	0.6%	73,770	91,543
Total	488,720,426	4,059,341	18,065,159	760,000	-	465,835,926	100.0%	13,020,000	16,157,000

**Bronx Community College
Office of Instructional Technology Senate Report, October 2010**

Classroom Installation Project

The following 12 classrooms have been equipped with a ceiling-mounted digital projector, cables for visual and audio connections, and wireless internet access. In most of the rooms, cables run to a podium. Instructors utilizing this equipment bring a portable computer with them to connect to the projector and access the wireless network. Installations in eight additional classrooms are currently being completed.

Room	Associated Department
ME 804	Chemistry
CO 227	Social Sciences
CO 228	History
CO 723	CAS
CO 724	CAS
CO 615	English
CO 630	English
PH 11	Nursing
BL 310A	Art/Music
PH 32	Math
LH 32	Math
CO 203	Modern Languages

Online Courses and the Hybrid Initiative

This semester, 52 classes are being offered online. Of these, 35 are hybrid (33% to 75% online), and 17 are asynchronous (more than 75% online). BCC is one of nine CUNY campuses participating in a university-sponsored program to increase the number of “hybrid,” or partially online courses. Our program is on track to add approximately 12 new hybrid courses in the spring 2011 semester.

The Online Degree Advisory Committee (ODAC)

In May 2010, this group delivered a report to SVP Sanchez outlining recommendations for establishing an online degree program. The group has now begun its second year of work. Three subcommittees are forming to work on these agendas:

- Student and institutional preparedness
- Course development and curricular planning
- Faculty participation

By the end of the fall semester, the subcommittees will produce a work plan designed to address all elements identified within each of these three areas.

The Learning by Design Program (Title V)

This Title V-funded program of curricular design and infrastructure investment is entering the third year of a five-year grant. To date, four academic departments (Art and Music, History, Chemistry, and Education) have completed Learning by Design projects, and four others (Biology, Nursing, English, and Math) are currently participating.

For full descriptions of the Hybrid Initiative and Learning by Design programs, as well as other OIT-sponsored programs, please visit our web site at:

<http://www.bcc.cuny.edu/InstructionalTechnology>.