**Draft Minutes for the One Hundred and Forty-Seventh Meeting of the College Council Formed on November 14, 2002  
  
Date: Thursday, April 14, 2022, 3.30pm – 4:30pm  
Location: Zoom Meeting**

**Attendance**:

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| John Verzani, Susan Holak, Deborah De Simone, Jane Marcus-Delgado, Brian Farr, John Wing, Valerie Forrestal, Susan Imberman, Andrew Colbeck, Jonathan Peters, Tom Tellefsen, Alan Benimoff, Timothy Lynch, Michael Parrish, Christine Flynn Saulnier, Lee Papa, Simone Wegge, Angelo Bongiorno, Catherine Lavender, Mark D. White, Mike Cavagnero, Michael Chiacchiero, Comfort Asanbe, Carles Sola Belda, Cynthia Chris, Wilma Jones, Mark Feuer, Katie Cumiskey, Jay Arena, John Lawrence, Gene Fellner, George Wang, Maryann Feola, Sarolta Takács, Roshen Hendrickson, Lucas Marchante-Aragon, Michael Paris, Orit D. Gruber, Sylvia Kahan, Alfred Levine, Carlo Lancellotti, Zaghloul Ahmed, Siona Wilson, Alyson Bardsley, Cindy Wong, Yumei Huo, Brian Farr, Patti Gross, Vandana Chaudhry, Alan Lyons, Patricia Kahn, Jennifer Borrero, Suzy Shepardson, Robert Wallace, Mary Murphy, Juline Robinson, Warrick Bell, Hope Berte, Michael Volpe |
| **Guests:**  Maxwell Velikodny, Heidi Bertels, Rosane Gertner, Emmanuel Esperance Jr., Angelina Raio, Vinay Vaishampayan, Amy Stempler, Debby Meise, Joyce Taylor, Darryl Hill, Maria Rice Bellamy, Jennifer.Durando, Jessica Stein, Christina Hagedorn, Koby Kohulan, Donna Elwell, Stephanie Gonzalez Allen, Celeste Del Maestro, Jasmine Cardona, Mark Lewental, Ralf Peetz, Sharon Christian, Danielle Dimitrov, Nina Del Gatto, Katrina Fama, Mikael Vejdemo-Johansson, Barbara Cohen, Doriann Pieve-Hyland, Manuela Alongi, Alexander Scott, Terri Sangiorgio, Thomas Lauria, Stephen Ferst, Byron Taylor, Shuqun Zhang, Florinda Mattia, Isabel Rechberg, Jessica Collura, Catherine Ferrara, Stefanie.Gardiner, Danielle Dimitrov, Veronica Dimeglio, Qiao-Sheng Hu, Winnie Brophy, Ruth Silverberg, Janine Scotto, Linda Conte, César Arenas-Mena  **I. Approval of the proposed agenda - *approved*  II. Approval of the minutes of the previous meeting – *approved***  With the following amendment:  A quorum is a majority (more than half) of the whole membership, notwithstanding absences and vacancies. A quorum is necessary to conduct a meeting, carry a motion, or take any action.  **III. Executive Committee of College Council Report - J. Verzani**  <https://csicollegegovernance.github.io/CCFS/Apr2022Meeting/cc-chair-report/> [College Council Chair Report](https://csicollegegovernance.github.io/CCFS/Apr2022Meeting/cc-chair-report/#college_council_chair_report) The College Council Executive Committee meet with the President, the Provost, and the President's Chief of Staff on April 5th  We had a robust discussion on many items:  We asked  *Middle States what lessons were learned and what does the College need to do at the request of the evaluation committee?*  We heard that not requirements were mandated; that assessment could be improved and there are plans to address the gap by further institutionalization and de-personalization. Assessment here is not limited to assessment of student learning.  We asked  *Is our mix of offerings consistent with expectations created by CUNY policy regarding vaccination, most recently summarized by unvaxxed students will be allowed to take fully online classes.*  In response, we heard that many concerns are weighed: accreditation, licensure, and importantly student performance. We heard that a survey showed some student preference for online instruction, but this didn't align always with student success. (DFW rates slipped, was the example.) We heard we have several tentative classes for the fall schedule to give the flexibility to add online sections if demand warrants it but to minimize the changing of madalities for any given section. We heard that it is expected for 1N and 2N will be fully available.  We were asked to follow up on a comment made at the last College Council meeting:  *Would it be possible for the CCEx to get a clarification from President Lynch about a statement that he made today? He said that around 20 of the Gittlesons had been lost, but that about 30% of those had been replaced. Have the Gittleson staff been replaced with Gittlesons, or are their duties now being assigned to other titles?*  We heard 8 of 17 were replaces; that we exceed the contractual minimum number of such lines; that some of those who separated are still on Travia leave. We heard hiring pools can make the process slower than others as there are additional steps involved. We asked if there were staffing guidelines, so that departments and programs can plan for consistent staffing and heard that the AVP of Finance was developing a staffing analysis.  *We have been asked to followup on the cost/benefit analysis for the High Performance Computing Center. We were told this was requested about 6-7 weeks ago.*  We were told   * The President was surprised this was on the agenda, as there was a meeting two weeks ago where this was all discussed * Some faculty suggest we have to think about not affording this, as it costs 1M per year * That the cost center model is being looked at, but would need to make investments * That we need to make a decision in the next few months   In followup conversations, I learned that:   * the followup was indeed apt, as there had not been final numbers assigned to the cost of the facility until today * The number 1M is, as our colleague Paul Krugman might write, a zombiefigure that has no basis in the actual costs (which after tallying for 2020-21 are 1/3 that figure and the tally includes personnel who separated on 5/7/2021. Outside of personnel costs and electricity – which is borne by CUNY – , 7108 was spent.).   *We have been asked to follow up on concerns related to safe work environments especially in regards to rodents, mouse droppings and the transparency of cleaning uses, namely the use of pesticides in offices. Is there awareness of such concerns, and if so, what is being addressed?*  We heard that there have been a lot of efforts at remediation; that some poisons have been employed (for wasps) following OSHA standards. It was mentioned that an office in 1P continues to have mouse droppings and that there are ongoing concerns expressed in 3S.  The steps in from on 1A were mentioned as in need of repair. We discussed a presentation by the VP of Facilities to the College Council.  We asked  *At the last meeting we heard of plans for the Athletic Director to visit various constituencies. Have any such meetings been announced? Last semester, we had a discussion with then president Fritz about rumors of bullying and harassment occurring in the women's sports programs. Did this get handed off in the transition, and if so, is there any news that can be shared regarding this topic?*  In followup, we learned that this search will be extended and there will be additional faculty participation.  **IV. President Report: T. Lynch**  Please refer to the video recording:  00.53.28 – 01.00.06  **V. PSC Report: G. Sanchez**  - There is an election for the new chapter slate.  - With the change of schedule with Spring break, the next chapter meeting will be held on Tuesday April 26 at 2.30 PM.  - At the meeting, we expect to discuss the budget, New Deal for CUNY, and the new contract  - Congratulations on the unionization effort at Staten Island Amazon warehouse  - If any member has concerns on health and safety, please contact the PSC  **VI. Reports from the Administration: H. Berte, Vice President for Campus Planning, Facilities Management, and Operations**  Good Afternoon,  Today I’d like to provide updates on campus conditions, capital projects, hurricane IDA repairs, sustainability efforts, and a copy machine pilot program.  Many of our buildings sat empty for about 2 years during the pandemic, wildlife found a safe haven indoors in our offices and classrooms. During the early days of the pandemic, all snacks were removed from vending machines, when notified facilities cleared out office refrigerators and ensured all visible waste was removed from classrooms and offices. During the pandemic, Public safety and Facilities walked the halls of our buildings and checked offices and classrooms, spaces with evidence of mice were addressed prior to staff returning. Upon the steady return, we have found locked closets with stored food, desk drawers, and boxes full of snacks in offices. The only way we can combat this issue is to work together. If you have food in your offices please ensure that all food, sugar packets, chips, and snacks are stored in plastic containers.  With the addition of supplemental funding facilities has now increased exterminating services. The Vendor used for exterminating is a NYS-approved vendor. At times, our vendor needs to use pesticides; recently Temprid was used for the removal of wasps. This pesticide is NYS approved, and FDA-Registered per the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA). Facilities and EH&S have confirmed that any pesticides used are specific for indoor use. If the exterminator will be visiting your space; Facilities will give you advance notice via email so occupants may plan to leave the space while it is being serviced. The exterminator is here on a biweekly schedule but can be called in weekly if necessary.  Our Maintenance Supervisor is conducting weekly building inspections in order to proactively get ahead of work orders. Facilities staff are in the process of replacing ceiling tiles and lighting, which we have purchased using supplemental funds.  The Central Plant continues to ensure HVAC systems are in working condition. Please continue to report any changes in your building climate to the central plant. Any other building issues should be submitted via the Archibus Work order system.  The Cleard4 campus access system is still in place for faculty/staff/students/visitors. The random testing program will continue until further notice, please comply with emails notifications. The test site will be closed tomorrow 4/15 through Monday 4/18 reopening as scheduled on Tuesday 4/19  Capital Project Updates:  When the CC Facilities committee last met in 2019, the committee discussed future projects for consideration. The discussion included outdated Restrooms with some ADA compliance issues, Academic Building Stair towers taking on water resulting in poor internal conditions; and campus sidewalks in desperate need of repair. In addition, I have listened to discussions here in CC about our cafeteria and dining hall. After hearing many more concerns, thoughts, and recommendations regarding our campus infrastructure I’m pleased to provide the following updates:   * Currently, phase 1 of the Academic Stair Tower Exterior Roof replacement is underway, this phase of the project concentrates on the replacement of the exterior roof between the building and the stair tower and adds drainage capacity to stop internal water infiltration. The North Quad is nearing completion and the South Quad is gearing up. 5S will be the first on the list for repair, remaining buildings will follow. Phase 2 of this project will consist of repairing the interior of each stair tower by replacing the sheetrock and flooring, the design stage will kick off shortly. * Sidewalk Reconstruction Campus-Wide - Phase 1 of the Sidewalk replacement has finally gone out to bid, the closing date for bids is 5/24. Once the bid closes, we will have a better idea of a timeline for construction. Phase 1 consists of the Academic horseshoe walkways in the North and South Quads. Phase 2 Design will begin shortly, this phase will include Alumni walk from 1C to the Library. * Restroom Reconstruction Campus-Wide - Phase 1 Design includes reconstruction of restrooms as well as the inclusion of ADA-required access. This phase includes buildings 1A, 2A, 3A, 1C, 1P and 1L, we are in the early stages of design. I will report out to the campus community as we get closer to substantial design completion. After this phase, we will move on to phase 2 which will include the remaining buildings. * 1C Kitchen and Servery – A feasibility study for Dining Services and the Servery is currently underway. This study will result in a multi-phase project to replace and upgrade our Servery including all Kitchen components and some of the basement infrastructure. Campus Planning, Facilities, Student Affairs, and Auxiliary Services are working together with CUNY/DASNY and their consultants on this initial phase. Once the feasibility study is complete and CUNY has given its guidance on the next steps we will engage the campus community. * Athletic Fields Phase 1 is underway this project includes the removal and replacement of the existing resilient track surface, underground water diversion, a synthetic turf multipurpose competition field, new long jump/triple jump, and pole vault installation, field equipment, and landscaping. Phase 2 design is underway that includes the Baseball, Softball, and Soccer Fields – underground drainage diversion, conversion or replacement of synthetic fields, perimeter curbing and new fencing are a few components of this phase. The funding for this project comes from our City Council and Borough President. * 2M – Construction of the 1st  floor is progressing. Once complete this section of the building will allow for faculty office space, the new home for the Con Ed Trading Room, open student gathering space, group study rooms, and open lecture space. Anticipated completion is fall 2022.   We have many more projects in the works which you can read about on our Campus Planning projects webpage -  <https://www.csi.cuny.edu/faculty-staff/resources/campus-planning/projects>  Hurricane Ida Repairs -  Campus Planning is still working with DASNY to complete the Hurricane Ida repairs. Construction in the basements of 1N and 2N has begun. New sheetrock walls and epoxy flooring will be installed; we are aiming for re-occupancy for the Fall semester, I will keep the Provost updated on DASNY’s progress. In addition, the 2M elevator panel was severely damaged, and work still needs to be completed before we can resume occupancy on the second floor. I will advise on a timeline once DASNY provides an update on the procurement of materials and labor.  Our sewage pump house is still under emergency repairs, this will continue for several months. In addition, emergency work to address underground utility damage is complete.  The stage in the Springer Concert Hall is still in need of repair, we are working on a plan with DASNY now as this was not deemed an emergency for the first round of work.  There are additional items that are still under discussion with DASNY and our insurance company, which I can discuss in detail if there are any inquiries.  Continued underground emergency repairs not related to Ida.  During spring break expect to see emergency steam pipe repairs in the vicinity of 3S. After commencement expect to see a large-scale steam pipe repair at the back entrance to 1R. We will alert the campus community once we have a definitive date and timeline for that repair.  Sustainability  The CSI Sustainability committee has been meeting this semester. Our focus right now is on the Governor’s legislation and subsequent CUNY Board Resolution to eliminate single-use plastics (water bottles, cups, straws, bags, utensils, etc.) The committee along with CUNY’s sustainability council is developing a single-use plastic reduction plan, which is due to CUNY by September. The components of the plan include identifying products and providing sustainable substitutes, identifying waste streams, reviewing cost implications, proposing solutions, and establishing targets and goals. More information will be available as the committee continues its work over the summer.  With an eye on sustainability as well as reducing our operating costs, we are reviewing our campus-wide copy machine deployment. Most of the Konica Minolta machines are past useful life and are no longer supported by the vendor. A collaboration between Campus Planning, Operational Services, OIT, and the Finance Office has resulted in a copy machine pilot program. The pilot program will run in buildings 1A & 2A for the 1st and 2nd floor offices. New Canon copiers will be installed in public spaces on specified floors for staff usage. Each person assigned to the copier will have a unique code that will be used to retrieve printed documents when they arrive at the machine. Training and Instructions will be provided by Operational Services and OIT; an email will go out to the groups shortly. The current Konica Minolta machines will be removed from the offices participating in the pilot program. As a reminder, large scale copy jobs can be submitted to the print shop through their new electronic request process which is available on their website - <https://www.csi.cuny.edu/faculty-staff/resources/operational-services/reprographics>  And lastly, a big thank you to everyone in my division. You all always find a way to get it done!    Thank you,  **VII. Reports of the Committees of the College Council**   1. Committee on Organization: W. Bell   There is an election for a seat at the UFS.  After Spring break, we will send out the nomination forms for CSI governance committees.  The College Council Executive Committee will be elected at the first meeting in Fall 2022.   1. By-Law Committee – J Verzani   The By-Law Committee met and discussed at length on proposals from the HEOs Steering Committee. Emails have been sent to chairs to solicit feedbacks.   1. Administrative Review Committee – no report 2. Institutional Planning Committee – T. Lynch   A meeting was held on April 8; I shared my impressions of the Middle States visit.  Vice President Borrero briefed the committee on plans for commencement. The Dolphin Award will occur in the afternoon of May 26, following the morning commencement ceremony.  A pair of curriculum proposals from Chemistry and Biochemistry were discussed. The proposals will be followed through with the appropriate curriculum committees.   1. Budget Committee – no report 2. Facilities Committee – no report   **VIII. Report from the Student Government: No Report**  **IX. HEO Steering Committee: M. Murphy**  We want to thank everyone on their participation in the Middle States process.  Some HEOs have been reclassified but has not received the adjustments in salary.  We would like to know more about summer plans regarding a four-day work week.  Professional development funds are available for HEOs and staff.  **X. Auxiliary Service Corporation Report: R Wallace**  **XI. Old Business: None**  **XII. New Business:**  **From S. Kahan**  A concert in memory of David Keberle will be held on May 10 at 7.30PM which will also be an inaugural event for the CSI music Alumni.  Another memorial concert will be held on May 17 at 7.30 honoring Jennifer Straniere.  **Adjournment – 4.30PM**  **Video link:**  Meeting Recording: <https://us02web.zoom.us/rec/share/7OL74oLXzLCEmIU2UzcILUD-friiJ73CqA3nNPuXkcoy5b2ICLgpQIWO898QWFen.H3pssxRhVUbrtaIl>  Access Passcode: $ugpN4G7 |