



Senate Minutes

Tuesday, November 17, 2015 | 3:30 PM | O'Malley 100 (Alumni Room)

Senators present: Sonny Ago, Salwa Ammar, Jawanza Clark, William Clyde, Yegin Genc, Andrew Greene, Kevin Hill, Matthew Jura, Fiona Maclachlan, Peter McCarthy, Margaret McKiernan, William Merriman, Goli Nossoni, Richard Satterlee, Giancarlo Schillaci, Alex Shalian, and Qian Wang.

Senators not present: Shawna BuShell (excused), Antonio Cordoba (excused), Kaitlyn Greiner (excused), Grace Hoffman (excused), Michael McEneney (excused), Tiffanie McIntosh (excused), Amy Handfield, Kimberly Hickey, Oscar Ortiz, and Emily Whelan.

- I. Roll was taken. Quorum was met. Meeting called to order by Speaker Jura at 3:40 PM.
- II. The Agenda for the November 17, 2015 meeting of the Senate was approved.
- III. The Minutes of the October 20, 2015 meeting of the Senate were approved.
- IV. The Senate observed a moment of silence for the victims of recent tragedies.
- V. Speaker's Report
 - A. Senators on Board of Trustees committees are asked to write short reports for recent BoT meetings.
 - B. The Senate Twitter account [@MCSenate2015](#) is active.
 - C. The Senate Moodle page is open to the entire Manhattan College community and has pertinent meeting document that are also available on Google Drive.
- VI. Presentation by VP Finance, Matthew McManness.
 - A. FY 2016 Operating an Capital Budget Projection
 - B. Fall Census Data - 54 additional students beyond budget account.
 - C. Shortfall in projected in graduate revenues
 - D. 17 additional students beyond budget for Room and Board
 - E. Event and Conference services revenues continue to grow, contributing to overall revenues
 - F. We have about a 1 M additional revenue
 - G. Scholarships - projected additional expense due to large 900 student freshman class.
 - H. We managed financial aid very well this year.
 - I. Major Variance Highlights - Expenses:
 - i. Veterans Program
 - ii. Student and Athletic Accident Insurance. Increase cost in expenses warrants further study
 - iii. Capital Expense - STEM feasibility (additional \$500,000). Expected to open by Fall 2020.
 - J. Surplus of \$200,000.
 - K. [Q.] (Geraci): Why was there not a budget for the STEM study? [A.] It was part of the Master Plan
 - L. [Q.] (Jura): Regarding the insurance premium increases, is this normal? [A.] Medical costs are increasing over-all. Medical benefits are increasing by about 10%.
 - M. Kelly Commons
 - i Project expenditures - \$47,869,601
 - ii Pledges - capital campaign - Target \$48,061,534
 - iii Most pledges are made over a five year period, sometimes 7 to 10 years.
 - iv Cash receipts to date - \$30,726,636
 - N. STEM Project
 - i. Current Year - projected Expense - \$950,000 feasibility study
 - ii. Architect expense - FY2017
 - iii. Construction expense - FY 2018-20 - Projected \$35 - \$40 million total project cost

- O. There is the possibility of significant residential life program in which the College works with a private developer.
 - P. These two major capital projects (STEM & Residential) may move along in parallel.
 - Q. Some budgetary goals include:
 - i. Align the college budgeting process with the Strategic Planning Process
 - ii. Provide for a comprehensive dialogue concerning major budget assumptions linked to the strategic plan
 - R. A detailed timeline was shared November through June
 - S. Now that we have a master plan, we will create a capital budget
 - T. [Q.] Personnel costs. How are outside consultants being fit within the budget model. [A.] Info about industry and market-place standards are being used to form a model.
 - U. Salary adjustments were discussed, specifically, how decisions about them are made in the budgetting process.
 - V. A matter of budget revisions and adjustments was discussed, particularly those caused by a larger-than-expected freshman class
- VII. Reports from the Standing Committees.
- A. Educational Affairs Commission (EAC).
 - 1. The minutes from the last two minutes were posted on Moodle
 - 2. Mapworks is a new software package purchased to manage student support. Mapworks integrates our various services in one place. It currently is being used for first-year students and will be rolled out to all students next year.
 - 3. Levels of access for information are being decided for faculty
 - 4. College-wide Competencies: 12 in total. Current articulation of them is not specific as some would like. Six faculty members will meet in January to define them in more detail.
 - 5. Goal: Have an improved document about the competencies approved by the CCC/EAC/Dean's Council by the end of this academic year.
 - 6. [Q.] What is the expected faculty involvement with Mapworks? [A.] Faculty will use it for the academic referrals. Notes about students can be made that are private to individual faculty or accessible to a departmental chair or a student's advisor.
 - B. Campus Life Committee
 - 1. There will be a safety drill in the Kelly Commons tomorrow.
 - 2. Move-out dates and move-out waste are being discussed.
- VIII. Old Business. Campus Smoking Policy Discussion
- A. There was a discussion of whether one of the proposed smoking areas beneath Founders Bridge is inappropriate due to air intakes, classroom windows, and a potential mural project .
 - B. The Founders Bridge location is currently one of only a few covered smoking spaces
 - C. There is another covered space near the Kelly Commons.
 - D. There is some interest in revisiting the smoking policy in the future and moving towards a Smoke-Free campus.
 - E. Motion: To approve the "Proposed Smoking Policy Changes" as presented by the Campus Life Subcommittee. (See attached document.)
 - F. A friendly amendment was offered to the motion: To remove the Founders Bridge location from the list of designated smoking spaces. The friendly amendment was discussed and approved.
 - G. The motion, with friendly amendment, carried unanimously.
- IX. New Business. No new business.
- X. Adjourned at 5:00 PM.

Respectfully submitted by A. K. Greene