

LEHMAN COLLEGE

The City University of New York
Minutes of the Stated Meeting of the General Faculty
Wednesday, Sept. 16, 2009

Call to order: Professor Manfred Philipp, Chair of the Executive Committee of the Faculty, called the meeting to order at 3:40 p.m.

1. **Approval of Minutes:** The minutes of the meeting of May 6, 2009 were submitted and approved.
2. **Agenda for Meeting:** The agenda for the meeting was submitted and approved.
- A. **President's report.**
 1. **Convocation:** President Fernandez said that he was energized by the speakers at the convocation earlier today and felt the energy in the room. He congratulated the Provost and her staff for the excellence of the program and the reception.
 2. **International activities:** The president reflected that several months have gone by since the last meeting. It was a time when the administration completed reports on the performance management program. It was a time for planning and for looking ahead. It was a time for welcoming new leadership on campus in various roles. For the president, it was also a time for travel. He happened to make a trip to Korea where we have a special educational program. We have students there, and some of their students are here. Even though the activity is now small, it does indicate possibilities for us to explore. Once we have dormitories, we will be recruiting. We also will be inviting to out-of-state students.
 3. **The strategic plan:** Time was also spent in this area. We completed the last strategic plan, and it is up on the web. A report will be presented shortly for final approval. The entire campus will be involved, certainly by October, with a vision of where Lehman will be ten years from now at age 50.
 4. **The redesign of our website:** things have been packaged in a different way and simplified. It will always be a continuing process with new ways of presenting it, and it is an important communications tool. Those in charge are open to suggestions from the campus.
- B. **Report of the Provost.**
 1. **Beginning of the academic year:** Provost Papazian felt there was energy at the Convocation and also at this, the first faculty meeting of the year. The challenge will be to see how we can continue this energy.
 2. **Full-time hires:** The provost read the names for the regular full-time hires, introducing those who were present. (The full list of those hired is available in the provost's office.) The annual brochure of the new faculty, including biography, will be available in time for the next general faculty meeting. Administrative newcomers were also introduced.
 3. **Information sources:** A lot is going on this semester and in this year. In Academic Affairs, there is a quarterly newsletter, intended to be brief for easy reading. There is also some news on the Middle States front. Results have not yet been received from the Commission of Higher Education in terms of the accreditation. A positive report has been received from the sub-committee, but the commission itself has to act. They acted in June and we are accredited. In the spring of 2011, they would like to know how we are doing on the assessments in learning. And then there is our five-year periodic review, followed by the ten-year accreditation.
 4. **Scholarship day:** Last year in the spring we had our first Scholarship Day. This was an opportunity for our students to present their work in posters and oral presentations. It was a tremendous success. Credit also goes to the

faculty that provided the mentoring. This is a tradition that we hope will be an annual one on our campus. Liesl Jones will again be chairman of the even this year. Faculty are encouraged to keep their eyes open for students who may be able to present in the spring.

5. Teacher of the year: People are nominated by students and by colleagues. Be sure to write that letter to nominate one of your colleagues who does extraordinary work.

C. Report of Vice President Wheeler. It's going to be a difficult budget year. The top part of the "snapshot" is the budget allocations, either that we already have received or anticipate. The first red entry is \$889,400, Fiscal Year 2009 State Budget Reduction. That was a cut we took last year that has been applied to our base line that goes into fiscal year 2010. The two red items under CUNY COMPACT are self funded items. This means the University takes the money out of our budget for productivity and philanthropy; the total is in excess of \$300,000. The 1.5% Encumbrance Reserve for the 2010 Base Budget means that CUNY has required the colleges to put that money aside, anticipating there might be further reductions by the state during the year. This amounts to \$1,080,700. That, together with the 2009 state reduction in philanthropy and productivity, comes to about \$2.5 million in budget reductions. This brought us to an operating deficit of over \$2 million. If we did not have the \$2.5 million in budget reductions we would have been close to a balanced budget. But even that balanced budget is just for current operations for current vacancies for current staff. When the vice presidents were asked to put together their list of new challenges and new projects, that list, in addition to the \$2 million operating deficit, came to \$6 million. These were things we would like to do but may not have the opportunity for this fiscal year. And many of these things are mandated.

So we started off looking at an \$8 million problem and tried to figure out some ways to deal with it. The box of \$84 million of projected expenditures is against the grand total operating budget allocation figure of \$78 million. There again we have the \$6 million variance. This is the difference between our projected expenditures and the budget which we either have or anticipate getting. We do get reimbursements that we can apply. They can be found in the anticipated non-tax levy support of \$1,265,000 and the Refund to Code of \$260,000. That leaves a remaining deficit of \$4,556,304. Then we get some help from estimated revenue over-collections of almost \$2.9 million and our CUTRA balance from last year of \$1.7 million. With those numbers we have a barely balanced budget with a surplus of \$26,696, which will be put aside for the time being. The problem though with this projection is that there are a couple of cuts that we still have not allocated throughout the college. One is for \$500,000 and the other is for \$300,000, the latter being indicated on the Anticipated Non-Tax Levy Support for the Research Foundation. It is still a work in progress, but it is a tight budget.

D. Report of Vice President Magdaleno. 1. Financial Aid Program: Vice President Magdaleno introduced David Martinez, the director of financial aid at Lehman who has been with the college for over 20 years. He then presented a handout. In the first page of the handout, we separate expenditures between undergraduates and graduates. Close to \$40 million in aid is invested in undergraduate students and less than \$5 million in our graduate students. The bulk of the financial aid allocations for undergraduates is in the form of grants. On the second page, the handout zooms in on the undergraduate applications. Grants are shown as the bulk of the aid with loans next and a growing sliver of scholarships. On page three, the sources of scholarships are indicated with the largest source being the Lehman College Foundation with \$450 thousand in support. Other support comes from external sources. We have gone from a million dollars to \$318,000 in 2008-2009, due to the city budget and reduced support from the City Council and the mayor. Page four looks at the Pell Program, almost \$18 million, the TAP program, almost

\$9 million, and the Federal Work Study Program at \$2 million. Page five provides a look at some of our smaller grant programs. On the last page, we focus on our TAP program in the fall 2009 full-time undergraduate cohort. In these up-to-date figures, 3,540 students received a TAP award that averaged \$1,719. On PELL, we have 3,889 students who received an average of \$2,413. There are students who receive both TAP and PELL. It is 3,000 students with an average award of \$4,269.

This fall semester, the Chancellery brought on board three new scholarship programs to help students deal with the tuition increase. Across the university the value of the initiative is \$10 million with \$411,000 allocated to Lehman. That is broken down into three elements: (1) an initiative through the library, which has received \$98,000, to help students access textbooks at a lower price or e-books; (2) an extension of our work-study program with \$103,000, and (3) a tuition waiver program with \$211,000. The goal is to provide up to \$300 over the academic year to students who meet certain criteria. **2. H1N1:** An email was distributed over the weekend from him and the director of student health services, Cindy Kreisberg. Posters around the campus stress how to limit the spread of any virus. Also, foam sanitizers have been installed around the campus. If students have symptoms that might indicate H1N1 or the seasonal flu versus, they should not come to campus. On campus, we will be providing the flue vaccine to our students, faculty, and staff. The college will not be a distribution point for the H1N1 vaccine; the city has not said where these will be.

- E. **Report of Assistant Vice President Robert Troy. 1. Enrollment report:** Admission standards have been raised significantly for freshmen students as well as transfer students for fall 2009. In terms of freshmen, we took a loss of 25%. This number is a lot better than we estimated; we thought it might be 50%. In terms of transfers, our numbers are constant in comparison to last year. With the new program in business, graduate students increased 19%. Our total undergraduate population is up 2%, based on retention. Our continuing graduate students were up 14%. So, based on retention, our total headcount enrollment as of last week is up 5%. An increased enrollment of 12,000 students is projected for this fall. Our Westchester and Bronx numbers have gone up. **2. CUNY First update:** CUNY First (Integrated Resources and Services Tool) will be implementing Oracle PeopleSoft ERP (Enterprise Resource Planning) throughout CUNY. It will replace major systems – e.g. SIMS, CUPS – in the areas of Finance, Human Resources, and Student Services. Staff is spending a great deal of time in integrating the system. The system is being implemented in phases across CUNY. The Human Resources update, called Human Capital Management (HCM), went live at Lehman on July 13. It includes position management, talent acquisition management (for searches), workforce administration, labor relations, and self-service. In September, we will start the manager self-service, which will give managers the ability to run searches. Rollout 2 will be the next step. This includes publicizing position openings and other HR internal operations; it will go live the end of October. Faculty workload is also being worked on currently. Right now it's in user acceptance testing. The target date is also the end of October. On the finance update, the general ledger went live on July 1, 2008; planning and budgeting went live on July 13. Procurement will also happen through CUNY First in July of 2010. The biggest piece is Campus Solutions, which includes registration, class rosters, transcripts, payments and so on. Everything on SIMS becomes Campus Solutions. Our target date is fall 2010, which may be optimistic.
- F. **Report of Assistant Vice President Rene Rotolo. Construction projects:** Two projects are now on-going: the Science Facility and the Music Building. On the Science Facility, the excavation is completed, and the majority of the base slab has been poured. Over the

next few months the foundation walls and floor slabs will be force-poured. The structural steel is fabricated and is in a storage facility waiting to be delivered. We expect steel deliveries and erection to begin in December and continue through the winter break. By February a fair amount of the structure should be in place. There is a wonderful birds'-eye view of the construction site from the fourth floor stairwells in Gillet Hall or from classrooms 418 and 430. The flat roof replacement is beginning on the Music Building, including the roof above the mechanical penthouse, the fourth floor and the terrace roofs outside 330 and 313.

G. Report of Helene Silverman. 1. Main issues: People have been objecting to the hiring of additional ECP lines and HEO Directors during a hiring pause. What is in the portfolio of each of these individuals? Another issue on campus is the ratio of faculty hires within rank compared to other hires. (Prof. John Mineka addressed the issue of hires to non-tenure lines on a handout, the "Lehman Blues".) We are getting top-down actions on appointments, curriculum changes, program assignment, and changes in evaluation. **2. Workshop:** A workshop will be held for the new faculty from 10 a.m. to noon on October 15 in Apex 251. **3. Two Questions:** Prof. Silverman raised two questions: Has the annotation about difficulties with Blackboard been placed with the spring faculty evaluations, and when will the new faculty/cafeteria/lounge be ready?

H. Report of Prof. Manfred Philipp, UFS. 1. Enrollments: The comprehensive and the community colleges show large increases in freshmen enrollments. These are double digit increases, and there's a question as to what happens when this increase comes over into the senior colleges. During this economic crisis, people are moving into education instead of jobs, and they are choosing things that are easy on the pocketbook, which is characteristic of CUNY. The question also is how to this fit in with our stringencies in hiring faculty. We are now at a point when the university is larger than it has ever been before, even in the 1970s. We have approximately 4,000 full-time faculty members. We have some serious deficiencies in full-time faculty strength compared to when we were once this large. **2. New colleges:** The planned new community college has received money from the Gates Foundation. There is a school of public health, which will award a doctorate. Faculty will come from Lehman, Brooklyn, the Graduate School, and mainly Hunter College. The UFS is working with Hunter in coming up with a governance structure for the new facility. The School of Pharmacy is not so far along. It will be based at York College. There has been a proposal that the various campuses be allowed to grant professional doctorates. It is now in the discussion stage. City College now offers a doctorate degree, for example, in engineering, and it is likely there will be more of these. **3. New Hires:** CUNY sent college presidents a letter dictating that 80% of new hires are at the level of instructors and lecturers. That is limited to 200 hires that were put up earlier, and the Chancellor indicates that after that the colleges will be free to hire at the professorial level. The UFS was happy to hear that. **4. The PFC CUNY Awards Program:** There was a radical proposal to change the awards. Many college senates voted against that proposal. Vice Chancellor Small leads the task force on the restructuring of these awards. The proposal has been to have a small number of highly competitive awards with large dollar amounts (over \$10,000) and a larger number of smaller dollar amounts that are not competitive. This issue is far from finished. **5. The UFS Faculty Experience Survey:** You will get this in the mail very soon. There is one hiccup in terms of compensation for the person directing that survey, but that is not considered a serious delay. **6. Research:** The Chancellor is revising a document for regulating human subject research. The UFS had commented extensively on earlier versions. The idea of worldwide institutional review boards is out of the picture. Further

discussions will be held. **7. Academic credentials:** The Chancellery has proposed a standard set of alternate academic credentials that the colleges could use in hiring (doctor of chiropractic possibly, instead of a doctorate in biology). The UFS was not in favor, and the proposal has been dropped and will be handled on a case-by-case basis. **8. Unaccredited degrees:** Although this is not common, it does happen. People do get a degree from an unaccredited school. Sometimes people do not need these degrees for the job requirements. The UFS views this unfavorably, and it is being discussed with the Chancellery. **9. Tuition:** The University would like to keep the tuition increases and so would the state. The bulk of the last tuition increase went to the state, not to the university. There's a formula that increases with every year with a percentage that goes to the university; it eventually will bring the bulk of the money to us. In the future, tuition increases will be at a lower level. **10. Work-force violence policy:** That policy was adopted in the last year or so, and we are looking at how it is being implemented on some campuses. We've asked Vice Chancellor Waters to take a closer look, and that is happening. **11. Term limits on department chairs:** This now seems to be dead. It was brought up at the Council of Presidents, we understand. The Chancellery describes this as a proposal that originated from one or two presidents who felt they needed more authority and control. No direct action was taken. **12. CUNY admissions:** CUNY continues to be concerned about the ability of students from the New York public schools to enter CUNY and achieve. One of the major worries is attrition rates and how to reduce them. The question is how much information goes from CUNY to the Department of Education, making it clear what students need in order to enter. The lines of communication will be improved. **13. The State Capitol budget:** The state will have difficulty getting new funds for CUNY capital construction. If this is unchanged, it's possible that some CUNY construction projects will be stretched out, which might mean a delay of one or two years.

The meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Rosalind Carey,
Executive Committee