



### Office of Vice President for Administration and Finance

- Administrative Operations
- Budget and Planning
- Campus Planning and Facilities
  - Buildings and Grounds
  - Property Management
- Event Planning and Reservations
- Environmental Health and Safety
- Financial Operations
  - Accounts Payable
  - Bursar Office
  - Campus Activities
  - Campus Office Services
    - Purchasing
    - Printing
    - Mail and Central Receiving
  - General Accounting
- Human Resources
  - Payroll
- Lehman Center for the Performing Arts
- Lehman Stages
- Public Safety

## NEW BOOKSTORE OPENS IN OLD GYM



On ribbon-cutting day (above, l-r): Assistant VP for Financial Operations Gina Harwood, Enrollment Management VP and Associate Provost Reine T. Sarmiento, Bookstore Manager Dominique West, and Follet Regional Manager Aubrey Williamson.

Lehman officially opened its new College Bookstore in the Old Gym Building with a March 7 ribbon-cutting ceremony. “There were two reasons for the move from a stand-alone building to the Old Gym,” says Rene Rotolo, Interim A&F VP/AVP for Campus Planning and Facilities. “First, the College’s Facility Master Plan calls for the Old Gym to become the Student Union. The Bookstore renovation is one of several we’ve made in recent years to bring student services into the Old Gym Building.” Others include the Student Health Center, the Student Wellness Education and Health Promotion Program, the Counseling Center and the Tutoring Center.

“The second reason is to make way for the Nursing Education, Research and Practice Center. The new building will go up on the site of the former bookstore and the Davis Hall parking lot,” Rotolo says. The Bookstore’s new home is almost diagonally opposite its old location across College Walk. The tall chrome and glass entry faces west, with the bookstore occupying what was once Room 102. Another doorway opens into the Bookstore from inside the Old Gym.

The ground floor holds nearly 2,400 square feet of sales space, and is where the customary textbooks, Lehman College apparel and gear, stationery items, and snacks are found.

A smaller mezzanine overlooking the ground floor and reachable by both stairs and elevator, accommodates office space.



### SAVE THE DATE



### WALK OF REMEMBRANCE

FOR THE  
**VINCENT W. CLARK  
SCHOLARSHIP FUND**  
**Saturday, September 21**

*Details to follow*

# EARTH DAY FOCUS IS ON CAMPUS SUSTAINABILITY

Lehman celebrated Earth Day on April 17 with demonstrations of campus environmental sustainability measures in key areas: recycling and composting, transportation, food and nutrition, outreach and education, energy conservation and water conservation. One of the goals of the annual Earth Day is to inspire people to incorporate sustainability into their everyday lives. To that end, the campus Sustainability Council partnered with Bronx environmental organizations and with Lehman College student clubs that have aspects of environmental sustainability incorporated into their missions.

Since the first Earth Day observance on April 22, 1970, the annual event has grown in importance and participation. It has become one of the most celebrated secular observances around the world, with participants in 192 countries.

Earth Day's original purpose was, and still is, to raise awareness of the impact of human activity on the environment—and to inform and inspire individuals, families, communities and nations to be better caretakers of their environment. The most important component of any Earth Day event is educating people about their role in protecting the environment.

Members of the Lehman College community are invited to participate in environmental sustainability efforts at the College, in the community and at home. For example: joining a community garden, bicycling, walking, taking public transportation to school and work, and to consider the environmental impact of every purchase. One of the easiest ways to make an impact is to participate in the College's food scrap drop-off and composting program (every Monday, 8 am–12 pm, College Walk).

Because Earth Day is observed just once a year, it is imperative to make real changes to our day-to-day habits. We should always consider the impact to the environment in the decisions we make.



*The Rocket was the first phase of food-scrap composting at Lehman. In service since 2009, the Rocket processes 15+ tons of starting materials annually.*



*Starting materials for compost are fallen leaves from around the campus and food-preparation scraps from the cafeteria kitchen and the NYC Compost Project weekly food-scrap drop-off.*



*511NY Rideshare was on hand to provide information about ride share, and bicycling commuting in NYC to reduce pollution.*



*Nutritious, delicious smoothies are created using the bicycle-powered blender.*



*Volunteers from the Herbert H. Lehman Food Bank teach students how to prepare healthy dishes.*

## LEHMAN PAC NAMED 'ONE OF BEST LIVE MUSIC VENUES IN NYC'

It's often been said that Lehman Center is the "best kept secret" in New York City's entertainment world—but not for long.

**Thrillist**, the online lifestyle brand that covers food, drink, entertainment and travel around the world, took an in-depth look at live music venues across New York City. It considered places large and small, in every borough. Their list skips the best-known and goes simply for the best.

According to Thrillist writer Alex Garofalo: "Lincoln Center might seem the obvious choice here, but the not-for-profit Lehman Center gets credit for bringing the fine arts beyond Manhattan.

"With venues like the Paradise Theater and the Olympic Theater Concert Hall shutting down over the years, the Bronx has had bad luck holding onto large performance spaces. But year after year, the 2,278-seat Lehman Center brings acts like Janelle Monáe, ballet performances, world dance and Salsa groups, and tributes to David Bowie to its stage."

**INVINCIBLE**  
GOYA  
PRESENTS  
THE LEHMAN CENTER  
PERFORMING ARTS SERIES  
May 25, 2019 at 8:00pm

**LOS VAN VAN**  
June 1, 2019 at 8:00pm

**FRANK REYES**  
June 29, 2019 at 8:00pm  
Box Office:  
(718) 960-8833  
lehmancenter.org

Garofalo continues, "The Lehman Center for the Performing Arts is in its 38th season and isn't slowing down. In fact, the building is in the middle of a \$15.4 million, 18-month renovation project.

"New seating, a new main entrance, an elevator and new restrooms that make the location more accessible, and a stunning new glass-encased lobby are all part of the work being done on the building right now.

"Located on the campus of Lehman College...near the Bedford Park subway station, the Lehman Performing Arts Center may be a bit off the beaten path, but the experience is worth it."

Thrillist cited the March PAC shows including the Columbian salsa group Grupo Niche, Irish dance and music with Murphy's Celtic Legacy, American Idol winner Ruben Studdard singing Luther Vandross hits, and a performance of the iconic ballet "Swan Lake" by the Russian National Ballet.

Portions of the Thrillist rave review were reprinted in a *Entertainment*

## Lehman Stages Wins Grant for Summer Program for Bronx Kids

Since 2003, Lehman Stages has presented a summer arts and culture festival for the whole family. It's called Summerworx.

"Each year we welcome thousands of neighbors from the North Bronx and beyond to the Lehman campus to help us celebrate the rich cultural diversity of our borough, says Henry Ovalles, Associate Director of Lehman Stages. The program this summer includes:

**"Salsa Under the Stars," Wednesday July 10, at 7 pm.** Performances of classic salsa and merengue performed outdoors.

**"Movies Under a Bronx Moon," Wednesdays, July 17 and July 31, at 7 pm.** Classic family films, outdoors on the big screen.

**"The Kids Rule Weekend," Saturday, August 3 and Sunday, August 4, noon to 5 pm.** Children's theatre, music, magic, water slides, pony rides and more, all for free.

"For many kids, this is their introduction to a college campus, and it makes a great impression," says Ovalles. "Each fall we meet more and more freshmen who discovered the Lehman campus as children."

Lehman Stages received a grant from City Council Member Andrew Cohen for the summer programming. "The grant was a real shot in the arm for staff and our amazing volunteers," says Dante Albertie, Director of Lehman Stages.

## HR Office to Roll Out Improved Exit Process for Departing Faculty and Staff

The Office of Human Resources will roll out a new faculty and staff exit process this summer. It was developed with the assistance of colleagues in the Office of Diversity. Changes include an enhanced Exit Checklist form with clearer directions for the user. HR staff will also invite departing faculty and staff to schedule an exit interview.

"Hopefully, these interviews will identify what employees value, what Lehman is doing well—and not so well," says Human Resources Director Eric Washington, "so we can determine if more training and development are necessary."

Human Resources will share more information in the weeks to come. Once the exit process is ready to be implemented, an announcement will be made and the new form will be available on the HR web page.

## PAC's Bornstein Serves on New Jersey Arts Panel

On May 7, Lehman Performing Arts Center Executive Director Eva Bornstein served as a "Presenters Panelist" at the New Jersey State Council on the Arts day-long grants application review presentations in Trenton. The panel evaluated applicants for the three-year grant cycle for the General Program and the annual Art Project Support grants.

The Council of the Arts Program Associate Stephanie Nerbak called Bornstein's expertise and experience "a match for our applicants" that "will bring highly valuable insight to the panel's work of evaluating applications."

**Save the Date**  
The Lehman College  
**Annual Employee BBQ!**  
Thursday, June 13<sup>th</sup>  
Rain date Friday, June 14<sup>th</sup>

## VP CLARK REMEMBERED AT BCC'S 41ST 'RUN THE BRONX'

Team Lehman was launched in 2015 to strengthen the College's professional relationships and to build camaraderie between colleagues—all while promoting health and wellness.

The team, led by Captain Luis E. Soltero-Rodriguez, participates in the Bronx Community College's annual "Run the Bronx" event annually. Starting with a small group of six participants four years ago, Team Lehman has grown to more than 80 members.

"This year we commemorated the passing of Vice President Vincent Clark, who was always a strong supporter of the annual event. We're grateful to the Office of the President for sponsoring 30 registration bibs in his memory," says Soltero-Rodriguez. "We were strangers at the start line, friends during the race, and family at the finish line!"

Vice President Clark was recognized during the opening ceremony, and members of the team shared a moment of silence with the President and Vice President of Bronx Community College.

### Save the Date: September 21 for 'Walk of Remembrance' to Benefit Vincent Clark Scholarship Fund

A "Walk of Remembrance" for the Vincent W. Clark Scholarship Fund is set for Saturday, September 21, start time 10 am, in front of the Music Building, with a suggested minimum \$20 donation.



BCC President Thomas Isekenegbe with members of Team Lehman.



Soltero-Rodriguez and team member Rene Rotollo, Interim A&F Vice President/AVP Campus Planning & Facilities.



Before the race began, members of Team Lehman observed a moment of silence in remembrance of Vice President Clark.



The Team Captain rallies his team.



Team Lehman members: (front) Budget Director Bethania Ortega, Academic Advisement Director Lisa Moalem, (middle) Budget Associate Director Wendy De Mesa, HR Associate Director Zoraida Rosa, Budget Assistant to the Director Cynthia Vasquez, (back) College Now College Assistant Shanik Vasquez and College Now Coordinator Griselda Santiago (back).

# A&F BIDS FAREWELL TO TWO DEDICATED EMPLOYEES

## Raymundo ‘Ray’ Pegollo

It is with mixed emotions that we announce the retirement of Raymundo “Ray” Pegollo, Chief Administrative Superintendent of Campus Buildings and Grounds. He has been with Lehman College for more than 25 years.

Ray joined the College in 1994 as Administrative Superintendent of Campus Buildings and Grounds. He became Chief Administrative Superintendent in 2004.



*Ray Pegollo leaves a major imprint on Lehman’s campus.*

“Ray has played an important role in the growth, success, and the revitalization of Lehman’s buildings and grounds,” says Rene Rotolo, Interim A&F VP and AVP for Campus Planning and Facilities.

Ray’s imprint can be seen throughout the campus—in the clean buildings, shiny floors, campus lawns that look like carpets, the flowers and the safe walkways during winter, the list is long.

“Although we will miss Ray, he has more than earned the right to spend more time with his loved ones—and he’ll always remain a part of the Lehman family,” says Rotolo.

“Ray shaped the way B&G communicates with the departments on campus,” says Jorge Mateus, Administrative Superintendent. “He was key in implementing many projects and ideas to keep a busy campus functioning. Among all the complications that projects come with, Ray was able to navigate and bring them to a successful completion.”

## Gezina Bouma

Gezina Bouma joined Lehman College as University Engineer in 1999. Through her dedicated service in 20-plus years with the Office of Campus Planning and Facilities, she has had a huge impact on the face of the campus. She brought her skills,

expertise and professionalism to the architectural design and integrity of the campus buildings.

Gezina was instrumental in both planning and overseeing the construction of many new building projects, such as the Public Safety Central Station at Gate 5, the New Science Facility Phase I, the Central Heating and Cooling Plant Upgrade, and the new Bookstore.

She created new facilities in existing buildings such as the Multi-media Center, the Student Health Center, and the Wellness Education and Health Promotion Center.



*Gezina was instrumental in 20+ years of campus revitalization.*

Gezina’s daily focus was on the vital infrastructure upgrade projects, which included replacing roofs, restoring building facades and resolving facility issues. She has played an important role in the revitalization of the Lehman College campus.



*Ray, above, in his familiar role as “entertainer in chief” at the A&F Annual Luncheon.*



*Gezina and Ray at the A&F Annual Luncheon.*



*Ilona Linins and Alice Jenkins with Gezina at the Annual Pumpkin Smash.*

# A&F STAFFERS SHOW OFF THEIR LEHMAN PRIDE



*In recent months, Lehman has raised awareness of the College's mission and goals in preparation for the Middle States accreditation evaluation process. On April 9, during a Middle States team site visit, the Lehman community showed its pride by wearing the College's colors, T-shirts, hats, and pins. Above (from top left) A&F staff members from the Budget Office, Human Resources, Financial Operations, Events Planning, Campus Planning and Facilities, Public Safety and Buildings & Grounds.*



## 2019 A&F DEADLINES FOR EXPENSE REPORTING & REIMBURSEMENT



*Herbie celebrates Lehman Pride Day.*

<b>Deadline</b>	<b>Travel &amp; Expense: Due in Accounts Payable</b>
Friday, June 14	Expense Reports incurred though May 31 due in Accounts Payable
Saturday, June 22	T-card charges made prior to June 22 belong to FY2018-19 (Reconcile within 10 business days)
Wednesday, July 10	Last day to submit expense reports for Fiscal Year 2018-19
<b>Deadline</b>	<b>Procurement</b>
Friday, May 31	Last day to use the P-card (emergency purchases only)
Sunday, June 30	Final date to receive FY2019 goods and services
Thursday, July 11	All P-card transactions must be fully reconciled in order to charge FY2018-19
Friday, July 12	Last day to enter a receipt in CUNYfirst for merchandise received by June 30
<b>Deadline</b>	<b>Non Tax Levy</b>
Friday, June 28	Last day for non-purchase order transactions, such as reimbursement, direct payments and stipends
Friday, June 28	Inform Office of Campus Activities of any monies pertaining to FY2019 that will not be received by June 28
Saturday, July 6	Last day to submit invoices for fiscal year 2019 purchases due to Office of Campus Activities