The meeting was called to order by Committee Chair Fernando Ferrer at 4:01 p.m.

The following people were present:

**Committee Members:**
Hon. Fernando Ferrer, Chair  
Hon. Ken Sunshine  
Hon. Lorraine A. Cortés-Vázquez

**Faculty Member:**  
Prof. John Verzani, faculty representative

**Student Member:**  
Ms. Francesca Royal, student representative

**COP Liaison:**  
President José Luis Cruz

**Ex-officio:**  
Hon. William C. Thompson, Jr. (joined @ 4:18 p.m.)  
Hon. Barry F. Schwartz (joined @ 4:03 p.m.)

**Trustee Observer:**  
Hon. John Aderounmu (joined @ 4:43 p.m.)

**Observer:**  
Prof. Ned Benton

**Trustee Staff:**  
Senior Advisor to the Chancellor and Secretary of the Board Gayle M. Horwitz  
Interim General Counsel & Senior Vice Chancellor for Legal Affairs and Senior Vice Chancellor for Labor Relations Pamela S. Silverblatt  
Ms. Teisha Mitchell (joined @ 4:18 p.m.)  
Ms. Fenella Ramsami

**University Staff:**  
Interim Chancellor Vita C. Rabinowitz  
Senior Vice Chancellor and Chief Financial Officer Matthew Sapienza  
Assistant Vice Chancellor Laura Bruno  
Deputy Chief Financial Officer Christina Chiappa  
Interim Chief Procurement Officer Caron Christian  
Director of Supplier Diversity William Choi

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The agenda items were considered and acted upon in the following order:

I. **INFORMATION ITEM:**

1. **Fall 2018 Enrollment Report**

   Senior Vice Chancellor and Chief Financial Officer (SVC&CFO) Matthew Sapienza and Assistant Vice Chancellor (AVC) Laura Bruno reported on CUNY’s 2018 Fall enrollment, highlighting the University’s total headcount, including first-time freshmen, undergraduate transfers, and undergraduate and graduate enrollment.

   A discussion about the report followed, including disaggregated enrollment data, total FTEs numbers, remedial replacement, academic policy, adult learner initiatives, enrollment reductions, and internal transfer movement.

   Committee Chair Ferrer requested that the Office of Budget and Finance (OBF) share the graduate headcount for The Graduate Center as well as the insight on LaGuardia Community College’s reduction of first-time freshman once the data is collected.

   Ms. Francesca Royal followed up by asking OBF to provide the Committee with data of students graduating from community colleges who are accepted to specific senior colleges.
II. ACTION ITEMS:

A. APPROVAL OF THE MINUTES OF THE MEETING OF JUNE 4, 2018. Moved by Committee Chair Ferrer and seconded by Prof. John Verzani, the minutes were approved as submitted. Trustee Lorraine Cortés-Vázquez abstained.

B. POLICY CALENDAR

1. Central Office – Reduction in Graduate Application Fee. Committee Chair Ferrer requested the Committee’s approval to reduce the graduate application fee from $125 to $75. The cost of applying to a master’s or doctoral degree program at CUNY is the highest among local colleges and universities, and above the average of other major public universities in the United States. This proposed reduction will help provide greater equity and access to all students, and should assist in increasing master’s and doctoral enrollment.

SVC&CFO Sapienza and AVC Bruno provided further background on the proposed reduction.

A discussion about the graduate application fee followed, including the anticipation of a university-wide application, the start of the current fee, graduate enrollment, potential revenue, diversification of graduate programs, calculation of the proposed fee, and the impact of waiving of the application fee for students within New York City.

Moved by Committee Chair Ferrer and seconded by Trustee Cortés-Vázquez, and following discussion, the item was unanimously approved for submission to the Board.

2. City College/CUNY School of Medicine – Establishment of the CUNY School of Medicine Mission Driven Scholarships. Committee Chair Ferrer requested the Committee’s approval for the establishment of the CUNY School of Medicine Mission Driven Scholarship. The resolution would also authorize the CUNY School of Medicine to award scholarships in conjunction with said Agreement terms and conditions, and require financial restitution from scholarship recipients for failure of meeting the terms and conditions of said Agreement.

Dr. Maurizio Trevisan provided additional information about the establishment of the Mission Driven Scholarships.

Vice Chairperson Schwartz urged that the Committee receive a report in the near future about the progression of the CUNY School of Medicine.

SVC&CFO Sapienza noted that all funds collected and distributed will go through the State, an Income Fund Reimbursable Account, and OBF will then report to the Committee the full accounting of the funds.

Committee Chair Ferrer then urged OBF to include all similarly-situated funds in the report.

Prof. Verzani asked for additional information about the scholarships.

Moved by Committee Chair Ferrer and seconded by Trustee Cortés-Vázquez, and following discussion, the item was unanimously approved for submission to the Board.
3. Central Office – Chemical Inventory Management System Authorization of Contract with Research Applications and Financial Tracking Inc. Committee Chair Ferrer requested the Committee’s approval to authorize a contract with Research Applications and Financial Tracking, Inc., for a Chemical Inventory Management System, called ChemTracker. The contract term shall be three (3) years, and shall not exceed an aggregate cost of $529,200 over the contract term.

University Director Howard Apsan provided further information on the proposed contract.

Moved by Committee Chair Ferrer and seconded by Trustee Cortés-Vázquez, and following discussion, the item was unanimously approved for submission to the Board.

4. Central Office – Heating, Ventilation and Air Conditioning Maintenance Services Authorization of Contract with BP Air Conditioning Corp. Committee Chair Ferrer requested the Committee’s approval to authorize a contract with BP Air Conditioning Corp. ("BP") to provide HVAC preventive maintenance and repair services for various leased facilities at the University. The contract shall be for two (2) years and shall not exceed $540,784. Under this contract, BP will provide as needed HVAC preventive maintenance and repair services on a time-and-materials basis for all the locations. In addition, BP has committed to subcontract thirty-three percent of the total spend, or $178,460, to New York State-certified MWBE firms.

SVC&CFO Sapienza provided further information about the contractual agreement.

A discussion about the contract followed, including the option to partner with a MWBE firm, the structure of the contract, and the performance process of the MWBE contract post selection.

Moved by Committee Chair Ferrer and seconded by Prof. Verzani, and following discussion, the item was unanimously approved for submission to the Board.

5. Central Office – Cooperative Purchasing Agreement for Maintenance, Repair and Operating Supplies Authorization of Contract with W.W. Grainger, Inc. Committee Chair Ferrer requested the Committee’s approval to authorize a contract with W.W. Grainger ("Grainger") for maintenance, repair and operating supplies. The contract, which will be executed through the Educational and Instructional Cooperative Services, a purchasing consortium, will have a term through January 31, 2020. It is estimated that over the contract term, the annual aggregate University-wide spend will be $3.5-$4.0 million. This strategically sourced contract will have an MWBE participation goal of thirty percent, and Grainger has also elected to participate in a business mentor-protégé relationship with a State-certified MWBE firm.

SVC&CFO Sapienza provided additional information about the contractual agreement.

Director of Supplier Diversity William Choi then provided details of the mentor-protégé initiative.

A discussion about the contract followed, including maintenance repair and operations as well as the length and expectation of the contract.

SVC&CFO Sapienza concluded by stating OBF will continue to try to improve the University’s MWBE program.

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Moved by Committee Chair Ferrer and seconded by Vice Chairperson Barry Schwartz, and following discussion, the item was unanimously approved for submission to the Board.

Committee Chair Ferrer moved to adjourn the meeting. The motion was seconded by Chairperson William Thompson, Jr. and the meeting was adjourned at 5:06 p.m.