The meeting was called to order by Committee Chair Fernando Ferrer at 4:30 p.m.

The following people were present:

**Committee Members:**
- Hon. Fernando Ferrer, Chair
- Hon. Robert F. Mujica, Vice Chair
- Hon. Henry T. Berger
- Hon. Una S. T-Clarke (left @ 5:33 p.m.)
- Hon. Kevin D. Kim (left @ 5:51 p.m.)
- Prof. John Verzani, faculty member
- Prof. Kay Conway, faculty alternate
- Mr. Fernando Araujo, student alternate
- President Felix V. Matos Rodriguez, COP Liaison

**Ex-officio:**
- Hon. William C. Thompson, Jr.
- Hon. Barry F. Schwartz

**Trustee Observer:**
- Hon. John Aderounmu (left @ 5:33 p.m.)

**University Staff:**
- Chancellor James B. Milliken
- Senior Vice Chancellor and Chief Financial Officer Matthew Sapienza
- Interim Chief Operating Officer Marc V. Shaw
- Deputy Vice Chancellor Burton Sacks
- Deputy Chief Financial Officer Christina Chiappa
- University Executive Budget Director Catherine Abata
- University Executive Senior Associate General Counsel Jane E. Davis
- Executive Director of Procurement & Strategic Sourcing Russell Chung
- Deputy Director of Procurement Caron Christian
- Director of MWBE Outreach William Choi
- Associate University Provost for Planning Robert Maruca

**Cal. No.**

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<th>DISPOSITION</th>
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<td>The agenda items were considered and acted upon in the following order:</td>
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**I. ACTION ITEM:**

**A. APPROVAL OF THE MINUTES OF THE MEETING OF OCTOBER 2, 2017.** Moved by Trustee Una Clarke and seconded by Trustee Henry Berger, the minutes were unanimously approved as submitted.

**II. INFORMATION ITEMS:**

- Procurement Plan for Fiscal Year 2018

  Senior Vice Chancellor and Chief Financial Officer (SVC&CFO) Matthew Sapienza and Executive Director of Procurement & Strategic Sourcing Russell Chung gave a report on all active procurements for Fiscal Year 2018.

  A discussion regarding University-wide engagements or contracts followed. Various topics were addressed including the process of procurement and University-wide catering.
University Executive Senior Associate General Counsel Jane E. Davis highlighted that the CUNY-wide catering contract is not for specific events. It is a food service contract that also provides for the cafeteria and dining rooms on the campuses.

Director of MWBE Outreach William Choi then gave an overview of the MWBE process, noting that the colleges will submit an assessment form to the Office of the University Controller to set an appropriate MWBE participation goal.

There was further discussion about the exemption exclusion list, including a recommendation that the contract language within the University’s procurements provide CUNY the ability to review the contracts better.

SVC&CFO Sapienza then stated that a report will be given to the Committee, at a future meeting, on the MWBE plan for next year.

Chairperson William Thompson, Jr. and Trustee Kevin Kim expressed concern about the sole source contract for laptops at Macaulay Honors College.

Chancellor Milliken gave a statement regarding online education services, noting the set of principles recommended to create the RFP.

SVC&CFO Sapienza gave further details about the online education services RFP progress.

Associate University Provost for Planning Robert Maruca then gave an overview of the scope of the RFP contract, including services to the Central Office to create a portal for all of the University's online programs.

Discussions about online education services followed. Various topics were addressed, including market and recruitment, expectation of integration, the process of evaluation, and exit strategy.

- Fiscal Year 2018 First Quarter Financial Report

SVC&CFO Sapienza gave a status report of CUNY’s finances for Fiscal Year 2018, including expenditure, revenue, enrollments, and staffing data for the individual colleges as well as University totals.

Discussions followed that included how the financial report differs from the adopted budget, and total tax levy conditions, tuition revenue, and enrollment targets at CUNY.

University Faculty Senate Chair and Trustee Kay Conway requested comparison metrics from across the college campuses by the size of the student population.

Chancellor Milliken then presenting a letter from Chairman Orrin Hatch and Ranking Member Ron Wyden of the Senate Finance Committee, highlighting some top concerns with the House and Senate legislation regarding elimination of state and local tax deductions as well as strong concerns with provisions in the Tax Cut and Jobs Act as it has a significant impact on higher education.

Prof. John Verzani also inquired about the impact the state tax structure has on CUNY’s budget.

Moved by Committee Chair Ferrer and seconded by Trustee Berger, the meeting was adjourned at 6:09 p.m.