The meeting was called to order by Committee Chair Fernando Ferrer at 6:41 p.m.

The following people were present:

**Committee Members:**
- Hon. Fernando Ferrer, Chair
- Hon. Henry T. Berger
- Hon. Una S. T-Clarke
- Prof. John Verzani, faculty member
- Prof. Kay Conway, faculty alternate
- Ms. Cecilia Salvi, student member
- President José Luis Cruz, COP Liaison

**University Staff:**
- Senior Vice Chancellor and Chief Financial Officer
  Matthew Sapienza
- Interim Chief Operating Officer Marc V. Shaw
- Interim Vice Chancellor Margaret Egan
- Deputy Chief Financial Officer Christina Chiappa
- University Executive Budget Director Catherine Abata

**Ex-officio:**
- Hon. William C. Thompson, Jr.
- Hon. Barry F. Schwartz (left @ 6:47 p.m.)

**Trustee Observer:**
- Hon. John Aderounmu

**Trustee Staff:**
- Senior Advisor to the Chancellor and Secretary of the Board Gayle M. Horwitz
- General Counsel and Vice Chancellor Loretta P. Martinez
- Ms. Fenella Ramsami

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

I. **ACTION ITEMS:**

A. **APPROVAL OF THE MINUTES OF THE MEETING OF JANUARY 17, 2018.** Moved by Trustee Una Clarke and seconded by Trustee Henry Berger, the minutes was approved as amended as follows:

On page 3, paragraph 6 (Baruch College – Executive and Global Graduate Degree Programs) is amended to read: "Moved by Trustee Kim and seconded by Prof. Kay Conway, and following discussion, the item was approved for submission to the Board. Ms. Cecilia Salvi opposed."

B. **POLICY CALENDAR**

1. **CUNY Graduate School of Public Health and Health Policy – Nutrition and Dietetic Internship Program Fees.** Committee Chair Ferrer asked the Committee to adopt an Internship Application Fee of $100 per applicant and an Internship Course Fee of $150 for each accepted and enrolled Intern at the CUNY Graduate School of Public Health and Health Policy, commencing with the Fall 2018 semester. The revenues generated by these fees will be applied toward the operating expenses of the Internship Program. All enrolled interns will be provided with study materials purchased through the program, as well as with preparation to take and pass the Registered Dietitian Examination.
2. The City College of New York – Program Fee for New Certificate Program in Premedical and Pre-Health Studies for Post-Baccalaureate Students. Committee Chair Ferrer asked the Committee to adopt a schedule of academic program fees of $235 per credit for resident and non-resident full-time and part-time students enrolled in the post-baccalaureate certificate program in premedical and pre-health studies in the Division of Science at The City College of New York, effective with the Fall 2018 semester. The Division of Science at City College has a successful premedical and pre-health program that mainly serves undergraduate students. Post-baccalaureate students have unfortunately been unable to benefit from its services. As a result, these students are unable to complete the science courses that are a prerequisite for applying to professional schools or graduate programs in health professions. With the proposed fees, the program at CCNY will provide enrolled students with a guarantee of completion, and the college will open an additional section of each required course that is reserved for post-baccalaureate students. The revenues from the fees will also be used to provide salaries of lecturers, lab techs, teaching assistants and support services, including academic advisement, tutoring and workshops.

A discussion about the program fee followed, including the structure of fees, allocation of funds, outreach, and student government/student consultation.

University Student Senate Chair and Trustee John Aderounmu requested that the Committee be provided with a breakdown of academic excellence fee expenditures for all CUNY graduate programs at its next scheduled meeting.

Senior Vice Chancellor and Chief Financial Officer (SVC&CFO) Matthew Sapienza shared a few comments, highlighting that generated revenues from the academic excellence fees are used to invest in the facilities; however, it is not a direct facilities fee.

University Faculty Senate Chair and Trustee Kay Conway inquired about non-matriculated tuition.

3. Hunter College – Academic Excellence Fee for Graduate Programs, School of Education. Committee Chair Ferrer asked the Committee to approve the extension of academic excellence fees to students in all master’s level graduate programs in the School of Education at Hunter College. At its meeting on October 1, 2015, the Board of Trustees approved a schedule of academic excellence fees for students in certain graduate programs in the School of Education at Hunter College, effective with the Spring 2016 semester. The academic excellence fees that are up for consideration this evening would be applied to those master’s and advanced certificate programs which prepare candidates for professional, alternative, and additional certification in general and special education across Adolescent, Childhood, Early Childhood, and K-12 certification areas, as well as those master’s and advanced certificate programs which lead to licensure and/or certification for School Building and School District Leadership, Applied Behavioral Analysis, Educational Psychology, and Rehabilitation Counseling and Visual Rehabilitation and Orientation and Mobility Teaching, effective with the new students in the Fall 2018 semester.

A discussion about the academic excellence fee followed, including the allocation of funds, the benefits of the fee, and student government/student consultation.

Moved by Committee Chair Ferrer and seconded by Trustee Clarke, and following discussion, items I.B.1 through I.B.3 were approved for submission to the Board. Ms. Cecilia Salvi opposed.
4. **Central Office – Administrative Excellence Initiative.** Committee Chair Ferrer stated that the University will engage the Institute for State and Local Governance (CUNY ISLG) operations management team to develop and implement a strategic plan to meet the goals of the Administrative Excellence Initiative. CUNY ISLG will work closely with CUNY administrative staff to identify initiatives, research best practice, analyze fiscal impact and develop implementation plans, over the next four years, to bring best practice to the administrative functions that support the academic mission, making every effort to be lean and resourceful in all areas of operations and administration. CUNY ISLG, in partnership with CUNY administrative staff, will conduct their work in four phases, at a total cost not to exceed $5.7 million, with the implementation of these initiatives beginning in the Spring of 2018 and continuing through Fiscal Year 2021. This cost is exclusive of the cost of contractors that CUNY ISLG may engage to provide functional expertise where necessary. Overall, the four-year initiative will achieve over $75 million in savings for reinvestment in academic priorities identified in the 2016-2017 Master Plan.

Interim Chief Operating Officer Marc Shaw provided further information on the Administrative Excellence Initiative.

Interim Vice Chancellor Margaret Egan then presented the project description and approach of the Initiative, noting that the University has a savings target of $75 million over four years.

A discussion about the efficiency projects of the Initiative followed, including campus diversity and inclusion, expense budget and capital costs, staffing assurance, procurement system, redirection of savings, campus integration relating to design and development phases, and community economic development.

Moved by Trustee Berger and seconded by Trustee Clarke, and following discussion, the item was unanimously approved for submission to the Board.

II. **INFORMATION ITEM:**

**Preliminary FY2019 Initial Allocations**

SVC&CFO Sapienza reported on the University’s FY2019 Tax-Levy Preliminary Budget, highlighting that the Federal Budget for next year could have adverse implications for both the State and the City, as well as a direct negative impact on CUNY. He further explained how the Prosper Act, a proposed House bill, would result in the loss of $9 million in Federal Work-Study funds for CUNY and the elimination of Supplemental Education Opportunity Grant (SEOG).

A discussion about the report followed, including unfunded mandatory expenses, preliminary allocations held in reserve, transparency and accountability, contingency plans relating to risk and uncertainties, and maximizing efforts in Washington to further CUNY’s mission.

Committee Chair Ferrer moved to go into Executive Session at 7:46 p.m. This motion was seconded by Trustee Berger.

**CONVENING OF EXECUTIVE SESSION:**
Committee Chair Ferrer called for an Executive Session pursuant to Section 105, Article 7, of the Public Officers Law, to discuss information regarding matters related to a potential appointment of a corporation. The Committee met in Executive Session from 7:49 p.m. to 8:29 p.m.

The Committee reconvened in Public Session. Committee Chair Ferrer moved to adjourn the meeting. The motion was seconded by Trustee Berger and the meeting was adjourned at 8:30 p.m.