

**Faculty Senate Plenary Meeting  
Meeting of September 4, 2008**

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**MINUTES**

**Senators Attending:** S. Altman (SPA), S. Biddle (LIB), L. Bolce (PolSci), T. Bragen (ENG), A. Brandwein (S/CIS), A. Croker (S/CIS), G. DeMaio (PolSci), F. Donnelly (LIB), B. Ferns (S/CIS), W. Finke (ModLang), K. Frank (ENG), R. Freedman (ZBUS), G. Graves (ModLang), G. Hill (FPA), R. Holowczak (S/CIS), C. Howard (MTH), D. Jones (PolSci), G. Jurkevich (ModLang), M. Lubetski (ModLang), T. Main (SPA), T. Martell (Eco/Fin), R. Myers (COMM), R. Nishan (ModLang), J. O'Keefe Bazzoni (COMM), G. Petersen (Soc/Anth), B. Rosen (MKT), D. Schepers (MGT), S. Stein (S/CIS), Y. Tsurumi (MKT), A. Vora (Eco/Fin)

**Senators Absent:** C. Christoforatu (ENG), A. Grein (MKT), D. Hoffman (SPA), S. Johnson (PSY), D. Kaminer (Law), S. Korenman (SPA), C. Kulatilleke (NatSci), E. Martinez (ModLang), H. Ross (Eco/Fin), B. Sarath (ACC), Y. Son (MGT), K. Tandon (Eco/Fin), A. Wolf (Eco/Fin)

The meeting was convened at 1:01 p.m. in VC 14-250 by Prof. Stan Altman. Prof. Altman welcomed everyone to the new year.

**I. Approval of Agenda:** Approved by assent.

**II. Approval of Minutes:** Minutes of May 1, 2008 approved by assent;

**III. Chair's Report (S. Altman):**

Stan introduced the Executive Committee of the Faculty Senate, and the committees of the Faculty Senate and their chairs:

- Academic Freedom & Responsibility – Tracy Bragen
- Educational Policy – Bob Myers
- Finance & Administration – Terry Martell

Stan also asked faculty senators to consider working on the Executive Committee in the future to increase participation.

PSC Contract: Stan pointed out that the newest contract has been approved by the PSC membership, with 93% of the votes for the contract. .

Textbook Policy: Stan distributed information about the “Textbook Access Act”, which the NYS legislature passed over the summer. This law will go into effect on July 1, 2009. The law addresses several specific items:

- Pricing transparency is required of textbook publishers;
- Faculty cannot receive economic benefits for adopting texts
- Institutions have to make adoptions in a timely fashion

This Year’s Agenda: the Faculty Senate will have a full agenda this year.

- Master Campus Plan – The Master Campus Plan will affect the entire campus, and the renovation of the 17 Lex building will have a central role in that.
- Middle States Reaccreditation—The Middle State Reaccreditation will be a time-consuming process, and will require the engagement of a large part of the faculty;
- AACSB Reaccreditation – the Zicklin School of Business is also starting its reaccreditation process with the AACSB;
- Budgets – There are new budget issues arising because of the economy;
- Technology – With the new email system and other systems, we are seeing a lot of new technology at Baruch.

**IV. Report from The President: Kathleen Waldron**

The President welcomed the faculty back for the Fall semester. The President said that we have thirty new faculty to the college, and she thanked the faculty for putting in the effort to recruit, interview, and hire the new faculty. The President said that we have hired 180 new faculty in the past three years, with a net increase of 23 faculty lines.

The President introduced Dean Jeff Peck (WSAS), and Christina Latouf, director of Communications and Marketing. She joins us from Time Warner AOL. Jonathan Engel is the new Associate Dean of SPA. The President thanked VP Chris Cloud (College Advancement) for his efforts in raising over \$60M for Baruch; VP Cloud is leaving Baruch to

pursue other interests. The President announced that David Dannenbring is ill with cancer, and encouraged that people write notes to David.

**College Master Plan:** The new College Master Plan (CMP) is the single biggest initiative this year. On September 17<sup>th</sup>, from 10 am to noon, there will be a public presentation on the Baruch College Campus Master Plan, which is in draft form. The draft will be released by September 12<sup>th</sup> (see <http://10.1.2.103/docs/mp080912.pdf> for the draft of the CMP). There will be a town hall meeting at noon for the students. The President thanked the college's executive team and Facilities Committee for their work on the CMP. Many of the department chairs have met with the architects on the CMP. Most of the CMP focuses on the renovation of 17 Lexington Avenue. Baruch has the smallest per square footage per students than any other CUNY college. The Vertical Campus building is over-utilized much above national standards (80% utilization versus the national norm of about 50%). On the other hand, the 17 Lex building is underutilized, because faculty don't like to teach there. The renovation will take a long time, because it was too prohibitive to rent sufficient swing space. The renovation will be in four phases, and the construction will begin in the summer of 2009. The Baruch College Campus High School will leave the building permanently, giving us four more floors we don't have currently. Baruch has \$40M to take us through Phase I. The entire renovation may take up to five years. Even with this renovation, Baruch will have insufficient space for its needs, and continues to look for site acquisitions. The soft real estate market may be beneficial for such acquisitions. Baruch's last Master Plan expired in 1986.

**Enrollments:** Undergraduate applications increased by 21% from last year. Freshman enrollments were 1,467, about the same as last year. Freshman African-American enrollments increased by enrolling 57 more black students over last year. The number of Latino freshmen increased by 26 students, an increase of 26%. The average high school GPA declined slightly from 87.4 to 87.2, but the SAT scores for regularly admitted freshmen went up to 1154, up 17 points from last year; national SAT scores remained flat. The incoming transfer students numbered over 1,200 students, with an average GPA of 3.10; 52% came in as sophomores, and 65% arrived with 60 or more college credits. There is a net increase of about 15 graduate students. The graduate student market place has gotten more competitive, and the outcomes have been good. The President distributed excerpts from the Princeton Review's ranking of Baruch in the top 10% colleges in the US, and the top 368 colleges in the northeast United States.

**Budgets:** Both the mayor and the governor have cut the budgets for CUNY of close to \$67M. Baruch would have normally borne 10% of that. This year, CUNY is going to absorb most of the cuts—approximately \$50M of the cuts. In the end, Baruch will have a \$2M shortfall. There will be some kind of tuition increase, probably by fall 2009, and we will move around some funds to cover the shortfalls.

VP Johanna D'Aleo made a presentation on the budget. She distributed a budget with the allocation docs (see Attachment A). The numbers are changing. As of 9/04/08, the tuition target had been increased by \$2.3M. We will probably make that target, but we won't have excess tuition over that target. We are short about \$1.6M. To address this shortfall, some CUTRA will be used, there will be a slowdown in hiring, and there will be some reductions of OTPS (Other Than Personnel Services). There was a TAP audit which produced 10 findings. Based on the final set of findings, there may be some 'disallowance' of TAP money of the past three years, and Baruch may have to pay back up to \$1M, which will have to be paid back over three years. Baruch is looking at how to minimize the number of the findings in the future. Baruch is the third or fourth CUNY campus the TAP auditors have visited, and each college has had disallowances. Barry Rosen asked what OTPS stood for and what it includes. VP D'Aleo said it is supplies, contract services, travel, copying services, etc. The Baruch OTPS is a relatively small percentage of Baruch's overall budget. Prof. Rosen asked for some kind of glossary explaining the acronyms and what they meant. Terry Martell asked for an explanation of CUTRA and what the expenditures were. VP D'Aleo said that the CUTRA comprises the excess tuition receipts over the target tuition amount set by CUNY, up to 2% of the total tuition amount. CUNY had the senior colleges spend down the CUTRA money last year. Prof. Martell pointed out that, if CUNY had not made Baruch spend down CUTRA money on non-essentials for political reasons, we would have that money available now for harder times. Stan Altman pointed out that the NYS budget approach is that, if you have cash, they'll take it away, no matter why you have the money. It is difficult to steer through fiscal crisis because all Albany sees is the cash, and there is little long term planning. VP D'Aleo also noted that there are plans to increase revenues in ways that would allow Baruch to keep its revenues.

**Prof. Waldron Continued:**

The tax-levy budget is the bulk of Baruch's budget, but not all of it. The Baruch College Fund will provide \$17M to support Baruch—up from \$9M four years ago. Some of that increase is because of the successful capital campaign led by Chris Cloud. The alumni have stepped up to support the College in a big way.

Baruch has completed a midpoint update of the College's five-year strategic plan, which can be downloaded from [http://www.baruch.cuny.edu/president/documents/StrategicPlanProgressReport\\_9\\_2008.pdf](http://www.baruch.cuny.edu/president/documents/StrategicPlanProgressReport_9_2008.pdf). The President thanked Mindy Engle-Friedman, Don Schepers, Barry Rosen, and others for forming a Sustainability Task Force, and Dean John Elliott for developing a Tier III minor in sustainability.

**V. Report from the Provost: James McCarthy**

The Middle States Steering Committee has met for the first time. There will be a preliminary visit by a member of the Middle States visitation team on 9/18. Provost McCarthy distributed the revised list of the Middle States Working Groups and Steering committee members (see Attachment B). Baruch has chosen to address all fourteen standards, taking a traditional approach to reaccreditation, and has created five working groups for this task. There is a website for the Middle States reaccreditation at <http://www.baruch.cuny.edu/middlestates/>. Barbara Lawrence is the official Middle States liaison. Stanton Biddle has been seconded to the Provost Office, because he has been involved in 10 Middle States accreditations in some capacity, both on the reviewee and the reviewer side. In addition, many of the other members have experience with the Middle States accreditation process. Student assessment is now the focus of Middle States reaccreditation. Every CUNY college going through a Middle States review has received some comment about assessment, and two-thirds of all colleges going through reviews receive some mention on assessment. The timeline on the reaccreditation can be found at <http://www.baruch.cuny.edu/middlestates/documents/MSATimeTableforAccreditation8-26-2008.pdf>.

Barry Rosen noted that he was at Baruch in the 1988 Middle States accreditation, which went badly for Baruch. He asked if the Provost perceived whether this accreditation would be smoother sailing. The Provost said that the College was assembling data on key indicators at Baruch from 2000 to 2010, so that the Baruch Middle States team will have the facts before them. Baruch is trying to anticipate any problems that would be raised so that the College could collect the information and address the problems beforehand. The Provost said that we will get early feedback on our assessment approach, so that we will have early indicators of what we need to do. By next fall, we will know who will be the chair of the site visit team. Stan Altman encouraged people to become engaged in and informed about both the Master Planning process, and the reaccreditation, and to see this as an opportunity to make a strong contribution to the College.

**VI. Report from the AVP Arthur Downing:**

Arthur Downing, the director of the BCTC, reminded the Faculty Senate of the goals for the migration;

- We will have a single email system for full-time and part-time employees;
- The system will be integrated so that new people automatically get an email account;
- The system will have more features, particularly a larger disk storage quota
  - The mail Inbox will have at least 10 gig of storage
  - All archived mail will be stored;
- In August, all the administrators are on the new system.

The two systems are running in parallel until the migration is completed, and there are a few problems:

- Some misspellings occur in emails cause problems of systems;
- Some nicknames are not working;

There are some misconceptions held about the new system:

- People are afraid that the old underscore addresses will not work; Baruch will maintain both sets of addresses for a year;
- People are afraid that they will not be able to use POP, IMAP, or some mobile devices; the new system will support these protocols;

The migration of faculty accounts is responsibility of the school tech coordinators. The BCTC has made computer-based training available since June to train the tech coordinators for the migration.

- Tech Coordinators run the cutover –
  - The Tech Coordinator informs the BCTC of a cutover of specific departments
  - The BCTC stops the Lotus Notes server
  - The Tech Coordinator directs the cutover to MS-Exchange, sending staff to update the faculty members' desktops;
    - There is web access to email if a faculty member's desktop has not been updated yet;
  - The BCTC moves the faculty member's archive over to the new Exchange system;
  - New client will be OUTLOOK

AVP Downing said that there has been a fair amount of 'bounced' mails. Rather than guessing at new email addresses, he recommended that people use the system directory, which will have the correct emails.

David Jones asked whether we have to notify other CUNY parties about changes to our email addresses. AVP Downing replied that underscore addresses will work for a year. Also, the online directories will automatically be updated. Tom Main asked if faculty are using Outlook, will there be any changes. AVP Downing replied that Outlook will work better with the new system.

#### **VII. Old Business: None**

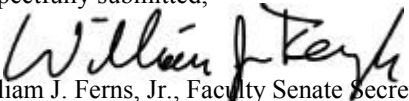
#### **VIII. New Business:**

Glenn Petersen noted that there are not enough chairs in some classrooms. He noted that it should be possible to get registration info to show how many chairs are required in each room, and then Facilities can take care of the problem. VP D'Aleo said that faculty could write to her directly about any specific classrooms, and she would take care of the problem.

Glenn Petersen requested that the Faculty Senate take a position on the nature of faculty postings, especially video postings, on RateMyProfessor.com. The Executive Committee will look at the issue to schedule it.

#### **IX. Meeting Adjourned at 2:10 pm**

Respectfully submitted,

  
William J. Ferns, Jr., Faculty Senate Secretary

## Attachment A: Baruch College Tax-Levy Budget

**Baruch College Tax-Levy Budget**  
(in \$000s)

DRAFT

Revenues and Expenditures		FY 2006 Actual	FY 2006 Actual	FY 2007 Actual	Unaudited FY 2008 Actual	Preliminary FY 2008 Plan	Yr-to-Yr Change
<b>CUNY Allocations</b>	(1)	<b>81,109.0</b>	<b>83,697.1</b>	<b>91,793.0</b>	<b>95,677.2</b>	<b>93,985.5</b>	<b>(1,691.6)</b>
CUNY Base & Lump Sum Allocations (Exclud.Compact)		80,558.1	81,056.1	82,265.7	89,327.8	88,721.5	(606.3)
CUNY Compact Base Allocation	(2)	-	-	1,942.7	4,227.0	4,227.0	-
Additional Allocations		550.9	2,641.0	7,584.6	2,122.4	1,037.0	(1,085.4)
<b>Tuition Surplus/(Deficit) Against Target</b>		<b>359.0</b>	<b>1,833.2</b>	<b>3,622.4</b>	<b>2,425.8</b>	<b>2,451.8</b>	<b>26.0</b>
Actual / Projected Tuition	(3)	75,605.0	80,065.0	83,219.4	83,423.8	85,733.8	2,310.0
CUNY Revenue Target		75,246.0	78,231.8	79,597.0	80,998.0	83,262.0	2,264.0
<b>REVENUE TOTAL</b>		<b>81,468.0</b>	<b>85,530.3</b>	<b>95,415.4</b>	<b>98,103.0</b>	<b>96,437.3</b>	<b>(1,665.6)</b>
<b>Expenditures</b>							
Full-Time Regular (excluding Graduate Center Lines)	(4)	64,559.1	66,775.8	72,465.8	76,404.4	78,890.1	
Adjuncts		7,970.1	8,682.7	9,187.2	9,059.0	8,480.2	
Temporary Services	(5)	3,490.1	3,309.5	3,500.2	3,881.3	3,834.0	
OTPS	(5)	6,532.7	6,835.5	7,670.0	6,758.3	6,137.9	
<b>EXPENDITURE TOTAL</b>		<b>82,552.0</b>	<b>85,603.5</b>	<b>92,823.2</b>	<b>98,103.0</b>	<b>99,342.2</b>	<b>1,239.2</b>

<b>Surplus / (Need)</b>		<b>(1,084.0)</b>	<b>(73.2)</b>	<b>2,592.2</b>	<b>0.0</b>	<b>(2,904.9)</b>
Beginning CUTRA Reserve		1,808.8	748.0	744.6	3,336.8	474.1
One-Time CUTRA Expenditures					2,862.7	
<b>Ending Surplus/ (Deficit), or CUTRA Reserve</b>		<b>724.8</b>	<b>674.8</b>	<b>3,336.8</b>	<b>474.1</b>	<b>(2,430.8)</b>

- (1) The FY09 Initial Allocation requires Colleges to holdback 1.5% of their base allocations and all FY09 Compact growth provided in initial allocations until a determination has been made about the impact of the additional \$50.6M cut to CUNY's overall budget. One percent of Baruch's FY09 base allocation is approximately \$1.4M.
- (2) CUNY Compact Tax-Levy Allocation excludes Philanthropy, Restructuring and Fringe Benefits.
- (3) Projected Tuition for FY09 assumes that excess MBA tuition will increase \$910K and all other tuition will increase \$1.4M over FY08 actuals.
- (4) FY09 Full-Time Staff Expenditures represent budget allocations to College divisions less naturally occurring vacancy savings estimated at \$2.1M, and also excludes the cost of Full-Time lines funded by the Graduate Center (approx. \$1.9M).
- (5) FY09 Temporary Services and OTPS expenditures represent budget allocations to College divisions less \$550K of expenditures that CUNY will journal to Baruch's IFR Overhead and other accounts before year end.

SOLUTIONS TO THE BUDGET GAP	2,430.8
Full-Time Vacancy Savings Above Normal Levels Identified by Divisions	759.1
Temp Services Budget Reductions Identified by Divisions	79.1
OTPS Budget Reductions Identified by Divisions	1,063.8
Additional Budget Reductions To Be Identified	528.8

## **Attachment B: MiddleStates Committee Update**

### **Middle State Accreditation Baruch College, Spring 2010**

#### **Working Groups Co-chairs and Steering Committee Members**

##### **Overall Mission, Institutional Effectiveness and Integrity**

Co-Chairs: Mary Gorman Hetherington and Paula Berggren

##### **Planning, Governance and Resource**

Co-Chairs: Johanna D'Aleo and Stan Altman

##### **Student Recruitment, Retention and Support**

Co-Chairs: Marybeth Murphy and Anne Brandwein

##### **Faculty**

Co-Chairs: David Birdsell and Cynthia Whittaker

##### **Development and Assessment of Educational Programs**

Co-Chairs: Dennis Slavin and Valerie Watnick

#### **Steering Committee**

**Co-Chairs:** James McCarthy and Terrence Martell

**Members:** Stanton Biddle  
Barbara Lawrence  
Working Group Committee Co-Chairs  
Student Representative