

**MINUTES OF THE MEETING OF THE BOARD OF
HIGHER EDUCATION OF THE CITY OF NEW YORK**

HELD

MARCH 28, 1977

**AT THE BOARD HEADQUARTERS BUILDING
535 EAST 80 STREET - BOROUGH OF MANHATTAN**

The Chairperson called the meeting to order at 6:10 p.m.

There were present:

**Harold M. Jacobs, Chairperson
Patricia Carry Stewart, Vice-Chairperson**

**Loretta A. Conway
Walter H. Crowley
Armand D'Angelo
Edith B. Everett
Nicholas Figueroa**

**Ronald T. Gault
Gurston D. Goldin
Albert V. Maniscalco
Jack John Olivero
Emanuel R. Piore
David Z. Robinson**

David Valinsky, ex officio

Edward A. Roberts, ex officio

**Richard M. Catalano, Secretary of the Board
Mary P. Bass, General Counsel and Vice-Chancellor for Legal Affairs**

**Chancellor Robert J. Kibbee
President Edgar D. Draper
President Candido A. de Leon
President Leon M. Goldstein
President John W. Kneller
Acting President Bernard Mintz
Acting President Nathaniel H. Siegel
Acting President Morton Rosenstock
President Kurt R. Schmeller**

**President Joseph Shenker
President Herbert M. Sussman
President Richard D. Trent
President Edmond Volpe
President Jacqueline G. Wexler
Acting Vice-Chancellor Egon Brenner
Vice-Chancellor Julius C.C. Edelstein
Vice-Chancellor Anthony Knerr
Vice-Chancellor J. Joseph Meng**

The absence of Mrs. Harriet R. Michel was excused.

Upon motions duly made, seconded and carried, the following resolutions were adopted or action was taken as noted: (Calendar Nos. 1 through 7)

NO. 1. CHANCELLOR'S REPORT: A motion was made by Dr. Piore and seconded by Dr. Goldin to table the Chancellor's Report. The motion was lost, with Dr. Piore voting in the affirmative.

The following resolution was adopted:

RESOLVED; That the Chancellor's Report for March 28, 1977 (including Addendum Items) be approved, as amended as follows:

(a) Item BRI 20.14 (Graduate School): Withdraw the changes of salary for two employees in the Business Office.

(b) Item BRI 4.14 (Brooklyn College): Withdraw the change of salary for an employee in the President's Office.

(c) Items listed in PART E - ERRATA, to be withdrawn or changed, as indicated.

NO. 2. APPROVAL OF MINUTES: RESOLVED, That the minutes of the Board of Higher Education meeting of February 28, 1977 be approved as circulated.

NO. 3. COMMITTEE ON FISCAL AFFAIRS: Dr. Piore asked that the minutes show that he was leaving the room to abstain from the discussion and vote on Items A and B.

RESOLVED, That the following items be adopted:

A. PURCHASE OF FINANCIAL AID SYSTEM PACKAGE FOR UNIVERSITY-WIDE USE:

RESOLVED, That the Board of Higher Education enter into a contract with Information Associates, Inc. (IAI) to purchase a Financial Aid payroll/accounting, and governmental reporting package comprised of a payroll module (Basic System), general ledger distribution module, and a module to supply data input for federal reporting. Under the terms of the contract IAI will customize and adopt the IAI Financial Aid package to CUNY requirements by providing additional programming; aid in the design of input forms and operating manuals; provide training of personnel for the utilization of the system; and provide the necessary operating documentation as defined by CUNY to efficiently run the system on institutional computer equipment at a cost not to exceed \$175,000, chargeable to code 042-2000-403-01-78. The contract documents are to be executed by the Secretary; and be it further

RESOLVED, That the Director of the Budget be requested to approve this expenditure chargeable to Code 042-2000-403-01-78; and be it further

RESOLVED, That the Board of Estimate be requested to approve this expenditure without public letting.

EXPLANATION: The University needs to upgrade its existing Financial Aid system and to convert the running of the System from the Central Office computer center to the University Computer Center. The present system has been greatly expanded over the years to include additional programs (i.e., BEOG, Nursing, SEEK/CD Books and Fees), with the requirements to process a far larger student financial aid population and adjustments to student programs for advances, tuition and fees. The system currently far exceeds its limits of efficiency and no longer has the ability to respond quickly to new system changes and requests for additional information. The implementation of a new system at the University Computer Center will through acquisition of the proposed software realize budget savings of \$150,000 per year by the elimination of the central office computer facility, and will achieve more efficient processing, reporting and control of Financial Aid data. This resolution does not involve any increase in existing hardware.

B. UNIVERSITY COMPUTER CENTER HARDWARE:

RESOLVED, That the following resolutions on University Computer Center Hardware be approved:

(1) Purchase of Block Multiplexor Channel:

RESOLVED, That the Board of Higher Education approve the contract documents and specifications and authorize the City University Computer Center to advertise for, receive and open bids, and award a contract to the lowest responsible bidder for the purchase of one 2880-2 block multiplexor channel, manufactured by the International Business Machines Corporation, or its equivalent, at a total estimated cost of \$167,300 chargeable to Capital Project HN-191; and be it further

RESOLVED, That the Director of the Office of Management and Budget be requested to approve and authorize the expenditure of \$167,300 for the proposed contract.

EXPLANATION: The 2880 block multiplexor channel is the link between the CPU and peripheral devices such as the 3330 or 3350 direct access storage facility and the 2305 fixed head file. A systems' processing capability other than for purely scientific calculations, is a function of the amount of data that can be read or written by the CPU. A number of such channels are needed by a large computer installation in order to provide a sufficient data band width between the CPU and the disks. If the data is not available to the CPU when it is needed, the system must wait rather than do useful work. Several new systems are planned to be run on the computer in the near future which will tax the existing channel capacity. An additional 2880-2 will enable the University Computer Center to sustain the aggregate data rate of the system and eliminate through-put bottlenecks which can be anticipated without the addition of this equipment.

This purchase has the approval of the University Dean for Computer Systems.

(2) Purchase of Direct Access Storage Devices:

RESOLVED, That the Board of Higher Education approve the contract documents and specifications and authorize the City University Computer Center to advertise for, receive and open bids, and award a contract to the lowest responsible bidder for the purchase of one 3350 A2, and three 3350 B2 direct access storage devices, manufactured by the International Business Machines Corporation, or their equivalents, at a total estimated cost of \$191,000 chargeable to Capital Project HN-191, and be it further

RESOLVED, That the Director of the Office of Management and Budget be requested to approve and authorize the expenditure of \$191,000 for the proposed contract.

EXPLANATION: As the number of administrative applications at the University Computer Center has increased, on-line disk space needed to support these applications has become increasingly in short supply. The 3350 direct access storage facility will provide additional on-line disk space needed to support new applications such as centralized accounting, financial aid, on-line registration, etc.

The current disk storage capacity is already fully committed and utilized by the existing applications. Without the addition of the proposed equipment, current capacity will not permit timely implementation of the aforementioned important new applications.

This purchase has the approval of the University Dean for Computer Systems.

Dr. Piore returned to the room.

C. LAGUARDIA COMMUNITY COLLEGE - MAINTENANCE CONTRACT:

RESOLVED, That the Board of Higher Education approve the contract documents and specifications and authorize F. H. LaGuardia Community College to advertise for, receive and open bids and award contract to the lowest responsible bidder for providing maintenance services to the College for a one-year period July 1, 1977 to June 30, 1978 with option to renew for two additional years, at a cost not to exceed \$380,988.00 chargeable to 042-6900-400-01-78, contractual services, subject to financial ability.

EXPLANATION: LaGuardia Community College encompasses 370,000 outside square feet and is composed of 4 buildings which are in constant use throughout the year. The proposed contract is necessary to insure that the college's facilities are maintained in such a manner as not to endanger the health and safety of the members of the college community. The proposed contract provides for 45,000 hours of service and covers such work as repairs, painting, and moving; plumbing, electrical and carpentry work; and the maintenance of the college's heating and air conditioning systems.

NO. 4. COMMITTEE ON ACADEMIC AFFAIRS: RESOLVED, That the following items be adopted:

A. GRADUATE SCHOOL AND UNIVERSITY CENTER - MASTER OF PHILOSOPHY DEGREE:

RESOLVED, That the Graduate School be authorized to confer the degree Master of Philosophy to students who are candidates in Graduate School doctoral programs (other than Social Welfare) who complete all requirements for the Ph. D. except the dissertation:

EXPLANATION: This degree is authorized by the Board of Regents of the University of the State of New York as set forth in the Rules of the Board of Regents, section 3.47 (d) (1) which provides that "The master of philosophy is intermediate between the other academic master's degrees and the doctor of philosophy. It is awarded to candidates in one of the institution's own Ph. D. programs and for completion of all requirements for the Ph. D. except the dissertation."

B. BARUCH COLLEGE - COMBINED BBA-MBA DEGREE:

RESOLVED, That Baruch College be authorized to offer the combined BBA-MBA degrees in accountancy, and business management, effective September 1977, subject to financial ability.

EXPLANATION: Baruch already offers the BBA and MBA degrees. This accelerated program of study will permit exceptionally well qualified students to proceed toward the graduate degree at a faster rate consistent with their abilities. It will also help to attract the above average student to the college. The program meets the recommended educational requirements of the Committee on Education and Experience of the American Institute of Certified Public Accountants and the requirements of the State Education Department for combined Baccalaureate and Masters programs. As students will be part of the regular student body and will do their course work in course sections normally offered as part of the college program, there will be no costs other than the normal per student cost.

NO. 5. COMMITTEE ON FACILITIES PLANNING AND MANAGEMENT: RESOLVED, That the following items be adopted:

A. CITY COLLEGE AND BROOKLYN COLLEGE - COMPUTER BASED ENERGY MANAGEMENT SYSTEM:

RESOLVED, That the Board of Higher Education approve the contract documents as prepared by the Office of Facilities Planning and Management and authorize said office to advertise for, receive and open bids and award the contract to the lowest responsible bidder for the installation of a computer based energy management system for the City College Science and Physical Education Building and for four buildings at Brooklyn College to be located at the aforementioned colleges and at the University Computer Center, at an estimated cost of \$125,000 chargeable to Capital Project HN-203; and be it further

RESOLVED, That the Director of Management and Budget be requested to approve said documents and authorize said expenditure for the proposed contract.

EXPLANATION: It is proposed to centrally locate a computer at the University Computer Center on West 57th Street, Manhattan, to manage the energy systems at the Science and Physical Education Building of the City College and at James Hall, the Plaza Building, Roosevelt Hall Extension and Ingersoll Hall Extension at Brooklyn College. While the computer is to be centrally located at the Computer Center, each college would have local control of its own system. Programs would be applied to achieve a reduction in electricity and fuel consumption by turning off selected motor loads for short periods and by holding down peak electric usage. The computer is to have the capacity for controlling additional buildings at other campuses in the future.

It is estimated that the capital cost of the installation at the three locations would be \$125,000 including contingency and escalation to bid date. Anticipated annual savings through reduced use of electricity and fuel will be \$115,000. An annual cost of \$10,000 will be required to operate the energy management systems. Net operating savings would be \$105,000 annually.

B. RESTORATION OF NEW YORK CITY TRANSIT AUTHORITY CONCOURSE YARDS:

RESOLVED, That the Board of Higher Education approve the final Contract Documents as prepared by the Office of Facilities Planning and Management and authorize said office to advertise for, receive and open bids and award a contract to the lowest responsible bidder, and The New York City Transit Authority, for work involved in the Restoration of the New York City Transit Authority Concourse Yard at Bedford Park Boulevard and Paul Avenue, Bronx, New York (former proposed location of Bronx Community College) based on an estimated construction cost of \$625,000, chargeable to Capital Project HN-139.

EXPLANATION: After the termination of the Air Rights Project for Bronx Community College over the New York City Transit Authority Concourse Yards, it was agreed after negotiations with the Transit Authority to perform certain work to restore the yard to its original condition.

An agreement has been negotiated with the Transit Authority whereby the work for which they are specially equipped, such as the track work and providing flagmen for the restoration of the Concourse Yard will be done by the Transit Authority. The remaining portion of the restoration work will be done by a general contractor selected as the responsible low bidder.

The estimate of \$625,000, allows \$308,000 for the Transit Authority portion of the work and \$317,000 for the remaining work and includes construction contingencies.

Preliminary documents were approved by the Board at its January 24, 1977 meeting, Cal. No. 4E, and have been submitted to the Office of Management and Budget for approval.

C. BRONX COMMUNITY COLLEGE - CONVERSION OF SILVER HALL BUILDING:

RESOLVED, That the Board accept final plans, specifications and final construction cost estimate of \$2,437,143 (as of March, 1977) for the conversion of the Silver Hall building for Bronx Community College as prepared by Brown, Guenther, Battaglia, Seckler, Architects and Planners, and be it further

RESOLVED, That the City University Construction Fund be requested to accept the aforementioned Contract Documents, and estimates of cost.

EXPLANATION: This resolution results in the acceptance of final plans and specifications which have been completed. This work was done in accordance with a contract between the New York State Dormitory Authority and the above named architects and was funded from a previously authorized bond issue. This acceptance of completed contract documents makes no commitment for any additional expenditures.

The plans provide for Silver Hall to be converted from its former residential function to provide classroom and office space for the Nursing, English and Speech Departments and for Special Educational Services. A total of 59,496 net assignable square feet would be provided in the building which contains 112,332 gross square feet.

On March 27, 1976 (Cal. No. 5A), the Board accepted the Preliminary Plans, Outline Specifications and Preliminary Cost Estimate of \$2,402,836.00. The final cost estimate of \$2,437,143 as of March, 1977 when compared with the Preliminary Cost estimate appears reasonable.

The final plans, final specifications and cost estimate have been reviewed by the College, the Office of Facilities Planning and Management and the Dormitory Authority and acceptance by the Board was recommended.

The acceptance by the Board of the design work performed to date by the Architects is a requirement of the firm's contract with the Authority. The actual construction work (estimated at \$2,437,143) will not be contracted unless and until the Board has authorized its bidding and there are funds available for its financing.

NO. 6. COMMITTEE ON CENTRAL ADMINISTRATION: **RESOLVED**, That the following item be adopted:

A. HIGHER EDUCATION OFFICERS SERIES GUIDELINES:

RESOLVED, That subdivision (c) of a resolution entitled "Higher Education Officer Series Titles" adopted June 19, 1967 (Cal. No. 26) be amended to read as follows:

(c) **RESOLVED**, That this Board approves of the following general appointments procedures with respect to the higher education officer series:

1. Each president shall establish and appoint a college screening committee of not less than three persons from among the senior administrative officers of the college and shall designate one of those persons to chair the committee.

2. The college screening committee shall consider and make recommendations regarding the establishment of positions and the appointment of persons to positions in the HEO series.

3. The recommendations shall be forwarded to the president for his consideration and appropriate action.

4. The Chancellor shall establish guidelines for HEO series appointments.

EXPLANATION: The HEO series titles were established by the Board in 1966 to provide for the employment of specialists in administrative areas. In 1967, the Board approved a procedure whereby a University Screening Committee passed on the establishment of positions and the appointments of persons to the titles. It now appears that there has been sufficient experience with the use of the titles to return the procedure for recommending creation of positions and appointments to the individual colleges.

NO. 6A. COMMITTEE ON EXPANDED EDUCATIONAL OPPORTUNITY: Mr. Figueroa presented a brief summary of the progress report of the Committee previously distributed to members of the Board. Mr. D'Angelo commended the Committee on its outstanding report and recommended that members of the Board read the report and forward their comments to the Committee.

NO. 7. UNIVERSITY REPORT: The Chancellor reported on the following matters of Board and University interest:

(a) On Friday, March 25, the EFCB approved the contract between the Board and the Professional Staff Congress agreed to last spring. Every effort will be made to effect the financial gains of the contract as rapidly as possible for members of the professional staff.

(b) Lehman College has received a five-year NIH grant of \$1,215,000 for support of its graduate program in Child and Adolescent Mental Health.

Upon motions duly made, seconded and carried, the meeting was adjourned at 6:35 p.m.

RICHARD M. CATALANO
Secretary of the Board