

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

**HELD**

**FEBRUARY 27, 1978**

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

**In the absence of the Chairperson, the Vice-Chairperson called the meeting to order at 5:30 P.M.**

**There were present:**

**Patricia Carry Stewart, Vice-Chairperson**

**Loretta A. Conway  
Edith B. Everett  
Ronald T. Gault  
Gurston D. Goldin  
Albert V. Maniscalco**

**Joan B. Maynard  
Emanuel R. Piore  
Joaquin Rivera  
David Z. Robinson**

**David Valinsky, ex officio**

**Edward A. Roberts, ex officio**

**Richard M. Catalano, Secretary of the Board**

**Chancellor Robert J. Kibbee  
President Roscoe C. Brown, Jr.  
Acting President Peter J. Caffrey  
President Leon M. Goldstein  
President John W. Kneller  
President Leonard Lief  
President Gerald W. Lynch  
President Robert E. Marshak  
Acting President Anthony Santiago**

**President Kurt R. Schmeller  
President Joseph Shenker  
Acting President Nathaniel H. Siegel  
Acting President Joshua L. Smith  
President Richard D. Trent  
President Edmond Volpe  
President Jacqueline G. Wexler  
Deputy Chancellor Egon Brenner  
Vice Chancellor J. Joseph Meng**

**The absence of Mr. Jacobs, Mr. Crowley, Mr. D'Angelo and Mr. Olivero was excused.**

## Board of Higher Education

**A. NEW BOARD MEMBER:** The Vice-Chairperson introduced and welcomed Mr. Joaquin Rivera, former Counsel to the President of the Democratic Conference in the State Assembly, as the recently appointed designee of the Mayor as a member of the Board of Higher Education.

**NO. 1. UNIVERSITY REPORT:** RESOLVED, That the University Report for February 27, 1978 (including Addendum Items) be approved, as amended as follows:

(a) Items listed in PART E - ERRATA, to be withdrawn or changed, as indicated.

EXPLANATION: The University Report consists of annual instructional appointments at a salary of \$15,000 and above and other resolutions and actions of a non-policy nature which require approval by the Board of Higher Education.

**NO. 2. CHANCELLOR'S REPORT:** RESOLVED, That the Chancellor's Report for February 27, 1978 (including Addendum Items) be approved, as amended as follows:

(a) Items listed in PART E - ERRATA, to be withdrawn or changed, as indicated.

**NO. 3. APPROVAL OF MINUTES:** RESOLVED, That the minutes of the Board of Higher Education meeting of January 30, 1978 be approved as circulated.

**NO. 4. COMMITTEE ON FACILITIES PLANNING AND MANAGEMENT:** RESOLVED, That the following item be adopted:

**A. BARUCH COLLEGE STUDENT CENTER - BURNER REPLACEMENT AND BOILER CONTROLS:**

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 Burner Replacement and Boiler Controls for Heating Plant at the Baruch College Student Center Building at 137 East 22 Street, New York City, at an estimated cost of \$120,580, chargeable to Capital Project No. 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: The boiler plant located in the Student Center was operated by the Department of Public Works and served to heat the Student Center, the existing Baruch building at 17 Lexington Avenue and the newly acquired former Family Court Building. The college was required to take over operation of the plant when the Family Court Building was acquired early in 1977.

On June 8, 1977 Baruch College received a violation notice from the New York City Department of Air Resources for operating its boiler heating plant without a "Certificate of Operation." The Department of Public Works did not file the plant with Air Resources and did not have the plant approved under the new code effective in 1973. The three boilers were converted from coal to oil burning by the Department of Public Works in 1938 and the burners and controls are almost 40 years old. These burners and boiler controls do not meet Department of Air Resources requirements and must be updated before a Certificate of Operation can be obtained.

**NO. 5. COMMITTEE ON CENTRAL ADMINISTRATION:** RESOLVED, That the following action be noted:

**A. FUNDING OF THE UNIVERSITY STUDENT SENATE:** Item withdrawn.

**NO. 6. COMMITTEE ON FISCAL AFFAIRS:** RESOLVED, That the following items be adopted:

**A. RENEWAL OF NDSL/NSL BILLING SERVICE CONTRACTS AND COLLECTION SERVICE CONTRACTS:**

RESOLVED, That the Board of Higher Education authorize the Central Office to exercise its option to renew its Contract for National Defense/Direct Student Loan billing services with Academic Financial Services (AFSA) originally approved December 15, 1975 (Calendar Item 2.A.) and renewed for one year March 28, 1977 (Calendar Item CIV 14.). This Contract renewal is for the period April 1, 1978 to March 31, 1979 at an estimated cost of \$290,000.00.

EXPLANATION: The United States Government (Department of H.E.W.) has made it mandatory for all participating Colleges to make a bona fide attempt to bill and collect repayments of the National Defense/ Direct Student Loan and Nursing Student Loan Programs. Continuation of the University-wide systemized Billing Service is essential for the orderly repayments of Student Loans. Funds for the Billing Service Contract will be provided by the Federal Government reimbursement of administrative expenses to the University. The estimated cost of \$290,000.00 represents a \$30,000.00 increase over the first year contract renewal and covers an annual 2.5% increase in the rate negotiated in the contract and a small safety margin. Services performed by Academic Financial Services have been most satisfactory.

**B. UNITED COMPUURED COLLECTIONS CONTRACT RENEWAL:**

RESOLVED, That the Board of Higher Education authorize the Central Office to exercise the second of two options to renew at the originally established contract rate its contract with United Compucred Collections, Inc. for follow up letter writing on delinquent National Defense/Direct Student Loan accounts for the period April 1, 1978 to March 31, 1979. This contract was originally approved on December 15, 1975 (Calendar Item 2.A.) and was renewed for one year on March 28, 1977, Cal. No. 1, Item CIV 1.3.

EXPLANATION: The United States Government (Department of H.E.W.) has made it mandatory for all participating Colleges to make a bona fide attempt to bill and collect repayments of the National Defense/Direct Student Loan and Nursing Student Loan Programs. The letter writing procedure is designed to remind neglectful National Defense/ Direct Student Loan borrowers of their oversight in fulfilling their obligations to the University. The cost per account is \$3.89 which may cover up to six letters over a three month period. Funds for the letter writing service are permitted to be charged against NDSL collected funds. Services performed by United Compucred have been most satisfactory. Collections for the last prior fiscal year were approximately \$260,000 at a cost to the university of \$9,900. It must be pointed out that great care is exercised by the University to maintain student privacy and that no student personnel, grade, or record history is submitted to United Compucred Collections as part of the collection effort.

**C. 1978-79 SECURITY CONTRACTS:**

**1. QUEENS COLLEGE:**

RESOLVED, That the Board of Higher Education approve the contract documents and specifications and authorize Queens College to advertise for, receive and open bids and award contract to the lowest responsible bidder for Uniformed Guard Service as required by Queens College for the period July 1, 1978 to June 30, 1979 at an estimated cost of \$320,000. Chargeable to Code 7004-2-186-01-430 and/or such other funds as may be available, subject to financial ability. (See also B.H.E. Cal. No. 2(b), 4/20/64).

## Board of Higher Education

EXPLANATION: This request is to permit continuation of College guard service. The guards are utilized to prevent entrance of unauthorized vehicles; to patrol the campus and rented property, to protect against theft, vandalism, illegal parking and other illegal or improper deportment.

### 2. BARUCH COLLEGE:

RESOLVED, That the Board of Higher Education approve contract documents and authorize the Bernard M. Baruch College to advertise for, receive and open bids, and award a contract to the lowest responsible bidder for furnishing uniformed guard service for the period from July 1, 1978 to June 30, 1979, as required, at an estimated cost of \$168,480 chargeable to code 7005-176-7901-806-2-21770-14-40 and/or such other funds as may be available subject to financial ability; and be it further

RESOLVED, That Baruch College be authorized to include a clause in the contract giving it the option to renew the contract for a maximum of five additional years, subject to appropriate escalation terms and conditions.

EXPLANATION: The continuance of proper guard service is essential to the security of the College.

### 3. THE GRADUATE SCHOOL (includes Cleaning and Maintenance):

RESOLVED, That the Board of Higher Education approve contract documents and expenditures and authorize The Graduate School and University Center to advertise for, receive and open bids, and award contract to the lowest responsible bidder for full cleaning, maintenance, and uniformed guard service, for the period July 1, 1978 to June 30, 1979, renewable for three consecutive one year periods, at an estimated amount of \$903,721 subject to financial ability, chargeable as follows: \$597,300 to code 7009-176-7901-806-2-21770-34-00, and \$306,421 to code 7009-176-7901-806-2-23480-34-00.

EXPLANATION: Cost of contract reflects Union negotiated wage increases approved by the Realty Advisory Board.

### 4. MEDGAR EVERS COLLEGE:

RESOLVED, That the Board of Higher Education approve and authorize the Business Manager of Medgar Evers College to advertise for, receive and open bids, and award a contract to the lowest responsible bidder for the Security Guard Service at Medgar Evers College for the period July 1, 1978 through June 30, 1979 with the option to renew for three (3) consecutive years at an estimated cost of \$261,328.00 chargeable to code 2-348-01-430 and/or such other funds as may be available.

EXPLANATION: Medgar Evers College utilizes one (1) owned facility and two (2) leased facilities in the Crown Heights area of Central Brooklyn. The location and physical characteristics of these buildings makes Security Guard Service essential for the protection of personnel, facilities, equipment and supplies.

### 5. NEW YORK CITY COMMUNITY COLLEGE:

RESOLVED, That the Board of Higher Education approve the contract document and specifications and authorize New York City Community College to advertise for, receive and open bids and award contract to the lowest responsible bidder for furnishing Uniformed Guard Service at New York City Community College for the period July 1, 1978 through June 30, 1979 with the option to renew under the same terms and conditions for two (2) additional years, chargeable to Code 2-348-01-400, Contractual Services General. (See also Cal. No. 2(b)4, 4/20/64.)

EXPLANATION: Uniformed Guard Service is essential to the College to provide protection and security of personnel, facilities, equipment and supplies.

**6. BOROUGH OF MANHATTAN COMMUNITY COLLEGE:**

RESOLVED, That the Board of Higher Education approve the contract documents and specifications and authorize the Borough of Manhattan Community College to advertise for, receive and open bids and award contract to the lowest responsible bidder for furnishing Guard Service for the period July 1, 1978 through June 30, 1979 at an estimated cost of \$128,000 per year, chargeable to code 2-121-01-430, Office Services, and/or such other funds as may be available. The College shall have the option to renew the contract for one (1) additional year as specified in the contract documents.

EXPLANATION: The present Guard Service Contract expires June 30, 1978 and continued service is essential.

**D. CUMBIN TELEVISION MICROWAVE BROADCAST SYSTEM:**

RESOLVED, That in the interest of efficiency and economy, the Board of Higher Education approve contract documents and authorize City University Mutual Benefit Instructional Network to enter into an agreement with the Metropolitan Regional Council, Inc., for the lease and/or lease purchase of a microwave television broadcast system at an annual cost of \$90,000, chargeable to 855-2-22200-14-00.

EXPLANATION: CUMBIN now rents from the New York Telephone Company, 4 video lines and 16 audio lines for transmission of audio-video signals to studio classrooms at Brooklyn, Queens, City and Hunter Colleges. Entering into a contract with the Metropolitan Regional Council, Inc., a non-profit organization, will permit CUMBIN to provide this service for \$10,000 less than with New York Telephone. Furthermore, such a contract offers the following advantages:

1. Present costs are steadily increasing as New York Telephone Company rates increase. A contract with Metropolitan Regional Council, Inc., will permit the establishment of a mutually negotiated fixed price.
2. The broadcast signal is omni-directional for a 45-mile radius, not hardwired to specific campuses. Consequently, it has the capability of reaching all City University campuses at relatively minor increase in expense.

Metropolitan Regional Council, Inc., holds the only available open frequencies in this area for such purposes and is therefore, a sole vendor of this service.

Mr. Maniscalco voted NO.

Upon motions duly made, seconded and carried, the meeting was adjourned at 5:40 P.M.

**RICHARD M. CATALANO**  
Secretary of the Board