

AGENDA

Bronx Community College Association Inc. Board and Budget Committee

June 27, 2019

3:30pm-4:30pm

Language Hall, President's Conference Room

- A. Call to Order
- B. Review and approval of agenda
- C. Review and approval of the meeting minutes
- D. Review Student Activities Fee distribution for FY 2020
- E. Review of Resolution
- F. Open Items
- G. New Items
- H. Adjournment

Bronx Community College Association, Inc.
Meeting of the Budget Committee
June 27, 2019
3:30pm-4:30pm
Language Hall, President's Conference Room

Attendees: David Taylor, Manny Lopez,

Student Attendees: Carolina Valenzuela, Jeffrey Ewell, Christian Davila

Guests: Diana Valenzuela, Venkata Subramanian

Budget Committee Meeting called to Order at 3:25 PM

Motion: (D. Taylor) to approve meeting agenda.

Second: Manny Lopez

Motion carries by unanimous vote.

Copies of the Student Activities Fee Distribution for FY 2020 was passed around for review and questions. David Taylor provided an overview of the entities and student fees each entity is expected to receive. Jeffrey Ewell asked if the fees is an estimate or actual dollars collected. D. Taylor explained that the activities distribution is an estimate at this time based on students who complete registration and the College collection of tuition and fees. The projected student activity fee for FY 2020 as of June 27, 2019 is \$925,691.88.

Motion: (Carolina Valenzuela) To approve the projected Student Activities Fee Distribution for FY 2020 as presented.

Second: Jeffrey Ewell

Motion carries by unanimous vote.

A Resolution was distributed to the members of the committee for review and discussion.

RESOLUTION

WHEREAS, the Association is created to further the mission of the College and CUNY and strives to follow industry best-practices

Bronx Community College Association, Inc.
Meeting of the Budget Committee
June 27, 2019
3:30pm-4:30pm
Language Hall, President's Conference Room

WHEREAS, the Association adheres to the CUNY Financial Management Guidelines (July 2007)

WHEREAS, the Association abides by THE CITY UNIVERSITY FISCAL HANDBOOK FOR THE CONTROL AND ACCOUNTABILITY OF STUDENT ACTIVITY FEES 1992

WHEREAS, the Handbook states the Association will adhere to State law and University purchasing regulations.

WHEREAS, the Association hires staff and independent contractors

WHEREAS, the Association should formally adopt written policies and procedures governing all procurements and hiring procedures

WHEREAS, the Association strives to ensure these business policies and procedures shall, to the fullest extent practicable, and in a manner that does not impair the ability to carry out the purposes for which it was created, establish an open and transparent process that (1) promotes public confidence in the Association (2) ensures the fair and equitable treatment of all persons and entities that participate in the process (3) fosters appropriate competition and provides safeguards for maintaining systems of quality and integrity; (4) promotes increased economic efficiency and responsibility on the part of the Association (5) provides clarity and simplicity in the rules and procedures governing procurements;

NOW THEREFORE, BE IT RESOLVED that the Association hereby adopts, as its policy governing the procurements the BCC Procurement Policies and Procedures, with the exception of the food source restrictions, and the BCC review process for employee background verifications.

Motion: (Carolina Valenzuela) To approve the Resolution as presented.

Second: Christian Davila

Motion carries by unanimous vote.

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During Open Items, Jeffrey Ewell requested that budgets approved in 2019 for the goal of student lounge as a special project be rolled into the 2020 budget from the reserve.

Motion: (Jeffrey Ewell) To approve Student Lounge funding allocated in 2019 be applied during the 2020 FY.

Second: Carolina Valenzuela

Motion carries by unanimous vote.

Motion: (M. Lopez) To adjourn

Second: (C. Valenzuela)

Motion carries by unanimous vote.

Meeting concluded at 4:05 p.m.

Respectfully submitted,

Manny Lopez

Bronx Community College Association, Inc.
Meeting of the Executive Board
June 27, 2019
3:30pm-4:30pm
Language Hall, President's Conference Room

Attendees: David Taylor, Manny Lopez,

Student Attendees: Carolina Valenzuela, Jeffrey Ewell, Christian Davila

Guests: Diana Valenzuela, Venkata Subramanian

Executive Board Meeting called to Order at 3:25 PM by vice chairperson, Jeffrey Ewell.

Motion: (D. Taylor) to approve meeting agenda.

Second: Manny Lopez

Motion carries by unanimous vote.

An omnibus vote was called for the following items discussed during budget committee.

Motion: (Carolina Valenzuela)

- Approval of the projected student activity fee for FY 2020 as of June 27, 2019 is \$925,691.88,
- Approval of the BCC Association Resolution (below),
- Approval of Student Lounge funding allocated in 2019 be applied during the 2020 FY.

Second: David Taylor

Motion carries by unanimous vote.

RESOLUTION

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Motion: (Carolina Valenzuela) To adjourn meeting.

Second: (David Taylor)

Motion carries by unanimous vote.

Meeting concluded at 4:17 p.m.

Respectfully submitted,

Manny Lopez

Bronx Community College Association, Inc.
Student Activities Fee Distribution
FY 2020

Revenue	Part Time Headcount	Full Time Headcount	Part Time Rate	Full Time Rate	P/T Revenue	F/T Revenue	Total	Projected Collections
Summer	1,825		33.15		\$ 60,498.75		\$ 60,498.75	\$ 57,473.81
Fall	3,300	6,350	33.15	\$ 58.15	\$ 109,395.00	\$ 369,252.50	\$ 109,395.00	\$ 103,925.25
Spring	3,000		33.15		\$ 99,450.00		\$ 99,450.00	\$ 94,477.50
Sub Total		5,775		\$ 58.15	\$ 269,343.75	\$ 705,068.75	\$ 974,412.50	\$ 925,691.88
Earmarked Allocating Body								
College Association	8,125	12,125	\$26.15	\$ 48.15	\$212,468.75	\$ 583,818.75	\$ 796,287.50	\$ 756,473.13
Child Development Ctr.	8,125	12,125	\$4.00	\$ 5.00	\$32,500.00	\$ 60,625.00	\$ 93,125.00	\$88,468.75
Student Government	8,125	12,125	\$3.00	\$ 5.00	\$24,375.00	\$ 60,625.00	\$ 85,000.00	\$80,750.00
Sub Total					\$269,343.75	\$ 705,068.75	\$ 974,412.50	\$ 925,691.88
Child Development Center/Student Government as Indicated above							\$ 178,125.00	
Athletics	8125	12125	\$4.75	\$ 8.50	\$38,593.75	\$ 103,062.50	\$141,656.25	\$134,573.44
Student Center	8125	12125	\$8.00	\$ 13.00	\$65,000.00	\$ 157,625.00	\$ 222,625.00	\$211,493.75
Senior Affairs	8125	12125	\$1.50	\$ 3.00	\$12,187.50	\$ 36,375.00	\$ 48,562.50	\$46,134.38
Study Abroad	9501	13399	\$0.50	\$ 0.75	\$4,718.25	\$ 10,049.25	\$ 14,767.50	\$14,029.13
Music/Art	8125	12125	\$1.25	\$ 2.00	\$10,156.25	\$ 24,250.00	\$ 34,406.25	\$32,685.94
Health Care	8125	12125	\$3.00	\$ 3.00	\$24,375.00	\$ 36,375.00	\$ 60,750.00	\$57,712.50
Overhead Expenses							\$ 114,878.40	\$109,134.48
College Purpose Fund							\$ 51,968.80	\$49,370.36
Base Budgets							\$ 106,672.80	\$101,339.16
Total Projected Student Activity Fee							\$ 974,412.50	\$925,691.88

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June 27, 2019.

Bronx Community College Association Inc
Budget Committee & Board Attendance

members :

name

signature

Manny Lopez



Jeffrey Tines



CHRISTIAN DAVIS



DAVID TAYLOR



SAA Pres.

Carolina Valenzuela

Carolina S. Valenzuela

guests :

name

signature
guests

Diana Valenzuela



Venkata Subramana
Acharin



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