

Auxiliary Enterprises Corporation Board of Directors Meeting

March 23, 2018

Board Members

Michelle J. Anderson

Alan Gilbert

Francis Fitzgerald

Daniel Tinkelman

Christopher Richards

Arlene Lictherman

Harriet Rosenblum

Nissim Said

Mendy Eidelman

Elizabeth Koennicke

Abraham Minkowitz

Zunera Ahmed

Staff

Beatrice Gilling-Raynor

Yasmin Ali

Andrew Lanza

The names denoted in italics were unable to attend. The names in bold attended via conference phone.

The meeting was called to order at 12:15 PM.

Alan Gilbert began the meeting by speaking about the updated Auxiliary Enterprises regulations that are being mandated by CUNY Office of General Counsel. He explained the joint process between the AEC and CUNY OGC that is being undertaken to bring the AEC into compliance with the updated regulations. Dan Tinkelman asked if Alan anticipated having another board meeting to approve documents, to which Alan replied he was unsure.

The minutes from the October 17, 2017 were presented for approval. All present and on the conference call voted yes to approve, with the exception of Zunera Ahmed, who chose to abstain. The minutes could not be approved by quorum vote and would be voted on at the following board meeting.

Alan continued the conversation about the information request that was sent by OGC and went through the completed and in progress items one by one. He explained that most of the items are part of the model memorandum of understanding provided by OGC. He started with Exhibit B from the MOU, which describes all of the AEC's current services. He spoke about the services that are currently under the AEC, including on campus ATMs, food service operations, and facility usage agreements, and also briefly touched upon some services for which the AEC may serve as a fiscal agent, such as the Performing Arts Center and the Science Resiliency Institute @ Jamaica Bay/CUNY 1 research vessel.

Alan continued to go through the information request and discussed how revenue is spent within the AEC, including budgeted expenses, which are voted on yearly by the AEC Board of Directors, and discretionary expenses, such as the emergency repairs that were made to campus buildings in the wake of Superstorm Sandy.

Another in-progress portion of the information request was then touched upon, that being the makeup of the staffing that supports the AEC. Alan explained that though the AEC does not have any dedicated staff members at the current time (with the exception of Gregory Salvini, who recently came on board to

support AEC initiatives only) there are College staff members who dedicate some or all of their time to AEC initiatives. He went on to say that the information request asked for a percentage of time in which employees do work for the AEC, and that we are currently working on determining those numbers. An example he went into briefly was parking, in that the parking lot is owned by the Corporation, but it is invigilated by Campus Peace Officers who are employed by the College.

Dan Tinkelman asked about parking fees and if the Corporation could vote to increase them if need be. Alan explained that parking fees were raised only when tuition was increased in order to maintain parity between tuition and parking fees. Nissim Said noted that the two are not linked in any meaningful way, and that this linkage seemed political. Alan then concluded by saying that the parking pass price was at the discretion of the AEC Board.

Alan then briefly described another service that was recently added to the AEC, external testing, which is distinct from the CUNY testing services offered in the Office of Testing. He explained that this process is under the jurisdiction of the AEC as of the summer of 2017. He then introduced Andrew Lanza, who spoke about the current external testing process and some challenges that were described by OGC with regard to a particular potential testing vendor, Chartered Institute for Procurement and Supply, or CIPS. He explained the current scope of external testing services that are currently being offered at the College, and that the program was put into place to take advantage of an underutilized space during down time when CUNY testing was not occurring, in order to generate revenue for the College and now the Corporation. The current challenge of CIPS was explained in that the agreement set forth by CIPS includes language that in the case of any claims arising against the testing center (Brooklyn College Office of Testing), that they would be held under the rule of English law rather than that of the United States or the State of New York. Andrew explained that the Corporation was asked by OGC to vote on whether or not hosting CIPS exams on site would be worth the potential risk. It was decided that the Corporation would take a vote during the next meeting.

The meeting concluded with a short discussion about the AEC budget for FY2019, and that it would be described in detail during the next full Board meeting. Alan also remarked that an AEC website is currently in development.

The meeting was adjourned at 1:30 PM.