



**Executive Council Meeting**  
**August 1, 2018**  
**10:00-12:00 pm in E-518**  
**Minutes**

**Present:** Gail Mellow, Paul Arcario, Janet Corcoran, Shahir Erfan, Susan Lyddon, Robert Jaffe, Henry Saltiel (via phone), Shannon Bryant, Karen Williams, and Jessica Mendoza

**Absent:** Jane Schulman and Nireata Seals

**Guest:** Bart Grachan and Ken Campanelli

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Starting time 1:05 pm

**1. 30-Credit Planning Team Update**

Bart Grachan updated the Executive Council on the work being done by the 30-Credit Planning Team. President Mellow has decided to change the Phase 4 draft due date of August 10<sup>th</sup> to a later date. For the scheduling KPI 2, space management is a big issue. College room spaces are not centrally managed. President Mellow decided that all on campus spaces will be centrally controlled. Vice President Erfan have his staff do an inventory of all conference room spaces at the college.

**Action:** All spaces on campus will be centrally controlled. No room/space will be privately controlled by a department/division.

**2. 2018-19 Budget and Capital Plan Updates**

Vice President Erfan discussed with the Executive Council the operating budget for fiscal year 2019. Ken Campanelli updated the Executive Council on active and secured projects such as library phase 2, Business and Entrepreneurial Career Center, poolside Business Center, E-building temporary scaffolding, c-building façade, Goldman Sachs 10K small business, Center 2 infrastructure upgrade, and Shenker Hall boiler and fire protection replacement.

**3. Divisional Reports**

There were no divisional report updates at this meeting.