Bank Street College of Education

All College Meeting

February 6, 2017

Agenda

"When we view systems from [a holistic] perspective, we enter an entirely new landscape of connections, of phenomena that cannot be reduced to simple cause and effect, or explained by studying the parts as isolated contributors. We move into a land where it becomes critical to sense the constant workings of dynamic processes, and then to notice how these processes materialize as visible behaviors and forms."

From Margaret Wheatley's *Leadership and the New Science*

I. Welcome *(5 mins)*

II. College Advisory Council Update & Webpage *(10 mins)*

III. Staff Associate Trustee *(15 minutes)*

IV. Facilities Update *(25 mins)*

V. Website Update *(5 mins)*

College Advisory Council Update

College Advisory Council (CAC)

The purpose of the Council is to:

- Provide a representative body from across the College to advise the President and Cabinet;
- Raise issues and make recommendations on mission related College-wide matters;
- Improve communication between the President and the faculty and staff across divisions;
- And foster collaboration across the College.

CAC Update

Communication with Community

- Created CAC email collegeadvisorycouncil@bankstreet.edu
- Official launch of CAC webpage
  - ✓ *Created online feedback tool for the community to submit inquiries*
  - ✓ *Approved minutes from past CAC meetings available on website*

Council Sustainability

- Created internal CAC systems and structures to track community inquiries that allows the Council to:
  - ✓ *Ensure follow-through and completion of inquiries*
  - ✓ *Collect data from across the organization to get a larger picture of College-wide happenings*
  - ✓ *Use data to help drive CAC work in the community*
  - ✓ *Create a stronger knowledge-base among CAC representatives to help best serve our community*

Engagement with Constituents

- Began introducing representatives at divisional meetings
- Continue to work with leadership to plan engagement sessions with divisional constituents

Engagement with Leadership

- Representatives met with respective divisional leadership
- Scheduled to begin meeting with Cabinet & the Governance Committee this spring

CAC Update

Thank you to all who came out and celebrated at the Bank Street Holiday Party!





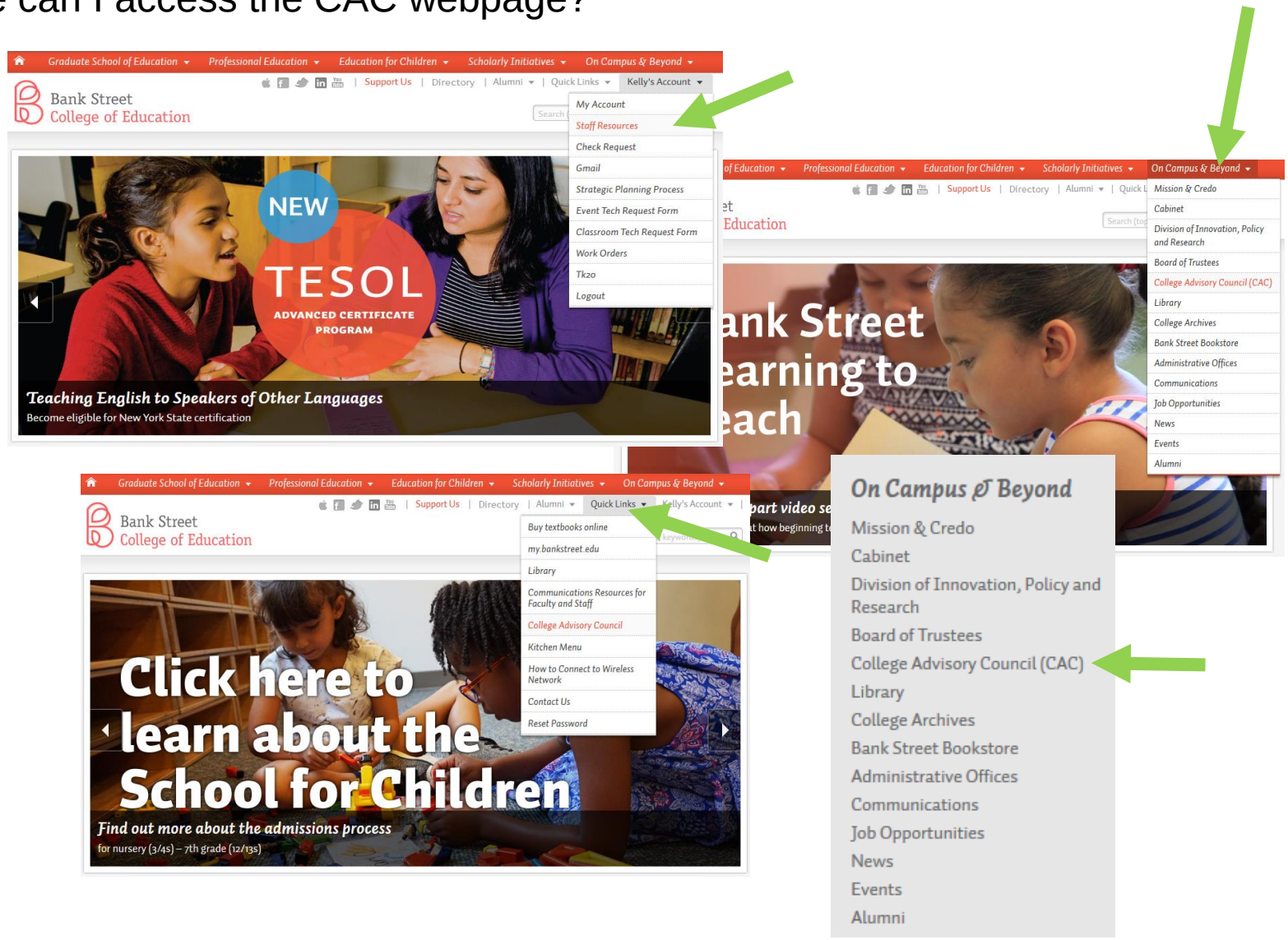





**Pictures credit of Word on the Street, Winter 2016 edition*

CAC Website

Where can I access the CAC webpage?



CAC Website

What information can I find on the CAC webpage?

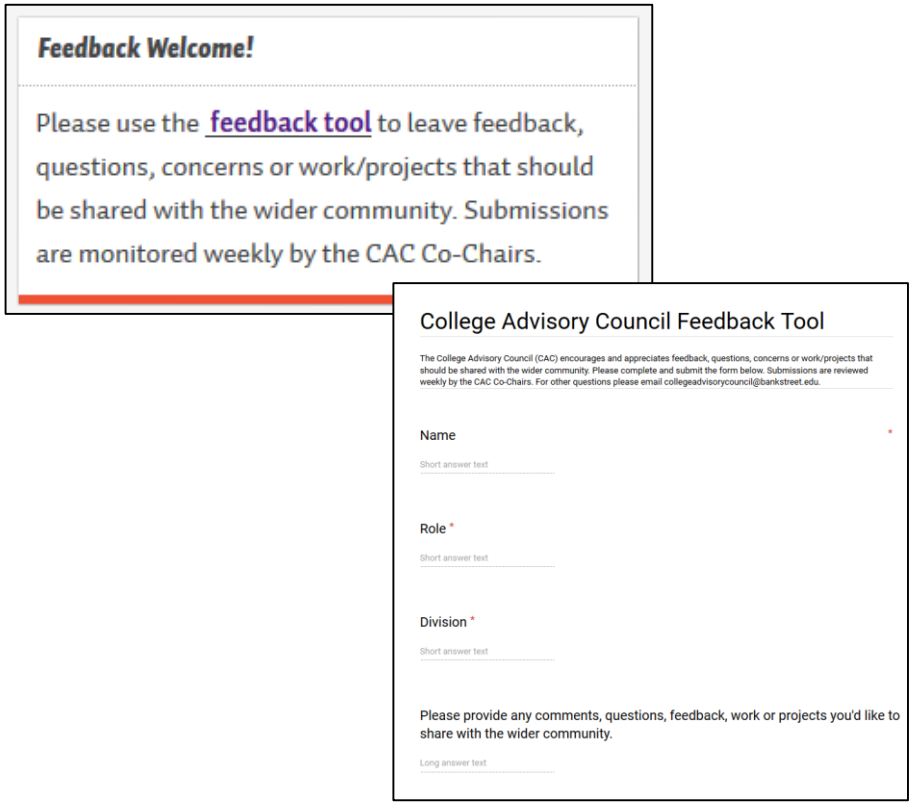
- ❑ The CAC Charter
- ❑ List of council representatives
- ❑ All College meeting schedule and materials shared from past meetings
- ❑ Council meeting schedule & approved minutes*
- ❑ Feedback opportunities & tools
- ❑ *Coming soon!*
  - CAC Sub-Committees
  - Announcements & Opportunities

**Committee meetings open to representatives only.*

CAC Website

How can I submit feedback, questions, concerns or work/projects that I'd like to share with the wider community?

- ❑ Submit using the online feedback tool on the webpage



- or -

- ❑ Email CAC directly at collegeadvisorycouncil@bankstreet.edu
- ❑ Reach out directly to your divisional representative

Staff Associate Trustee

ASSOCIATE TRUSTEES

- **2 Staff** Associate Trustees
- **2 Parent** Associate Trustees
- **1 Student** Associate Trustee (Graduate School)
- **Staff and Parent Associate Trustees serve a single 3 year term and are non-renewable**
- All serve on 1-3 committees and/or subcommittees
- All participate in quarterly Board meetings

ROLES AND RESPONSIBILITIES

- Serve as an liaison between the Board and the College community.
- Participates on Board committees and provides perspectives relevant to Bank Street's mission and strategic priorities.
- Works closely with the College's governance structures.
- Serves as a member of the College Advisory Council

ELIGIBILITY REQUIREMENTS

- Must be a member of the Bank Street faculty or staff for at least two years.
- Must submit an application to the College Advisory Council and be recommended for appointment by the Council to the Governance Committee of the Board.
- Must be able to participate consistently in Board and committee meetings.
- Must be able to serve for the full three-year term.

TIME COMMITMENT

- There are 4 full Board meetings held during the school year in the evening:
  - Fall Board Meeting in October
  - Winter Board Meeting in January
  - Spring Board Meeting in March
  - Annual Board Meeting in June
- SATs will serve on 1-3 committees each which meet 3-4 times during the school year in the morning.

NOMINATION TIMELINE

- February: Completed applications are due to CAC
- Late February/Early March: CAC interviews applicants
- Early/Mid-March: CAC presents nominees to Governance Committee
- Mid-March/Early April: Governance Committee interviews candidates
- Mid-April: Governance Committee nominates final candidate for Board approval
- June: Board reviews and approves candidate

APPLICATIONS & INFORMATION

Applications can be received by contacting the College Advisory Council at collegeadvisorycouncil@bankstreet.edu or by going to the website

All applications are due to the College Advisory Council no later than February 17th

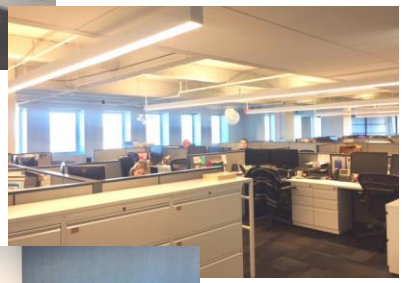
For more information, interested applicants should contact Ali McKersie, Michele Ryan, or Akilah Rosado

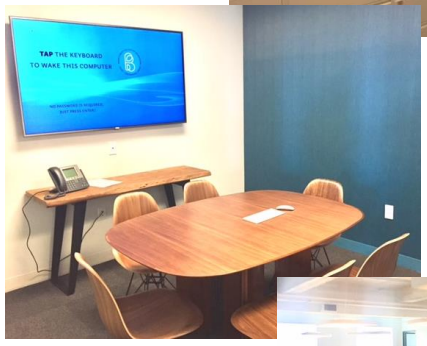
Facilities Update

Facilities Update: ICC

- New administrative space at Interchurch Center (ICC) was completed in mid-December.
- Development and External Relations Office, Division of Innovation, Policy and Research, the Bank Street Education Center are currently located there. In the spring, various Strategy & Operations staff will relocate.
- ICC provides multiple large conference rooms and a multi-purpose room to host college meetings, professional development and trainings.
- The College is saving approximately $40K a year in rent.











PHASES 1 & 2 SUMMARY

Phase 1 (Summer 2016)

- Refreshed of 2nd and 3rd floors
- Completed necessary upgrades to server room
- Created additional flexible instructional shared space in C12, 641, 705
- Relocated of 12/13s to 7th floor to accommodate expansion of School for Children

Phase 2 (Fall 2016)

- Renovated new administrative space at the Interchurch Center to replace our previous offices at the Manhattan School for Music
- Completed 112th St. electrical infrastructure upgrade
- Created a new IT helpdesk space on the 5th floor







PHASES 3 & 4 PLANNING

**Phase 3*
(Summer 2017)**

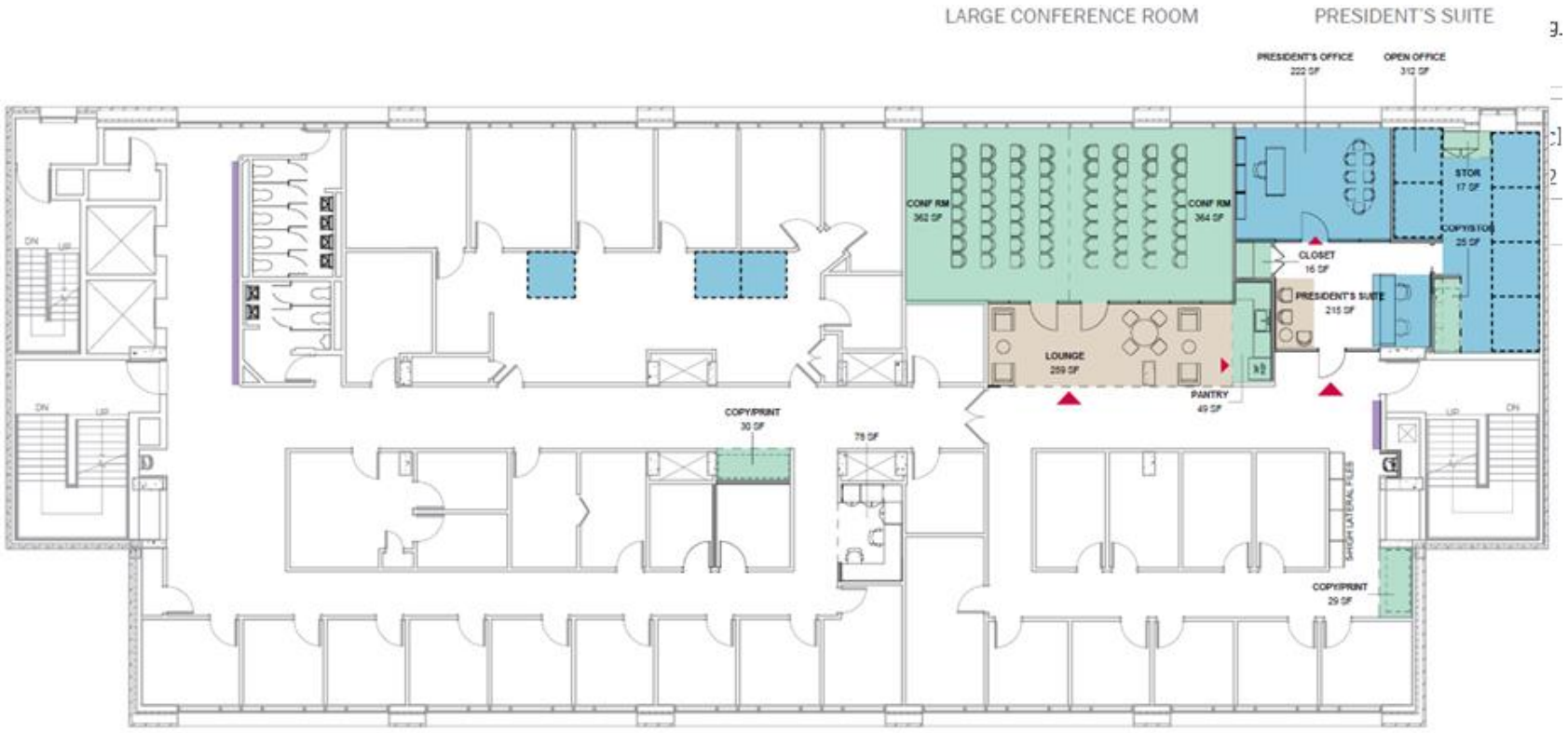
- Complete refresh of 4th floor (classrooms, bathrooms, and hallways)
- Gut renovation of 7th floor to create classrooms, offices, and a Math/Science lab
- Refresh of 6th & 8th floors
- Creation of a New Liberty Leads Suite
- Creation of new President's Suite
- Light retouches of lobby furniture

**Phase 4
(Summer 2018)**

- Complete refresh of lobby
- Elevator and stairwell renovation *(currently in study)*
- Rooftop *(currently in study)*

*During summer 2017 construction, most of summer camp operations will take place at the Kraft Center (similar to last summer).

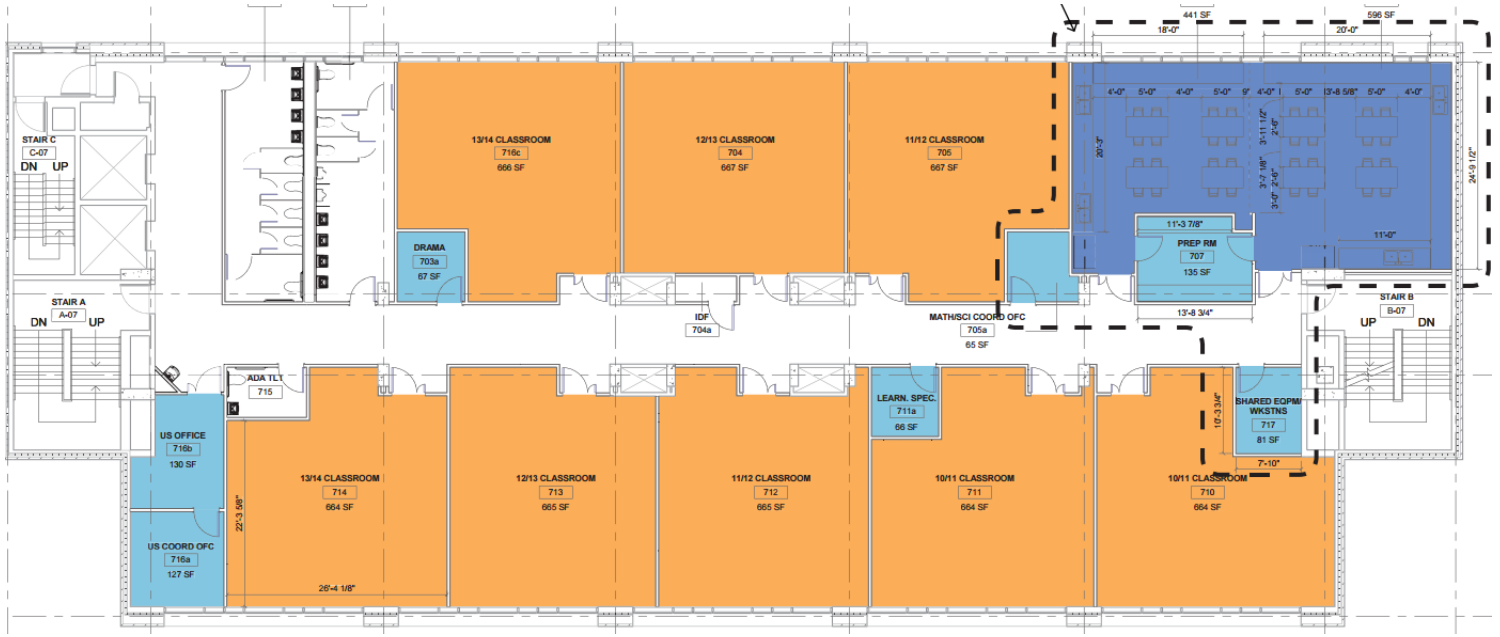
PHASE 3 PLANNING– 6TH FLOOR REFRESH



6th Floor Upgrades:

- Complete refresh of hallway and elevator lobby lounge area, including: new flooring, painting and lighting
- bathroom fixtures
- Dedicated copy room
- New shared pantry
- New classroom and lounge

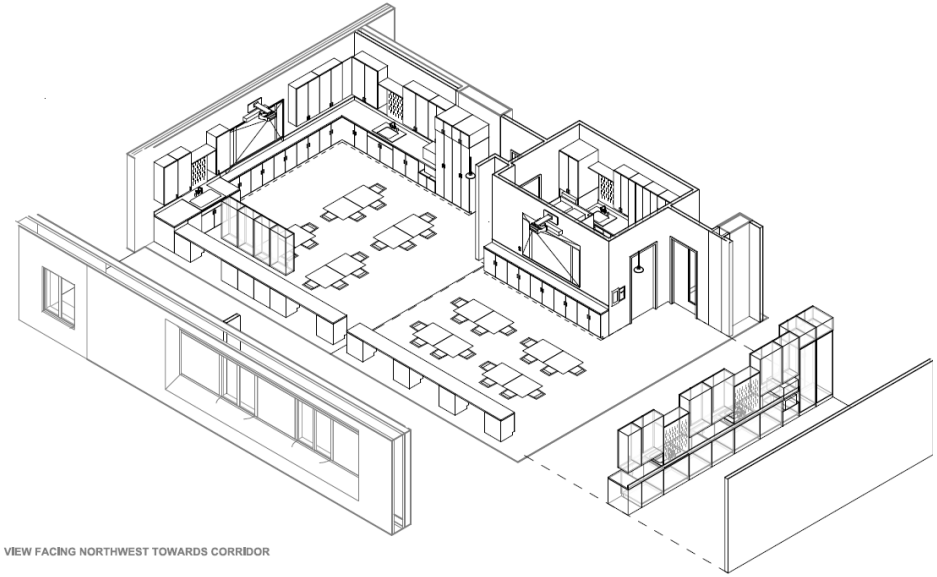
PHASE 3 PLANNING: 7TH LAYOUT



CLASSROOMS - UPPER SCHOOL

SPECIALTY CLASSROOM

OFFICES



VIEW FACING NORTHWEST TOWARDS CORRIDOR

PHASE 4 PLANNING: LOBBY CONCEPTUAL DESIGN

Lobby re-design will:

- Improve traffic flow and circulation by connecting stairwell to lobby and updating our security desks
- Include flexible display space
- Improve temporary storage solutions for strollers and scooters
- Incorporate flexible seating












Phase 3 & 4 NEXT STEPS

- Refine layouts and finishes
- Determine and confirm all summer schedules and programming
- Community engagement sessions
  - *Meet with members of the community over the next 3-4 weeks*
  - *Begin sharing the process to date & plans so far*
  - *The goal is to answer questions and issues and study suggestions raised before making final decision*
  - *Upcoming engagement session dates will be forthcoming in a college-wide communication*

Website Update

PROJECT GOALS

- Responsive/Mobile Website
- Highlight Bank Street's Unique Value
- Reflect Institutional Priorities
- Increase # of New Leads and Applicants
- Build for Constituent Audience not Internal Structure
- Optimize Site for Search (Internal)
- Optimize Site for Search (External)
- Improve Website Access for People with Disabilities (508 Compliance)
- Develop Structural Ownership and Content Strategy
- Refine and Reflect the Bank Street Branding
- Identify Resource Commitment

WORK TO DATE

- Project Team Identified:
  - Shara Benison – Communications
  - Val Burr – Graduate School
  - Ashaki Charles- DERO
  - Johannah Chase – IPR
  - Katie Connelly – President's Office
  - Pamela Guarrera – Graduate School
  - Judy Johnson - IT
  - Kate Marcus – Children's Programs
  - Erica Wong – BSEC

- Launched the RFP Process (January)
- Reviewing Responses (In Progress)
- Developing Engagement Strategy to get feedback from broader constituents, including staff and faculty (Spring '17)

NEXT STEPS

You will be hearing from us over the next few months as part of the engagement process.

If you have any questions or feedback, please reach out to your team representative or anyone on the project.

We will also be creating a feedback form that will be available in March.

Thank you!