

Queensborough Community College
The City University of New York
Steering Committee Report

For the September 11, 2007 meeting of the Academic Senate

I. Senate Matters

A. QUORUM:

MAJORITY VOTE: In order for a policy to be approved by the Academic Senate an absolute majority is recorded to vote in favor of it. That would be 40 votes. This is so regardless of the number in attendance.

B. RECORDING VOTES: AUDIENCE RESPONSE SYSTEM:

As a follow-up to the presentation/demonstration by Dr. Birchfield and Senator Gerson at the last meeting, there will be a report from the Committee on Computer Resources to the Academic Senate concerning audience response system that might be employed by the Senate to record the voting and when not in use by the Senate might be used in a variety of ways in the classroom to support instruction.

C. Senate Positions and Elections

As there have been retirements and resignations and leaves involving elected members of the There is a need to make changes in the Senate Bylaw change to fill VACANCIES that can not otherwise be filled because there are no alternates available.

The following have left the position of Faculty Member at large Bob Rogers, Geoffrey Burleson Antonella Ansani.

There is to be a proposal to change the bylaws to address this situation and then, if the Senate approves of those changes, a possible election to fill the vacancies.

Committee Replacements have been attended to by the Committee on Committees.

Steering Committee Designees have been made to all committees. Some have already moved into a position as voting member of the committee.

II. SUMMER ACTIONS

Following the rulings of the Steering Committee and the Parliamentarian the Steering Committee acted on WI Petitions for Waivers of Degree Requirement on behalf of the Committee on WID WAC so as not to delay the graduation of any student. The Steering Committee acted using the criteria and precedents set by the Committee on WID WAC and with the presence and advice of both Kip Montgomery and Arthur Corradetti of the Committee on WID WAC. The Committee on WID WAC will propose another method for dealing with petitions that must be settled during the annual leave period.

Bylaws (I. 4) and Governance Plan(I.B.2):

The Steering Committee of the Academic Senate shall represent the interest of and uphold the policies adopted by the Academic Senate when it is not in session. It shall

report to the Senate, at its next regular meeting, such College actions that may have been implemented while the Academic Senate was not in session. If such action requires the immediate establishment of new policy, a special meeting of the Academic Senate shall be called.

III. Resolutions requiring Senate Action on the current Agenda

There are items for approval in the Report from the Committees on Admissions (Attachment Q), Bylaws (Attachment R) regarding filling vacancies , Course and Standing (Attachment S), and Distance Education (Attachment U).

There is also some Old Business involving the class size limits and classes need for graduation. (Attachment V).

IMPORTANT NOTICE: If we lose quorum no voting can take place and it is possible that the meeting will be adjourned

IV. CUNY Matters

The University Faculty Senate (UFS) members and the Faculty Governance Leaders (FGL) are asked for their views on and to report on what the campuses are thinking about matters that are before the CUNY Board of Trustees (BOT) and their committees. Such matters are placed on the agenda of other CUNY governing bodies and on the agenda of faculty councils and senates in CUNY. Often the input of the UFS and FGL to the Chancellery does produce modifications in the proposals being considered.

The Steering Committee holds that it is a responsibility of the governing body leadership to inform the community about such matters, particularly when input from the campuses is being sought by the UFS or the Chancellery. Both the Chancellor and several Vice Chancellors meet with the UFS and FGL at least once each semester and present these matters and listen to feedback. Such matters as proposed policies are often presented to the CUNY Council of Presidents for their comments and suggestions. There needs to be some means for gauging the variety of thinking on a campus so that it can be reported through the appropriate channels to those who are working on the proposed policies. Matters of current interest include:

A .Changes in Admissions Standards

Unilateral actions by the central CUNY administration, without the approval of the CUNY BOT and in violation of the CUNY BOT bylaws. The CUNY BOT has affirmed both academic freedom and it has affirmed and set out the role of the faculty in setting admissions standards. The BOT, several of its chairmen and several Chancellors have affirmed Academic Freedom and the BOT has indicated in its bylaws (**Section 8.6. DUTIES OF FACULTY.**) **Section 8.6. DUTIES OF FACULTY.**

The faculty shall meet at least once in each semester, or oftener, upon call by the president, or by petition of ten per cent of its members. The faculty shall be responsible, subject to guidelines, if any, as established by the board, for the formulation of policy relating to the admission and retention of students including health and scholarship standards therefor, student attendance including leaves of absence, curriculum, awarding of college credit, granting of degrees. It shall make its own bylaws, consistent with these bylaws, and conduct the educational affairs customarily cared for by a college faculty. The president shall preside at its meetings, or in his/her absence, the dean of faculty or a dean designated by the president.

that faculty play a role in setting standards for admissions through governance. This is in keeping with the regulations of the New York State Education Department and the Commissioner's regulations (TITLE 8 CHAPTER II REGULATIONS OF THE COMMISSIONER § 52.2 sections d and e 2 and 3 i.).

B. Two policies under development:

1. Draft Conflict of Interest Policy is posted at <http://ufs.cuny.edu/co/Col.pdf>
2. Discussion to remove Department Personnel and Budget Committees from the appointment of faculty. CUNY has acknowledged the Academic Freedom right of faculty to make decisions concerning appointments and promotions and tenure in its Bylaws: sections 8.9 (b) and 9.2 and 9.7(a and b).

The Board of Trustees of The City University of New York Bylaws

Section 8.9. COMMITTEE ON FACULTY PERSONNEL AND BUDGET, EXCEPT IN THE CITY COLLEGE AND THE GRADUATE SCHOOL AND UNIVERSITY CENTER.

- a. *There shall be in each college, except in the City College and the Graduate School and University Center, a committee on faculty personnel and budget or equivalent committee. The chairperson of this committee shall be the president. The members of the committee shall be a dean designated by the president and the department chairperson.*
- b. ***This committee shall receive from the several departments all recommendations for appointments to the instructional staff, reappointments thereto, with or without tenure, and promotions therein, together with compensation; it shall recommend action thereon to the president. If the recommendations are adverse to the person concerned and if he/she considers himself/herself aggrieved within the terms and conditions of an existing collective negotiation agreement, he/she may avail himself/herself of the grievance procedures set forth in said agreement. The committee may also recommend to the **president** special salary increments. The president shall consider such recommendations in making his/her recommendations on such matters to the board.***

Section 9.2. PROCEDURES FOR DEPARTMENT COMMITTEES.

Each department committee shall keep minutes of its proceedings conforming insofar as is practicable to Robert's Rules of Order, Revised. It is the responsibility of the department chairperson, except as specified below, to circulate the minutes of each departmental committee to all members of the department.

The actions of the appropriate committee concerned with instructional staff appointments, reappointments, reappointments with tenure, and promotion shall be by secret ballot, and the result of the balloting shall be duly recorded in its minutes. All records of the proceedings with respect to a candidate shall be filed in the candidate's administration file, available only to the committees and individuals responsible for the review and recommendation of appointments, promotion, and tenure. It shall be the duty and responsibility of the department chairperson to communicate to the candidate the action of the committee, but no reason shall be assigned for a negative recommendation. The affirmative recommendations of the committee shall be submitted by the department chairperson to the president and appropriate college committee on personnel and budget in accordance with procedures set forth in the bylaws of the board.

Section 9.7. APPOINTMENTS.

- a. *Recommendations for appointments in a department shall be initiated (1) by the department or (2) to a professorial title by the president pursuant to his/her responsibilities in accordance with section 11.4. of these bylaws. The president may recommend that such appointee be designated as department chairperson. Such recommendation by the president for appointment and designation as department chairperson may be made either at the time of election of department chairperson or at such other time as the educational interests of the college may require. Before recommending such appointment or designation, the president shall confer with the members of the department and with the college committee on faculty personnel and budget.*
- b. **All appointments, reappointments, and reappointments with tenure to a department**, except as above specified, shall be recommended to the college committee on faculty personnel and budget by the chairperson of the department after consultation with the president **in accordance with the vote of the majority of the members of the department's committee on appointments, or departmental committee on personnel and budget**, save that a minority of any committee on appointments or departmental committee on personnel and budget shall have power to submit a minority recommendation to the college committee on faculty personnel and budget.