

**STEERING COMMITTEE OF THE ACADEMIC SENATE
QUEENSBOROUGH COMMUNITY COLLEGE, CUNY
MONTHLY REPORT
December 10, 2013**

1. Senate Matters: Composition and Membership

All positions in the Academic Senate are filled.

2. Committee Matters: Composition and Membership

All positions in the Academic Senate are filled.

3. Committee Matters:

The Committee on Committees and the Steering Committee are working on sending a proposal to the Committee on Bylaws to restructure the Standing Committees of the Academic Senate and to relate them to the MIDDLE STATES ASSOCIATION Standards for Excellence.

Objectives include:

- To facilitate the operation of a comprehensive institutional approach to assessment via shared governance and institutional structures
- To accommodate the Middle States Association Review Process with least disruption.
- To provide more opportunities for faculty service to the College by increasing the size of committees
- Providing Staggered terms to insure continuity (faculty members are in multiples of three with 3 year terms)
- Each year most of the committees would involve itself in the annual assessment of those areas under its purview. They would make recommendations as to what they think would improve the assessment process.

Timeline:

PHASE I : Increase the number of positions

Draft of the Proposal December 2013

Approval by the Senate February 2014

PHASE II : Realignment of Committees with Middle States Criteria for Excellence

Draft of Proposal June 2014

PHASE III: Restructuring: Removal of committees, creation of new Committees

Draft of the Proposal December 2014

Approval by the Senate February 2015

4. University and College Wide Matters with Direct Bearing on the Senate

A. The University Faculty Senate

The University Faculty Senate of The City University Of New York did not meet in November.

B. The CUNY BOT met on November 25, 2013 and took several actions. Available here:
http://policy.cuny.edu/board_meeting_calendars/2013/upcoming_11-25_draft/pdf/#Navigation_Location

Of particular possible interest are these:

Item 11. THE CITY UNIVERSITY OF NEW YORK - CHANGE IN THE UNIVERSITY STUDENT RETENTION AND PROGRESS POLICY: RESOLVED, That the policy regarding Student Retention and Progress adopted by the CUNY Board of Trustees on April 5, 1976 and amended on both October 26, 1976 and March, 23 1981, be amended as follows, effective November 26, 2013.

EXPLANATION:

Revised federal regulations require students on academic probation to file an appeal to continue to receive financial aid. Approval of that appeal may require an academic plan which, if followed, will allow the student to meet the college's retention standard within a specific timeframe. In accordance with those federal regulations, the Board's policy on Student Retention and Progress needs to be amended as follows:

NOTE: New material is underlined; deleted material is struck out. Satisfactory progress toward a degree shall be defined as the satisfactory completion of:

- a) At least one-half of the first four courses or twelve credits attempted
- b) At least two-thirds of the second four courses or twelve credits attempted
- c) At least three-quarters of the third four courses or twelve credits attempted
- d) At least three-quarters of all courses attempted in any subsequent semester Each student will be expected to maintain a grade point average of at least 1.50 for the first four courses, or twelve credits, attempted and at least a 1.75 grade point average for the first eight courses, or twenty-four credits, attempted. In each subsequent semester students will be expected to maintain at least a 2.00 grade point average.

The Chancellor is authorized to promulgate the minimal standards for satisfactory progress for full-time undergraduate students to be used for determining student eligibility for State financial assistance and not for general institutional use.

Through the normal academic processes each college is to recommend to the Board of Trustees, with the approval of the Chancellor, its minimal academic standards for retention of full-time and part-time students. These standards are to be designed for general institutional use. Students who fail to meet their college's retention standards or the conditions of an academic or other probation, are to be dropped from their college but may apply for readmission no sooner than one semester after their dismissal and will be subject to normal faculty college admission decisions. The normal faculty college processes dealing with student placement on academic probation, attendance probation, or other probation deemed advisable by the faculty are to be continued with the condition that such probation constitutes good academic standing for the purpose of student eligibility for financial assistance approval of the appeal, for purposes of federal financial assistance requires:

- An evaluation of the feasibility of the student obtaining the requisite GPA for retention by the next semester or term, or;
- The establishment of an academic plan, to be monitored for multiple terms, if necessary to obtain the GPA required by the retention standard.

Students moving to the upper divisions of a four-year college either from the lower divisions of the college or from a community college within The City University of New York system or outside of it must provide evidence, in accordance with a standard to be determined by the Chancellor, that they have attained a level of proficiency in basic learning skills necessary to cope successfully with advanced work in the academic disciplines.

C. CUNY BOT Committee on Faculty, Staff and Administration met on November 4, 2013 and took several actions.

http://policy.cuny.edu/board_committee_documents/faculty_staff_and_administration/summaries/2013/11-04/pdf/#Navigation_Location

Of interest at QCC:

Appointment of Michael Barry Reiner as Provost and Senior Vice President for Academic Affairs at Queensborough Community College.

Following discussion the item was approved for submission to the Board.

[ADDED ITEM] Appointment of William Faulkner as Interim Vice President for Finance and Administration at Queensborough Community College.

Following discussion the item was approved for submission to the Board

5. Actions of the Steering Committee

A. Revision and reconstruction of the Academic Senate website

- An area (blog) has been created to report on activities of the Committees of the Academic Senate and the Senate itself.
<http://www.qcc.cuny.edu/governance/academicSenate/as-blogs/news-and-views.html>
- An area has been created to allow candidates for election to seats in the Senate to state their principles and positions for the electorate.
<http://www.qcc.cuny.edu/governance/academicSenate/CandidatesforSenateMemberships.html>
- A page has been created for descriptions of the Standing Committees and what potential faculty and staff and student members should know about them.

B. Recording of Votes

In order to comply with the Open Meetings Law and the need for a quorum in order to conduct official business, starting with the meeting in December of 2013 when matters are put to a vote in the Academic Senate there will be the options to vote in the affirmative or negative and all other members eligible to vote who are in attendance and not voting either yeah or nay will be recorded as abstaining which would be an accurate rendering of what they are doing. The Open Meetings Law requires a report to the Public on how each member of the body who was present acted on matters put to a vote. Further, Robert's Rules of Order 11th Edition

"...To "abstain" means not to vote at all, and a member who makes no response if "abstentions" are called for abstains just as much as one who responds to that effect..." (p.45)

“ Although it is the duty of every member who has an opinion on a question to express it by his vote, he can abstain, since he cannot be compelled to vote. By the same token, when an office or a position is to be filled by number of members, as is the case of a committee, or a position on a board, a member may partially abstain by voting for less than for those for whom he is entitled to vote...”(p. 407)

If the Senate wishes to consider other options this should be brought up during the Senate meeting or to the attention of the Steering Committee. The principles challenges to be met are those who are elected to the Senate and do not attend and those who attend but do not participate in the voting.

6. Resolutions presented by the Steering Committee for the consideration and disposition by the Academic Senate

None for this meeting.

7. Shared Governance Discussions and the Academic Senate

In our readiness to entertain discussion of all other college-related matters, we wish to remind all members of Queensborough’s faculty that all meetings of the Academic Senate are open to the public as per the 2006 Perez decision on Open Meetings Law, as noted in Article I, Section 3, b of the Bylaws of the Academic Senate:

Meetings of the Academic Senate shall be subject to the Open Meetings Law and the Freedom of Information Law. Under the Open Meetings Law, the public has the right to attend any meeting of a public body. Any time a quorum of a public body gathers to discuss business, the meeting must be held in public, subject to the right to convene an executive session under certain limited circumstances. Non-members must conform to the usual requirements of parliamentary procedure; the Parliamentarian will interpret and enforce the rules which include that no non-member of the body may speak without the permission of the body.

As always, we pledge to recognize any member of faculty who wishes to contribute to our dialogue.