

Faculty Executive Committee Meeting
October 12, 2017
3:00 pm-5:05 pm in RFK 202
Minutes

Members Present: Philip Pecorino (Chair), Edmund Clingan, Margot Edlin, Ted Rosen, and Cheryl Spencer.

Members Absent: Marvin Gayle and Alicia Sinclair

The Chair called the meeting to order at 3:05 pm.

1. Proposed Agenda

The proposed agenda was approved.

2. The minutes of the Faculty Executive Committee (“the Committee”) meeting of September 26, 2017 were corrected to change the reference from “ALF Model” to “ALP Model” in Item 6 of the 4:00 pm portion of the September 26, 2017 meeting and as corrected, the Minutes were approved by a vote of 5 to 0.

3. The Treasurer, Margot Edlin, reported that the current balance in the FEC account is \$4,123.38 and that there is a second FEC account maintained in the Office of Institutional Advancement, the balance of which is \$9,593.75. The Treasurer also reported that progress is being made in establishing an account for the FEC in a local bank and in obtaining an Employer Identification Number for that purpose. The name in which the account will be opened was discussed.

4. Chairperson’s Report

The Chairperson presented his report as follows:

Progress on improving upon the GUIDELINES FOR CREATING AND POSTING ALL QUEENSBOROUGH COMMUNITY COLLEGE FLYERS was discussed. Comments have not been received to date from Vice-President Stephen Di Dio. There was discussion that a communication be sent to Vice-President Di Dio requesting that the FEC be involved and consulted with respect to any revisions of these guidelines.

The issue of the Five Year Rule was discussed and the need to clarify whether there is such a rule. The possibility of a further meeting to discuss this was discussed.

5. Results of the QCC Faculty Survey Fall 2017 were discussed including: 83.93% of the faculty who responded want to see a definitive statement from the College Personnel and Budget Committee on the issue of whether there is a rule that Associate Professors must wait five years before applying for promotion; 78.18% of faculty who responded want to know if there would be an automatic negative vote on faculty promotions from department chairs for faculty who have listed items on their CV that have appeared in non-peer reviewed journals, conferences and exhibits; 63.59% of faculty who responded want a panel for an information session on Predatory Journals as part of the upcoming faculty meeting (This topic will be the subject of a panel discussion at the October 25th Faculty meeting); 51.14% of faculty who responded believe that they have enough information to understand what is expected of them for reappointment, tenure and promotions; 68.75% of the faculty who responded want the ability to support the food pantry operation by donating money in addition to bringing in items; and 80.10% of the faculty who responded think that QCC presidential fellowships should be made available to all associate professors who do not have future reassigned time, even if they had reassigned time in the past. Cheryl Spencer will review the responses to the survey question regarding topics for the faculty meeting to group them for possible topics for discussion at the next faculty meeting (after the October 25, 2017 faculty meeting).

6. FEC actions re parking was discussed. A letter has been sent by email to Vice-President William Faulkner requesting the retention of a traffic engineering firm to review the College's parking facilities and requesting that he meet with the Committee. The Committee has been advised that a traffic engineering firm had previously been scheduled to review the main parking lot during the Summer of 2018. The Vice-President's office has replied to the letter and a meeting with the Vice-President has been tentatively scheduled for November 16, 2017 at 3 pm.
7. September 12, 2017 Meeting with Department Chairpersons - There was discussion concerning following up to the September 12, 2017 meeting with Department Chairpersons on the issues of improving transparency, posting of agenda and minutes, fact checking and working collegially. The Chair had sent communications to Dr. Joseph Culkin on this matter.
8. September 26, 2017 Meeting with President Diane Call – There was a follow up discussion of the meeting that was held with President Diane Call on September 26, 2017. The request to expand criteria for Presidential Fellowships to all Associate Professors without scheduled future reassigned time during the period of the fellowship was discussed. This item is under consideration by the President. The request to modify faculty access to the email system and the creation of new faculty dialogue lists which would include all faculty, allow faculty members to opt out and which would provide for the review of postings by two administrators and two faculty members was discussed. There are no changes at the present time with respect to the current email system.

There was also discussion of President Call's request that each of three specified members of the FEC serve on one of three search committees currently being formed to fill three vacant dean positions. It was discussed that the President should consult with the Chair to identify which of the members of the FEC should serve as the FEC representative on a search committee, when the need for such a representative arises. This would allow for the Chair to maintain a rotation list of the members of the FEC and thereby equitably distribute such search committee assignments among the members of the FEC.

9. Review of Governance Plan and Faculty Bylaws – related to MSCHE Review - There was a discussion of possible recommendations of changes/amendments to the College's Governance Plan and the Faculty By-Laws. Certain specific possible changes, including prohibiting a faculty member from holding certain specified governance positions while simultaneously holding certain other specified positions and recall and/or removal provisions and the grounds for same, were discussed. Edmund Clingan and Ted Rosen will review the Governance Plan and Faculty By-Laws and will recommend to the Committee by January, 2018, changes/amendments, if any. Ted Rosen is examining whether or not current ARC procedures comply with due process.
10. Report on Technology Fee Committee – There was no discussion of this item.
11. Report on Technology Plan Committee – There was no discussion of this item
12. Report on FEC website- FEC agenda and minutes and committee and faculty meeting materials – It was discussed that Marvin Gayle will be requested to complete the update of the FEC website and the posting of recent documents.
13. Report on Community (Institution) Building Committee -There is no FEC member on the Community (Institution) Building Committee.
14. October 25, 2017 Faculty Meeting - At the October 25, 2017 faculty meeting, there will be a panel discussion of predatory journals. The members of the panel will be Dean of Faculty, Sandra Palmer and Dr. Joseph Culkin, Chairperson of the Social Sciences Department. There will also be a written statement from the CUNY Office of Research.

15. Requests of Academic Senate Committees – Request for Academic Senate Committees on Parking – Requests for Academic Senate committees to report on parking was discussed.
16. Possible Request to Provost: Assessment of impact of changes in remediation placement; and Assessment on the effectiveness of HIPS, Honors, WI, ePortfolios, Global Studies, Online Instruction - There was a discussion of the need to assess the impact of changes in remediation placement. There was also a discussion of the need to assess HIP's. Margot Edlin will draft a request to the Provost on what information is available that might be deemed an assessment of HIP's and, if there is no such information, whether or not there are plans to conduct such assessment.
17. Old Business – There was no other old business matters discussed.
18. New Business –
 - The Importance of Improving Transparency in Searches to Fill a Position Where One of the Candidates for the Position Sought to be Filled Is Currently Serving in that Position in an Acting Capacity – There was discussion of the importance of improving transparency in searches to fill a position where one of the candidates for the position sought to be filled is currently serving in that position in an acting capacity. It was discussed that in such situations, candidates for the position who are selected for interviews should be advised that one of the other candidates for the position sought to be filled is currently serving in that position in an acting capacity. It was discussed that such a disclosure would further the interests of openness, transparency and fairness in regard to such search and would serve to enhance the reputation of the College. It was agreed that the position of the Committee on this matter would be communicated orally to the President by Cheryl Spencer and Ted Rosen. Ted Rosen will prepare a draft of the substance of such proposed communication.
 - There was discussion of the creation of a new position, Faculty Executive Committee Associate (“FEC Associate”). Faculty members interested in serving in these positions would be appointed by members of the FEC from faculty members who applied for the position. FEC Associates would not have a vote on the FEC but would otherwise fully participate in all meetings and activities of the FEC. There would be seven such positions. It was discussed that creating such positions would serve the interests of further improving the transparency of the workings of the FEC and attracting additional faculty members to become involved in governance. Ted Rosen will draft an announcement of the creation of this new position to be read at the October 25th faculty meeting.

The meeting adjourned at 5:05 pm.

Respectfully submitted,

Ted Rosen,

Secretary

SUBSTANCE OF COMMUNICATION TO BE DISCUSSED
WITH PRESIDENT CALL

The FEC has discussed the importance of improving transparency in searches to fill a position where one of the candidates for the position sought to be filled is currently serving in that position in an acting capacity.

The FEC recognizes that it is not uncommon in employment searches in education, in business and in other fields, that the candidates being considered for a position may include an individual who is currently serving in that position in an acting capacity. In general, it is believed that many of such individuals ultimately are selected for the position in question. The FEC is not taking a position on such a practice.

However, the FEC does believe that candidates for the position who are selected for interviews should be advised that one of the other candidates for the position sought to be filled is currently serving in that position in an acting capacity.

Members of the FEC are aware of instances where candidates for positions coming in for an interview may have travelled a distance for the interview. It is legitimate question to ask whether they would have made such a trip for the interview, if they were aware that one of the candidates with whom they were competing was currently serving in the position in question in an acting capacity. Ultimately, each candidate should decide for himself or herself whether to participate in an interview in such circumstances and fairness dictates that they should be advised that one of the other candidates is currently occupying the position in an acting capacity.

The members of the FEC believe, and are proud of the fact, that the College is for the most part an open and transparent institution. The members of the FEC believe that such a disclosure would further the interests of openness, transparency and fairness in regard to such searches and would further enhance the reputation of the College in that regard.

We look forward to discussing this further with you.

Thank you.

FACULTY EXECUTIVE COMMITTEE ASSOCIATE

In the interest of increasing the transparency concerning the manner in which the Faculty Executive Committee conducts its business and in the interest of involving more members of the faculty in the governance process, The Faculty Executive Committee has decided to create a new position, Faculty Executive Committee Associate (“FEC Associate”).

Faculty members interested in serving in this position would be appointed by the FEC from faculty members who applied for the position. FEC Associates would not have a vote on the FEC, but would otherwise fully participate in all meetings and activities of the FEC. There will be up to seven such positions.

Members of the faculty who are interested in applying for the position of Faculty Executive Committee Associate should send an email to one of the members of the FEC and briefly state why they would like to become a FEC Associate.

The members of the FEC believe that the addition of such positions will further improve the transparency of the workings of the FEC and will attract additional faculty members to become involved in governance.

We encourage all interested faculty members to apply.

Thank you.