

Faculty Executive Committee Meeting

August 27, 2019

3 pm S-316

Agenda

1. Approval of Agenda
 2. Approval of Minutes 5-28-19 meeting –**Ted Rosen**
 3. Treasurer’s Report: Faculty Account –**Margot Edlin**
 4. Faculty Website: Status Report –**Marvin Gayle**
 5. Chairperson’s Report –**Philip Pecorino**
- UPDATES:
- Email restoration proposal
 - QCC FACULTY GOVERNANCE LEADERS EVENTS: TENTATIVE CALENDAR 2019-2020-see attached
 - Criteria for Tenure and Promotion and Online Degrees-Need for clear Statement from President and P&B
 - Middle States Team Report: Recommendations and Suggestions
 - Planning for Use of New Building on Cloverdale Boulevard-Part of Facilities Plan
6. Assessment of Governance
 7. Faculty Meeting -- Planning for October 2019 Rooms, Tables, Chairs and Cuisine Decision-**Alicia Sinclair**
TOPICS:
 - (A) CUNY Diversity Program- Funding –QCC possibilities-suggestions-Dean of Faculty David Humphries?
 - (B) Academic Standards and revision of remediation efforts in CUNY
 8. Fall 2019 Faculty Survey –CUNY IT services for faculty
 10. Faculty Voting run by the FEC for Fall 2019-QCC Faculty Bylaws Changes
 11. Review of the College Budget- In progress with VP of Administration and Senate Budget Advisory Committee
 12. Review of the Student Technology Fee Budgets for last three years-underway with SGA
 13. Review of faculty associated with Pre-College, Continuing Education and Workforce Development –awaiting FEC response to request for the FEC position on these faculty, what responsibility do we have towards them?
 14. Possible Academic Senate Actions:
 - Efforts to bring a restoration of academic department email distribution lists access and opt out dialogue lists for Faculty and Community—in progress
 - Religious Observances and class schedules-sent to Academic Senate-report expected by May 2019
 - Ombudsman-no action as yet
 - Anti Bullying-no action as yet
 15. Old Business
 16. New Business

Faculty Executive Committee Meeting

May 28, 2019

3:05 pm - 4:15 pm in S 316

Minutes

Faculty Executive Committee (“the Committee”) Members Present: Philip Pecorino (hereafter referred to “the Chair” or “the Chairperson”) Edmund Clingan, Margot Edlin and Ted Rosen.

Members Absent: Marvin Gayle, Alicia Sinclair and Cheryl Spencer

Others Present: None

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

1. Proposed Agenda

The proposed agenda was approved.

2. The minutes from the Committee’s meeting of April 30, 2019 were approved by a vote of 4 to 0.

3. Treasurer’s Report - The Treasurer, Margot Edlin, presented the Treasurer’s Report, a copy of which is attached hereto and made a part hereof as Attachment A.

4. Faculty Website: Status Report – The Committee’s webmaster, Marvin Gayle reported that the Committee’s website is up to date with the exception of a few of the most recent items which will be posted shortly.

5. Chairperson’s Report –

The Chairperson presented the Chairperson’s Report as follows:

- The Chairperson reported of possible revisions to the email restoration proposal. The Chairperson will meet with the President concerning the matter of email restoration.
- The QCC Faculty Governance Leaders Events Tentative Calendar for 2019-2020 was reviewed. The Committee’s meetings are scheduled for the fourth Tuesday of each month at 3PM.
- The Chairperson reported that there had been no reply as of yet from the Provost on clarification of the criteria for tenure and promotion and online degrees. The Chairperson reiterated the need for a clear statement from the President and the P&B on these items.
- There was discussion regarding the Recommendations and Suggestions from the Middle States Team Report. The Chairperson will ask the President who is responsible for addressing these Recommendations and Suggestions.
- The planning for the use of the new building on Cloverdale Boulevard was discussed by the Chairperson. The planning for this building will be part of the College’s Facilities Plan. Renovations are required for ADA compliance. Decisions on possible uses of the building should not go further until such planning has been done. It was also stated that regular classes should not be scheduled in this building.

6. Faculty Handbook – With respect to the revision of the Faculty Handbook, the Chairperson reported that he had been named as the Academic Senate’s Steering Committee Designee to the Committee on Publications and that he will try to get that committee to edit the Handbook. The need for a faculty handbook in physical form originated from the Nursing Department. The Chairperson will report to the Committee on what should be in the Faculty Handbook.

7. Assessment of Governance – The Chairperson reported that he had not heard anything yet from the Administration on the Suggestions from the Middle States Team Report on the matter of assessment of governance.
8. Faculty Meeting - Planning for the Fall Faculty Meeting which will be held on October 23, 2019 - There was discussion of the Fall 2019 Faculty Meeting. The Committee has requested the reservation of additional rooms for the purpose of providing space for the faculty to eat lunch. Possible topics for that meeting were discussed including academic standards, efforts to revise remediation in CUNY and changes in criteria for student admissions at CUNY.
9. Fall 2019 Faculty Survey – During the Fall 2019 semester, CUNY IT will survey the faculty as to IT services available to the faculty and what IT services faculty want.
10. Faculty voting run by the FEC for Fall 2019-QCC Faculty By-laws Changes – There was discussion concerning the voting on Faculty By-Laws Changes that is scheduled to take place in the Fall 2019 semester. The proposed by-laws to be voted upon will include certain proposed amendments regarding the Academic Review Committee and a few other proposed changes. The Chairperson will run the voting on behalf of the Committee and the Spring 2020 election for the Chair of the Committee.
11. Review of the College Budget – The Chairperson has been working on the review of the College’s budget with the Vice-President of Administration and the Senate Budget Advisory Committee and in connection with that he had communicated certain matters to Vice-President Sherri Newcomb who responded to him earlier in the morning of the day of the Committee’s meeting. There was discussion of the upcoming budget shortfall. There was discussion that if the City Council authorized additional funding of \$35 million, some of that would be allocated to the College. Additional possible savings discussed included: not filling certain positions; reduction in the number of non-teaching positions; anticipated savings from academic departments to be worked out by department chairs with respect to such items as supplies, adjuncts and release time for department chairs. The Chair reported that there was no mandate to eliminate overloads and the matter of overloads was to be left to department chairs to determine for their respective departments. It was noted that overloads are important for morale. It was discussed that the portion of the budget savings to be realized from the academic departments should not hurt that which attracts students.
12. Review of the Student Technology Fee Budgets for the last three years – The Chairperson reported that he did not attend the last meeting of the Student Tech Fee Committee and he did not know of developments, if any.
13. Review of Faculty Associated with Pre-College, Continuing Education and Workforce Development – Following the retirement of Vice-President Denise Ward, what had been her responsibilities will be realigned and will be taken over by Academic Affairs.
14. Possible Academic Senate Actions:
 - Religious observances and class schedules – The Academic Senate will deal with this matter in the Fall 2019 semester.
 - Ombudsman – The Chairperson reported that no action had been taken on this matter as of yet.
 - Anti Bullying – The Chairperson reported that this matter will be dealt with in the Fall 2019 semester.
15. Old Business – There were no other old business matters discussed.
16. New Business – There were no new business matters discussed.

The meeting adjourned at 4:15 pm.

Respectfully submitted,

Ted Rosen,

Secretary

TREASURER'S REPORT

- Exploring the possibility of wireless solution to accept debit and credit payments from faculty for dues as few people carry checks and cash payments are discouraged.

Respectfully submitted,
 Margot Edlin
 Treasurer

Date	Description	Amount: Checking	Amount: Money Market	Balance: Checking	Balance: Money Market
1/31/19	Reimbursement to M. Gayle for Survey Monkey	\$37.00		\$1,279.00	
3/5/19	Payment of Full Page Ad for Gala journal	\$500.00		\$779.00	
3/14/19	Reimbursement to M. Gayle for Survey Monkey	\$37.00		\$742.00	
3/14/19	Transfer funds to checking		\$1500	\$2,242.00	\$8,551.36
3/20/19	Payment to Metropolitan Foods	\$2,560.00		-\$318.00	
3/22/19	Deposit Faculty Dues	\$420.00		\$102.00	
3/26/19	Transfer funds from Money Market to Savings	\$2,000.00	-\$2,000.00		
4/3/19	Deposit	\$260.00		\$2,260.00	
	Current Balance			\$2,102.00	\$6,551.36
	Total Balance				\$8,653.36

Wednesday, March 20, 2019
Submitted by Margot Edlin, Treasurer
Current Balance: \$10,051.00

<p><u>Administration:</u> Call 18/19 Steele 18/19</p>	<p><u>Art & Design</u> Mauro 18/19 Tekleab 18/19 Wentrack 18/19 Mauro 20/21</p>	<p><u>Library</u> Galvin 18/19 Wengler 18/19 Williams 18/19</p>	<p><u>Music</u> Berkhout 18/19 Chang 18/19 Dahlke 18/19 Litroff 18/19</p>
<p><u>History</u> Clingan 24/25 Hall 18/19 Tai 18/19 Van Els 18/19 Visoni 18/19</p>	<p><u>Engineering Technology</u> Asser 18/19 Birchfield 19/20 Gayle 27/28 Lam 19/20</p>	<p><u>Counseling</u> Capozzoli 18/19 Fletcher-Anthony 21/22 Urcioli 18/19</p>	<p><u>Physics</u> Cheung 18/19 Depihawala 18/19 Holden 20/21 Lieberman 18-19 Riegel 21/22</p>
<p><u>Business:</u> Ford 19/20 Hammel 20/21 Kolios 19/20 Masterson 18/19 Manzo 18/19 Rosen 18/19 Murolo 28/29 Ulrich 18/19 Volchok 18/19</p>	<p><u>English</u> Anderst 19/20 Bateman 20/21 Bogacka 18/19 Byas 20/21 Carroll 18/19 Cercone 21/22 Cimino 19/20 Counihan 20/21 Darcy 19/20 Edlin 19/20 Fragopoulos 19/20 Humphries 18/19 Jacobowitz 21/22 Katz 18/19 Kuszai 18/19 Lane 19/20 Lago 18/19 Lau 18/19 Maloy 21/22 McAlear 18/19 Miller 18/19 Murley 20/21 Murray 18/19 O'Donnell 19/20 Ridinger-Dotterman 20/21 Rochford 18/19 Rothman D. 18/19 Rothman T. 21/22 Shaheen 18/19 Schrynemakers 18/19 Sexton 20/21 Talbird 18/19 Toohey 18/19 Tuszynska 19/20 Ye 21/22</p>	<p><u>Social Sciences</u> Culkin 18/19 Gilleaudeau 25/26 Goldhammer 20/21 Honey 19/20 Jankowski 21/22 Kincaid 20/21 Pecorino 27/28 Peller 18/19 Poulsen 18/19 Roberston 18/19 Traver 18/19</p>	<p><u>Nursing</u> Byfield 20/21 Campbell 19/20 Colalillo 21/22 Cupelli 22/23 Menendez 18/19 Molloy 19/20 Rosa 18/19 Riehurt 18/19 Spencer 19/20 Stroehlein 18/19 Tarasko 18/19 Weber 18/19</p>

<p><u>Biological Sciences and Geology</u></p> <p>Gadura 18/19 Tawde 21/22 Timbilla 20/21 StarK 18/19</p>	<p><u>Health, Physical Education and Dance</u></p> <p>Desepoli 18/19 Garcia 19/20 Iconis 18/19 Salis 19/20 Sinclair 18/19 Kim 18/19</p>	<p><u>Mathematics and Computer Science</u></p> <p>Bertorelli 19/20 Carvajal 19/20 Cheng 20/21 Cifone 18/19 Franco 19/20 Holt 18/19 King 18/19 Khomyak 19/20 Lee 19/20 Liu 18/19 Molina 19/20 Pham 18/19 Pinheiro 18/19 Ren 27/28 Russell 22/23 Sassoulas 18/19 Soonza 18/19 Sosnovski 18/19 Stroumbakis 23/24 Wajngurt 18/19 Yao 20/21 Yildrim 18/19</p>	<p><u>Speech Communication And Theatre Arts</u></p> <p>Adair 19/20 McGill 19/20 Van Der Horn-Gibson 18/19 Vogel 19/20</p>
<p><u>Foreign Languages and Literature</u></p> <p>Ansani 18/19 Avens 18/19 Ferrari-Bridgers 21/22 Ellis 18/19 Lai 18/19 Osorio 21/22 Raya 18/19 Reeves 18/19 Ruiz 18/19 Sabani 18/19 Sanchez 18/19 Thompson 20/21</p>	<p><u>Chemistry</u></p> <p>Kolack 18/19 Lall-Ramnarine 27/28 Sarno 18/19 Rutenburg 27/28 Hemraj-Benny 20/21</p>		<p><u>CETL/ACC</u></p> <p>Prancl 18/19 Perez 19/20</p>

QCC FACULTY GOVERNANCE LEADERS EVENTS: TENTATIVE CALENDAR 2019-2020

FEC Meetings	Academic Senate	PSC Meetings EC 3-4pm GEN 12-2 Oakland	QCC General Faculty Meeting	Department Chairs Meet alone	Department Chairs with Provost
Fourth Tuesdays 3-5pm S316	Second Tuesdays 3-5pm M-136	EC and Chapter General Mtgs	Wednesday 12-2pm. M-136	Second Tuesdays 2-3pm	First Tuesdays 3-5pm
August 27					
September 24	September 10	Sept 10 EC Sept 18 Chapter		September 10	Sept 3
Oct 22	Oct 15	Oct 15 EC	Oct 23	Oct 15	Oct 1
Nov 26	Nov 12	Nov 19 EC Nov 20 Chapter		Nov 12	Nov 5
Dec 24 No mtg	Dec 10	Dec 17 EC		Dec 10	Dec 3
Jan 28					
Feb 25	Feb 11	Feb 18 EC Feb 26 Chapter		Feb 11	Feb 4
Mar 24	Mar 10	Mar 17 EC	Mar 25	Mar 10	Mar 3
Apr 28	Apr 21	Apr 7 EC Apr 29 chapter		Apr 21	Apr 7
May 26	May 12	May 19 EC		May 12	May 5