

**Faculty Executive Committee Meeting**

**March 22, 2022**

**3- 4:30 pm ZOOM**

<https://us02web.zoom.us/j/86784381012>

**Tentative Agenda**

1. **Approval of Agenda**
2. **Approval of Minutes –3-22-22—Edmund Clingan (attached)**
3. **Treasurer’s Reports: Faculty Account and Dues Report as of 2022 –Julia Rothenberg (attached)**
4. **Faculty Website: Status Report –Marvin Gayle –all is up to date on FEC and ARC sites**
5. **Parliamentarian Report- Ted Rosen Guide for ARC on Due Process-mtg with VP Sandra Palmer**
6. **Faculty Elections-Beth Counihan**  
**CLT election PROBLEM - redo**  
**ARC (2) FEC (1) UFS 9#) Nominations- 7 March-17 March and then the Vote- 21 March-1 April 1**  
**Need for a reset?**  
**Governance Plan Amendments Referendum April 8-22 with Automated reminders**
7. **Faculty EVENT honoring those who remained on campus during the time many were away**

**PROGRESS REPORT: Beth Counihan and Pete Hayes are working on this.**

**What? the FEC will present certificates of appreciation for our colleagues who have been doing vital infrastructural work during the pandemic**

**For whom? Total 182. This includes: Public Safety, Buildings & Grounds (including custodians and Boiler Room personnel), IT Titles, Nurses, Mail Room, Stock Worker, Mail Messengers**

**When: We think in April**

**Details: Julia ???? is getting the list of 182 from Liza Larios**

**Beth will ask QCC Print shop to print certificates individualized with names of recipients**

**Phil, Beth and ????? will place the certificates into the envelopes**

**Need the mailing labels for the recipients**

8. **Chairperson’s Report – Philip Pecorino**
  - A.) **Monthly conversation with President Mangino included these topics:**
  - B.) **Governance Plan Amendments Referendum**
  - C.) **CUNY FGL: A Resolution Affirming the Prerogatives of Faculty and Department Chairpersons over Scheduling Course Sections and their Modalities (see attached/ below)**
  - D.) **Brooklyn College Resolution modified (see below)**
  - E.) **Student evaluations of faculty – proposed policy for possible Senate Action**
  - F.) **Celebration of Service: 20-30-40-50 years**
  - G.) **CUNY FGL meeting 3-25-22**
    - **Update on Current Modalities of Instruction – Ernest Ialongo**
    - **Follow-up on the May 2021 CUNY Grading Memorandum – Laura Keating**
    - **Update on CUNY Strategic Roadmap – Christine Li**
  - H.) **QCC BUDGET Challenge/Crisis Possible Senate Advisory Committee on the Budget report**
  - I.) **CUNY ONLINE**
9. **Faculty meeting March 30, 2022 (see attached/below)**
10. **Update QCC FACULTY GOVERNANCE LEADERS EVENTS: TENTATIVE CALENDAR 2021-2022**
11. **Old Business**
12. **New Business**

FACULTY EXECUTIVE COMMITTEE  
QUEENSBOROUGH COMMUNITY COLLEGE OF THE CITY UNIVERSITY OF NEW YORK  
Remote Meeting of February 22, 2022

Minutes

Present: Phil Pecorino (Chair), Edmund Clingan, Beth Counihan, Marvin Gayle, Pete Mauro, Ted Rosen, Julia Rothenberg

Also present: President Christine Mangino

The Chair called the meeting to order at 3:02 pm.

1. The **agenda** was approved without objection.
2. The **minutes** of January 25 were approved without objection.

### 3. Meeting with President

The President mentioned that she is working on the in-person graduation ceremony which will take place in the parking lot on June 3.

There are growing problems getting faculty to serve the College. Counihan suggested that the Chairs need to promote service.

#### a. Enrollment

The spring enrollment was 9,355 as opposed to a peak of 16,000. The FTEs are lower than that.

This is on a par with the other community colleges. QCC has a higher conversion rate of applications to registration than other community colleges. The bigger problem has been retention. The College got a grant of \$50,000 for part-time students.

#### b. English Department Adjuncts

There was a problem getting all the adjuncts on three-year contracts sections to teach. Under the contract, they must receive alternate work or be paid outright. Counihan noted that many department faculty were on leave. The department put too many students into sections.

#### c. Mandates on Fall 2022 modalities

The President said CUNY right now has not mandated anything for the term. In response to Mauro's question, she said that the Departments are currently writing the schedule.

#### d. New faculty lines

The President said that CUNY requested 1,079 lines for the 2023 state budget. The Governor's budget provided for 500 professorial lines. Toby Stavisky said that the State Executive Budget contains 100% enrollment support. She wants to protect from the enrollment drops since before the pandemic.

The budget covers fringe benefits, which it has not before.

Right now, CUNY has self-funded 250 lines. It has given QCC eight lectureship lines. In response to Clingan's question, she replied that she has told the Chairs that it is important to have diverse pools of applicants, but these are not diversity hires.

#### e. Faculty Step Raises

Since 2020, there have not been step increases granted. This has saved a total of \$197,000.

There was more generosity from 2010 to 2016 when there was no contract and thus no contractual raises. The Chair asked for a written comment.

### 4. Treasurer's Report

The amounts were the same as in the last report.

### 5. Website

Gayle reported that Dave Moretti has left the College so we will need another helper.

### 6. Chair's Report

- a. There will be a College recognition of service ceremony.
- b. There has been no acknowledgment of the ARC Guide that FEC sent. The Committee will send a memo to the Interim Provost on how it was received.
- c. All FEC members have been given access to the Committee mailbox.

- d. The Chair sent out the approved memo on the Verification of Enrollment.
- e. Adjunct appointments of retired faculty. Many more than believed turn out to be adjunct full professors. The Cabinet will reconsider the matter. Liza is getting numbers.
- f. Student evaluations. The Chair sent a memo to the senate committee.
- g. Grade Appeal process. The FEC and Academic Affairs sent out a joint memo.
- h. The Academic Freedom Committee's proposal protecting the teaching of matters concerning race and other controversial topics has been adopted by the Academic Senate.
- i. The Referendum on Governance is pending.
- j. The Faculty elections are pending.
- k. Sharon Lall-Ramnarine is currently in charge of the College IRB process. Many IRB delays have been happening at CUNY Central.
- l. The Faculty Governance leaders have approved a resolution reaffirming the role of Chairs in scheduling sections.

### **7. Faculty Meeting of March 30, 2022**

The Committee decided that the topic should be a discussion with the President. People can raise their hands in ZOOM.

### **8. Staff Appreciation Event**

There are 182 individuals who would qualify. The proposed date would be May 11 in the Oakland dining room. Marcos has quotes a price of \$15-20 for sandwich, drink, desert. That would total \$2,730 to \$3,640. They could do the grab and go in lunch and dinner shifts. The FEC member could put in an hour each to thank attendees personally.

The President noted that not many people showed up for similar thank-you events the College has sponsored. She recommends lowering the estimate of attendees.

Disseminating the information about the event could be a problem. There were suggestions of posting flyers and contacting the supervisors.

### **9. New Business**

Mauro raises the issue of faculty sitting with the Cabinet meetings, which led Clingan to raise the issue of a PSC representative observing the College P & B Meetings as happens at Queens College. The President seemed to throw cold water on both ideas.

The Committee adjourned at 4:25 pm.

Respectfully submitted,

Edmund Clingan,

Treasurer's Report  
QCC Faculty Association Account

To: Faculty Executive Committee

From: Julia Rothenberg

Date: March 23, 2022

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TD BUSINESS CONVENIENCE PLUS ----	<b>\$1,480.51</b>
x6022 (checking)	

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TD SMALL BUSINESS MMKT PLUS ----	<b>\$4,908.28</b>
x5967 (savings)	

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<b>Total</b>	<b>\$6,388.79</b>
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Respectfully submitted,

Julia Rothenberg

Treasurer

# **A Resolution Affirming the Prerogatives of Faculty and Department Chairpersons over Scheduling Course Sections and their Modalities**

## **CUNY UFS Council of Faculty Governance Leaders**

**February 18, 2022**

**WHEREAS**, the assignments of faculty to course sections rests solely with the chairpersons of academic departments in accord with the CUNY BOT BYLAWS, Article 9.3—which states the duties of a department chairperson is to “Assign courses to and arrange programs of instructional staff members of the department”; and

**WHEREAS**, for the Spring 2022 semester, inconsistent with these bylaws, the CUNY Chancellery issued a directive for a distribution of classes involving the modalities of instruction, mandating a 70% in person, 30% online distribution of classes; and

**WHEREAS**, the assignments of faculty to course sections involves making academic judgments by both the department chairpersons and the instructional staff members; and

**WHEREAS**, such academic judgments are traditionally left to the faculty to make, who better understand their subject matters, their students, and the effectiveness of instructional modalities for producing the desired learning outcomes for departmental courses; and

**WHEREAS**, such academic judgments are an expression of the academic freedom of teaching faculty and department chairpersons; and

**WHEREAS**, imposing limitations and quotas for the use of instructional modalities infringes upon the academic freedom of faculty and department chairpersons; and

**WHEREAS**, imposing a single set of limitations and quotas on all units of CUNY ignores significant differences in the identities, academic programs, courses, and needs of students served by each unit; and

**WHEREAS**, implementing a single set of limitations and quotas undermines the ability of faculty and campus governance bodies to fulfill their BOT-assigned academic responsibilities to ensure the integrity and strength of their academic programs; and

**WHEREAS**, the results of the enforced 70/30 in person/online ratio has led to a drastic under-enrollment of in person classes, which will have future economic consequences, as budgets are determined by enrollment numbers; and

**WHEREAS**, the lack of demand for in person classes was evident in the late fall of 2021, even before the Omicron variant of COVID-19 emerged, which has since further restricted in person enrollment numbers;

**THEREFORE, BE IT RESOLVED:** That the Council of Faculty Governance Leaders rejects the legitimacy of the 70/30 mandate, or any future CUNY-wide, uniform mandate regarding scheduling, and;

Asserts that decisions about the modality of course sections are to be kept as the primary responsibility of department chairpersons, consistent with policies approved by their college’s governance body.

**QUEENSBOROUGH COMMUNITY COLLEGE  
OF THE CITY UNIVERSITY OF NEW YORK  
ACADEMIC SENATE**

May , 2022

**Resolution on Instructional Mode**

**Whereas**, the Bylaws of the QCC Faculty state that “8.2 Each department, subject to the approval of the College Faculty and to the provisions of Article IX of the Bylaws of the Board of Trustees, shall have control of the educational policies of the department through the vote of all its **full time** members who are entitled to vote on such matters.”

Whereas, the Bylaws of the QCC Faculty state that “8.6 Duties of Department Chairperson 8.6a The department chairperson shall be the executive officer of his/her department, and shall carry out the department’s policies, as well as those of the Faculty and the Board which are related to it (Section 9.3, Bylaws of the Board of Trustees).”

Whereas, the Bylaws of the Board of Trustees of the City University of New York, section 9.3, states: “a. The department chairperson shall be the executive officer of his/her department and shall carry out the department’s policies, as well as those of the faculty and the board which are related to it. He/she shall

1. Be responsible for departmental records
2. Assign courses to and arrange programs of instructional staff members of the department”;

and,

**Whereas**, instructional mode is a component of courses and course sections and thus of sections assigned to faculty; and,

**Whereas**, decisions about instructional mode are matters of pedagogy and curriculum, and best made by faculty in academic departments and programs in keeping with the student learning objectives and in support of the learning outcomes for courses and programs; therefore,

**Be it resolved**, the Academic Senate of Queensborough Community College asks the college administration to refrain from implementing decisions about instructional mode without the consultation and approval of department chairs and program directors; and,

Be it resolved, the Academic Senate of Queensborough Community College directs the Steering Committee of the Academic Senate and requests that the college administration convey to the university administration that decisions concerning instructional modes are the responsibility of faculty, and decisions regarding scheduling and pedagogy should be made by academic departments and programs in keeping with their academic goals and not unilaterally by the administration of the university or the college but in consultation with local administrations and academic departments respectively.

## SPRING MEETING OF THE FACULTY

Wednesday, March 30, 2022

12:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81843457468?pwd=emJtcUQyQ3I5cXpFVnAvSW1ncWE2dz09>

Meeting ID: 818 4345 7468 Passcode: 961782

After registering, you will receive a confirmation email containing information about joining the meeting.

12:00-12:10 Log in time

12:10 Business Items

Approval of Agenda

Presentation of Notes from Fall 2021 Meeting –Edmund Clingan-[on website](#)

Treasurer’s Report: Faculty Account –Julia Rothenberg -attached

Elections Report – Beth Ann Counihan-attached

Academic Freedom Committee- Julian Stark, Chair—attached

CUNY Faculty Academic Advisory Board- Julia Rothenberg- QCC representative Report -attached

Chairperson’s Report – Philip Pecorino

12:25-12:40 President Christine Mangino

12:40-12:45 CETL Offerings Meg Tarafdar will prepare a webpage or document for distributing with links that contains the overview of CETL offerings and give a 5 minute overview of what CETL is offering for faculty this semester.

12:45-1:00 Presentation of 13 Proposed Governance Plan Amendments

There will be ZOOM Faculty meetings to go over the proposed amendments on March 31, and April 5 and 6, 2022 at noon. The voting period will start April 7, 2022 and end April 20, 2022. With this schedule we do not think there is a high probability that any approved changes will be moved to the President and then on to the CUNY BOT this semester. We also note that whatever changes there may be to be forwarded to the President will be decided by the majority vote of the majority of the voting faculty (415) whose thinking cannot be known without a vote.

1:00 -1:50 **Forum with President Mangino**

### **Forum with President Mangino**

The President will address and take follow-up questions on these topics and others that are posed during the Q&A after these are concluded, if there is time.

- Non-Contractual Salary increases upon promotion and for equity and other reasons
- How does the QCC “committee on faculty personnel and budget or equivalent committee” deal with salary equity and special salary increments?
- If a faculty member believes that he or she is inequitably compensated, with whom and how does the faculty member lodge a complaint, and who decides on the complaint?
- New faculty lines from state budget providing for 500 lecturers. Does QCC get 8? Any other faculty additions, e.g., replacements of faculty with professorial ranks?
- Will the Five year “waiting tradition” at QCC before faculty promotions be continued?
- Given budget challenges what are the current expectations for a fellowship leave at 80% or ½ year at 100% ?
- What are the Spring 2022 Enrollment Numbers?
- When will we have international students again and would that make a difference?
- When are the demographics for high school graduates supposed to go up? Could it be it starting with kids born in 2005? Will those numbers possibly help our future enrollment?
- For Fall 2022 are there any Central Office mandates as to distribution of modalities?
- Possibilities for QCC next year (2023), when the federal funds run out, and beyond.
- What does CUNY have in mind for QCC and its community colleges?
- What new programs (technical/vocational) can we offer to build enrollment: dental hygienist, for ex?
- Could the federal funding or other funding go towards free breakfast and lunch for CUNY community college students, to help with the financial burden, just as many NYC public school students receive free breakfast and lunch every day?
- Will there be another Celebration of Service: 20-30-40-50 years
- Are there any plans for a daycare center on campus?
- **Questions from the faculty in attendance**

# The Governance Plan of Queensborough Community College

## 13 Proposed Amendments Spring 2022

### Amendment 1: Article I ACADEMIC SENATE

#### A. MEMBERSHIP

The faculty senators shall be elected in April for three years and consistent with the Senate Bylaws shall consist of the following: no fewer than forty-one (41) faculty at large, elected by those who have been granted faculty rank, and shall not include members of the administration. The chairperson of each department shall also serve as a faculty senator. If a chairperson wishes to decline the office of senator, the department shall elect another representative to the Academic Senate. No more than ~~five (5)~~ six (6) faculty members totally shall be permitted to be from any one department. No fewer than ~~two~~ full-time CLT's shall be elected at large by the full-time CLT's to serve with vote. One adjunct shall be elected at large by the adjuncts to serve with vote. No fewer than ~~two~~ (2) representatives from the Higher Education Officer series (HEOs) shall be elected by the full-time HEOs to serve with vote.

The election of members-at-large to the Academic Senate and the filling of vacated seats shall be conducted by the Academic Senate in accordance with its bylaws.

### Amendment 2:

I.B.5. (d) Student representation on the list of committees shall be proposed to the Academic Senate by the Committee on Committees with the following specifications: that there be two at least one student members on the Curriculum and Course and Standing Committees. Student representation on the Course and Standing Committee shall vote only on policy matters.

### Amendment 3:

#### E. MEETINGS

The Academic Senate shall meet regularly at least four (4) times each semester. Special meetings shall be called by the President, the chairperson of the Academic Senate, on the written request of any eight (8) senators, or by written petition from 100 faculty members who are eligible to vote for the academic senators. A quorum shall be a majority of the members of the Academic Senate. The chairperson of the Steering Committee or his designee shall preside at special meetings of this body. The Senate must meet three to ten days after any petition is filed and notice of the meeting must be given within twenty four hours of the receipt of the filing of the petition.

### Amendment 4: Article II FACULTY

#### C. ORGANIZATION

1. The faculty shall elect a chairperson and six (6) other members of an Executive Committee for a three-year term. No department chairperson shall be eligible to run or serve as Chair of the Faculty Executive Committee. The committee shall designate elect one of its members to be secretary, and another to be treasurer of the faculty. The Faculty Executive Committee shall also elect one of its members to serve as parliamentarian.

### Amendment 5:



## 2. Review of Academic Senate Actions

The Faculty shall have the right to review any action of the Academic Senate. A special meeting shall be called by a petition of at least ten per cent of the faculty to discuss the issues involved. **At the special meeting or by mail ballot with a majority (50%+1) of all faculty eligible to vote being present or participating a referendum may be held. By these means the actions of the Academic Senate shall be nullified by a majority of those faculty present or participating who vote in favor of nullification.** A majority of those present can initiate a referendum to be held no later than four weeks after the general meeting. If the majority vote is against a referendum, one may still be called by a second petition of one-third of the faculty. ~~The actions of the Academic Senate shall be nullified by a two-thirds vote of the faculty voting by written poll (provided at least fifty [50] percent of the total faculty casts ballots).~~

## Amendment 6:

### 3. Initiation of Academic Senate Agenda Items

The faculty may initiate policy, bylaws, or regulations for consideration by the Academic Senate either by a simple majority of a faculty meeting or by a petition of ten percent of the faculty; such items shall be placed on the agenda of the next meeting of the Academic Senate in accordance with the Bylaws of the Academic Senate. The faculty may initiate policy, bylaws, or regulations directly through an initiative referendum by written poll; a special meeting shall be called by a petition of at least ten percent of the faculty to discuss the issues involved; a majority of those present can initiate a written referendum to be held no later than four weeks after the general meeting. **The item shall pass with a simple majority vote of the faculty (provided that at least fifty per cent of the total faculty eligible to vote cast ballots.** If the majority vote is against a referendum, one may still be called by a second petition of one-third of the faculty. The item shall pass with two-thirds vote of the faculty (provided that at least fifty per cent of the total faculty casts ballots).

## Amendment 7: E. BYLAWS

The faculty may adopt its own bylaws not inconsistent with this Governance Plan and to fulfill its responsibilities the faculty through its Executive Committee shall have such authority **not in violation of consistent with this Governance Plan** and the Bylaws and Policies of the CUNY Board of Trustees and within the limits of the generally understood roles of the faculty in institutions of higher learning.. **The faculty may amend its bylaws to provide for the staggering of terms for members of the Executive Committee.**

## Amendment 8: ARTICLE III DEPARTMENT STRUCTURE

### 1. Voting Rights

(b)All persons who are employed full-time and hold professorial titles; and lecturers and instructors, **and college laboratory technicians** shall have the right to vote in their respective departments including department elections for chairpersons and Department P & B Committees provided, however, that they have not received notice of non-reappointment, or submitted a resignation.

## Amendment 9: Article IV COLLEGE COMMITTEE ON FACULTY PERSONNEL AND BUDGET

- A. The College Committee on Faculty Personnel and Budget shall be constituted as at present and shall vote on appointments, reappointments, recommendations for tenure, or certificates of continuous employment, promotions, faculty fellowships, research grants requiring college approval, travel funds, matters relevant to salary, and other relevant budgetary items, except that no vote for reappointment shall be required for those serving in the Higher Education Officer Series. A CLT elected by the CLTs shall sit with a vote on the College Committee on Faculty Personnel and Budget when personnel matters concerning CLTs are considered. ~~The Registrar shall sit with vote on the College P & B when~~

~~personnel matters concerning individuals in the registrar series are being considered.~~ All members of the academic staff who are members of departments shall come before the Departmental and College P & B for reappointment and promotion. Deans who are not attached to departments shall come before the College P & B on questions of promotion.

## Amendment 10:

All presidential personnel recommendations shall proceed through the College Personnel and Budget evaluation process, including consultation and vote by secret ballot, which shall be forwarded to the ~~Board of Trustees~~ Chancellery by the President ~~in some document, whether it be a Chancellor's Report or some other report in which the vote must be recorded.~~

## Amendment 11: Article V ACADEMIC REVIEW COMMITTEE

Positive decisions of this committee shall be forwarded directly to the President, or, in the case of negative departmental action, the Academic Review Committee may refer its positive recommendations initially to the College P & B. In the course of meetings, this Committee shall have access at least to all pertinent information available to the Departmental and College P & B Committees and to all other materials and information presented by the affected individual or as requested by the Committee.

All meetings shall be conducted in a manner in accord with the Bylaws of the College Faculty and in a manner that affords due process to the affected individual.

## Amendment 12: Article VII STUDENT SECTION

5. Students should be free, without restraint by either the College administration or the Student Government, to organize and join campus clubs or associations for educational, political, social, religious, or cultural purposes. ~~There shall be no No such organization should discriminate on grounds of race, religion, color, gender, sexual orientation, disability, political affiliation or national origin. The administration, staff and faculty should must shall not discriminate against a student because of membership in any campus organization.~~

## Amendment 13: Article VIII AMENDMENTS

A proposal to alter specific provisions of this Governance document of Queensborough Community College may be initiated by the President or by a two-thirds vote of the Academic Senate. Such proposals shall be submitted to referendum in separate elections of the faculty (to include college laboratory technicians) and students as soon as possible. If a majority of at least fifty (50) percent of the eligible voters of the faculty agrees to the proposed amendment, it shall be deemed approved by the faculty. If a majority of at least fifty (50) percent of the eligible voters of the students agrees to the proposed amendment, it shall be deemed approved by the students. If approved by both parties and concurred to by the President, the amendment shall be adopted. If, however, one of the parties does not have at least fifty (50) percent of its members voting, the recommendation for adoption of the proposed amendment will be decided by the party which has at least fifty (50) sixty (60) percent of its members voting and a simple majority of that number voting to approve, and by the approval of the President. If neither party has fifty (50) percent of its members voting, the proposed amendment is deemed defeated.

## Amendment 14:

To edit all uses of gender pronouns and replacing them with neutral pronouns; e.g., from "he" of "him" to "they" or "them" in a manner that preserves the meaning.

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