

Faculty Executive Committee Meeting

September 27, 2022

3- 4:30 pm ZOOM <https://us02web.zoom.us/j/81520867017>

Tentative Agenda

1. Approval of Agenda
2. Approval of Minutes –8-30-22—Joel Kuszai (**attached minutes**)
3. President Christine Mangino Items
4. Chairperson's Report – Philip Pecorino
 - A.) Monthly conversation with President Mangino included these topics:
 - i) Provost Search
 - ii) Governance Plan Amendments Referendum-repeated Fall 2022
 - iii.) Celebration of Service: for Fall 2022 event on campus- reception
 - iv.) Use of new Building
 - B.) Budget Challenge/Crisis: need to address Staffing with 4th Task Force
 - C.) Hiring in time of budgetary challenges:
 - a) Chief Content Officer and Director of Communications
 - b) Diversity Program Manager
 - D.) QCC FUND -survey
4. **Treasurer's Reports: Faculty Account and Dues Report as of 2022 –Julia Rothenberg (**attached reports**)**
5. Faculty Website: Status Report –needs updating for FEC members and ARC members
Joel Kuszai volunteered to assist and has been doing so for FEC and ARC pages.
Last Faculty meeting notes are for Spring 2022
Last FEC agenda and minutes are for Feb 22, 2022
6. Parliamentary Report-
Ted Rosen Guide for ARC on Due Process-Progress Report mtg w/ VP Sandra Palmer
7. Faculty Elections-Beth Counihan -(**attached report**)
Election needed for FEC replacement Marvin Gayle
CLT election PROBLEM - redo
Governance Plan Amendments Referendum extended April 8-26- Fall 2022 second attempt
 - Divide up the departments among ourselves to do outreach among identified local contacts;
 - Press ourselves and those local contacts in each department/voting constituency to achieve certain numbers (higher in English, Art/Design, Soc Sci, Business, etc.
 - Visit department meetings during balloting
9. Faculty Meeting, October 19 2022 12-2pm (**attached agenda**)
12:45-1:00 Presentation of 13 Proposed Governance Plan Amendments—(**attached**)
1:00 -1:50 **ON RETENTION and ENROLLMENT** : what is being done and planned and what can faculty do to assist Presentations from :
Leader: Brian Mitra, Ed.D. Vice President of Student Affairs & Enrollment Management Overview
 - Advisement Academies – Mike Verdino
 - Counselling Services – Dr. Wilma Fletcher-Anthony
 - ASAP – Alex Pyak & Sharon McPartland
 - CLIP – Bonnie Flaherty
 - CUNY START – Maz Nikoui
 - Advocacy Resource Center – Amawati Gonesh & Melissa Brito
10. CALENDAR of Events for QCC FGL (attached) Next FEC Mtg. 10-25-22
11. Old Business
12. New Business

FACULTY EXECUTIVE COMMITTEE
QUEENSBOROUGH COMMUNITY COLLEGE OF THE CITY UNIVERSITY OF NEW YORK

Remote Meeting of August 30, 2022
Minutes

Present: Phil Pecorino (Chair), Beth Counihan, Joel Kuszai, Pete Mauro, Ted Rosen, Julia Rothenberg

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

1. Chair Pecorino asked Joel Kuszai if he was willing to accept the nomination to serve as Secretary and upon agreeing to serve as Secretary was elected by acclamation.
2. The **agenda** was approved without objection.
3. The **minutes** of May 24, 2022 meeting of the FEC were approved without objection.

4. Treasurer's Report

Rothenberg reports that we have \$1,252.33 in the checking account and \$4,909.31 in the savings account for a total of \$6161.64.

5. Discussion of Use of Debit Card

Using a debit card makes certain activities (fees for Election Buddy and for food for meetings) of the Faculty Executive Committee easier.

6. Website

Kuszai agreed to work on the website upon behalf of the FEC. Pecorino agreed to assist with contacting appropriate administrative contact to facilitate access to the Cascade content management system.

7. Guide for Academic Review Committee (ARC)

Ted Rosen has been working on a guide relating to due process for the ARC in consultation with Vice President Palmer. He agreed to provide an update as to work on the guide at a future meeting.

8. FEC Members needed to serve on ARC hearing

Chair Pecorino discussed various conflicts leading to the need for a member of the FEC who is not a member of the Social Sciences Department to participate as a voting member on a case at an ARC hearing.

9. Elections Officer Report: Beth Counihan

There have been issues in electing a CLT representative to the College P&B Committee. Counihan plans to run the election again using Election Buddy. There is a need for a replacement for FEC member Marvin Gayle, who resigned due to taking the position of Chairperson of the Department of Engineering Technology. There will also be another attempt to pass the Governance Plan revisions, which have failed to achieve the needed votes.

10. Faculty Event: Certificates of Appreciation

Chair Pecorino discussed certificates of appreciation sent to non-faculty staff members who remained on campus during the Covid-19 pandemic.

11. Chair's Report: Phil Pecorino

Chair Pecorino presented on a variety of topics including his meetings and discussions with President Mangino and Vice President Palmer regarding days off for travel, reassigned time, the budget situation, adjunct faculty ranks, fall enrollment, the return to campus, the provost search governance plan amendments, celebration of service reception, and the QCC Fund Survey.

12. Faculty Meeting, October 19, 2022

Discussion of plans for the Faculty Meeting on October 19, 2022.

13. Calendar of Events for Faculty Governance Leaders

The calendar of events for FGLs was received by the FEC.

14. Use of the New Building

Discussion of the plans for how to use the new building across Cloverdale.

15. New Business

The cost of the parking permits has gone up to \$125.

The Committee adjourned at 4:15 pm.

Respectfully submitted,
Joel Kuszai,
Secretary

Faculty Executive Committee Meeting
September 27, 2022
Treasurer's Report
QCC Faculty Association Account

To: Faculty Executive Committee

From: Julia Rothenberg

Date: September 26, 2022

TD BUSINESS CONVENIENCE PLUS ____ x6022 (checking)	\$1,227.33
TD SMALL BUSINESS MMKT PLUS ____ x5967 (savings)	\$4,909.52
Total	\$6,136.85

Respectfully submitted,

Julia Rothenberg

Treasurer

**Faculty Executive Committee Meeting
September 27, 2022**

Elections Officer report

2022-2023 Elections

Submitted by Beth Counihan, Elections Officer

FEC Member to replace Gayle (1 year position)—election to run 28 Sept-7 Oct 2022

1 nominee, Parisa Assisi, Assistant Professor, HPED

CLT Representative to the College P and B (1 year replacement)-election to run 28 Sept-7 Oct

1 nominee, Ronaldo Carter, Music

Spring 2023—upcoming: probably more elections to run besides these:

FEC Chair (1 position, 3 year term)

FEC Members (6 positions, 3 year term)

CLT Rep to College P and B (1 position, 3 year term)

College Governance Plan Amendments vote take two

FALL MEETING OF THE FACULTY

Wednesday, October 19, 2022

12:00 PM Eastern Time (US and Canada)

12:00-12:30 Luncheon Reception Medical Arts Well- Grab and go food with seating in area

12:30 Faculty Meeting in Medical Arts Room M-136

12:30 Business Items

Approval of Agenda

Presentation of Notes from Spring 2022 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

12:35-12:40 President Christine Mangino

12:40-12:50 Presentation of 13 Proposed Governance Plan Amendments—attached

12:50 -1:50 **ON RETENTION and ENROLLMENT** : what is being done and planned and what can faculty do to assist Presentations from :

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1:50-2:00 Q and A for FEC

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.

EXPLANATION/COMMENT: The change sets lower limits and allows for the Academic Senate itself to make changes to its bylaws to add or subtract from the total number of members as will meet the needs of the College over time.

There has been a consolidation of departments that has increased their size and the increase in the limit would permit additional member to join the Senate.

At this time there has been an interest expressed by the leadership of the Academic Senate for increasing the number of Senate members, particularly of HEO's.

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.

EXPLANATION/COMMENT: This change sets the lower limit and permits flexibility for setting the number by means of the Academic Senate Bylaws.

Attendance at and participation in Senate Committees by students has been a challenging matter due to scheduling of meetings and class schedules. As circumstances may change in the future this allows for increasing the number of students on committees of the Senate.

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.

EXPLANATION/COMMENT: There is no time limit in the current language and there needs to be a reasonable amount a time in order to realize the intention of the current provision.

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.

EXPLANATION/COMMENT: The Faculty Executive Committee currently does elect one of its members to be secretary, another to be treasurer of the faculty and another to serve as parliamentarian. This recognizes that and makes it formal.

There are conflicts in interests that can and have occurred when a Department Chairperson serves as a member of or chairperson of the FEC. As a member the chairperson often does not want to appear to support the position of the FEC if some of the other chairpersons do not favor it. There is fear of retaliation at the College P&B in personnel actions on department members. If a department chairperson would be chair of the Faculty Executive Committee it is possible that matters brought up to the Faculty Executive Committee would not be taken up if some of the other chairpersons do not favor it.

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).~~

EXPLANATION/COMMENT: These changes are to facilitate the holding of a meeting and the process of nullification of an Academic Senate action by the faculty themselves and make clear the number of votes needed.

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).

EXPLANATION/COMMENT: There is a need to clarify the requirement for the adoption of the referendum.

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.

EXPLANATION/COMMENT: The term “consistent with” is too confining and “not inconsistent with” too open. The addition is meant to clarify and not leave the matter open ended or too permissive.

The staggering would afford for continuity in faculty leadership.

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.

EXPLANATION/COMMENT: At Queensborough Community College college laboratory technicians are members of the faculty but at the present time they are denied voting in their respective departments including department elections for chairpersons and Department P & B Committees provided. The college laboratory technicians have requested their right to vote for many years.

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.

EXPLANATION/COMMENT: There is no longer a need for this at the College.

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.~~

EXPLANATION/COMMENT: The CUNY BOT has changed protocols and procedures and what is handled by the Chancellery directly.

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.**

EXPLANATION/COMMENT: The Academic Review Committee (ARC) has operated for 50 years but over the last few years has varied in its operation from year to year as membership and Chief Academic Officer have changed. There needs to be a consistency for the sake of equity, fairness and reasonable expectation as to the process. In addition the ARC has accepted information and documents from appellants and has made its own determination as to what it will consider. There has at times been pressure and interference from the Administration on the operation of the ARC. This language will clarify the right of the ARC to make its own determinations and provide for opportunity for due process to be observed in the operation of the ARC which is unfortunately not now the case in some instances as appellants are unaware of the information being presented to the ARC and have no opportunity to respond to it.

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.**

EXPLANATION/COMMENT: The new language strengthens the effort to prohibit discrimination in accordance with law, CUNY policies and morality.

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.

EXPLANATION/COMMENT: The new language facilitates the process of amendment recognizing the challenge in securing the participation of the parties in sufficient numbers to meet the current requirements.

