

MEMORANDUM

February 16, 1981

To: Committee on Governance
From: President Roscoe C. Brown, Jr. *RCB*
Subject: REVISION OF THE GOVENANCE PLAN

I recently met with your Committee Chairman, Prof. Herbert Tyson, to communicate the importance of having a revised governance plan approved by the Senate by April 1st, so that the College can meet the deadline set by the Middle States Association for submission of a revised governance plan as required in their accreditation letter. (See attached letter.)

I have received the minutes of the Committee's January 16, 1981 meeting and note that the Committee is proposing ten committees. The number of committees as now proposed by the Committee is too many and tends to continue a structure that is too cumbersome. The Middle States visitor clearly expressed this concern in his visit over a year ago. Accordingly, I am making the following recommendation for a streamlined governance structure which I hope the Committee will use as a basis for its recommendation to the Senate.

The proposal is as follows:

1 Limit the number of senators to no more than 54. A suggested distribution is listed below:

- 30 - Faculty (18 elected by the departments and 12 at-large)
- 16 - Students (12 day, 4 evening elected by the student body)
- 1 - HEO (elected)
- 1 - Secretary (elected)
- 1 - CLT (elected)
- 1 - Buildings and Grounds (elected)
- 1 - Adjunct Faculty
- 2 - Deans (elected by the Deans)
- 1 - President
- 54 - TOTAL

II Limit the number of Standing Committees to six (6) as follows, with an:

1. Executive Committee (which would also serve as a budget review committee) - Twelve (12) members---Chairperson and Vice Chairperson of the Senate, 3 Division Coordinators, 4 faculty senators, 2 student senators, 1 dean, plus President or designee (ex-officio).

The Executive Committee would prepare the agenda for Senate meetings and act for the Senate when it is not possible to convene the Senate.

2. Committee on Committees - An elected committee of ten (10) members elected by the total Senate---5 faculty, 3 students, 2 administrators, and the President (non-voting, ex-officio).

The Committee on Committees would be responsible for appointing the members of the Committees with at least two students on each committee. Administrative officers or deans would be ex-officio members of the committees in their areas of responsibility.

Other ad hoc committees can be appointed by the Executive Committee as needed. In addition, Administrative Advisory committees, which include faculty, will be convened when necessary.

3. Governance Structure and Functions (also to serve as an elections committee). Eight (8) members.
4. Curriculum Committee - Twenty-four (24) members---3 Division Coordinators, 5 faculty representatives from each division---and six (6) students.
5. Academic Standing Committee - Twenty-two (22) members---1 from each department and 4 students.
6. Student Activities Committee - Eight (8) members

III All other committees would be ad hoc committees created by the Executive Committee, with members to be appointed by the Committee on Committees.

This structure would be similar to the committee structure found in most colleges, allowing for the major legislative functions of the Senate to be handled by 3 standing committees (Curriculum, Academic Standing, and Student Activities) and the administrative aspects of the Senate by the other 3 committees (Executive, Committee on Committees, and Governance). Ad hoc committees could be created on a yearly basis to perform some of the functions now proposed for other standing committees.

My administrative staff and I will be glad to work with the Committee to help work out the details, so that a plan can be reported to the Senate in early March.

I wish to reiterate the urgency of completing this final step that is necessary for the College to have its accreditation fully endorsed. As you know, as President of the College it is my responsibility to provide leadership to see that this is accomplished. I look forward to the Committee's completing its work swiftly. Again, I want to thank the Committee for its diligent efforts in helping the college community to focus on an improved governance structure.

RCB/egh
Attachment

the commission on higher education

3624 Market Street
Philadelphia, PA 19104

msa middle states association of colleges and schools

215-662-5600

June 27, 1980

Dr. Roscoe C. Brown
Office of the President
CUNY Bronx Community College
University Avenue and West 181 Street
Bronx, New York 10453

Dear Dr. Brown:

At its meeting on June 18-20, 1980 the Commission on Higher Education voted to accept the report from CUNY Bronx Community College and to thank the College for receiving the Commission's visitor. Further, the Commission requests a further report by April 1, 1981 on the governance structure and functioning; the submission of this report will be followed by a staff visit. The Commission also wishes to note that the Periodic Review Report is due April 15, 1983.

While there was no specific mention made of an approved statement of mission and goals, the Commission still expects the College to make progress in this area. This statement, which should serve as the basis for institutional planning, will be expected to get adequate attention in the Periodic Review Report.

Please be advised that the Commission stands ready to assist the College in whatever way seems appropriate. Best regards.

Sincerely,



Howard L. Simmons, Ph.D.
Associate Director

vle

cc: Chancellor Robert J. Kibbee
The City University of New York