

BRONX COMMUNITY COLLEGE
of the City University of New York
College Senate

Minutes of October 23, 2014

Present: A. Alvarez, Y. Amegatsey, J. Athanasourelis, R. Bass, R. Ben-Nun, A. Brewer, D. Candelario, H. Clampman, G. Cooke, S. Davis, W. DeJong-Lambert, A. Durante, M. Fein, D. Genova, P. L. Gomez, D. Gonsler, R. Gouraige, T. Ingram, I. Kiema, P. Kolozi, A. Lal, A. Lamazares, L. Lawton, C. Lee, A. Levy, D. Lewis, O. Littlehawk, E. Martí, D-E. Matsoukas, A. McInerney, I. Mirsky, D. Nelson, A. Ortiz, J. Osei-Kusi, H. Papas-Kavalis, I. Petrovic, M. Pita, Q. Price, R. Quinn, J. Sanabria, C. Schrader, R. Shane, H. Skinner, K. Thomas, S. Utakis, B. Wigfall

Absent: G. Agamah, T. Brennan, S. Khan, J. Molina, N. Reynoso, G. Salgado, M. Solomon

Excused: L. Brenner, F. Moore

Present Alternates: F. Blanchard, T. Fisher, E. Hardman, M. Jones, K. Lee, B. Rima

Guests: N. Apostolakis, S. Atamturktur, L. Audusseau, R. Beuka, Y. Bonder, Y. R. Cyphers, S. Cyphers, S. Dillon, P. Fleming, J. Freeman, A. Fuentes, M. Gannon, B. Gantt, J. Heller, P. Henriquez, M. Hermina, S. Jacob, D. Jean-Marie, E. Kihri, R. Lupo, C. Maliti, S. Marshall, O. Melendez, M. Miller, L. Montenegro, A. Ott, S. Persinger, S. Ramdath, P. Ramos, N. Ritze, M. Roggow, C. Simpson, C. Suarez-Espinal, D. Thompson, C. Vasquez, J. Walia, V. Walker, D. Weathers

1. **Call to Order:** 12:25 P.M., H. Clampman. Due to a medical emergency, F. Moore left the meeting before it was called to order. As per F. Moore's request, H. Clampman ran the meeting until a vice-chair was elected.
2. **Approval of the Agenda of October 23, 2014:** Agenda approved by unanimous voice vote.
3. **Approval of the Minutes of September 18, 2014:** Amended minutes approved by unanimous voice vote.
4. **Action Items:**
 - a. **Election of a Vice-Chair:** H. Clampman opened the floor for nominations. The following members were nominated: I. Kiema and Q. Price. H. Clampman invited the nominees to address the members in support of their nominations, and they did so. A. McInerney asked the nominees and they responded about their experience running meetings and how they might run a meeting if the Chair were not present. Ballots were distributed. Q. Price received 35 votes, I. Kiema received 9 votes, and there was one spoiled ballot. Following the election, Q. Price ran the meeting with H. Clampman's assistance.
 - b. **Adoption of guidelines for membership on the Common Core Curriculum Review Committee:** (*see guidelines*) Following a brief reminder about the committee guidelines and role from H. Clampman, A. McInerney moved to approve the guidelines. The motion passed by unanimous voice vote. C. Schrader stated that time was of the essence so that members could be in place to begin vetting CUNY-wide courses. Relatedly, S. Davis assured the members that other

schools were also still compiling their committee members, while H. Clampman noted BCC is still a month behind those schools.

- c. **Curriculum Committee request for waiver of 2 meeting rule with respect to certain items:** (see report) H. Clampman moved for a waiver of the 2 meeting rule for items “c” and “d”. Questions were asked and answered. N. Apostolakis spoke against the waiver. I. Mirsky spoke in favor of it. As the accuracy of a hand vote count was difficult to establish, ballots were distributed. By ballot voting, 36 members voted yay, 7 members were opposed, no members abstained, and 2 ballots were spoiled, which was not sufficient to pass the motion with the needed two-thirds majority.

5. Committee Reports

- a. **Academic Standing:** no report
- b. **Curriculum:** (see report) H. Clampman reported on other items from the curriculum committee report. Questions were asked and answered including a concern from A. McInerney about course numbering and from A. Alvarez regarding the transferability of classes if course designations are changed. N. Ritze advised against renumbering courses. Questions were raised about the currency of information on TIPPS. The curriculum committee items will return to the November Senate meeting.
- c. **Governance and Elections:** A. McInerney reported the committee has met and is working on passing rules for elections. The committee also continues to review the governance plan. Questions were asked and answered. D. Gonsler asked for an update on the Chemistry department’s earlier request regarding guidelines in electing a chair. McInerney reported the committee had a split vote and therefore was waiting until a new motion is received to return to that item. S. Davis added that adjustments being made to the governance plan will ensure that the issue the Chemistry department is facing will be avoided in the future.
- d. **Instruction and Professional Development:** V. Walker reported the committee met and held elections with the leadership remaining the same as last year. With respect to the faculty survey, as per the decision at the last Senate meeting, it was sent out. Walker reported the survey received the largest participation in memory including pages of comments. Of the 366 responses received, 184 were from faculty. Of that number, 80 were part-time faculty and 35% hold tenure. The full report will be given in November. On a separate note, Walker noted the Committee will again review the presidential grants.
- e. **Space, Facilities, and Physical Plant:** J. Freeman reported the committee met. He noted space issues on campus will be addressed. The committee is finishing up revisions with respect to the committee’s charge. V. Walker noted, given the survey, that he was glad to hear that space issues will be addressed.
- f. **Student Activities:** F. Arias reported that position searches are currently on hold so she will continue to oversee SGA and Student Life until the Director and Associate Director of Student Life positions can be filled. She reported the SGA is having a Halloween party on October 31st and asked for volunteers to help at the party. A flier and invitation will be forthcoming. Arias reported the IOC certified 30 clubs and is reviewing new applications. In response to the hold on Student Life positions, Y. Amegatsey asked the Senate what ramifications the hiring freeze would have on students. Relatedly, A. Alvarez and Q. Price noted those positions are very much needed.

- g. **Student Government Association:** Q. Price reported the Welcome Party did not take place, but the Latin heritage day event was a success. Price noted the new charters of the previously mentioned IOC clubs and that some SGA members had attended a recent student engagement conference. A. Alvarez added that the SGA, in collaboration with the Math and Bio Clubs, had approved events to provide tutoring to students in the aforementioned areas.
 - h. **University Faculty Senate:** L. Lawton reported the UFS will be meeting on Tuesday. He informed the Senate of the upcoming conference, [Online Education: What We Know and What We Need to Ask](#), happening on November 21 at John Jay. Registration ends on November 14th.
 - i. **University Student Senate:** no report
 - j. **Vice-Presidents and Deans:** no report
 - k. **Community Relations and Special Events:** R. Ben-Nun reported that at the last committee meeting, he was reelected as chair. The committee is working on their mission statement that they are sending to the Governance and Elections Committee. He anticipated it would be brought to the November Senate meeting for review. The committee is also conducting a survey to see who on campus is involved with community outreach and events. The survey will help the committee members determine if they need to restructure the committee. H. Skinner asked if there was a member from the President's office on the committee. P. Henriquez identified herself as that member. To clarify for the Senate members, Ben-Nun stated the committee is comprised of four faculty members from the Senate, 2 SGA members, and a representative from President's office. Ben-Nun noted that no SGA members have yet attended a meeting. A member from SGA noted they had not been informed of the meetings.
6. **President's Report:** Interim President E. Martí spoke about governance as a whole and underlined his respect for the Senate and the work that the Senators do. E. Martí asked the members why clickers had not been incorporated into the voting system of the Senate. Martí highlighted the Senate's 2-meeting rule and commended the members on its use. Martí reported he will send out his report electronically to the members after the meeting. Martí shared the budget with the members (see report). There is a gap of \$1.2 million in the budget. To address the budget gap, existing vacancies and substitute positions will be examined. To help close the gap, each of the vice-presidents have been asked to offer their recommendations to the Interim President as to what positions are necessary moving forward and which can be eliminated while being both respectful of people and mindful of the College. Martí reported he will ask the Central Office for assistance in closing the budget gap for now and looking to the future. With respect to the organizational structure of the College, Martí sent out the organizational chart to the College prior to the Senate meeting. Moving from the budget, Martí noted that C. Schrader is assisting with the SOS (Support our Students) initiative to improve student success and retention as well as in making sure that registration for the spring semester goes well. He reported 70 faculty have so far volunteered to participate with the SOS initiative. With respect to graduation, Martí mentioned he is searching for a great commencement speaker (with no fee). With respect to facilities and the BCC Auxiliary, Martí asked if the Space, Facilities, and Physical Plant Committee had reviewed the capital requests for the next five years. J. Freeman reported they had not. Martí offered that he will share them with the committee. Martí noted that between now and May, it is anticipated many projects will be completed including the repair of many bathrooms,

but that additional monies are needed for other projects including updating the website and repairing the telephone system. Martí reported that the TV monitors purchased last year would be programmed with information about registration and put into use around campus. Martí noted the need to celebrate the accomplishments of faculty. Questions were asked and answered. H. Skinner asked about the strategic plan. Martí noted it has been sent out to the campus and asked the members to review it. It will be discussed in the November meeting. A. McInerney asked, with respect to the new search for a president, that it be conveyed to the Chancellor that the College community's sentiments be included in the search process. As the meeting was 10 minutes over time, no other questions could be asked.

7. **Announcements and Reports:** Due to time, no reports were presented.

8. **Adjournment:** 2:00 P.M.

Respectfully Submitted,



Debra Gonsher, Secretary

with assistance by Dr. Teresa Fisher, Department of Communication Arts and Sciences

Handouts:

- President's Report (presented in the meeting, submitted electronically post-meeting)
- CCCRC guidelines
- Curriculum report (2)

**BRONX COMMUNITY COLLEGE
of the City University of New York
Curriculum Committee**

To: Members of the College Senate
 From: Professor Howard A. Clampman, *Howard A. Clampman*
 Chairperson Curriculum Committee
 Date: October 23, 2014
 Subject: Report of Actions by the Curriculum Committee through 10/21/2014

1. Actions previously reported to the Senate
 - (a) None
2. Actions reported to the Senate for the first time
 - (a) Changes to existing courses – Course prerequisite change

<u>Course Title</u>	<u>Date approved by Curriculum Committee</u>
1. POL 31 Comparative Politics (existing Flexible Core A course) From: POL 11 or permission of the department To: ENG 02 and RDL 02 if required (18-0-1)	10-14-14
2. POL 41 Civil Rights in America: Since 1954 (existing Flexible Core B course) From: POL 11 or permission of the department To: ENG 02 and RDL 02 if required (18-0-1)	10-14-14
3. POL 51 Urban Politics (existing Flexible Core D course) From: POL 11 or permission of the department To: ENG 02 and RDL 02 if required (18-0-1)	10-14-14
4. POL 71 Politics of Developing Areas (existing Flexible Core A course) From: POL 11, or HIS 10/11, or SOC 11 To: ENG 02 and RDL 02 if required (18-0-1)	10-14-14
5. POL 72 International Politics (existing Flexible Core A course) From: POL 11, or HIS 10/11, or SOC 11 or permission of the department To: ENG 02 and RDL 02 if required (18-0-1)	10-14-14

- (b) Proposed New Course to be included in Flexible Core A

<u>Course Title</u>	<u>Date approved by Curriculum Committee</u>
1. GEO XXX – Human Dimensions of Climate Change (19-0-1)	10-14-14

- (c) Changes to existing courses – Course prerequisite/co-requisite change

<u>Course Title</u>	<u>Date approved by Curriculum Committee</u>
1. BIO 19 – Food, Sex and Death (Selected Topics in Biology) (existing Required Core C course) From: Co-requisite: MTH 05 and ENG 02 and RDL 02, if required To: Prerequisite: MTH 05 and ENG 02 and RDL 02, if required (Unanimous show of hands) The Committee viewed this change as routine and waived its customary three meeting rule.	10-14-14

(d) Changes to existing courses – Course prerequisite/co-requisite change

Course Title	Date approved by Curriculum Committee
1. ELC 81– Electronic Communications From: Prerequisite: ELC 35 Co-requisite: ELC 18, PHY 22, MTH 15 To: Prerequisite: ELC 35 Co-requisite: ELC 18, PHY 12, MTH 15 (Unanimous show of hands) The Committee viewed this change as routine and waived its customary three meeting rule.	10-14-14
2. ELC 94 – Laser and Fiber Optics Communications From: Prerequisite: PHY 22, ELC 35, ELC 81 Co-requisite: ELC 81 To: Prerequisite: PHY 12, ELC 35, ELC 81 Co-requisite: ELC 81 (Unanimous show of hands) The Committee viewed this change as routine and waived its customary three meeting rule.	10-14-14
3. EST 21 – Energy Analysis of Mechanical and Electrical Equipment From: Prerequisite: PHY 21 To: Prerequisite: PHY 11 (Unanimous show of hands) The Committee viewed this change as routine and waived its customary three meeting rule.	10-14-14
4. EST 31 – Building Systems I From: Prerequisite: EST 11, PHY 21 To: Prerequisite: EST 11, PHY 11 (Unanimous show of hands) The Committee viewed this change as routine and waived its customary three meeting rule.	10-14-14

(e) Changes to existing courses – Course prerequisite & description change – revised course to be included in Flexible Core A

Course Title	Date approved by Curriculum Committee
1. HIS 39 – History of the Caribbean From: HIS 10 or HIS 11 To: ENG 02 and RDL 02, if required (Unanimous show of hands)	10-21-14

(f) Changes to existing courses – Course number, hours, credits & description change – revised course to be included in Flexible Core A

Course Title	Date approved by Curriculum Committee
1. From: SPN 17 – Advanced Spanish Composition To: SPN 117 – Advanced Spanish Composition (Unanimous show of hands)	10-21-14

Note: The Curriculum Committee viewed items 2(c) and 2(d) as routine items and waived its customary three meeting rule. I will be requesting the Senate to also view these items as routine and waive its two meeting rule.

BCC College Senate
Call for Nominations
CUNY-wide Common Core Course Review Committee (CCCRC)

In June 2011 the Board of Trustees of The City University of New York passed a resolution that indicated the University Office of Academic Affairs (OAA), working with the colleges, "will facilitate the expeditious review and approval of all courses proposed for the Common Core with the assistance of a CUNY-wide committee, appointed by the Chancellor." The CUNY Common Core Course Review Committee (CCCRC) was established for that purpose in March 2012.

The CCCRC, consisting entirely of faculty, began reviewing the courses submitted by the colleges to insure that the courses met the designated learning outcomes for their Common Core curricular areas.

On February 2013, 2014 Interim Chancellor William Kelly issued a memo where he indicated that *Faculty members serving on the CUNY-wide Common Core Course Review Committee (CCCRC) will be chosen through college governance processes, beginning with those identified to serve during the 2014-2015 academic year.*

<http://www1.cuny.edu/mu/academic-news/2014/02/13/a-message-from-the-interim-chancellor-regarding-pathways-review/>

As per the Chancellor's directive, BCC is soliciting nominations for faculty to serve on these three committees:

- 1) Mathematical & Quantitative Reasoning, Life and Physical Sciences and Scientific World (Review courses proposed for Required Areas B & C and Flexible Area E);
- 2) World Cultures and Global Issues and US Experience in its Diversity (Review Courses for Flexible Areas A & B);
- 3) English Composition, Creative Expression and Individual & Society (Review Courses for Required Area A & Flexible Areas C & D).

The CCCRC will continue to review submissions from all CUNY schools for inclusion into the areas. All submissions will include a Sharepoint template with SLO's indicated and the syllabus for the course. As the majority of courses have already been vetted, the work is, for the most part done electronically, with perhaps two meetings (one at the beginning and end of each term) done in person. Although the schedule for those meetings is not known at this point, in the past they have been held on Fridays.

Qualifications to serve:

- 1) Tenured Assistant, Associate or Full Professor or any Lecturer with a CCE.
- 2) Minimum of experience in one area as noted in Committee titles, two preferred.

Nominations are being solicited campus-wide and are not restricted to BCC Senators.

If you are interested in serving on this CUNY wide committee, please submit your name and a short statement describing your area(s) of expertise (as indicated above) to Prof. Franklin Moore, Chair BCC College Senate. Elections for BCC CCCRC campus representatives will take place at the November meeting of the Senate. It is expected that BCC CCCRC representatives attend all called meetings and participate in all required activities of the committee.

**President's Report to College Senate
October 23, 2014**

Budget

Over the past month, CUNY Central and the division for Administration and Finance at BCC have worked closely with the Vice Presidents to reduce the budget gap. The gap has been reduced significantly, but there still remains a shortage of approximately \$1.395 million in the tax levy budget.

We will attempt to eliminate the remaining gap by reducing unfilled positions, and reviewing substitute appointments.

- The Auxiliary Board will be asked to help with short term OTPS funding that falls within the scope of Bylaws of the organization.
- BCC Inc. will be asked to help on a short term basis with funding which falls within the scope of Bylaws of the organization.

The following projects are on track to be funded:

1. Renovations of restrooms

- a) 28 Bathrooms in Tier I (FY 2014-2015)
- b) 10 Bathrooms in Tier II (FY 2014-2015)
- c) 8 Bathroom to meet ADA standards (FY 2015-2016)

2. Information Technology

- a) The IT network will be stabilized by upgrading critical network appliances (core and edge switches). We are considering various funding options including but not limited to a request to the Student Tech Fee Committee.
- b) TV monitors, which will serve as electronic bulletin boards, will be activated to serve as a communication vehicle for students. Funding will be sought for this project.
- c) The current outdated telephone system will be stabilized, while the College and CUNY plan for a complete modernization beginning in FY2015-2016.

3. Communications and Marketing

- a) A copy of the organizational charts will be posted on the website.
- b) The college's website will be revamped as soon as funding is secured. The website proposal will allow individual departments and units to update their webpages in a more efficient manner.

4. S.O.S - Support our Students

- a) A two-fold initiative has been developed to enhance student retention and graduation.
- b) A call for volunteers to contact students at risk of dropping courses. Over 80 volunteers have committed to this initiative.
- c) The advisement/registration plan is being revised under the leadership of VP Schrader.