

Faculty Council

BRONX COMMUNITY COLLEGE
of The City University of New York

MINUTES OF THE FACULTY COUNCIL MEETING - 9/13/63

The first Faculty Council Meeting under the new Bronx Community College Faculty Bylaws, adopted last spring, was called to order by Dr. Meister at 1:10 P.M.

City Honors Mr. Greenberg

Mr. David Greenberg, our Senior Accountant, recently promoted to Senior Accountant (Group Chief), was presented a certificate and pin, awarded by the City of New York, in recognition of 20 years of loyal and efficient service in the employ of the City of New York.

Action on Minutes

Minutes of the Faculty Conference and the last meeting of the Faculty Association, held May 22, 1963, were accepted as written.

In accordance with the motion made at the conclusion of the last meeting, it was recommended that a statement of recognition and appreciation for all officers of the Faculty Association for the last five years be recorded by the Council Secretary. The intent was to record the appreciation of the Faculty to all those who helped to create the present instruments of Faculty participation in the growth and development of Bronx Community College. Their efforts helped to make possible the climate of professional dignity and integrity in which we are all privileged to work at this College.

Communications and Announcements

A - From the President:

1. Orientation of new Faculty members. Thanks to Dean Tauber and the committee who worked with him, new Faculty had an opportunity to learn about Bronx Community College before classes begin: its philosophy, academic standards, students, routines and procedures, faculty organization, procedures and committee structure.

2. New elevators: The last bit of renovation is in process now with the installation of the first of the new elevators hopefully scheduled for late December.

3. New campus: Various problems with the City Budget Bureau and State University officials have been hurdled, and it looks like approval is in the offing. As it is now planned, we shall share some facilities with Hunter College - Cafeteria and Auditorium.

4. Fall enrollment: We have met our goals of 1,200 Day Session and 3,500 Evening Session students.

5. Fiscal flexibility: Thanks to the new City Charter, City University has greater flexibility and more freedom in handling our financial problems, but we are still expected to work within the basic framework of the original appropriation.

6. Bronx Community College Committee: One of the new members of the Board of Higher Education, Hon. Benjamin F. McLaurin, has been appointed to our Committee to replace Hon. Joseph E. Schlossberg who retired last year after many years of service. Mr. McLaurin is Eastern Zone Supervisor of the Brotherhood of Sleeping Car Porters Union. He visited here last week and expressed great interest in and enthusiasm for our program. The present Bronx Community College Committee consists of Hon. Renato Azzari, Chairman, Hon. Ruth S. Shoup, Vice-Chairman, Dr. John E. Conboy, Hon. Benjamin F. McLaurin and Hon. Ordway Tead.

7. Areas of responsibility: A chart showing the distribution of responsibilities among the three Deans and the Fiscal Officer has been drawn up and is available. It will be included in the Faculty Handbook.

8. New nursing program: It is possible that the Bronx Municipal Hospital Nurses Residence may be ready for occupancy by February, 1964. If it is, 75 additional nursing students may be admitted at that time, and with the lump sum appropriation expected, all nursing students at the College may then be on a tuition-free basis. This expansion is still not a certainty for February, however.

9. Middle States Accreditation: As of July 1963, we have been fully accredited in our own right, extending our City University accreditation as of November, 1961. The Commission would like a report from us by March 1, 1965 describing our

- a) new building program
- b) provision for space and use of the library
- c) expanded Associate Degree program for nurses.

10. Board of Higher Education adoption of Holy Report multiple job limitations: The Board of Higher Education adopted the recommendations of the Holy Report. This year, the limitation on multiple job hours is 10, instead of 12. President Meister will communicate this to the Faculty shortly.

11. U.S. Public Health Service grant: We have been given an extended grant for closed circuit t. v. They would like us to explore other uses that may be made of this kind of technique. The new grant may be over \$100,000.

B. From Dean Tauber:

1. Appreciation for kind remembrances and expressions of good wishes for speedy recovery during his recent indisposition. Special thanks to the generosity of the Faculty Welfare Committee.

2. First issue of this year's Faculty Bulletin will shortly be distributed. Please offer suggestions for further or better uses of the Bulletin.

3. Revision of Faculty Handbook is now proceeding. It should be in the hands of the Faculty during the Fall Semester.

4. Studies being made by the Department of Student Personnel soon will be distributed. These include analysis of graduating classes, second alumni follow-up report, study of the effectiveness of the Early Warning procedure, study of

success of our alumni attending City College, etc. Suggestions for additional studies of professional usefulness would be appreciated.

C. From Dean Silverman:

Fewer program adjustments will be necessary this year than ever before. But the unpredictability of the registration process makes some re-arrangement inevitable.

D. From Dean McGrath:

For security and safety purposes, be sure to keep doors locked where there is equipment of value or of a dangerous nature.

E. From Mr. Berman:

We have been able to make several promotions in the administrative staff. Congratulations to the following:

David Greenberg - Senior Accountant Group Chief

Senior Stenographers: Mrs. Ann Cheikes
Mrs. Dorothy Berger

Senior Clerks: Mrs. Mary Ryan
Mrs. Daphne Ray
Mrs. Shirley Mallon
Mrs. Ray Levine
Mrs. Bess Heyman

The equipment and construction items of the Capital Budget worked on last spring have been approved. New doors will soon be installed on the Morris and Creston Avenue entrances. Approval for the I. E. M. Data Processing equipment is being held up pending a detailed report on the proposed usage of the machines.

Unfinished Business

A. Elected Secretary of the Faculty Council: Dr. Minkin
Appointed Parliamentarian: Professor Caffrey

B. Election of Agenda Committee was by open vote. Nominees for Ex-Officio member: Dean Tauber, Prof. Rosenstock (declined), Prof. Stillerman, Dr. White. Nominees for Departmental Representative member: Miss Stringham, Prof. McLaughlin, Prof. Buckley. Nominees for At-Large Representative member: Mr. Clarke, Profs. May, Colwell, Reynolds.

The Committee consists of Dean Tauber, Prof. McLaughlin, Prof. Colwell.

C. Calendar of meetings of Faculty Council distributed by Dean Silverman approved. Meetings will be held on the first Thursday of each month. The next meeting is scheduled for October 3 in Room 5-19 at 12:15 P.M., with members bringing lunch if desired. It was felt that more than an hour must be set aside for

D. Meeting of the Faculty. The first general Faculty Conference of the year is scheduled for Wednesday, October 16, to include discussions of the proposed Community College Bylaws, and the plan proposed by City University Dean of Studies, Dr. Harry L. Levy, to take care of the bulge in College-bound students for 1964 and 1965.

The Agenda Committee will work out details for the general Faculty Conference.

The last three items on the agenda for Unfinished Business were tabled until the next meeting. They were: Reports of the Ad hoc Committee on Teaching Load, Ad hoc Committee on Classroom Observation of Tenurees, P & B matters (Department, College, Kissel Committee recommendations.)

Reports of Committees

A. Committee on Committees: Chairman, Prof. Caffrey

Membership rosters of committees were presented. All but that of Admissions and High School Liaison were accepted as listed. It was noted that many Faculty members had not indicated a Committee preference in the spring, and it is hoped that all who wished to serve on a Committee had returned the questionnaire circulated by the Committee on Committees. ~~An invitation is extended to all who wish to be considered for membership on any Committee to indicate their preference to Prof. Caffrey in writing immediately.~~

A proposal was made to amend the Faculty Bylaws to make the Committee on Admissions and High School Liaison two Committees. This was approved, and the Faculty will be asked to vote on this at its next meeting. The final membership roster of that Committee will be designated at a later date.

B. Committee on Faculty Welfare: Chairman, Prof. May

An investigation has been made of group Major Medical Insurance plans. Of the many studied, it was felt that TIAA was cheaper and better than any other plan offered. All full-time employees of the College will be invited to participate.

In order to have an accurate quotation of rate, it is essential that everyone fill in a questionnaire immediately. Do not sign the form; merely take a moment to tell age and income anonymously. Your Department Representative will collect the form and return it to Prof. May.

Dr. Meister turned over material received from the New York State Teachers Association to Prof. May.

C. Committee on Nominations and Elections: Chairman, Prof. Rosh

The Committee has taken care of the elections to membership on the three committees it was assigned to handle. Unless it is called into emergency action, no further work is scheduled by this Committee until Spring, 1964.

New Business

A. Community College Bylaws:

The draft copy of the proposed Bylaws will be distributed to all the members of the Faculty very shortly. Dr. Reynolds announced that there was to be discussion of these Bylaws at the next Legislative Conference. Since this meeting will be held prior to the Bronx Community College General Faculty Conference, Dr. Reynolds was requested by the Faculty Council to ask for a postponement of discussion. If he cannot get a postponement, he was directed to speak only as an individual, pointing out that he is not at this time representing the Faculty.

B. 1964-65 Budget:

Departmental P & B Committees are urged to act promptly on budget requests for special equipment or furniture, clerical assistance, etc. The budget must be filed within a few weeks; departmental requests should be submitted by the end of September.

C. The Bulge in College-bound Students for 1964 and 1965:

Dr. Meister stressed that the proposals of Dean Levy which will be discussed at the general Faculty meeting are basic to our lives here at Bronx Community College and should be considered carefully by us. A copy of this proposal will be distributed to the Faculty shortly.

D. Slippage Studies:

We are at present working on a study of our own to discover what has happened to our 222 alumni who have entered City College since the first graduating class of January 1961.

E. Salary raises:

The newspaper accounts are about the only news we have on this now. It is not yet known whether we can expect a change in schedule by April 1.

F. Legislative Conference:

We are hoping progress will now be made on establishing parity of salary among the branches of the City University. Dr. Reynolds reminds us that the Conference agreed to discuss this problem when the Community College Bylaws were released.

G. Amendments to the Bylaws:

Discussion as to whether Committee on College Occasions and Committee on Safety and Security should be included as Faculty Committees. Action tabled until next meeting.

Meeting adjourned at 3:45 P.M.

Respectfully submitted,
Vera F. Minkin, Secretary