

BRONX COMMUNITY COLLEGE
of The City University of New York

MINUTES OF THE FACULTY COUNCIL MEETING - 11/7/63

Present: President Morris Meister, Chairman; Professors Atlas, Caffrey, Colwell, Corbman, D'Andrea, Doroshkin, Hirsch, Hirshfeld, Joseph, Just, Loughlin, Mandelbaum, May, McCulloch, McGrath, McLaughlin, Minkin, Monticone, Prestwidge, Reynolds, Rosenstock, Silverman, Stillerman, Tauber, Thompson, White, Mr. Berman, Mr. Casais, Mr. Clarke, Mr. Finnegan, Mrs. Griffin, Miss Pomeranz, Mr. Stambler, Miss Stringham.

Absent: Professors Euckley, Griffin, Pitman, Stein.

I. Meeting called to order at 12:25 P. M.

II. Action on Minutes

Minutes of the meeting of October 3, 1963 were accepted, with the following corrections:

Legislative Conference, page 5, paragraph 3: Change "defense of the conference" to "explanation of conference action." Paragraph 5: Omit last phrase of paragraph; end sentence after the word "resolution."

III. Communications and Announcements

A. From President Meister

1. An article in the November issue of the Junior College Journal by S. G. Tucton, "What's Ahead for Public Junior Colleges," is called to our attention as being particularly pertinent as we consider implications of the Levy Report and our concern about large classes, use of TV, etc.

Dr. Meister hoped there may be a show of interest sufficient to organize a faculty committee to study and become "au courant" with developments in the field of Educational TV which can be of value to us even in our present physical plant.

Dr. McCulloch suggested that it might be a subject for the Faculty Committee on Instruction to study further. He indicated a willingness to take it up with his Committee and to issue an open invitation to other members of the faculty who might be interested to join with his Committee in this.

B. From Dean Tauber

1. Instruction: This would be a good time to take stock of and collate present instructional practices in each of the departments, and in the individual courses within the department. Such things as use of library, requirement of written work (term papers, reports, etc.) periodic quizzes, use of final exams, amount of independent study expected, etc. would be worth reviewing. The use of the lecture method as a technique for large class teaching, while retaining supplementary small class sessions, is being studied in many departments.

2. Visitation. Generally the Dean visits classes accompanied by the Head of Department, but when this is not feasible, he may appear alone.

3. Publications. A 16-page Handbook of Information for New Students is being prepared for January publication and distribution. All suggestions for items to be included will be welcome.

It is hoped that the 1964-65 Catalog will be in the hands of the printer before June, 1964.

A new brochure is being prepared for Nursing to announce the new program, especially. Others will be printed if money can be found.

4. Faculty Seminars. A committee is going to explore the feasibility of occasional informal meetings of interested faculty members to discuss, exchange ideas, or hear a specialist speak on topics of interest.

5. Health Standards for Admissions: This is being studied by an Ad hoc Committee with a view to recommending setting up some minimum health standards for admission to B. C. C., procedures for identification of students with severe handicaps or physical weaknesses in areas which may interfere with their vocational choice, and follow up of students with handicaps who are admitted.

C. From Dean Silverman

1. Pre-Registration. Procedures to be followed are being duplicated and will be distributed before the week of November 18. Curriculum advisers should be careful of what they sign because their approval of a program means the student must follow it.

2. New Campus. The architect's plans are being reviewed by the Heads of Department; the actual lay-out is the next step.

3. Nursing School. The building at the Bronx Municipal Hospital is still not completed, but there is hope that it will be ready for September, 1964 opening. We are proceeding on that assumption.

D. From Dean Thompson

1. Early Warning Notices. The Department of Student Personnel expresses thanks to the faculty for its cooperation in sending Early Warning notices. A report on the total number of such notices and the number of students receiving two or more such warnings will be issued shortly.

2. Freshman Parents' Reception. Scheduled for Tuesday evening, November 19, at 8:30 P. M. Freshman parents will be greeted by the President and Deans, meet the Heads of Department, hear the B. C. C. Chorus in its first appearance this year, and then be served refreshments in the gymnasium.

3. Student Discipline. A written recommendation for faculty handling of disciplinary cases was submitted for consideration, advice, counsel, support. It will be discussed at the next Faculty Council meeting.

IV. Unfinished Business

A. Professor May, Chairman, Welfare Committee

1. Major Medical Progress Report. We have almost reached the 75% response necessary for all members of the faculty to be covered. Otherwise, it will be necessary to prepare lists of units by departments. This would mean that some people who wish to be covered would have to be excluded. At the time of the Faculty Council meeting we needed 7 more applicants in order to cover the technical assistants. (It has since been announced that we met the quota, and all faculty members and technical assistants who applied for Major Medical Insurance will be covered.) Unfortunately, only 17 of the 42 on the administrative staff applied, which means they cannot be covered.

Next step suggested by Professor May is for the Faculty Welfare Committee to explore the possibility of obtaining extended Blue Cross coverage of 120 days instead of the present 21.

2. Community College Bylaws and Levy Report. The suggestions submitted by various members of the faculty will be incorporated in an official communication from the Chairman of the Committee on Faculty Welfare to Dr. Meister, who will transmit it to the Board of Higher Education.

3. United Federation of College Teachers. On November 21 at 1 P.M. in Room 3-5, representatives of the U. F. C. T. will be here to address interested members of the faculty. Literature will be in our hands by November 18.

Dr. Meister suggested, and the Council agreed unanimously, that Prof. May receive an expression of gratitude for his unflagging efforts to get the best possible Major Medical coverage for us.

B. Faculty Bylaws Amendments in reference to Committee on College Occasions and Committee on Safety and Security.

A specific proposal for such an amendment may be prepared and brought to the Council at another time.

V. Reports of Standing Committees

A. Academic Standing, Dean Tauber, Chairman. Some of the activities of this committee:

1. Each department has been asked to select an alternate who would have the privilege of voting in the absence of the regular member. Actions of the committee should be reported back to the departments.

2. Approved candidates for degrees awarded in August.

3. Grade appeals - Report of number and kind of grade changes will soon be distributed to all members of the faculty.

Under consideration, or to be considered in the future:

1. Possible granting of a certificate as an alternative to diploma and degree in certain fields of concentration.
2. Reconsideration of permissive awarding of grade of "J" through the mid-term period.
3. Reworking of table of required academic achievement.
4. "E" grade to be reviewed again, with the additional question raised as to whether a student repeating a course because of an "E" grade should be given the privilege of receiving a grade higher than "D."
5. The Chairman of the Committee on Committees questioned the practice of standing committees with departmental representation inviting alternates to attend meetings and to have voting privileges.

A motion to permit appointment of alternates to those standing committees of the faculty which are organized on a departmental representative basis and to grant such alternates the privilege of voting in the absence of the regularly appointed departmental representative was passed.

It was further agreed that the method of selecting the alternate would be the same as that used in appointing the original member and that the Committee on Committees would be apprised of the names of the alternate members.

B. Curriculum Committee, Dr. Monticone, Chairman.

Activities to date:

1. Approved change in MLT curriculum to require a second mathematics course, SMT 2, instead of the present elective in General Ed., to go into effect as of September, 1964 for entering students. Present students will be urged, advised, counseled to elect SMT 2 this year since one year of math is now required for licensing.
2. Discussion of change in GE 1-2 from 3 hrs. 3 credits to 4 hours, 3 credits. This will be continued at next meeting.

Meeting adjourned at 2 P. M.

Respectfully submitted,

Vera F. Minkin
Secretary