

BROOK COMMUNITY COLLEGE
of the City University of New York

MINUTES OF FACULTY COUNCIL MEETING
OCTOBER 23, 1965

PRESENT: Dr. Morris Meister, presiding; Deans Tauber and Thompson; Professors Beringause, Caffrey, Clarke, Colwell, Corbman, D'Andrea, Docherty, Finnegan, Furst, Galub, Hirsch, Hirschfeld, Kissel, Krey, Lalli, Mandelbaum, May, McLaughlin, Perlmutter, Polowczyk, Prestwidge, Prince, Reynolds, Rosenfeld, Rosenstock, Sacher, Schaumberger, Tyson, White, Wilkinson; the Misses Baum, Keatinge, and Scanlon, Mr. Casais, and Mr. Wong.

GUESTS: Dean Minkin, Mr. Joseph Berman, Mr. Martin Erdsneker.

I. Items in sections III and IV of the Minutes of meeting of September 23, 1965 were corrected as follows:

III. B. part 4. Line 3, delete phrase on adjunct professor.

Lines 5 and 6, replace "now given at BCC" to "now being developed at BCC."

Line 6, delete "are similar to SAT examinations given in four-year colleges,"

Line 9, delete "parallel to CEEB-SAT's for four-year college students."

IV. F. part 4. For clarification, delete entire paragraph, substituting: "Professor Prince raised a question regarding the amendment to BCC By-Laws voted at Faculty Conference on the 14th of May. At this time, the amendment was passed by two-thirds of the faculty present, but not by two-thirds of the entire faculty. Since it was the recommendation of the Faculty Council on June 6th that two-thirds of the faculty shall be interpreted to mean two-thirds of the entire faculty, and not just those present and voting, the amendment is subject to parliamentary review. On Dr. Meister's suggestion, discussion of this matter was postponed until the next general meeting of the faculty."

The minutes were adopted as corrected.

II. Communications and Announcements

A. Report of the President

1. Dr. Meister expressed his gratitude and publicly thanked the faculty for his recent birthday party.

2. Dean Martorano, Executive Dean of Community Colleges, may soon speak to the BCC faculty.

3. Dr. Meister reported that the new salary schedules have not yet been completed. Ranks of instructor through professor have been instituted for the librarians, but no definite date is known as to when these promotional opportunities will be available. Regarding promotional opportunities for the BCC faculty in general, many more lines will be available in each rank effective January 1st. It is expected that BCC technical assistants will have almost equal parity with technicians at four-year colleges under the new salary schedule.

4. Dr. Meister reviewed the process of budget making. The Budget Examiner will visit BCC in January or February, and a decision regarding the new budget should be available on or about April 15th.

Highlights of the Budget Request are as follows:

a) The Budget Request for the Fiscal Year 1966-67 is based on an increase of 200 students in the fall semester of the day session, with a yearly average of 175 students. For the college as a whole, the yearly average enrollment contemplated is 2525. Due to a shortage of space, and in order to prevent renting outside facilities, the figure of 2525 is some 200 students short of what is called for by the Master Plan.

b) The Budget Request for 1966-67 includes an increase of \$981,794.00 over last year, totaling \$4,695,231.00.

c) Due to an increased administrative workload, the Budget Request asks for an administrative aide, an additional Assistant Buyer, and clerical assistance, all for the Business Office. The title of Associate Registrar and additional clerical personnel is requested for Admissions and Registrar's Offices. A second Key punch Operator is requested for the data processing office.

The following table covers personnel requested for the Day Session, as taken from the Budget Request:

	(Yearly Average) Number of Students	Personnel Requested		
		1965-66	1966-67	Change
A. Nursing Personnel	420	28	37	+ 9
B. Other Personnel	1890	118	127	+ 9
C. Administration of Depts.	---	7	9	+ 2
D. Supervision in Depts.	---	8	10	+ 2
E. Technical Assistants	---	14	16	+ 2
F. College Discovery Students	<u>215</u> 2525 (yearly average)			

d) The Deans of Faculty and Administration are listed in the Budget Request for a \$3000 differential beyond their salaries as Professors, and the Assistant Deans of Faculty and Administration for differentials of \$1500.

e) This year's Budget Request for evening and extension divisions has been reorganized to include both matriculated and non-matriculated students in one program. BCC's request for non-matrics exceeds anticipated fee income. The state provides us with financial support for non-matrics, but if the college cannot use these state funds to offset the increased cost of our revised instructional pay schedule, it will again be necessary to raise tuition for non-matrics.

f) The Summer Session is presented for the first time in a Budget Request as a separate program. Tax support is requested to provide free tuition for matriculated Summer Session students. The Budget Request for the Director of the Summer Session is a differential of \$3000 above professional salary.

g) The titles of Professor instead of Librarian, Assistant Professor and Instructor instead of Assistant Librarian, are requested for Library Services.

h) The College Discovery Program plans for a total of 230 students for the fall semester. Yearly anticipated average of students in this program is 215, same as last year. No additional monies are requested for this program.

i) Five new positions for the Department of Student Personnel are requested in order to provide for an increased student enrollment.

j) It is further requested that the Dean of Students receive a salary differential of \$3000 beyond his salary as Professor, and that the Assistant Dean of Students receive a \$1500 differential beyond his salary.

k) As regards distribution of ranks for all programs, the following adjustments are requested:

Distribution of Ranks for All Programs

	<u>In Present Budget</u>	<u>%</u>	<u>% Requested</u>	<u>Number</u>	<u>Change</u>
Professors	16	7.5	11%	27	+ 11
Assoc. Prof.	38	17.7	18%	44	+ 6
Asst. Prof.	79	36.9	35%	86	+ 7
Instr. & Lect. (N.S.)	81	37.9	36%	88	+ 7

The proportion of full professors at BCC is the lowest of that in the community colleges under the BHE, based on factors like the age of the institution, size of faculty, number of departments, etc. An improvement of this situation has been sought to bring the distribution of ranks at our college to a "point closer to the new formula."

m) In areas other than personal service, requests are made for an increase in Codes 130 and 330 and for a 200-extension telephone board. An increase of \$12,000 is also requested for housing of our FM station.

Dr. Meister asked for a vote of thanks for Mr. Berman's final compilation of the Budget Request. Response of the council was unanimous.

5. A request from the Middle State Council of Colleges was referred by Dr. Meister to Professor May.

6. Dr. Meister apprised the faculty of the modified Richmond Plan instituted here at BCC several years ago. The plan is a cooperative career program for high school students in paramedical areas, and has been jointly conducted by the faculties of BCC and James Monroe High School. As a result of participation in this program since the 10th grade, some 30 high school students may be accepted here on an experimental basis in the fall.

B. Report of the Dean of Faculty

1. Dean Tauber pointed out that our College and President Meister have played important roles in several areas of concern to the faculty in which good progress has been made and reflected in the Budget:

a) Significant faculty salary increases, approaching parity with senior colleges were recommended in the City University Master Plan, based on Dr. Meister's submission of such a proposal.

b) The proportion of faculty assigned to the professional ranks has been increased, as a result of Dr. Meister's urging and support, making possible many promotions.

c) The personnel quota assigned to our college is greater, due to Dr. Meister's famous "budget formula."

2. Dean Tauber told of a City University meeting of the College Accreditation representatives, in which he represented B. C. C.

3. A meeting on Student Service Opportunities in Youth Board settlement house situations and in the Board of Education Reading Improvement Program was held in the College Auditorium, with good attendance by interested students, and the program is getting under way.

4. The Cultural Committee Fall program opens with Joseph Papp's "Henry V" to be offered on Saturday evening, October 30th.

5. Dean Tauber reported that 50 associate degrees were awarded as of August, 1965, and we will have a total of 175-200 candidates for degrees in January, 1966, necessitating a full-dress Commencement. The Committee on College Occasions has approved the recommendation that faculty participation at January graduation ceremonies in cap and gown be limited to chairmen and three senior members of each department.

6. With change in admission transfer formula from non-matriculant to matriculant from 2.5 to 2.0 in 12 credits for the Fall semester, B.C.C. has gained up to 175 matriculants with free tuition.

7. The Dean, speaking for the Committee on College Occasions, stated that the next college function would be the annual meeting of Freshman Parents at the college on Wednesday evening, December 1.

8. Dean Tauber explained the absence of Dean Silverman at the City Planning Committee, and Dean Thompson with the demonstrating students outside.

Dean Tauber indicated that he believed the faculty had a profound responsibility to give an educational cast to this student interest and activity, and hoped to see this taken up soon.

III. Treasurer's Report

1. Mr. Martin Erdsneker, as Treasurer of the Faculty, reported that funds in the Treasury totaled \$589.01. A motion from the floor was made that the Faculty Luncheon be paid from the Treasury, and that three dollar dues be collected this year. This motion was amended to collect two dollar dues instead of three. The amendment was seconded and approved, authorizing the treasurer to collect two dollars from each faculty member.

2. The motion that a sub-committee be appointed by the President to consider disposition of monies in the treasury, and further collection of dues, was seconded and approved.

IV. Committee Reports

Reports on Committee on Academic Standing and Committee on College Occasions made by Dean Tauber were given by the Dean as one consolidated report under Communications and Announcements.

C. Cultural Committee

Miss Baum, in reporting on the activities of the Cultural Committee, mentioned that the first event of the fall, a chamber concert, had had good attendance and was enthusiastically received. The next activity of the Committee is the forth-

coming performance of Henry V, to be given by the New York Shakespeare Festival on October 30th. The Student Cultural Committee is working with the Faculty Cultural Committee on several projected events, including film showing and guest lecturers.

D. Committee on Nominations and Elections

1. Prof. Prince reported that Professors D'Andrea, Rosenstock, and Stein had been elected by the faculty to serve on a special advisory committee whose function will be to screen applicants for position of Director of Evening Session.

2. The results of the election for representatives-at-large to the Faculty Council were: Prof. Stein for a period of three years, Prof. Pomeranz and Mr. Erdsneker for a period of one year each.

3. Prof. Tyson reminded Prof. Prince of the necessity to elect a new Standing Committee on By-Law Revisions. The Committee is to be elected after its scope and membership are defined at the next Faculty Meeting on November 24th.

4. Prof. Prince requested appropriations from the Treasurer for permanent ballot boxes. The matter was referred to Prof. Tyson's department for construction of the boxes.

Dr. Meister reminded the council of the shortness of time and the necessity for proceeding with New Business carried over from the last meeting.

V. New Business

A. College Discovery Program

Dr. Wilkinson reported on the activities and progress of students in the College Discovery Program. Financial assistance for the group has been approved and most of the students get free books and a stipend of \$5.00 a week.

Some students within the program have been allowed to enter other curricula: 9 have transferred to Business Administration, and 12 have gone into Engineering Science.

Dr. Wilkinson stressed that the students in this group are highly motivated, and that most have family problems with great financial pressures. She suggested that the faculty protect their anonymity.

A discussion between Dr. Wilkinson and Dr. Mandelbaum regarding the ability of College Discovery Students to compete on a normal every-day basis was postponed due to lack of time.

Last minute report from Dean Thompson on the progress of the student demonstrations was that they were spirited, but no clashes occurred. Dr. Meister expressed his thanks to Dean Thompson and the Student Council that the demonstrations were a success.

The meeting was adjourned at 2:05 p. m.

Respectfully submitted,



Sue Keatinge
Secretary