Call to Order: Meeting called to order at 12:19 p.m. by F. Moore.

Seating of Alternates: K. Lee seated.

Approval of the Agenda
F. Moore added a two-minute item (Personal Time of the Chair).
D. Gonsher spoke of the need to election of parliamentarian. F. Moore added Action Item B (Parliamentarian) to the agenda. Motion to approve the agenda passed (Y= 48, N = 1, A= 2).

Personal Time of the Chair: F. Moore asked for a moment of silence to remember the victims of the Parkland shooting in Florida. He called for action to prevent future fatalities resulting from gun violence.

Approval of Minutes of December 7, 2017: Motion to approve minutes tabled.

Action Items
a. **Curriculum Committee**: H. Clampman reported on the changes to HIS 14 (item 1A) and the proposed change to the procedures for creating experimental courses (item 1B). The senate approved item 1A (A- 47, N- 0, A- 4). Item 1B will return for a vote at the next senate meeting.

b. **Parliamentarian**: There was a discussion on the procedures and rules regarding fellowship leave. F. Moore clarified that leave does not create vacancy - some members are on leave but still actively participate in the Senate. S. Davis recommended waiting for L. Brenner’s official resignation before proceeding. The senate voted to seek confirmation from L. Brenner regarding his resignation as parliamentarian and postpone the proceedings (Y- 41, N- 3, A- 7).

7. **President’s Report**: K. Williams reported on five items on behalf of the President.
   a. **35 by 65 Challenge**: The two winners of the logo challenge, Betania Lopez and Robert McGee, were introduced and awarded certificates.
   b. **Changes to Auxiliary Enterprises**: The CUNY Board of Trustees approved a series of reforms. Relevant documents will be posted on the BCC website.
   c. **Early College Initiative**: BCC will be partnering with Inwood High School with a focus on Biology and Cyber Security. There was a discussion on the selection process of the school and the choice of academic subjects.
   d. **Filming on campus**: A new policy regarding film and television productions on campus will be effective immediately. All production companies wishing to film on campus must provide internships or experiential learning opportunities to students.
   e. **FTE**: BCC met enrollment numbers. Motion to extend by 5 minutes passed: (Y- 48 N- 1, A- 2).

   (cont.) There was a discussion on retention rates and what they represent (e.g., When students are “not returning,” does this mean they have dropped out or transferred to a senior college?). A need for the following items were raised:
   i) Make data available and accessible
   ii) Redo student surveys to address more of the college experience (counseling, college life, etc.)
   iii) Collect bottom-up data
   iv) Conduct students surveys early in the semester

8. **COACHE Update**: F. Moore suggested that R. Ben-Nun organize a committee through the Faculty Council. J. Paoli reported that departments are requested to submit an affirmative action plan with recruitment plans. There was a discussion on the work that needs to be done with regard to diversity, including the need to place diversity into the compliance report, involving academic departments in the process, addressing retention, and diversifying curricula and programs. F. Moore will bring back the issue in March.
9. Committee Reports
   a. Academic Standing - No report.
   b. Curriculum - See above.
   c. Governance and Elections – S. Davis reported that the committee is presently working on three principal issues: further deliberation on the ombudspersons, the definition of vacancies, and clarifying language in the governance plan concerning instructional staff representation on college committees.
   d. Instruction and Professional Development - R. Lupo reminded the senate of the deadline for Faculty Day proposals (2/28). Faculty, staff, and students are all welcome to present.
   e. Space, Facilities, and Physical Plant - No report.
   f. Student Activities - See attached report.
   g. Student Government Association - H. Abdul reported that the SGA is making efforts to extend library hours, make female hygiene products available to students, and provide scholarships. H. Abdul also shared that the Town Hall meeting, which was planned to discuss the reduction of student activity fees, would be postponed.
   h. University Faculty Senate - M. Stewart-Titus relayed that OER could be seen as a threat to academic freedom and that updates were available on the UFS website.
   i. University Student Senate - No report.
   j. Vice-Presidents and Deans - Met last week, began drafting survey questions. Will report back to senate at the end of the semester.
   k. Community Relations and Special Events: Will be meeting soon.
   l. Academic Freedom: No report.

10. Announcements and Reports
    a. Chairperson, Vice-Chairperson, and Faculty Council
       Chairperson: R. Ben-Nun reported that the BCC is underrepresented at UFS. B. Igbinigun reported that the SGA traveled to Albany to CAUCUS to lobby politicians on the need to provide quality education and affordable housing for New Yorkers. B. Igbinigun also thanked the Ombudsperson for his work and efforts to reach out to students.
       b. Vice Presidents and Deans: see above.

11. New Business: H. Skinner talked about progress in the college and commended the leadership of the college.

12. Meeting adjourned: 1:56pm by F. Moore.
Attachments:
- Meeting Agenda
- Curriculum Committee Report
- President’s Report
- Committee on Instruction and Professional Development Report
- Student Activities Committee Report
AGENDA OF THE MEETING OF THE
BRONX COMMUNITY COLLEGE SENATE
February 22, 2018 12:15 - 1:45 P.M.
Nichols Hall 104

1. Call to Order

2. Seating of Alternates

3. Approval of the Agenda

4. Approval of Minutes of December 2017

5. Action Items:
   a. Curriculum Committee (10 minutes)

6. President's Report (15 minutes)

7. COACHE Update (10 minutes)

8. Committee Reports (5 minutes each unless otherwise noted)
   a. Academic Standing
   b. Curriculum
   c. Governance and Elections (10 minutes)
   d. Instruction and Professional Development (10 minutes)
   e. Space, Facilities, and Physical Plant
   f. Student Activities
   g. Student Government Association
   h. University Faculty Senate
   i. University Student Senate
   j. Vice-Presidents and Deans
   k. Community Relations and Special Events
   l. Academic Freedom

9. Announcements and Reports (2 minutes each)
   a. Chairperson, Vice-Chairperson, and Faculty Council Chairperson
   b. Vice Presidents and Deans

10. Auxiliary Enterprises (2 minutes)
11. BCC, Inc. (2 minutes)

12. New Business (time remaining)

13. Adjournment
To: Members of the College Senate  
From: Professor Howard A. Clampman, Chairperson Curriculum Committee  
Date: February 22, 2018  
Subject: Report of Actions by the Curriculum Committee through 02/13/2018

1. Actions previously reported to the Senate:

   (a) Proposed change to an existing course

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Date approved by Curriculum Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIS 14 – Change in course name and description</td>
<td>11-28-17</td>
</tr>
<tr>
<td>From: The Individual and Society in the Middle Ages</td>
<td>(Unanimous show of hands)</td>
</tr>
<tr>
<td>To: Medieval History</td>
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   (b) Proposed change to Curriculum Committee Procedures

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<tr>
<th>Description</th>
<th>Date approved by Curriculum Committee</th>
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</table>
   | Procedures for Creating Experimental Courses – revised to include an advisory vote at College Senate (16-0-0, paper ballot vote) | Original approved at Curriculum 9-26-17
   |                                                                                | Approved at Senate 10-26-17                              |
   |                                                                                | Revision approved at Curriculum 2-13-18                   |

2. Actions reported to the Senate for the first time:

   (a) None
AV: 1 Changes to be offered in the History Department

<table>
<thead>
<tr>
<th>FROM</th>
<th>TO</th>
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<tbody>
<tr>
<td>Departments</td>
<td>History</td>
</tr>
<tr>
<td>Course</td>
<td>HIS 14 The Individual and Society in the Middle Ages</td>
</tr>
<tr>
<td>Pre or co requisite</td>
<td>ENG 02 or RDL 02, if required.</td>
</tr>
<tr>
<td>Hours</td>
<td>3</td>
</tr>
<tr>
<td>Credits</td>
<td>3</td>
</tr>
<tr>
<td>Description</td>
<td>Effects of major ideas, social and economic changes, political concepts and their impacts upon the society of the West during the Middle Ages. Emphasis on interaction of these aspects within the cultural context of Europe in the Middle Ages.</td>
</tr>
<tr>
<td>Prerequisite</td>
<td>NC</td>
</tr>
<tr>
<td>Hours</td>
<td>NC</td>
</tr>
<tr>
<td>Credits</td>
<td>NC</td>
</tr>
<tr>
<td>Description</td>
<td>This introductory course studies medieval culture, politics, religion, society, and warfare, from the fragmentation of the Roman Empire to the fifteenth century. The focus is on Europe, but emphasis also is placed on interactions with, and comparisons to, the Middle East and North Africa. The impact of social, gender, and religious status on the individual’s life and opportunities will be considered.</td>
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<thead>
<tr>
<th>Requirement Designation</th>
<th>Requirement Designation</th>
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<tbody>
<tr>
<td>Liberal Arts [ x ] Yes [ ] No</td>
<td>Liberal Arts [ x ] Yes [ ] No</td>
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<tr>
<th>Course Attribute (e.g. Writing Intensive, etc)</th>
<th>Course Attribute (e.g. Writing Intensive, etc)</th>
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<tbody>
<tr>
<td>___ Not Applicable ___ Required</td>
<td>___ Not Applicable ___ Required</td>
</tr>
<tr>
<td>___ English Composition ___ Mathematics ___ Science</td>
<td>___ English Composition ___ Mathematics ___ Science</td>
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<td><em>x</em> Flexible ___ World Cultures ___ US Experience in its Diversity ___ Creative Expression ___ Individual and Society ___ Scientific World</td>
<td><em>x</em> Flexible ___ World Cultures ___ US Experience in its Diversity ___ Creative Expression ___ Individual and Society ___ Scientific World</td>
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<tr>
<th>Effective</th>
<th>Effective</th>
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<tr>
<td>Fall 2013</td>
<td>Fall 2018</td>
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**Rationale:** The title of the course has been modified because it led students to assume that it was an advanced, rather than introductory, course. The course description needed alteration as it is difficult to understand, and it does not reflect the nature of the class and its updated approach to the study of the Middle Ages.
Procedures for creating Experimental Courses (this policy supersedes all previous Bronx Community College Curriculum Committee procedures for experimental courses including the Codification dated June 2001, page 24, 4E)

Departments may propose to create new courses on an experimental basis. A department interested in proposing an experimental course should consult with the Bronx Community College (BCC) Office of Academic Affairs (OAA) before fully developing the course. The process at the BCC Curriculum Committee for consideration of an experimental course is the same as for a regular course: Departments must submit a course syllabus, Chancellor’s University Report New Course Form, and any other supporting documentation needed to substantiate the new course. A proposed experimental course will receive full consideration of the Curriculum Committee and undergo the same review process as all other proposals. Upon completion of the review, the Curriculum Committee shall take an advisory vote. The vote and findings will be presented to the College Senate, which will take an advisory vote at the time the experimental course is first presented. These two advisory votes will be reported to the BCC President. Once an experimental course receives Presidential approval, the new experimental course will be included with other BCC curricula items and submitted to the CUNY Board of Trustees as an informational item. An approved experimental course may be offered for no more than two semesters. The two semesters do not need to be sequential but must occur within two years of approval.

This procedure is in conformity with the CUNY Manual of Policy BTM,1969,06-23,002,._G.
Welcome back for the Spring 2018 semester! So many activities kicked the semester off in excellent fashion. Thank you to all who participated in the Spring 2018 Faculty and Staff Convocation and in BCC’s Fifth Annual Conference on Community College Excellence. New Student Orientation activities were also a success. This time last year, we were celebrating our 60th year while reflecting on the past and planning for the future. Among other activities, this included preparation for our upcoming Middle States Self-Study, development of a new Academic Master Plan, and honoring our distinguished alumni. This semester, we continue our plans for improvement with the “35x65” Challenge and I could not be more excited. Please join me in congratulating our first prize winner, Betania Lopez, and second prize winner, Robert McGee, for their entries in the “35x65” logo design contest. The new logo will be unveiled at the February 2018 Senate Meeting.

**Spring 2018 Enrollment:** As of February 13, 2018, BCC had exceeded our Spring 2018 CUNY Enrollment Projections for FTE and nearly met the projections for Total College Headcount. With a projected total headcount of 11,075 and FTE of 7,820, our actual headcount was 10,812 and FTE of 7,857. We fell short of projections for Continuing Students, with a projection of 8,316 and an actual enrollment of 7,591 (down 820 from Spring 2017). We fell short of projections for Readmit students with projections of 578 and actual enrollment of 555 (up 7 from Spring 2017). We exceeded our projections for New Freshmen Students by 21, with actual enrollment of 996 (up 57 from Spring 2017). And we fell short of projections for New Transfer Students by 62, with actual enrollment of 742 (up 7 from Spring 2017). Thank you to all who participated in critical recruitment, enrollment, and retention efforts! We will be seeking new and innovative ways to attract and retain our students in an effort to see improvement in enrollment for the Fall 2018 semester and beyond.

**Middle States:** BCC continues our work in preparation for the scheduled accreditation MSCHE Self-Study and Evaluation visit in 2018-19. This is our opportunity to demonstrate BCC’s compliance with all standards and requirements for accreditation as well as an occasion for institutional reflection and improvement. Thank you again to the Steering Committee, members of the 8 MSCHE Standards committees, and all who are participating in this effort. It will take the entire college working together to complete the research needed to draft the various sections of our BCC Self-Study Report, which will be submitted in 2018-19. We expect to provide a variety of opportunities for all BCC faculty, students and staff to engage in the self-study process.

**Changes to Auxiliary Enterprises:** In December, the CUNY Board of Trustees approved a series of reforms, including the adoption of Revised Auxiliary Corporation Guidelines and a Model Memorandum of Agreement. Effective January 1, 2018, CUNY’s All Funds Expense Matrix became effective for use across all CUNY institutions. This matrix provides certain restrictions on the spending in Tax Levy, Indirect Cost Recoveries, Auxiliary Enterprise Corporations, College Foundations, and All Other Non-Tax Levy funds. With the new guidelines, BCC will continue to update our practices and provisions for Auxiliary and the Bursar’s Office. All relevant documents are posted on the BCC website in the Administration & Finance Quick Links under “Presentations”. You will also soon see webpages for Auxiliary and BCC, Inc. containing governance documents, minutes, board member information, and other relevant information. Thank you again for your patience as we develop and align our practices to implement these Board changes.

**Administration & Finance:** There are many changes to the way we do business here at BCC. First, we are in the final stages of CUNY’s ongoing Payroll Interface Project. This will connect BCC payroll with the CUNY and NYC systems to improve the service you receive. Second, Barnes and Nobles will be closing on March 2, 2018, and BCC will begin participating in the virtual bookstore, Akademos. Plans are underway to open the campus service center in the bookstore space in early summer. Next, we are now utilizing E-verify in our Department of Human Resources. This tool will allow the College to verify eligibility to work for new hires more quickly. The new Events and Conference Support Unit was established and welcomes two new Events Coordinators to our campus community – Barbara Thomson and Stephanie Polo.

**Recognition:** Please join me in congratulating Ms. Jitinder Walia, Executive Director of Bronx Community College’s Early Childhood Center, and her team on the successful reaccreditation of the Center! This will allow BCC to continue providing high quality and low cost educational services to the children of our students.

BCC was prominently featured in a February 18, 2018, New York Times article, “African Immigrants Find an Open Door at a Bronx College.” We are very excited about the continued positive attention the College is receiving in the news. You can read the article at [https://www.nytimes.com/2018/02/18/nyregion/african-immigrants-bronx-community-college.html](https://www.nytimes.com/2018/02/18/nyregion/african-immigrants-bronx-community-college.html).

Please join me in congratulating our athletes! BCC’s Men’s Soccer team led all CUNY soccer teams (senior and junior colleges) with 11 student-athletes named to the Fall 2017 CUNYAC Academic All-Star Team (athletes with a 3.2 GPA or above). Women’s Volleyball ranked second among all CUNY volleyball teams with 5 Academic All-Stars. BCC Men’s
Basketball players Hector Montano Valenzuela and Herve Awono were named to CUNYAC Men’s Basketball All-Star Team and Women’s Basketball player Nia Simmons was named a CUNYAC Women’s Basketball All-Star.

**COMMENCEMENT:** BCC’s 58th Commencement Ceremony will be on Friday, June 1, 2018, on Ohio Field. We estimate a record-breaking amount of BCC students will be eligible to participate. At least 60 volunteers will be needed during this ceremony to provide assistance with providing directions, distributing programs, assisting family and friends of graduates finding seats, assisting guests with special needs, and manning water stations. If you are interested in volunteering, please contact Associate Dean for Student Development, Manny Lopez.

**NEW CAMPUS PROGRAMMING:** Following its move to Snow Hall, the Office of Career Development, led by Alán Fuentes, introduced a revamped series of job-readiness workshops for students. These interactive sessions cover everything from resume writing and interviewing techniques to how to make the most of your internship and more. The BCC Career Development team has been busy helping students find internships and jobs. Please stop by Snow Hall to learn more. The Division of Workforce Development and Continuing Education also welcomed a new member to its program management team. Barbara (“Bobbi”) Hart will serve as Project Director for grant-funded Community Healthcare training programs.

The Office of Development held a Scholarship Creation Workshop to provide information about how establish your legacy at BCC while assisting students. For information about establishing annual or endowed scholarships, please contact Assistant Vice President for Development Angela Wambugu Cobb at 718.289.5910.

**DISTINGUISHED ALUMNI & TRAILBLAZERS:** BCC welcomes and congratulates its inaugural class of Distinguished Alumni who will be installed on Wednesday, March 21, 2018. This group includes: Dr. Diana Bonta ’72, President of The Bonta Group; Dr. Richard H. Carmona ’73, 17th Surgeon General of the United States; Honorable Annabel Palma ‘91, Deputy Commissioner for the Office of Strategic Initiatives, NYC Department of Social Services- HRA/DHS; Honorable Joseph M. Ramos ’73, Retired Deputy Commissioner for the NYC Department of Corrections and Former Assistant Commissioner for the NYC Police Department; and Dr. M. Monica Sweeney, Vice Dean of Global Engagement and Clinical Professor and Chair for the Department of Health Policy and Management, School of Public Health at SUNY Downstate Medical Center. The second annual BCC Trailblazer Speaker Series will take place on Wednesday, March 21, 2018, from 12pm – 2pm in Meister Hall, Schwendler Auditorium. Inaugural BCC Distinguished Alumni, Richard H. Carmona, M.D., M.P.H., FACS, will give a talk on the importance of community college education.

**GRANTS:** BCC has recently received four (4) new grants: 1) A $250,000 18-month grant from the W.K. Kellogg Foundation in support of the CareerPath/Head Start Collaborative (PI Madelaine Centeno); 2) A $225,000 1-year grant from the New York State Education Department in support of Adult Literacy and Basic Adult Education (PI Blanche Kellawon); 3) A $100,000 1-year grant from the Pinkerton Foundation in support of Future Now (PI Elizabeth Payamps); and 4) A $22,000 2-year grant from the Institute for Museum and Library Services via a subcontract with Northern Virginia Community College in support of new library services to improve support for student success (PI Michael Miller). Thank you to all who participated in writing and soliciting these grants! To support future grant efforts, the Division for Advancement, Communication, and External Relations has consolidated all pre- and post-award grant administration and welcomes Judie Eisenberg to BCC as our new Grants Director.

**GOVERNMENT RELATIONS:** Vice President Eddy Bayardelle, Director of Government Relations David Levers, and I continue to meet with elected officials to discuss the College’s Capital Requests and to advocate for the University’s priorities. To date, we have met with all members of government in New York State. To learn more about CUNY’s budget request please visit: [http://www2.cuny.edu/about/administration/offices/budget-and-finance/](http://www2.cuny.edu/about/administration/offices/budget-and-finance/).

**CAMPUS ACTIVITIES:** Male Empowerment Network (MEN) spearheaded a number of Black History Month events in February. On February 1st, more than 100 students and guests attended the Black History Month Student Talent Showcase. On February 13th, over 75 students, faculty, and staff (in collaboration with U&S Collaborative Education) participated in an African Diaspora Tour in Meister Lobby. On February 15th, more than 100 students, faculty, and staff (in collaboration with CUNY Edge) participated in an HBCU College Fair for high school students and those interested in transferring to a four-year institution to pursue their Bachelor’s Degree. On February 22nd, a Men’s Health Workshop is being held in collaboration with BCC Health Services. And on February 27th, MEN will host “The Criminal Justice System, Race Inequality, and Civic Engagement” – a workshop being held in collaboration with Student Life, Future Now, the CUNY Justice Academy, and Bronx Corridors.

I am pleased to announce that we are working on a new policy regarding film and television productions at BCC. Effective immediately, all film and television production companies that wish to film on the Bronx Community College campus shall be required to provide internships or other experiential learning opportunities to BCC students. In conjunction with the Events and Conference Support Unit, this process will be managed by the Office of Career Development, which is now part of Workforce Development and Continuing Education. Director Alán Fuentes and Dean Kenneth Adams are the contacts.
Missing department representation: Education and Reading, Nursing.

Actionable Items
Committee simplified Faculty Day CFP rubric to be more inclusive and concise.

Faculty Day (Reminder)
Faculty Day is an opportunity for members of all departments to come together to share research, creative works, and pedagogical ideas to build interdisciplinary cooperation at BCC.

Confirmed Date: April 20th, 2018  Location: NH, Playhouse, and other venues TBA

Theme: Reflections on Diversity - "Sharing Scholarship, Teaching, and Creative Works"

CFPs: Submit your proposal by February 28th at to https://goo.gl/forms/z1HgtUvOJvNuyOog1

A second broadcast will be sent this week.

For more information: https://bcc-cuny.digication.com/2018_bcc_faculty_day/Faculty_Day/
or contact your department’s CIPD representative with any questions.

Student Survey
CIPD welcomed student member Dion Quamina (SGA) who will work on the subcommittee toward adding a student perspective toward revision of the student survey in conjunction with Institutional Research. CIPD is continuing to reach out to the SGA for two more student members.

Faculty and Staff Survey
To be released late March 2018.

Next meeting: March 6, 2018.
Sixth Annual BCC Faculty Day: Sharing Scholarship, Performance, and Teaching

Friday, April 20, 2018 - 9:00 am to 4 pm

Link: https://bcc-cuny.digication.com/2018_bcc_faculty_day/Faculty_Day/

Deadline for proposals: February 28, 2018

Theme: Reflections on Diversity
"Sharing Scholarship, Teaching, and Creative Works"

Keynote address by Dr. Arlene Torres

(Director of the Chancellor’s Latino Faculty Initiative in Academic Affairs at CUNY, a tenured Associate Professor in the Department of Africana and Puerto Rican/Latino Studies at Hunter College, and Vice-President/President-Elect of the Puerto Rican Studies Association)

What is Faculty Day?

Faculty Day is an opportunity for members of all departments to come together to share research, creative works, and pedagogical ideas to build interdisciplinary cooperation at BCC. Recognizing diversity broadly defined has helped us think "outside the box" in our scholarship, performance, and teaching. Faculty Day is organized by the Committee on Instruction and Professional Development (CIPD) with the support of the Office of Academic Affairs and the Center for Teaching, Learning, and Technology (CTLT).

Proposal Process: Research presentations/posters, creative works (e.g. art, poetry, dance), sabbatical experiences, and workshop proposals are all welcome. Individual proposals and formed panels are accepted.

Please note that proposals that speak to an interdisciplinary audience are preferred

Individual presentations will generally be limited to 20 minutes; panel presentations to 75 minutes, though all presentation forms will be considered.

Proposals must include:

1. Name, Department, and position
2. Title of presentation
3. A 250-300 word abstract. Please consult rubric for proposal requirements.
4. Names of collaborators/co-presenters if applicable

Submit your proposal by February 28th at: https://goo.gl/forms/z1HgtUv0JvNuyOog1

Please consult the evaluation rubric available here: RubricFD2017rev2017030- 2.pdf - Revised 2.10.18
To: Members of the College Senate  
From: Manny Lopez, Chairman Student Activities Committee  
Date: February 22, 2018  
Subject: Report of Actions by the Student Activities Committee

1. Committee will begin process of recertification of student clubs and groups
2. Committee currently discussing ideas that can enhance school pride and student connections to campus. It is our hope that an increased sense of school pride and spirit can also contribute to the President’s 35 by 65 initiative. These ideas include:
   a. Contest open to students, faculty and staff to name school mascot
   b. Organizing a “Meet your faculty” series. The purpose of which is to reinforce and nurture relationships between faculty and students
   c. Using social media tools such as YouTube, Facebook, Instagram and Flipograms to provide a space in which students can express their views on “Hot Topics,” i.e., topics that specifically affect BCC students, as well as topics that affect the larger Bronx community.
   d. Investigate the ability of student groups or clubs to live stream events at BCC

Prepared by Adijat Adebola