



BCC College Senate Executive Committee ***Minutes of April 6, 2020***

Chair: Roni Ben-Nun

Secretary: Iris Cortes

Location: Webex

Members (16): (1 Vacancy) R. Ben-Nun, Q. Berry, I. Cortes, I. R. Delgado, H. Faradj, M. Guishard, T. Isekenegbe, A. Lake, S. Reader, J. Sanabria, L. Sandres-Rapalo, M. Sanchez.

Not Present: K. Ellis, C. Maliti, L. Rosario.

Guests: D. Gonsher, H. Clampman, S. Hanssen, J. Lai, T. Rothenberg.

College Senate Executive Total Voting Membership: 14 (8 = quorum)

Voting Members Present: 11

1. **Call to Order:** The meeting was called to order at 2:16 pm by R. Ben-Nun.
2. **Approval of Agenda:** The agenda for April 6, 2020 was approved by a unanimous voice vote.
3. **Chair's Report:**
 - a) **Review of online meeting procedures:** All public meetings must be recorded and accessible to the public. All voting committee members state their vote or all voting committee members are assumed to vote yes, and the individuals that vote No or Abstain will have the opportunity to verbalize their vote. The quorum must be maintained for virtual meetings. Proposed minutes will be distributed ahead of time.
 - b) **Remote Governance Operations:** R. Ben-Nun stated that in March, all governance operations were suspended. A governance committee chairs meeting took place, and it was decided that only essential and urgent governance work will be conducted for the rest of the semester. The established protocol for governance meetings is 1. By law, all committee meetings must be recorded. 2. All committee meetings and agendas must be publicized on the BCC website, and Senate and Senate committee meetings must be open to the public. 3. Proposed minutes will be distributed in a draft version before meetings. 4. All committee minutes and documents must continue to be archived. 5. Written minutes of committee meetings are still required. 6. Links to recorded meetings will be posted on the BCC websites. 7. Quorum needs to be maintained for committee meetings. R. Ben-Nun mentioned that J. Lai would be available to provide tech support for all governance meetings.

4. Approval of Minutes: The minutes of February 24, 2020, were accepted with corrections. (10 yes, 0 no, 1 abstention). D. Gonsher provided minor revisions to the minutes. The SEC will reapprove the minutes at the next meeting.

5. **Review of Governance Plan in regard to SEC and Senate:** R. Ben-Nun highlighted section I. THE BRONX COMMUNITY COLLEGE SENATE G. Standing Committee of the Senate 1. Executive Committee a. Functions of the Executive Committee. iii. Act on behalf of the Senate when the full body cannot be called into session, and the matters in question must be decided without delay. R. Ben-Nun mentioned that if the quorum is not met during Senate meetings, the SEC will invoke part G3 of the governance plan to conduct business.

6. **New Business:** The President stated that at the next Senate meeting, he plans on sharing a report addressing the budget and commencement. The President expressed that the budget for the remainder of the academic year and the budget for next year has tremendous difficulties. R. Ben-Nun asked the President regarding the Fall semester. The President stated that discussions are taking place regarding the teaching modalities that will be used in the Fall. The President mentioned that all summer courses would be provided online, and discussions are ongoing regarding the Fall semester. BCC is continuing the distribution of devices and is now mailing the devices directly to the students. The President stated that a Broadcast would be shared enforcing the closure of the campus to non-essential personnel. M. Guishard asked, will faculty who are not trained in distance learning be offered training over the summer? VP L. Sandres-Rapalo stated that M. Lennerton, L. Audusseau, and L. Montenegro are planning various workshops for both faculty and students. T. Rothenberg asked, is the PSC in negotiation regarding compensation for summer training, at least for adjunct faculty? The President responded that he would raise this concern with labor management. The President stated that the city asked to freeze all expenditures unless it relates to COVID 19. T. Rothenberg said that faculty development for online teaching at this point has everything to do with COVID. The President will try his best to see how to compensate faculty even if he has to use nontax levy funding. R. Ben-Nun asked in terms of saving funding are you shutting down buildings on campus? The President stated one of the ways CUNY has asked colleges to reduce expenditures is by decreasing the cost of campus operation. M. Guishard asked, what about the student technology fee monies? The President stated that the student technology fee could not be used for faculty training. The President stated that student activities fees would be partially reimbursed to students this semester. H. Clampman asked, are fellowships part of the "freeze?" The President responded that he is unsure if fellowships are part of the freeze for next year. The President mentioned that city is looking for a 20-million-dollar reduction to next year's budget across the seven community colleges. J. Lai asked when he can resume the distribution of laptops that CTLT has to faculty/instructors who are

willing to come to pick up? The President responded that for at least the next two weeks, he is not permitting access to the college unless it is a dire emergency. VP L. Sandres-Rapalo reported that 292 devices had been supplied to students. I. R. Delgado reported that Central and not BCC would distribute the next shipment of laptops. H. Clampman asked how are we tracking the distribution of laptops compared to the request? How many requests for loaned laptops were received from students? I. R. Delgado responded that 820 students requested a device, and about 50% of students responded to the inquiry. H. Faradj asked, what are we doing about nonresponsive students who disappeared during distance learning? We sent emails and reported nonresponsive to Starfish. What is the next step? I. R. Delgado responded that J. Legasa and advisors have a list of students that they are trying to contact. O. Lopez is working with 14 CA's to contact students by student's phone. I. R. Delgado stated that there are 1,600 student names and numbers that have been provided to O. Lopez and staff. I. R. Delgado also mentioned that 1,080 students are in the FYS program, and they have not been able to make contact with 370. I. R. Delgado stated that each student is assigned an advisor, and she is currently working on a proposal to provide J. Legasa the names of the 292 students that received a device to have advisors assist students with their needs. Students that respond that they do not have issues will be advised to register for the summer and the fall semesters to avoid returns and redistribution of devices. M. Guishard stated that a lot of our students are now essential workers, home health aides, and or health care workers, which goes back to what I said about professional development for faculty. As much as possible, faculty should be adopting asynchronous interactive curricula, not panic-pedagogies. J. Lai stated that CTLT has a limited number of laptops that are more suitable for faculty/instructors. The President asked that VP L. Sandres-Rapalo and L. Montenegro have a meeting with J. Lai regarding the distribution of the limited CTLT laptops.

7. **Adjournment:** Meeting adjourned at 3:24 pm

Respectfully submitted by Iris Cortes.

A handwritten signature in cursive script that reads "Iris Cortes".