

## **BCC Committee on Instruction and Professional Development**

**Minutes February 15, 2021**

**3:00 pm, Zoom**

**Chair: Vivian L. Rodriguez + Vice-Chair: John Ziegler, Secretary: Jacqueline Jimenez Polanco + Vice-Secretary: Elise Langan**

**Present: Charmaine Aleong, Carl Andrews, Frank Blanchard, Elise Langan, Joël Magloire, Mara Lazda, Shelley Liu, Jacqueline Jimenez Polanco, Vivian Rodriguez, Howard Irby, Kevin Martillo Viner, John Ziegler, Chris Efthimiou, Mark Lennerton, Nicole Williams, Carl Andrews, Dr. Carmen Meyers, Diane P. Banks, Julio Garay, Suzi Zyberty, Ellen Kevin.**

Total membership: 19 (Quorum: 9)

**Our next meeting dates in Spring 2022 are: March 1<sup>st</sup>, April 5<sup>th</sup>, May 3<sup>rd</sup>, from 3 to 5pm via Zoom.**

### **AGENDA**

1. Call to order (2 minutes)
2. Approval of the Minutes (5 minutes)
3. Reviewing the Performance of Vice Pres. & Deans (Dr. Banks & Prof. Meyers)
4. Call for Papers for Faculty Day (Mara Lazda)
5. Presidential Grants (update)
6. Faculty Day Keynote Speaker and Options.
7. Keynote Speaker "Presidents Letter request"
8. Workshop option for Faculty Day (see below)
9. CTLT meeting update
10. Department Announcements
11. New Business

1. Meeting was called to order at 3:08pm.

2. The minutes of December 7<sup>th</sup> 2021 were approved with corrections unanimously by those who were present.

3. Diane P. Banks informed that the Committee on VPs and Deans proposed a survey and the Senate voted favorably. The President vetoed the Senate's decision on the survey. The Committee on VPs and Deans recommended that a survey were created to help the President to fully evaluate his staff using the voices from their subordinates like the student evaluation, but the president vetoed it saying that CUNY created an evaluation process which should be the only method applied. Dr. Carmen Meyers added that the Committee on VPs and Deans was very clear that it was not looking for any kind of punitive results, but to keep things equitable. J. Magloire said that what the committee did is part of their job. J. Garay stated that the survey helps to measure the accountability and get a good balanced opinion. V. Rodriguez mentioned that some of the questions of the survey are great. It helps to hold servers to meeting the standards. K. Martillo Viner said that the underline assumption is that people in higher positions need to be fairly evaluated. C. Meyers stated that VPs and Deans should have a mechanism to be evaluated. D. P. Banks added that the survey was meant to be a supplement to the common way that evaluations are conducted, annually and using similar questions of the Southeastern Louisiana University Policy and Procedures for the Evaluation of the President and Vice Presidents. C. Efthimou asked who needs to see these questions. D. P. Banks answered that just the constituents under that person's leadership. Deans and the VP write their own assessment and we create a search committee to fill vacancies. Our recommendation was that at least there are questions to be evaluated. C. Efthimou said that Dean Ritze is on Travia leave and that he is doing the survey. He added that he needs to work with CIPD on the survey. J. Ziegler asked if there is an expectation about feedback. D. P. Banks responded that the initial idea was that it was not going to list a name but a title with 5-10 questions per title. E.

Langan asked whether it was proposed that it was done as a pilot. D. P. Banks said that it would be considered after it were voted at the Senate, which could not be possible due to the President's veto. V. Rodriguez asked us to choose at least one question from the Southeastern Louisiana University Policy and Procedures for the Evaluation of the President and Vice Presidents that people might feel concerned on or connected with. C. Aleong said that she doesn't believe that evaluations are made to be benign, they have some power, and they might be concerned about it, and only certain members of faculty and chairs can evaluate VPs and Deans. C. Efthimiou said that the questions are mostly about the experiences working with these individuals, therefore, the questions should be answered by those working with them. He suggested to use a routing (yes/no) question from the faculty and staff survey or creating a new survey. D.P. Banks said that the survey would allow us to have data. The original design was for it to be a single survey provided to their constituents and we were not asking to see the results. We would take any proposal from the CIPD being it a new survey or adding more questions to the existing one.

Twelve CIPD members approved to invite the President to the next meeting following V. Rodriguez inquiry. V. Rodriguez asked if everyone agreed with the idea of randomly including a question that you feel is important and then we will review all of them, select, and present them to the Committee on VPs and Deans. This is the link from Southeastern Louisiana University Policy and Procedures for the Evaluation of the President and Vice Presidents:

<https://drive.google.com/file/d/1eEUjjOd2IAAtAua3TH7-AYQqrGpQrVcV/view>

4. M. Lazda informed that we have enough time to make our proposals for the Faculty Day. The deadline for proposals is March 14<sup>th</sup>. The selection and schedule will be made by March 21 and confirmation of participation is expected by March 28. This is the link to send proposals:

[https://docs.google.com/document/d/1itMdmOfJBme\\_qo6u7ZhG9xLZ8qCwGoPTRs\\_eT2d6a-c/edit?usp=sharing](https://docs.google.com/document/d/1itMdmOfJBme_qo6u7ZhG9xLZ8qCwGoPTRs_eT2d6a-c/edit?usp=sharing)

5. V. Rodriguez that the Presidential Grants will be sent for consideration the first week of March. She will email it to all as soon as she receives it. If someone has never gone through the process she could help via email.

6/7/8. The President asked our rationale to invite Dr. Daisy Cocco De Filippis as the keynote speaker. V. Rodriguez asked us to email her our thoughts to present them to the President. M. Lazda asked to form a subcommittee to do this process faster. J. Jimenez Polanco, J. Magloire and M. Lazda asked to be included in the committee. V. Rodriguez informed that Prof. Gloria Rodriguez proposed inviting Felice Rose Chavez as the keynote speaker. We already have chosen the keynote speaker. M. Lazda proposed creating a workshop in the Faculty Day for her to participate. J. Magloire also added to consider if she could be a good keynote speaker for next year.

9. M. Lennerton said that they are trying to establish CTLT as a mean for faculty engagement. V. Rodriguez recognized the CTLT efforts and work.

10. C. Andrews announced the event at the BCC Library entitled, "I Love My Librarian Award", organized by Prof. Nelson Santana. This is a Conversation with Professor William Gibbons on February 8<sup>th</sup>. M. Lazda informed that a survey will be sent from the Committee on Physical Plan and Facilities to all the chairs to ask about using the Bulletin Board. J. Magloire informed that there will be a workshop on Thursday about group activities sponsored by Writing Across the Curriculum.

11. J. Magloire asked whether we need to update the vaccine to the booster. J. Jimenez Polanco said that we do need it if we go to the campus, and we need to access the Clear4 app.

The meeting adjourned at 4:53 pm.

Respectfully submitted,



Jacqueline Jimenez Polanco