

Queensborough Community College
The City University of New York

MINUTES
of the February 14, 2012
Academic Senate

Interim President Diane Call called the fifth regularly scheduled meeting of the Academic Senate to order at 3:15 p.m.

I. Attendance:

The complete Senate roster is available at
<http://www.qcc.cuny.edu/governance/academicSenate/roster.html>

As determined from the attendance taken by the i-clickers at the meeting, there were sixteen absentees.

Cesarano, Michael	Colalillo, Georgina	Cesarano, Michael
Gray, Peter	Holden, Todd	Irigoyen, Pedro
Jue, Chong	Luby, John	SG President Pro Tempore
Menendez, Anne Marie	McKay, Devin	SG VP for Evening Students
James Valentino	Visoni, Gilmar	
SG Executive VP	SG Treasurer	

II. Consideration of minutes of the December 13, 2011:

- A **motion** was **made, seconded**, and unanimously **approved** to approve the December 13, 2011 minutes (*Attachment A of the February 14, 2012 Agenda*). This vote was passed unanimously.

III. Communications from:

Interim President Call: Interim President Call referred to her written report (*Attachment B of the February 14, 2012 Agenda*)

- President Call began her report with the update on enrollment: Almost 15,000 students registered for the Spring 2012 semester, on target with our enrollment management plan for the year. More than 972 freshmen and 452 transfer students are among the new students. Applications for Fall 2012 are still being accepted.
- President Call reminded faculty to encourage students (and their families) to take advantage of the free tax preparation program through the QCC Single Stop grant program. There are also food, health care, housing, public assistance, legal and child care benefits available to our students through this department located in the Library Building, Room 420.
- President Call gave an update on the budget. The FY 13 Planning and Resource Allocation Process will kick-off next month when Vice President will call for budget proposals for the forthcoming year. Our Fall 12 enrollment plan has been submitted, which calls for a slight reduction in enrollment from Fall 11; however, a modest overall increase in enrollment in FY 13 over the current year is anticipated. Our Planning and Resource Allocation process will be

- 54 linked to the Strategic Plan, and will reflect periodic consultation with the Campus Advisory
55 Planning Committee, the Budget Subcommittee of the Personnel and Budget Committee and
56 the Academic Senate Special Budget Advisory Committee.
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- 58 • President Call explained that February 29th will be the last date to submit tax levy
59 purchase requisitions for expenditure this fiscal year. This lead time is necessary in
60 order to ensure that we timely receive all items and hence are able to expend all
61 appropriated funds. In addition, implementation of the procurement module of
62 CUNYfirst is underway and will go-live July 1, therefore additional processing time
63 may be required.
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 - 66 • President Call congratulated all faculty and staff who have been awarded grants for their
67 research and programs:
 - 68 Dr. Ruth Elinor Botwinik, an Adjunct Professor in the Basic Skills Department at QCC
69 since 1972, is a recipient of the J. William Fulbright Foreign Scholarship, her second.
70 Professor Botwinik is travelling to Dushanbe, Tajikistan where she will be an instructor of
71 English at the Tajikistan State Institution of Foreign Languages for the 2012 spring
72 semester.
 - 73 Dr. Michael Guy, Department of Mathematics and Computer Science, was invited by
74 Teachers College's Community College Research Center to join other innovators in
75 developmental education to collaboratively generate ideas and strategies, and build a
76 community among practitioners, researchers, and funders to bring promising instructional
77 reforms to scale.
78
 - 79 • President Call urged faculty to submit the online submission form for works accomplished sent by
80 Dean Marchese. Faculty are asked to use the citations appropriate to your discipline. The works
81 submitted should have taken place (published or performed) within the calendar year 2011 (i.e.,
82 1/1/11 – 12/31/11). The Office of Academic Affairs will review the submissions, extract those that
83 fit the CUNY report criteria, and submit them to CUNY online. Please note that submissions from
84 faculty members in the Library and Counseling Department will be included in the CUNY report.
85
 - 86 • President Call reminded the Senate that the QCC campus goes tobacco free August 27, 2012. A
87 CUNY wide policy prohibiting the use of tobacco products on all 24 CUNY campuses, including
88 Queensborough Community College, will go into effect on August 27, 2012. The CUNY Policy
89 prohibits smoking and the use of tobacco products anywhere on or within the grounds and
90 facilities of a campus. Our awareness and education campaign, which began January 27, 2012 is
91 designed to notify members of the College community about the policy which will apply to faculty,
92 staff and students, as well as to prospective students, members of our external community,
93 friends, and visitors who attend campus events.
94
 - 95 • President Call requested all faculty to solicit support from our NYS legislators to increase NYS
96 base aid for Community Colleges. You can participate by sending a letter to your representatives
97 in the NYS Assembly and Senate to increase NYS base aid for community colleges by \$100. The
98 increase would assist our efforts for a quality educational experience and student services.
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 - 101 • President Call completed her report by reminding everyone to attend these upcoming events:
 - 102 • The Department of Nursing will host the National League of Nursing Accreditation
103 Commission team February 14 through 16. The team will review the self-study prepared by
104 the department over the last two years, and visit various campus support services as well as
105 the resources/laboratory facilities of the Nursing program and student support centers.
 - 106 • CUNY Community College Women and Men's Basketball Tournament. The finals will be held
107 on Friday, February 17 at 5:30 and 7:30 in the RFK Gymnasium. Admission is free.

108 **Senate Steering Committee:** Chair Tai referred to her written report:
109 (Attachment C of the February 14, 2012 Agenda) focusing on some of
110 the following:

- Chair Tai extended a special thanks to Professor Alex Tarasko, Chair of the Faculty Executive Committee, and her colleagues, especially the FEC Secretary, Dr. Philip Pecorino, whose work on the governance plan revisions has been tireless. In this, he has been assisted by the Vice-Chair of the Steering Committee, Dr. Peter Bales, and our current parliamentarian, Dr. Shannon Kincaid.

- Referendum on Queensborough Governance Plan Revisions (Attachment C)- **RESOLUTION**

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REVISED GOVERNANCE PLAN OF QUEENSBOROUGH COMMUNITY COLLEGE

- The following is submitted via referendum for the consideration and approval of students and faculty as proposed revisions in the

- **The Governance Plan**
- **of**

- **Queensborough Community College**

- NOTE: ADDITIONS Proposed are in bold and underlined. DELETIONS are in blocked sections and with crosslines

- *The Governance Plan of the College takes precedence over the Bylaws of the Board of Trustees (except where so noted by the Board), the Bylaws of the Faculty, and the Bylaws of the Academic Senate of Queensborough Community College, and all other bylaws, procedures, and regulations of Queensborough Community College. The Governance Plan was ratified by Queensborough Community College in March 1976 and by the Board of Trustees of The City University of New York in November 1976.*

- **PREAMBLE**

- The Governance of Queensborough Community College is the concern of all its members. All its constituencies — students, faculty, **higher education officers**, alumni, and administration — contribute to the maintenance and development of the College. Each has its own particular and mutual areas of concern.
- Because each constituency has the right to concern itself in areas that are its responsibility, this document sets forth the organization of the various bodies within the College, and guarantees their autonomy on matters within their jurisdiction. Because the constituencies are interrelated, and because all must participate in the well-being of the College as a whole, this Governance document also provides for the organization of an Academic Senate **which, as the policy making body, policies not inconsistent with BOT Policies and Bylaws**, shall include students, faculty, alumni, and administrators, which shall be the voice of the academic community of Queensborough Community College in all matters affecting the welfare of the institution.
- **The Bylaws of the Faculty of the College and the Bylaws of the Academic Senate shall not be inconsistent with this Governance Plan.**

- **Sections**

- **Article I ACADEMIC SENATE**
- **Article II FACULTY**
- **Article III DEPARTMENT STRUCTURE**
- **Article IV COLLEGE COMMITTEE ON FACULTY PERSONNEL AND BUDGET**
- **Article V ACADEMIC REVIEW COMMITTEE**
- **Article VI COLLEGE ADVISORY COMMITTEE**
- **Article VII STUDENT SECTION**
- **Article VIII AMENDMENTS**

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- **Article I ACADEMIC SENATE**
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 - **A. MEMBERSHIP**
 - The Academic Senate shall be composed of faculty, **CLT, HEO**, student, alumni, and administrative representatives with full privileges and vote, and shall include: the President and five (5) administrators selected ~~by him~~ annually **by the President**; eight (8) officers of Student Government, designated by virtue of office ~~—seven (7) by the Day Student Government and one (1) by the Evening Student Government;~~ one (1) alumni representative, to be selected annually in a manner prescribed by the Alumni Association.
 - The faculty senators shall be elected in April for three years and shall consist of the following: forty-one (41) faculty at large, elected by those who have been granted faculty rank, and shall not include members of the administration. The chairperson of each department shall also serve as a faculty senator. If a chairperson wishes to decline the office of senator, the department shall elect another representative to the Academic Senate. No more than five (5) faculty members totally shall be permitted to be from any one department. Two full-time CLT's shall be elected at large by the full-time CLT's to serve with vote. One adjunct shall be elected at large by the adjuncts to serve with vote. **Two (2) representatives from the Higher Education Officer series (HEOs) shall be elected by the full-time HEOs to serve with vote.**
 - **The election of members-at-large to the Academic Senate and the filing of vacated seats shall be conducted by the Academic Senate in accordance with its bylaws.**
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 - **B. ORGANIZATION**
 - 1. The Academic Senate shall elect a chairperson, a vice-chairperson, and a secretary of the Academic Senate, from among the elected members of the Senate, for a one-year term. These three elected members of the Academic Senate shall constitute a Steering Committee of the Senate. The Academic Senate shall also elect ~~a~~ **two** members of the Senate; **one** to serve as Parliamentarian **and one to serve as Senate Technology Officer. Nominations and elections for the Steering Committee of the Senate, the Parliamentarian, and the Senate Technology Officer and for the filling of vacated positions shall be conducted in a manner consistent with the Bylaws of the Academic Senate.**
 - 2. The Steering Committee of the Academic Senate shall represent the interest of and uphold the policies adopted by the Academic Senate when it is not in session. It shall report to the Senate, at its next regular meeting, such College actions that may have been implemented while the Academic Senate was not in session. If such action requires the immediate establishment of new policy, a special meeting of the Academic Senate shall be called.
 - 3. The President shall preside over regular meetings of the Academic Senate, or, in the President's absence, the chairperson of the Steering Committee shall preside. The Steering Committee shall prepare the agenda after discussions with the President. The President and the chairperson of the Steering Committee, or their designees, shall be ex officio members, without vote, on all standing committees. The President shall open the special meeting. The first item on the agenda shall be the election of the chairperson for that meeting by the members of the Academic Senate.
 - 4. The agenda of each Academic Senate meeting shall include a report by the President or a designee concerning matters of college and university interest **and other items as are consistent with the bylaws of the Academic Senate.**
 - 5. Committees
 - (a) The Academic Senate may establish such standing and ad hoc committees as it determines. Each committee shall elect its own chairperson, secretary, and such other officers as may be appropriate.
 - (b) There shall be a Committee on Committees elected by the Academic Senate to draw up a proposed list of Committees to be presented for adoption to the Academic Senate. This Committee shall also be responsible for the nominations and elections to such Committees as established by the Senate. However, nominations and elections for the Steering Committee of the
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- 213 Senate and for the Committee on Committees shall be conducted directly from the floor at the
214 duly convened May meeting of the Senate.
- 215 • (c) There shall be one student, designated by Student Government from among the student
216 members of the committee, to represent each of the committees on which there is student
217 participation. He/she may attend meetings of the Academic Senate, and shall have speaking
218 privileges without vote when his/her committee report is under discussion.
 - 219 • (d) Student representation on the list of committees shall be proposed to the Academic Senate by
220 the Committee on Committees with the following specifications: that there be **one-third two**
221 student members~~hip~~ on the Curriculum and Course and Standing Committees. Student
222 representation on the Course and Standing Committee shall vote only on policy matters.
 - 223 • **C. POWERS**
 - 224 • Through its Steering and Standing Committees, the Academic Senate shall have the power to
225 request and receive information appropriate to or necessary for the performance of its duties,
226 from the President and members of the administration, from students and student organizations,
227 and such other sources as may be appropriate. It may address communications to the Board of
228 Trustees **transmitted** by the President in some document whether it be a Chancellor's Report or
229 some other report in which the vote must be recorded. The Academic Senate **which, as the**
230 **policy making body, policies not inconsistent with BOT Policies and Bylaws**, shall be the
231 voice of the academic community of Queensborough Community College of The City University
232 of New York in all matters which shall appropriately be brought before it, including:
 - 233 • 1. Intercollegiate athletics and cultural, fine and performing arts programs.
 - 234 • 2. Educational objectives of the College.
 - 235 • 3. The establishment and location of new units of the College.
 - 236 • 4. **The periodic review of all departments of the College with the power to recommend**
237 **to the Board of Trustees the creation, deletion, or restructuring of departments of the**
238 **College.**
 - 239 • 5. ~~4.~~ The formulation of the policy relating to the admission and retention of students, subject
240 to the guidelines of the Board of Trustees, and curriculum, awarding of college credits, and
241 granting of degrees. In granting of degrees student members of the Senate shall not vote.
 - 242 • 6. ~~5.~~ The recommendation of search and evaluation procedures.
 - 243 • 7. ~~6.~~ Such other areas as affect the welfare of the institution.
 - 244 • **D. PRESIDENTIAL CONSULTATION**
 - 245 • The President shall inform and discuss with the Academic Senate or with the Steering Committee
246 when the Senate is not in session, prior to his recommendation to the Board of Trustees on all
247 college-wide matters which fall within the purview of the Academic Senate where his
248 recommendations will be in disagreement with the vote of the Academic Senate and in areas that
249 could not have been presented to the Academic Senate because of the necessity of meeting a
250 deadline.
 - 251 • **E. MEETINGS**
 - 252 • The Academic Senate shall meet regularly at least **four (4)** ~~five (5)~~ times each semester. Special
253 meetings shall be called by the President, the chairperson of the Academic Senate, on the written
254 request of any eight (8) senators, or by written petition from 100 faculty members who are eligible
255 to vote for the academic senators. A quorum shall be a majority of the members of the Academic
256 Senate. The chairperson of the Steering Committee or his designee shall preside at special
257 meetings of this body.
 - 258 • **F. BYLAWS**
 - 259 • The Academic Senate may adopt its own bylaws consistent with this Governance document.
260 (Until such bylaws are drafted, the present Bylaws of the Faculty Council shall be the bylaws of
261 the Academic Senate except where otherwise provided in this Governance plan. Such new
262 bylaws must be drafted and adopted within two months of the first meeting of the Academic
263 Senate.)
 - 264 • **G. VOTING**

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- 1. For the purposes of implementing the new charter of Governance and the rights and responsibilities granted therein, lecturers (full-time), instructors, and the persons in registrar series who have received notice of appointment on an annual salary basis for a third or later year of continuous full-time service and all individuals in professorial titles who do not hold administrative positions shall have the right to vote for faculty representatives to the Academic Senate and to serve as faculty senators.
 - 2. All full-time college laboratory technicians shall be permitted to vote for two (2) CLT representatives to the Academic Senate.
 - 3. Adjunct CLT's shall elect one representative from among their number who shall cast one vote in the election of the two full-time CLT representatives to the Academic Senate and any other college-wide positions to which CLT's are elected. For purposes of this document adjunct CLTs shall be defined as any person who is employed part-time as a CLT and who does not otherwise have voting rights as described in the appropriate sections of this document.
 - 4. Adjuncts shall be permitted to vote for one (1) adjunct representative to the Academic Senate upon receipt of the fifth continuous notice of appointment.
 - 5. Persons having received notice of nonreappointment shall not have the right to vote for representatives to the Academic Senate or in the Academic Senate upon immediate receipt of such notice. Persons who have submitted a resignation shall not have the right to vote for representatives of the Academic Senate or in the Academic Senate immediately upon receipt of such resignation.
 - 6. Persons on leave shall retain the right to vote for representatives to the Academic Senate but shall not serve in the Academic Senate during the period of their leave.
 - **Article II FACULTY**
 - **A. FACULTY DEFINED**
 - The faculty shall be defined as those persons holding professorial titles; and **those** lecturers (full-time), instructors, persons in the registrar series, **and** college laboratory technicians (full-time), who have received notice of appointment on an annual salary basis for a third or later year of continuous full-time service.
 - **B. MEETINGS**
 - The faculty shall meet at least once each semester. Special meetings shall be called by the President, the chairperson of the Faculty Executive Committee, or on the written request of fifty (50) faculty members.
 - **C. ORGANIZATION**
 - 1. The faculty shall elect a chairperson and six (6) other members of an Executive Committee for a three-year term. The committee shall designate one of its members to be secretary, and another to be treasurer of the faculty. The Faculty **Executive Committee** shall also elect one of its members to serve as parliamentarian.
 - 2. The Faculty Executive Committee shall prepare the agenda for faculty meetings after discussion with the President. The chairperson of the Faculty Executive Committee shall preside at meetings of the faculty.
 - 3. The Faculty Executive Committee shall propose to the faculty for its approval such standing and ad hoc committees as they deem necessary and the membership thereof.
 - 4. The President shall meet **regularly at least once each semester** with the Faculty Executive Committee to discuss items of concern to the faculty.
 - **D. POWERS OF THE FACULTY**
 - 1. The faculty shall be responsible for the academic status, role, rights, obligations, and freedoms of the faculty, and such other matters that may affect the welfare of the faculty consistent with this document. The faculty through its Executive Committee may address communications to the Board of Trustees by the President in some document whether it be a Chancellor's Report or some other report in which the vote must be recorded.
 - 2. Review of Academic Senate Actions
 - The Faculty shall have the right to review any action of the Academic Senate. A special meeting shall be called by a petition of at least ten per cent of the faculty to discuss the issues involved. A

- 318 majority of those present can initiate a referendum to be held no later than four weeks after the
319 general meeting. If the majority vote is against a referendum, one may still be called by a second
320 petition of one-third of the faculty. The actions of the Academic Senate shall be nullified by a two-
321 thirds vote of the faculty voting by written poll (provided at least fifty [50] percent of the total
322 faculty casts ballots).
- 323 • 3. Initiation of Academic Senate Agenda Items
 - 324 • The faculty may initiate policy, bylaws, or regulations for consideration by the Academic Senate
325 either by a simple majority of a faculty meeting or by a petition of ten percent of the faculty; such
326 items shall be placed on the agenda of the next meeting of the Academic Senate in accordance
327 with the Bylaws of the Academic Senate. The faculty may initiate policy, bylaws, or regulations
328 directly through an initiative referendum by written poll; a special meeting shall be called by a
329 petition of at least ten percent of the faculty to discuss the issues involved; a majority of those
330 present can initiate a written referendum to be held no later than four weeks after the general
331 meeting. If the majority vote is against a referendum, one may still be called by a second petition
332 of one-third of the faculty. The item shall pass with two-thirds vote of the faculty (provided that at
333 least fifty per cent of the total faculty casts ballots).
 - 334 • **E. BYLAWS**
 - 335 • The faculty may adopt its own bylaws consistent with this Governance Plan.
 - 336 • **F. VOTING**
 - 337 • All members of the faculty, as defined above, shall have the right to vote in all faculty meetings.
338 Persons having received notice of nonreappointment shall not have the right to vote at faculty
339 meetings upon immediate receipt of such notice. Persons who have submitted a resignation shall
340 not have the right to vote immediately upon receipt of such resignation. Persons on leave shall
341 retain the right to vote at faculty meetings during the period of their leave.
 - 342 • **ARTICLE III DEPARTMENT STRUCTURE**
 - 343 • **A.** The departmental structure and the present qualifications for voting for departmental
344 chairperson and P & B shall remain as is mandated in Article IX of the Bylaws of the Board of
345 Trustees with the following modifications:
 - 346 • 1. Voting Rights
 - 347 • (a) Those who hold administrative positions shall not be permitted to vote within departments with
348 the exception of the Chief Librarian and the Dean of Students.
 - 349 • (b) ~~A department may vote to grant voting rights on, and only on, educational matters in the~~
350 ~~department to full-time lecturers and instructors who are not otherwise enfranchised in this~~
351 ~~document at Article II.a. Lecturers with Certificates of Continuous Employment are granted voting~~
352 ~~rights in department elections for chairpersons and Department P & B Committees.~~
 - 353 • (b) **Full-time lecturers and instructors who are not otherwise enfranchised in this**
354 **document at Article II.a are granted voting rights on, and only on, educational matters.**
355 **Full-time lecturers and instructors with three years of service and who are not otherwise**
356 **enfranchised in this document at Article II.a are granted voting rights in department**
357 **elections for chairpersons and Department P & B Committees.**
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 - 359 • (c) At the same time as the election of the department chairperson, the full-time CLT's of each
360 department shall elect a full-time CLT who shall sit with vote at department meetings when
361 matters concerning CLT's (both full-time and adjunct) arise.
 - 362 • ~~(d) The adjunct CLT's of a department shall elect one (1) adjunct CLT from among them, who~~
363 ~~shall cast one vote in the election of the full-time CLT from among them.~~
 - 364 • ~~(e) At the same time as the election of the department chairperson, adjuncts of each department~~
365 ~~shall elect a representative who shall sit with vote at department meetings when matters~~
366 ~~concerning adjuncts arise.~~
 - 367 • 2. Conduct of Meetings
 - 368 • (a) The chairperson shall preside at department meetings, and such meetings shall be conducted
369 according to the most recent revised version of Robert's Rules of Order.

- 370 • (b) Upon petition of at least forty (40) percent of the voters within a department, the Faculty
371 Executive Committee shall appoint a committee to conduct the elections of that department.
- 372 • **B. STUDENT PARTICIPATION**
- 373 • Students shall have the right through their Student Government to petition a department for a
374 presentation on matters of personnel and educational policy.
- 375 • **C. VALUATION AND CONSULTATION**
- 376 • Every three (3) years the President shall consult with the faculty of the Department of the Library
377 concerning the Chief Librarian, and consult with the faculty of the Department of Student Services
378 concerning the Dean of Students.
- 379 • In the selection of department chairpersons where the terms “confer” or “consult” are utilized in
380 this Governance Plan or in the Bylaws of the Board of Trustees, these terms shall be understood
381 to mean that a formal vote by secret ballot is to be taken and shall be forwarded to the Board of
382 Trustees by the President in some document whether it be a Chancellor’s Report or some other
383 report in which the vote must be recorded.
- 384 • **D. DEPARTMENT P & B COMMITTEE**
- 385 • 1. Plan No. 2. Department P & B Structure
- 386 • No more than one of the five regular members of the Department P & B may be non-tenured.
- 387 • 2. The Department P & B must approve by a majority decision all matters of personnel and
388 budget.
- 389 • 3. Upon receipt of a request from Student Government, day or evening, the Department P &
390 B will make itself available within ten (10) school days of written notification for an oral and/or
391 written presentation on matters concerning faculty evaluation.
- 392 • 4. In departments of more than one discipline, an elected representative of each discipline
393 shall serve as a sixth member of the department committee, if that discipline is not represented
394 on the P & B Committee. This representative shall be present, participate, and vote only in
395 actions affecting members and recruitment of members of that specified discipline. Discipline
396 representatives shall be elected at the same time as other P & B members **by the department**
397 **faculty who are eligible to vote**. The content discipline structure of the department shall be
398 recommended by the department and approved by the Academic Senate.
- 399 • 5. A full-time CLT shall be elected by the full-time CLTs of the department to serve with vote
400 as the sixth member of the Department P & B Committee to be present, participate, and vote only
401 in actions affecting CLTs.
- 402 • **E. ENABLEMENTS**
- 403 • 1. The faculty as defined in Article II, Item A, shall be enabled to reconsider and vote an
404 alternative to Article III, Item D, No. 1, should Bylaw provisions mandated by the Board of
405 Trustees be passed which affect the implementation of this structure.
- 406 • 2. The faculty as defined in Article II, Item A, shall be enabled, if it so desires, to create a
407 provision concerning the recall of the department chairperson and members of the Department P
408 & B.
- 409 • **Article IV COLLEGE COMMITTEE ON FACULTY PERSONNEL AND BUDGET**
- 410 • A. The College Committee on Faculty Personnel and Budget shall be constituted as at
411 present and shall vote on appointments, reappointments, recommendations for tenure, or
412 certificates of continuous employment, promotions, faculty fellowships, research grants requiring
413 college approval, travel funds, matters relevant to salary, and other relevant budgetary items,
414 except that no vote for reappointment shall be required for those serving in the Higher Education
415 Officer Series. A CLT elected by the CLTs shall sit with a vote on the College Committee on
416 Faculty Personnel and Budget when personnel matters concerning CLTs are considered. The
417 Registrar shall sit with vote on the College P & B when personnel matters concerning individuals
418 in the registrar series are being considered. All members of the academic staff who are members
419 of departments shall come before the Departmental and College P & B for reappointment and
420 promotion. Deans who are not attached to departments shall come before the College P & B on
421 questions of promotion.

- 422 • All presidential personnel recommendations shall proceed through the College Personnel and
423 Budget evaluation process, including consultation and vote by secret ballot, which shall be
424 forwarded to the Board of Trustees by the President in some document, whether it be a
425 Chancellor's Report or some other report in which the vote must be recorded.
- 426 • B. The College Committee on Faculty Personnel and Budget may establish a subcommittee
427 on tenure and Certificates of Continued Employment, a subcommittee on promotions, and such
428 other committees as it deems appropriate.
- 429 • **Article V ACADEMIC REVIEW COMMITTEE**
- 430 • The purpose of the Academic Review Committee shall be to hear all appeals regarding personnel
431 actions of Departmental and College P & B Committees. Consideration of an appeal may be
432 requested by the affected individual or referred to the Academic Review Committee by the
433 President.
- 434 • The membership shall consist of the following: one (1) Academic Dean (full), chosen by the
435 President annually to serve as chairperson without vote; five (5) tenured professors and/or
436 associate professors elected at large annually with a sixth as an alternate.
- 437 • **Elections and service will take place in accordance with the Bylaws of the College Faculty.**
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- 439 • **No member of the Academic Review Committee may participate in review of an appeal by**
440 **a member of the same department as the member of the committee. The election shall be**
441 **conducted by the Faculty Executive Committee in accordance with the Faculty Bylaws**
- 442 • Those members defined as faculty in Article II. A shall constitute the electorate in voting for
443 members of this committee with the exception of administrators, who are not acted upon by the
444 College P & B.
- 445 • Positive decisions of this committee shall be forwarded directly to the President, or, in the case of
446 negative departmental action, the Academic Review Committee may refer its positive
447 recommendations initially to the College P & B. In the course of meetings, this Committee shall
448 have access to all pertinent information available to the Departmental and College P & B
449 Committees.
- 450 • **All meetings shall be conducted in a manner in accord with the Bylaws of the College**
451 **Faculty**
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- 454 • **Article VI COLLEGE ADVISORY**
- 455 • **COMMITTEE**
- 456 • The purpose of the College Advisory Planning Committee shall be to act as the primary planning
457 body for Queensborough Community College. In this capacity, it is envisioned that the leadership
458 of the various constituencies on campus will meet and discuss items concerning the state of the
459 College and ways the College can best achieve its stated mission, goals, and objectives.
460 Committee agenda items may be suggested to the Committee by any other constituency covered
461 in the Governance Plan. The powers of this Committee shall not infringe upon the powers and
462 authority of any of the constituencies, organizations or committees operating under either the
463 Governance Plan of Queensborough Community College or the Bylaws of the Board of Trustees.
- 464 • The membership of this Committee shall consist of the President as Chair, vice president(s), full
465 dean(s), the Faculty Executive Committee, the Academic Senate Steering Committee, **and four**
466 **members of the Executive Board of the student government or their designees.** **and the**
467 **presidents of Day and Evening Student Governments.** **In the event of one combined student**
468 **government, the president and executive vice president of that student government shall be**
469 **included in the committee membership.** The Committee shall meet at least twice a semester or
470 when agenda items are proposed by or upon request of one of its constituent bodies.

- 471 •
- 472 • **Article VII STUDENT SECTION**
- 473 • **A. PREAMBLE**
- 474 • 1. The student's freedom to learn is a complement of the faculty member's freedom to
- 475 teach. An academic community dedicated to its ideals will safeguard the one as vigorously as it
- 476 does the other.
- 477 • 2. Free and open discussion, speculation, and investigation are basic to academic
- 478 freedom.
- 479 • 3. Students receive their college education not only in the classroom but also in out-of-class
- 480 activities which they themselves organize through their association with fellow students, the
- 481 student press, student organizations, and in other ways. It is vital, therefore, that their freedom as
- 482 campus citizens be respected and ensured.
- 483 • 4. Student government shall have as one of its chief functions the regulation of student-
- 484 sponsored activities, organizations, publications, etc. In exercising this function, no Student
- 485 Government should be permitted to allocate resources so as to bar or intimidate any campus
- 486 organization or publication nor make regulations which violate basic principles of academic
- 487 freedom and civil liberties.
- 488 • 5. Students should be free, without restraint by either the College administration or the
- 489 Student Government, to organize and join campus clubs or associations for educational, political,
- 490 social, religious, or cultural purposes. No such organization should discriminate on grounds of
- 491 race, religion, color, or national origin. The administration should not discriminate against a
- 492 student because of membership in any campus organization.
- 493 • **B. CONDUCT STANDARD DEFINED—please see CUNY BOT BYLAWS section 16**
- 494 • ~~1. Each student enrolled or in attendance in any college, school, or unit under the~~
- 495 ~~control of~~
- 496 ~~the Board, and every student organization, association, publication, club, or chapter, shall obey~~
- 497 ~~the laws of the City, State, and Nation, and the Bylaws and Resolutions of the Board, and the~~
- 498 ~~policies, regulations, and orders of the College.~~
- 499 • ~~2. The faculty and student body at each college shall share equally the responsibility and~~
- 500 ~~the power to establish, subject to the approval of the Board, more detailed rules of conduct and~~
- 501 ~~regulations in conformity with the general requirement of this Article.~~
- 502 • ~~3. This regulatory power is limited by the right of students to the freedoms of speech, press,~~
- 503 ~~assembly, and petition as applied to others in the academic community and to citizens generally.~~
- 504 • **C. STUDENT ORGANIZATIONS**
- 505 • 1. Any group of students may form an organization, association, club, or chapter by
- 506 filing with the duly elected Student Government organization of the college or school at which
- 507 they are enrolled or in attendance and with an officer to be designated by the faculty of the
- 508 college or school at which they are enrolled or in attendance (a) the name and purposes of the
- 509 organization, association, club or chapter, (b) the names and addresses of its president and
- 510 secretary or other officers corresponding in function to president and secretary.
- 511 • However, no group, organization, or student publication with a program against the religion, race,
- 512 ethnic origin or identification, or sex of a particular group, or which makes systematic attacks
- 513 against the religion, race, ethnic origin, or sex of a particular group, shall receive support from any
- 514 fees collected by the college or be permitted to organize or continue at any college or school. No
- 515 organization, military or semi-military in character, not connected with established college or
- 516 school courses, shall be permitted without the authorization of the faculty and the duly elected
- 517 student government and the Board.
- 518 • 2. Extracurricular activities at each college or school shall be regulated by the duly elected
- 519 Student Government organization to ensure the effective conduct of such college or school as an
- 520 institution of higher learning and for the prevention of activities which are hereafter proscribed or
- 521 which violate the standards of conduct of the character set forth in Section 15.1 of the Bylaws of
- 522 the Board of Trustees. Such powers shall include:
- 523 • (a) the power to charter or otherwise authorize teams (excluding intercollegiate athletics),
- 524 publications, organizations, associations, clubs or chapters, and, when appropriate in the

- 525 exercise of such regulatory power, the power to refuse, suspend, or revoke any charter or other
526 authorization for cause after hearing on notice.
- 527 • (b) the power to delegate responsibility for the effective implementation of its regulatory functions
528 hereunder to any officer or committee which it may appoint. Any aggrieved student or group
529 whose charter or other authorization has been refused, suspended, or revoked may appeal such
530 adverse action by such officer or committee of Student Government to the duly elected Student
531 Government. On appeal an aggrieved student or group shall be entitled to a hearing following the
532 due process procedures as set forth in Section 15.3 of the Bylaws of the Board of Trustees.
533 Following such hearing the duly elected Student Government shall have the authority to set
534 aside, decrease, or confirm the adverse action.
 - 535 • 3. Any person or organization affiliated with the College may file charges with the Office of
536 the Dean of Students alleging that a student publication has systematically attacked the religion,
537 race, ethnic origin, or sex of a particular group, or has otherwise contravened the laws of the City,
538 State, or Nation, or any Bylaw or resolution of the Board, or any policy, regulation, or order of the
539 College; the charges must be filed within a reasonable period of time after such occurrence. If the
540 Dean of Students determines, after making such inquiries as he/she may deem appropriate, that
541 the charges are substantial, he/she shall attempt to resolve the dispute, failing which he/she shall
542 promptly submit the charges to the Faculty Student Disciplinary Committee for disposition in
543 accordance with the due process procedures of Section 15.3 of the Bylaws of the Board of
544 Trustees.
 - 545 • If the Committee sustains the charges or any part thereof against the student publication, the
546 Committee shall be empowered to (1) reprimand the publication, or (2) recommend to the
547 appropriate funding bodies the withdrawal of budget funds. The funding body shall have the
548 authority to implement fully, modify, or overrule the recommendations.
 - 549 • 4. Each college shall establish a Student Elections Review Committee in consultation with
550 the various Student Governments. The Student Elections Review Committee shall approve
551 the election procedures and certify the results of elections for student governments, and student
552 body referenda.
 - 553 •
 - 554 • **D. STUDENT GOVERNMENT ACTIVITY DEFINED**
 - 555 • 1. A Student Government activity is any activity operated by and for the students enrolled at
556 any unit of the University provided, (a) such activity is for the direct benefit of students enrolled at
557 the College; (b) that participation in the activity and the benefit thereof is available to all students
558 enrolled in the unit or Student Government thereof; and (c) that the activity does not contravene
559 the laws of the City, State, or Nation, or the published rules, regulations, and orders of the Board
560 of Trustees or the duly established College authorities or contravene the Governance document.
 - 561 • **E. STUDENT GOVERNMENT ACTIVITY FEE DEFINED**
 - 562 • 1. The Student Government Activity Fee is that portion of the Student Activity Fee levied by
563 resolution of the Board of Trustees which has been established for the support of Student
564 Government activities. The existing Student Government Activity Fee now in effect shall continue
565 until changed.
 - 566 •
 - 567 • **F. STUDENT ACTIVITY FEES ***
 - 568 • 1. Student Activity Fees, including Student Government Activity Fees collected by a college
569 of the University, shall be deposited in a college central depository and allocated by an approved
570 College Association. A College Association shall be considered approved for purposes of this
571 section if (a) its charter or certificate of incorporation and bylaws are approved by the President
572 and filed with the Secretary of the Board of Trustees, and (b) no less than one fewer than one
573 half of the members of the College Association and of its governing board are students in good
574 standing enrolled at the College, and (c) the student membership of the College Association and
575 its governing board are elected by the student body on a basis which approximates
576 representation proportional to the contribution to student activity fee income from the members of

- 577 each Student Government, or the student membership is selected by the respective Student
578 Governments on the same basis.
- 579 • 2. The College and the College Association and Student Governments shall employ
580 generally accepted accounting and investment procedures in the management of all funds. All
581 funds for support of Student Activities are to be disbursed only in accordance with approved
582 budgets and be based on written documentation. The requisition for disbursement of funds must
583 contain two signatures: one, the signature of a student with responsibility for the program; the
584 other, the signature of an approved representative of the body governing the budget process of
585 the student activity fee or portion thereof.
 - 586 • All revenues generated by student activities funded through Student Activity Fees, including
587 Student Government Activity Fees, shall be deposited to the credit of the body governing the
588 budget process of the Student Activity Fee or portion thereof and not retained by the group or
589 club running the program except where specific authorization has been granted by the governing
590 body.
 - 591 • 3. Student Government Activity Fees shall be allocated by the duly elected Student
592 Government or each Student Government where more than one duly elected Student
593 Government exists, for its own use and for the use of the student organizations, as specified in
594 Section 15.2 of the Bylaws of the Board of Trustees provided, however, that the allocation is
595 based on a budget approved by the duly elected Student Government after notice and hearing.
 - 596 • 4. Where more than one duly elected Student Government exists, the College Association
597 shall allocate the Student Government Activity Fees to each Student Government in direct
598 proportion to the amount collected from the members of each Student Government.
 - 599 • 5. The President of the College shall have the authority to veto any Student Activity Fee
600 including the Student Government Activity Fee allocation, which in his or her opinion requires
601 further clarification or contravenes the laws of the City, State, or Nation, or any bylaw or
602 resolution of the Board, or any policy, regulation, or order of the College. The veto shall not be
603 based on differences of opinion regarding the wisdom or worth of such planned activity. If the
604 College President chooses to exercise a veto, he or she shall consult with the General Counsel
605 and Vice Chancellor for Legal Affairs and promptly communicate his/her decision to the allocating
606 body.
 - 607 • 6. A referendum proposing changes in the Student Activity Fee shall be initiated by a
608 petition of at least ten (10) percent of the appropriate student body and voted upon in conjunction
609 with Student Government elections.
 - 610 • (a) Where a referendum seeks to earmark Student Activity Fees for a specific purpose or
611 organization without changing the total Student Activity Fee, the results of the referendum shall
612 be sent to the College Association for implementation.
 - 613 • (b) Where a referendum seeks to earmark Student Activity Fees for a specific purpose or
614 organization by changing the total amount of Student Activity Fees, the results of such
615 referendum shall be sent to the Board of Trustees by the President of the College together with
616 his/her recommendation.
 - 617 • 7. Any member of the Student Government may present in writing charges of misuse of the
618 Student Activity Fees, to the committee, which shall meet and review the case, and if the
619 committee deems so necessary shall hear the charges formally and allow both the accusing and
620 accused parties to present their sides.
 - 621 • **G. DISCLOSURE**
 - 622 • 1. The College President shall be responsible for the full disclosure to each of the Student
623 Governments of the College of all financial information with respect to Student Activity Fees.
 - 624 • 2. The Student Governments shall be responsible for the full disclosure to its constituents of
625 all financial information with respect to Student Government Activity Fees.
 - 626 • 3. The College Association shall be responsible for the full disclosure of all financial
627 information to its membership, to the College, and to the Student Governments with respect to all
628 of its activities, including auxiliary enterprises.
 - 629 • 4. For purposes of the foregoing paragraphs, full disclosures shall mean the presentation
630 each semester of written financial statements which shall include, but need not be limited to, the

631 source of all fee income by constituency, income from other sources creditable to Student Activity
632 Fee accounts, disbursements, transfers, past reserves, surplus accounts, contingency and
633 stabilization funds. Certified independent audits performed by a public auditing firm shall be
634 conducted at least once a year.

635 • **H. C. STUDENT-FACULTY DISCIPLINARY COMMITTEE** please see CUNY BOT
636 **BYLAWS section 15**

637 • 1. The Student Faculty Disciplinary Committee shall consist of six students elected in an
638 annual election, in which all students enrolled at the College shall be eligible to vote and serve.
639 The six (6) members of the faculty committee shall be elected in an annual election, in which all
640 persons with faculty rank or faculty status who do not hold administrative positions nor are part of
641 the staff of the Dean of Students, shall be eligible to vote or serve. No member of the committee
642 shall be allowed to serve more than two terms of office consecutively.

643 • 2. The committee shall elect from amongst its members a chairperson, who shall preside at
644 all meetings and hearings. The committee may adopt bylaws, and amend said bylaws, provided
645 that said bylaws are consistent with this article. When in hearing, the committee shall consist of
646 three student members picked by lot, and three faculty members picked by lot, and the
647 chairperson, who shall preside.

648 • 3. The Student Faculty Disciplinary Committee shall have the power and responsibility
649 to re-evaluate the rules of conduct and regulations of the College, in conformity with the general
650 requirements of this article, at the end of each term, taking into account all the disciplinary actions
651 brought by any member of the College community against any other member of the student body.

652 •
653 • 4. Student vacancies in the committee shall be filled by the appropriate student
654 organization; vacancies shall be filled in accordance with appropriate procedure.

655 • 5. Any member of the committee may request the committee to come to session, but
656 only the chairperson may call the committee into session for the purposes of a hearing. A quorum
657 shall consist of two-thirds of each of the respective represented factions.

658 • 6. Any persons who are to participate as witnesses at the hearing, or were involved
659 with the preferring of charges, or who may participate in the appeals procedure, or in any way
660 may have a direct interest in the outcome of the hearing shall disqualify themselves from that
661 case. The other members of the committee shall decide if there is ever a question of conflict of
662 interest in a member.

663 • **I. STUDENT DISCIPLINARY PROCEDURE ***

664 • 1. Any charge, accusation, or allegation which is to be presented against, or by, a student,
665 and if proved, would subject the party to disciplinary action, must be submitted promptly in writing
666 and in complete detail to the Office of the Dean of Students, by the person or persons making the
667 charge.

668 • Notice of the charge shall be personally delivered, or sent by registered mail, to the address
669 appearing on the College records, and shall contain:

670 • (a) A complete and itemized list of the charges, rules, bylaws, or regulations the student is
671 charged with violating, and the possible penalties.

672 • (b) The time, date, and place of meeting with the ombudsman, which shall be as soon as
673 practicable.

674 • (c) A copy of the student's rights during the meeting and proceedings.

675 • 2. The Dean of Students shall then turn the case over to the ombudsman who shall employ
676 the following procedure:

677 • (a) The ombudsman will make sure the accused party shall be made fully aware of the charges
678 and possible consequences, as well of the student's rights, at the meeting.

679 • (b) The ombudsman will be responsible for trying to resolve the matter by mutual agreement, and
680 where warranted, to agree on any disciplinary action to be taken.

681 • (c) If an agreement is reached, the ombudsman shall then report it in writing to the Office of the
682 Dean of Students with copies going to both the accused and accusing parties; and then the Office
683 of the Dean of Students shall be responsible for implementing any actions that may have been
684 agreed to.

- 685 • 3. If no agreement is reached, or if the accused party fails to appear, then the ombudsman
686 shall turn the matter over to the chairperson of the Student-Faculty Disciplinary Committee, which
687 will follow the established procedure for hearings, which shall include the following:
- 688 • (a) Notice of the hearing must be sent via registered mail, not less than five school days before
689 the hearing. The notice shall also advise the party of his right to have legal counsel and witnesses
690 participate at the hearing, and shall include a copy of the letter previously sent as outlined in this
691 section.
- 692 • (b) At the hearing the charges as were sent by mail will be read to the student. The student will
693 then be allowed either of two courses of action: (1) He/she may plead guilty, and be afforded an
694 opportunity to explain before the committee shall decide on a penalty; or, (2) the student may
695 plead not guilty or remain silent, in which case the hearing shall continue with the accusing party
696 going first and both sides having the opportunity to introduce evidence and cross-examine the
697 witnesses.
- 698 • (c) There will be a record kept by a recorder at each disciplinary hearing, which will be transcribed
699 into written copy by the College, and both the recorded copy and the written copy will be made
700 available to the student, without cost.
- 701 • (d) The student shall have the option of a closed or open hearing but the majority vote of the
702 committee may close a hearing that is effectively being disrupted by the public.
- 703 • (e) The findings of the committee shall be forwarded in writing to the Dean of Students, who shall
704 be responsible for implementing any actions taken by the committee.
- 705 • (f) The Dean of Students shall forward a copy of the committee's findings immediately to the
706 accused and accusing parties.
- 707 • **J. OMBUDSMAN**
- 708 • The students may nominate an ombudsman, but the candidate must have the approval of both
709 the faculty and the administration Academic Senate. The student associations must be
710 responsible for finding the necessary funds to support this position. This appointment shall be on
711 a yearly basis. An ombudsman shall function both as a mediator and arbitrator. (Decisions of the
712 arbitrator shall be nonbinding.)
- 713 • The ombudsman will be responsible for working out grievances between students and any other
714 members of the College community where avenues for resolving grievances or means of
715 justification do not presently exist. He/she shall also be responsible for directing students to the
716 proper channels where they exist rather than carrying out the grievance.
- 717 • **K. STUDENT RIGHTS**
- 718 • During the disciplinary procedure, a student will have the following rights:
- 719 • 1. He shall be warned that anything said at the hearing or meetings with the ombudsman
720 may be used against the party at a non-College hearing; therefore, the party may have legal
721 counsel present to advise him.
- 722 • 2. A statement that the accused party may remain silent without the assumption of guilt.
- 723 • 3. A statement that the ombudsman is precluded from testifying in a College hearing
724 regarding information received during the interview.
- 725 • **L. SUSPENSION**
- 726 • 1. A president or full dean may, in emergency or extraordinary circumstance, temporarily
727 suspend a student or the privileges of a student organization or group, for cause (such as, that
728 their actions will immediately obstruct, interfere, or impede others from the orderly use of the
729 College facilities, or in the achievement of the College's purposes as an educational institution as
730 outlined in this article) for a period of one day pending a preliminary hearing of the Dean of
731 Students and one faculty member, or his or her alternate, and one student, or his or her alternate,
732 of the Faculty Disciplinary Committee, pending formal hearing which must take place within five
733 school days.
- 734 • **Article VIII AMENDMENTS**
- 735 • A proposal to alter specific provisions of this Governance document of Queensborough
736 Community College may be initiated by the President or by a two-thirds vote of the Academic
737 Senate. Such proposals shall be submitted to referendum in separate elections of the faculty (to

738 include college laboratory technicians) and students as soon as possible. If a majority of at least
739 fifty (50) percent of the eligible voters of the faculty agrees to the proposed amendment, it shall
740 be deemed approved by the faculty. If a majority of at least fifty (50) percent of the eligible voters
741 of the students agrees to the proposed amendment, it shall be deemed approved by the students.
742 If approved by both parties and concurred to by the President, the amendment shall be adopted.
743 If, however, one of the parties does not have at least fifty (50) percent of its members voting, the
744 recommendation for adoption of the proposed amendment will be decided by the party which has
745 at least fifty (50) percent of its members voting, and by the approval of the President. If neither
746 party has fifty (50) percent of its members voting, the proposed amendment is deemed defeated.

- 747 • * Article VII (Student Section) of the Governance Plan, to the extent its provisions are
748 inconsistent with the Bylaws of the Board of Trustees of The City University of New York, is
749 superseded by the Board Bylaws. The Board Bylaws no longer permit inconsistent provisions of
750 college governance plans to supersede Articles XV (Students) and XVI (Student Activity Fees
751 and Auxiliary Enterprises) of the Board Bylaws. Board Bylaw Articles XV and XVI should
752 therefore be reviewed to determine if they supersede Article VII of the Governance Plan,
753 including superseding provisions as to the composition of the college association and the student
754 disciplinary committee, and the roles of the dean of students and the ombudsman in the student
755 disciplinary procedure. (See Board Minutes of April 25, 1983, Cal. No. 7.A., February 24, 1992,
756 Cal. No. 6.B., and March 23, 1992, Cal. No. 6.A.)
- 757 • Adopted by the Board of Higher Education on November 22, 1976, Cal. No. 5.A. As amended by
758 the Board of Trustees on June 23, 1980, Cal. No. 5.D.; and October 25, 1999, Cal. No. 6.A.

759
760 • Senator Asser questioned the language in POWERS under C item 4:

761 **POWERS**

762 Through its Steering and Standing Committees, the Academic Senate shall have the
763 power to request and receive information appropriate to or necessary for the performance
764 of its duties, from the President and members of the administration, from students and
765 student organizations, and such other sources as may be appropriate. It may address
766 communications to the Board of Trustees **transmitted** by the President in some
767 document whether it be a Chancellor's Report or some other report in which the vote
768 must be recorded. The Academic Senate **which, as the policy making body, policies**
769 **not inconsistent with BOT Policies and Bylaws,**, shall be the voice of the academic
770 community of Queensborough Community College of The City University of New York in
771 all matters which shall appropriately be brought before it, including:

772 1. Intercollegiate athletics and cultural, fine and performing arts programs.

773 2. Educational objectives of the College.

774 3. The establishment and location of new units of the College.

775 4. **The periodic review of all departments of the College with the power to**
776 **recommend to the Board of Trustees the creation, deletion, or restructuring of**
777 **departments of the College.**

778 5.4. The formulation of the policy relating to the admission and retention of students,
779 subject to the guidelines of the Board of Trustees, and curriculum, awarding of
780 college credits, and granting of degrees. In granting of degrees student members
781 of the Senate shall not vote.

782 6.5- The recommendation of search and evaluation procedures.

783 7. 6- Such other areas as affect the welfare of the institution.

784

785

786 • A lively debate followed and Senator Bales, Kincaid and Pecorino argued in favor of keeping the
787 language because all departmental changes have to go through the Senate and they trust the Senate
788 to make the appropriate decisions.

789

790 • A motion was made to remove the passage by Senator Fabricant with the rationale that too much
791 power is given to this body. Senator Tarasko suggested changing the text to the amended language
792 below (see green):

793

794 • **C. POWERS**

795 Through its Steering and Standing Committees, the Academic Senate shall have the power
796 to request and receive information appropriate to or necessary for the performance of its
797 duties, from the President and members of the administration, from students and student
798 organizations, and such other sources as may be appropriate. It may address
799 communications to the Board of Trustees **transmitted** by the President in some document
800 whether it be a Chancellor's Report or some other report in which the vote must be recorded.

801 **As the policy making body of the College, the Academic Senate** ~~which, as the policy~~

802 **making body of the College, shall adopt policies not inconsistent with BOT Policies**

803 **and Bylaws, and** shall be the voice of the academic community of Queensborough

804 Community College of The City University of New York in all matters which shall

805 appropriately be brought before it, including:

806 • 1. Intercollegiate athletics and cultural, fine and performing arts programs.

807 • 2. Educational objectives of the College.

808 • 3. The establishment and location of new units of the College.

809 • 4. **The periodic review of all departments of the College with. The Senate shall**
810 **have the power to recommend to the Board of Trustees the creation, deletion, or**
811 **restructuring of departments of the College in consultation with the department(s) in**
812 **question.**

813 • 5.4- The formulation of the policy relating to the admission and retention of students, subject
814 to the guidelines of the Board of Trustees, and curriculum, awarding of college credits, and
815 granting of degrees. In granting of degrees student members of the Senate shall not vote.

816 • 6.5- The recommendation of search and evaluation procedures.

817 • 7. 6- Such other areas as affect the welfare of the institution.

818

819

820 ○ This was accepted as a friendly amendment.

821

822

823 ○ A **motion** was **made, seconded, and approved** with one abstention from Senator Asser
824 for the Governance Plan Revisions (*Attachment C of the February 14, 2012 Agenda*).

825

826 • Special Committee on General Education Outcomes (*Attachment C*)- **RESOLUTION**

827

828 • Chair Tai introduced the following resolution to modify the previous charges, as follows:

829
830 1,

831 Preamble:
832
833 At the last Academic Senate meeting of 2011, my colleague, Dr. Joseph Bertorelli, chair of the
834 Special Committee on General Education Learning Outcomes, indicated that the conclusion of
835 the deliberations of the Steering Committee and Working Committee to create an Efficient
836 Transfer System, and the issue and acceptance of a thirty-credit common core structure,
837 compelled the revision of the charge of Special Committee on General Education Learning
838 Outcomes.
839

840 The Steering Committee, after consultation with the members of the Special Committee on
841 General Learning Outcomes, as well as the Committee on Curriculum of the Academic Senate,
842 which has been working most closely with the Office of Academic Affairs and the Academic
843 Departments during this first phase of the implementation process, wishes to offer the following
844 revision for the review and approval of the Academic Senate:
845

846 Whereas, the CUNY Board of Trustees passed the “Resolution on Creating an Efficient Transfer
847 System,” and convened a Working Group on Transfer and Articulation which issued a report last
848 October, entitled "Improving Student Transfer at CUNY,"
849
850 and
851

852 Whereas, as of December, 2011, a final, thirty-credit “Common Core Structure” was proposed by
853 the Steering and Working Committees and accepted by the Chancellor;
854
855 and
856

857 Whereas, Queensborough’s Academic departments will be engaged, beginning in the spring
858 semester, 2012, in identifying, revising, and designing courses to fit the Common Required and
859 Flexible Core areas and outcomes;
860
861 and
862

863 Whereas, Queensborough’s Academic departments will be engaged, beginning in the spring
864 semester, 2012, in reviewing, and where necessary, revising degree programs to fit the
865 requirements of the Common and Flexible Core areas and outcomes;
866
867 and
868

869 Whereas, all identified and/or modified courses and degree programs will then be reviewed by the
870 Committee on Curriculum of the Academic Senate;
871
872 and
873

874 Whereas Queensborough’s response to the November 1 draft of the Common and Flexible Core
875 requirements expressed concerns that the Common and Flexible Cores would be both consistent
876 with Queensborough’s mission statement (at <http://www.qcc.cuny.edu/about/mission.html> and
877 Queensborough’s ten learning objectives (at [http://www.qcc.cuny.edu/academics/EG-and-
878 O.html](http://www.qcc.cuny.edu/academics/EG-and-O.html));
879
880 And
881

882 Whereas, concerns about this consistency remain persistent among faculty dedicated to the
883 rigorous education of our students;

884
885 And

886
887 Whereas, a statement that will furnish a rationale, addressing the identification of courses and the
888 possible modification of Queensborough's courses and degree programs in the context of both
889 the Pathways Initiative and Queensborough's Mission Statement and Learning Outcomes is
890 needed;

891
892 And

893
894 Whereas the Academic Senate of Queensborough Community College is empowered to create
895 special committees as per Article VII, Section II of the By-laws of the Academic Senate:

896
897 *The Academic Senate may establish such standing and ad hoc committees as it determines.*
898 *Each committee shall elect a chairperson, secretary, and such other officers as may be*
899 *appropriate.*

900
901 *1. Special Committees:*
902 *Special committees may be created by action of the Academic Senate for specific purposes.*
903 *Special committees shall be elected by the Senate...*

904
905 BE IT RESOLVED that,

906
907 The Special Committee on General Education Learning Outcomes which was formed, in the
908 Academic Senate of last March, 2011, will continue with the following membership:

909
910 A representative of Queensborough's Office of Academic Affairs (ex-officio)
911 One representative of the Steering Committee of the Academic Senate
912 One representative of the Faculty Executive Committee
913 The chair of the Curriculum Committee of the Academic Senate
914 The chair of the Assessment Committee of the Academic Senate
915 One faculty representative from the Freshman Academy for Business
916 One faculty representative from the Freshman Academy for Education
917 One faculty representative from the Freshman Academy for Health-Related Science
918 One faculty representative from the Freshman Academy for Liberal Arts
919 One faculty representative from the Freshman Academy for STEM
920 One faculty representative from the Freshman Academy for Visual and Performing Arts

921
922 And, in addition,

923
924 One student representative
925 The Campus Facilitator for the Pathways Project (Ex-Officio)

926
927 And that this reconstituted committee be assigned the following charge:

- 928
929 • To serve as a forum on questions and concerns regarding Pathways.
930
931 • Receive and review those courses submitted for inclusion in the Common Required and
932 Flexible Cores by Queensborough's Academic Departments and the proposed revisions to
933 degree programs; and
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935 • Report to the Academic Senate the extent to which the courses and degree programs
936 submitted are consistent with Queensborough's Institutional Mission, Queensborough's learning
937 objectives, and the objectives specified for the Common and Flexible Core Courses of the
938 "Pathways Initiative."
939

940 RATIONALE: The earlier charge of the Special Committee on General Education Learning Outcomes
941 quickly proved inappropriate in the context of the swift organizational pace, and approach, of the
942 Steering and Working Committees formed to implement the “Pathways Initiative” by the CUNY
943 Central Office of Academic Affairs. This reformulated rationale will incorporate the creation of “forum”
944 into the Committee’s charge, thus validating several points at which the Committee has already acted
945 to support baccalaureate transfer of our students without sacrificing curricular rigor, as when
946 members of the Committee participated in the first of several projected meetings with Queens College
947 faculty; and partnered with the Faculty Executive Committee in hosting a campus conversation on
948 the Pathways Initiative in October, 2011. This revised charge will, moreover, allow the Special
949 Committee to achieve the core purpose for which it was first constituted: to assure that the integrity of
950 Queensborough’s principles as an academic institution are affirmed and upheld in the spectrum of
951 courses assembled by departments for inclusion in the thirty-credit common required and flexible
952 cores, and that students are still offered degree programs that will, in themselves, furnish adequate
953 incentive to complete associate degrees prior to transfer. It will, finally, produce a statement to this
954 effect, to which faculty can refer as these courses make their way through the evaluation process.

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- 957 ○ A **motion** was **made, seconded**, and unanimously **approved** for the Special Committee
958 on General Education Outcomes (*Attachment C of the February 14, 2012 Agenda*).
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963 **IV. Monthly Reports of Standing Committees of the Academic Senate**

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- 965 • Committee on Bylaws (Attachment E)—**RESOLUTION**

- 966 ○ The Committee on bylaws would like to recommend the proposed amendment to the
967 Bylaws of the Academic Senate regarding Article VII, Section 13 which relates to The
968 Committee on Budget Advise ment.
- 969 ○ Proposal for an insertion into Section 13 of Article VII, “Committees,” with a
970 renumbering of the remaining committees from 14-27, as follows:

971
972 Article VII,

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974 Section 13. The Committee on Budget Advise ment

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976 The Committee on Budget Advise ment shall consist of one (1) representative from
977 the Steering Committee of the Academic Senate; one (1) representative from the
978 Budget Committee of the College Personnel and Budget Committee/Committee of
979 Chairs; one (1) representative from the Faculty Executive Committee; and one (1)
980 representative from Student Government; and

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982
983 The Committee on Budget Advise ment shall:

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- 987 1. Meet, on at least a bi-annual basis, with the College’s chief officer
988 for Finance and Administration to discuss college budgetary matters;
 - 989 2. Serve in an advisory capacity to the President on matters of the
990 College budget in its entirety including the Resource Allocation Process;
 - 991 3. Hold any college budget documents circulated in meetings as
992 confidential;
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4. Report to the College Advisory Planning Committee (CAPC) and the Academic Senate concerning budgetary conditions, and any recommendations regarding the budget and/or the budget allocation process at Queensborough Community College

RATIONALE: Chronic budget shortfalls at the state and municipal level continue to impose the possibility of drastic cuts upon the CUNY Community Colleges. CUNY Chancellor Matthew Goldstein has urged campuses to work together to face the current environment of fiscal challenge. The creation of a permanent committee on Budget Advisement would bring Queensborough in accordance with a “best practices” model of budget consultation through shared governance that is followed on other CUNY campus, most notably Baruch College, CUNY and the City College of New York. While all budget documents circulated at meetings with the college’s chief officer for Finance and Administration would be considered confidential, the chair of the committee will submit general findings and resolutions advanced at these meetings for consideration in the monthly agenda of the Academic Senate as needed, as well as annual written reports to the Academic Senate as in the case of all committees of the Academic Senate.

- If approved, we would recommend a renumbering of remaining committees,
FROM:
Article VII, Section 13-26
To:
Article VII, Section 14-27

- A **motion** was **made, seconded, and approved** with one abstention from SG President Mr. Atanda, for the The Committee on Budget Advisement(*Attachment E of the February 14, 2012 Agenda*).

- Special Monthly Report from Committee on Curriculum (Attachment I)--**RESOLUTION**

on the MERGER of the faculty and existing programs of Department of Mechanical [Engineering](#) Technology and Design Drafting into the Department of Electrical and Computer Engineering Technology

The Committee on Curriculum has acted to send the following item to the Academic Senate for its consideration and adoption.

RESOLUTION on the MERGER of the faculty and existing programs of Department of Mechanical [Engineering](#) Technology and Design Drafting into the Department of Electrical and Computer Engineering Technology

Whereas, the current Chairperson of the Department of Mechanical [Engineering](#) Technology and Design Drafting has been on leave since early Fall 2011 and does not wish to continue as the Chairperson of the MT department, and

Whereas, only two of the Department of Mechanical [Engineering](#) Technology and Design Drafting faculty are eligible to serve as chairperson and neither is so inclined, and

1049 Whereas, the faculty of the Department of Mechanical **Engineering** Technology and Design
1050 Drafting support the idea of joining with the Department of Electrical and Computer
1051 Engineering Technology, and
1052

1053 Whereas, the faculty of the Department of Electrical and Computer Engineering
1054 Technology voted to accept the merger of the Department of Mechanical **Engineering**
1055 Technology and Design Drafting with the Department of Electrical and Computer
1056 Engineering Technology, and
1057

1058 Whereas, the imminent **TAC of ABET** reaccreditation process is a significant factor for timely
1059 action,
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1061 Be it resolved that, Queensborough Community College:
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- 1063 • abolish the Department of Mechanical **Engineering** Technology and Design
1064 Drafting
- 1065 • merge the faculty and existing programs of Department of Mechanical
1066 **Engineering** Technology and Design Drafting into the Department of Electrical
1067 and Computer Engineering Technology
- 1068 • rename the Department of Electrical and Computer Engineering Technology
1069 (including the Department of Mechanical **Engineering** Technology and Design
1070 Drafting faculty and programs) as the Department of Engineering Technology
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1073 A **motion** was **made, seconded**, and unanimously **approved** to approve the merger of the
1074 faculty and existing programs of Department of Mechanical **Engineering** Technology and
1075 Design Drafting into the Department of Electrical and Computer Engineering Technology
1076 (*Attachment I of the February 14, 2012 Agenda*).
1077

- 1078 • Senator Pecorino thanked President Call for her service and support of the governance plan and
1079 she received a loud ovation from the Senate on agreeing to stay as Interim President for another
1080 year.
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- 1082 • President Call adjourned the meeting by reminding all departments to send course nominations
1083 for Pathways to the curriculum committee and ended by wishing everyone a Happy Valentines
1084 Day.
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1086 **The meeting was adjourned at 4:25 PM**
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1088 **Respectfully Submitted,**
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1090 **Lana Zinger EdD, CHES, R.D. (Secretary)**
1091 **Steering Committee of the Academic Senate.**
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