

Faculty Executive Committee Meeting
November 16, 2017
3:00 pm-4:45 pm in RFK 202
Amended Minutes

Faculty Executive Committee Members Present: Philip Pecorino (Chair), Edmund Clingan, Margot Edlin, Ted Rosen and Alicia Sinclair.

Members Absent: Marvin Gayle and Cheryl Spencer

Other Members of the Faculty Present: None

Also Present: Vice President William V. Faulkner

The Chair called the meeting to order at 3:05 pm.

1. Proposed Agenda

The proposed agenda was approved.

2. The minutes of the Faculty Executive Committee (“the Committee”) meeting of October 24, 2017 were approved by a vote of 5 to 0.
3. The Treasurer, Margot Edlin, reported that the beginning balances in the FEC accounts was \$10,608.75 and \$4,255.38 for a total balance of \$14,864.13. After reimbursement to the Chair in the amount of \$1,077.55 for the cost of the food purchased from lavarone for lunch for the faculty meeting and an additional deposit of \$470.00, the current balance is \$14,256.58.

The Treasurer further reported that the account in Chase is frozen because Chase back office operations has informed the branch that they will not accept the titles of “Chair” and “Treasurer” and want us to sign as “President” and “Vice-President” and that they will accept the title of “Secretary”. On Friday, November 17th, the Chair, Secretary and Treasurer will go to TD Bank and open a new account. Afterwards, the Treasurer will withdraw all funds from the Chase account and deposit the funds in the TD Bank account.

Of the total balance of \$14,256.58, \$13,891.58 is earmarked as faculty dues money and \$365.00 is earmarked as food pantry funds.

There are two payments pending resolution of issues with the bank accounts: \$622.50 to Metropolitan Food Service for Kosher lunch and beverages for the faculty meeting; and \$280.00 to Dr. Susan Jacobowitz for reimbursement for food pantry purchases.

4. Chairperson’s Report

The Chairperson presented his report as follows:

Progress on improving upon the GUIDELINES FOR CREATING AND POSTING ALL QUEENSBOROUGH COMMUNITY COLLEGE FLYERS was discussed. We have received an email from Vice-President Sherri Newcomb that she will meet with us on November 28, 2017 to discuss the guidelines. It was discussed that we will meet on November 28th with Vice-President Newcomb and whoever else attends the meeting and is responsible for the guidelines. There was discussion of the meeting between the CODC and the FEC that was held on November 14th at which the issues of whether or not there was a five year rule with respect to applications to promotion to full professor and predatory journals were discussed. The Chair had prepared a statement to be sent to the faculty on behalf of the

FEC with respect to the issue of whether or not such a rule existed. The proposed statement with one revision, changing the word “less” on the next to last line to “fewer” was approved. The CODC and the FEC will be preparing and issuing a joint statement on the issue of predatory journals. Dr. Joseph Culkin and Professor Jeanne Galvin will work on the statement on behalf of the CODC. The chair asked for a volunteer to work with him on behalf of the FEC to prepare such a joint statement and Margot Edlin volunteered to do so.

5. Vice-President William V. Faulkner attended the meeting to discuss parking in response to the correspondence the Committee had recently sent him. The Vice-President reported that a traffic engineer had surveyed Lot # 1 and was in the process of drawing up plans to redesign the lot. The Vice-President explained that the redesign would have to be approved by the CUNY Board of Trustees and by the CUNY Committee on Facilities. The engineer is not reviewing Lot # 6 which had been redesigned a few years ago. Also, Lot #2 is not being reviewed at this time. The Vice-President then discussed some of the possible improvements which the Committee had suggested in correspondence to him. The Vice-President stated that the traffic engineer had advised that compact spaces were not allowed under the Building Code and that tandem spaces were also not recognized by the Building Code. The Vice-President stated that there were potential union issues involved in establishing some type of parking system where Public Safety officers would hold the keys of cars that were double-parked behind parked cars. The engineer also believed that the current design of the lot with the lanes aligned in a north/south direction was safer than a redesign with the lanes aligned in an east/west direction would be. The engineer’s redesign of the lot would result in some additional spaces and there would be another entrance constructed on 56th Avenue to expedite entry into the lot. The Vice-President stated that there would be more aggressive enforcement of existing parking regulations. There was discussion concerning plans for allowing cars to enter the lot to drop-off or pick-up passengers and how best to prevent such cars from remaining in the lot. The proposal to change the lot off Cloverdale to allow for more parking spaces exclusively for faculty with less spaces available for students during peak hours was rejected by the Senate Committee that had reviewed the proposal. There was discussion concerning proposals to have two lines waiting to enter the rear lots from the entrance on Kenilworth, with one line exclusively for faculty on Enfield Place and whether such an arrangement could be supervised by Public Safety Officers on the streets in front of the entrance to the College. An experiment of such an arrangement would be tried over several months during the Spring 2018 semester. There was also discussion concerning recent incidents during which water had been turned off in rear sections of the campus (including the RFK building) for various projects. The Committee expressed its gratitude to the Vice-President for meeting with the Committee and the update on the parking plans and proposals.
6. There was a discussion of faculty reaction to the proposal to create the new position of Faculty Executive Committee Associate. A vote was taken and the creation of such position was approved. The Chair will prepare and send out a notice to faculty inviting them to apply for the position.
7. There was discussion of the meeting that took place on November 9, 2017 between the President and Cheryl Spencer and Ted Rosen wherein the President was advised of the Committee’s suggestion that candidates in searches for various positions in which one of the candidates for the position was currently serving in an acting capacity or fulfilling the duties of such position while occupying a related position be advised that one of the candidates for the position sought to be filled is currently in that position in an acting capacity or is fulfilling the duties of such position while occupying a related position. It was reported that after discussion, the President stated that she would bring the suggestion to her cabinet.
8. Report on FEC website- It was reported by the Chair that the Committee’s web pages had been brought up to date by Marvin Gayle.

9. Margot Edlin will draft a follow-up email to Vice-President Lynch regarding assessment of HIPS for retention and GPA, requesting what information is available that might be deemed an assessment of HIP's and where any such information is, and if there is no such information, why there is no such information and whether or not there are plans to conduct such an assessment, and if so, when, or if not, why not.
10. Review of Governance Plan and Faculty Bylaws – related to MSCHE Review - There was a discussion that Edmund Clingan and Ted Rosen will review the Governance Plan and Faculty By-Laws and will recommend to the Committee by January, 2018, possible changes/amendments, if any. Ted Rosen reported that he is currently preparing a memorandum on the operations of the ARC and possible concerns/issues regarding the nature of the ARC's review, the standard, if any it uses for its determinations, the material reviewed by the ARC, the ARC's consideration of letters of support for the candidate/appellant and its allowance of statements before the ARC by the candidate/appellant and the candidate/appellant's chairperson.
11. Old Business – There was no other old business matters discussed.
12. New Business –
 - The Chair reported that the faculty handbook is currently being revised and updated. It was discussed that the faculty should be surveyed on the revision and update of the handbook and what should be included.
 - There was discussion about surveying the faculty to ascertain what amendments, if any, the faculty would like to see made to the faculty by-laws.
 - There was discussion concerning whether or not blogs posted on the UFS web site should be sent by the Committee to the faculty.
 - The Chair reported that there were changes coming with respect to the elimination of faculty stipends throughout the university.
 - The Chair reported that there were changes coming with respect to the awarding of faculty fellowships. There was discussion concerning what these changes might be and how such fellowships might be awarded, including the amount of a full year fellowship, the amount of a half year fellowship, how faculty may use such fellowship leaves, the impact of the availability of instructional funds for substitutes and adjuncts on the awarding of such fellowships and the issue of how many faculty applying for such fellowships never had reassigned time previously.

The meeting adjourned at 4:45 pm.

Respectfully submitted,

Ted Rosen,

Secretary