

Faculty Executive Committee Meeting
November 26, 2019
3:05 pm - 4:10 pm in S 316
Minutes

Faculty Executive Committee (“the Committee”) Members Present: Philip Pecorino (hereafter referred to “the Chair” or “the Chairperson”) Edmund Clingan, Margot Edlin, Ted Rosen, Alicia Sinclair and Cheryl Spencer

Members Absent: Marvin Gayle

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

1. Proposed Agenda
2. The proposed agenda was approved.
3. The minutes from the Committee’s meeting of October 22, 2019 were approved by a vote of 4 to 0 with Alicia Sinclair abstaining.
4. Treasurer’s Report - The Treasurer, Margot Edlin, presented the Treasurer’s Report, a copy of which is attached hereto and made a part hereof as Attachment A. The Treasurer discussed various ways in which the faculty could pay their annual faculty dues.
5. Faculty Website: Status Report – The Chairperson reported that he had been advised by the Committee’s webmaster, Marvin Gayle, that the website is up to date.
6. Chairperson’s Report –
7. The Chairperson presented the Chairperson’s Report as follows:

Updates:

- Email restoration progress report – The email lists have been updated. A clear update should be sent to the Faculty.
- Academic master planning process - The Chairperson reported that the academic master planning process is in progress. A steering committee has been formed.
- B-Tech – current status report requested – The Chairperson reported that a current status report on B Tech has been requested but has not yet been received.
- WI recertification – role of Senate committee and role of department chairpersons and governance – report requested - The Chairperson had previously reported that he had sent a request to the Chair of the Academic Senate WID-WAC Committee for information as to what that committee will be doing. There was discussion as to what, if any, action the Committee should take at this time. Further action will be held off at this time.

- Curriculum Committee and role of faculty – meeting 11-26-19. There was discussion of this item and the need to clean up the procedural chart with respect to the procedure before the Curriculum Committee and the role of the Office of Academic Affairs.
 - Massage Therapy Program and interdepartmental matters - There was discussion of issues relating to the curriculum of the massage therapy program.
 - QCC Faculty Governance Leaders Events Tentative Calendar for 2019 - 2020 - The revised QCC Faculty Governance Leaders Events Tentative Calendar for 2019-2020 had been previously distributed.
 - Criteria for Tenure and Promotion and Online Degrees – Need for clear Statement from the Committee –
 - There was discussion of a statement from the Committee. It was discussed that such a statement should state that if faculty members are pursuing an online degree, they should do it from an accredited institution.
 - Faculty Travel Funds – items eligible for reimbursement. There was discussion as to whether faculty travel funds could be used to pay for conference registration fees. The Chairperson will inquire of the Office of Academic Affairs as to what expenses faculty travel funds may be used for. The Committee will also seek to obtain a complete list of all funds that are used to reimburse faculty for travel.
 - Faculty Travel Funds from PSC CUNY CBA – There was a discussion of faculty travel funds available from the PSC. It was discussed that there will be an increase in the faculty travel funds available from the PSC.
 - Middle States Team Report: Recommendations and Suggestions - The Chairperson reported that there has been no activity on this separate and apart from the development of the AMP that is discussed above.
 - Assessment of Governance – The Chairperson reported that there was nothing happening with respect to assessment of governance.
 - Faculty Survey – CUNY Safety and IT services for faculty - The directors of the Public Safety and IT Departments are drafting questions for their surveys.
8. Faculty Leadership Development Program – The draft written request to President Timothy Lynch that was prepared by Ted Rosen with respect to a proposed faculty leadership luncheon was discussed and approved. It was agreed that the request to the President for the luncheon should be a joint request by the Committee and by the Steering Committee of the Academic Senate. The Chairperson will contact the Steering Committee with respect to the request for the faculty leadership luncheon and if they approve, he will send out the request.
 9. Faculty Meeting – Planning for the March 25, 2020 faculty meeting. The topic for the meeting will be assessing and teaching students with special needs. Margot Edlin has been in contact with the Committee on Environment, Quality of Life and Disability Issues of the Academic Senate. That committee will present a panel discussion for thirty (30) minutes. Margot Edlin will be the panel moderator.
 10. Faculty Voting run by the FEC for Fall 2019 - There was discussion of faculty voting being run by the FEC. The vote for the UFS delegate was in progress and that voting will end on the date of the meeting (November 26,

2020). That election is being conducted by Cheryl Spencer on behalf of the Committee. In Spring 2020, the Committee will conduct elections for the Chairperson of the Committee, and for the members of the Committee, the AFC, the ARC, fund Boards and UFS Senators. The Committee also discussed the vote on QCC Faculty By-Laws amendments. The scheduling of these elections was discussed. It was discussed that the voting on the QCC Faculty By-Law amendments will be held in February. The election for the Chairperson of the Committee will be held in the beginning of March. After that election, there will be an election for the members of the Committee. The other elections will be conducted in April and May.

11. Update on FEC related Academic Senate Actions:

- Efforts to bring a restoration of academic department email distribution lists access and opt out dialogue lists for Faculty – This was discussed earlier in the meeting.
- Religious Observances and Class Schedules – The Chairperson reported that it is being worked on.
- Anti-Bullying – Academic Senate adopted a referral to a Special Committee with an FEC representative – It was discussed that the Academic Senate called for a Special Committee to be established. The Special Committee will include the Chairperson as the representative of the Committee, a representative of the Steering Committee of the Academic Senate, a representative of the PSC, Vice-President Sandra Palmer as the representative of the Office of Academic Affairs, a representative of DC 37 and possibly a student representative.
- Ombudsman – The Chairperson circulated a proposal for an ombudsman. It was discussed that Hunter College has an ombudsman, who has no power to resolve issues, but who can make recommendations.

12. Old Business:

13. There was no additional old business discussed.

14. New Business:

- There was no new business discussed.

The meeting adjourned at 4:10 pm.

Respectfully submitted,

Ted Rosen, Secretary