

Faculty Executive Committee Meeting
November 28, 2017
3:00 pm-3:59 pm in RFK 202
Minutes

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

Other Members of the Faculty Present: Vice-President Timothy Lynch, Dr. Joel Kuszai, Dr. Julian Stark and Dr. John Talbird

Also Present: Senior Vice President Sherri Newcomb

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 November 16, 2017 were amended and as amended were approved by a vote of 5 to 0, with Marvin Gayle and Cheryl Spencer abstaining.
3. The Treasurer, Margot Edlin, reported that the beginning balance in the FEC checking account at Chase was \$10,608.75 as of October 25, 2017 and a deposit of \$4,255.38 was made on October 26, 2017, resulting in a balance in the checking account of \$14,864.13 as of October 26, 2017. After an additional deposit and disbursements, there is currently \$2,217.50 in the checking account at TD Bank, \$7,500.00 in the money market account at TD Bank and we are awaiting receipt of a check from Chase in the amount of \$4,317.11 representing the balance in the checking account at Chase which has now been closed. The Treasurer also reported on certain deposit donation and a reimbursement transactions with respect to the Food Pantry.

4. Chairperson’s Report

The Chairperson presented his report as follows:

- The Chair sent out to the faculty the statement on behalf of the FEC which the Committee had previously approved with respect to the issue of whether or not there is a five year rule regarding promotion to full professor.
- The Committee will prepare a joint statement with the CODC on the issue of “Predatory Journals.” Cheryl Spencer will work with the Chair on preparing the statement on behalf of the Committee. Dr. Joseph Culkin and Professor Jeanne Galvin will work on the statement on behalf of the CODC.
- Parking – Following the Committee’s meeting with Vice-President Faulkner at the Committee’s November 16, 2017 meeting, Vice-President Faulkner was to check on certain items relating to the proposed parking renovations and the protocol for entry into the rear parking lots. The Chair prepared a draft of a proposed communication to the faculty on the issue of parking. The Committee did not approve sending the communication at this time, pending further information from the Vice-President on the parking matters that were discussed.

- Update on proposal for FEC Associates position – Following the approval at the Committee’s November 16, 2017 meeting of the creation of the position of FEC Associate, the Chair sent out a communication to the faculty inviting them to apply. Marvin Gayle reported that a faculty colleague had expressed to him an interest in applying for that position and he is awaiting receipt of a written statement of application from that faculty colleague.
 - Concerns related to the ARC – Ted Rosen has prepared a memorandum to the Committee with respect to certain questions/issues with respect to the manner in which the ARC conducts its operations. The matter will be discussed at the Committee’s December 14, 2017 meeting.
5. Report on the FEC website - Marvin Gayle reported that the website is up to date and that the most recent items will be posted shortly.
 6. Margot Edlin drafted a follow-up proposed email to Vice-President Lynch regarding assessment of HIPS and specifically if assessment was being done to track the effectiveness of HIPS in improving retention and graduation rates. The Chair read out loud the proposed email which will be sent to Vice-President Lynch.
 7. Progress on improving upon the GUIDELINES FOR CREATING AND POSTING ALL QUEENSBOROUGH COMMUNITY COLLEGE FLYERS – A discussion took place concerning issues with respect to the Guidelines. The Chair distributed copies of the Guidelines to the members of the Committee and the other individuals in attendance. The Chair reviewed the communications that had been previously sent to Vice-President Stephen Di Dio concerning the concerns previously raised by the members of the Academic Freedom Committee and the Committee in regard to certain provisions and the applicability of the Guidelines and the manner in which the Guidelines had been created. Vice-President Newcomb stated that Vice-President Di Dio had been reaching out to others with respect to the concerns that had been raised with respect to the Guidelines and that she thought it best that she attend the meeting to discuss the matter with the Committee. Vice-President Newcomb indicated that the Guidelines were intended to address such items as where items could be posted, how long they could remain posted, what type of communications are appropriate to post and preventing littering problems. Vice-President Newcomb indicated that it was never the intent to have the Guidelines impact on what faculty could distribute to students. The Vice-President also indicated that it was never the intent to limit freedom of speech, restrict the faculty’s academic freedom in distributing material to students, or to impact practices that faculty have been doing for some time. Vice-President Newcomb indicated the Guidelines were about the time, place and manner of creating and posting College flyers. After further discussion, it was agreed that representatives of the faculty would work with the Vice-President and others in the Administration to draft revisions and clarifications of the Guidelines, which would be time, place and manner related, content neutral and which would address the concerns about not restricting freedom of speech or academic freedom. The Vice-President indicated that any such time, place and manner restrictions would be vetted through legal counsel. The Chair indicated that Dr. Kuszai and Dr. Stark will reach out to the Vice-President on this matter. The Chair thanked the Vice-President for her willingness to work with the College community on this matter.
 8. Review of Governance Plan and Faculty Bylaws – 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. As discussed previously, Ted Rosen prepared a memorandum on the operations of the ARC and possible concerns/issues with respect to the manner in which the ARC conducts its operations. There was discussion concerning other possible changes in the Bylaws including providing for the removal of faculty members from certain positions with respect to which no such removal procedure presently exist and term limits. There was also discussion of the review of the Governance Plan and Faculty Bylaws in the context of the upcoming MSCHE Review.
 9. The Chair thanked Vice-President Lynch for scheduling meetings of the ARC at times when members of the ARC were able to attend.

10. Old Business – There was no other old business matters discussed.

11. New Business –

- The Chair inquired of the members of the Committee and of the audience members whether there were any new business matters to discuss.
- There were no other new business matters discussed.

The meeting adjourned at 3:59 pm.

Respectfully submitted,

Ted Rosen,

Secretary