

Faculty Executive Committee Meeting
August 29, 2017
3-5:20 pm in RFK 202¹
Minutes

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

Absent: Cheryl Spencer

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 May 23, 2017 were received.

3. There was a review of the positions of each of the Committee members. These positions are:

<u>MEMBER</u>	<u>ROLE/POSITION</u>
Pecorino, Philip	Chairperson
Clingan, Edmund	Parliamentarian
Edlin, Margot	Treasurer
Gayle, Marvin	Webmaster
Rosen, Ted	Secretary
Sinclair, Alicia	Events/Manager/Director
Spencer, Cheryl	Elections Officer

4. There was discussion of when the Committee will meet. The Committee will meet on the Fourth Tuesday and the Second Thursday of each month as needed and as indicated on the calendar that was distributed. There was discussion as to whether the meeting scheduled for September 7, 2017 was necessary and it was agreed that the question would be tabled until the end of this meeting. It was also stated that the Committee will meet with the Committee of Department Chairs on September 12, 2017 at 2 pm.

5. Treasurer’s Report

The Treasurer reported that the balance of the faculty funds was \$4,123.38. The Treasurer will put out a request to the faculty for dues. There was discussion about opening a bank account. There was discussion about opening a checking account in a credit union and whether it was possible to do that without first obtaining an Employer Identification Number. The Treasurer stated she will check with a credit union.

6. Chairperson’s Report

The Chairperson presented his report as follows:

Criteria for Fellowship Leaves - Fellowship Leave Guidelines have now been issued and copies were distributed to the members of the Committee.

¹ During the meeting, because of a fire alarm in the RFK building, the location of the meeting was moved to M 403.

The Request of the Provost to Present What Issues Are Raised for the Administration by QCC Coache Survey Results - There has been no reply to date to this request which was previously sent.

Remediation Changes Requests for Support for Faculty in ENG 101, MA 214 and MA 219 - The Chair reported that no additional hours have been added to these courses.

The Request for Restoration of Email Lists for Faculty Use - The Chair reported that there has been no change in the policy of the College.

The Previously Made Request for Water Testing - The previously made request for water testing was discussed. The water testing was done and the report of this testing should be forwarded to the appropriate committee of the Academic Senate.

Change in Semester Structure - The possible change in the semester structure from 2 semesters of 15 weeks to three semesters of 12, 12 and 6 weeks respectively was discussed. The Chair reported that the Administration does not appear to be interested in pursuing this further at the present time.

Improving the "Guidelines for Creating and Posting all Queensborough Community College Flyers" - The issue of improving the "Guidelines for Creating and Posting Queensborough Community College Flyers" was discussed. The Chair reported there has been no progress in regard to this item.

Pressing Items:

Five Year Rule	The Chair reported that the issue of whether there is such a rule was discussed with the Vice-President of Academic Affairs. There has been no progress in clarifying the issue.
Predatory Journals	Additional material has been distributed regarding such journals and copies of such material were distributed to the members of the Committee.
Criteria for Fellowship Leaves	Fellowship Leave Guidelines have been issued and copies were distributed to the members of the Committee. The Chair reported that the President has stated that these guidelines will be sent to all faculty during the fall semester.
Independence of the ARC	The independence of the ARC was discussed.

7. Faculty Survey Fall 2017

There was discussion concerning the content and language of the proposed faculty survey to be sent out during the fall 2017 semester.

8. Meeting with Department Chairpersons

There was discussion of the meeting with the Department Chairpersons which is scheduled for September 12, 2017.

9. Report of Technology Fee Committee

Marvin Gayle reported that the Meeting of the Technology Fee Committee that had been scheduled for June 21, 2017 had been cancelled.

10. Report on Technology Plan Committee – Marvin Gayle reported that he had not yet been contacted with respect to the meeting of this committee.

11. Report on FEC Website – Marvin Gayle reported that he will be taking over control of the website shortly.

12. Report on Community (Institution) Building Committee - It was discussed that there is no FEC member on the Community (Institution) Building Committee.
13. October 25, 2017 Faculty Meeting - Possible topics for discussion at the October 25, 2017 faculty meeting were discussed including having a panel discussion on the subject of predatory journals with possibly, the CUNY Vice Chancellor on Research, Vice-President Lynch and Joseph Culkin and a discussion of the faculty survey outcomes.
14. Old Business –
 - Requests for Academic Senate Committee to report on Parking - This was discussed.
 - Requests to Provost - There was discussion of the request to the provost for information on: (A) How are we doing? What is the current assessment on the effectiveness of HIPS, Honors, WI, and Online Instruction?
 - Chancellor’s Committees – There was discussion that Dr. Sandra Palmer and Professor Alex Tarasko are members of the CUNY Faculty Academic Affairs Advisory Board. It was discussed that Professor Tarasko would be invited to speak at the October 25, 2017 faculty meeting to report on the work of this group.
15. The Committee Meeting Scheduled for September 7, 2017 – It was discussed and agreed that the Committee meeting previously scheduled for September 7, 2017 was not necessary and accordingly that meeting was cancelled.

The meeting adjourned at 5:20 pm.

Respectfully submitted,

Ted Rosen,

Secretary