

Faculty Executive Committee Meeting

May 28, 2019

3 pm S-316

Agenda

1. Approval of Agenda
 2. Approval of Minutes 4-30-19 meeting –**Philip Pecorino**
 3. Treasurer’s Report: Faculty Account –**Margot Edlin**
 4. Faculty Website: Status Report –**Marvin Gayle**
 5. Chairperson’s Report –**Philip Pecorino**
- UPDATES:
- Email restoration proposal
 - QCC FACULTY GOVERNANCE LEADERS EVENTS: TENTATIVE CALENDAR 2019-2020-see attached
 - Criteria for Tenure and Promotion and Online Degrees-Need for clear Statement from President and P&B
 - Middle States Team Report: Recommendations and Suggestions
 - Planning for Use of New Building on Cloverdale Boulevard-Part of Facilities Plan
6. Faculty Handbook
 7. Assessment of Governance
 8. Faculty Meeting -- Planning for October 2019 Rooms, Tables, Chairs and Cuisine Decision-**Alicia Sinclair**
- TOPICS:
- (A) CUNY Diversity Program- Funding –QCC possibilities-suggestions-Dean of Faculty David Humphries?
 - (B) Academic Standards and revision of remediation efforts in CUNY
9. Fall 2019 Faculty Survey –CUNY IT services for faculty
 10. Faculty Voting run by the FEC for Fall 2019-QCC Faculty Bylaws Changes
 11. Review of the College Budget- In progress with VP of Administration and Senate Budget Advisory Committee
 12. Review of the Student Technology Fee Budgets for last three years-underway with SGA
 13. Review of faculty associated with Pre-College, Continuing Education and Workforce Development –awaiting FEC response to request for the FEC position on these faculty, what responsibility do we have towards them?
 14. Possible Academic Senate Actions:
 - Efforts to bring a restoration of academic department email distribution lists access and opt out dialogue lists for Faculty and Community—in progress
 - Religious Observances and class schedules-sent to Academic Senate-report expected by May 2019
 - Ombudsman-no action as yet
 - Anti Bullying-no action as yet
 15. Old Business
 16. New Business

Faculty Executive Committee Meeting

April 30, 2019

3:05 pm - 4:05 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, Marvin Gayle, Ted Rosen, Alicia Sinclair and Cheryl Spencer

Members Absent: None

Others Present: None

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

1. Proposed Agenda

The proposed agenda was approved.

2. The minutes from the Committee’s meeting of March 26, 2019 were approved by a vote of 5 to 0, with Alicia Sinclair and Ted Rosen abstaining.

3. 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.

4. Faculty Website: Status Report – The Committee’s webmaster, Marvin Gayle reported that the Committee’s website is up to date with the exception of a few of the most recent items which will be posted shortly.

5. Chairperson’s Report –

The Chairperson presented the Chairperson’s Report as follows:

- A proposal will be presented to the QCC Academic Senate for consideration on faculty access to the College’s email lists. A copy of the proposal was presented to the Committee.
- The QCC Faculty Governance Leaders Events Tentative Calendar for 2019-2020 was distributed to the members of the Committee.

6. CAPC Meeting – There was discussion of the upcoming CAPC meeting scheduled for Wednesday, May 8, 2019 at 3 PM. There was discussion of topics to be raised at the meeting including: the Middle States Team Report Recommendations and Suggestions; and planning for the use of the new building on Cloverdale Boulevard.

7. Faculty Handbook – There was discussion of the revision of the Faculty Handbook and documents to be included in it including a revision of a 2015 letter from the FEC, an appendix for important documents and a proposed description of governance at the College. The Chairperson noted that there was lot of added material which came from Professor Emily Tai and a number of embedded links were added to the documents. The need for a faculty handbook in physical form originated from the Nursing Department. The Academic Senate’s Committee on Publications must approve the handbook. The Chairperson will be named as the Academic Senate’s Steering Committee’s Designee to the Committee on Publications to assist with the process of approval of the revised Handbook.

8. Assessment of Governance – The Committee and the Steering Committee of the Academic Senate are to assess how governance is functioning. The Chairperson reported that his position is that such assessment should include assessment of all governance including student governance and including how such student governance works with the Committee and with the President’s Cabinet.

9. Faculty Meeting - Planning for the Fall Faculty Meeting which will be held on October 23, 2019 - There was discussion of the Fall 2019 Faculty Meeting. Planning for the October 2019 Faculty Meeting including arranging for the rooms, tables, chairs and deciding on the cuisine will be handled by Alicia

Sinclair. Possible topics for that meeting were discussed including the CUNY Diversity Program and Funding and possibilities for the use of such funding at QCC and inviting Dean of Faculty David Humphries to speak on the subject. Other possible topics for discussion at the meeting were academic standards, revision of remediation efforts in CUNY and changes in criteria for student admissions at CUNY.

Fall 2019 Faculty Survey – During the Fall 2019 semester, CUNY IT will survey the faculty as to IT services available to the faculty and what IT services faculty want.

10. Faculty voting run by the FEC for Fall 2019-QCC Faculty By-laws Changes – It was reported that 249 faculty voted on the amendments to the Governance Plan during the voting conducted in the Spring 2019 semester. There was discussion concerning the voting on Faculty By-Laws Changes that is scheduled to take place in the Fall 2019 semester. The proposed by-laws to be voted upon will include certain proposed amendments regarding the manner in which the Academic Review Committee operates.
11. Review of the College Budget – In progress with VP of Administration and the Senate Budget Advisory Committee. – It was reported by the Chairperson that this matter is in progress, The Chairperson has been working on the review of the College’s budget with the Vice-President of Administration and the Senate Budget Advisory Committee. There was discussion of the upcoming budget shortfall. There was discussion that the President has created a sub-committee of the College’s P&B Committee to discuss reassigned time and also summer hours of department chairpersons.
12. Review of the Student Technology Fee Budgets for the last three years – The review is underway with representatives of the Student Government Association. It was reported that the Student Tech Fee Committee has to vote on the Student Technology Fee Budget.
13. Review of Faculty Associated with Pre-College, Continuing Education and Workforce Development – There was discussion of whether the continuing education instructors are part of the College’s faculty and the Committee’s position on the matter. There was also discussion that currently the CLTs in ACC are currently not in any academic department and sometimes are said to be in Academic Affairs.
14. Possible Academic Senate Actions:
 - Efforts to bring a restoration of academic email distribution lists access and opt out dialogue lists for faculty and community – The Chairperson reported that academic department lists are now up to date and faculty are to be given access to such lists. It was reported that the President does not agree to give faculty access to opt out dialogue lists for faculty and community.
 - Religious observances and class schedules – sent to Academic Senate – report expected by May 2019.
 - Ombudsman – The Chairperson reported that there been nothing new on this matter.
 - Anti Bullying – The Chairperson reported that there has been no action as of yet.
15. Old Business – There was discussion of the payments to Survey Monkey. It was also reported that the QCC Food Bank received a \$10,000.00 grant.
16. New Business – Margot Edlin reported that the Academic Senate’s soon to be independent committee on Disability Issues will make a presentation to the faculty in the Spring 2020 semester.

The meeting adjourned at 4:05 pm.

Respectfully submitted,

Ted Rosen,
Secretary

QCC FACULTY GOVERNANCE LEADERS EVENTS: TENTATIVE CALENDAR 2019-2020

FEC Meetings	Academic Senate	PSC Meetings EC 3-4pm GEN 12-2 Oakland	QCC General Faculty Meeting	Department Chairs Meet alone	Department Chairs with Provost
Fourth Tuesdays <u>3-5pm</u> S316	Second Tuesdays <u>3-5pm</u> M-136	EC and Chapter General Mtgs	Wednesday <u>12-2pm.</u> M-136	Second Tuesdays 2-3pm	First Tuesdays 3-5pm
August 27					
September 24	September 10			September 10	Sept 3
Oct 22	Oct 8		Oct 23	Oct 8	Oct 1
Nov 26	Nov 12			Nov 12	Nov 5
Dec 24 No mtg	Dec 10			Dec 10	Dec 3
Jan 28					
Feb 25	Feb 11			Feb 11	Feb 4
Mar 24	Mar 10		Mar 25	Mar 10	Mar 3
Apr 28	Apr 14			Apr 14	Apr 7
May 26	May 12			May 12	May 5