

**Faculty Executive Committee Meeting**  
**May 28, 2019**  
**3:05 pm - 4:15 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 and Ted Rosen.

**Members Absent:** Marvin Gayle, Alicia Sinclair and Cheryl Spencer

**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 April 30, 2019 were approved by a vote of 4 to 0.
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:

- The Chairperson reported of possible revisions to the email restoration proposal. The Chairperson will meet with the President concerning the matter of email restoration.
- The QCC Faculty Governance Leaders Events Tentative Calendar for 2019-2020 was reviewed. The Committee’s meetings are scheduled for the fourth Tuesday of each month at 3PM.
- The Chairperson reported that there had been no reply as of yet from the Provost on clarification of the criteria for tenure and promotion and online degrees. The Chairperson reiterated the need for a clear statement from the President and the P&B on these items.
- There was discussion regarding the Recommendations and Suggestions from the Middle States Team Report. The Chairperson will ask the President who is responsible for addressing these Recommendations and Suggestions.
- The planning for the use of the new building on Cloverdale Boulevard was discussed by the Chairperson. The planning for this building will be part of the College’s Facilities Plan. Renovations are required for ADA compliance. Decisions on possible uses of the building should not go further until such planning has been done. It was also stated that regular classes should not be scheduled in this building.

6. Faculty Handbook – With respect to the revision of the Faculty Handbook, the Chairperson reported that he had been named as the Academic Senate’s Steering Committee Designee to the Committee on Publications and that he will try to get that committee to edit the Handbook. The need for a faculty handbook in physical form originated from the Nursing Department. The Chairperson will report to the Committee on what should be in the Faculty Handbook.
7. Assessment of Governance – The Chairperson reported that he had not heard anything yet from the Administration on the Suggestions from the Middle States Team Report on the matter of assessment of governance.
8. 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. The Committee has requested the reservation of additional rooms for the purpose of providing space for the faculty to eat lunch. Possible topics for that meeting were discussed including academic standards, efforts to revise remediation in CUNY and changes in criteria for student admissions at CUNY.
9. 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 – 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 Academic Review Committee and a few other proposed changes. The Chairperson will run the voting on behalf of the Committee and the Spring 2020 election for the Chair of the Committee.
11. Review of the College Budget – 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 and in connection with that he had communicated certain matters to Vice-President Sherri Newcomb who responded to him earlier in the morning of the day of the Committee’s meeting. There was discussion of the upcoming budget shortfall. There was discussion that if the City Council authorized additional funding of \$35 million, some of that would be allocated to the College. Additional possible savings discussed included: not filling certain positions; reduction in the number of non-teaching positions; anticipated savings from academic departments to be worked out by department chairs with respect to such items as supplies, adjuncts and release time for department chairs. The Chair reported that there was no mandate to eliminate overloads and the matter of overloads was to be left to department chairs to determine for their respective departments. It was noted that overloads are important for morale. It was discussed that the portion of the budget savings to be realized from the academic departments should not hurt that which attracts students.
12. Review of the Student Technology Fee Budgets for the last three years – The Chairperson reported that he did not attend the last meeting of the Student Tech Fee Committee and he did not know of developments, if any.
13. Review of Faculty Associated with Pre-College, Continuing Education and Workforce Development – Following the retirement of Vice-President Denise Ward, what had been her responsibilities will be realigned and will be taken over by Academic Affairs.
14. Possible Academic Senate Actions:
  - Religious observances and class schedules – The Academic Senate will deal with this matter in the Fall 2019 semester.

- Ombudsman – The Chairperson reported that no action had been taken on this matter as of yet.
- Anti Bullying – The Chairperson reported that this matter will be dealt with in the Fall 2019 semester.

15. Old Business – There were no other old business matters discussed.

16. New Business – There were no new business matters discussed.

The meeting adjourned at 4:15 pm.

Respectfully submitted,

Ted Rosen,

Secretary