The meeting was called to order at 4:58 p.m.

There were present:

**Committee Members:**
- Hon. Wellington Z. Chen, Chair
- Hon. Rita DiMartino
- Hon. Freida Foster-Tolbert
- Hon. Charles A. Shorter
- Hon. Solomon A. Sutton
- Prof. Lenore Beaky, faculty member
- Mr. Cory Provost
- President Russell K. Hotzler, COP liaison

**Ex-officio:**
- Hon. Benno Schmidt

**Trustee Staff:**
- General Counsel and Senior Vice Chancellor Frederick P. Schaffer
- Senior Vice Chancellor and Secretary of the Board Jay Hershenson
- Deputy to the Secretary Hourig Messerlian

**University Staff:**
- Executive Vice Chancellor and University Provost Alexandra Logue

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The agenda items were considered in the following order:

I. **ACTION ITEMS**:

A. **APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 2, 2009.** The minutes were approved as submitted.

Chairperson Benno Schmidt suggested that the Central Office look into the distribution of large agenda and attachments electronically in order to save on resources.

B. **POLICY CALENDAR**

1. **Kingsborough Community College/Brooklyn College – AS/BS and AS/BA in Biotechnology/Biology.** Executive Vice Chancellor and University Provost Alexandra Logue stated that this curriculum is designed to allow students to gain essential knowledge for future advanced study in the biological sciences while at the same time developing the specialized skills needed for future work in biotechnology. All students will complete a biotechnology independent study either with a CUNY professor or through an industry internship. Students will have the option of seamless transfer into the third year of either the BS or the BA program in biology offered at Brooklyn College, without any loss of credits. After graduating with a baccalaureate degree, students will be well prepared for entry-level employment in the industry or for graduate studies in various fields of specialization in biology and the health professions.
Professor Lenore Beaky stated her strong support for scientific programs that are offered to nontraditional student populations. Commenting on the proposed joint programs appearing on the Committee’s agenda, she expressed hope that the University will monitor how these relatively new joint programs work on two different campuses, as they are different from articulation and other arrangements between campuses.

Dr. Logue noted that the Office of Academic Affairs is working on this matter.

Following discussion, item I.B.1 was approved for submission to the Board.

2. Hunter College – MS in Biomedical Laboratory Management.
   Dr. Logue stated that this program is a collaboration between Hunter College and the School of Continuing and Professional Studies at New York University (NYU). It is meant to equip medical laboratory technologists with the knowledge and skills necessary to advance to a variety of positions including laboratory managers, technical development planners, hospital and business administrators and research coordinators. In addition to advanced research technologies, the curriculum encompasses the increasingly complex areas of medical reimbursement, management of federal grants and regulatory oversight. Students are expected to be working laboratory professionals, most of whom would be entitled to tuition reimbursement from their employers. The range of laboratories at NYU Medical Center provides ample internship and practical opportunities to students. The degree will be granted by Hunter College following the transfer of eighteen credits from NYU.

Following discussion, item I.B.2 was approved for submission to the Board.

   Dr. Logue stated that this item stems from John Jay College’s educational partnership initiative meant to enable access to its baccalaureate programs by students at CUNY’s community colleges, following the planned discontinuation of John Jay College’s own associate degree programs. Through this two-plus-two partnership, after earning their associate degree students transfer seamlessly to John Jay College to earn their Bachelor’s. The proposed curriculum combines accounting principles in finance, ethics and criminology, and law and investigation techniques. It will prepare students for employment with accounting firms and governmental entities engaged in investigating and preventing illegal financial activity.

Chairperson Schmidt noted that it is extremely heartening to the Trustees to see this kind of cooperation between the University’s community colleges and its four-year colleges.

Following discussion, item I.B.3 was approved for submission to the Board.

   Dr. Logue stated that this item also stems from John Jay College’s educational partnership initiative. The proposed joint program in Criminal Justice offered jointly by BMCC and John Jay College is similar to programs already registered with other community colleges. Students graduating from the Criminal Justice Program will be prepared for employment in law enforcement, corrections, court services and security.

Following discussion, item I.B.4 was approved for submission to the Board.
5. John Jay College of Criminal Justice – BA in Global History. Dr. Logue stated that this innovative program is organized on a conceptual framework that emphasizes the connections between and among civilizations. Global history is presented in the context of mastering such key critical skills as analytical reading, the assimilation of data, the production of evidence-based arguments, and oral and written communication. The curriculum serves as an excellent preparation for graduate studies in a number of social studies and public policy fields as well as for pursuing a law degree.

In answer to a question from Professor Beaky on the difference between global history and world history, Dr. Eli Faber, Chair of the Department of History at John Jay College, stated that world history connotes the study of civilizations in nations in isolation. In a world history course one might, for example, study France on Monday and then skip to Belgium on Wednesday, but things are disconnected. In global history the emphasis is upon the connections between and among civilizations. It is an entirely different approach to the understanding of how histories have evolved. Historians of global history have come to recognize that since prehistoric times there have been immense connections between and among all kinds of civilizations.

Following discussion, item I.B.5 was approved for submission to the Board.

6. John Jay College of Criminal Justice – MA in International Crime and Justice. Dr. Logue stated that this program builds on the content and structure of the popular undergraduate major in International Criminal Justice, offering advanced study in comparative law and justice systems as well as a number of specialized courses addressing specific topics, such as organized crime and terrorism. Students will be highly competitive as applicants for doctoral study, as well as for employment or promotion in a number of professions (managerial, policy, research) related to researching, controlling and preventing transnational crime.

Following discussion, item I.B.6 was approved for submission to the Board.

7. Brooklyn College – BA in Children’s Studies. Dr. Logue stated that this program addresses the educational goals and career objectives of many undergraduate students interested in working with children and youth and seeking alternative pathways to careers in certified fields. The curriculum brings together knowledge about children and youth from infancy through the age of legal majority as seen from a wide variety of disciplinary perspectives: the social and natural sciences, arts and humanities, and education. Students will be prepared to enter graduate studies in education, social work and public policy. With the exception of one newly created course, all courses required for the program are already offered at the college and show steady enrollment levels.

In answer to a question from Chairperson Schmidt, Professor Gertrud Lenzer, Director of the Children's Studies Center at Brooklyn College noted that study of the law represents a major focus in the program, which started in 2004 with a symposium on children and the law in New York State, and has been responsible for legislation to establish the independent Office of the Child Advocate in the State of New York. She added that the Center has recently held a forum on the implementation and monitoring of the optional United Nations protocol on children’s rights.
In answer to a follow-up question from Chairperson Schmidt, Brooklyn College Provost William Tramontano stated that the college is committed to giving Children's Studies the resources to move forward and is providing for a joint line to Children's Studies and a brand new partner, Economics, for fall 2010.

Following discussion, item I.B.7 was approved for submission to the Board.

8. New York City College of Technology – BT in Emerging Media Technologies. Dr. Logue stated that the field of emerging media focuses on the process of specifying message protocols, device interoperability, and the transmission and display of information. This unique program integrates media design theory and practice, computational media models and principles, and engineering methodology and implementation. Students will be prepared for careers in the entertainment and creative media industry.

Following discussion, item I.B.8 was approved for submission to the Board.

9. LaGuardia Community College – AA in Spanish Translation. Dr. Logue stated that this major will provide students with a strong foundation in Spanish as well as in Latin American and Peninsular culture and literature. Students will develop the academic competencies necessary to pursue a professional career utilizing Spanish language skills after the completion of a degree at a senior college. An articulation agreement has been established with the translation interpretation track of Hunter College's BA in Spanish program.

Following discussion, item I.B.9 was approved for submission to the Board.

10. LaGuardia Community College – AA in Philosophy. Dr. Logue stated that this program provides graduates with the first two years of the undergraduate liberal arts curriculum, enabling them to transfer to senior colleges to complete their baccalaureate degree. Students will acquire the core thinking abilities and communication skills that will serve as a foundation for further study in a number of academic and professional fields. An articulation agreement has been established with Brooklyn College's BA in Philosophy Program.

In answer to a question, Dr. Peter Katopes, Vice President for Academic Affairs at LaGuardia Community College, noted that many of the courses for an Associate degree in philosophy are easily transferable as elective courses.

Following discussion, item I.B.10 was approved for submission to the Board.

11. LaGuardia Community College – AA in Communications. Dr. Logue stated that this program focuses on developing skills and competencies in oral and written communication, preparing students for transfer to a four-year program. After earning their baccalaureate degree students may pursue a graduate or professional degree in fields such as public relations, marketing, or speech pathology. An articulation agreement has been established with Brooklyn College's BA in Speech program.

Following discussion, item I.B.11 was approved for submission to the Board.
York College – Restructuring.

A. Establishment of Three New Schools: the School of Business and Information Systems, the School of Health and Behavioral Sciences, and the School of Arts and Sciences. Dr. Logue stated that the establishment of these three schools is part of a reorganization effort at York College. Following extensive consultations with faculty, students, and the administration, York College is proposing to organize its departments into three new schools. This reorganization reflects the academic and institutional planning needs of the college. It does not alter the internal organization of the departments. The fundamentals of faculty governance and administrative management remain unchanged.

In answer to a question from Prof. Beaky, York College President Marcia Keizs stated that with this reorganization the college will have three academic administrative deans reporting to the provost and working with the chairs and faculty within those schools. The faculty can work together to leverage strength, to attract some grants, etc. On another level, the college would be able to work with the schools in communicating with the external community to attract fundraising.

B. Establishment of a Department of Business and Economics. Dr. Logue stated that the establishment of a Department of Business and Economics at York College is intended to strengthen the degree programs in economics, business administration, aviation management, and marketing, and to better serve students in those programs. Seven faculty members are being transferred from the Department of Accounting and Business to the new Department of Business and Economics. As a parallel action in the Chancellor’s University Report, the Department of Accounting and Business is being renamed as the Department of Accounting and Finance.

Following discussion, item I.B.12.A and I.B.12.B were approved for submission to the Board.

The City University of New York – Establishment of Uniform University Verification Policy for Federal Title IV Regulations. Dr. Logue stated that over 70 percent of full-time CUNY students receive financial aid. In accordance with federal regulations, students may only qualify for federal financial aid if the University is able to document that a student has begun attending a given course and has been present at least once in the first five weeks of class. Failing proper verification, a student is denied financial aid and the University may be subject to a substantial fine. Due to the fact that current procedures to verify student enrollment lack consistency between campuses, uniform guidelines and procedures need to be put in place to protect both the students and the University. In consultation with all CUNY constituencies the Chancellor will promulgate uniform guidelines and procedures to ensure compliance with federal Title IV regulations.

In answer to a question from Prof. Beaky, Dr. Logue noted that the faculty will play an active role in the aforementioned consultation process.

Following discussion, item I.B.13 was approved for submission to the Board.
14. Borough of Manhattan Community College – Establishment of a Department of Media Arts and Technology. Dr. Logue stated that the college is proposing a new Department of Medial Arts and Technology in order to better serve students in the Multimedia and Video Arts Technology programs. Two faculty members are being transferred to the new department from the Department of Music and Arts, three faculty members from the Department of Speech, Communications and Theater Arts, and one faculty member from the Department of Computer Information Systems.

Following discussion, item I.B.14 was approved for submission to the Board.

II. INFORMATION ITEMS:

1. Update on Fall 2009 Enrollment Management. Dr. Logue stated that concerns about very large enrollment increases for fall 2009 continue at the University. As of this point, total freshmen applications are up, compared to the same point last year, about 15 percent, and transfer applications are up about 26 percent. Also, as of this point the University has admitted about 96 percent of the total freshmen that were accepted at the same point in time last year. Traditionally, most senior colleges would have closed admissions by this point in time, and that is also the case this year. The community colleges would continue to admit through the summer, and at this time, all community colleges are still admitting students, but not all of them will continue admitting throughout the whole summer.

In addition to these application increases, CUNY is expecting increased retention rates, increased show rates (the rate at which students actually come after they have been admitted), and also increased readmit rates (students who have taken a break from their studies and are coming back). In response to this overall situation, the senior colleges by and large increased admission standards and are pretty much done with admissions for the fall. But this means that more students are interested in applying to the community colleges, which are already getting more applications. The administration has been devoting particular attention to the colleges that have associate degree programs to ensure that CUNY will continue to provide access to students while maintaining educational quality.

A number of steps are being taken to help prospective students to find a place at CUNY this fall and to help ensure quality. In another week, the centralized electronic admissions process will be stopped for the University as a whole, as is done every year, but one thing that will be different this year is that in about a week the University will put into effect a new electronic directed admissions process for the individual colleges that are still accepting students. In the past direct admissions was not done electronically. The electronic direct admissions process will better enable CUNY to monitor how many students are admitted, where and when.

The administration will also be providing information to the colleges that are no longer accepting applications for the fall as to which colleges are still accepting applications, and prospective students will be referred to those colleges that are still accepting applications. The University will also ensure that all students accepted to its colleges for this fall receive all appropriate services for new students, such as skills testing, advising, and orientation.

Finally, if a prospective student applies to a community college too late for fall admission and there is no college still accepting students for the fall that the applicant is qualified or
willing to attend, then the student’s admission can be deferred to January, and special services will be made available to the student during the fall to maximize his or her readiness to enter the college in the spring. In September, CUNY expects to enroll the largest number of students (well over 250,000) in credit-bearing courses since 1973, when tuition was free.

Student Complaint Procedure. General Counsel and Senior Vice Chancellor Schaffer stated that just over two and a half years ago the Board adopted a set of procedures regarding student complaints concerning faculty in academic settings. A commitment was made that after two years of experience under these procedures there would be a review conducted by the Legal Affairs Office, which has communicated with provosts and deans on the campuses and has had an initial round of consultation with the Faculty Senate. As a result of this review some thoughtful recommendations have been collected. The process is ongoing, and the best way to present what has been learned is the memo that Senior Vice Chancellor Schaffer has prepared for this committee and the Committee on Student Affairs and Special Programs, so that the committee members can review the memo over the summer. The Legal Affairs Office will continue discussions with the presidents, provosts, faculty and students about the process and the recommendations and will prepare a set of amendments to the procedure for the committees’ review in the fall.

General Counsel and Senior Vice Chancellor Schaffer noted that concerns about the use of these procedures infringing upon academic freedom have not been borne out. There were a few complaints that really went to the content of courses, but those were quickly disposed of on the grounds that they involved the academic freedom of the faculty. Most of the other complaints involved conduct that students perceived as disrespectful in class, or faculty coming late or being absent. Many of these were resolved informally. A few led to formal investigations and most were found to be factually unwarranted. A few were found to be warranted and appropriate action was taken. Only one resulted in a disciplinary proceeding with respect to the faculty member in question, and two others were reported on in connection with a reappointment process. The general feeling was that the procedures had worked reasonably well. Perhaps their presence has also encouraged more informal resolutions of these kinds of complaints and that is certainly a good thing.

General Counsel and Senior Vice Chancellor Schaffer responded to questions from Vice Chairperson Philip Berry and Trustee Charles Shorter to clarify specific sections of the memo.

Chairperson Schmidt stated that when the University adopted this policy two years ago there was concern on the part of some faculty that this procedure might be misused by students who did not like a faculty member’s ideology or academic slant on material. This Committee did not think that that was going to be a problem given the nature of the procedures, but promised a review after two years with a report back to this committee. He added that other universities have gotten themselves into a hopeless mess because they had no clear process for students who have complaints to get a hearing. CUNY has received a great deal of national attention as one of the first higher education institutions to work on such procedures.

The meeting was adjourned at 5:40 p.m.