Minutes of Proceedings, February 22, 1993

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE CITY UNIVERSITY OF NEW YORK

HELD

FEBRUARY 22, 1993

AT THE BOARD HEADQUARTERS BUILDING
535 EAST 80TH STREET – BOROUGH OF MANHATTAN

The Chairperson called the meeting to order at 4:39 P.M.

There were present:

James P. Murphy, Chairperson
Edith B. Everett, Vice Chairperson

Sylvia Bloom
Louis C. Cenci
Michael J. Del Giudice
William R. Howard

Charles E. Inness
Harold M. Jacobs
Susan Moore Mouner
Calvin O. Pressley
Thomas Tam

Robert A. Picken, ex officio

Ronald Quartimon, ex officio

Secretary Genevieve Mullin
Lillian W. Phillips, Executive Assistant
Robert E. Diaz, General Counsel and Vice Chancellor for Legal Affairs

Chancellor W. Ann Reynolds
Deputy Chancellor Laurence F. Muccillo
President Raymond C. Bowen
President Roscoe C. Brown, Jr.
Acting President Stephen M. Curtis
President Josephine Dunbar Davis
President Leon M. Goldstein
President Frances Degen Horowitz
President Vernon Lattin
President Edison O. Jackson
Acting President Augusta Souza Kappner
President Shirley Strum Kenny

President Paul LeClerc
President Gerald W. Lynch
President Charles E. Merideth
President Isaura S. Santiago
President Kurt R. Schmeller
President Edmond L. Volpe
Acting Vice Chancellor Robert E. Buxbaum
Vice Chancellor Richard M. Freeland
Vice Chancellor Jay Hershenson
Acting Vice Chancellor Elsa Nunez-Wormack
Vice Chancellor Richard F. Rothbard
Dean Haywood Burns
Dean Stanford R. Roman, Jr.

The absence of Mr. Badillo, Ms. Carrion, and Mr. Fink, was excused.
A. CHAIRMAN'S REMARKS: Chairman Murphy recognized Trustee Thomas Tam for the purpose of introducing distinguished guests and colleagues from Shanghai University in China. Dr. Tam noted that the exchange program between Shanghai University and The City University of New York has a history of eight years and involves four colleges, Baruch College, The College of Staten Island, and Borough of Manhattan and LaGuardia Community Colleges, and has sponsored more than 50 participants from these respective institutions. In attendance today are three distinguished colleagues from Shanghai University, Mr. Lin Jiongru, Deputy Chancellor, Mr. Wang Guoming, Dean of the International Economics Department at The College of International Business, and Mr. Ahong Guoxiang, Director of International Exchanges in the Chancellor's Office. Dr. Tam stated that the Board and the Administration are indeed honored and pleased that they are here today and look forward to continued success in this exchange relationship. At a luncheon earlier today hosted by President Volpe of The College of State Island to welcome Chancellor Lin and his party, Dr. Tam was presented with a special gift from Chancellor Lin, a most exquisite specimen of china popularly known as the eggshell style, a paper thin vase that bears Shanghai University's inscription. He thanked Chancellor Lin and asked Secretary Genevieve Mullin to display it publicly so that the marvel of this superb piece of art from China could be enjoyed by all.

Chairman Murphy, on behalf of the Board of Trustees, thanked the distinguished colleagues and guests for this wonderful expression of the partnership between these two great Universities and said that the expression and the gift will be treasured for many, many years to come.

At this point Mr. Del Gludlce and Mr. Quartimon joined the meeting.

Chairman Murphy noted with sadness and deep regret the death on January 27, 1993 of Dr. Blanche Bernstein who had been a member of the Board of Trustees of The City University since 1980 and who had served for many, many years as Chairperson of the Committee on Academic Policy, Program, and Research. She was an extraordinary educational leader and did wondrous good here at the University. He called on Vice Chair Edith Everett, who was a very close colleague and dear friend of Dr. Bernstein's, to present a resolution.

Mrs. Everett stated that she is honored to have the privilege of presenting the resolution, which really captured Dr. Bernstein very well, although she is doing it with great sorrow. She was all of those things and more. Perhaps the one thing not mentioned was her uniqueness in terms of her candor. One never had to guess what she was thinking about because she told you right up front. One could always have a good honest argument with her and there was never a second agenda. Her position was always right there on the table. She was a wonderful friend to the students and faculty of this University and to all on the Board and she will be missed very profoundly.

B. MEMORIAL RESOLUTION MARKING THE DEATH OF DR. BLANCHE BERNSTEIN: WHEREAS, We note with trenchant sadness the untimely death on January 27, 1993 of our beloved and respected colleague, Dr. Blanche Bernstein, who has served as a Trustee since June, 1980; and

WHEREAS, Dr. Bernstein, an alumna of Hunter College, and of Columbia University, became an internationally recognized researcher, scholar and administrator in the field of social welfare; and

WHEREAS, She began her early work with the American Joint Distribution Committee in the wake of World War II, then worked for the U.S. Department of State, then for the Community Council of Greater New York, then for the New York State Department of Social Services, then for the New School for Social Research, and then became Human Resources Administrator for the City of New York. A pioneer thinker in her field, she foresaw and defined through her research and in her writings, the problems and weaknesses in the ongoing federal-state-city welfare system, long before others did; and

WHEREAS, She was appointed by Mayor Ed Koch in June, 1980 as a Mayoral member of the CUNY Board of Trustees; and

WHEREAS, Following her designation as Chair of the Board Committee on Academic Policy, Program and Research in August, 1980, she served faithfully, diligently and brilliantly in this capacity, making this committee one of the most effective and authoritative of the Board's working bodies. She left an ineradicable imprint on the academic programs and policies of the University; and
WHEREAS, Dr. Bernstein, during her years as a Trustee of the City University, considered her public responsibility in that office to be her highest personal responsibility. Of her it could well be said that she had a passion for quality and an aspiration for excellence, along with a compassion for humanity; and

WHEREAS, While her principal Board assignment was as Chair of the Academic Affairs Committee, she was also a faithful and unfailing member of the Committee on Student Affairs and Special Programs, in whose work she took a sustained interest, playing a major role in the development of fiscal accountability systems for student organizations including the University Student Senate. At the same time she was a strong advocate for student access to educational resources while also advocating academic supports, academic counseling and other student services; and

WHEREAS, She also served as a member of numerous Board Committees including Long Range Planning, Presidential Search Process, the Task Force on Public Education Programs and Curriculum Impact, the Ad Hoc Committee on the City University School of Law at Queens College, and the Search Committee for presidents at Hunter and Queens Colleges; and

WHEREAS, Her dependable attendance and productive activity were vital to the Board and its committees in the exercise of their functions, and her intelligence and wit inspired the highest regard and affection of her colleagues and countless beneficiaries of her life's work; and

WHEREAS, She was a skillful interrogator and questioner, she was regularly able to elicit the information pertinent to the issues at hand -- the facts, the numbers, and the practical consequences of the projected policies and actions; therefore be it

RESOLVED, That the Board of Trustees evinces its sorrow and sense of loss at the passing of Dr. Bernstein, and on behalf of the University, its faculties, alumni and administrators, extends condolences to her family and friends.

Following unanimous adoption of the resolution, the Chairman called for a moment of silence in honor of Dr. Bernstein.

C. DEATH OF TRUSTEE CENCI'S MOTHER: Chairman Murphy reported with sadness that Trustee Louis Cenci's mother, Mrs. Nellie Cenci, passed away on February 14, 1993. He offered sincerest condolences on behalf of the Board and noted that she had a wonderful family that extended through five generations. He added that at age 95 she was the first of her siblings to pass on. Mr. Cenci thanked all the members of the Board and everyone else for their expressions of sympathy and said that he and the entire family were very grateful.

D. TRUSTEE HONORS: Trustee Thomas Tam received a special award on Friday, February 19, 1993, from the Institute of Chinese Culture. Dr. Tam was also the keynote speaker at a conference sponsored by the Bilingual Committee of the Board of Education on February 10.

E. FACULTY HONORS: (1) Julia To Dutka, Dean of the School of Education and Educational Services at Baruch College, received a special award from the Institute of Chinese Culture.

(2) Kishore B. Marathe, Professor of Mathematics at Brooklyn College, was awarded a visiting research professorship by the Gruppo Nazionale di Fisica Mathemathica, Italy.

(3) LaWanda Cox, Professor Emeriti of History at Hunter College, was honored by the southern Historical Association for a lifetime of distinguished service to the field of southern history.

(4) Gerald Lieblich, Professor and Chairperson of the Mathematics and Computer Science Department at Bronx Community College, was named Outstanding Teacher of the Year by the N.Y.S. Association of Two-Year Colleges.

(5) Jane Katz, Professor of Health and Physical Education at Bronx Community College, has been appointed as a member of the Lifetime Health, Fitness and Sports Advisory Committee by Governor Mario Cuomo.
F. SCHOOL HONORS: The City College School of Nursing has been awarded the first installment in an anticipated $49,000, three-year grant from the Commission on National Community Service, through the Foundation for Long Term Care.

G. GRANTS: The Chairperson presented for inclusion in the record the following report of Grants $100,000 or above received since the last Board meeting:

BROOKLYN COLLEGE

a. $634,600 DeWitt Wallace-Reader's Digest Fund to Professor Terry Schwartz, School of Education, for "Pathways to Teaching."

b. $263,190 Nat'l Institutes of Health/Nat'l Institute of General Medical Sciences to Dean Fitzgerald Bramwell, Chemistry, for "Minority Access to Research Careers (MARC) Program: Biomedical Research Training for Minority Undergraduates."

CITY COLLEGE:

a. $249,099 AFOSR to R. Alfano, Physics, for "Optical Storage Based On Persistent Spectral Hole Burning."

b. $131,000 NSF to R. Callender, Physics, for Raman Spectroscopic Studies of Guanine Nucleotide Binding Proteins."

c. $125,000 NSF to J. Koplik, Levich Institute, "Molecular Dynamics of Fluid-Solid Systems."

d. $101,957 NIH to B. Morgan, Nursing, for "Scholarship for Disadvantaged Students Program."

e. $100,000 US Department of Trans. to R. Paaswell, Transportation, for "Technology Transfer."

f. $140,412 US Department of Ed. to E. Rorschach, Engl/Second Lang., for "Fluency First in English As A Second Language Instruction."

g. $203,994 NIH to H. Schulz, Chemistry, for "Fatty Acid Metabolism in Heart and Its Regulation."

GRADUATE SCHOOL AND UNIVERSITY CENTER:

a. $1,113,646 NIDODC to Professor Harry Levitt for "Rehabilitation Strategies for Hearing Impaired Persons."

LEHMAN COLLEGE:

a. $110,000 International Business Machines to Anne L. Rothstein, Project Director "IBM Initiative Project."

H. CHANCELLOR'S ORAL REPORT: Chancellor Reynolds reported on the following:

a. On February 10, she and several vice chancellors testified before the Assembly Ways and Means and Senate Finance Committees, chaired by Assemblyman Sheldon Silver and Senator Ronald Stafford. A copy of that testimony has been sent to all the members of the Board of Trustees. The session went quite well. Legislators who attended asked many questions about CUNY and it was clear they were well informed, interested, and positive about the work that the University is doing.

b. She was very pleased, along with many of the presidents and staff, to attend the Black and Puerto Rican Legislative Caucus Conference in Albany, culminated by a gala banquet on February 14. It also had a very productive and positive tone with respect to CUNY.
c. The University is now in the long haul for the spring budget negotiations, working with key legislators trying to find additional support in this budget and to build upon the Executive Budget that has been proposed for CUNY.

d. On the City level, Mayor Dinkins held a press conference and ceremony last week to announce the REACH Program. This is a successful effort to obtain federal matching funds for some of the CUNY budget dollars that come from the City. The aim of this program, which has been fostered by Deputy Mayor Cesar Peralles, is to recruit and retain public assistance recipients in CUNY’s health services programs, thereby doing two things: 1) bringing in people who have had difficult fiscal times and are on welfare, and 2) providing the training programs to bring them into health services for the City. The Mayor also recognized the 20th anniversary of the Sophie Davis Program at City College and gave seventeen awards to CUNY alumni who have rendered distinguished service in the health professions. It was a very heart warming and well attended event. A hotline established three days ago for people interested in the REACH Program had received 1,400 calls by 5:00 P.M., on Friday, indicating an eagerness to participate in the program.

e. On the federal level, the $500 million miscalculation acknowledged by the Department of Education in the fall had grown, by the time the new administration came into office, to a $2 billion shortfall in Pell Grant Programs. This has very, very serious ramifications for CUNY students since they obtain about $200 million yearly in federal funding to support their educational goals. When she, Chairman Murphy, Vice Chair Everett, Trustees Picken and Quartimon, and Vice Chancellor Hershenson met with the New York Congressional delegation in Washington on February 3, this item was at the top of their agenda. A very important item included in President Clinton’s initial budget is a restoration of this $2 billion Pell Grant shortfall. On the dismaying side there has been a $200 million cut in the Work Study Programs which are very, very important to both CUNY and all urban universities. Last week she attended a meeting called by the New York City Partnership at which Secretary Ron Brown and Alice Rivlin were also present and this issue was discussed. The University is now in a very strong campaign to try to get the Work Study dollars restored. She noted that it is a never ending process to try to hold on to federal student aid.

f. Ten days ago she and Trustee Gladys Carrion embarked on a brief and productive trip to Santo Domingo in the Dominican Republic at the invitation of Dr. Julio Ravelo and the University of Santo Domingo to foster exchange relationships between students and faculty there. This has been an ongoing relationship that is now being enlarged since the University has some 10,000 students who are from the Dominican Republic and is becoming a very, very productive effort.

g. A matter of critical importance to the entire Board is the very strong enrollment growth on the campuses. For example when President Jackson started at Medgar Evers enrollment was 2,700 and today it is 5,000. The Master Plan revision last summer carried a very major enlargement of the University’s enrollment projections through the ‘90’s, including an estimate that there would be 224,000 students enrolled by 1996. This enrollment growth is really driving a lot of the academic issues that the Administration is trying to pursue and most certainly influences the presidents on the campuses. She then called on Vice Chancellor Rothbard to make a brief presentation on enrollment.

Vice Chancellor Rothbard reported that as projected in the Master Plan adopted by the Board on September 30, 1992, headcount enrollments at the senior colleges are expected to grow from approximately 134,000 in 1991 to approximately 162,000 in 2001, a projected growth of about 20% over that ten-year period. At the community colleges headcount enrollments are equally impressive, going from approximately 66,000 in 1991 to 84,000 in 2001, a projected growth of about 30% over that ten-year period. To see where the University has come from, In 1988 headcount enrollment at the senior colleges was approximately 126,000. Projected increases as approved in the current budget request indicate an historical increase of 11% to approximately 139,000 while the projected increase is 20%. Likewise at the community colleges where historically enrollment has been very strong going from approximately 57,000 in 1988 to a projected 69,000 approximately, a 12,000 student increase or about the equivalent of two of the community colleges in total enrollment growth. That is a 20% historical growth while the Administration is projecting 30% going forward. In both the senior and community colleges the enrollment slope keeps increasing at an ever sharper pace. It was noted that the figures on the trend are headcount and not FTE’s and are based on the rate of growth experienced, the current economic situation and projections for when there might be a turn around in New York City, and enrollments in K – 12. It was further noted that the enrollment projections are not based on demographic analyses but rather on enrollment trends at the Board of Education and Immigration patterns that have been affecting the University directly since 1984.
Dean Angelo Proto reported that at the senior colleges freshman admissions have been very stable at approximately 34,000 in a period when high school graduation rates have been declining in New York City where they hit an all-time low in 1992-93. These rates have been stabilized and it is anticipated that there will be growth in 1994, 1995, 1996 and thereafter. There has been continuous demand at the community colleges which is reflected in the large increases in admissions of first-time freshmen from approximately 27,000 in 1988-89 to approximately 34,000 in 1992-93. There has been a steady growth of transfer students from outside the University at the senior colleges and a significant growth at the community colleges from almost 7,000 students in 1988-89 to about 10,600 in 1992-93. These transfer students are coming from SUNY colleges, Nassau Community College and other community colleges outside the system, and a lot of the senior private independent schools locally. Admissions over the last five years have gone up 8.2% at the senior colleges in comparison to a 29.4% at the community colleges. The family income profile of students indicates approximately 55% of CUNY's students at the senior colleges have annual incomes of $28,000 or less. This includes both degree and non-degree undergraduate and graduate students. At the community colleges that same population is 68%.

In 1988-89 the University's financial aid recipients received $200 million in aid and currently they receive over $300 million from federal and State programs. Pell Grant recipients in 1988-89 numbered 58,000 and currently the number is 77,000. In 1988-89 there were 64,000 TAP recipients on the undergraduate level and now there are 84,000. In 1988-89 the University had 93,000 applicants applying for aid. Currently there are 135,000 aid applications on file and the year is not yet over. A more alarming rate of increase is in the Stafford/SLS loans where in 1988-89 there were only 9,500 student applying for loans and in this current year that has increased almost 50% to 18,000.

Vice Chancellor Rothbard reported that in comparing the ethnic distribution of undergraduate students to national statistics, CUNY outpaces the national norms in terms of the makeup of the student body in terms of Black, Hispanic, and Asian populations, outpacing CUNY only among the white population. That is a trend that has been consistent for several years at the University. Nearly half of CUNY's students attend on a part-time basis. In terms of age distribution, CUNY students are older than the national average although that pattern is beginning to change in higher education except in a few very elite institutions.

Chancellor Reynolds noted that she has asked Vice Chancellor Freeland and Acting Vice Chancellor Nunez-Worrnack to assist in the beginning process of giving very vigorous consideration to the CUNY student of the future. That really follows this report about enrollment growth and is pursuant to Trustee Del Gludice's question about where these students are coming from and what their needs will be. This fits in, of course, very well with the Academic Program Planning efforts now being thought about on the campuses to analyze more carefully as the University starts to move ahead. It will of course be brought to the Board of Trustees for both information purposes and, as the Administration thinks some of the things that staff have discovered are starting to drive the planning process, ultimately for Board approval or enactment as the case may be. The University, for example, has a very, very rapidly growing contingent of Chinese and Viet Namese students. The Caribbean immigration Is still very strong as Is Immigration and In-migration from Central America. Two years ago the University had no Russian students but a fast survey this year indicated there are now 3,000 Russian students in CUNY. The University needs to think much more effectively about how to take good care of these students in the years ahead and what their needs will be, so staff is moving on now to think about the way it can insure these students a good continuum into The City University of New York and their academic success while there.

Trustee Picken made the following statement:

The Chancellor's report on enrollment trends is certainly welcome news. It would appear that much of the increase comes from improved retention. This Board can take justifiable pride in the fact that the initiatives in this area to which it has devoted so much attention are bearing fruit. We are also receiving many new students through transfer, and I should like to commend the administration for all that it has done to facilitate transfers and make CUNY attractive to students coming from outside the system. At the recent conference of the University Faculty Senate on Strengthening Campus Governance, Dr. Ann Burton, a former faculty representative on this Board and now a Dean of Arts and Sciences at NYU, commented that one of the primary responsibilities of a university administration is to enroll enough students. This our administration has been doing in an admirable manner.
While we can rejoice in seeing the number of CUNY students increase, it is nonetheless the case, as I have described to this Board on a number of occasions previously, that the University's faculty, particularly its full-time faculty, are insufficient to handle the number of students currently enrolled. Many classes - perhaps a majority - are too large, and many class sections which should be offered and which are in heavy demand are not being offered, owing to a lack of faculty to teach them.

I was extremely pleased when the Board adopted as policy the conversion of adjunct faculty lines to full-time appointments with a target of 70% of undergraduate sections to be taught by full-time faculty by Fall 1996. I have been encouraged by the Chancellor's commitment to hiring new full-time faculty for next fall. We now must begin recruiting the best young faculty available, and make our University attractive to them. The reputation of any institution of higher education rests on the reputation of its faculty and on it alone. Because of the unremitting budget cuts and all the other things that have gone on during the past four years, our University has not been in a strong position to recruit and to make the sort of commitment to enabling the full professional development of faculty which is necessary to attract the best.

Fortunately, the situation is changing. The settlement of the PSC contract, the approval of which is before the Board this evening, fulfills a necessary precondition. But there are other things which might usefully be considered. The University's faculty development opportunities, many of which have lain fallow during the past few years of budget stringency, should be revived. Increased attention to faculty collaboration on system-wide research initiatives would contribute to the ability of colleagues to gain outside funding and would enhance the University's national reputation. The Faculty Advisory Council to the Research Foundation is, in response to a charge from the Chancellor, preparing a report on facilitating research and scholarship in the University and is sponsoring, with the University Faculty Senate, an all-University conference on the topic early next month. I have had the opportunity to explore some of these matters with the Chancellor and her senior staff in recent weeks, and I trust that the Board will be hearing more on this subject in the near future.

Chancellor Reynolds stated that the conversion of adjuncts into tenure track faculty is really top priority as the Administration works on the legislative agenda. There was a very long and productive discussion at the last Council of Presidents' meeting on this issue. The Improved stabilized budget and the very large numbers of retirees make it very Imperative that the University start to make some strong recruitment moves and some very good decisions about new faculty.

Dr. Jacobs noted that there are many faculty appointments in the University and Chancellor's Report with the SW notation indicating the waiver of a search. He asked when this information is provided to the Committee on Faculty, Staff, and Administration and when it is not, indicating that there are a lot of waivers in the Report that do not come to the Committee. Chancellor Reynolds responded that as directed by the Board of Trustees when appointments are brought to that Committee, that information is being provided.

Deputy Chancellor Muccolo further explained that there different kinds of waivers and that the Board is notified each month of any appointments contained in the Report where a waiver of a search requirement has been approved by the University Office of Faculty and Staff Relations, which are actually rather few. Separate from that are waivers of bylaw requirements and other waivers that are reported to that Committee.

Dr. Jacobs noted that the Report contained several resolutions for day care centers and asked how many the University has and whether it is being reimbursed by the State, the City, or the federal government. Vice Chancellor Rothbard responded that every campus has a day care center and the University gets direct State and City funding in addition to money from the federal government through the program for Aid to Families with Dependent Children which provides meal services. The University also gets some Head Start money through some of the centers that are associated with that program. There are also sliding scale fees at several centers where students pay according to their ability and their income levels. The University received $1.7 million in federal funds last year which has enabled it to greatly expand the capacity and licensing requirements for the centers so that more children can be accommodated now than was possible a
couple of years ago. There are waiting lists for most of the centers and space goes to students first and only if they cannot occupy the available centers are they opened to others. There is a requirement that the University Child Care Council, through the Office of Student Affairs, prepare an annual report on who is using the centers. In an audit that the State conducted several years ago of both CUNY's and SUNY's day care centers there were no findings of any ineligible children being in CUNY's day care centers. There are arrangements such as York College's where the program is paired with a Head Start center and a certain number of seats are reserved for York College students and a certain number of seats are reserved for community residents. By such pairing the University gets more value for the dollar and a better facility.

Mrs. Everett commented on the Family College program at Kingsborough Community College and called on President Leon Goldsteln who explained that under the Chancellor's Initiative the College started this program in which prekindergarten children attend school while their mothers, who are on welfare, are attending college at the same time. These children will be transferred to a regular public school after the third grade. These welfare mothers are committed, independent individuals who attend the College mostly full-time under this program and want to be free-standing independent women able to make it on their own. This Family College model was developed by the collaborative efforts of Chancellors Reynolds and Fernandez for CUNY and next year the second program is due to start at Bronx Community College.

President Horowitz noted that there is no day care center at the Graduate School but campus day care centers are trying to accommodate Graduate School students but there are very few slots available.

Upon motions duly made, seconded and carried, the following resolutions were adopted: (Calendar Nos. 1 through 9)

NO. 1. UNIVERSITY REPORT: RESOLVED, That the University Report for February 22, 1993 (including Addendum Items) be approved as revised as follows:

(a) ADDENDUM: Revise the following:

D. 1 THE CITY COLLEGE - ESTABLISHMENT OF DEPARTMENT: - ITEM WITHDRAWN

(b) ERRATA: Revise as follows:

University Report Errata – Page 2 – Kingsborough Community College entry is withdrawn.

(c) ERRATA: Add the following:

1. BRONX COMMUNITY COLLEGE:

P 8001 APPOINTMENT OF PROFESSORIATE STAFF (AFFIRM ACTION REPORT ON FILE EXCEPT ACTING, VISITING & SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH) On the entry for Warren Baron the Department is revised to read Student Development – Freshman Year Initiative is deleted.

2. JOHN JAY COLLEGE:

P 8001 APPOINTMENT OF HEQ SERIES PERSONNEL WITH PRIOR FULL-TIME HEQ SERIES SERVICE (AFFIRM ACTION REPORT ON FILE EXC. ACTING & SUB APPTS) (SW INDICATES WAIVER OF SEARCH) The entries for Brian Murphy and Isabella Curro are revised to include Acting in front of the new functional titles and the effective dates are revised to read 01/01/93 – 06/30/93

(d) Items listed in PART E – ERRATA, to be withdrawn or changed as indicated.

EXPLANATION: The University Report consists of the highlights of the personnel actions and other resolutions of a non-policy nature which require approval by the Board of Trustees.
NO. 2. CHANCELLOR'S REPORT: RESOLVED, That the Chancellor's Report for February 22, 1993 (including Addendum Items) be approved.

(a) Items listed in PART E - ERRATA, to be withdrawn or changed as indicated.

EXPLANATION: The Chancellor's Report consists of standard resolutions and actions of a non-policy nature which require approval by the Board of Trustees.

NO. 3. APPROVAL OF MINUTES: RESOLVED, That the minutes of the regular Board meeting and the executive session of January 25, 1993 be approved.

At this point Added Item, Cal No. 5. D., was considered.

D. CUNY/PSC AGREEMENT 1990-1996:

RESOLVED, That the collective negotiating agreement, the supplementary agreement covering Continuing Education, and the supplementary agreement covering the Educational Opportunity Centers, between The City University of New York and the Professional Staff Congress/CUNY for the period September 1, 1990 through January 31, 1996, are hereby approved, subject to State and City funding and the costing analyses of the State and the City; and be it further

RESOLVED, That upon ratification by the membership of the Professional Staff Congress/CUNY, the collective negotiating agreement, the supplementary agreement covering Continuing Education, and the supplementary agreement covering the Educational Opportunity Centers, the Chancellor is hereby authorized and directed to execute these agreements.

EXPLANATION: The prior collective negotiating agreement between the parties expired on August 31, 1990. The resolution approves the successor 1990-1996 agreement. The document containing the provisions of the 1990-1996 agreement is on file in the Office of the Secretary of the Board of Trustees and has been provided to each member of the Board of Trustees.

NO. 4. COMMITTEE ON FISCAL AFFAIRS, FACILITIES AND CONTRACT REVIEW: RESOLVED, That the following items be approved, and report noted:

A. JOHN JAY COLLEGE - REPLACEMENT OF STEAM ABSORPTION CHILLER:

RESOLVED, That the Board of Trustees of The City University of New York authorize the Secretary of the Board to execute a contract on behalf of John Jay College for replacement of one steam absorption chiller, cooling tower, and all associated equipment. The contract shall be awarded to the lowest responsible bidder after public advertisement and sealed bidding by the Department of Design, Construction and Management pursuant to law and University Regulation. The contract shall not exceed a total estimated construction cost of $1,524,000 chargeable to the State Capital Construction Fund, Project No. JJ003–087 (Cu006–087). The contract shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: The project consists of replacing one of the existing 600-ton steam absorption chillers with a new energy efficient steam absorption chiller of the same capacity and a new 600-ton capacity cooling tower. Construction costs include demolition and restoration of sidewalk areas to access the mechanical equipment room; structural work, rigging and electrical power for the new cooling tower; and associated piping, new chilled water and condenser water pumps, condenser return system and energy management controller. The Board of Trustees of The City University of New York approved a service contract with the firm of Syska & Hennessy, Inc., Engineers, for the design and supervision of construction of this project on September 28, 1987, Cal. No. 4.B.12. Final construction documents were completed by Syska & Hennessy and approved by CUNY on March 12, 1990. The project has been on "hold" because of the budget freeze imposed by the State of New York.
B. THE CITY UNIVERSITY OF NEW YORK - ELEVATOR/ESCALATOR MAINTENANCE SERVICES:

RESOLVED, That the Board of Trustees of The City University of New York authorize the Secretary of the Board to execute a contract(s) on behalf of the senior and community colleges to purchase elevator and/or escalator maintenance services. The contract(s) shall be awarded to the lowest responsible bidder after public advertisement and sealed bidding by the University pursuant to law and University Regulations. Such purchase shall not exceed a total estimated cost of $2,100,000 for the annual period from July 1, 1993 to June 30, 1994, chargeable to the appropriate college FAS codes. The contract(s) shall include up to four annual options for the University to renew in its best interest. The contract(s) shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: This action will permit the development of specifications leading to the procurement of maintenance services for the elevators and escalators owned and operated by the individual colleges and units of the University. Programmed expert maintenance is essential in order to make certain this critical equipment operates in a safe and efficient manner. It is anticipated that a University master contract(s) will result in substantial savings when compared with the current practice of individual college contracting.

C. THE CITY UNIVERSITY OF NEW YORK - HEATING, VENTILATING AND AIR CONDITIONING EQUIPMENT MAINTENANCE SERVICES:

RESOLVED, That The Board of Trustees of The City University of New York authorize the Secretary of the Board to execute a contract(s) on behalf of the senior and community colleges to purchase heating, ventilating and air conditioning equipment maintenance services. The contract(s) shall be awarded to the lowest responsible bidder after public advertisement and sealed bidding by the University pursuant to law and University Regulations. Such purchase shall not exceed a total estimated cost of $800,000 for the annual period from July 1, 1993 to June 30, 1994, chargeable to the appropriate college FAS codes. The contract(s) shall include up to four annual options for the University to renew in its best interest. The contract(s) shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: This action will permit the development of specifications leading to the procurement of maintenance services for the wide variety of HVAC equipment owned and operated by the individual colleges and units of the University. Expert programmed maintenance is essential in making certain this critical equipment operates at maximum efficiency while sustaining healthful conditions and appropriate comfort levels. It is anticipated that a University master contract(s) will result in substantial savings when compared with the current practice of individual college contracting.

D. THE CITY UNIVERSITY OF NEW YORK - EXTERMINATING SERVICES:

RESOLVED, That the Board of Trustees of The City University of New York authorize the Secretary of the Board to execute a contract(s) on behalf of the senior and community colleges to purchase rodent and pest exterminating services. The contract(s) shall be awarded to the lowest responsible bidder after public advertisement and sealed bidding by the University pursuant to law and University Regulations. Such purchase shall not exceed a total estimated cost of $130,000 for the annual period from July 1, 1993 to June 30, 1994, chargeable to the appropriate college FAS codes. The contract(s) shall include up to four annual options for the University to renew in its best interest. The contract(s) shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: This action will permit the development of specifications leading to the procurement of rodent and pest control services within the individual colleges and units of the University. It is anticipated that a University master contract(s) will result in substantial savings when compared with the current practice of individual college contracting.

E. THE CITY UNIVERSITY OF NEW YORK - TUITION PAYMENT PLANS:

RESOLVED, That the Board of Trustees of The City University of New York authorize the Central Office to develop specifications, advertise for, receive and open requests for proposals and conduct all appropriate inquiries with respect to such proposals; and select the most qualified vendor or vendors who will offer CUNY students tuition prepayment, deferred payment and/or tuition insurance plans. The contract period will be from July 1, 1993 to June 30, 1994 and shall include up to four annual options for the University to renew in its best interest.
EXPLANATION: Rising tuition fees make it increasingly difficult for some of our students and their families to manage college expenses. Tuition payment plans can help ease this burden without adversely affecting the University's revenue stream. Many such plans are in place at other colleges and universities. It is estimated that as many as 10,000 students could benefit from this initiative.

F. REPORT: Mr. Howard reported that the Committee is getting very close to resolving the issue of whether to continue with the current financial manager or recommend to the Board splitting the management of the various funds. There are some things that a number of the Trustees are looking to do with the management of the funds. Over the years the University has had a good relationship with the Oppenheimer group but the last contract with them was signed on November 14, 1978. As of December 31, 1992 the fund was at $77.9 million. The Committee feels that taking a good look at the management of this fund would be good for the University and the Board. It is anticipated that this will be resolved by the March Board meeting. He advised that the next meeting of the Committee on Fiscal Affairs is at 3:00 P.M., on March 1, and invited those Trustees who have an interest in determining who will be the managers of this fund for the next year and forward to attend.

NO. 5. COMMITTEE ON FACULTY, STAFF, AND ADMINISTRATION: RESOLVED, That the following items be approved:

A. BROOKLYN COLLEGE - ESTABLISHMENT OF THE DONALD KRAMER VISITING PROFESSORSHIP IN HUMANITIES:

RESOLVED, That the Board of Trustees of The City University of New York approve the establishment of the Donald Kramer Visiting Professorship in the Humanities at Brooklyn College.

EXPLANATION: Donald Kramer, Brooklyn College, class of 1958, and current President of the Brooklyn College Foundation, has contributed an endowment fund of $250,000 to the Brooklyn College Foundation to establish the Donald Kramer Visiting Professorship in the Humanities. The purpose of the Kramer Visiting Professorship is to attract to Brooklyn College teachers and scholars of distinction whose work demonstrates a commitment to the values and traditions of humane letters. The selection of the Kramer Visiting Professor shall be made by a search committee in accordance with established College practice and in consultation with the director of the Ethyle R. Wolfe Institute for the Humanities. The Kramer Visiting Professor shall be appointed to the department of his or her discipline and shall be assigned to the Wolfe Institute as a Visiting Professor. The income from the endowment shall be used at the discretion of the President to provide an annual salary supplement. The one-year appointment to the visiting professorship may be extended, in exceptional cases, to a second year.

At this point Dr. Tam left the meeting.

B. BROOKLYN COLLEGE - ESTABLISHMENT OF THE TOW PROFESSORSHIPS AND AWARDS:

RESOLVED, That the Board of Trustees of The City University of New York approve the establishment of the Tow Professorships and Awards at Brooklyn College.

EXPLANATION: Leonard Tow, member of the Brooklyn College, Class of 1950 (and a member of the Board of the Brooklyn College Foundation), and Claire Tow, member of the Brooklyn College, Class of 1952, are providing $50,000 per year to the Brooklyn College Foundation for the academic years 1993-1994 through 1997-1998, for a total of $250,000. The funds will be expended as follows:

A. $40,000 each year, for a total of $200,000, will be used to provide annual salary stipends of $10,000 for holders of four Tow Professorships. The Professorships are meant to recognize and honor distinction in teaching and scholarship, as well as commitment to the College and its mission. The recipients shall be designated by the President of the College upon the recommendation of a selection committee appointed by the President from a slate nominated by the Council on Administrative Policy. The Professorships may be awarded for a term of one or two years.

B. $10,000 each year, for a total of $50,000, will be used to provide awards to members of the faculty who have distinguished themselves in teaching or research, to recognize junior faculty of extraordinary promise, or to attract distinguished visitors for shorter periods. The size of the awards will be determined by the President. Nominations may be made by members of the faculty or the administration.

The Professorships and Awards will terminate at the end of the 1997-98 academic year.
In response to Mr. Quartlmon's question regarding the number of faculty who will be awarded the scholarship, President Lattin advised that it is the intention of the College to award four $10,000 scholarships a year to distinguished professors. The other $10,000 could go to a variety of professors, or to attract new professors for shorter periods of time, and visiting professors. The number of awards for this amount has not yet been determined.

C. BRONX COMMUNITY COLLEGE – RENAMING OF THE TECHNOLOGY II BUILDING:

RESOLVED, That the Board of Trustees of The City University of New York approve the renaming of the Technology II Building at Bronx Community College, Meister Hall.

EXPLANATION: The renaming of the Technology II Building is in honor of Dr. Morris Meister, who was the College's first President during its formative years 1957-1966. Prior to coming to Bronx Community College, Dr. Meister served for many years as the principal of the prestigious Bronx High School of Science. During his tenure at Bronx Community College, the College developed into a much acclaimed comprehensive community college offering a broad range of academic programs.

It is altogether fitting, as Dr. Meister was devoted to excellence in science, that Technology II which was recently renovated to house three Science Departments, be named Meister Hall.

ADDED ITEM

E. TITLE OR DUTIES EXCLUDED FROM AGREEMENTS WITH THE PROFESSIONAL STAFF CONGRESS/CUNY:

RESOLVED, That effective September 1, 1990, the articles identified below of the September 1, 1990 – January 31, 1996 collective negotiating agreement between The City University of New York and the Professional Staff Congress/CUNY shall apply to employees, other than those in the Executive Compensation Plan, the Medical Series, and the Law School Series, in functions or titles that are otherwise excluded from the agreement pursuant to Article 1 thereof for the period September 1, 1990 through January 31, 1996. Such application shall prevail during the time of service of a person in the designated titles or while the person is performing the functional duties that are the basis for exclusion from the agreement:

Article 1 Recognition (insofar as exclusions from the unit are identified)
Article 14 Leaves and Holidays (Except Section 14.9)
Article 16 Temporary Disability or Parental Leave
Article 17 Jury Duty
Article 24 Salary Schedules (in the regular appointment title, exclusion of rems)
Article 25 Research, Fellowship and Scholar Incentive Awards (for persons with faculty responsibility)
Article 26 Welfare Benefits
Article 27 Retirement
Article 29 Waiver of Tuition Fees
Article 30 Facilities and Services
Article 31 Rehiring of Persons who are Discontinued
Article 33 Faculty Development
Article 36 Resident Series
Article 41 Duration;

AND BE IT FURTHER RESOLVED, That effective September 1, 1990, Articles 26 (Welfare Benefits), 27 (Retirement), and Article 34.1 or Article 35.1, as applicable, of the September 1, 1990 – January 31, 1996 collective bargaining agreement between The City University of New York and the Professional Staff Congress/CUNY shall apply to all employees in the Medical Series and the Law School Series, other than those in the Executive Compensation Plan, in the functions or titles that are excluded from the agreement pursuant to Article 1 thereof for the period September 1, 1990 through January 31, 1996. Such application shall prevail during the time of service of a person in the designated titles or while a person is performing the functional duties that are the basis for exclusion from the agreement; and be it further

RESOLVED, That the articles listed above, except as modified in the supplemental agreement for the Educational Opportunity Centers, shall be applicable to excluded personnel in the Educational Opportunity Centers; and be it further
RESOLVED, That with respect to articles of the aforesaid agreement not made applicable to the titles and functions referred to above, the Chancellor may issue such rules as she deems appropriate to regulate the matters otherwise covered by the agreement.

EXPLANATION: In establishing the collective bargaining unit and during the course of subsequent negotiations with the Professional Staff Congress, certain employees of the University have been excluded from coverage under the agreement by virtue of their titles or functions, based upon the confidential, policy, or managerial responsibilities of the affected employees. University employees assigned to the titles or duties excluding them from the negotiated agreement, however, hold instructional staff titles that would otherwise be covered by the agreement. The University entering into a collective bargaining agreement did not intend to deprive its excluded employees of the provisions contained in the articles referred to in the resolution. The resolution is consistent with previous actions adopted following Board approval of the predecessor collective bargaining agreements.

Chairman Murphy called on Trustee Louis Cenc, the new chair of the Committee on Academic Policy, Program, and Research.

Mr. Cenc stated that he had served on the Academic Affairs Committee with Dr. Blanche Bernstein for nine years. He respected and admired her and considered her a fine colleague and a very good friend. When you served with Blanche it was exactly that — with. She was a wonderful partner. She communicated and he could say that in tribute to Blanche he not only had a productive time but a most wonderful time with a most wonderful person. At its February meeting, the Committee approved a memorial tribute to Dr. Blanche Bernstein and since an encomium and a resolution have been read in her honor and it is not only lengthy but somewhat parallel, he would like to submit this statement to Secretary Mullin for inclusion in the Board minutes.

NO. 6. COMMITTEE ON ACADEMIC POLICY, PROGRAM, AND RESEARCH: The Committee on Academic Policy, Program, and Research endorses the following Memorial Minute in tribute to our former chairperson, Dr. Blanche Bernstein:

MEMORIAL MINUTE

Dr. Blanche Bernstein, a member of The City University Board of Trustees and Chair of the Committee on Academic Policy, Program, and Research, died on Wednesday the 27th of January at the age of 80.

Dr. Bernstein, a graduate of Hunter College and Columbia University, whose long and distinguished career in social welfare work began with an appointment to the American Joint Distribution Committee in Paris after World War II, rose to the position of Deputy Commissioner of the New York State Social Services Department and later served as Human Resources Administrator for the City of New York under Mayor Edward Koch. Afterward she served as Director of the Social Policy Research Institute at the New School. She recounted her experiences in her 1982 book, The Politics of Welfare.

At a point in life when many have retired, Dr. Bernstein joined The City University Board of Trustees, an appointment which she took very seriously and carried out with energy and interest until the very end of her life. She subjected every policy and program presented to her Committee to close and skeptical scrutiny. She insisted that all CUNY students be given a solid grounding in the liberal arts and sciences. She queried proponents of new professional offerings about the job market for the program’s graduates. She challenged University officials to prove that they had considered carefully the resource requirements of the initiatives they advocated, and she cast a steely and disbelieving eye on the presenter of any program who denied its costs. Dr. Bernstein focused with tenacity on the question of graduation rates in The City University, often to the discomfort of University officials. Whatever the issue, she never allowed herself to be taken in with false reassurances or vague guarantees, but demanded clear answers.

Dr. Blanche Bernstein brought style and a cosmopolitan sensibility to the CUNY Board. At the head of the conference table, she flourished her trademark cigarette like a maestro’s baton. She rarely missed an opportunity to inject humor into her Committee’s proceedings. She loved to reminisce about her years in Paris, her family, or her travels throughout the world. She read and spoke French easily and fluently and had highly developed tastes in music and drama. Her wit was dry and on occasion, devastating.
Dr. Blanche Bernstein brought to all she attempted a high degree of intelligence and worldly wisdom together with determination and tenacity. Her concern for the welfare of students was genuine and ran very deep. Her long and valued service to The City University will be remembered warmly and her voice will be missed in the deliberations of this Committee.

RESOLVED, That the following Items be approved, and report noted:

A. THE CITY COLLEGE - DISSOLUTION OF THE DEPARTMENTS OF SECONDARY AND CONTINUING EDUCATION, TECHNOLOGY AND OCCUPATIONAL EDUCATION, AND SOCIAL AND PSYCHOLOGICAL FOUNDATIONS, AND ESTABLISHMENT OF THE DEPARTMENT OF SECONDARY EDUCATION:

RESOLVED, That effective February 23, 1993, the Department of Secondary and Continuing Education, the Department of Technology and Occupational Education, and the Department of Social and Psychological Foundations at The City College be dissolved and that the Department of Secondary Education be established at The City College.

EXPLANATION: The proposed Department of Secondary Education brings together two existing departments in the School of Education: the Department of Secondary and Continuing Education and the Department of Technology and Occupational Education, both of which will be dissolved, and four faculty members from the Department of Social and Psychological Foundations which is also recommended for dissolution, whose areas of specialty are in the preparation of teachers at the secondary school level. The new Department will bring into closer association the two curricula and the faculty responsible for them, thus permitting greater coherence and cooperation between the disciplines. The emphasis of both curricula is the secondary education level. In recent years the industrial arts curriculum in the secondary schools has been converted into a technology education curriculum, with close ties to the other curriculum areas in secondary education, chiefly mathematics and science. The merger will improve curricular initiatives and will better address the multi-disciplinary approach to education, that of integrating mathematics, science, technology, and the humanities with teacher preparation.

The creation of the new Department is recommended by the President after consultation with and agreement of the faculty of the affected departments and the other faculty of the School of Education. The faculty to be appointed to the new Department have each agreed to the new arrangement and the new Department was approved by unanimous vote of the faculty of the School of Education.

The appropriate faculty will be appointed with their present rank and status to the new department. These actions have been reviewed and approved at The City College by the relevant bodies. A separate resolution regarding these personnel actions is being recommended to the Board of Trustees in the Addendum of the February 1993 University Report.

Further, the faculty from the Social and Psychological Foundations Department not assigned to Secondary Education will be transferred to the existing Departments of Elementary Education or School Services, depending on their specialties. The transfer of these faculty members will insure a greater coherence with the curriculum disciplines so that Foundations courses will more clearly articulate with the instructional disciplines of the Elementary and School Services Departments.

This reorganization of the School of Education, with the transfer of Social and Psychological Foundations faculty will insure the Foundations' curriculum to support the instructional needs of students majoring in one of the above disciplines throughout the student's tenure in a program and will discourage an isolated curriculum. This reorganization will improve initiative and better address the multi-disciplinary approach to education, integrating psychological and social theory and instructional methodology. In addition, the new organization will yield efficiencies in the area of administrative and personnel support and will provide for a more efficient delivery of services.

Acting President Kappner stated that this has gone through a long process on campus where it has been approved by each faculty department, the entire department, the faculty governance structures, and in which each and every one of the faculty members is protected in terms of their rank and seniority. It in essence brings together into one area all of the College's teacher preparation in secondary education and should strengthen what the College is doing in the curriculum. It does not eliminate courses for students.

Mr. Cencl added that this is more than a reorganization. It is extremely forward looking and he has great hopes for its implementation and curriculum development at all levels.
B. REPORT: Mr. Cenci reported that Vice Chancellor Freeland briefed the Committee on the process for collecting campus responses to the report of the Chancellor's Academic Program Planning Advisory Committee and on campus implementation plans for the College Preparatory Initiative. Both of these important efforts are proceeding on schedule and other reports will be forthcoming as the Committee meets.

NO. 7. COMMITTEE ON STUDENT AFFAIRS AND SPECIAL PROGRAMS: RESOLVED, That the following items be approved:

A. COMMITTEE RESOLUTION IN MEMORY OF DR. BLANCHE BERNSTEIN:

The Committee on Student Affairs and Special Programs notes with great sadness the death of Dr. Blanche Bernstein. During her twelve years on the Committee, Dr. Bernstein served with distinction. Dr. Bernstein has had a major impact on student affairs policy at The City University of New York, particularly in the area of fiscal accountability of student activity fees. The Committee expresses its deep sympathy to Dr. Bernstein's family. She will be sorely missed by her colleagues.

B. THE COLLEGE OF STATEN ISLAND - AMENDMENT TO THE COLLEGE ASSOCIATION BYLAWS:

RESOLVED, That the following amendment to Section 5 of Article II of the Bylaws of The College of Staten Island Association, Inc. be approved:

Seven members of the Board shall constitute a quorum for the transaction of business or of any specified item of business.

NOTE: Matter underlined is new; matter in brackets to be deleted.

EXPLANATION: The revision of the quorum requirement from nine members to seven members, out of a governing board of thirteen, will make it easier for the College Association to obtain a quorum for the transaction of business. The amendment has been approved by the College Association and the College President. The new quorum requirement will constitute a majority of the entire governing board, which is required by the Not-For-Profit Corporation Law.

NOTE: See Appendix A for amended College Association.

Mr. Quartimon voted No.

Mr. Quartimon asked how it can be assured that with a quorum of seven a student will be present during a college association meeting. With a membership of 13 all that is needed for a quorum are the seven faculty and/or administration members. A student need not be present. Had he been a member of the Board of Trustees when the makeup of the College Associations was changed he would have objected to the quorum being set at seven, thereby creating the possibility of having a quorum without a student being present. In response, Acting Vice Chancellor Nunez-Wormack stated that this resolution brings The College of Staten Island's quorum into conformance with the other campuses and although there is nothing in the stipulation that requires student presence, President Volpe and Dean of Students Jackson affirmed that every effort would be made to insure that a student is present at all meetings.

Mr. Howard questioned how the Administration insures student participation from campus to campus. He asked if the Chancellor's office has received any indication that students are not being notified of college association meetings and that students are not participating on the campuses. Chancellor Reynolds responded that her office has had no such indication and added that the presidents present would indicated that they are very eager to have student participation since these organizations are responsible for major amounts of programming on the campuses. The Administration is very, very eager to have student participation just as there are student members of all the Board of Trustees' committees. She noted that people cannot be forced to attend meetings and that the Administration has to do its best to inform them and encourage them to attend. All of the presidents would indicate they have quite active student participation on the student governance committees.
In response to Mr. Quartimon’s request to propose a friendly amendment that would include some phrasing for the Committee to consider that would stipulate that one student must be present in order to have a college association meeting commence, Acting Vice Chancellor Nunez-Wormack advised that that language does not exist for any other unit of The City University.

Chairman Murphy suggested that either directly through Trustee Quartimon or through the USS student representative on the Student Affairs Committee, that, and other matters could be considered. The ruling in terms of the parliamentary procedure aspect of this is that the resolution is from the College so it is an up or down vote on what is before the Board.

Mrs. Mouner advised that there was a strong student representative from the Student Senate who spoke to the issues of concern.

Mrs. Everett stated that it is important for Mr. Quartimon to try to encourage students to attend these meetings to be heard. Sometimes the Committees can’t do business because people who are supposed to be there, sometimes Board members, sometimes the student for one reason or another are not there. However, the concern expressed some while ago was that students would not be given ample notice of these meetings and therefore they could not arrange their programs. She thinks it’s up to Mr. Quartimon as student leader to follow that issue. If that were the case, which she doesn’t believe that it will ever be, it should be called to the attention of the Board.

Mr. Quartimon responded that he agrees with Mrs. Everett and that is exactly why he raised the issue. His concern is with the scheduling of the meeting, not with students who want to attend and then rearrange their schedule accordingly. If the student is attending class from 9:00 A.M., to 12:00 noon or so and the meeting is held at 11:30 A.M., then the student can’t possibly be expected to attend. But if the meetings were to be scheduled around the campus club hour as for example at John Jay where all of the college association meetings are held from 3:15 P.M., to 5:00 P.M., which is the club hour and there are no classes held, students do attend the meetings. If this were to be done on every campus then he wouldn’t have the same concern as he does now because the resolution creates the opportunity to schedule such a meeting at 10:00 or 11:00 A.M., when a student cannot attend.

Chancellor Reynolds noted that virtually all of the presidents are here today and perhaps after the meeting some of them can be very reassuring to Mr. Quartimon on that score. This resolution goes forth with a very positive student inclusive Intention. Campuses are eager to have student participation in this process and are trying to accommodate to it and trying to encourage students to attend. It’s a very positive, forward looking process. Presidents want their students to attend.

President Brown stated that in most of the associations the vice president is a student who serves on the executive committee as well. In the colleges he knows they do not have the problem of students not attending. What was the concern in this issue as Trustee Everett says is that on the times where there has been disagreement sometimes students have boycotted the meeting when they are required for the quorum and then nothing can be done. This situation existed a few years ago and that is the reason why the quorum was adjusted to make sure that business can be done. But at the same time he agrees that the meeting should be scheduled at times when students can participate.

C. AMENDMENT TO THE POLICY ON WITHHOLDING STUDENT RECORDS:

RESOLVED, That the existing Board of Trustees policy with respect to the withholding of student records as last amended on March 25, 1985 (Cal. No. 8.A.) be amended as follows:

Student who are delinquent and/or in default in any of their financial accounts with the College, the University or an appropriate State or Federal agency for which the University acts as either a disbursing or certifying agent, and students who have not completed exit interviews as required by the [National Direct Defense Student] Federal Perkins Loan Program, the Federal Family Education Loan Programs, and the Nursing Student Loan Program, are not to be permitted to complete a registration, or issued a copy of their grades, [a financial aid transcript], a transcript of academic record, certificate or degree nor are they to receive funds under the Federal campus-based student assistance programs or the Federal Pell [(Basic)] Grant Program unless the designated officer, in exceptional hardship cases and consistent with Federal and State regulations waives in writing the application of this regulation.

NOTE: Matter underlined is new; matter in brackets to be deleted.
EXPLANATION: The purpose of this amendment is to reflect the program name changes required by the Higher Education Amendments of 1992 as well as formally incorporate the addition of Federal Family Education Loan Programs (Federal Stafford and Federal Supplemental Loans for Students) and the deletion of financial aid transcript, as required by current federal regulations.

NO. 8. COMMITTEE ON PUBLIC AFFAIRS: RESOLVED, That the following item be approved:

A. PELL GRANT PROGRAM:

WHEREAS, The Pell Grant Program now has a cumulative shortfall of approximately $2 billion; and

WHEREAS, Attempting to accommodate the shortfall through regular and routine budget cycles and within the budget caps required by federal budget legislation (Budget Enforcement Act) could place funding for other important Federal education programs at risk, and eliminate any possibility of growth in the maximum Pell Grant award level; and

WHEREAS, Should the President and the Congress agree to declare the Pell Grant shortfall an emergency, the funds required to accommodate the shortfall would be calculated outside of the mandatory budget caps eliminating any need to reduce funding for any other education programs to make up the necessary money for the Pell accommodation; therefore

BE IT RESOLVED, That The City University of New York (CUNY) support the declaration of the Pell Grant shortfall as an emergency, and the passage of a dire emergency supplemental appropriation bill to accommodate the $2 billion shortfall; and

BE IT FURTHER RESOLVED, That a copy of this resolution be sent to all members of the NYC congressional delegation, requesting that they support the actions proposed in the resolution.

B. REPORT. Mrs. Bloom reported that the Adult Student Recognition Ceremony of The City University of New York Adult Literacy Program will be held Thursday, March 25 from 9:30 to 11:30 A.M., in Room 1700 of the Graduate School and University Center. She encouraged everyone to attend this event.

She was very pleased to see so many activities on the campuses in support of Black History Month. She reminded everyone that March is Women's History Month and the Asian American Heritage will be celebrated in April. She encouraged all the campuses to plan appropriate celebratory and historical activities.

She attended the Institute for Chinese Culture dinner this past Friday and was joined by Trustee Picken and members of the Chancellor's office. As was noted earlier, Trustee Thomas Tam was honored and it was a very special evening.

ADDED ITEM

NO. 9. HONORARY DEGREES: RESOLVED, That the following honorary degrees, approved by the appropriate faculty body and recommended by the Chancellor, be presented at the commencement exercises as specified:

THE GRADUATE SCHOOL AND UNIVERSITY CENTER

<table>
<thead>
<tr>
<th>NAME</th>
<th>DEGREE</th>
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<tbody>
<tr>
<td>Ralph Ellison</td>
<td>Doctor of Letters</td>
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<tr>
<td>Felice N. Schwartz</td>
<td>Doctor of Humane Letters</td>
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President Horowitz stated that Ralph Ellison is one of the greatest living writers and that Felice Schwartz is the founder and President of Catalyst.

Mrs. Everett commented that his book *The Invisible Man*, was one of the most meaningful she had ever read. As a young person it had tremendous impact on her life. She is really grateful that he is being honored this way.

In response to Mr. Howard's request that the Board be given an update on the status of pending litigation Chairman Murphy concurred and requested that Vice Chancellor Diaz prepare a report for presentation in executive session at the March meeting.

Upon motions duly made, seconded and carried, the meeting was adjourned at 5:58 P.M.

SECRETARY GENEVIEVE MULLIN
BROOKLYN COLLEGE GOVERNANCE PLAN

ARTICLE I. THE POLICY COUNCIL

A. The membership of the Policy Council, which shall consist of an equal number of administrators, faculty and students, shall consist of:

1. Members of the Administration designated as follows:
   a. the President of Brooklyn College who shall chair the Policy Council;
   b. the Vice Presidents;
   c. the Assistant Vice Presidents;
   d. the full Deans;
   e. Any additional members needed to bring the total Members of the Administration to 10, which shall be the minimum. These members are to be selected in a manner determined by the members of the administration designated in 1(a)-(d) above with the approval of Policy Council.

2. Members of the faculty chosen as follows:
   a. one representative of the Steering Committee of Faculty Council;
   b. one representative of the Liaison Committee of the Council on Administrative policy;
   c. faculty members at large (except administrators with a title of assistant dean or above) to bring the total number of faculty representatives to the same number as members of administration, to be elected biennially in May, to serve in the following two academic years, in a manner to be determined by Faculty Council with the approval of Policy Council.
   Faculty members at large may be reelected.

3. Students chosen as follows:
   a. the three presidents of the three student government bodies;
   b. additional students to bring the total number of student representatives to the same number as administrators, to be selected annually in a manner determined by the Student Governments with the approval of Policy Council.

4. Should the number of Members of the Administration, as determined in section 1, change during the biennial period commencing with the faculty election, the following procedures shall be followed:
   a. if the number increases, an equal increase in the Membership of faculty and students shall be effected, by the selection process indicated in 2.c. and 3.b.;
   b. If the number decreases, the additional members to bring the Administration Membership to the same level as that of the faculty and students shall be selected in a manner determined by the Administrators designated in 1(a)-(d) above with the approval of Policy Council.

5. a. If one of the members designated in paragraph 1 a,b,c, or d above shall be unable to serve for an entire semester or for the balance of a semester, a replacement shall be selected in the manner used in paragraph 4.b.
   b. If one of the student government presidents shall be unable to serve for an entire semester or for the balance of a semester, a replacement shall be selected by the student government presidents.
B. The Policy Council shall meet at least three times a semester, and more frequently if necessary. Special meetings may be called by the President or by the Executive Committee and shall be called at the request of any eight members of the Policy Council.

C. The functions of Policy Council shall be as follows:

1. Recognizing the legislative authority of Faculty Council in matters of curriculum and degree requirements, of the Student Governments in matters of student affairs, of the Council on Administrative Policy and the Promotions and Tenure Committee on matters of personnel, the Policy Council may make recommendations in all areas of the operation of the college to the President.

2. The Policy Council shall serve as a forum for discussing issues and problems of general college concern; shall advise the President both in response to his requests for counsel and upon its own initiative; shall provide through its existence a formal body for each constituent group to express its viewpoint and to communicate with other elements of the college community; and shall submit recommendations for action as appropriate to the Faculty Council, to the Council on Administrative Policy, to the Administrative Committee, and to the student governments.

3. The Policy Council shall be responsible for approving any and all new governance proposals and assuring that they meet standards of the Trustees of The City University of New York and standards of Brooklyn College. The Policy Council shall determine that the proposals provide a role for students, faculty, and administrators. The Policy Council should also monitor the functions of individual legislative and administrative bodies to assure that no constituent body exceeds its jurisdiction.

4. a. The Policy Council shall establish standing committees which shall be responsible for continuing study of and reporting on college policy. These shall include, but not be limited to:

   1. An Executive Committee
   2. A Nominating Committee
   3. A Budget Committee
   4. A College and Community Committee
   5. A Campus Facilities Committee
   6. A Long Range Planning Committee
   7. A Committee on College Governance

b. The Policy Council shall also have the authority to appoint and charge ad hoc committees as it sees fit.

c. In the case of both standing committees and ad hoc committees, the Policy Council may draw students, faculty, or administrators including members of the support staff from the college community at large. In addition to the college's constituencies represented on the Policy Council, there are other groups which should be consulted, such as community people and alumni.

d. With regard to goals, priorities, policy guidelines, budget and the overall direction of the college, the President shall work closely with the appropriate Policy Council committees.

e. The Policy Council shall prepare its own bylaws consistent with this governance plan and the Bylaws of the Board of Trustees of The City University of New York.
ARTICLE II. THE FACULTY

A. The faculty shall consist of all persons having faculty rank or status. It shall conduct the educational affairs customarily cared for by a college faculty. It shall make its own bylaws consistent with this governance plan and Bylaws of the Board of Trustees of The City University of New York. It shall meet at least once each semester, or more often, at the call of the President or by petition of ten percent of its members, and shall be responsible for the formulation of policy relating to the admission and retention of students, including health and scholarship standards; student attendance, including leaves of absence; curriculum; awarding of college credit; granting of degrees. Meetings of the Faculty shall be chaired by the President.

B. The Faculty Council shall be the legislative body of the Faculty and shall have all the responsibilities of a faculty, as exercised heretofore under the Bylaws and Policy Statements of the Board of Trustees of The City University of New York subject only to the review of the Faculty.

C. 1. The Faculty Council shall consist of all department chairpersons, and an additional delegate of faculty rank or faculty status from each department elected by department members of faculty rank or faculty status. Departments shall elect an alternate delegate to serve with voice and vote at any meeting in the absence of the department delegate. In addition, delegates-at-large of faculty rank or faculty status, equal to the number of instructional departments, shall be elected in a manner determined by Faculty Council. Members shall be elected for a term of three years and may be reelected.

2. The President, the vice presidents, the assistant vice president(s) full deans, director of student records and business manager may attend Faculty Council meetings with voice, but without vote. At each meeting, the President may present a report to Faculty Council.

3. Fifty percent of the voting members of Faculty Council shall constitute a quorum unless the faculty shall adopt a bylaw requiring a larger number.

D. The Faculty Council shall function through a system of standing and ad hoc committees consisting of faculty and student members as designated in each committee charge. There shall be a Steering Committee whose composition and charge are determined by the Faculty Council Bylaws. The Steering Committee shall meet regularly with the President to apprise him of the agenda of each Faculty Council meeting and to discuss any matters of interest to the Faculty. With regard to goals, priorities, policy guidelines, budget, and the overall direction of the college, the President shall work closely with the appropriate Faculty Council committees.

E. The Faculty Council shall prepare its own bylaws consistent with this governance plan and the Bylaws of the Board of Trustees of The City University of New York.

ARTICLE III. DEPARTMENTS

A. The chairperson of each department shall be elected in accordance with the Bylaws of the Board of Trustees of The City University of New York, Section 9.1(b) from among professors, associate professors, and assistant professors by all members of the department with faculty rank or faculty status for a term of three years. He/she shall be the executive officer of the department, shall carry out the department’s policies and shall perform the duties of the chairperson in accordance with Bylaw Section 9.3. Each department, subject to the approval of Faculty Council, shall have control of the educational policies of the department through the vote of all members of faculty rank or faculty status.

In all departmental elections an affirmative vote shall be determined by satisfaction of the following:

1. There must be an affirmative vote of a majority of those present and eligible to vote at a duly constituted election meeting of the Department, a quorum being present;

2. A quorum shall be defined as a majority of the adjusted membership of the Department;
3. The adjusted membership of the Department shall be defined as the whole membership of the Department eligible to vote, less those on leaves of absence, those in full-time administrative positions outside the Department, and those without assignment within the Department for a continuous period of two years prior to the election.

4. Members of any Brooklyn College Personnel Committee shall not be eligible to vote on their own candidacies, and for purpose of such a candidacy the whole number of voting members of the committee shall exclude the candidate.

B. The department appointments committee in accordance with Bylaw Sec. 9.1(e) shall consist of the chairperson and four members of faculty rank elected by the department members of faculty rank or faculty status for a term of three years. The chairperson of the department shall be the chairperson of the committee. The committee shall be responsible for all recommendations of appointments, reappointments, leaves and tenure. It shall take into consideration student evaluations of professional performance in all matters of reappointment and tenure.

C. The curriculum committee shall consist of faculty members and of students who are majors in the department. It shall consider and make recommendations concerning curricular proposals for department action; department action will be transmitted to the appropriate graduate or undergraduate Committee on Curriculum and Degree Requirements of Faculty Council.

D. Promotion recommendations shall be made in accordance with Section 9.8 of the Bylaws of the Board of Trustees of The City University of New York. Student evaluations of professional performance shall be taken into consideration.

E. Such other committees (standing and ad hoc) shall be created as the department shall decide. All committees shall keep minutes of their proceedings in conformity with Robert's Rules of Order, latest revised edition.

ARTICLE IV. THE COUNCIL ON ADMINISTRATIVE POLICY

A. The Council on Administrative Policy (approved by BHE, June 19, 1972) shall consist of the vice presidents, the assistant vice presidents, the deans, the chairpersons of departments, and such non-voting members as the President may designate. The Council on Administrative Policy shall be chaired by the President and shall meet at least once a month or more often, at the call of the President or an individual member.

It shall discuss issues of importance to the college and its educational mission and make recommendations to the President. The President shall present to CAP, in timely fashion, any significant plans of the administration in the areas of general Educational Policy, Planning, Priorities, Personnel and Budget for discussion and advice. It shall establish, in conformity with the Bylaws of the Board of Trustees and the Governance Plan of Brooklyn College, standards and policies concerning Personnel. It furthermore shall serve as a principal means of communication between the President and the operating departments of the college.

B. There shall be a Liaison Committee of CAP consisting of three chairpersons elected annually. Only chairpersons and the Dean of Education shall vote in this election. The Liaison Committee shall serve as the chairpersons' advisory group to the President. Acting as a conduit of information between the President and the chairpersons, it shall meet regularly with the President to discuss and consult on issues of importance to the college including but not limited to Policy, Planning, Priorities and Budget, as these issues are being formulated and developed by the administration. It shall help develop, with the President, the agenda for the CAP meeting.

C. Department appointments committees will present their recommendations for appointment and reappointment without tenure to the Council on Administrative Policy. The President will preside. Only department chairpersons and the Dean of the School of Education will be eligible to vote on appointments and reappointments. The other full academic deans, who will participate in the discussions of the Council on Administrative Policy in matters of appointments and reappointments without tenure, will also be advisory to the President in such matters. The President will make his final recommendation to the Board of Trustees.
D. Members of any Brooklyn College Personnel Committee shall not be eligible to vote on their own candidacies, and for purposes of such a candidacy the whole number of voting members of the committee shall exclude the candidate.

ARTICLE V. COMMITTEE ON PROMOTIONS AND TENURE COMMITTEE

A. Department recommendations on promotion and tenure shall be submitted to a college-wide Promotion and Tenure Committee composed of all department chairpersons and the Dean of Education as voting members and of the other full academic deans as non-voting members. The chairperson of the Liaison Committee of the Council on Administrative Policy will serve as chairperson of the College Promotion and Tenure Committee.

B. 1. The College Promotion and Tenure Committee will be divided into five divisions: Humanities, Social Science and Education, Performing Arts, Science, and College Services. The assignment of departments to divisions for the purpose of promotion and tenure considerations will be determined by the President based upon consideration of departmental preference and the recommendation thereon of the Council on Administrative Policy after consultation with the Faculty Council.

2. For each division, there will be a subcommittee comprising all department chairpersons in the division and also the Dean of Education in the division of Social Science and Education. Each divisional subcommittee will appoint faculty subcommittees (consisting of tenured faculty members of the division other than chairpersons) when there are candidates from the division as follows:

   a. A faculty subcommittee on tenure which shall have five members, none of whom is concurrently serving on a departmental Appointments Committee of a department which has a tenure candidate. This subcommittee will make recommendations concerning the reappointment with tenure of divisional candidates, including those in College Laboratory Technician titles in academic departments.

   b. A faculty subcommittee on promotion to Associate Professor, which shall have five members all of whom are either Associate or Full Professors.

   c. A faculty subcommittee on promotion to Full Professor, which shall have five members all of whom are Full Professors.

   d. A three member faculty subcommittee on promotion of College Laboratory Technicians which will make recommendations concerning promotions in academic departments to the ranks of Senior College Laboratory Technician and Chief College Laboratory Technician.

3. The faculty subcommittees will report their recommendations to the divisional subcommittees. The divisional subcommittees subsequently will report their recommendations to the College Promotion and Tenure Committee, after which the recommendations of the College Promotion and Tenure Committee, together with the recommendations of the various subcommittees, will be forwarded to the President.

4. Subcommittees of the full College Promotion and Tenure Committee will be appointed when there are candidates in the following categories:

   a. A subcommittee on tenure for College Laboratory Technicians in Non-Academic Departments which shall consist of three tenured faculty members elected by, but not from, the College Promotion and Tenure Committee, and two administrators appointed by the President.

   b. A subcommittee on promotion for College Laboratory Technicians in Non-Academic Departments which shall consist of three tenured faculty members elected by, but not from, the College Promotion and Tenure Committee, and two administrators appointed by the President. This subcommittee will consider promotions to the ranks of Senior College Laboratory Technician and Chief College Laboratory Technician in non-academic departments.
The auxiliary enterprise association shall consist of seven members: the three student government presidents plus four members appointed by the President of the college, at least one of whom shall be a member of the faculty. The appointees of the President shall serve at his pleasure. The President will appoint the chair. The body shall serve from July 1 to June 30.

ARTICLE X. AMENDMENT

Amendments to this governance plan may be initiated (a) by any constituent body or (b) by the Policy Council itself, provided such amendment does not alter the powers held by another constituent body without the consent of that body. All amendments must be approved by the Policy Council and by the President for submission to the Board of Trustees.

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Adopted by the Board of Higher Education on November 22, 1976, Cal. No. 5.C.