The Chairperson called the meeting to order at 4:45 P.M.

There were present:

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

Herman Badillo
Jerome S. Berg
Michael J. Del Guidice
William R. Howard

Sandi E. Cooper, ex officio

Charles E. Inniss
Susan Moore Mounier
Thomas Tam

Secretary Genevieve Mullin
Robert E. Diaz, General Counsel and Vice Chancellor for Legal Affairs
Hourig Messerlian, Executive Assistant

The absence of Mr. Berman, Ms. Carrion, Mr. Fink, and Mr. Negron was excused.
A. BROOKLYN COLLEGE CHESS TEAM: Chairman Murphy stated that on behalf of the Board and the University, he proudly congratulates our wonderful and brilliant Brooklyn College Chess Team for winning the Pan American Intercollegiate Team Chess Tournament held in New York City in early January. The Brooklyn College Chess Team received the first place trophy, reflecting its higher team-point total over the New York University Chess Team who were declared co-champions. In addition, BMCC finished third, the highest ranking of any community college. This is the second major win in chess for the Brooklyn College Team, who took first place in the US Amateur Team Championship, sponsored by the US Chess Federation, last March. Two students, Gennady Sagachek and Oleg Shalumov, previously attended BMCC. The other Brooklyn College team members are: Alek Kalitshtein, Alexander Beltre, and Yury Lapshun, who previously attended Kingsborough Community College.

The four students on the BMCC team are Kasaun Henry, Jeff Mitchell, Alex Alekseyenko, and Brian Watson.

Carlos Sevillano, President of the Brooklyn College Chess Club, thanked the Board for its support and noted that the team will be teaching chess in an after-school program at the John Dewey Middle School. The team hopes this activity will help students not only to learn the game, but incorporate their chess skills into their curriculum and their daily lives.

President Vernon Lattin said he was extremely proud of the team and expected this tradition to continue. He congratulated the team members and thanked them again for their efforts, noting that they also play on the basketball team.

B. WELCOME TO NEW ACTING PRESIDENT: On behalf of the Board and the University Chair Murphy welcomed Dr. Marcia V. Keizs, and wished her success in the coming months. Her designation as Acting President of York College, effective January 5, 1996, will be ratified when the University Report is approved. Dr. Keizs replaces departing Acting President of York College, Dr. Thomas K. Minter, who has resigned. He expressed his appreciation, on behalf of the Board, to Dr. Minter for his service during these challenging times. He reiterated that the search for a permanent president would continue.

Trustee Howard suggested that an official letter of appreciation be sent to Dr. Minter on behalf of the Board in recognition of his many years of service to CUNY as a professor, a consultant, and Acting President of York College.

C. ANNOUNCEMENT OF UPCOMING BOROUGH HEARINGS: Chair Murphy announced that there will be a Borough Hearing on Wednesday, March 6, 1996 at Queens Borough Hall, and another one on Thursday April 11, 1996 at Brooklyn Borough Hall. We look forward to the interaction these Hearings will provide with the communities and constituents of the CUNY colleges in these two important Boroughs.

D. DEATH OF DR. URSULA SCHWERIN AND DR. THOMAS C. CHALMERS: Chairman Murphy noted with sadness the passing of two vital members of the CUNY community and offered condolences to their families:

a) The Board will always remember Dr. Ursula C. Schwenin for her outstanding contributions as former President of the New York City Technical College. She was the first woman to head a technical college in the United States.

b) And equally, the Board will always remember as well, Dr. Thomas C. Chalmers, past President of the Mount Sinai Medical Center and the Mount Sinai School of Medicine. During his leadership the Medical School gained in stature and became ranked among the best in the country, while growing to pre-eminence in both the academic and research areas. They both were outstanding persons and will be missed.

E. TRUSTEE HONORS: The Hundred Year Association of New York, a not-for-profit organization founded in 1927, which is comprised of more than 300 companies and non-profit organizations that are more than 100 years old and operating in New York, has named its top college scholarship in honor of Trustee Charles E. Inniss. Association scholarships are awarded to the sons and daughters of Civil Service employees on the basis of academic excellence, community service and financial need.
F. PRESIDENTIAL HONORS: City College President Yolanda T. Moses was inaugurated as the 74th President of the American Anthropological Association, the world's largest association of professional anthropologists with over 11,000 members, at their annual meeting which was held recently in Washington. Dr. Moses is the first African-American President in the Association's 93-year history. Past Presidents of the Association include Margaret Mead.

G. COLLEGE HONORS: (1) City College's Chemistry Department has been awarded grants and contracts totaling over $2 million by the National Science Foundation and the New York City Department of Environmental Protection. The NSF awarded $1,525,000 to the Department which will lead a consortium of 10 CUNY institutions, as well as the Universities of Rochester, Pittsburgh, and Pennsylvania, in developing new undergraduate teaching methods. The NYC Dept. of Environmental Protection provided the department with a contract for $579,000 for work with the City's Water Pollution Control Plants.

(2) City College's Minority Biomedical Research Program and its Minority Access to Research Careers Program have received a total of $1,353,930 from the National Institutes of Health to continue with their programs in the current year.

(3) John Jay College of Criminal Justice was chosen by the National Science Foundation to be part of a prestigious consortium of colleges and universities which will engage in basic research on the causes and consequences of violence. Some of the other participant institutions are Carnegie Mellon, Duke, Morgan State, Berkeley, Chicago, Pennsylvania, Maryland, Michigan, Montreal, Vanderbilt Universities, as well as the National Police College of Sweden. The grant is for $12.1 million over the next five years, one of the largest awarded by NSF.

H. FACULTY HONORS: (1) Five CUNY professors have received prestigious Fulbright Scholar Awards for this academic year for conducting research in many countries. They are:

Claus Mueller associate professor of sociology at Hunter College
Jane C. Schneider professor of anthropology at the Graduate School and University Center
Nancy M. Flowers adjunct associate professor of anthropology at Hunter College
Evelyn Barish professor of English at the Graduate School and University Center and The College of Staten Island
Joseph O'Donoghue former associate professor of business at The College of Staten Island.

(2) Nehru Cherukupalli, professor of geology at Brooklyn College, has received the outstanding educator award of the American Association of Petroleum Geologists - Eastern Section.

(3) Maria Luisa Tasayco, assistant professor at City College's Chemistry Department, received the prestigious Career Development Award, presented by the National Science Foundation, along with research grant of $330,000 for her outstanding work.

I. STAFF HONORS: Jane Cyril, Director for Homeless and Correctional Education at LaGuardia Community College, has been selected as one of Ten Women of Influence, by the YWCA of Brooklyn, at its eighth annual conference, which was co-sponsored by Planned Parenthood of New York City.

J. STUDENT HONORS: Chair Murphy announced that the following CUNY graduate students have won prestigious Fulbright awards for conducting research in many countries:

THE GRADUATE SCHOOL AND UNIVERSITY CENTER
Linda Brown for anthropological research in Venezuela
Maritza Williams for anthropological research in St. Vincent
Amy Gardner for teaching English as a foreign language in Germany
THE CITY COLLEGE
Vera Grant for anthropological research in Germany.

HUNTER COLLEGE
Julide Gokcebay for teaching English as a foreign language in Germany

K. ALUMNI HONORS: Nobel prize winner Leon M. Lederman, a 1943 graduate of City College, was honored by the American Association of State Colleges and Universities, AASCU, as a Distinguished Alumnus Award winner for 1995.

L. GRANTS: Chairman Murphy presented for inclusion in the record the following report of Grants $100,000 or above received by the University since the last Board meeting.

BROOKLYN COLLEGE
a. $1,149,422 NYS ED DEPT to Dean Christine Persico and Mr. Thomas Brennan, Adult & Cont. Ed., for “EDGE-T: Brooklyn BEGIN Work Study Program.”
b. $216,199 NYS ED DEPT to Dean Christine Persico and Ms. Andrea Morville, Adult & Cont. Ed., for “EDGE-T: Family Day Care Program.”

THE CITY UNIVERSITY OF NEW YORK
a. $130,000 FORD FOUNDATION Urban Partnership Program for Students from disadvantaged backgrounds progressing through the education system.

THE CITY COLLEGE
a. $1,304,955 NIH to Moses, Y., Administration, for “Cellular Molecular Basis of Development Research Center.”
b. $800,000 NASA to Alfano, R., Physics, for “Tunable Solid State Lasers and Optical Imaging Program.”
c. $400,000 NASA to Austin, S., Computer Science, for “An urban collaboration for network connectivity and Internet access.”
d. $386,175 US DEPT OF TRANS to Paaswell R., Transportation, for “University Transportation Center.”
e. $349,581 US DEPT OF ED to LaVallee, D., Administration, for “Strengthening Institutions Program Continuation Application.”
f. $275,000 NYS ED DEPT to Shapiro, N., Sec. & Cont. Education, for “Theodore Roosevelt High School Liberty Academy for Law Justice & Public Service.”
g. $269,257 NYC DEP to Fillos, J., Civ. Engineering, for “Major Odor Event Assessment North River WPCP.”
h. $250,000 NYS ED DEPT to Iler, E., Med. School-Adm., for “Gateway Junior High School Outreach.”
i. $230,000 NYS ED DEPT to Slater, M., S-Med., for “Step - Gateway to Higher Education.”
j. $175,000 NYS ED DEPT to Roth, M., SEEK, for “Collegiate Science & Technology Entry Program.”
<table>
<thead>
<tr>
<th>Order</th>
<th>Amount</th>
<th>Entity/Institution</th>
<th>Department/Program</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>m.</td>
<td>$140,000</td>
<td>NSF</td>
<td>Callender, R., Ph.</td>
<td>for &quot;The Very Fast Dynamics of Protein Folding/Unfolding.&quot;</td>
</tr>
<tr>
<td>n.</td>
<td>$139,048</td>
<td>NIH</td>
<td>Gunner, M., Phys.</td>
<td>for &quot;Electron &amp; Proton Transfer in Reaction Centers.&quot;</td>
</tr>
<tr>
<td>o.</td>
<td>$135,000</td>
<td>NSF</td>
<td>Koplik, J., Levich</td>
<td>for &quot;Molecular Dynamics of Fluid-Solid Systems.&quot;</td>
</tr>
<tr>
<td>p.</td>
<td>$115,000</td>
<td>NSF</td>
<td>Cummins, R., Phys.</td>
<td>for &quot;Experimental Studies of Phase Transitions.&quot;</td>
</tr>
<tr>
<td>q.</td>
<td>$100,500</td>
<td>BELLCORE</td>
<td>Saadawi, T., Elec.</td>
<td>for &quot;Video Conference Over A&amp;T.&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>$552,874</td>
<td>NYS/OMRD</td>
<td>Soifer, David</td>
<td>for &quot;CDN Fellowships.&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>$132,936</td>
<td>NYS ED DEPT</td>
<td>Wolfe, Marcie and</td>
<td>for &quot;Adult Education Act.&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>McGee, Elizabeth</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>$232,398</td>
<td>US DEPT OF ED</td>
<td>Brown, Ronald, Dr.</td>
<td>for &quot;Student Support Services.&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>and Gao, Patrick</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>$412,896</td>
<td>US DEPT OF ED</td>
<td>Perin, Dolores,</td>
<td>for &quot;Self-Directed Workplace Literacy Distance Learning for Developmental</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Prof.</td>
<td>Disabilities Workers.&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>$149,394</td>
<td>NYS ED DEPT VATEA</td>
<td>Sanchez, Ismael</td>
<td>for &quot;Academic Assistance, Counseling, Support and Technical Resource Center</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Services for Students with Disabilities.&quot;</td>
</tr>
<tr>
<td>b.</td>
<td>$120,474</td>
<td>US DEPT OF ED FIPSE</td>
<td>Mannello, Peter,</td>
<td>for Innovative Projects in Community Service.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Dean</td>
<td></td>
</tr>
<tr>
<td>c.</td>
<td>$108,515</td>
<td>NYS ED DEPT VATEA</td>
<td>Gawkins, Anne</td>
<td>for &quot;Tech Prep Program.&quot;</td>
</tr>
<tr>
<td>d.</td>
<td>$100,000</td>
<td>NYS URBAN DEV CORP</td>
<td>Inocencio, E. Bing</td>
<td>for &quot;NYC Technical College Satellite Dish Telecommunications Laboratory</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Assoc. Provost, E.</td>
<td>Project.&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Bing</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>$275,974</td>
<td>US DEPT OF EDUC</td>
<td>Jacobs, Steven</td>
<td>for &quot;BMCC-Urban Community Service.&quot;</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a.</td>
<td>$934,679</td>
<td>NYSED</td>
<td>Savage, CE</td>
<td>for &quot;VATEA.&quot;</td>
</tr>
<tr>
<td>b.</td>
<td>$507,357</td>
<td>USDOL</td>
<td>Essoka, CE</td>
<td>for &quot;Employment Centers.&quot;</td>
</tr>
</tbody>
</table>
c. $480,779 NYCDFTA to Resnick, CE, for "S.O.S."
d. $420,000 NYSDYS to Choi, CE, for "Mosaic Center."
e. $412,406 NYC/HRA to Kellawon, CE, for "Begin Language Program."
f. $368,156 USDE to Misick, CE, for "Student Support Services."
g. $332,882 USDE to Danvers, Academic Affairs, for "Upward Bound."
h. $322,384 NYC DOE to Self, CE, for "Project HIRE."
i. $320,142 USDE to Grant, CE, for "Workplace Literacy Program."
j. $211,246 NYSED to Strieby and Leinaeng, Chemistry, for "VATEA-Tech Prep."
k. $210,728 MHRA to Norwood, CE, for "Community Based Aftercare/Relapse Prevention."
l. $134,724 NYSED to Kellawon, CE, for "Adult Education Act."
m. $132,747 EDGE OCC. to Napper, for "Family Day Care."
n. $128,046 NIH to Davis, Biology, for "Minority Biomedical Research Support Program."
o. $124,520 NYC/HRA to Escalera, CE, for "Home Health Attendant."
p. $110,574 NIH/PHS to Davis, Biology, for "Bridge to the Baccalaureate Program."

LAGUARDIA COMMUNITY COLLEGE

a. $140,000 NYS EDUC DEPT to Schulman, Jane Cont. Educ. Div., for "EDGE/job Development Program."
c. $120,000 NYS EDUC DEPT to Chiarkas, John and Cyril, Janet, Cont. Educ. Div., for "CUNY Catch/AEA 326 Program."

M. ORAL REPORT OF THE CHANCELLOR: Chancellor Reynolds reported the following:

1. Our campaign on the State budget is now really going in a very full, very active, and very energetic fashion. It began with testifying on January 16th before the Joint Hearing of the Assembly Ways and Means and Senate Finance Committees, co-chaired by Assemblyman Herman D. Farrell, Jr. and Senator Ronald B. Stafford, and included legislators such as Assemblymen Edward C. Sullivan, Arthur O. Eve, Albert Vann, Paul E. Harenberg, John J. Faso and Jay J. Dinga, and Senators John J. Marchi and Emmanuel R. Gold. In addition, Trustee Sandi Cooper and Dr. Irwin Polishook testified on that particular day. I think that CUNY had a very fair and lengthy hearing with a lot of very sympathetic questions, and a lot of support was evinced during the testimony and subsequent to it. Copies of my testimony and subsequent news articles that emanated from it have been sent to all members of the Board.
2. The end of the Governor's 30-day amendment period did result in one change favorable to the University: the proposal that Home Relief payments be counted as an offset to TAP awards was dropped. We are working very closely with both the Governor's office and the leadership of the Legislature as we make the case on both the $50 million in cuts to the TAP awards and $50 million in base budget cuts to CUNY.

3. We have had excellent support from the college presidents around the table to ensure that all legislators are thoroughly briefed on the budget, have been on our campuses and are prepared to be very, very supportive of restorations for both the base budget and tuition assistance. The presidents are working very hard on this.

4. The CUNY Legislative Action Council (CLAC), organized and coordinated by Jay Hershenson, is meeting on a regular basis and very energetically doing letter writing, visiting legislators' district offices, holding on-campus meetings with legislators, and a variety of other appropriate endeavors. The University Student Senate, University Faculty Senate, Professional Staff Congress, District Council 37, and other University constituencies are also working actively in support of restorations to the budget.

5. We are on a very active and vigorous Voter Registration drive to make sure that all of our students are active in the political process at the City, State, and Federal levels. We have had an advisory opinion from the Attorney General's office, issued in mid-September, enabling CUNY to collect Voter Registration forms as well as distribute them. Before this time we were not able to collect them, so we are very pleased that we are now able to do so, in order to facilitate voter registration. Barnes & Noble, who funded our original campaign about four years ago, is funding an even more ambitious campaign this year, including posters, buttons, and appearances by famous authors in support of voter registration at CUNY. Our voter registration posters, featuring Alice Walker and other famous authors, are going to be in the bus kiosks and other significant places around the City.

6. We have been very active on the Washington scene. I did meet a week ago with Senator D'Amato's Chief of Legislative Relations on the legal immigrant situation. We had a very positive, helpful meeting in which he indicated that he believes that they would be able to keep legal immigrants separate from illegal immigrants as bills move through Washington. He was very glad to have our data, shared our concerns, and was very supportive of our legal immigrant population. And we have had excellent support from the various groups that are supportive of our immigrant population, and feel somewhat reassured that we are seeing the higher education funding support for legal immigrants via Pell grants and other support continue as it has been in the past. We will keep you briefed on that. Trustees have been helpful with individual contacts, and we will continue to call on you for advice and assistance.

7. At the City level, the Mayor's budget came out last week. His preliminary financial plan does not recommend cuts at this time for the community colleges. This is in large part due to the maintenance of effort requirement and to judicial action over the past year. We will continue to monitor developments closely.

8. We are pleased to announce that Mayor Giuliani has appointed President Edison O. Jackson to the New York City Commission on Human Rights.

9. The Council of College Presidents met with Chancellor Rudy Crew and his senior staff in December, and there is a follow-up meeting scheduled with Education School Deans and Dr. Crew to focus on teacher education, recruitment, and training. Our Education School Deans have prepared the agenda for this meeting.

10. We have also had several positive meetings and conversations with State Education Department Commissioner Richard P. Mills to coordinate the College Preparatory Initiative (CPI) with the actions of the Regents. You may have seen that they are moving to require Regents Exams for all high school graduates. We are anxious to talk with them about the way the CPI, supported by this Board of Trustees, interdigitates with that effort, as well as various other teacher training initiatives. It takes far too long for CUNY graduates in Teacher Education to get credentials and to go to work in our public schools. Commissioner Mills is very reasonable on these issues, and I think that we will make some progress with him.
11. A retrospective show of some 200 photographs by Hunter College Distinguished Professor of Art, Roy DeCarava opened on January 25th at the Museum of Modern Art (MoMA). It is a wonderful show and a wonderful tribute to a University faculty member. His work in this highly praised show has been described as having the emotional force that arises from its pictorial simplicity and elegance. Many of the photographs depict life in the African American community. The show continues through May 7th and I urge as many of you as possible to go to the MoMA and see it. Professor DeCarava will present a lecture on his work at the museum on February 15th. Also, he and City College Distinguished Professor of Music Ron Carter, a celebrated bassist, have organized Friday evening Jazz performances at the Museum in association with the exhibition through March 29th.

12. I would like to commend Vice Chancellor Elsa Nunez-Wormack for her work on the brochure in your packet, "Graduate Scholarship Opportunities for Outstanding Students." We have stretched the effort an extra mile with Elsa's help, and also with help from a lot of faculty and a lot of caring people on this issue, to have regular meetings and regular sessions with promising students, and rehearse them to compete for Mellon Fellowships, Rhodes scholarships, and others to make sure that they get good support and good letters of recommendations and that they do have the skills needed to do the interviews, and to really create more of a farm club to compete for some of these major national and international awards for outstanding students. It is coming along very well, and we will continue to be active with it.

Trustee Howard's statement regarding the budget:
Since the last regular meeting of the Board of Trustees several events had taken place that will affect the University's budget for the next year. On December 15, 1995, the Governor issued his Executive Budget recommendations which have a significant impact on the operations of the senior and community colleges and the students as a result of the unanticipated changes in tuition assistance. Just last week the City's January Financial Plan was released containing preliminary recommendations for the City's contributions to the University for the coming year. Vice Chancellor Rothbard has kept the Fiscal Affairs Committee informed of these various recommendations as they developed, but in order to fully inform the entire Board, he has prepared a brief presentation to bring everyone up to date on the latest developments and their implications.

Vice Chancellor Rothbard's statement:
In the Governor's Executive Budget recommendations the senior college operating budget has been reduced by $57.6 million from the 1995-96 adopted budget (inclusive of the mid-year cut of $17.9 million). Another change in the budget is that for the first time funding is based on the State's fiscal year, not the CUNY academic year. This has serious implications in terms of our ability to continue to pay bills for personnel, and goods and services throughout our academic year. At the Community Colleges State aid for FTE's is fixed at the same dollar amount as the 1995-96 level, regardless of enrollment increases or decreases. This means that if enrollment goes up, our appropriation will not change, but on the positive side, if enrollment goes down, our appropriation will not change either.

One of the biggest changes is that TAP cuts will result in a $50 million net loss to CUNY students, who only get about 22% of TAP dollars State-wide, but will sustain 50% of the total proposed cut. More specifically, the new financial aid proposals 1) will reduce the TAP award by 50% of the Pell grant, 2) will lag by a year recognition of any tuition increases, 3) will switch the basis of income figured from the traditionally used Net Taxable Income, to Adjusted Gross Income, which is the measure used by the Federal government for Pell Grants and effectively disqualifies a certain number of students for TAP eligibility, 4) will cap State-wide expenditures to appropriation level by eliminating any mid-year increases in TAP funding to accommodate over utilization, and 5) will require a "C" average by the fifth payment. This will have minimal effect on CUNY since most of our colleges have that or stricter requirements for these students. As a kind of offset to the impact of these new financial aid proposals the budget is recommending: 1) $10 million block grants to CUNY and SUNY, offsetting the $50 million gross loss to CUNY's students, 2) maintaining Aid to Part-Time Students at the current funding level, and 3) creation of a $3 million program (which will eventually grow to $12 million) in Scholarships for Academic Achievement which will award merit-based scholarships to graduating high school students at various levels.

The good news is that the State budget will continue support for major capital projects for Baruch, Lehman, and the Graduate School which is the Altman Building project.
The January City Financial Plan makes no cuts in City funding for community colleges. However, if the colleges experience a loss of enrollment because of the TAP changes, even with the maintenance of effort requirement the City could legally cut aid to the community colleges because they can choose to fund on either the total amount or the per FTE amount they gave us in the prior year. If enrollment goes down they could reduce our budget approximately $1.4 million for every 1,000 FTE’s that the community colleges lose.

CUNY’s key goals in terms of working with legislators and others on this budget are: 1) to restore $50 million in State aid to the Senior College operating budget, and return to a CUNY fiscal year, 2) to restore $50 million to TAP for CUNY recipients, 3) $4 million for community college mandatory costs from the City, 4) $3 million for a community college technology initiative from the State to match an initiative funded in the senior college budget, 5) to continue the maintenance of effort requirement in the State budget, and 6) to fund high priority capital projects not initially funded in the Executive Budget. Efforts are already underway to achieve restorations to base budgets, the TAP program, and additional priority capital projects. The colleges have been provided with “allocations” for next year, based on the budget cuts that they would have to deal with if this budget is adopted intact. Colleges have been asked to respond as to what actions would be necessary to balance their budgets under those circumstances. Their reports on the implications of these budget cuts are due this week.

Trustee Inniss suggested that if the discussed cuts come to pass, CUNY should try to address what could happen now, by rethinking a whole new overall marketing strategy to fight these cuts by galvanizing every single college in the University system behind this strategy. Consideration should, of course, be given to what our asset base is right now, and a decision made as to what should be done in order to make the best case presentation to support that strategy.

Chancellor Reynolds responded that the University is indeed incredibly galvanized and totally focused in everything it is doing on delineating to key opinion-makers what will happen to the University if this level of cuts occur. We are in the biggest campaign in any higher education place anywhere, to elucidate what this kind of cut will mean to each individual campus and to each individual student. It is a massive effort that goes on every single day, everywhere in the system. The impact of these budget cuts on the colleges will be the next part of what we will be communicating first to Fiscal Affairs and ultimately the full Board.

Trustee Howard expressed his concern about the anticipated loss of 18,000 students, and wanted to know if there was any way to find out what communities these students would come from, and wanted to ensure that the marketing strategy would clearly indicate this fact. He also suggested that our institutions might be better served by consolidating funds spent on advertising and use them on one marketing strategy during this time of budget shortfall so as to present a unified front to enrolling students.

Chancellor Reynolds stated that ordinarily the University gets an enrollment increase of about 2.6% because of growth in the public schools and high school graduates. Our enrollment this time was down almost 3% so we were down a total of over 5% in enrollment this past fall. We predicted accurately that most of the downturn would be because of the loss of TAP eligibility in the community colleges and the problems with Home Relief recipients and Worksites. When the numbers were calculated they were right and those were the changes that had the greatest impact on the enrollments. When we look at next year it is our belief that the students that will be most heavily affected are the ones in the poorest cadre with incomes of $12,000 per year or less, because when all of a sudden they have lost doubly, and they no longer have the TAP subsidies as well as Pell grants, there is nowhere for them to turn to come up with the money. With respect to advertising, campuses have been urged to do a great deal of outreach to the public schools and their immediate communities with respect to students because we think our institutions are first-rate and students should be coming to them. A great number of institutions are out there very competitively recruiting students, and we want students to have a fair knowledge of all that CUNY has to offer. With respect to one voice for CUNY, it is always much more attractive to think about a specific program at a given campus rather than an anonymous CUNY message. CUNY is not a name the general public recognizes whereas the names of our individual institutions garner much more public recognition.
Chair Murphy said that the irony of what has happened or could happen comes in because the public schools are really growing like crazy. They are adding 25,000 students a year and they are graduating better because some of the things that people have been talking about for a long time are beginning to happen and they are turning out more. And yet for some reason or another we are not the place of choice for most of these people who have graduated but where do they go? Some of the other colleges that we can name will pick up some but what is really happening is they are not coming to colleges because it costs too much. It's not just a question of who is not coming to us but people are leaving earlier than they should because they cannot afford it or it no longer is a place where you can get what you need because the sections are crowded and are fewer. We really have to put a human face on this and very, very dramatically. Compared to other places around this country we seem to be going in a direction counter to where those other places are going in terms of how higher education is being funded. Where else can you invest for the long term in this country but in higher education in this environment that is changing so rapidly becoming a knowledge information driven society, technologically underpinned where techniques and modalities of applying yourself are changing monthly in some instances depending upon the line of work or the career one is into. He acknowledged on behalf of the Board that the presidents and the Chancellor, the Vice Chancellor and their staffs are working under extreme pressure in this very stressful time. It is on top of stress that we have had incrementing for the last several years and we are with you and we will fight together for the best results we can possibly achieve.

Upon motions duly made, seconded and carried, the following resolutions were adopted (Cal. Nos. 1 through 7):

NO. 1. UNIVERSITY REPORT: RESOLVED, That the University Report for January 29, 1996 (held February 5, 1996) (including Addendum Items) be approved, as revised as follows:

(a) ADDENDUM: Add the following:

D 33 YORK COLLEGE - DESIGNATION OF ACTING PRESIDENT:

RESOLVED, That the Board of Trustees of The City University of New York approve the appointment of Dr. Marcia V. Keizs as Acting President of York College, effective January 5, 1996, with an annual salary at the applicable presidential level, subject to financial ability, and that she be granted a leave from her position as Vice President for Faculty and Staff Relations at Queensborough Community College.

EXPLANATION: Acting President Thomas K. Minter has resigned, effective January 5, 1996. Dr. Keizs has many years of experience in senior administrative positions at the City University, including service as Acting President of Borough of Manhattan Community College and Acting Vice Chancellor for Student Affairs.

(b) ADDENDUM: Revise the following:

PART AA: ACTIONS REQUIRING WAIVER OF THE BYLAWS - Page 1, AA 1: APPOINTMENT WITH TENURE WITH WAIVER OF THE BYLAWS (COMMITTEE APPROVAL NOT REQUIRED) (APPROVAL BY OFSR): The two entries for Queens College are withdrawn.

LEHMAN COLLEGE:
Page 4 - D 3: TRANSFER OF INSTRUCTIONAL STAFF FROM THE DEPARTMENT OF ACADEMIC SKILLS TO THE OFFICE OF SEEK ADVISEMENT AND COUNSELING: CERTIFICATE OF CONTINUOUS EMPLOYMENT: The Former Department for Lecturer Samuel Coleman is revised to read Office of Student Development.

BROOKLYN COLLEGE:
Page 15 - D 10: The heading is revised to read ADMINISTRATIVE DESIGNATION COMMITTEE APPROVAL NOT REQUIRED (REM - AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH).

Page 15 - D 11: The heading is revised to read ADMINISTRATIVE DESIGNATION COMMITTEE APPROVAL NOT REQUIRED (EXECUTIVE COMPENSATION PLAN - AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH).
QUEENSBOROUGH COMMUNITY COLLEGE:
Page 16 - D 12: APPOINTMENT OF HEO SERIES PERSONNEL WITH NO PRIOR SERVICE (AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH): The salary rate for the entry for John Snyder is revised to read $69,532.

MEDGAR EVERS COLLEGE:
Page 17 - D 15: EARLY PAYMENT OF NEW STEPS (SW INDICATES WAIVER OF SEARCH): The entry for Hiroko Karan is withdrawn and hereby reentered under the heading SPECIAL INCREMENT WITHIN TITLE (OTHER THAN NEW STEPS).

JOHN JAY COLLEGE OF CRIMINAL JUSTICE:
Page 18 - D 19: APPOINTMENT OF HEO SERIES PERSONNEL WITH NO PRIOR SERVICE (AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH): The entry for Gary Zaragovitch is withdrawn.

THE CENTRAL OFFICE:
Page 20 - D 22: The heading is revised to read ADMINISTRATIVE DESIGNATION COMMITTEE APPROVAL NOT REQUIRED (REM - AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH).

Page 20 - D 23: APPOINTMENT OF HEO SERIES PERSONNEL WITH NO PRIOR SERVICE (AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAVER OF SEARCH): Add "SW" at the end of the entry for Joel Lei.

Page 21 - D 24: The heading is revised to read ADMINISTRATIVE DESIGNATION COMMITTEE APPROVAL NOT REQUIRED (EXECUTIVE COMPENSATION PLAN - AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH).

(c) ERRATA: Add the following:

THE CENTRAL OFFICE:
P B-1 APPOINTMENT OF HEO SERIES PERSONNEL WITH NO PRIOR SERVICE (AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH): The salary rate for the entry for Bette Meyer is revised to read $41,573.

KINGSBOROUGH COMMUNITY COLLEGE:
P B-1 APPOINTMENT OF HEO SERIES PERSONNEL WITH NO PRIOR SERVICE (AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH): Add "SW" at the end of the entries for Kelvin Gift and Elba Grau.

YORK COLLEGE:
P B-1 APPOINTMENT OF HEO SERIES PERSONNEL WITH NO PRIOR SERVICE (AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH): The entry for Linnea E. Stuart is withdrawn.

(d) ERRATA: Revise the following:

QUEENS COLLEGE:
Page I - PART B: P B-1: APPOINTMENT WITH TENURE (AFFIRMATIVE ACTION REPORT ON FILE) (SW INDICATES WAIVER OF SEARCH): The Errata entries for Philip V. Cannistraro and Hester Eisenstein are withdrawn, and the entries are hereby reentered in the Queens College University Report.

(e) 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 January 29, 1996 (to be held February 5, 1996) (including Addendum Items) be approved, as revised as follows:

(a) ADDENDUM: Add the following:


D 11 THE CENTRAL OFFICE - LEAVE OF ABSENCE WITHOUT PAY - LEAVE TO SERVE IN ANOTHER TITLE

<table>
<thead>
<tr>
<th>DEPT./TITLE</th>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>SALARY RATE</th>
<th>EFFEC. DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Budget Administrator (University Budget Director)</td>
<td>Brabham</td>
<td>Sherry</td>
<td>$00</td>
<td>2/5/96</td>
</tr>
</tbody>
</table>

(b) 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 executive session of November 27, 1995 be approved.

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

A. BROOKLYN COLLEGE - CAMPUS WIDE ACCESS FOR THE DISABLED/PAGE II:

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 Brooklyn College for the Phase II renovations to comply with Americans with Disabilities Act regulations, including major restructuring of the monumental stairs and entrances to Boylan and Ingersoll Halls, to render accessible all exterior changes in level. The contract shall be awarded to the lowest responsible bidder after public advertisement and sealed bidding by the College pursuant to law and University regulations. The contract shall not exceed a total estimated cost of $1,213,593 chargeable to the State Capital Construction Fund, Project BY041-092. The contract shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: College facilities must be brought into compliance with Americans with Disabilities Act (ADA) regulations. The consultant for this project was approved by The City University of New York Board of Trustees on November 23, 1992. Since then, the adoption of the Brooklyn College Master Plan and new ADA requirements have increased the scope of work. The project was divided into two phases to permit the completed design of the interior portion to enter construction. Bids for Phase I were received and are being evaluated. This contract is for the construction of the second phase, through which all the exterior spaces on the campus will be brought into compliance with the ADA.

B. BROOKLYN COLLEGE - 24 HOUR STUDY/READING FACILITY:

RESOLVED, That the Board of Trustees of The City University of New York authorize the Secretary of the Board to execute a contract with the firm of Thanhauer Esterson for architectural and engineering services for the design and supervision of the 24 Hour Study/Reading Facility at Brooklyn College, CUNY Project Number BY054-996. The estimated cost shall not exceed $110,000 chargeable to City Budget Code No. HN-C004. The contract shall be subject to approval as to form by the University Office of General Counsel; and be it further
RESOLVED, That the Director of the New York City Office of Management and Budget be requested to approve the funding necessary to award this contract.

EXPLANATION: Many of the Brooklyn College students work during the day, do not have adequate study space at home and do not have access to computers. The goal of this project is to provide a study area which will meet these needs. The college has identified an area of 5,900 gross square feet in an unutilized former cafeteria on the first floor of Whitehead Hall for this facility. The location allows easy street access. Since the College's security console room is already located in the space, security supervision can be provided 24 hours a day for 365 days a year without added cost and without incurring the costs of opening a portion of the library for this purpose. When renovated, the space will provide a study area with information and communication links, where students have access to the internet, word processing, and spread sheet tools, none of which are currently available in a single central location. The space will accommodate 150-200 occupants in a comfortable and relaxed environment.

The consultant was chosen in accordance with law and University regulations.

C. BROOKLYN COLLEGE - INFRASTRUCTURE REHABILITATION PROJECT:

RESOLVED, That the Board of Trustees of The City University of New York authorize the Secretary of the Board to approve the selection of the firm of Lakhani & Jordan, Engineers, to prepare programs, plans, specifications and cost estimates for HVAC and plumbing rehabilitation projects for various buildings at Brooklyn College, CUNY Project No. BY050-794; and be it further

RESOLVED, That the City University Construction Fund be requested to authorize the Dormitory Authority of the State of New York to enter into a contract for the design of the aforesaid construction project.

EXPLANATION: The existing mechanical systems (heating, ventilation, and air conditioning) in Whitehead Hall, Gershwin Hall, Boylan Hall, Ingersoll Hall, and Whitman Hall are old and unsatisfactory. This project will upgrade the heating and ventilation systems in all of these buildings and will upgrade the air conditioning system in Whitehead Hall, Gershwin Hall, and Whitman Hall. In addition, the project also includes campus-wide rehabilitation of the master clock system, drinking water system, and heating plant building.

The consultant was chosen in accordance with law and University regulations.

D. BROOKLYN COLLEGE - WINDOW REPLACEMENT - INGERSOLL HALL:

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 Brooklyn College for the replacement of all the windows in Ingersoll Hall. The contract shall be awarded to the lowest responsible bidder after public advertisement and sealed bidding by the College pursuant to law and University regulations. The contract shall not exceed a total estimated cost of $1,036,196 chargeable to the State Capital Construction Fund, Project BY006-089. The contract shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: The existing windows at Ingersoll Hall are in very poor condition. The window frames and sash frames are rotted and falling apart. It is not economically feasible to repair the existing windows. In addition, they are single glazed and do not meet present energy savings standards. The consultant for this project was approved by the Board of Trustees on November 23, 1992. The contract documents have been reviewed, and accepted by CUNY Department of Design Construction and Management.

E. JOHN JAY COLLEGE - STEAM ABSORPTION CHILLER REPLACEMENT:

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 the purchase and installation of a second steam absorption chiller and a cooling tower. The contract shall be awarded to the lowest responsible bidder, after public advertisement and sealed bidding by the College pursuant to law and University regulations. Such purchases shall
not exceed a total estimated construction cost of $500,000 chargeable to the State Capital Construction Fund, Project No. J.003-087 (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 the existing nonoperational, 600-ton steam absorption chiller No. 2, and the existing cooling tower No. 2, with a new energy efficient steam absorption chiller of the same capacity and a matching cooling tower.

The Board of Trustees approved a 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. At the time the design was completed, chiller and cooling tower Number 2 were still operational, and the project proceeded with the replacement of the 600-ton steam absorption chiller No. 1 and the 600-ton capacity cooling tower No. 1, which were approved by the Board of Trustees on February 23, 1993, Cal. No. 4.A.

F. LEHMAN COLLEGE - FIRE ALARM AND SECURITY SYSTEM:

RESOLVED, That the Board of Trustees of The City University of New York authorize the Secretary of the Board to approve the selection of the firm of Lakhani & Jordan, Engineers, to prepare the program, plans, specifications and cost estimate for upgrading campus-wide fire, security, and communication systems, CUNY Project No. LM049-794; and be it further

RESOLVED, That the City University Construction Fund be requested to authorize the Dormitory Authority of the State of New York to enter into a contract for the design of the aforesaid construction project.

EXPLANATION: This project will connect all existing fire panel boxes located in each individual building to two new computerized central reporting stations. The project will also provide the CCTV camera system for campus-wide monitoring of all security systems. The proposed firm was selected in accordance with law and University regulations.

G. BARUCH COLLEGE, JOHN JAY COLLEGE, AND LEHMAN COLLEGE - VARIOUS RENOVATION PROJECTS:

RESOLVED, That the Board of Trustees of The City University of New York execute a contract with the firm of Atkinson, Koven, Feinberg Engineers, LLP, for engineering services for the design and supervision of construction for various rehabilitation projects at Baruch College, John Jay College and Lehman College, CUNY Project No. CU003-088 (BA005, JJ002, LM005-088) at a fee not to exceed $310,000 chargeable to the State Capital Construction Fund, CUNY Project No. CU003-088. The contract shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: Building system upgrades are to be designed for Baruch College, John Jay College and Lehman College, as follows:

BA005-088, Baruch College - Budgeted cost of $1,396,000
Installation of additional electric service and power distribution facilities to provide for new electrical loads.

JJ002-088, John Jay College - $204,000
Repair and replacement of fan housings and ductwork in North Hall.

LM005-088, Lehman College - $441,900
Provision of controls accessible to the disabled, upgrading in compliance with Local Law 16, and modernization of controls of two existing passenger elevators at Davis and Gillet Halls.
H. SENIOR COLLEGES - ENERGY CONSERVATION:

RESOLVED, That the Board of Trustees of The City University of New York approve the selection of the firm of Burns and Roe, Inc., for engineering services to perform technical assistance studies for energy conservation at CUNY senior colleges, CUNY Project No. CA042-794. The total estimated cost shall not exceed $500,000; and be it further

RESOLVED, That the City University Construction Fund be requested to authorize the Dormitory Authority of the State of New York to enter into a contract for the design of the aforesaid project.

EXPLANATION: This project will identify energy conservation measures at senior colleges through which CUNY may achieve the Governor's goal of a 20% reduction in energy use by the year 2000. Technical studies performed under this project will evaluate changes in operation, maintenance and building systems configurations aimed at reducing energy consumption and will identify future capital projects.

I. COMMUNITY COLLEGES - ENERGY CONSERVATION:

RESOLVED, That the Board of Trustees of The City University of New York approve the selection of the firm Parsons Brinckerhoff Quade & Douglas, Inc., for engineering services to perform technical assistance studies for energy conservation at CUNY community colleges, CUNY Project No. CA043-794. The total estimated cost shall not exceed $300,000; and be it further

RESOLVED, That the City University Construction Fund be requested to authorize the Dormitory Authority of the State of New York to enter into a contract for the design of the aforesaid project.

EXPLANATION: This project will identify energy conservation measures at community colleges through which CUNY may achieve the Governor's goal of a 20% reduction in energy use by the year 2000. Technical studies performed under this project will evaluate changes in operation, maintenance and building systems configurations aimed at reducing energy consumption and will identify future capital projects.

J. BRONX COMMUNITY COLLEGE - CAFETERIA ADDITION:

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 Bronx Community College for construction of an addition to the cafeteria in the Gould Student Center Building. The contract shall be awarded to the lowest responsible bidder after public advertisement and sealed bidding by the College pursuant to law and University regulations. The contract shall not exceed a total estimated cost of $386,498 chargeable to Capital Projects HN-Y206 and HNX-002. The contract shall be subject to approval as to form by the University Office of General Counsel; and be it further

RESOLVED, That the Director of the New York City Office of Management and Budget be requested to approve the funding necessary to award this contract.

EXPLANATION: The existing cafeteria is in need of renovation and expansion to alleviate problems caused by overcrowding. The current seating capacity of 300 is inadequate to accommodate the students, faculty and staff who use the facility. The crowding and noise level is especially problematic during hours of peak usage. This cafeteria expansion will add 1570 square feet to the existing area and expand the seating capacity to 412 seats. Additionally, the project will create two ramps to ease access for the wheel-chair bound and bring the cafeteria into compliance with the Americans with Disabilities Act.
K. QUEENSBOROUGH COMMUNITY COLLEGE - INSTALLATION OF DOMESTIC WATER FILTRATION SYSTEM:

RESOLVED, That the Board of Trustees of The City University of New York authorize the Secretary of the Board to execute a contract with the firm of Holzmacher, McLendon and Murreell, P.C. for architectural and engineering services for design and supervision of construction to upgrade the water supply system of the Medical Arts Building of Queensborough Community College, CUNY Project No. QB 006-089. The total estimated cost shall not exceed $49,447 chargeable to Capital Project No. HN-206. The contract shall be subject to approval as to form by the University Office of General Counsel; and be it further

RESOLVED, That the Director of the New York City Office of Management and Budget be requested to approve the funding necessary to award this contract.

EXPLANATION: The scope of this project is to investigate, recommend and design modifications to the existing deteriorated domestic water supply system for the Medical Arts Building. The consultant will also be responsible for engaging the services of a testing laboratory to analyze the water in the system. The consultant was chosen in accordance with law and University regulations.

L. MEDGAR EVERS COLLEGE - FACULTY COMPUTING DEVELOPMENT:

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 Medgar Evers College for the purchase of computer equipment to facilitate the delivery of electronic communication to the College faculty. The contract shall be awarded to the lowest responsible bidder after public advertisement and sealed bidding by the College pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of $200,000 chargeable to City Capital Budget, Project HN-C004 for the fiscal year ending June 30, 1996. The contract shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: Medgar Evers College is in receipt of CP-34103 from the New York City Office of Management and Budget, authorizing an expenditure of $200,000 by Medgar Evers College for the development of a faculty computing system under Capital Project HN-C004 (CUNY Project ME048-993).

The College intends to install the hardware and software needed to provide faculty access to the student information management systems (SIMS), electronic mail, the Internet and World-Wide Web, and other outside resources. In order to provide access, the College intends to implement a server farm type environment to manage the token-ring network infrastructure, token-ring switch, workstations with token-ring network adapters, and printers. These computing resources for faculty will provide access to on-line query enabling better advisement of students, and also provide faculty with the same level of information access that their peers enjoy at other major institutions throughout the academic community.

M. THE CITY COLLEGE - ON-SITE DUPLICATING SERVICES:

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 The City College to purchase on-site duplicating services with contractor provided equipment on a cost-per-copy basis. The contract shall be awarded to the lowest responsible bidder after public advertisement and sealed bidding by the College pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of $265,000 chargeable to FAS Code 232101439, during the period from July 1, 1996 to June 30, 1998. The contract shall include up to three annual options for the College to renew in its best interest. The contract shall be subject to approval as to form by the University Office of General Counsel.
EXPLANATION: A contract for services similar to the above was approved by NYS Audit and Control on a trial basis and was in effect from January 1, 1994 through December 31, 1995. A contract extension has been requested until a new one is in place. The present contract specifies for duplicating services on a cost-per-copy basis with contractor-owned equipment. All equipment, maintenance, services and supplies, except paper, are furnished by the contractor. The annual cost is $126,360 which includes 7.8 million copies or 1.62 ct. per copy. Copies over the minimum are billed at 1.25 ct. each. The new contract will contain the same specifications with some modifications to the features of the copying machines provided by the contractor.

N. YORK COLLEGE - PURCHASE OF DUPLICATING MACHINES:

RESOLVED, That the Board of Trustees of The City University of New York authorize York College to purchase copier machines from Minolta Copier Corporation under existing General Services Administration Contract Number GS26F-1003B, pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of $214,000 chargeable to FAS Code 218401300, during the period from February 1, 1995 to February 1, 1998.

EXPLANATION: York College is currently utilizing 57 Xerox photocopiers to meet the needs of the College. The majority of copiers, which were purchased between 1986 and 1990, are experiencing an increase in service calls due to the age of the equipment. In addition to considerable down time, the cost of providing supplies for the Xerox copiers has become costly. This acquisition will replace the whole population of copiers with 49 new machines equipped with only basic accessories. The purchase will be zero-financed over thirty-six (36) months. This purchase will improve the level of service and lower overall costs. It will save the College time and money in processing and ordering procedures because the necessary supplies are included in consumable kits that the College will purchase from Minolta. The current cost of operating the Xerox machines is 2.58 ct. per copy. The cost-per-copy to operate the Minolta machines will be fixed for the first five years at 1.25 ct. per copy, a savings of over 50 percent.

Trustee Howard noted that there was a motion passed in committee dealing with energy type issues which we will bring to the Board's next meeting.

NO. 5. COMMITTEE ON ACADEMIC POLICY, PROGRAM, AND RESEARCH: RESOLVED, That the following items be approved:

A. QUEENS COLLEGE - AMENDMENT TO RESOLUTION RELATING TO DEPARTMENT RESTRUCTURING:

RESOLVED, That the Omnibus Board Resolution approved June 26, 1995, and amended November 27, 1995, be further amended, in part, as follows:

H. QUEENS COLLEGE


3. Establishment of a [New Department (to be named in Fall 1995)] Department of Family, Nutrition, and Exercise Sciences, effective February 5, 1996.

4. Abolition of the Department of Romance Languages, effective February 5, 1996.

5. [Abolition of t] The Department of Classical and Oriental Languages shall be renamed the Department of Classical, Middle Eastern, and Asian Languages and Cultures, effective February 5, 1996.
6. Abolition of the Department of Germanic, Slavic, and East European Languages, effective February 5, 1996.

7. Establishment of [Two New Departments (to be named in Fall 1995)] a Department of Hispanic Languages and Literatures and a Department of European Languages and Literatures, effective February 5, 1996.

Note: Matter in brackets to be deleted; matter underlined to be added.

EXPLANATION: Procedural matters involving the transfer of faculty that resulted from the abolition and creation of departments delayed the implementation of the actions, effective November 1, 1995. Queens College subsequently requested a postponement of the effective date for these actions until February 5, 1996. This request was approved by the Board on November 27, 1995. Now the June Resolution is being further amended to specify the new departments being established effective February 5. After extensive consultation with all of the affected departments and the Queens College Academic Senate, the College’s governance body, the College has determined that the exercise physiology program previously in Health and Physical Education and the programs in Home Economics should be merged in the Department of Family, Nutrition, and Exercise Sciences. It has determined further that the new departments in the language disciplines should be configured and denominated as “Hispanic Languages and Literatures” and “European Languages and Literatures.” The College has also determined that the Department of Classical and Oriental Languages should remain as a separate academic department, but be renamed to better describe its scholarly areas.

B. LAGUARDIA COMMUNITY COLLEGE - A.S. DEGREE IN FINE ARTS:

RESOLVED, That the program in Fine Arts leading to the Associate in Science degree to be offered at LaGuardia Community College, be approved, effective September 1996, subject to financial ability.

EXPLANATION: The purpose of the proposed program is to provide students with a coherent, introductory course of study to prepare for careers in Fine Arts in such areas as painting, sculpture and photography. The program is intended to prepare students for transfer to four-year BA or BFA programs in studio art within City University as well as other metropolitan area colleges. The program will also provide a general visual arts background for those students who wish to transfer to commercial art programs available at several colleges in New York City.

The proposed program is largely the result of heightened and sustained interest from students at the College. All but two of the courses in the program are currently offered on a regular basis at the College and qualified faculty are in place to offer all the courses in this program. The program is therefore cost effective and an appropriate addition to the liberal arts and career programs offered by LaGuardia Community College. The program was approved by the College Senate on January 12, 1995.

NO. 6. COMMITTEE ON FACULTY, STAFF, AND ADMINISTRATION: RESOLVED, That the following items be approved:

A. ESTABLISHMENT OF THE HELEN REHR CHAIR IN APPLIED SOCIAL WORK RESEARCH (HEALTH) AT THE HUNTER COLLEGE SCHOOL OF SOCIAL WORK:

RESOLVED, That the Board of Trustees of The City University of New York approve the establishment of the Helen Rehr Chair in Applied Social Work Research (Health) at the Hunter College School of Social Work.

EXPLANATION: Helen Rehr, Hunter Class of 1940, has pledged an endowment of $300,000 to the Hunter College Foundation and has already given $110,000 toward the establishment of the Helen Rehr Chair in Applied Social Work Research (Health). The purpose of the Rehr Chair will be to assure the application of research to social work in health care service, policy and education which furthers social work roles, functions, practice and programs for persons in need of social health services. The selection of the holder of the Rehr Chair will be made by the Dean of the School of Social Work in consultation with the Provost of the College beginning in the Fall of 1995.
The income from the endowment shall be used at the discretion of the Dean and the Provost to provide an annual salary supplement and funds for research support and the purchase of equipment and supplies.

B. DISTINGUISHED PROFESSORS: RESOLVED, That the following be designated Distinguished Professors in the departments, and the colleges, and for the periods indicated, with compensation of $20,000 per annum in addition to their regular academic salaries, subject to financial ability:

<table>
<thead>
<tr>
<th>COLLEGE</th>
<th>NAME</th>
<th>DEPARTMENT</th>
<th>PERIOD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baruch College</td>
<td>Brenkman, John</td>
<td>English</td>
<td>April 1, 1996</td>
</tr>
<tr>
<td>Baruch College</td>
<td>Reynolds, David</td>
<td>English</td>
<td>April 1, 1996</td>
</tr>
<tr>
<td>Baruch College</td>
<td>Rosner, David</td>
<td>History</td>
<td>April 1, 1996</td>
</tr>
<tr>
<td>Hunter College</td>
<td>Cox-Rearick, Janet</td>
<td>Art</td>
<td>September 1, 1996</td>
</tr>
<tr>
<td>Hunter College</td>
<td>Pomeroy, Sarah B.</td>
<td>Classical &amp; Oriental Studies</td>
<td>September 1, 1996</td>
</tr>
<tr>
<td>Hunter College</td>
<td>Tomasz, Maria</td>
<td>Chemistry</td>
<td>September 1, 1996</td>
</tr>
<tr>
<td>Grad. School &amp; Univ. Center</td>
<td>Zimmerman, Barry</td>
<td>Educational Psychology</td>
<td>March 1, 1996</td>
</tr>
</tbody>
</table>

C. VISITING DISTINGUISHED PROFESSOR: RESOLVED, That the following be designated Visiting Distinguished Professor in the department, and the college, and for the period indicated, with compensation of $20,000 per annum in addition to their regular academic salary, subject to financial ability:

<table>
<thead>
<tr>
<th>COLLEGE</th>
<th>NAME</th>
<th>DEPARTMENT</th>
<th>EFFECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Jay College</td>
<td>Geis, Gilbert</td>
<td>Law &amp; Criminal Justice</td>
<td>9/1/96 - 1/31/97</td>
</tr>
<tr>
<td>John Jay College</td>
<td>Skolnick, Jerome H.</td>
<td>Law &amp; Criminal Justice</td>
<td>1/31/96 - 8/31/96</td>
</tr>
</tbody>
</table>

D. BRONX COMMUNITY COLLEGE - PROPOSED AMENDMENTS TO THE GOVERNANCE PLAN:

RESOLVED, That the proposed amendments to the Governance Plan of Bronx Community College be approved: (See Appendix A)

EXPLANATION: The proposed amendments to the Bronx Community College Governance Plan have been approved by the College Senate and are recommended by the College President. The College's Governance Plan was last amended in 1981.

One set of amendments reflect changes to conform to a revision of the student government constitution, which has been followed since 1984. Another amendment adds the three College division coordinators as members of the College Senate. The College Senate consists of four administrators, approximately 32 faculty members, 15 students, and three non-teaching instructional staff members.

Another set of amendments clarify the authority of the College Senate to advise the College administration on the budget, grants, space and facilities allocation, and the allocation of resources, as well as the Senate’s right to request and receive information on the College’s programs, operations, and facilities. The amendments will also require the College President to meet with the Senate, at its invitation, to discuss his/her response to its recommendations (Section I.B(2-4)). The amendments also establish a Committee on Space, Facilities, and Physical Plant of the College Senate, consisting of one voting administrator, three faculty members, and two students, to serve as a resource regarding the College’s master plan, and consult and advise regarding the allocation of space and facilities within the College (Section I.G.6.).
E. QUEENS COLLEGE - PROPOSED AMENDMENTS TO THE GOVERNANCE PLAN:

RESOLVED, That the following amendments to Section XI of the Queens College Academic Senate Charter (Governance Plan) be approved. (See Appendix B)

Section XI is amended to read as follows:

A. In addition to those faculty members authorized by the Bylaws of The City University of New York to vote in departmental elections for chair and for members of the departmental Personnel and Budget Committee, those lecturers who hold Certificates of Continuous Employment shall be entitled to vote.

B. Nominations for promotion to Professor shall be forwarded to the College Committee on Personnel and Budget by the chairperson of the department together with the recommendation of the departmental Committee on Personnel and Budget.

Note: Matter underlined to be added.

EXPLANATION: An arbitration award issued at the end of 1994 interpreted the Board's Bylaws to require applications to (full) professor to be originated at the College-wide Personnel and Budget (College "P&B") Committee level and consequently ruled that promotions to full professor may not be considered by departmental committees unless such consideration is specifically provided for in a college's governance plan. The proposed amendment will codify and be consistent with past Queens College practices for promotion to professor, which are initiated at the departmental level, prior to consideration by the College P&B Committee. The proposed amendments have been approved by the Queens College Academic Senate and are recommended by the College President.

NO. 7. HONORARY DEGREES: RESOLVED, That the following honorary degree, approved by the appropriate faculty body and recommended by the Chancellor, be presented as specified:

QUEENS COLLEGE

Susan Isaacs

DEGREE

Doctor of Humane Letters

(To be awarded at the March 1996 convocation)

President Allen Lee Sessoms noted that Ms. Isaacs is a member of the literary community and a prominent member of the Queens College family, as she is an energetic member of the College Foundation Board, and is very much attached to the college even though she did not get a degree from Queens College. She is enthusiastically endorsed by the faculty and the students who know her well.

Upon motion duly made, seconded and carried, the Public Meeting was adjourned at 5:59 P.M..

SECRETARY GENEVIEVE MULLIN
BRONX COMMUNITY COLLEGE GOVERNANCE PLAN

ARTICLE I - THE BRONX COMMUNITY COLLEGE SENATE

The Bronx Community College Senate shall, subject to the authority of the Bylaws of the Board of the Trustees and the provisions of this document, be responsible for the establishment of academic policy and for legislative and advisory functions related to the programs, operations, and goals of the College.

A. Organization

The Senate shall be comprised of two Councils: The Faculty Council and the Student Government Association.

1. Faculty Council

a. Those Senators who are members of the instructional staff shall comprise the Faculty Council.

b. The Faculty Council shall convene once each semester or when called into special session by petition of at least 40% of the Faculty Council membership, or upon the request of the majority of faculty members of the Executive Committee.

c. The Council shall elect a chairperson, a vice-chairperson, and a secretary from its membership for a term of two years.

2. The Student Government Association

a. The Student Government Association shall consist of students who are elected by the student body to be the Student Government Association pursuant to Section 15.2.b. of the Bylaws of the Board of Trustees. It shall be empowered to:

   (1) Elect a President, vice-president for Inter-organization Council (I.O.C.) clubs, Executive Officer for Legal and Legislative Affairs, Treasurer and Secretary.

   (2) Develop a constitution for ratification by the student body.

   (3) Regulate student co-curricular activities in conformity with policies adopted by the Senate.

   (4) Represent the student body on committees of the Senate and their sub-committees as provided in this document.

   (5) A term of office shall be for one year commencing June 1 and terminating May 31 of the consecutive year. No senator may serve more than two consecutive terms of office.

3. Procedures - Rules of Conduct

a. First Elections:
   Procedures for the first election of Senate shall be established by the previously existing Committee on Nominations and Elections.

b. Meetings, Attendance at Meetings and Quorum:
   The senate shall meet at least once a month during the Fall and Spring Semesters. Meetings of the Senate shall be open to all members of the College. Robert's Rules shall be used to determine quorum unless otherwise provided by the Senate.

c. Speaking Privileges:
   The privilege of addressing the Senate is reserved for members of the Senate. Non-members may address the Senate only upon the approval of the Senate.
d. Robert's Rules:
The Senate and its Committees and sub-committees shall operate according to Robert's Rules of Order (newly revised). The Chairpersons of the Senate, the Faculty Council, and the Student Government Association shall appoint a parliamentarian.

B. Functions of the Senate

1. The Senate shall have legislative power with regard to:
   a. Academic affairs, including curricula, degree requirements, admissions and grading structure.
   b. The protection of the academic freedom of students and instructional staff.

2. The Senate shall have the following advisory responsibilities:
   a. Participate in the search for and appointment of the President of the College, as requested by the Board of Trustees.
   b. Advise on the appointment of all individuals holding Deans titles. These recommendations are to be submitted to the President of the College for his consideration.
   c. Advise on long range planning to achieve the goals of the College.
   d. Advise on campus life and activities, including ancillary services within the College, student organizations and community relations.
   e. Advise the College's administrative officers on the formulation and allocation of the College budget, of policies relating to grants, of allocation of space and facilities, and in the making of decisions pertaining to the allocation of resources for educational programs, and for research and scholarly activities.

3. a. In carrying out its responsibilities, the Senate shall be fully advised of, shall routinely receive, and shall be free to seek information from the College's administrative officers on all matters germane to the programs and operations of the College and its facilities.
   b. The College administration shall provide to the Senate in a timely fashion all pertinent information, including information college resources and policies.

4. Upon the invitation of the Senate, the President shall meet with it to discuss his/her response to its recommendations.

C. Membership of the Senate

The membership of the Senate shall consist of the following:

1. The President of the College.
2. The Deans of Academic Affairs, Administration and Students.
3. One representative elected by and from each department.
4. Twelve faculty members holding full-time lines elected by and from the faculty at-large holding full-time titles.
5. Two faculty members in adjunct titles elected by and from the adjunct faculty.
6. Fifteen students elected by the student body at-large.
7. One person elected by and from the holders of titles in the Higher Education Officer series.

8. One person elected by and from holders of titles in the College Laboratory Technician Series.

9. One person elected by and from the holders of titles in the Registrar's series.

10. The three (3) Division Coordinators with voting rights.

D. Officers of the Senate

1. The Chairperson of the Senate shall be elected by and from the body. The Chairperson of the Senate shall be responsible for:
   a. Convening and presiding at Senate Meetings.
   b. Convening and presiding at Senate Executive Committee meetings.
   c. Representing the College community along with administrative officers and student officers at College and community functions.

2. If the Chairperson is a member of the Faculty Council, the Vice-Chairperson shall be a member of the Student Government Association. If the Chairperson is a member of the Student Government Association, the Vice-Chairperson shall be a member of the Faculty Council.

3. The Secretary of the Senate shall be elected by and from the Senate.

E. Qualifications For and Length of Service in the Senate and on Senate Committees.

1. Student Senators and student members of committees shall serve for a one-year term and shall serve no more that two consecutive terms.

2. Student members of the Senate or Senate bodies must have and maintain a minimum cumulative average of 2.00. Students may serve in their first semester, but must achieve and maintain the required 2.00 index to continue to hold office.

3. All full-time instructional staff representatives shall serve two-year terms.

4. All adjunct instructional staff representatives shall serve two-years terms.

5. Membership on Senate Committees shall be for a term of two years, except that student membership shall be for a term of one year.

6. No person shall hold more than one standing committee membership except by approval of the Executive Committee.

7. Vacancies
   a. Any Senator absent without excuse from three regularly scheduled consecutive Senate meetings shall be removed from office by the Executive Committee. The quorum shall be adjusted in the event of vacated seats. Student senators shall be removed from office for failure to maintain an index of 2.00.
   b. All vacancies shall be filled in accordance with article 1.G.1.a.(8).

F. Committees of the Senate - General Policy

The membership of committees of the Senate shall consist of elected members of the Senate, except as provided in the Governance Plan. Committees shall, unless otherwise specified, elect their own officers. Recommendations and actions by all committees are subject to ratification by the Senate. Such committee recommendations or actions must be presented to the Senate one meeting prior to the one at which action may be taken.
Each standing committee of the Senate shall submit a written report of committee activities at the last scheduled Senate meeting of the academic year.

The same rules of quorum and privilege of the floor apply to the committees of the Senate as apply to Senate.

When a person is designated in the Governance Plan as a representative of an Office or Officer, that person shall serve as a representative for a full academic year.

G. Standing Committee of the Senate

1. Executive Committee

a. Functions

(1) Prepare a schedule of regular meetings of the Senate by the beginning of each academic year.

(2) Prepare and transmit agendas and notices for all meetings of the Senate.

(3) Act on behalf of the Senate when the full body cannot be called into session and the matters in question must be decided without delay.

(4) Call the Senate into special session by a vote of two-thirds of those present provided there is a quorum.

(5) Implement such attendance requirements as may be established by the Senate.

(6) Appoint members of Standing Committees of the Senate as required by this document.

(7) Appoint members of other committees when requested by the President, the Senate, or any other administrative officer of the College.

(8) Appoint replacements when vacancies occur in their at-large faculty membership of the Senate and of the Senate Committees and vacancies in Student Government Association and student committee membership to serve the balance of the uncompleted term.

(9) Review the College budget with the President at the beginning of each academic year.

(10) Prepare an annual evaluation of the performance and accomplishments of each standing committee of the Senate.

b. Membership

(1) The President of the College.

(2) The Dean of Academic Affairs.

(3) The Chairperson of the Senate.

(4) The Vice Chairperson of the Senate.

(5) The Coordinator of each academic division.

(6) The Secretary of the Senate.

(7) Three members of the Faculty Council, elected by the Faculty Council.

(8) The Student Government Association Vice President for Inter-Organization Council clubs and Executive Officer for Legal and Legislative Affairs.
c. Officers

(1) The Chairperson of the Senate shall serve as the Chairperson of the Executive Committee.

(2) The Secretary of the Senate shall serve as the Secretary of the Executive Committee.

d. A majority of the members of the Executive Committee shall constitute a quorum.

2. Committee on Governance and Elections

a. Functions

(1) Review the process of governance of the College on a continuing basis.

(2) Prepare and present to the Senate a biennial evaluation of the governance of the College.

(3) Recommend changes in administrative and governance structure and practices, and amendments to this document.

(4) Consider recommendations from the administration, faculty, staff, and students for changes to this document.

(5) Interpret the Governance Plan subject to Senate review and approval.

(6) Conduct nominations and elections for the offices designated in the Governance Plan as well as for outside organizations with which the College may have an official connection, including:

   (a) determining eligibility to vote and hold office.

   (b) establishing procedures for disseminating information about candidates to their electorates.

   (c) presenting nominations and reporting results to the College at-large.

   (d) establishing procedures for nominations and elections not otherwise specified in the Governance Plan.

b. Membership

(1) The Chairperson of the Faculty Council.

(2) The Chairperson of the Student Government Association.

(3) Five faculty members: two elected by and from the Faculty Council, three elected by the Faculty Council from the instructional staff at-large.

(4) Three students: the Student Government Association President, Vice President for Inter-Organization Council Clubs and the Executive Officer for Legal and Legislative Affairs.

(5) One member designated by the President from among the deans and directors or their assistance.

3. Committee on Academic Standing

a. Functions

(1) Formulate policy regarding maintenance of matriculation, grading structure, satisfaction of requirements for degrees, diplomas and certificates, attendance, and advanced standing.

(2) Adjudicate and take final action on student appeals.
b. Membership

(1) The Dean or a representative from the Office of the Dean of Academic Affairs.

(2) One faculty member elected by and from each department.

(3) The registrar who shall act as Executive Secretary of the Committee.

(4) Five students: two elected by and from the Student Government Association; three who are not members of the Student Government Association from the student body.

4. Committee on Curriculum

a. Functions

(1) Establish and evaluate curricular requirements for the degrees and certificates awarded by the Faculty.

(2) Evaluate and approve new courses and curricula and revisions of courses and curricula currently offered by the College.

(3) Approve and evaluate all new programs to be offered by the College.

(4) Assemble information on all courses, both non-credit (remediation) and credit and develop procedures for the evaluation of effectiveness of these courses.

b. Membership

(1) The Dean of Academic Affairs or a representative from that Office.

(2) One representative to be elected by each department.

(3) The Registrar, or a representative of that Office.

(4) The Coordinator of each division.

(5) Four students: two elected by and from the Student Government Association; two who are not members of the Student Government Association elected by the Student Government Association from the student body.

5. Committee on Student Activities

a. Functions

(1) Review and make recommendation to the Senate on policies and procedures for co-curricular activities, including approval of the charters of student organizations.

(2) Serve as the agency through which the College establishes and reviews rules of conduct and regulations in conformity with general requirements of Article XV of the Board of Trustees Bylaws.

(3) Authorize the use of the name of the College by student groups.

(4) Recommend student activity programs to the Student Government Association.

b. Membership

(1) The Dean of Students or a representative from that office.

(2) The Coordinator of Activities.

(3) The Coordinator of Student Athletics.

(5) Vice President for Inter-Organization Council clubs (I.O.C.)

(6) Two faculty members elected by and from the Faculty Council.

(7) The Executive Officer for Legal and Legislative Affairs and two students elected by the Student Government Association from the student body.

6. Committee on Space, Facilities, and Physical Plant

a. Functions

(1) Serve as a resource regarding the preparation and implementation of the master plan.

(2) Consult and advise regarding the allocation of space and facilities within the College.

(3) Report to the Senate, at least once a semester, on matters pertaining to space and facilities.

b. Membership

(1) The Campus Facilities Officer as a non-voting member.

(2) The Dean of Administration or designee.

(3) Three (3) At-Large Faculty Members, one (1) elected by and from each of the three divisions.

(4) Two (2) students elected by the Student Government Association.

H. Standing Committees With Advisory Functions

1. Committee on Instruction and Professional Development

a. Functions

(1) Examine developments in the instructional process related to the improvements of instruction and publicize such developments.

(2) Conduct an annual survey of the faculty at the end of the Spring semester to determine areas of concern and problems that may be addressed by the committee.

(3) Canvass students to determine problem areas in the instructional process which may be explored by the committee.

(4) Distribute to the faculty information on issues relevant to college teaching, including bibliographies of materials available in the College library.

(5) Organize workshops dealing with various aspects of instruction, including new developments in teaching technology.

(6) Consult and advise the Dean of Academic Affairs on student evaluation of instruction in accordance with the policies of the Senate and the Board of Trustees of The City University of New York.

(7) Advise the Dean of Academic Affairs on methods and procedures related to the improvement of the instruction and the professional development of instructional staff.

b. Membership

(1) Six faculty members: 2 elected by and from each of the three divisions.
(2) Three faculty members at-large appointed by the Executive Committee.

(3) Three students elected by the Student Government Association from the student body.

(4) One representative from the Office of the Dean of Academic Affairs.

(5) The Dean of Students or a representative from the Department of Student Development.

2. Committee on Community Relations and Special Events

a. Consult with and advise appropriate administrative officers on ongoing and proposed community projects and special events.

b. Membership

(1) One representative from the Office of the President.

(2) Four members from the instructional staff: two elected by the Faculty Council; two appointed by the Executive Committee.

(3) Two student members to be elected by the Student Government Association from the student body.

3. Committee on Deans

a. Functions

(1) Consult with and advise the President on the appointment of persons holding Dean's titles.

(2) Consult with the President concerning the criteria and the procedures to be used by the President in reviewing the performance of Deans and their offices.

b. Membership

(1) The Chairperson of the Senate who shall serve as Chairperson of the Committee.

(2) Two members of the Faculty Council elected by the Faculty Council.

(3) Two members of the instructional staff appointed by the Executive Committee.

(4) Two members of the Student Government Association elected by the Student Government Association.

No person holding a Dean's title shall serve on this Committee.

ARTICLE II - THE STUDENT OMBUDSPERSON

1. Election

The Senate shall nominate and elect a Student Ombudsperson further referred to in this section as ("the Ombudsperson") from among the full-time tenured teaching faculty for a term of two years. In this election each student vote shall be weighted as three, each non-student vote as one.

2. Responsibilities

a. Serve the College as an exceptional channel of redress for students when the normal administrative channels do not adequately respond.

b. Receive, investigate, and attempt to resolve those student complaints that have not been resolved by the appropriate College agencies; in particular, complaints alleging unfairness, discourtesy, undue delay, or other malfunctioning in the process of the College.
c. Have access to all pertinent records; have the right to make inquiries of any member of the College community, and to receive full and complete answers; and maintain confidentiality.

d. Make a report at the end of each semester on the number and nature of cases handled to the President of the College and the Chairperson of the Senate without breaching confidentiality.

ARTICLE III - DEPARTMENTAL ORGANIZATION AND AFFAIRS

A. All full-time members of the instructional staff appointed in a department, including College Laboratory Technicians, shall have the right to vote on department matters, including the election of members of elected department committees, college committee representatives and department chairperson, except where the department chairperson currently is appointed. When the number of College Laboratory Technicians exceeds 15% of the membership of the department, their vote shall be limited to 15% of the department vote—that 15% to be divided equally among the College Laboratory Technicians.

B. All adjunct instructional staff members appointed in a department shall have the privilege of the floor, and the right to participate without vote, in all discussions at department meetings.

C. There shall be five members of the Personnel and Budget Committee of each department. Departments shall elect one additional committee member for each fifteen full-time members above 40. The maximum membership of such committee shall be nine. An elected alternate shall serve with vote in the absence of a regular member.

D. At the discretion of each department, and to the extent determined by the department, there may be student participation in department committees, except the Personnel and Budget Committee. Also at the discretion of the department, and the extent determined by the department, students may participate in the department meeting without vote.

E. A Coordinator of each division shall be elected by the Chairperson in that division and shall serve for a term of three (3) consecutive years, with a maximum of two (2) consecutive terms.

ARTICLE IV - THE COLLEGE PERSONNEL AND BUDGET COMMITTEE AND THE ACADEMIC REVIEW COMMITTEE

A. The College Personnel and Budget Committee

1. Functions

a. Make recommendations to the President with regard to the instructional staff serving in the instructional department of the College concerning appointments, reappointments, reappointments with tenure, leaves of absence, fellowship leaves, promotions, and salary adjustments, and appeals of actions on these matters, consistent with the College's appeals procedure.

b. Make recommendations to the President with regard to the annual tentative budget prepared by the President.

c. Adopt and make known to the College community its procedures and calendar.

2. Membership

a. The President of the College who shall preside.

b. The Dean of Academic Affairs who shall preside in the absence of the President.

c. The Chairpersons of all instructional departments.

d. All other full Deans of the College who shall be members without vote.

e. The Secretary of the Committee shall be designated by the President and shall serve without vote.
B. The Academic Review Committee

1. Functions

   a. Review all recommendations made by the College Personnel and Budget Committee for reappointments, promotions and tenure, and make recommendations to the President.

2. Membership

   a. Three tenured full Professors who are not members of the College Personnel and Budget Committee, elected by the Senate from the faculty at-large, and do not hold excluded titles (i.e. Deans, Directors).

   b. Two tenured full Professors who are not members of the College Personnel and Budget Committee, elected by the College Personnel and Budget Committee, and do not hold excluded titles.

   c. One non-voting member of the College Personnel and Budget Committee who will serve ex-officio and who shall be designated by the President.

ARTICLE V - PLENARY MEETINGS OF THE INSTRUCTIONAL STAFF, AND PLENARY MEETINGS OF THE STUDENT BODY

A. Plenary meetings of the instructional staff may be convened by:

   1. The President of the College.
   2. The Chairperson of the Senate.
   3. The Chairperson of the Faculty Council.
   4. Majority vote of the Senate Executive Committee.
   5. Majority vote of the Senate.
   6. Petition of ten percent (10%) of the instructional staff, one-half of whom shall be the holders of full-time lines, to one of the the persons or bodies named above in this section, which persons or bodies shall be obliged to act on receipt of the petition.

B. Plenary meetings of the student body may be convened by:

   1. The President of the College.
   2. The Chairperson of the Senate.
   3. The President of the Student Government Association.
   4. Majority vote of the Executive Committee.
   5. Majority vote of the Senate.

C. Plenary meetings shall be held as soon as practicable after the call for the meeting or the receipt of a petition. The notice and agenda for the meeting shall be communicated to each member of the instructional staff, or each student, as the case may be.
D. A quorum for the instructional staff meetings shall consist of one-third of the instructional staff, provided at least two-thirds of those present shall be holders of full-time lines.

E. A quorum for student meetings shall consist of ten percent (10%) of the student body.

F. Plenary meetings of the instructional staff shall be chaired by the Chairperson of the Senate.

G. Plenary meetings of the students shall be chaired by the President of the Student Government Association.

H. Plenary meetings provided for herein shall be empowered to make recommendations to the Senate on any matter within the Senate's jurisdiction. Such recommendations shall be considered by the Senate as matters of high priority on the agenda of the meeting which follows immediately upon the receipt of the recommendations by the Chairperson of the Senate.

ARTICLE VI - AMENDMENT OF THE GOVERNANCE PLAN

A. Initiation of Amendments

Amendment of the Governance Plan may be initiated by the Committee on Governance and Elections or by a Majority vote of the Senate.

1. When proposed by the Committee on Governance and Elections, the proposed amendment must be approved by majority vote of the Senate in order to be submitted to referendum.

2. When the proposed amendment is initiated by the Senate, it shall be submitted to the Committee on Governance and Elections for its recommendations, and resubmitted to the Senate where it must be submitted to referendum.

B. Ratification

In order for an amendment to be ratified, at least 30% of the full-time instructional staff and 10% of the student body must participate in the vote. Ratification requires a majority vote of the participating faculty, and a majority vote of the participating students. Should the referendum fail to obtain the required participation, the proposed amendment shall be submitted to the senate where, if it achieves a two-thirds vote, it shall be submitted to the Board of Trustees in order to be valid.

QUEENS COLLEGE ACADEMIC SENATE CHARTER

SECTION I

The Academic Senate shall be responsible, subject to the Board of Trustees of The City University of New York, for the formulation of policy relating to the admission and retention of students, curriculum, granting of degrees, Campus Life, and the nomination of Academic (full) Deans (as outlined in Section XI). The Academic Senate shall also be responsible for and shall establish rules governing the use of the College name by organizations and clubs. It shall make its own bylaws consistent with the Bylaws of the Board of Trustees, and conduct the educational affairs customarily cared for by a college faculty.

SECTION II

The Academic Senate shall be a representative body of 90 Senators and 90 Alternates elected by faculty and students, and of those ex-officio nonvoting members designated in Section II, paragraph F of this Charter. For the purpose of this Charter, the faculty is defined as all full-time Queens College persons in the titles of Professor, Associate Professor, Assistant Professor, Instructor, and Lecturer; students are defined as all Queens College undergraduate and graduate students.

The 90 Senators shall be apportioned as follows:

A. Faculty - 60.

1. Each academic department shall elect one (1) Senator.

2. The balance of the 60 faculty Senator seats shall be divided as follows:
   a) Six (6) faculty Senators elected at large from the Division of the Arts.
   b) Six (6) faculty Senators elected at large from the division of the Social Sciences.
   c) Six (6) faculty Senators elected at large from the Division of Mathematics and the Natural Sciences.
   d) The remaining faculty Senators shall be elected at large, College-wide.

B. Students - 30.

1. Undergraduate - Twenty-seven (27) who on the record date approved by the Academic Senate have a cumulative index of at least 2.0 and are not on probation.
   a) Seventeen (17) Day Session student Senators.
      1. Eight (8) Day Session student Senators shall be elected at large by Day Session students.
      2. Three (3) Day Session student Senators shall be elected by Day Session students from each of the following groups:
         a. lower sophomore, upper freshman, and lower freshman classes;
         b. lower junior and upper sophomore classes;
         c. upper senior, lower senior, and upper junior classes.
   b) Six (6) Evening student Senators shall be elected at large by Evening students.
   c) Two (2) SEEK student Senators shall be elected at large by SEEK students.
   d) Two (2) ACE student Senators shall be elected at large by ACE students.

2. Three (3) Graduate Division student Senators who on the record date approved by the Academic Senate have a cumulative index of at least 3.0 and are not on probation, shall be elected at large by Graduate Division students.

C. Alternates may vote and be counted as part of the quorum when properly seated.
D. Faculty Senators and Alternates shall serve a term of two (2) years.
   a) Half of the faculty Senators and Alternates shall be elected each year.

E. Student Senators and Alternates shall serve a term of one (1) year.

F. 1. Ex officio nonvoting membership shall be extended to:
   a) chairpersons of Academic Senate committees, the Parliamentarian of the Academic Senate, and the Ombudsman;
   b) the College President, Provost, Vice Presidents, Deans, Business Manager, and Registrar;
   c) the Presidents of the Day Session, Evening, Graduate, Ace and SEEK Student governments;
   d) the President of the Queens College Alumni Association;
   e) the chairperson of the Queens College chapter of the Professional Staff Congress;
   f) the Chief Librarian;
   g) or a designee of any of the preceding.

2. These members shall have the privilege of the floor, the right to make motions, participate in debate, and all other privileges of membership in the Academic Senate, with the exception of voting or being an officer of the Academic Senate.

SECTION III

A. Election of Senators and Alternates shall take place during the spring semester.

B. 1. All full-time faculty members of academic departments may vote in departmental elections to fill departmental Academic Senate seats.

2. All full-time faculty within an academic division may vote to fill their faculty divisional Academic Senate seats.

3. All full-time faculty of Queens College may vote to fill College-wide at large Academic Senate seats.

C. The certification of class standing and faculty status shall be made by the Registrar and the Provost, respectively, or their designees.

D. 1. A vote to recall a Senator may be initiated by a petition signed by persons in the Senator's constituency. The number of valid signatures on such a petition must be not less than one-fourth of the total number of ballots cast in the Senator's category in the election at which the Senator was elected.

2. If a majority of the ballots at the recall election are cast against the Senator, his/her seat shall be declared vacant, and a special election shall be held to fill the unexpired portion of his/her term.

3. The cost of a recall vote and special election shall be borne by those initiating the successful recall petition.

4. The Executive Committee shall be responsible for determining the validity of the petition, as well as resolving other questions relating to both elections.

E. The Academic Senate may adopt bylaws regarding the removal from office of habitually absent Senators.

SECTION IV

A. The first meeting of a new Academic Senate shall take place no later than June 1st, if possible, at which time it succeeds the preceding Academic Senate.

B. This first meeting shall be convened by the Holder of the Chair of the Elections Committee, who shall serve as Holder of the Chair pro tempore, until a permanent Holder of the Chair is elected.
C. The Academic Senate shall meet regularly on the second Thursday of each month from October through May. The January meeting of the Academic Senate shall be optional at the discretion of the Senate's Executive Committee.

D. Regular meetings of the Academic Senate shall be open to all members of the Queens College community, and all shall have the right to speak on the floor.

E. The Academic Senate may hold special meetings in accordance with its Bylaws.

F. The Academic Senate shall be free to hold executive sessions, without any nonmembers present, save such as may be invited.

SECTION V

A. The business of the Academic Senate shall be conducted according to Robert's Rules of Order Revised (latest edition) unless, a quorum being present, a 2/3 majority of members present and voting deems otherwise.

B. A quorum shall consist of one more than one-half of the voting membership.

SECTION VI

A. The Academic Senate shall elect annually from its elected voting membership its Holder of the Chair, Deputy Holder of the Chair, Secretary, and such other officers as it deems necessary. A Recording Secretary, not necessarily a member of the Academic Senate, may be appointed by the Holder of the Chair.

B. There shall be a nine-member Executive Committee of the Academic Senate which will be responsible for preparing an agenda for all meetings and for carrying on the business of the Academic Senate between regular meetings. It shall have such other duties as will be assigned to it by the members of the Academic Senate. The officers of the Academic Senate shall be members of the Executive Committee, with the remainder of the positions filled by election by the Academic Senate so that there shall be three (3) student members.

SECTION VII

Officers of the Academic Senate may serve no more than four (4) consecutive years in any one (1) office.

SECTION VIII

The Academic Senate shall create such standing, ad hoc, and special committees as it shall deem necessary.

A. Committee memberships shall be open to all members of the instructional staff and to all students who have a cumulative index of at least 2.0 and are not on probation.

B. All committee members shall be elected by the Academic Senate from among nominees provided by a nominating committee and/or by nominations from the floor.

C. Committees normally shall be composed of an equal number of members of the instructional staff and students, except when otherwise considered appropriate because of the nature of the problem to which the committee will address itself. All committees shall report to the Academic Senate at least once each year.

D. Each committee shall elect from among its membership a Holder of the Chair or Co-holders of the Chair.

E. When feasible, appointments to all Senate committees shall be for a period of two years, on a rotating basis.

F. A person may not serve as a voting member on more than two Academic Senate Committees, of which only one can be a standing committee. No student shall serve on more than one committee of the Academic Senate at one time.

SECTION IX

The Academic Senate shall create such College-wide committees as it deems necessary.
SECTION X

Academic (full) Deans shall be nominated in the following manner:

A. The Academic Senate will elect a Search Committee consisting of five full-time faculty members and five students who are members of or majors in the departments or divisions to be included within the constituency for which the Dean being sought will be responsible.

B. The Committee shall submit to the President a confidential list of at least three to five candidates from which the President shall nominate one to the Board of Trustees for approval. In the event the President rejects all the Search Committee's choices, the Committee will submit another list of names to the President for his or her consideration. This procedure shall be followed until a Dean is selected.

C. The Search Committee shall follow procedures consistent with Affirmative Action guidelines and shall hear nominations from any member of the campus community for the position of Dean and shall consider for candidacy any person with distinction within his or her chosen field of study and with demonstrated administrative skill.

D. Review of Dean's qualifications:

1. At the beginning of every fifth year of a Dean’s term, a Committee (the composition of which shall correspond to the composition of the Search Committee) shall be elected by the Academic Senate to review the Dean’s performance through confidential consultations with departmental chairpeople, program directors, and other persons who are in a position to comment knowledgeably on the Dean's performance. The Review Committee will then make a confidential report to the President including a recommendation for or against continued appointment. Investigations of the Review Committee shall be conducted with the strictest confidentiality. The findings of the Review Committee shall be reported to the President no later than May 30, of every fifth year of the Dean’s term.

2. If the President does not reappoint the Dean, the Review Committee shall constitute itself as a Search Committee, as outlined above, and nominate additional candidates to the President for consideration.

3. The term "Dean" in the above section refers to all full Deans.

E. Review of the Provost:

At the beginning of every fifth year of the Provost's term, a Committee (the composition of which shall correspond to the composition of a Dean's Search Committee) shall be elected by the Academic Senate to review the Provost's performance through confidential consultations with departmental chairpeople, program directors, and other persons who are in a position to comment knowledgeably on the Provost's performance. The Review Committee will then make a confidential report to the President including a recommendation for or against continued appointment. Investigations of the Review Committee shall be conducted with the strictest confidentiality. The findings of the Review Committee shall be reported to the President no later than May 30th of every fifth year of the Provost's term.

F. Review of the Chief Librarian:

At the beginning of every fifth year of the Chief Librarian's term, a Committee (the composition of which shall correspond to the composition of a Dean's Search Committee) shall be elected by the Academic Senate to review the Chief Librarian's performance through confidential consultations with departmental chairpeople, program directors, and other persons who are in a position to comment knowledgeably on the Chief Librarian's performance. The Review Committee will then make a confidential report to the President including a recommendation for or against continued appointment. Investigations of the Review Committee shall be conducted with the strictest confidentiality. The findings of the Review Committee shall be reported to the President no later than May 30th of every fifth year of the Chief Librarian's term.

SECTION XI

A. In addition to those faculty members authorized by the Bylaws of The City University of New York to vote in-departmental elections for chair and for members of the departmental Personnel and Budget Committee, those lecturers who hold Certificates of Continuous Employment shall be entitled to vote.
B. Nominations for promotion to Professor shall be forwarded to the College Committee on Personnel and Budget by the chairperson of the department together with the recommendation of the departmental Committee on Personnel and Budget.

SECTION XII

Representatives of the Queens College faculty on Presidential Search Committees shall be elected as follows: Faculty representatives, of a number to be designated by the Board of Trustees, shall be nominated either by the College Personnel and Budget Committee or by advance, written nomination ballot. Election of the faculty members to the Search Committee shall be by majority vote of the faculty representatives of the Academic Senate. The students will have no vote on faculty representatives.

AMENDMENTS

Proposed amendments to the Queens College Academic Senate Charter shall take the form of a resolution, directed to the Board of Trustees, requesting such amendment be enacted. The resolution shall be by a 2/3 majority vote, a quorum being present at a meeting no less than seven (7) calendar days following the written announcement of said proposed amendment.

* * * * *

Adopted by the Board of Higher Education on February 28, 1972, Cal. No. 2A.