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

HELD

MARCH 23, 1998

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

The Chairperson called the meeting to order at 4:34 P.M.

There were present:

Anne A. Paolucci, Chairwoman
Herman Badillo, Vice Chairperson

Satish K. Babbar
John J. Calandra
Kenneth E. Cook
Michael C. Crimmins
Alfred B. Curtis, Jr.
Edith B. Everett

John Morning
Susan Moore Mouner
James P. Murphy
Nilda Soto Ruiz
Richard B. Stone

Sandi E. Cooper, ex officio
Md. Mizanooor R. Biswas

Secretary Genevieve Mullin
Roy Moskowitz, Acting General Counsel and Acting Vice Chancellor for Legal Affairs
Hourig Messerlian, Executive Assistant
Judy Watson
Kisha Fuentes

Interim Chancellor Christoph M. Kimmich
Interim Deputy Chancellor Patricia Hassett
President Raymond C. Bowen
President David A. Caputo
Acting President Emilie Cozzi
Acting President Dolores Fernandez
President Ricardo R. Fernandez
President Leon M. Goldstein
President Matthew Goldstein
President Frances Degen Horowitz
President Edison O. Jackson
President Charles C. Kidd, Sr.
President Vernon Lattin
President Yolanda T. Moses

President Antonio Perez
President Kurt R. Schmeller
President Allen Lee Sessoms
President Carolyn G. Williams
Dean Stanford R. Roman, Jr.
Dean Kristin Booth Glen
Vice Chancellor Jay Hershenson
Vice Chancellor Emma E. Macari
Vice Chancellor Brenda Richardson Malone
Vice Chancellor Louise Mirrer
Vice Chancellor Richard F. Rothbard
Interim Vice Chancellor Angelo B. Proto

The absence of Trustees Marino and Rios was excused.
A. HOSTOS COMMUNITY COLLEGE INTERIM PRESIDENT: Chairwoman Paolucci introduced Dr. Dolores Fernandez, the new interim president of Hostos Community College. She comes to us from Hunter, where she is a professor in the Department of Curriculum and Teaching. She previously served as Deputy Chancellor for Instruction and Development at the Board of Education under Chancellor Richard Green. We're very pleased to have her and look forward to working closely with her and foresee a very profitable relationship in the months ahead.

Our congratulations to Dr. Fernandez and welcome aboard.

B. TRUSTEE HONORS: Chairwoman Paolucci stated that although he's not here today and therefore can't hear this, I would like to announce that Trustee George Rios will receive the 1998 Dr. Ramon Emeterio Betances Award in recognition of his contributions and accomplishments in serving as a positive role model for the youth of the City, inspiring the development of their self-esteem. The award will be presented at the National Puerto Rican Day Parade Gala on April 16, 1998 at the Marriott Marquis Hotel. Our congratulations to Trustee George Rios.

C. CONDOLENCES TO TRUSTEE EVERETT: Chairperson Paolucci stated that on a sad note, we offer condolences to Trustee Edith Everett on the loss of her beloved mother, Goldie Brenner, who died at the age of 99 just a couple of weeks ago.

D. PRESIDENTIAL HONORS: Chairwoman Paolucci announced that President Gerald Lynch of John Jay College of Criminal Justice has been named by Governor George Pataki to become a member of and to chair the Fire Fighting Code Enforcement Personnel Standards and Education Commission for a term to expire March 31, 1999. This appointment is evidence of the importance of John Jay College in the entire field of fire safety and protection management generally. Our congratulations to President Lynch.

E. FACULTY HONORS: Chairwoman Paolucci announced the following:

1. Eloise Quinones Keber, professor in the Fine and Performing Arts Department at Baruch College, has been awarded a Guggenheim Fellowship for the academic year 1998-1999.

2. Glenn Petersen, professor of Anthropology at Baruch College, has been appointed an Obermann Fellow and will be participating in the Obermann Center's Faculty Research Seminar on "Legacies of 1898, Sovereignty and Colonialism in Puerto Rico, Cuba, Guam, the Philippines and Hawaii, and Their Impact on the United States" during the summer of 1998.

3. Barbara Katz Rothman, Professor of Sociology at Baruch College, has received the 1997 Southern Sociological Society's award for the Promotion of Human Welfare for her work on the social uses of genetics research.

4. Robert Swain, Professor of Art at Hunter College, has been selected for the annual College Art Association Distinguished Teacher Art Award. Recipients of this prestigious and most competitive award are artists of distinction who have made significant contributions in teaching, and whose students have been encouraged to develop their individual abilities.

F. COLLEGE HONORS: Chairwoman Paolucci announced the following college honors:

1. Brooklyn College has received the 1998 Hesburgh Award from Teachers Insurance and Annuity Association-College Retirement Equities Funds, otherwise known as TIAA-CREF, in recognition of its Transformations Program. This faculty development in the Freshman Year College was recognized for its significant impact on undergraduate teaching and student learning. Congratulations to Brooklyn College.

2. City College has received the highest honor of The New York Landmark's Conservancy, the 1997 Lucy G. Moses Preservation Award, in recognition of the careful restoration of the Great Hall's neo-Gothic styled interior, which I remember vividly, since they had all the make-up exams in that huge area many, many years ago when I was there. Congratulations to City College.
Hunter College's basketball team was featured in a national ABC-TV news segment hosted by Peter Jennings on March 13. This is the first time that Hunter's basketball team participated in the NCAA March Madness championship playoffs. Mr. Jennings pointed out that students at other colleges were going wild, rooting for their teams in the playoffs, but for Hunter students their education came first. Congratulations to Hunter.

G. STUDENT HONORS: Chairwoman Paolucci announced the following student honors:

1. Carolyn Ferrell, a student in the Ph.D. program in English and a MAGNET, (Minority Access/Graduate Networking) Fellow at the Graduate School, has won the Art Seidenbaum Award for First Fiction. This is one of eight categories of book prizes presented annually by the Los Angeles Times.

2. Karen Waithe, a 1997 graduate of Hunter College's physics program, has received an MIT fellowship in electrical engineering because she was one of the five best applicants to apply to the school. She also received a NSF fellowship.

H. REPORT OF TRUSTEES' ALBANY TRIPS: Chairwoman Paolucci reported that on March 3, Interim Chancellor Kimmich and I were in Albany and visited five New York City senators -- Senators Goodman, Maltese, Marchi, Padavan, and Velella. We also met and spoke briefly at that time with Majority Leader Bruno and Senator LaValle. All were very much interested in CUNY and in our efforts to strengthen policies and programs, and they were all optimistic about budgetary improvements for this year.

On March 9 and 10, Vice Chairman Badillo, Trustees Babbar, Biswas, Calandra, Cooper, Curtis, Morning, Murphy and I, along with Presidents Ricardo Fernandez, Marlene Springer and Carolyn Williams, and Vice Chancellors Hershenson, Mirrer, Rothbard and Proto also visited Albany. The visit began with a reception for the 39 legislators from the Assembly and Senate who attended CUNY colleges. They received a framed certificate listing their college and a descriptive brochure in recognition of the alumni legislators.

The legislators were interviewed by CUNY-TV at the time, and that will be ready very soon. The reception was very well attended, and many legislators said that this was the first time such recognition had been extended.

Subsequently, at a dinner meeting with Senators from New York City, the Trustees received various expressions of support, the highlight of which was Senator Marchi's eloquent remarks, reflecting his long-standing support of and interest in CUNY.

At a breakfast meeting with State Comptroller Carl McCall, Assemblymen Sullivan, Aubrey, Ramirez, Perry, as well as Assemblywoman Glick, the principal focus was the CAP plan and student preparation for college-level work. Subsequent meetings included key staff from Senator Bruno's and Speaker Silver's offices, which were informative and useful.

Not all Trustees, as I've indicated, could attend this first trip to Albany, but we hope to do it a couple of times a year, and the second one possibly in the City in the fall. At that time I think many of the Trustees will be available. We look forward to the same kind of input, the same kind of exchange.

I'd like to also take a moment to express our appreciation to the people who helped put all this together, especially Vice Chancellor Jay Hershenson, and from the Albany office Ms. Eileen Goldmann and Ms. Mary Kay Kellogg, and also our own Secretary of the Board, Genevieve Mullin, who worked very hard for all of this, and many others, I'm sure. Certainly these people were very, very hard working and the results show that they did things right. So thank you.
I. GRANTS: Chairwoman Paolucci presented for inclusion in the record the following report of Grants $100,000 or above received by the University since the last Board meeting:

THE CITY COLLEGE

a. $415,101 HOWARD UNIVERSITIES to Liaw, B.M., Mech Engineering, for "Engineering Coalition of Schools for Excellence and Leadership (ECSEL)."

b. $354,893 US DEPT OF TRANS to Paaswell, R., Transportation, for "University Transportation Research Center-Administration (Parent Account)."

c. $217,500 NYS ED DEPT to Slater, M., Med School-Admin., for "Gateway to Higher Education to Increase the Number of Minority Students."

d. $200,000 NEW YORK CITY BOARD OF EDUCATION to Roberts, S., Education-Admin., for "Establishing a Professional Development Center."

e. $176,500 NYS ED DEPT to Roth, M., Special Programs, for "Collegiate Science & Technology Entry Program."

f. $152,663 US DOT INJ DOT/PA to Paaswell, R., Transportation, for "Technology Transfer (Year 10)."

g. $129,591 DOE to Sivashinsky, G., Levich Institute, for "Studies in Combustion and Explosion."

h. $100,000 BOSTON SCIENTIFIC to Alfano, R., IUSL, for "Ultrafast Optical Coherence Tomography."

HUNTER COLLEGE

a. $701,232 RUSSELL SAGE FOUNDATION to Kasinitz, P., Sociology, Mollenkopf, J., CUNY Graduate School & University Center, and Waters, M., Harvard University, for "The Immigrant Second Generation in Metropolitan New York."

b. $350,000 NEW YORK CITY DEPARTMENT OF ENVIRONMENTAL PROTECTION to Ahearn, S., Geography, for "Quality Assurance and Quality Control Services for Digital Orthophotography & Planimetric Mapping."

c. $245,142 NEW YORK STATE DEPARTMENT OF SOCIAL SERVICES to Moody, H., and Pasqual, G., Brookdale Center on Aging, for "Brookdale Center Training."


e. $128,100 UNITED BRONX PARENTS, INC. to Freudenberg, N., Motta-Moss, A., and Greene, M., Health Sciences, for "Evaluation & Technical Assistance Services: Casita Esperanza Program."

f. $100,531 MT. SINAI SCHOOL OF MEDICINE/US EDUCATION DEPARTMENT to O'Neill, J., Educational Foundation and Counseling Program, for "Traumatic Brain Injury Graduate Certification Program."

QUEENS COLLEGE

a. $650,000 NEW YORK CITY BOARD OF EDUCATION to Schwartz, S., The School of Education, for "Literacy Enhancement Project."

b. $160,405 NEW YORK CITY BOARD OF EDUCATION to Schwartz, S., The School of Education, for "Literacy Enhancement Project: Growing a City of Readers."
JOHN JAY COLLEGE

a. $415,211 NYC DEPARTMENT OF CORRECTIONS to Curran, J., The Office of Special Programs, for "The Inmate Education Program to Provide Male and Female Inmates with Academic and Vocational Education."

THE COLLEGE OF STATEN ISLAND

a. $170,000 NYS to Affron, M., for "Small Business Development Center."

YORK COLLEGE

a. $151,557 NEW YORK CITY COUNCIL to Thomas, R., and Williams, M., Adult and Continuing Education, for "New York City Adult Literacy Initiative (NYCALI)."

LEHMAN COLLEGE

a. $660,684 NATIONAL INSTITUTES OF HEALTH to Philipp, M., Basile, D., McDonald, J., Meurer-Grimes, B., Muntzel, M., Sailor, K., Swartz, K, and Wurtzel, E., for "Minority Biomedical Research Support at Lehman College."
b. $275,337 NEW YORK STATE EDUCATION DEPARTMENT to Wolfe, M., and Campos, A., for "Adult Education Act."
c. $225,950 NEW YORK STATE EDUCATION DEPARTMENT to Rothstein, A. L., for "Phoenix 1000 - Liberty Partnership Program."
d. $100,000 NATIONAL AERONAUTICS & SPACE ADMINISTRATION to Rothstein, A. L., for "Math, Science & Technology with Excellence in Research: A Science & Technology Entry Program."
e. $100,000 MUNICIPAL ASSISTANCE CORPORATION to Wolfe, M., and Campos, A., for "Adult Learning Center."

BOROUGH OF MANHATTAN COMMUNITY COLLEGE

a. $176,000 NEW YORK STATE EDUCATION DEPARTMENT to Rumayor, S., for "Liberty Partnerships."

NEW YORK CITY TECHNICAL COLLEGE

a. $261,939 HUMAN RESOURCES ADMINISTRATION to Quinones, A., for "College Opportunity to Prepare for Employment Program."
b. $180,751 DEPARTMENT OF HEALTH AND HUMAN SERVICES to Richardson, C., for "NUREP"

LAGUARDIA COMMUNITY COLLEGE

a. $750,000 THE PEW CHARITABLE TRUSTS to Cunningham, C., Academic Affairs Division, for "Middle College High School Consortium."
b. $245,000 NYS EDUCATION DEPARTMENT to Kahn, A., and Galvin, S., Academic Affairs Division, for "The Liberty Partnership Program."
c. $153,079 NYS DEPARTMENT OF LABOR to Watson, S., and Baldoneno, C., Continuing Education Division, for "Project Achieve."
d. $125,000  NYS EDUCATION DEPARTMENT to Schulman, J., Continuing Education Division, for "The Welfare to Work/Job Development Program."

THE GRADUATE SCHOOL AND UNIVERSITY CENTER

a. $701,232  RUSSELL SAGE FOUNDATION to Mollenkopf, J., Kasinitz, P., and Waters, M., for "The Immigrant Second Generation in Metropolitan NYC."

b. $175,000  JAPAN FOUNDATION to Rivlin, B., for "Revitalizing the U.S. - Japan Alliance."

J. ORAL REPORT OF THE CHANCELLOR: Interim Chancellor Kimmich reported the following:

I would like to bring the Board up to date on two issues of importance -- the present status of our budget discussions in Albany, and the results of the January teacher's certification exams.

As you will have seen in the press, the Assembly and the Senate have passed one-house bills reflecting their opening positions on proposed modifications to the Executive Budget. The Assembly bill includes a number of items that are very important to us: $5.3 million and 90 faculty lines for the senior colleges and $3.5 million and 60 faculty lines for the community colleges for a total of $8.8 million and 150 faculty lines. That does not meet fully our request, but it comes a long way towards meeting that request. It also includes $250 per year reduction in tuition at SUNY and CUNY senior colleges; an increase in the maximum TAP award from $3,900 to $4,125 for incoming freshmen, and elimination of the 90 percent cap on TAP awards; a base aid increase of $100 per FTE for community colleges, an increase that totals $5.8 million; restoration of SEEK, EOP, STEP and C-STEP; $1.25 million to SUNY and CUNY budgets for business assistant teams which would enhance business education partnerships; and finally, a $6 million increase in funding for the Teacher Opportunity Corps.

From the Senate, the bill includes a TAP increase of $18 million, which raises the maximum award from $3,900 to $4,125, similar to the Assembly bill but of no impact, unfortunately, to CUNY; an increase in college aid of $25.6 million, and this amounts to a $150 base aid increase per FTE, totaling $8.4 million for CUNY, which is better than the Assembly bill; and an increase of $5 million to community colleges to provide job training for displaced or dislocated workers, in which CUNY is targeted for $1 million. That gives us an opportunity, I think, to design some programs that will respond to this particular initiative. Both bills also include increases in Bundy aid, which are directed at the private colleges, so that no college is left unsupported. As to the timing, if the two houses agree on revenues, and they're quite close on that, they may start the use of conference committees as early as this week. What that means is that our input at this particular stage of the game is very important.

All of the presidents are actively working on behalf of budgetary improvements. I would like to mention and to thank President Antonio Perez, who represented the University at a joint SUNY-CUNY community college lobby day in Albany, where they pushed the case for increased base aid for the community colleges at both institutions. This is something that we had never done before. Presidents Ricardo Fernandez, Carolyn Williams, and Delores Fernandez joined Chairwoman Paolucci and me on March 13 for a meeting with Bronx legislators at Borough President Ferrer's office, in which we made the case for the University budget and for our initiatives. Presidents Frances Horowitz of the Graduate Center, and Vernon Lattin of Brooklyn College, working with the Central Office, were in Albany last week meeting with key legislators and staff. All of the Presidents, in fact, are involved in district office and Albany visits, and additional visits are being planned at this moment.

Deputy Chancellor Hassett and I met last week with the new state budget director, Robert King, to talk about University priorities. We made a point to talk especially about the need for full-time faculty positions. We talked about the capital budget that has emerged from the Governor's proposals, technology, infrastructure, and libraries. Mr. King clearly raised the issue of economic development and the role that the University can play in economic development in the State. There are possibilities here that I think we should all look at very carefully, because they might provide initiatives and they might provide additional funding for our colleges. Finally, you should know that CUNY is a member, and has been for about a year and a half now, of a State-wide coalition for higher education. In
Board of Trustees Minutes of Proceedings, March 23, 1998

that context, together with the President of Cornell, the Chancellor of SUNY, and the representative of NYU, I met with Governor Pataki, Secretary Bradford Race, and the Director of State Operations, Jim Natoli. I took the opportunity particularly to advocate increased TAP funding for students, part-time TAP, which is very high on our list, support for the centers of advanced technology, the CAP centers, which are also of interest to the Governor, and increased community college funding. So we made our pitch directly to the Governor and his staff. The Governor expressed particular interest in the possible expansion of engineering programs, and we have followed up with information and materials about the University's programs and our plans. He thought that it would be useful for the State, and this again lies in with economic development, if we would try to be responsive to what is clearly a demand for qualified, for highly trained engineers. I mentioned City College and some of our other programs, and that was well received.

With respect to teacher education, the University recently received a State Education Department report indicating the results of the January administration of the New York State teacher certification examinations. A preliminary analysis, and I stress the word preliminary, of the outcomes reflects an overall improvement in those scores at the City University of seven percent in the pass rates on the liberal arts and science test, and on the assessment of teaching skills tests when compared to the scores achieved on the February 1997 examination. So there is an increase over this past year. I would note that all the colleges posted an improvement in their performance. There was no exception. Specifically, five of the nine colleges achieved a pass rate that exceeds the State-wide average on the last liberal arts and science test which had been of such concern for us last year. Four of nine colleges achieved a pass rate equal to or above the State-wide average on the assessment of teaching skills test, the ATS test. This is tentative data because the students who took the test self-identified their college affiliation at the time of taking the test, and so the performance of the students is attributed to a particular college or program without verification. As a result, the actual college performance is most often understated by SED reports, as they include the results of test takers who are not matriculated students and/or graduates of the colleges they have identified. We are clearly working to verify the lists and that may change their percentages and the results that we have gotten.

While the direction is right, there clearly is need to do more work here. The initiatives that were developed by the Office of Academic Affairs here in the central office and discussed by the Academic Affairs Committee are moving forward and will help us improve those scores and improve those programs further. The test results are currently being analyzed by the colleges and the University Office of Academic Affairs in order to develop a more accurate measure of program performance, and these outcomes will be reported to the Board's Committee on Academic Affairs in the near future. You will hear more about this as we ourselves understand these figures better. I wanted you to know at this point that there had been a measurable improvement in the results of these very important tests for us.

Upon motions duly made, seconded and carried, the following resolutions were adopted: (Calendar Nos. 1 through 8)

NO. 1. UNIVERSITY REPORT: RESOLVED, That the University Report for March 23, 1998, (including Addendum Items) be approved:

(a) ERRATA: Add the following:

HUNTER COLLEGE

P B-3  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 Hayedeh Daneshvar is withdrawn.

P B-4  APPOINTMENT OF HEO SERIES PERSONNEL WITH PRIOR FULL-TIME HEO SERIES SERVICE (AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH): The effective date of the appointment of Robert Hassel is revised to read 4/1/98. The effective date of the appointment of Robert J. Coleman is revised to read 4/1/98. The entry for Linda B. Crownover is withdrawn.
P B-5  SPECIAL INCREMENT WITH TITLE (OTHER THAN NEW STEPS): The effective date of the increment for Ford Trojanowski is revised to read 4/1/98.

QUEENS COLLEGE
P B-2  APPOINTMENT IF 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 substitute appointment of Jennifer Chow is revised to read $33,182.

MEDGAR EVERS COLLEGE
P B-1  APPOINTMENT OF PROFESSORIATE STAFF (AFFIRMATIVE ACTION REPORT ON FILE EXCEPT ACTING, VISITING AND SUBSTITUTE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH): Add "SW" at the end of the entries for Beverly Bonaparte and Philip Oguagha. The entry for John Sumerlin is withdrawn.

NO. 2. CHANCELLOR'S REPORT: RESOLVED, That the Chancellor's Report for March 23, 1998, (including Addendum Items) be approved:

(a) ERRATA: Add the following:

THE CITY COLLEGE
P B-4  APPOINTMENT ANNUAL - PROVISIONAL: The entries for Beverly E. Koontz and Josephine Ubilla are withdrawn and hereby reentered under the heading APPOINTMENT - TEMPORARY NOT TO EXCEED THREE MONTHS.

HUNTER COLLEGE
P B-3  APPOINTMENT ANNUAL - PROVISIONAL: The salary rate of the entry for Ruth S. Deese is revised to read $29,067. The end date of the appointment is added to read 4/28/98.

NEW YORK CITY TECHNICAL COLLEGE
P B-1  APPOINTMENT ANNUAL OTHER THAN PROFESSORIATE (AFFIRMATIVE ACTION REPORT ON FILE EXCEPT VISITING, SUBSTITUTE AND GRADUATE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH): The entry for Charles H. Eberle is withdrawn.

MEDGAR EVERS COLLEGE
P B-1  APPOINTMENT ANNUAL OTHER THAN PROFESSORIATE (AFFIRMATIVE ACTION REPORT ON FILE EXCEPT VISITING, SUBSTITUTE AND GRADUATE APPOINTMENTS) (SW INDICATES WAIVER OF SEARCH): The entry for Charles H. Eberle is withdrawn.

P B-3  APPOINTMENT ANNUAL - PROVISIONAL: The entry for Regina M. Franklin is withdrawn and hereby reentered under the heading APPOINTMENT - TEMPORARY NOT TO EXCEED THREE MONTHS. The end date of the appointment is added to read 5/4/98.

NO. 3. APPROVAL OF MINUTES: RESOLVED, That the minutes of the regular Board meeting and the Executive Session of February 23, 1998 be approved:

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

A. BROOKLYN COLLEGE - INFORMATION TECHNOLOGY:

RESOLVED, That the Board of Trustees of The City University of New York authorize Brooklyn College to purchase 170 inkjet and laser printers from CIC Systems, Inc., under existing State of New York Contract Number P007620, pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of $105,000, chargeable to FAS Code 221201309, during the fiscal year ending June 30, 1998; and be it further
RESOLVED, That the Board of Trustees of The City University of New York authorize Brooklyn College to purchase 185 computers and associated software from Dell Computer Corporation under existing State of New York Contract Number PT00109, pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of $520,000, chargeable to FAS Code 221201309, during the fiscal year ending June 30, 1998; and be it further

RESOLVED, That the Board of Trustees of The City University of New York authorize Brooklyn College to purchase 6 UNIX workstations from SUN Microsystems, Inc., under existing State of New York Contract Number PT00086, pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of $50,000, chargeable to FAS Code 221201309, during the fiscal year ending June 30, 1998; and be it further

RESOLVED, That the Board of Trustees of The City University of New York authorize Brooklyn College to purchase 10 Compaq network servers and other network connection equipment from GE Capital IT Solutions under existing State of New York Contract Number PT00248, pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of $75,006, chargeable to FAS Code 221201309, during the fiscal year ending June 30, 1998; and be it further

RESOLVED, That the Board of Trustees of The City University of New York authorize Brooklyn College to purchase 25 computers, printers, and associated software from Apple Computer, Inc., under existing State of New York Contract Number P005217, pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of $75,000, chargeable to FAS Code 221201309, during the fiscal year ending June 30, 1998; and be it further

RESOLVED, That the Board of Trustees of The City University of New York authorize Brooklyn College to purchase installation and cabling services for up to two hundred computers from IBM Corporation under existing State of New York Contract Number P006142, pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of $98,000, chargeable to FAS Code 221201309, during the fiscal year ending June 30, 1998.

EXPLANATION: Brooklyn College continues to install new computer systems and upgrade existing systems as part of its Electronic Campus Plan. These purchases are part of an ongoing multiyear plan to equip every office, faculty member, and staff member with an appropriate computer system. These computers will provide reliable access to E-mail and Internet resources, to administrative data, to office productivity tools, and to other information resources. In all cases, computers being replaced are reallocated to other projects. The following projects are being funded this year.

The Computer and Information Science Department, as the most computer-centric instructional department, requires advanced technology in order to fulfill its instructional and research missions. The 6 new UNIX computers and 10 Dell Personal Computers (PC's) will be used by senior CIS faculty and will replace early model 486 PC's. The UNIX computers are specialized high-end systems designed for heavy research and computation functions. This is the first major equipment upgrade in the department in nearly seven years. Existing computers will be reallocated to other users.

As part of the Electronic Campus Plan, all faculty are being allocated a computer to facilitate access to word processing, E-mail, Internet, SALI, and the Library catalog. The current purchase of 125 Dell PC's, 125 inkjet printers, and 25 more Apple systems and Apple printers, is part of a multiyear project which has already equipped several hundred faculty over the past few years and complements the capital funded telecommunications infrastructure improvements being made starting this year.

Brooklyn College has created a Windows based tool called SALI (SIMS Access Lan Interface) which provides expanded, flexible access to data from the CUNY Student Information Management System (SIMS). Brooklyn College and CUNY-CIS are eager to make SALI and other such tools available to faculty and student support staff. The SALI system is being extended to other SIMS colleges in partnership with CUNY-CIS. Widespread use of SALI will reduce the load on SIMS, and provide a simple, flexible tool for producing standard reports such as rosters, mailing labels, transcripts, and tallies. 50 Dell PC's and 45 printers will provide the necessary power to allow more
offices to run the sophisticated Windows based SALI tools. This project will provide one additional computer to each academic and/or student support office for shared use. Offices without satisfactory printing capability will also be provided with a shared laser printer.

As part of its ongoing Electronic Campus Plan, to accommodate growth and to insure reliability, critical network infrastructure devices require replacement or upgrading on a regular basis. The Compaq servers will upgrade many academic departments to accommodate growing storage requirements and to become fault-tolerant, since servers will now be hosting several new administrative applications such as SALI and paper-less purchasing.

The college requires outside assistance to install the new computers and to connect them to the college network. The IBM contract will supplement efforts of college staff to install 150+ new network cables and to install and configure over 200 new PC systems for the projects described above.

This resolution has been reviewed and approved by the University Dean for Instructional Technology and Information Services.

B. BOROUGH OF MANHATTAN COMMUNITY COLLEGE - PURCHASE OF OFFICE FURNITURE:

RESOLVED, That the Board of Trustees of The City University of New York authorize Borough of Manhattan Community College to purchase office furniture from Kimball Office Furniture under existing General Services Administration Contract Number GS-29F-0111C, pursuant to law and University regulations; and be it further

RESOLVED, That the Board of Trustees of The City University of New York authorize Borough of Manhattan Community College to purchase office furniture from CenterCore under existing General Services Administration Contract Number GS-29F-0225G, pursuant to law and University regulations; and be it further

RESOLVED, That the Board of Trustees of The City University of New York authorize Borough of Manhattan Community College to purchase office furniture from Steelcase, Inc., under existing New York State Contract Number P-010895 pursuant to law and University regulations; and be it further

RESOLVED, That the Board of Trustees of The City University of New York authorize Borough of Manhattan Community College to purchase office furniture from Haskell Office Furniture under existing General Services Administration Contract Number GS-29F-0171G, pursuant to law and University regulations; and be it further

RESOLVED, That the total of all such purchases shall not exceed a total estimated cost of $185,000, chargeable to FAS Code 2-22001-314, during the fiscal year ending June 30, 1998.

EXPLANATION: BMCC has not acquired new furniture for its heavily trafficked student-oriented public offices [Registrar, Student Affairs and the Office of Academic Affairs] since 1983. The configuration of individual work spaces for student/staff contact require modification due to the addition of desktop computers. In addition, the College will replace selected furniture in the Infirmary, Business Management, Learning Resource Center, and Health Education offices.

C. BOROUGH OF MANHATTAN COMMUNITY COLLEGE - MEDIA CENTER TEACHING LABORATORY:

RESOLVED, That the Board of Trustees of The City University of New York authorize Borough of Manhattan Community College to purchase Apple central processing units from Apple Computer Inc. under existing New York Contract Number P-005217, pursuant to law and University regulations; and be it further
RESOLVED, That the Board of Trustees of The City University of New York authorize Borough of Manhattan Community College to purchase video editors and monitors from CTL Electronics Inc., under existing General Services Administration Contract Number GS-03F-411FB, pursuant to law and University regulations; and be it further

RESOLVED, That the Board of Trustees of The City University of New York authorize Borough of Manhattan Community College to purchase video editors and storage media from Avid Technology, Inc., under existing General Services Administration Contract Number GS-35F-3027D, pursuant to law and University regulations; and be it further

RESOLVED, That the total of all such purchases shall not exceed a total estimated cost of $110,152, chargeable to Capital Project HN-M001, CUNY Project Number MC-108-996, CP 35751, during the fiscal year ending June 30, 1998.

EXPLANATION: This equipment will be used to expand the College's multimedia and video editing laboratory to allow for instruction in multimedia technologies to serve students in Corporate and Cable Communications. The Apple Macintosh central processing units will be inter-membered with Avid Technology components to construct and configure digital video editing and multimedia workstations.

This resolution has been reviewed and approved by the University Dean for Instructional Technology and Information Services.

D. UNIVERSITY CONTRACTING OFFICE - MAINTENANCE OF MULTIPLEXORS AND ANCILLARY SOFTWARE:

RESOLVED, That the Board of Trustees of The City University of New York authorize the University Contracting Office to purchase maintenance of multiplexors and ancillary software from Ascom Timeplex, Inc., under existing General Services Administration Contract Number GS-35F-4295D, pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of $125,000, chargeable to the appropriate colleges' FAS codes, during the fiscal year ending June 30, 1999.

EXPLANATION: Timeplex equipment are time division multiplexers that are used in CUNYNet for transmitting data between campuses and the central computer for the Student Information Management System (SIMS), the library system (CUNY+), financial accounting systems (FAS), the INTERNET, and many other data storage systems. The Timeplex equipment connects the T1 communication links from each campus to the central communication hub at 57th Street. The equipment is a major component in CUNYNet and has been so for 12 years. Parts and software are only available from Ascom Timeplex, Inc. The annual maintenance agreement provides for software enhancements, faster response time, greater reliability, and voice compatibility. In addition, this agreement will ensure that each installation at each campus is operating with the same software release.

This resolution has been reviewed and approved by the University Dean for Instructional Technology and Information Services.

E. YORK COLLEGE - REPLACEMENT OF PBX SYSTEM:

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 York College to provide a replacement for the PBX system. The contract shall be awarded to the lowest responsive and 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 $260,000, chargeable to City Capital Budget, Project 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: York's NEC 2400 PBX system is over ten years old and can no longer accommodate existing or future college needs. The existing system does not offer a viable upgrade path. Several telecommunication related procedures, such as student registration, presently labor intensive, will be automated and integrated seamlessly with new PBX equipment. To keep pace with technology and provide adequate service to meet current needs and enhance performance, a system replacement is required. This resolution has been reviewed and approved by the University Dean for Instructional Technology and Information Services.

F. UNIVERSITY CONTRACTING OFFICE - VEHICLE LIABILITY INSURANCE:

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 University Contracting Office to purchase vehicle liability insurance. The contract shall be awarded to the lowest responsive and responsible bidder after public advertisement and sealed bidding by the University Contracting Office, pursuant to law and University regulations. Such purchase shall not exceed a total cost of $300,000 for the initial one-year term, chargeable to the appropriate colleges' FAS codes during the fiscal year ending June 30, 1999. The contract shall include up to four one-year options for the University to renew in its best interest. The contract shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: This action continues the purchase of a single policy to cover all tax-levy vehicles owned and operated by both senior and community colleges. The existing automobile insurance contract, with Hometown Insurance Agency, which has been in effect is expiring. This resolution will permit the rebidding and purchase of a single policy for the University's 375 vehicles.

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

A. THE CITY UNIVERSITY OF NEW YORK - POLICY ON ADMISSIONS TO BACCALAUREATE DEGREE PROGRAMS:

RESOLVED, That it shall be University policy that, following review of a college's mission and resources, and its students' performance, and in accordance with traditional campus governance procedures, a senior college president may propose and the Chancellor may approve admission criteria that admit students to baccalaureate level degree programs only if the remedial preparation they require can be accomplished prior to or during their initial semester of matriculation and that the remedial preparation required be provided to students by means of adult and continuing education offerings, summer programs, immersion initiatives or by other instructional formats.

Chairwoman Paolucci, Vice Chairman Badillo, and Trustees Babbar, Calandra, Cook, Curtis, Ruiz, and Stone voted YES. Trustees Crimmins, Mouner, Murphy, and Biswas voted NO. Trustees Everett and Morning ABSTAINED.

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

A. BROOKLYN COLLEGE - AMENDMENTS TO THE GOVERNANCE PLAN:

RESOLVED, That the proposed amendments to the Brooklyn College Governance Plan be approved. A copy of the proposed Governance Plan is on file in the Office of the Secretary.

Note: (See Appendix A)

EXPLANATION: The amendments to the Brooklyn College Governance Plan have been approved by the Brooklyn College Policy Council and are recommended by the College President.
The proposed amendments to Section C of Article II on the membership of the Faculty Council will add a maximum of five directors of interdisciplinary programs as members of the Faculty Council, subject to designation, or criteria to be established, by the Faculty Council. The Faculty Council is composed of three faculty members for each department, including department chairpersons, and will now have up to 98 members, instead of the current 93 members.

Also proposed, through the repeal of Article VII, is the elimination of the Administrative Committee, which has not functioned for several years. The advisory role of this Committee, composed of the top administrators of the college and three other members designated by the President, has been assumed by other college bodies. References in the governance plan to male pronouns have been changed to include both genders.

B. THE COLLEGE OF STATEN ISLAND - AMENDMENTS TO THE GOVERNANCE PLAN:

RESOLVED, That the following amendments to Section 2 of Article I of the Governance Plan of The College of Staten Island, on the composition of the College Council be approved.

Section 2 (Composition) of Article I (The College Council) is amended to read as follows (new material is underlined and deleted material is bracketed):

Section 2. Composition

The College Council shall consist of:

a) The Chairpersons of the academic departments, one elected representative from each academic department, [and] faculty delegates-at-large equal in number to the number of academic departments, and nine additional faculty delegates-at-large. Faculty delegates-at-large shall be elected by the faculty as a whole, with the exception of those serving in a title on the University's executive staff and excluding those faculty serving in visiting or substitute titles, and those faculty on retirement leave. The faculty consists of all full-time members of the instructional staff in the titles of professor, associate professor, assistant professor, instructor and lecturer.

b) From the non-teaching instructional staff, two members from and elected by all those in the college laboratory technician series, one member from and elected by all those who function in the Business Manager's offices, one member from and elected by those who function in the Registrar's offices and Admissions, and four members from and elected by all others who function in the higher education officer series titles.

c) Seven student representatives elected by the student body, and the President of the Student Senate or designee.

d) The President, and nine administrators appointed by the President, including [the Executive Vice President and Provost,] the Vice President for Academic Affairs/Provost, Vice President for Finance and Administration, the Dean of Science and Technology, and the Dean of Humanities and Social Science[, and five administrators serving in titles on the University's executive staff designated by the President].

e) Two representatives from the adjunct staff elected by the adjunct staff.

Note: (See Appendix B)

EXPLANATION: These amendments to the Governance Plan of The College of Staten Island have been approved by the instructional staff in a referendum by a vote of 111 to 18, and are recommended by the President. Both amendments affect the composition of the College Council by bringing it up to its full strength.

One amendment provides for nine additional faculty members-at-large to serve on the College Council to compensate for the loss of nine faculty because three academic departments have been abolished during the past several years. There are currently three faculty representatives for each academic department (including the chairpersons), which presently number 17 at the college. There will therefore be a total of 60 faculty delegates. The
second amendment permits the President to appoint five administration members of the College Council from the college administrative staff rather than just from those on the Executive Compensation Plan. Given that, of the 10 administration members on the College Council, five are already on the Executive Compensation Plan, the reduced number of such employees at the college provides an insufficient pool from which the President may appoint. In addition to the 10 administrators and 60 faculty members, the College Council also has eight student representatives, eight members from the non-teaching instructional staff, and two adjuncts members, for a total of 98 members.

C. BARUCH COLLEGE - NAMING OF THE SCHOOL OF BUSINESS, THE "ZICKLIN SCHOOL OF BUSINESS":

RESOLVED, That the Board of Trustees of The City University of New York approve the naming in perpetuity of the School of Business at Baruch College, the "Zicklin School of Business."

EXPLANATION: Lawrence Zicklin and Carol Zicklin have pledged a gift to the Baruch College Fund with a future value of $18 million. A fund will be separately managed, and provide a yearly income stream and an endowment restricted to use by the School of Business. Mr. and Mrs. Zicklin are pleased to have this opportunity to show their appreciation to the College.

Mr. Zicklin, a 1957 graduate of Baruch College has an MBA from the Wharton School of the University of Pennsylvania. In 1969 he joined Neuberger & Berman, a money management firm. After five and a half years, Mr. Zicklin was named Managing Partner of the firm, a position he holds to this day. The firm is a private, 800-employee concern with approximately $51 billion in assets under management for mutual funds, pension funds, and individuals.

The gift will provide:

- support for further building a strong full-time MBA Program;
- significant research support for new faculty;
- support for student research stipends and scholarships;
- increased resources for the School of Business Office of Admissions;
- increased resources for career placement.

In recognition of the generosity of the Zicklins, Baruch College wishes to name the School of Business, the Zicklin School of Business. The President and the Dean of the School of Business, enthusiastically support this resolution. The faculty voted by acclamation to endorse it.

D. THE GRADUATE SCHOOL AND UNIVERSITY CENTER - ESTABLISHMENT OF THE GRADUATE SCHOOL HUMANITIES CHAIR:

RESOLVED, That the Board of Trustees of The City University of New York approve the establishment of The Graduate School Humanities Chair at The Graduate School and University Center, effective March 1, 1998.

EXPLANATION: This is the fourth (and final) Chair created in response to a National Endowment for the Humanities Challenge grant received by The Graduate School and University Center to provide an endowment for continuing professorships in the humanities. Each Chair’s initial endowment was $500,000. The income from the fund shall be used at the discretion of the President of The Graduate School and University Center to provide a salary supplement and/or support services to the holder of the Chair.

The Graduate School Humanities Chair is awarded for a period of five years to an outstanding scholar in one of the humanities disciplines who will act as a catalyst for the continued growth in size and stature of a doctoral program, attracting other prominent faculty members, as well as the nation’s best doctoral students.

Dr. James Oakes, Professor in the Ph.D. Program in History at The Graduate School, and a leading historian of nineteenth century American history, will hold The Graduate School Humanities Chair for the first term, March 1,
1998 through June 30, 2003. Each subsequent chair holder will be named by the President of The Graduate School and University Center after a review of the credentials of the candidate by experts in the field.

NO. 7. COMMITTEE ON FACILITIES, PLANNING, AND MANAGEMENT: RESOLVED, That the following items be approved:

A. CITY COLLEGE - ROOF REHABILITATION PROJECT AT AARON DAVIS 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 City College for a roof rehabilitation project at Aaron Davis Hall. The contract shall be awarded to the lowest responsive and 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 $273,374, chargeable to the State Capital Construction Fund, Project No. CC056-096. The contract shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: This project will provide a necessary roof replacement for Aaron Davis Hall.

The Board of Trustees of the City University of New York approved the selection of Gonchor Karlsberger P.C. on October 26, 1992, Cal. No. 4.E for the design portion of this project.

B. HOSTOS COMMUNITY COLLEGE - FUME HOODS:

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 Hostos Community College for construction of five new fume hoods in the Allied Health Building, Room 513. The contract shall be awarded to the lowest responsive and 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 $272,726, chargeable to City Capital Budget, Project No. HS035-993. 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: This project will provide fume hoods in a chemistry laboratory which does not currently have any, so that both the lecture and experiments portions of courses may be taught there. The New York City Board of Trustees approved a resolution for the selection of the consulting firm Beatty, Harvey and Associates on May 31, 1994, Cal. No. 4.A.

C. BRONX COMMUNITY COLLEGE - SECURITY ENHANCEMENT:

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 additional perimeter security. The contract shall be awarded to the lowest responsive and 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 $590,276, chargeable to City Capital Budget, Project No. BX028-095. 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: This project will provide improvements to existing perimeter conditions as well as new fencing, exterior lighting and surveillance cameras along the borders of the Bronx Community College campus, to improve its security. The New York City Board of Trustees approved a resolution for the selection of the consulting firm Wesler Cohen Associates on January 13, 1997, Cal. No. 3.B.
D. QUEENS COLLEGE: LEASE EXTENSION - THE CENTER FOR THE BIOLOGY OF NATURAL SYSTEMS:

RESOLVED, That the Board of Trustees of The City University of New York authorize the Secretary of the Board to execute a two-year lease extension, on behalf of Queens College, for space at 163-03 Horace Harding Boulevard, Flushing, until June 30, 1999. The agreement shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: The College's Center for the Biology of Natural Systems currently occupies approximately 7,200 square feet of space on the Fourth Floor of this building pursuant to a lease that expired on June 30, 1997. The current annual rent is $180,000 ($25.00/S.F.). Due to continuing renovation work on campus, the College will need to occupy this space for another two years. Under a renewal agreement, the lease will be extended to June 30, 1999 at the same base annual rent. The Landlord, at his cost, will provide all services including normal heat, air-conditioning, cleaning, electricity and parking facilities, Tenant will continue to reimburse the Landlord for its share of any increases in real estate taxes over the base year.

NO. 8. COMMITTEE ON STUDENT AFFAIRS AND SPECIAL PROGRAMS:

Report of Committee Chair Mounier:
I was unable to attend the Student Affairs meeting this month, but I'd like to personally thank Trustee Crimmins for chairing the meeting. This is an information item not a voting item. Although the Committee did not have any action items at its March 2 meeting, the Committee heard a very informative presentation by the CUNY Committee on Student Disability Issues. The University enrolls over 6,700 students with disabilities. The number of students served over the past ten years has quadrupled. The presentation focused on the University's obligations to this population, which under ADA, the Americans with Disabilities Act, no otherwise qualified individual with a disability shall be denied equal access and opportunity to any programs or facilities. The Committee was briefed on the types of services provided to students, as well as programs for specific populations such as deaf and hard of hearing students. We also learned a great deal about assistive technology, which is available on the campuses.

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

<table>
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<tr>
<th>COLLEGE</th>
<th>DEGREES</th>
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<tr>
<td>BARUCH COLLEGE</td>
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<tr>
<td>Mr. Miguel Fuentes</td>
<td>Doctor of Science</td>
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<td>(To be awarded at the June, 1998 Undergraduate Commencement)</td>
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<tr>
<td>LEHMAN COLLEGE</td>
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<tr>
<td>Mr. Jose A. Cardenas</td>
<td>Doctor of Humane Letters</td>
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<tr>
<td>Mr. Orin Lehman</td>
<td>Doctor of Humane Letters</td>
</tr>
<tr>
<td>(To be awarded at the June, 1998 Commencement)</td>
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<tr>
<td>CUNY SCHOOL OF LAW AT QUEENS COLLEGE</td>
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<tr>
<td>Mr. Juan A. Figueroa</td>
<td>Doctor of Laws</td>
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<tr>
<td>Mr. Harold Hongju Koh</td>
<td>Doctor of Laws</td>
</tr>
<tr>
<td>Mr. Charles R. Halpern</td>
<td>Doctor of Laws</td>
</tr>
<tr>
<td>(To be awarded at the May, 1998 Commencement)</td>
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GRADUATE SCHOOL AND UNIVERSITY CENTER

Ms. Joan Nestle Doctor of Humane Letters
Ms. Sally Goodgold Doctor of Humane Letters
(To be awarded at the May, 1998 Doctoral Commencement)

NEW YORK CITY TECHNICAL COLLEGE

Dr. Lorraine Beitler Doctor of Humane Letters
(To be awarded at the June, 1998 Commencement)

QUEENS COLLEGE

Ms. Isabel Allende Doctor of Humane Letters
Ms. Lilo Schott Leeds Doctor of Humane Letters
Mr. Saul Novack Doctor of Music
Mr. Raymond Romano Doctor of Fine Arts
Dr. Eric Wolf Doctor of Humane Letters
(To be awarded at the June, 1998 Commencement)

Upon motion duly made, seconded and carried, the meeting was adjourned to go into Executive Session at 6:07 P.M.

SECRETARY GENEVIEVE MULLIN

(This is a detailed summary of the Board of Trustee's meeting. The tapes of the meeting are available in the Office of the Secretary of the Board for a period of three years.)
MINUTES OF THE EXECUTIVE SESSION OF THE BOARD OF
TRUSTEES OF THE CITY UNIVERSITY OF NEW YORK
HELD
MARCH 23, 1998
AT THE BOARD HEADQUARTERS BUILDING
535 EAST 80TH STREET - BOROUGH OF MANHATTAN

The chairperson called the meeting to order at 6:15 P.M.

There were present:

Anne A. Paolucci, Chairwoman
Satish K. Babbar
John J. Calandra
Kenneth E. Cook
Michael C. Crimmins
Alfred B. Curtis, Jr.
Edith B. Everett
John Morning
Susan Moore Mouner
James P. Murphy
Nilda Soto Ruiz
Richard B. Stone

Md. Mizanoor R. Biswas, ex officio

Secretary Genevieve Mullin
Acting Vice Chancellor and Acting General Counsel Roy Moskowitz
Hourig Messerlian, Executive Assistant

Interim Chancellor Christoph Kimmich
Interim Deputy Chancellor Patricia Hassett
Vice Chancellor Jay Hershenson
Vice Chancellor Emma Macari

The absence of Trustees Badillo, Cooper, Marino, and Rios was excused.

E.1. REAL ESTATE MATTERS: The Board discussed real estate matters.

Upon motions duly made, seconded and carried, the Executive Session was adjourned at 6:40 P.M.

SECRETARY GENEVIEVE MULLIN
ARTICLE I. THE POLICY COUNCIL

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

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

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

   Faculty members at large may be reelected.

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

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

5. a. If one of the members designated in paragraph 1 a, b, c, or d above shall be unable to serve for an entire semester or for the balance of a semester, a replacement shall be selected in the manner used in paragraph 4.b.
   b. If one of the student government presidents shall be unable to serve for an entire semester or for the balance of a semester, a replacement shall be selected by the student government presidents.

B. The Policy Council shall meet at least three times a semester, and more frequently if necessary. Special meetings may be called by the President or by the Executive Committee and shall be called at the request of any
eight members of the Policy Council.

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

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

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

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

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

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

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

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

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

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

ARTICLE II. THE FACULTY

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

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

C. 1. The Faculty Council shall consist of all of the following a) through d).

a. all department chairpersons.

b. an additional delegate of faculty rank or faculty status from each department elected, or reelected, for a term of three years by department members of faculty rank or faculty status. Departments shall elect an alternate delegate to serve with voice and vote at any meeting in the absence of the department delegate.

c. delegates-at-large of faculty rank or faculty status, equal to the number of instructional departments, elected in a manner determined by Faculty Council. Delegates-at-large shall be elected for a term of three years and may be reelected.

d. a maximum of five directors of programs in academic areas which meet criteria established by Faculty Council for this purpose and/or are individually designated by Faculty Council.

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

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

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

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

ARTICLE III. DEPARTMENTS

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

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

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

2. a quorum shall be defined as a majority of the adjusted membership of the Department;
NOTE: All provisions of Article VIII (Organization and Duties of the Faculty), and Article IX (Organization and Duties of Faculty Departments) and Article XV (Students) of the Bylaws of the Board of Trustees of The City University are continued, except where explicitly changed by the provisions of this Plan.

PREAMBLE

The basic principle of this Plan is that The College of Staten Island, a unit of CUNY under the jurisdiction of the Board of Trustees, is an educational community wherein each member has a legitimate and meaningful role to play toward the achievement of the basic mission of the college.

The College of Staten Island is a public urban college, a unit of the largest urban university in the United States, The City University of New York. The college’s mission, reflecting the University’s, is to guide and assist its students in their intellectual, personal, and ethical development both for the enrichment of the Individual life and for meaningful participation in society. It is also committed to the generation of knowledge and to providing public and cultural services to the City and State of New York.

The specific mission of the only public college on Staten Island is to fulfill the general mission of the University by making accessible to the residents of the Island and neighboring metropolitan areas an active, dedicated educational community committed to the generation and transmission of knowledge.

The educational responsibility of The College of Staten Island is to provide the challenge and the opportunity for intellectual and personal development to a heterogeneous student population, ranging widely in cultural background, aspirations, age, and academic skills. Its commitment to its students is to educate them by inculcating values of intellectual inquiry, of personal fulfillment of responsible civic behavior, and by preparing them to enter their chosen careers.

ARTICLE 1. THE COLLEGE COUNCIL

Section 1. Functions and Responsibilities

The College Council shall be responsible, subject to the policies and procedures of the Board of Trustees, the collective bargaining agreement and legal statutes, for the formulation of policy relating to admission and retention of students, grading practices and standards, curriculum, degree requirements, academic freedom, cultural activities, and those aspects of campus life which relate to academic affairs and general educational matters.

Section 2. Composition

The College Council shall consist of:

a) The Chairpersons of the academic departments, one elected representative from each academic department, [and] faculty delegates-at-large equal in number to the number of academic departments, and nine additional faculty delegates-at-large. Faculty delegates-at-large shall be elected by the faculty as a whole, with the exception of those serving in a title on the University’s executive staff and excluding those faculty serving in visiting or substitute titles, and those faculty on retirement leave. The faculty consists of all full-time members of the instructional staff in the titles of professor, associate professor, assistant professor, instructor and lecturer.

b) From the non-teaching instructional staff, two members from and elected by all those in the college laboratory technician series, one member from and elected by all those who function in the Business Manager’s
offices, one member from and elected by those who function in the Registrar’s offices and Admissions, and four members from and elected by all others who function in the higher education officer series titles.

c) Seven student representatives elected by the student body, and the President of the Student Senate or designee.

d) The President, and nine administrators appointed by the President, including [the Executive Vice President and Provost,] the Vice President for Academic Affairs/Provost, Vice President for Finance and Administration, the Dean of Science and Technology, and the Dean of Humanities and Social Science.

e) Two representatives from the adjunct staff elected by the adjunct staff.

Section 3. Terms of Office

a) Elected representatives from the academic departments shall serve for three-year terms coincident with terms served by their chairpersons. Faculty delegates-at-large shall serve for three-year terms to be staggered in accordance with procedures to be developed by the organizational committee described in Section 10.

b) Non-teaching Instructional staff representatives shall serve for three-year staggered terms in accordance with procedures developed by the organizational committee described in Section 10.

c) The term of office for administrative representatives designated by the President shall be one year.

d) Student representatives shall serve for one-year terms.

e) Adjunct staff representatives shall serve for one-year terms.

f) All terms shall be effective as of July 1 in the year of election or designation.

Section 4. Eligibility Requirements

a) All full-time members of the Instructional staffs, except those faculty serving in visiting or substitute titles and those faculty on retirement leave, are eligible to serve as representatives of their respective constituencies.

b) All adjunct members of the Instructional staff are eligible to serve as representatives of the adjunct staff provided they remain active members of the staff, and do not hold full-time titles at the college.

c) Student representatives shall be in good standing (i.e., a grade point Index of 2.0 or better) at a time of their election and during their term of service.

Section 5. Vacancies and Recall Proceedings

a) Vacancies created by leaves, retirements, resignations, terminations, or failure to maintain eligibility requirements shall be filled by special elections and/or designation. In accordance with the procedure used to fill the position formerly occupied by the Council member. The procedure for holding elections to fill vacancies and for Insuring that such vacancies are filled in a timely fashion shall be determined by the organizational committee described in Section 10.

b) Council members may be recalled by a vote of two-thirds of the constituency they represent. A vacancy created by such recall shall be filled in accordance with the provisions of paragraph a) of this section.

Section 6. Election Procedures

a) Elections for positions representing academic departments shall be held simultaneously with the election
for department chairperson. All members of the faculty, excluding those faculty serving in visiting or substitute titles and those faculty on retirement leave, shall be eligible to serve and to vote in the election.

b) Elections for faculty delegates-at-large and adjunct representatives shall be held in May of each year for the vacancies anticipated for the following year. All members of the faculty, excluding those faculty serving in visiting or substitute titles and those faculty on retirement leave, shall be eligible to serve and to vote in the election.

c) Election for the representatives of the non-teaching members of the Instructional staff shall be held in May of each year for the vacancies anticipated for the following year. All members of the non-teaching Instructional staff serving in a title in a series or function delineated in Section 2 b) shall be eligible to serve and to vote in the election for the representative(s) of the relevant title or function.

d) Election for student representatives shall be held at the time of elections for student government each year. All duly enrolled students shall be eligible to vote in the election and to serve within the provisions of Section 2c).

e) A staff member who has received a notice of non-reappointment shall not be eligible to participate in the election procedure.

Section 7. Organization of the College Council

The following shall be standing committees of the College Council. All standing committees are responsible to the Council, and shall report to the Council periodically in accordance with their assigned responsibilities, or as called upon by the Council.

a) Executive Committee

The Council, at its first meeting of the academic year, and no later than September 30, shall elect for a term of one year a Chairperson, Vice-Chairperson, and Secretary. These three officers, together with two persons elected by the Council from among its membership, shall constitute the Executive Committee of the College Council. They shall be elected by a majority of those present and voting.

The duties of the Executive Committee shall be: 1) to carry on the business of the College Council between meetings of the Council, 2) to implement recommendations and policy statements of the College Council and to initiate proposals to the College Council, 3) to present a proposed agenda for College Council meetings, 4) to consult with the President prior to presidential selection of a search committee for Vice President for Academic Affairs and for selection of a search committee for a Divisional Dean, in the event of a vacancy in any of these positions. Such search committees shall submit to the President a list of three to five recommendations. In the event that the President rejects all of them, the search shall be reopened and follow similar procedures until a candidate is selected, and 5) to consult with the Provost prior to the formulation of the college academic calendar, and to inform the College Council about the structure of the academic calendar once it has been adopted.

The duties of the Chairperson shall be: 1) to preside over all College Council and Executive Committee meetings. 2) to articulate the position and activities of the Executive Committee to the College Council, and 3) to articulate the positions and policy statements of the College Council to any and all groups and bodies within and without the college.

The duties of the Vice-Chairperson shall be: 1) to preside over the College Council and Executive Committee in the absence of the chair, 2) to succeed to the chair in the event that the chair becomes vacant until such time as a special election becomes feasible, and 3) to insure that standing committees meet regularly and perform their duties.

The duties of the Secretary shall be: 1) to take minutes of College Council and Executive Committee meetings. 2) to send out Executive Committee correspondence as directed by the Executive Committee, and 3) to preside over the College Council in the absence of the chair and vice chair.
b) College Curriculum Committee

The Curriculum Committee shall recommend, evaluate, and review all departmental and inter-departmental undergraduate programs including majors, minors, pre-majors and concentrations and the courses within such programs. All departmental programs shall originate in the appropriate department.

The Curriculum Committee shall consist of the Vice President for Academic Affairs or designee who shall serve as Chairperson (without vote), Divisional Deans (without vote), one member from each Instructional department, one student member elected by the College Council, and a non-voting member of the Office of Registrar designated by the head of that office.

c) Committee on Course and Standing

The Course and Standing Committee shall consider all matters affecting the admission of students to the College and their academic standing at the College.

It shall consist of the Vice President for Academic Affairs or a designee, who shall serve as Chairperson (ex-officio) without vote; the Registrar, who shall serve as Secretary (ex-officio) without vote, and one member from each Instructional department.

d) Library Committee

The Library Committee shall act in an advisory capacity to the Chief Librarian.

e) Administrative Review and Evaluation Committee

The Administrative Review and Evaluation committee shall conduct an ongoing evaluation of administrative posts and their incumbents, and report their findings and recommendations to the Executive Committee and the appropriate supervisors. The composition shall be determined by the College Council.

f) Committee on Committees

The Committee on Committees shall serve as a nominating committee for membership on council committees. The composition of the Committee shall be determined by the College Council.

In addition, the College Council shall create such other committees as it deems appropriate to carry out its duties and responsibilities. The Council shall at such times as it chooses review the composition of all committees defined in this article and make changes in such composition as it deems appropriate.

g) Graduate Studies Committee

The Graduate Studies Committee shall recommend, evaluate and review all graduate programs and courses. All departmental programs shall originate in the appropriate department.

It shall consist of the Vice President for Academic Affairs or designee who shall serve as chairperson (without vote), Divisional Deans (without vote), all graduate program coordinators or designees with no more than two coordinators from any one department plus one student member elected by the College Council.

h) General Education Committee

The General Education Committee shall recommend, evaluate and review all college-wide curricula requirements including the courses which satisfy such requirements.

It shall consist of the Vice President for Academic Affairs or designee who shall serve as chairperson (without vote),
Divisional Deans (without vote), seven full-time faculty members elected by faculty at large, with at least three from each Division and no more than one from any department plus one student member elected by the College Council. Proceedings shall be open to all members of the faculty for voice without vote.

Section 8. Meetings

The College Council shall meet once each month during the academic year, or more often as its business requires. Meetings shall be open to all members of the college community, except where a majority of the council shall vote to go into executive session. Notice of meetings, agendas, and minutes shall be made available to all members of the college community.

A special meeting may be called either upon petition to the Executive Committee by at least 20% of the membership of the body, or by the President. A petition shall state the purpose of the meeting.

Section 9. Bylaws

The College Council shall devise and adopt its own Bylaws, consistent with the provisions of the Governance Plan, the Bylaws of the Board of Trustees, and the policies and procedures of the Board.

Section 10. Implementation Procedures

Upon approval of the Governance Plan by the Board of Trustees, the existing Executive Committee of the College Council shall serve as an organizational committee, and shall move with deliberate speed to assume responsibility for the development of procedures to implement the provisions of this document.

Section 11. Parliamentary Procedure

The operation of the Council shall be governed by ROBERT'S RULES OF ORDER, NEWLY REVISED, except where it conflicts with express provisions of this Plan.

Section 12. Quorum

A quorum shall consist of more than half of the voting membership. Seats for which vacancies exist shall not count for the purpose of computing a quorum.

ARTICLE 11. GENERAL MEETINGS

Section 1. Faculty Meetings

At least once a semester, the Vice President for Academic Affairs shall convene a meeting of the entire full-time faculty, as defined in Article I Section 2 a). The President, Executive Vice President and Provost, and Divisional Deans shall also attend this General Faculty meeting. In addition, at appropriate times, at the request of the President or of 10 per cent of the full-time faculty, the Vice President for Academic Affairs shall convene a meeting of the entire full-time faculty.

The faculty at such meetings will be responsible for the granting degrees. The faculty may also at such meetings make its own recommendations concerning curriculum and degree requirements and other college matters to the College Council and to the President.

Section 2. Instructional Staff Meetings

At appropriate times, at the request of the President or of 10 per cent of the full-time members of the Instructional staff, the Executive Vice President and Provost shall convene a meeting of the entire full-time Instructional staff. The Instructional staff may at such meetings make their own recommendations concerning college matters to the
ARTICLE III. THE COLLEGE PERSONNEL AND BUDGET COMMITTEE

Section 1. Composition

The College Personnel and Budget Committee shall consist of the elected chairpersons of the academic departments, the Chief Librarian, the Dean of Students and the chairperson of the Student Development Department as voting members. The non-voting members shall be the Executive Vice President and Provost, Vice President for Academic Affairs and other full academic Deans. The President or designee shall serve as chairperson of the Committee.

Section 2. Functions and Responsibilities

a) The Committee shall receive all departmental recommendations for appointment, reappointment, reappointment with tenure, and promotion for members of the Instructional staff in the titles of professor, associate professor, assistant professor, Instructor, lecturer, and college laboratory technician series, and shall recommend action thereon to the President. It shall also hear appeals from negative departmental personnel decisions. The Committee may also recommend to the President special salary increments. The President shall consider these decisions in making recommendations on such matters to the Board.

b) The Committee shall annually elect a three-person subcommittee from among its membership including at least one from each Division, to participate in the formulation and allocation of the college budget and to make reports and recommendations to the College Personnel and Budget Committee. Within the period prescribed by the Chancellor, the President shall prepare the annual tentative Instructional budget and submit it to the subcommittee for its recommendations; the subcommittee shall make its recommendations within the period prescribed, and the President shall submit to the Chancellor a tentative annual budget after receiving such recommendations.

Section 3. Procedures

a) The Committee shall keep minutes of its proceedings. The proceedings shall conform to ROBERT'S RULES OF ORDER, NEWLY REVISED. The actions of the committee shall be by secret ballot and the results of the balloting shall be duly recorded in its minutes. All records of the proceedings with respect to a candidate shall be available only to the committees and individuals responsible for the review and recommendation of appointments, reappointments, promotions and tenure. It shall be the duty and responsibility of the President, or designee, to communicate to the candidate the action of the Committee, in accordance with the procedures of the Board of Trustees, but no reason shall be assigned for a negative recommendation. The affirmative recommendation shall be submitted to the President in accordance with procedures set forth in the Bylaws of the University.

b) Affirmative votes on appointments, reappointments, reappointments with tenure, certificates of continuous employment, and promotions.

In any vote involving a recommendation for appointment reappointment with tenure, a certificate of continuous employment, and promotion, a majority of the whole number of voting members must be present, and a majority of the whole number of voting members, in a secret ballot must vote affirmatively to pass a positive recommendation.

ARTICLE IV. APPEALS COMMITTEE

Section 1. Composition

The Appeals Committee shall be composed of five tenured faculty members with the rank of either associate or full professor, an administrator designated by the President, and the Vice President for Academic Affairs serving as
chairperson with full voting rights. Divisional Deans shall serve as members of the Committee without vote. No voting member of the College Personnel and Budget Committee shall be a voting member of the Appeals Committee. Faculty serving in visiting or substitute titles and faculty on retirement leave are not eligible to serve on or to vote for faculty members of the Appeals Committee.

The faculty representatives shall be nominated and elected by the entire faculty as defined in Article 1, Section 2a). There shall be at least two faculty members from each Division, at least one of whom shall be a full professor, with no more than one faculty member from any department.

The term of office for the faculty members shall be three years to be staggered in accordance with an election plan developed by the Committee on Committees. Such plan shall include provision for filling permanent or temporary vacancies.

Section 2. Function

The Appeals Committee shall hear appeals from decisions of the College Personnel and Budget Committee rejecting positive departmental recommendations regarding reappointment, tenure, and promotion. The Committee shall make its recommendations to the President.

Section 3. Procedures

The Committee shall keep minutes of its proceedings. The proceedings shall conform to ROBERT'S RULES OF ORDER, NEWLY REVISED. The actions of the committee shall be by secret ballot and the results of the balloting shall be duly recorded in its minutes. All records of the proceedings with respect to a candidate shall be available only to the committees and individuals responsible for the review and recommendation of reappointments, promotions, and tenure. It shall be the duty and responsibility of the President or designee, to communicate to the candidate the action of the Committee, in accordance with the procedures of the Board of Trustees, but no reason shall be assigned for a negative recommendation. The affirmative recommendation shall be submitted to the President in accordance with procedures set forth in the Bylaws of The University.

b) Affirmative Votes on reappointments, reappointments with tenure, certificates of continuous employment and promotions.

In any vote involving a recommendation for reappointment, reappointment with tenure, a certificate of continuous employment, and promotion, a majority of the whole number of voting members must be present, and a majority of the whole number of voting members, in secret ballot must vote affirmatively to pass a positive recommendation.

ARTICLE V. ORGANIZATION AND DUTIES OF FACULTY DEPARTMENTS

Section 1. Department Organization

a) Each department subject to the provisions of the Board Bylaws and the College Governance Plan, shall have control of the educational policies of the department through the vote of all its faculty members. If the department so desires, it may, by a majority vote of the faculty, as defined in Article 1, Section 2a), of the department present and voting, a quorum being present enfranchise persons in visiting and substitute professorial titles and other members who have been appointed on an annual salary basis to vote on departmental matters other than the election of the appointments committee and the election of the chairperson. A faculty member who is retiring shall retain his or her voting rights during his or her last year of service before the commencement of retirement leave. Each department shall cooperate with related departments and with college agencies in general in the development and achievement of college-wide objectives.

b) The executive officer of the department shall be the department chairperson, who shall be a professor, associate professor or assistant professor elected by secret ballot for a term of three years. In determining those
eligible to vote in departmental elections, no administrator serving in a title on the university's executive staff shall participate in such proceedings, nor be counted among those eligible to vote during the period of service in such title. Proxy or mail voting shall not be permitted. The candidate for department chairperson must be tenured or have been approved by the Board for tenure at the time of election, except in departments less than seven years old. Such elections shall be subject to the subsequent approval of the President and the Board. The present system of staggered departmental elections shall be continued. Each department chairperson shall be elected during the first full week in May at the expiration of the current term of office at a meeting at which a majority of the whole number of members of the department eligible to vote pursuant to Sections I a) and b) of this article are present, and a majority of the whole number of members eligible to vote, vote affirmatively. Chairpersons shall take office as of July 1 of the year in which they are elected and at three-year intervals thereafter. Vacancies shall be filled by election for the unexpired term.

c) In any case where the President does not approve the election of a department chairperson, or at such other time as the Interests of the college may require the removal of a chairperson and the appointment of a new one, the President shall confer with the department and thereafter shall report to the Board of Trustees any subsequent action by the department with respect thereto, together with his/her own recommendation for a chairperson. In those cases where the department disagrees with the President's recommendation, it may submit its own report to the Board.

d) The library shall constitute an academic department of the college. For purposes of divisional representation, the library will be a part of the Division of Science and Technology. The chairperson thereof shall be designated by the President. Such chairperson, in addition to the duties of department chairperson as enumerated in Section 3 of this article, shall be charged with the administration of the library facilities of the college and shall perform such other duties as the President may assign. Such chairperson is hereby authorized to use the additional title of Chief Librarian.

e) The student services area shall constitute an academic department of the college. For purposes of divisional representation, the Department of Student Services will be part of the Division of Humanities and Social Sciences. The chairperson thereof shall be the Dean of Students, and shall be designated by the President. Such chairperson. In addition to the duties of department chairperson as enumerated in Section 3 of this article, shall be charged with the administration of the student services of the college and shall perform such other duties as the President may assign.

f) The Department of Student Development, which has been created pursuant to the "Guidelines for the Structure and Operation of the SEEK Program of The City University of New York," constitutes an administrative unit and academic department of the college responsible for the operation and conduct of particular components of the SEEK Program. For the purposes of divisional representation, the Department of Student Development will be part of the Division of Humanities and Social Sciences. The Director of the SEEK Program shall be appointed by the President of the college. He or she shall be the chairperson of the Department of Student Development and the chairperson of the is Committee. In addition to the duties of department chairperson as enumerated in Section 3 of this or she shall be responsible for administering the functions and services vested in the Department of Student Development under the Guidelines and under the college's Plan for monitoring all SEEK funding, the support programs provided by other departments, and for the advocacy and representation of SEEK students for admission to graduation.

g) There shall be in each department an Appointments Committee consisting of the department chairperson and of four other faculty members. Four of the faculty members of the committee must be either tenured or hold a certificate of continuous employment except if the department has fewer than four such members. Faculty serving in Visiting or substitute titles and those faculty on retirement leave are not eligible to serve. The department chairperson shall be the chairperson of the Committee.

The four faculty members shall be elected by a majority vote of the faculty in the department election shall be held at the same time that the department chairperson is elected. A vacancy in the office of the chairperson prior to the expiration of the term of office when such vacancy necessitates an election for a new chairperson shall not affect
the term of the committee.

In departments with fewer than four tenured faculty members, the President, after consultation with the departmental faculty, shall appoint an ad hoc committee to make recommendations on appointments with tenure in lieu of an Appointments Committee.

h) Each department may name such other committees as R chooses and shall have the fullest measure of autonomy consistent with the maintenance of general educational policy.

Section 2. Departmental Appointments Committee

The Appointments Committee shall be responsible for making recommendations for its faculty members and for titles in the College Laboratory Technician series concerning appointments, reappointments, tenure and budget. It shall also serve as a departmental Executive Committee. The department chairperson shall serve as chairperson of the departmental Appointments Committee.

The Committee shall keep minutes of its proceedings. The proceedings shall conform to ROBERT'S RULES OF ORDER, NEWLY REVISED. The actions of the Committee shall be by secret ballot and the results of the balloting shall be duly recorded in its minutes. All records of the proceedings with respect to a candidate shall be available only to the committees and individuals responsible for the review and recommendation of appointments, reappointments, promotions and tenure. It shall be the duty and responsibility of the chairperson to communicate to the candidate the action of the Committee in accordance with the procedures of the Board, but no reason shall be assigned for a negative recommendation. The affirmative recommendations of the Committee shall be submitted by the department chairperson to the President and College Personnel and Budget Committee in accordance with the procedures set forth in the Bylaws of the University.

Section 3. Duties of Department Chairperson

The department chairperson shall be the executive officer of the department and shall carry out the department's policies as well as those of the faculty and the Board of Trustees which are related to it. The chairperson shall provide leadership in the areas of teaching effectiveness, curriculum and program development and in the fostering of collegial and professional relationships among the staff.

More specifically, the chairperson shall: 1) be responsible for departmental records, 2) assign courses to and arrange programs of Instructional staff members of the department, 3) be responsible for the recruitment of faculty subject to the approval of the department Appointments Committee, 4) represent the department before the College Council, the College Personnel and Budget Committee, the faculty and the Board of Trustees, 5) preside at meetings of the department, 6) be responsible for the work of the department's Appointments Committee, 7) prepare the tentative departmental budget, subject to the approval by the department's Executive Committee, 8) transmit the tentative departmental budget to the President with his/her own recommendation, 9) arrange for careful observation and guidance of the department's Instructional staff members, in accordance with the provisions of the collective bargaining agreement, 10) make a full report to the President and to the College Personnel and Budget Committee of the action taken by the department Appointments Committee when recommending an appointee for tenure on the following: a) teaching effectiveness, b) professional and creative work, c) service to the department, college, profession, and community, 11) hold evaluation conferences in accordance with the provisions of the collective bargaining agreement, and 12) generally supervise and administer the department.

Section 4. Appointments

a) Recommendations for appointment of faculty to a department shall be initiated by the department. The President may also initiate a recommendation for appointment in accordance with responsibilities as listed in section 11.4 of the Bylaws of The University. The President may recommend that such appointee be designated as department chairperson. Such recommendation by the President for appointment and designation as department chairperson may be made either at the time of election of department chairperson or at such other time as the
educational interests of the college may require. Before recommending such appointment or designation, the President shall confer with the members of the department and with the College Personnel and Budget Committee.

b) All appointments and reappointments of faculty and reappointments with tenure to a department shall be recommended to the College Personnel and Budget Committee by the chairperson of the department after consultation with the President in accordance with the vote of the majority of the members of the department's Appointments Committee. A minority of any Appointments Committee shall have power to submit a minority recommendation to the College Personnel and Budget Committee.

c) All appointments and reappointments of faculty, individuals in titles in the College Laboratory Technician series and reappointments with tenure to a department shall be recommended to the President by the College Personnel and Budget Committee in accordance with the vote of the majority of the members of the Committee. A minority of the Committee shall have power to submit a minority recommendation to the President.

Appeals from negative recommendations of the College Personnel and Budget Committee may be initiated pursuant to the provisions of Article IV.

Section 5. Promotions

Promotions to the rank of assistant professor, associate professor and full professor shall be recommended to the College Personnel and Budget Committee by the chairperson of the department only after an affirmative vote of a majority of all faculty members of the department as defined in Article 1, Section 2 a), holding rank higher than the rank of the candidate under consideration. Faculty serving in visiting or substitute titles and faculty on retirement leave are not eligible to serve on a Promotions committee.

In departments containing fewer than three full professors, promotion to the rank of full professor shall be recommended by all full professors and associate professors in the department.

A minority of any departmental promotion committee shall have the power to submit a minority recommendation to the College Committee on Personnel and Budget. A candidate for promotion who fails to receive an affirmative recommendation from the departmental committee shall have the right to appeal to the College Personnel and Budget Committee.

Section 6. Voting Procedures

a) No administrator in a title on the University's executive staff shall be eligible to vote for, serve, or be counted in determining a quorum or toward any required majority involving any departmental committee, including the Appointments Committee, the office of the chairperson or departmental recommendation on promotion.

b) A vote of a simple majority, a quorum being present is necessary to enfranchise visiting and substitute faculty to vote on departmental matters, pursuant to Article V, Section I a).

c) Election of Chairpersons and Department Appointments Committee: In an election for department chairperson and the members of the department Appointments Committee, majority of the whole number of members of the department eligible to vote pursuant to Section 1 a) and b) of this article, must be present at the time of the vote, and majority of the whole number of members eligible to vote, must vote affirmatively.

d) Affirmative votes on appointments, reappointments, reappointments with tenure, and certificates of continuous employment. In any vote involving a recommendation for appointment, reappointment, reappointment with tenure, and a certificate of continuous employment a majority of the whole number of voting members must be present and a majority of the whole number of voting members, in secret ballot must vote affirmatively to pass a positive recommendation.

e) Affirmative votes on promotion: In a vote involving a departmental recommendation for promotion, a
majority of faculty eligible to vote pursuant to Section 5 of this article Must be present and voting; provided, however, that eligible faculty on fellowship leave or leave for special purpose who are not present at the time of the vote, shall not be counted to establish a quorum or the whole number of voting members. An affirmative recommendation shall be by a majority vote.

In a vote involving a promotion recommendation by the College Personnel and Budget Committee and the College Appeals Committee, a majority of the whole number of voting members must be present and a majority of the whole number of voting members, In secret ballot must vote affirmatively to pass a positive recommendation.

f) Meetings of the Entire Department and Department Committees: The conduct of the proceedings, including the determination of a quorum and of a majority affirmative vote, shall conform to ROBERT'S RULES OF ORDER, NEWLY REVISED.

g) Tie Votes: A tie vote in a case affecting an appointment a reappointment or a promotion shall be considered as a failure of the motion to prevail. Tie votes or a failure to achieve a majority in the election of a department chairperson or for representation on Appointments Committees or on the College Council shall be resolved by action of the President.

Section 7. Procedures for Department Committees

Each department committee shall keep minutes of its proceedings. The proceedings shall conform to ROBERT'S RULES OF ORDER, NEWLY REVISED. It is the responsibility of the department chairperson, except as specified below, to circulate the minutes of each departmental committee to all members of the department

ARTICLE VI - INSTITUTIONAL PLANNING COMMITTEE

The institutional Planning Committee shall establish the future directions for the college and establish priorities in the achievement of the college's goals.

It shall consist of eight faculty, five of whom shall be elected by members of the full-time faculty, and three of whom shall be appointed by the President in consultation with the Executive Committee, and seven appointees of the President.

The Institutional Planning Committee shall report to the appropriate college bodies regularly at the request of the College Council Executive Committee.

ARTICLE VII. CONSTITUTIONAL OF THE STUDENT GOVERNMENT

Section 1. Guiding Principle

The College of Staten Island of The City University of New York hereby establishes the Student Government of the College in accordance with Article XV of the Bylaws of the Board of Trustees, which enumerates the principles and procedures governing the rights, conduct, and organizations of students. As formulators of this constitution, we impose our Intention upon all officers charged with Its enforcement: that they shall govern Impartially and grant funds and services equitably to all qualified students under the aegis of the College.

Section 2. Name

The responsibility for government shall be entrusted to one body, the Student Senate.

Section 3. Eligibility for Franchise and for Office

All students who pay their student activity fee shall be eligible to vote. All voters in good academic standing and
with at least 2.0 grade-point average shall be eligible for nomination and for office. If at any time the grade-point average of a student elected to the Senate falls below 2.0, said student will be automatically dropped from the Senate.

Section 4. Student Senate

a) Membership

The Student Senate shall be composed of 20 representatives as follows:

1) One representative from each academic class (i.e., one freshman, one sophomore, one junior, one senior and one graduate student). Freshmen must have completed at least twelve credits to be eligible to run for office;

2) Five at-large students from the junior and senior classes of the college;

3) Ten at-large students from the freshman and sophomore classes of the college. The percentages of students enrolled in each of the four classes shall be verified every four years to ensure that the above representation is accurate. If the representation is not accurate, the Student Senate must present a system of adjusted representation at the next annual election for vote of the entire student body.

b) Elections

An annual election shall be held by the first week of May. A special election to fill vacancies shall be held by the last week in October. Subsequent vacancies shall be filled by a majority vote of the Senators currently serving on the Senate after a minimum of one week's appropriate public notice.

c) Terms of Office

Senators elected in the annual election shall hold office for the next academic year beginning with the first Senate meeting of the following September.

Senators elected by special election shall hold office for the remainder of the academic year. The term of office for all senators shall automatically expire upon graduation, withdrawal, or dismissal from the college. Any Senator absent from three consecutive regular or six total meetings of the Senate during the academic year shall be automatically removed from office.

d) Meetings

1) Regular Meetings. The Senate shall hold regular meetings during the first and second weeks of the fall semester and at least every second week thereafter, and during the first and second weeks of the spring semester and at least every second week thereafter, except upon waiver by two-thirds of the Senate.

2) Special Meetings. Special Meetings may be called by the president of the Senate, or by a petition signed by one-third of the Senate, or by a petition signed by 5% of the student body. Special meetings are defined as one at which one item of business is discussed. Notification of such meetings must be made in writing to all Senators at least three days prior to such a meeting.

3) Annual Meeting. The annual meeting shall be held at the end of the spring term for the purpose of accepting annual reports. The President of the Senate shall be responsible for convening this meeting.

4) Quorum. One-half plus one of the total senators currently serving shall constitute a quorum.

5) Parliamentary Rules. Procedures shall accord with "ROBERT'S RULES OF ORDER" NEWLY REVISED, except when inconsistent with this Constitution, Article XV of the bylaws of the Board of Trustees and
e) Duties and Responsibilities.

The Student Senate shall:

1) Elect the President of the Senate and the chairpersons of its commissions;

2) Approve commission memberships;

3) Consider disciplinary action against any officer, Senator, commission member, or any other person responsible to and under the jurisdiction of the Senate, on receipt of formal written charges by the Senate. (The Senate must act on the charges within ten days of receipt ROBERT'S RULES OF ORDER, NEWLY REVISED shall prevail at hearings or trials);

4) Advise and inform the student body, the faculty, and the administration on pertinent matters;

5) Investigate and act on any matter affecting the general welfare of the student body;

6) Direct the president of the Senate as to the Implementation of any measure enacted by the Senate;

7) Refer any pertinent matter to a referendum of the student body;

8) Call meetings of the student body, pursuant to Section 4 of this Constitution;

9) Remove from office any Senator who has missed three consecutive regular or a total of six meetings during the academic year;

10) Determine the disposition of the Student Government portion of the student activity fee, such portion known as the Student Government activity fee, pursuant to Article XV of the Bylaws of the Board of Trustees which provides for a public hearing;

11) Charter or otherwise authorize teams (excluding Intercollegiate), publications, organizations, associations, clubs or chapters, and refuse, suspend, or revoke any charter or authorization for cause after a hearing;

12) Delegate responsibility for the Implementation of its regulatory functions hereunder to any officer or committee it may appoint;

13) Interpret this Constitution by majority vote of its total currently serving membership;

14) Elect, from its number, a deputy for the president should the president be absent from a meeting.

Section 5. President of the Senate

a) Election and Term of Office

The Senate shall elect from its number, a President who shall serve for one academic year. The election process for president shall begin at the first meeting of the Senate. A two-thirds vote of those Senators present shall be required for election. If difficulties arise in the election of a president the chair will rotate on an alphabetical basis until a president is elected. Upon resignation, dismissal, or incapacitation of the president, a new election shall be held immediately, the new president serving until the end of the academic year.
Duties and Responsibilities

The President of the Senate shall:

1. Preside over meetings of the Senate;
2. Serve as chairperson of the Commission on Academic and Curricular Affairs;
3. Prepare the agenda for meetings of the Senate;
4. Implement measures enacted by the Senate and submit periodic progress reports;
5. Preside over meetings of the student body;
6. Represent the student body at official functions;
7. Represent the student body in the College Council either directly or through a designee.

Section 6. Commissioners

The Senate shall elect one of its number as chairperson of each of eight standing commissions charged with drafting legislation for consideration by the Senate and recommending methods of implementing such legislation. Each Commissioner shall appoint additional members, such appointments being subject to the approval of the Senate. The Commissions are as follows:

- Commission on Finances,
- Commission on Clubs and Organizations,
- Commission on Student Center,
- Commission on Student Services
- Commission on Publications,
- Commission on Academic and Curricular Affairs,
- Commission on Elections,
- Commission on Part-time Students.

a) Election and Term of Office

Only Senators shall be eligible to serve as Commissioners. The election process for Commissioners shall begin at the first meeting in September. Commissioners will be elected by majority vote of the Senators present and shall serve for a term of one academic year.

b) Duties and Responsibilities

The Commissioners shall:

1) Submit to the Senate a written description of the commission’s organization, budget and operating procedure, for approval, within two weeks of the election of the Commissioner;
2) Report periodically to the Senate on the operation of the commission;
3) Deposit record, and maintain the commission’s funds in conformity with the accounting procedure of The College of Staten Island Association, Inc.;
4) Recommend commission membership, which may compose no more than two Senators, in addition to the Commissioner, to the Senate for approval;
5) Submit reports monthly on the finances and activities of the commission.
Section 7. Meetings of the Student Body

The Senate may call discretionary meetings of the student body to inform the students of actions taken by the Senate, to discuss other pertinent matters, and to solicit student opinion. Motions passed at such meetings shall be considered resolutions advising the Senate without binding effect.

Section 8. Representatives on Other Bodies

At the annual election to be held by the first week in May, student representatives shall be elected to serve on the following bodies:

a) College Council,

b) Faculty-Student Disciplinary Committee,

c) Auxiliary Services Corporation,

d) CSI Association.

ARTICLE VIII. GOVERNANCE REVIEW AND AMENDMENTS

Section 1. Governance Committee

The Governance Committee shall review the College Governance Plan periodically to recommend modifications. It shall consist of two presidential appointees, four faculty members elected by the College Council, and one student selected by the Student Senate and approved by the President.

Section 2. Amendments to Article I through VI

A proposal to change any provision of Articles I through VI may be initiated by the President or by a two-thirds vote of the College Council. Such proposals shall then be submitted to a referendum of the Instructional staff. The proposed amendment is to be deemed adopted if approved by a majority of those voting (provided that at least 30% vote), by the President, and by the Board of Trustees.

Section 3. Amendments to Article VII

Amendments to Article VII (Constitution of the Student Government) may be proposed by: a) a majority of the Senators present at a meeting of the Senate, or b) a petition containing the signatures of 10% of the student body. An amendment shall be adopted when approved by a majority vote of the student body in referendum, provided that at least 15% of the student body vote, by the President and by the Board of Trustees.

Adopted by the Board of Trustees on October 26, 1981. Amended by the Board of Trustees on January 26, 1987, June 29, 1987 and February 26, 1990.