KINGSBOROUGH COMMUNITY COLLEGE  
The City University of New York

College Council Resolution to Change Constitution:

WHEREAS, the most recent Middle States review of Kingsborough Community College recommended that “the College Council should develop and implement an ongoing plan to assess its structure, operations and effectiveness”; and

WHEREAS, the Middle States standard on Leadership and Governance mandates “the involvement of appropriate institutional constituencies in policy development and decision making”; and

WHEREAS, the recent assessment of KCC governance suggests that there are constituencies underrepresented as members of the College Council;

BE IT RESOLVED, That the College Council membership be expanded to include two additional Delegate-at-Large seats designated for eligible members of the adjunct Faculty, as defined by the College Council Constitution. Each of these seats shall have two-year terms so arranged that the terms expire in successive years, with elections held each May. Voters eligible for these elections would not vote in any other Delegate-at-Large elections; and be it further

RESOLVED, That the College Council membership expand to include one additional Delegate-at-Large seat designated for Emeritus Faculty. This seat would have a two-year term. Nominees for this seat shall be recommended by the President of the College and appointed with the advice and consent of the College Council, with confirmation voted upon at the appropriate May Council meeting; and be it further

RESOLVED, that the language of the College Council Constitution in Articles I and III, and the official annual Elections Memo and Rules be revised to enact these changes.

Explanation:

Kingsborough Community College benefits from an experienced cadre of adjunct faculty who attend departmental meetings, avail themselves of faculty development activities and participate in college activities of all kinds. This proposed change in Kingsborough’s Constitution acknowledges the contributions of adjunct faculty through enfranchisement in Kingsborough Community College governance. Similarly, the College benefits from retired faculty who continue to show active interest in college concerns and interests. The College will therefore benefit from the experience and institutional knowledge of a retired member of the full-time faculty by including such an individual in its governance.

The proposed changes in the Constitution are as follows:
Article III, Section I: Add bold italic text.

The College Council shall be composed of the President of the College, who shall be Chairperson, the Chief Academic Officer of the College, the Registrar, Chief Administrative Officer of the College, the Chairperson of each instructional department, one departmental delegate from each instructional department, full-time faculty delegates-at-large equal to the number of departments, two part-time delegates-at-large, one retiree delegate, twenty student delegates, one alumni delegate, and two delegates elected by the full-time regularly appointed non-probationary supporting staff.

Article III, Section III: Remove strikeout text and add bold italic text.

a) Full-time faculty delegates-at-large shall be elected by members of the full-time instructional staff who have faculty rank, faculty status or who have received notification of reappointment for the third or succeeding years of full-time service. Persons who have tendered their resignation or who have received notice of non-reappointment shall not be eligible to vote. Adjunct faculty shall be eligible to vote for delegates-at-large during their third (and successive) year of continuous service. The term of office for full-time faculty delegates-at-large shall be three years, with elections staggered so that approximately one-third shall be elected each year.

b) Two part-time faculty delegates-at-large shall be elected by members of the adjunct instructional staff, who are eligible to vote during their third (and successive) year of continuous service. The term of office for part-time faculty delegates-at-large shall be two years, so arranged that the terms expire in successive years.

c) Persons eligible to vote for delegates-at-large shall be eligible to nominate candidates and be nominated for the position of delegate-at-large.

d) Nominations for delegates-at-large shall be conducted by secret ballot provided that nominees shall have the opportunity to decline nomination before preparation of the final ballot.

e) Each person eligible to nominate full-time delegates-at-large may cast a secret nominating ballot containing no more than two (2) persons. Those eighteen (18) eligibles who receive the highest number of nominations, plus ties, shall appear as candidates on the final ballot.

Each person eligible to nominate part-time delegates-at-large may cast a secret nominating ballot containing no more than one (1) person. Those six (6) eligibles who receive the highest number of nominations, plus ties, shall appear as candidates on the final ballot.

f) Eligible voters shall be entitled to vote for as many candidates as there are vacant positions to be filled. Election shall be by plurality with ties determined by the President of the College.

g) Vacancies shall be filled from the list of unsuccessful candidates of the previous election with the person having the greatest number of votes among the unsuccessful candidates designated to fill the vacancy until the next scheduled election. Where vacancies for unexpired terms are to be filled at a regular election, the candidates receiving the next highest number of votes after filling the regular three-year term vacancies shall be declared elected for the unexpired term. The longer terms shall be assigned to those with the highest number of votes.
(d) **h)** Elections for delegates-at-large shall be conducted in May of each year following the elections of department chairmen and departmental delegates.

(g) **i)** Elections for delegates-at-large shall be conducted by secret ballot. Mail ballots shall not be used.

**Article V, Section I(f):** Add the section in **bold italics** to the Constitution.

Strategic Planning and Budget Committee: shall review the strategic and financial plans for the College for the purpose of ensuring that assessment results affect planning; planning is evidence-based; strategic plans affect fiscal decisions; and these fiscal decisions support academic priorities, staff and organizational development, facilities plans, and other institutional priorities.

The Committee will approve and/or recommend strategic plans and budget priorities to the College Council. It will not deal with specific budget allocations or monitoring of expenditures. To enable the Committee to serve as a vehicle for budgetary transparency, the Chief Administrative Officer shall designate an administrator to appear before the Committee at the beginning of each semester to report on the College budget. Based on the report of the budget, the Committee may seek additional related information or available institutional data.

The Committee will review the information presented and report to the College Council on its review.

*Every five years, in preparation for either a Self-Study or Periodic Review Report required by the Middle States Commission on Higher Education, the Committee will facilitate a review of the College’s mission, goals, and objectives. After this review, the Committee will report to the Council on changes it proposes to the statement of mission, goals, and objectives, or it will propose reaffirmation of the current statement.*

The revised Constitution as it would read once the changes are enacted is as follows:
College Council Constitution: New Version

Article III, Section I

The College Council shall be composed of the President of the College, who shall be Chairperson, the Chief Academic Officer of the College, the Registrar, Chief Administrative Officer of the College, the Chairperson of each instructional department, one departmental delegate from each instructional department, full-time faculty delegates-at-large equal to the number of departments, two part-time delegates-at-large, one retiree delegate, twenty student delegates, one alumni delegate, and two delegates elected by the full-time regularly appointed non-probationary supporting staff.

Article III, Section III

a) Full-time faculty delegates-at-large shall be elected by members of the full-time instructional staff who have faculty rank, faculty status or who have received notification of reappointment for the third or succeeding years of full-time service. Persons who have tendered their resignation or who have received notice of non-reappointment shall not be eligible to vote. The term of office for full-time faculty delegates-at-large shall be three years, with elections staggered so that approximately one-third shall be elected each year.

b) Two part-time faculty delegates-at-large shall be elected by members of the adjunct instructional staff, who are eligible to vote during their third (and successive) year of continuous service. The term of office for part-time faculty delegates-at-large shall be two years, so arranged that the terms expire in successive years.

c) Persons eligible to vote for delegates-at-large shall be eligible to nominate candidates and be nominated for the position of delegate-at-large.

d) Nominations for delegates-at-large shall be conducted by secret ballot provided that nominees shall have the opportunity to decline nomination before preparation of the final ballot.

e) Each person eligible to nominate full-time delegates-at-large may cast a secret nominating ballot containing no more than two (2) persons. Those eighteen (18) eligibles who receive the highest number of nominations, plus ties, shall appear as candidates on the final ballot.

Each person eligible to nominate part-time delegates-at-large may cast a secret nominating ballot containing no more than one (1) person. Those six (6) eligibles who receive the highest number of nominations, plus ties, shall appear as candidates on the final ballot.

f) Eligible voters shall be entitled to vote for as many candidates as there are vacant positions to be filled. Election shall be by plurality with ties determined by the President of the College.

g) Vacancies shall be filled from the list of unsuccessful candidates of the previous election with the person having the greatest number of votes among the unsuccessful candidates designated to fill the vacancy until the next scheduled election. Where vacancies for unexpired terms are to be filled at a regular election, the candidates receiving the next highest number of votes after filling the regular term vacancies shall be declared elected for the unexpired term. The longer terms shall be assigned to those with the highest number of votes.
h) Elections for delegates-at-large shall be conducted in May of each year following the elections of department chairmen and departmental delegates.

i) Elections for delegates-at-large shall be conducted by secret ballot. Mail ballots shall not be used.

**Article III, Section IV**

**Section IV**

a) One delegate-at-large shall be selected from the retired teaching faculty at the discretion of the President. Nominees for this position shall be recommended by the President of the College and appointed with the advice and consent of the College Council, with confirmation to be voted upon by members of the College Council in good standing. Once confirmed, the retiree delegate shall be appointed for a two-year term and will serve on College Council as a non-voting member.

b) Student delegates shall be elected for one year terms as follows: two student delegates elected by each Constituency Council; with the balance to be elected by the general student body. Candidates must be students in good standing at the College and shall not be on academic or disciplinary probation.

c) The alumni delegate shall be elected by the Alumni Association to serve a term of three years.

d) Two delegates shall be elected from the regularly appointed non-probationary supporting staff to serve two year terms so arranged that the terms expire in successive years.

e) Vacancies shall be filled according to the provisions of this article, Section III(g).

f) Those elected shall be selected on the basis of a plurality vote with ties to be broken by the President of the College.

g) Elections shall be held in May of each year.

h) All elections and confirmation hearings shall be conducted by secret ballot. Mail ballots shall not be used.

**Article V, Section I(f)**

**Strategic Planning and Budget Committee:** shall review the strategic and financial plans for the College for the purpose of ensuring that assessment results affect planning; planning is evidence-based; strategic plans affect fiscal decisions; and these fiscal decisions support academic priorities, staff and organizational development, facilities plans, and other institutional priorities.

The Committee will approve and/or recommend strategic plans and budget priorities to the College Council. It will not deal with specific budget allocations or monitoring of expenditures. To enable the Committee to serve as a vehicle for budgetary transparency, the Chief Administrative Officer shall designate an administrator to appear before the Committee at the beginning of each semester to report on the College budget. Based on the report of the budget, the Committee may seek additional related information or available institutional data.
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