

**BOARD OF TRUSTEES
THE CITY UNIVERSITY OF NEW YORK
535 EAST 80TH STREET
NEW YORK, NEW YORK 10075**

**REVISED
CALENDAR**

APRIL 26, 2010

NO. 1. CHANCELLOR'S UNIVERSITY REPORT: RESOLVED, That the Chancellor's University Report for April 26, 2010 (including Addendum and Errata Items) be approved:

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

NO. 2. APPROVAL OF MINUTES: RESOLVED, That the minutes of the regular Board meetings and Executive Session of February 22, 2010 be approved.

NO. 3. COMMITTEE ON FISCAL AFFAIRS: RESOLVED, That the following items be approved:

A. HUNTER COLLEGE – DORMITORY FEES:

RESOLVED, That the Board of Trustees of The City University of New York authorizes Hunter College to implement an increase in dormitory fees beginning Fall 2010. Dormitory fees will increase 33% by way of a 2-step increase and thereafter based on a regular indexed annual increase. Fees will rise 16.5% in Fall 2010 and an additional 16.5% to be effective Spring 2011. The current dormitory fees range from \$348 to \$627 per month for the nine month school year and will be increased to \$462 to \$826 per month by Spring 2011 for the nine month school year, depending on the type of resident room. The base increase will also proportionately affect the dormitory fees for the summer months beginning Summer 2011. In Fall 2011, Hunter College will begin raising dormitory fees incrementally by an amount equal to the average of the trailing five years' HEPI inflation rates.

EXPLANATION: The Hunter College Dormitory has been and continues to be a highly desirable feature and recruitment tool of the College. The fee increase will ensure that sufficient revenues are generated to support the general operations, maintenance and repair costs related to the Brookdale Campus Dormitory of Hunter College. The Hunter dormitory fees remain as much as 50% less expensive than other college dormitories in the New York metropolitan area. The fee increase is needed to maintain the condition of the dormitory complex and fund staffing levels including custodial, facilities maintenance and security services required for the operation of the dormitory, as well as to provide for a regular replacement cycle for dormitory furniture and equipment. The dormitory fee will continue to be set aside in an IFR account. The implementation of the annual rate increases tied to HEPI inflation rates will ensure that dormitory funding will be maintained at adequate levels and will prevent the need for future large "catch-up" increases in dormitory fees.

B. THE CITY UNIVERSITY OF NEW YORK - ELECTRONIC LIBRARY RESOURCES:

RESOLVED, That the Board of Trustees of The City University of New York authorizes the General Counsel to execute a license agreement for on-line access to electronic journals from Wiley Subscription Services, Inc. (Wiley) on behalf of The City University of New York. The contract shall be awarded as a sole source pursuant to University regulations and applicable law. The total amount of the five year license agreement is approximately \$4,800,000, payable in five annual installments and chargeable to the appropriate FAS Code. The license agreement shall be subject to approval as to form by the University Office of the General Counsel.

EXPLANATION: The University Librarian in conjunction with the college libraries has begun consolidated purchasing of subscriptions for serials and reference databases in electronic format. On-line access to the full text journals in various collections being purchased by CUNY from Wiley will be available to all CUNY faculty and students. The purchase includes upgraded access for specific colleges.

C. THE CITY UNIVERSITY OF NEW YORK – SCIENCEDIRECT ELECTRONIC LIBRARY RESOURCES:

RESOLVED, That the Board of Trustees of The City University of New York authorizes the General Counsel to execute a license agreement for on-line access to the ScienceDirect electronic collection of full text science, technology, medicine and social sciences journals from Elsevier B.V. on behalf of The City University of New York. The contract shall be awarded as a sole source pursuant to University regulations and applicable law. The total amount of the five year license agreement is approximately \$8,300,000, payable in five annual installments and chargeable to the appropriate FAS Code. The license agreement shall be subject to approval as to form by the University Office of the General Counsel.

EXPLANATION: The University Librarian in conjunction with the college libraries has begun consolidated purchasing of subscriptions for serials and reference databases in electronic format. On-line access to the full text journals being purchased by CUNY from ScienceDirect will be available to all CUNY faculty and students and is targeted towards the science, technology, medicine and social sciences disciplines.

D. THE CITY UNIVERSITY OF NEW YORK - REMEDIATION TESTING SERVICES:

RESOLVED, That the Board of Trustees of The City University of New York authorizes the General Counsel to execute an amendment to Agreement No. N001005 with ACT, Inc. on behalf of The City University of New York to provide funding for the agreement ending June 30, 2010. The funding shall not exceed a total estimated cost of \$725,000, chargeable to the appropriate FAS Codes. The amendment shall be subject to approval as to form by the University Office of the General Counsel.

EXPLANATION: ACT provides testing services to CUNY to support high-volume assessments (in excess of 100,000 test administrations per year) of student college readiness in the areas of reading, writing, and math. Tests are used both for initial placement (for college-credit or remedial courses), and for exit from remedial programs. The amendment adds funds for fiscal year 2009-2010 services.

E. THE CITY UNIVERSITY OF NEW YORK – AMENDMENT TO THE 2008 INVESTMENT POLICY:

RESOLVED, That the Board of Trustees approve an amendment to the University's Investment Policy ["Policy"] adopted in December 2008, revising the asset allocation as follows: the target asset allocation for Marketable Alternatives (Hedge Funds) is changed from 5% to 10% and the target asset allocation for Non-Marketable Alternatives is changed from 10% to 5%.

EXPLANATION: The Subcommittee on Investments met on March 24, 2010 for the annual review of Policy. In consultation with the University's investment consultant, Cambridge Associates, it was determined that the allocations for alternative investments should be revised. With respect to the Marketable Alternatives, it was determined to move forward with the allocation of funds to this asset class in line with the target allocation of 10%. The funding of the Non-Marketable asset class is pending further deliberations.

NO. 4. COMMITTEE ON ACADEMIC POLICY, PROGRAMS AND RESEARCH: RESOLVED, That the following items be approved:

A. THE CITY UNIVERSITY OF NEW YORK – PROCEDURES FOR HANDLING STUDENT COMPLAINTS ABOUT FACULTY CONDUCT IN ACADEMIC SETTINGS:

RESOLVED, That The City University of New York's Procedures for Handling Student Complaints about Faculty Conduct in Academic Settings be adopted as amended, effective May 1, 2010.

EXPLANATION: The City University of New York ("CUNY")'s Procedures for Handling Student Complaints about Faculty Conduct in Academic Settings ("Student Complaint Procedures") were adopted by the CUNY Board of Trustees in February 2007. The Student Complaint Procedures provided for Chancellery review of the Procedures in spring 2009 through consultation with administrators, faculty, and required a report of that review with recommended changes to the CUNY Board of Trustees. The CUNY Office of the General Counsel conducted that review and evaluated suggestions for revisions, resulting in the below-described amendments.

The proposed amendments are relatively minor. Most significant is the amendment that would allow a department chairperson to request recusal from conducting an investigation for good cause. The policy currently allows a faculty member or student to ask the chairperson to recuse him or herself for good cause, but it does not allow the chairperson to initiate a recusal request. The determination on a chairperson's request would be made by the appropriate academic dean, who is currently charged with the responsibility to determine the merits of a faculty member's or student's request for a chairperson's recusal. If the recusal request is granted, a different department chairperson would be chosen to investigate, or, if no one is available, the dean would conduct the investigation. Further, the proposed revisions build in flexibility to re-assign an investigation in particular cases as necessary and provide for investigation by a dean if neither the department chairperson nor another chairperson is available to investigate.

In addition, the proposed amendments clarify the fact that only students in a faculty member's class or other academic setting may file complaints against that faculty member. Students not affected by the faculty member's alleged conduct should not be able to challenge that conduct.

**PROCEDURES FOR HANDLING STUDENT COMPLAINTS
ABOUT FACULTY CONDUCT IN ACADEMIC SETTINGS**

I. Introduction. The University and its Colleges have a variety of procedures for dealing with student-related issues, including grade appeals, academic integrity violations, student discipline, disclosure of student records, student elections, sexual harassment complaints, disability accommodations, and discrimination. One area not generally covered by other procedures concerns student complaints about faculty conduct in the classroom or other formal academic settings. The University respects the academic freedom of the faculty and will not interfere with it as it relates to the content or style of teaching activities. Indeed, academic freedom is and should be of paramount importance. At the same time the University recognizes its responsibility to provide students with a procedure for addressing complaints about faculty treatment of students that are not protected by academic freedom and are not covered by other procedures. Examples might include incompetent or inefficient service, neglect of duty, physical or mental incapacity and conduct unbecoming a member of the staff.

II. Determination of Appropriate Procedure. If students have any question about the applicable procedure to follow for a particular complaint, they should consult with the chief student affairs officer. In particular, the chief student affairs officer should advise a student if some other procedure is applicable to the type of complaint the student has.

III. Informal Resolution. Students are encouraged to attempt to resolve complaints informally with the faculty member or to seek the assistance of the department chairperson or campus ombudsman to facilitate informal resolution.

IV. Formal Complaint. If the student does not pursue informal resolution, or if informal resolution is unsuccessful, the student may file a written complaint with the department chairperson or, if the chairperson is the subject of the

complaint, with the academic dean or a senior faculty member designated by the college president. (This person will be referred to below as the Fact Finder.). Only students in a faculty member's class or present in another academic setting where the alleged conduct occurred may file complaints against that faculty member.

A. The complaint shall be filed within 30 calendar days of the alleged conduct unless there is good cause shown for delay, including but not limited to delay caused by an attempt at informal resolution. The complaint shall be as specific as possible in describing the conduct complained of.

B. The Fact Finder shall promptly send a copy to the faculty member about whom the complaint is made, along with a letter stating that the filing of the complaint does not imply that any wrongdoing has occurred and that a faculty member must not retaliate in any way against a student for having made a complaint. If either the student or the faculty member has reason to believe that the department chairperson may be biased or otherwise unable to deal with the complaint in a fair and objective manner, he or she may submit to the academic dean or the senior faculty member designated by the college president a written request stating the reasons for that belief; if the request appears to have merit, that person may, in his or her sole discretion, replace the department chairperson as the Fact Finder. The chairperson may also submit a written request for recusal for good cause to the academic dean or senior faculty member designated by the college president to review such requests. If a recusal request is granted, a different department chairperson shall conduct the investigation, or, if no other chairperson is available, an administrator designated by the college president shall serve in the chairperson's stead. Further, the college president may re-assign investigations as necessary, including but not limited to situations in which a Fact Finder has not completed an investigation in a timely manner. In addition, during any time that no department chairperson is available to investigate a complaint, the college president may assign an administrator to investigate.

C. The Fact Finder shall meet with the complaining student and faculty member, either separately or together, to discuss the complaint and to try to resolve it. The Fact Finder may seek the assistance of the campus ombudsman or other appropriate person to facilitate informal resolution.

D. If resolution is not possible, and the Fact Finder concludes that the facts alleged by the student, taken as true and viewed in the light most favorable to the student, establish that the conduct complained of is clearly protected by academic freedom, he or she shall issue a written report dismissing the complaint and setting forth the reasons for dismissal and send a copy to the complaining student, the faculty member, the chief academic officer and the chief student affairs officer. Otherwise, the Fact Finder shall conduct an investigation. The Fact Finder shall separately interview the complaining student, the faculty member and other persons with relevant knowledge and information and shall also consult with the chief student affairs officer and, if appropriate, the college ombudsman. The Fact Finder shall not reveal the identity of the complaining student and the faculty member to others except to the extent necessary to conduct the investigation. If the Fact Finder believes it would be helpful, he or she may meet again with the student and faculty member after completing the investigation in an effort to resolve the matter. The complaining student and the faculty member shall have the right to have a representative (including a union representative, student government representative or attorney) present during the initial meeting, the interview and any post-investigation meeting.

E. In cases where there is strong preliminary evidence that a student's complaint is meritorious and that the student may suffer immediate and irreparable harm, the Fact Finder may provide appropriate interim relief to the complaining student pending the completion of the investigation. The affected faculty member may appeal such interim relief to the chief academic officer.

F. At the end of the investigation, the Fact Finder shall issue a written report setting forth his or her findings and recommendations, with particular focus on whether the conduct in question is protected by academic freedom, and send a copy to the complaining student, the faculty member, the chief academic officer and the chief student affairs officer. In ordinary cases, it is expected that the investigation and written report should be completed within 30 calendar days of the date the complaint was filed.

V. Appeals Procedure. If either the student or the faculty member is not satisfied with the report of the Fact Finder, the student or faculty member may file a written appeal to the chief academic officer within 10 calendar days of

receiving the report, which time period may be extended for good cause shown. The chief academic officer shall convene and serve as the chairperson of an Appeals Committee, which shall also include the chief student affairs officer, two faculty members elected annually by the faculty council or senate and one student elected annually by the student senate. The Appeals Committee shall review the findings and recommendations of the report, with particular focus on whether the conduct in question is protected by academic freedom. The Appeals Committee shall not conduct a new factual investigation or overturn any factual findings contained in the report unless they are clearly erroneous. If the Appeals Committee decides to reverse the Fact Finder in a case where there has not been an investigation because the Fact Finder erroneously found that the alleged conduct was protected by academic freedom, it may remand to the Fact Finder for further proceedings. The committee shall issue a written decision within 20 calendar days of receiving the appeal. A copy of the decision shall be sent to the student, the faculty member, the department chairperson and the president.

VI. Subsequent Action. Following the completion of these procedures, the appropriate college official shall decide the appropriate action, if any, to take. For example, the department chairperson may decide to place a report in the faculty member's personnel file or the president may bring disciplinary charges against the faculty member. Disciplinary charges may also be brought in extremely serious cases even though the college has not completed the entire investigative process described above; in that case, the bringing of disciplinary charges shall automatically suspend that process. Any action taken by a college, whether interim or final, must comply with the bylaws of the University and the collective bargaining agreement between the University and the Professional Staff Congress.

VII. Campus Implementation. Each campus shall implement these procedures and shall distribute them widely to administrators, faculty members and students and post them on the college website.

B. BARUCH COLLEGE – M.A. IN MENTAL HEALTH COUNSELING:

RESOLVED, That the program in Mental Health Counseling leading to the Master of Arts degree to be offered at Baruch College be approved, effective June 1, 2010, subject to financial ability.

EXPLANATION: The American Mental Health Counseling Association (AMHCA) defines Mental Health Counseling as "...the provision of professional counseling services including the application of principles of psychotherapy, human development, learning theory, group dynamics, and the etiology of mental illness and dysfunctional behavior to individuals, couples, families, and groups for the purposes of promoting optimal mental health, dealing with normal problems of living, and treating psychopathology."

The primary purpose of the proposed program is to respond to the needs of the State, City, and local communities for qualified, licensed mental health counselors as provided by recent changes in New York State law. Following the completion of the Master's degree in Mental Health Counseling, individuals may qualify for licensure by completing 3000 hours of supervised clinical work and passing a licensure exam, which will allow them to be employed in a wide range of settings (e.g. hospitals, community mental health agencies, college counseling centers, employee assistance programs and private practice).

C. LAGUARDIA COMMUNITY COLLEGE - A.S. IN BIOLOGY:

RESOLVED, That the program in Biology leading to the Associate in Science degree to be offered at LaGuardia Community College be approved, effective June 1, 2010, subject to financial ability.

EXPLANATION: The purpose of the proposed program is to provide students with the first two years of science education combined with theoretical concepts and laboratory experiences in biology so they may graduate with an AS degree in Biology and transfer into upper-division four-year programs in Biology at a senior college. There is an articulation agreement between LaGuardia's proposed AS program and the existing Bachelor of Science degree in Biology at York College.

The program is supported by Project Promesa, a 1.8 million dollar Title V grant from the Department of Education to enhance the quality of STEM education at Hispanic-serving Institutions. A high percentage of students enrolled at

LaGuardia are Hispanic (35%). In addition, the College enrolls a large percentage of low-income students. According to the National Science Foundation, seventeen percent (17%) of Science, Technology, Engineering, and Mathematics (STEM) graduates started their careers by attending a community college. Hispanics/Latinos had the highest percentage (29%) among racial/ethnic groups that start their careers by attending a community college. Thus, the proposed program was designed to become a magnet that will attract, recruit and retain inner-city high school graduates interested in pursuing a career in the life sciences.

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

A. THE CITY UNIVERSITY OF NEW YORK - REAPPOINTMENT OF A SITTING COMMISSIONER OF THE CITY UNIVERSITY OF NEW YORK CIVIL SERVICE COMMISSION:

RESOLVED, That the Board of Trustees of The City University of New York hereby authorizes the Chancellor of The City University of New York to reappoint Ms. Elaine S. Reiss as a Commissioner of the Civil Service System of The City University of New York, for a term of six (6) years to begin on June 1, 2010 and to expire on May 31, 2016.

EXPLANATION: On April 24, 2006, in accordance with Section 15.1(a) of the New York State Civil Service Law, the Board of Trustees of The City University of New York authorized the naming of Ms. Elaine S. Reiss as Commissioner of The City University Civil Service Commission for a four-year term expiring May 31, 2010 (Calendar Item 5B). The reappointment of Ms. Reiss for a statutory six-year term will enable The City University of New York to continue to operate under the Rules and Regulations of its Civil Service Commission, as approved by the New York State Education Law and as governed by the New York State Civil Service Law.

Ms. Reiss brings a wealth of experience in the public sector to this position. She served as Deputy General Counsel to the New York City Charter Revision Committee and as General Counsel for the New York City Department of Information Technology and Telecommunications. Furthermore, she has worked at the City of New York Department of Employment in the role of Acting Deputy Commissioner/General Counsel.

Ms. Reiss received her LLM in trade regulation from New York University, and her LLB from Columbia University. She has also completed an Executive Training Program at Stanford University. She is currently on the faculty of the Brooklyn Law School.

Ms. Reiss will serve as Commissioner with Ms. Marilyn Flood, whose term of service runs from June 1, 2006 through May 31, 2012, and with Dr. Tilden LeMelle, whose term of service runs from June 1, 2008 through May 31, 2014.

B. GRADUATE SCHOOL AND UNIVERSITY CENTER - AMENDMENTS TO THE UNIVERSITY CENTER GOVERNANCE PLAN:

RESOLVED, That the Board of Trustees of The City University of New York hereby approve the amendments to the governance plan for the University Center of The City University of New York regarding the School of Professional Studies set forth below, effective July 1, 2010.

EXPLANATION: The proposed amendments make three substantive changes to the governance plan for the School of Professional Studies, which have been approved by the School of Professional Studies Council. First, it authorizes the School of Professional Studies Council to establish an academic appeals committee and a student government body in accordance with the Bylaws and policies of the Board of Trustees. This corrects an oversight in the original governance plan. Second, the proposed amendments delete the provision prohibiting the School of Professional Studies from offering degree programs (other than online programs) that are the same as those currently offered by another CUNY college. This provision is unique to the School of Professional Studies and does not apply to any other college or school within CUNY. The existence of appropriate academic competition within the University appears to have been beneficial overall and should be extended to the School of Professional Studies. Finally, the proposed amendments delete the provision that revenue generated by the School shall be used for doctoral support

to the extent possible. Since the creation of the School of Professional Studies, the University has established a major program of support for doctoral students making this provision unnecessary.

Article II. SCHOOL OF PROFESSIONAL STUDIES

A. Administrative Officers

1. Dean of the School of Professional Studies. There shall be a Dean of the School of Professional Studies, who shall have general responsibility to develop, implement and administer its programs, in accordance with the policies of the CUNY Board of Trustees. The Dean shall have responsibility and authority for the School of Professional Studies comparable to those set forth for Presidents in Article 11.4 of the Bylaws of the CUNY Board of Trustees.

2. Associate and Assistant Deans. The Dean may appoint Associate and Assistant Deans of the School of Professional Studies as are necessary in accordance with the established policies of the CUNY Board of Trustees for such appointments. The Associate and Assistant Deans will have such duties and responsibilities as may be assigned to them by the Dean.

3. Academic Directors. For each degree program, after consulting with the School of Professional Studies Council at one of its meetings (in the case of a new program) or the Program Personnel Committee (in the case of an existing program), the Dean shall recommend to the Board of Trustees the appointment and reappointment of an Academic Director, who shall serve for a three-year term. As part of the Dean's consultation with the Council regarding a reappointment, the Dean shall present a written performance review of the Academic Director. The Academic Director shall serve as the chairperson of the Program Committee and shall generally supervise and administer the program.

B. Governing Body

1. The School of Professional Studies Council. The School of Professional Studies Council shall be composed of the following members whose terms shall begin July 1 of the year in which they are appointed or elected:

a. the President of The Graduate School and University Center or his/her designee, the Executive Vice Chancellor for Academic Affairs and University Provost or his/her designee, the Dean of the School of Professional Studies, who shall serve as Chair;

b. the Academic Directors of degree programs appointed annually by the Dean of the School of Professional Studies, as provided below;

c. nine faculty members to serve for staggered three-year terms of which three shall be appointed by each of the University Faculty Senate, the President of The Graduate School and University Center and the Chancellor (the "Appointing Authorities"), after consulting with the Dean.

d. full-time and consortial faculty elected by and in number equal to 25% of such faculty in each approved degree program who shall also serve for staggered three-year terms.

e. two students elected annually by the students enrolled in degree programs; and

f. two adjunct faculty members appointed annually by the Dean after consulting with the Council at one of its meetings; and

g. two representatives from CUNY's Adult and Continuing Education Programs, one representing the senior colleges and one representing the community colleges, appointed annually by the Dean of the School of Professional Studies after consultation with the Council of Adult and Continuing Education Administrators.

h. The faculty members of the Council shall elect a Vice Chair; the Council shall elect a Secretary, who shall keep the minutes.

2. Meetings. A majority of the members of the Council shall constitute a quorum. All members of the Council shall have one vote. The Dean, as Chair, shall prepare the agenda, after consultation with the Vice-Chair, but any member may offer new items to the agenda at the meeting. The Dean shall also preside over the meetings of the Council.

3. Duties. The School of Professional Studies Council shall be the governing body for the School of Professional Studies. The Council shall have the following duties and powers:

a. The Council shall receive reports from and advise the Dean of the School of Professional Studies on the administration, coordination, development and termination of all of its programs and curricula, including non-credit offerings.

b. The faculty members of the Council shall be responsible for recommending the awarding of certificates and degrees in the School of Professional Studies to the CUNY Board of Trustees.

c. The Council shall advise the Dean concerning the appointment and reappointment of full-time and consortial faculty within each degree program.

d. The Council may establish an academic appeals committee and a student government body in accordance with the Bylaws and policies of the CUNY Board of Trustees.

C. Faculty.

1. Degree Programs.

a. After considering the recommendation of the Program Personnel Committee and the School of Professional Studies Personnel Committee, the Dean shall recommend to the Board of Trustees the appointment, reappointment (including reappointment with tenure) and promotion of tenure track faculty.

b. After consulting with the School of Professional Studies Personnel Committee (in the case of a new program) or the Program Personnel Committee (in the case of an existing program) , the Dean shall recommend to the Board of Trustees the appointment and reappointment of full-time non-tenure track faculty.

c. After consulting with the School of Professional Studies Personnel Committee (in the case of a new program) or the Program Personnel Committee (in the case of an existing program) , the Dean shall appoint consortial faculty.

d. The Dean shall recommend the appointment and reappointment of adjunct faculty.

2. Non-Degree Programs. The Dean shall recommend to the Board of Trustees the appointment and reappointment of full-time non-tenure track faculty, and adjunct faculty and shall appoint consortial faculty.

D. School of Professional Studies Committees

1. Curriculum Committee. There shall be a Curriculum Committee to review new degree and credit-bearing certificate programs and to make recommendations to the School of Professional Studies Council regarding their approval. With the advice and consent of the School of Professional Studies Council, the Dean shall appoint to the Curriculum Committee three faculty members and one student who serve on the School of Professional Studies Council and three faculty members within the University. The four members of the Curriculum Committee who are also members of the Council shall serve for one-year terms. The three members of the

Curriculum Committee who are not also members of the Council shall be appointed based on relevant expertise in the area of the program under review and shall serve only until the review of that program is completed. The student member of the Curriculum Committee shall not have a vote. The Dean shall designate as chairperson one of the faculty members of the Curriculum Committee who is also a member of the Council.

2. Program Development Committee. In developing degree programs, the School of Professional Studies shall follow University procedures that entail circulation to the colleges of a letter of intent, which provides an opportunity for review and comment. In developing any degree program, after consulting with the School of Professional Studies Council, the Dean shall name a Program Development Committee for each such program that draws on faculty from across the University with relevant expertise. The Program Development Committee is charged with developing appropriate coursework, syllabi, admissions criteria, prerequisites and supporting documentation necessary to review by the Curriculum Committee and the School of Professional Studies Council and to eventual consideration and approval by the Board of Trustees and the State Educational Department. Once a degree program has been approved, that Program Development Committee shall cease operating.

3. Personnel Committee. There shall be a Personnel Committee to review the recommendations of each Program Personnel Committee and to make recommendations to the Dean regarding the appointment, reappointment (including reappointment with tenure) and promotion of tenure track faculty. With the advice and consent of the School of Professional Studies Council, the Dean shall appoint to the Personnel Committee five faculty members from the tenured faculty and consortial faculty of the School of Professional and the members of the School of Professional Studies Council, who shall serve for staggered two year terms.

E. Program Committees

1. Program Curriculum Committee. For each degree program, there shall be a Program Curriculum Committee, which shall be composed of the Academic Director and all full-time and consortial faculty appointed to that program. The Curriculum Committee shall advise the Dean and the School of Professional Studies Council with regard to the further development or modification of the curriculum of such program.

2. Program Personnel Committee. For each degree program, there shall be a Program Personnel Committee, which shall make recommendations to the School of Professional Studies Personnel Committee with respect to the appointment, reappointment (including reappointment with tenure) and promotion of tenure track faculty and shall advise the Dean with respect to the appointment and reappointment of full-time non-tenure track faculty and consortial faculty. Each Program Personnel Committee shall consist of at least five members, who shall serve for staggered two-year terms. Up to four members of the Program Personnel Committee shall be elected by and from the full-time faculty and consortial faculty appointed to that program. In addition, the Dean may appoint up to three additional members from the full-time faculty and consortial faculty appointed to other programs within the School of Professional Studies who have expertise in a related subject. Only members of the Program Personnel Committee who have tenure (including consortial faculty with tenure at another educational unit of the University) may vote with respect to the appointment, reappointment (including reappointment with tenure) and promotion of tenure track faculty at the School of Professional Studies.

F. Review. After three years, the School of Professional Studies shall be formally reviewed by the Board Committee on Academic Affairs and shall do so every five years after the initial review.

G. Amendments. Amendments to this governance document relating to the operations of the School of Professional Studies may be proposed by a two-thirds affirmative vote of the members of the School of Professional Studies Council, which amendments shall then be subject to the approval of the CUNY Board of Trustees.

C. LEHMAN COLLEGE - AMENDMENTS TO THE GOVERNANCE PLAN:

RESOLVED, That the proposed amendments to the Governance Plan of Lehman College be adopted, effective May 1, 2010.

EXPLANATION: The proposed amendments to the Governance Plan (“the Plan”) of Lehman College (“Lehman”) are recommended by the College President. They were not formally adopted by the Lehman College Senate because of the difficulty on two occasions of achieving the requisite high level of participation in the vote needed to pass the amendments. The Plan requires two-thirds of the Senate membership to pass amendments; although sufficient numbers of Senators were not present to satisfy this requirement, on both occasions the Senate passed the amendments by unanimous voice vote.

The primary purpose of the amendments would be to allow the Senate to meet quorum requirements. Currently, the Senate is constantly expanding, because each new appointment in the administration triggers additional faculty and student representative appointments. The present structure requires faculty to comprise one-half, students one-third, and administrators one-sixth of the Senate membership. The proposal defines representation in absolute numbers, rather than proportionally. It would provide for a Senate with a total membership of 102 (down from the current 138). There would be 51 faculty members, 34 students, 12 administrators, and 5 non-teaching instructional staff representatives. Adopting this proposal should solve the problem encountered with these amendments in failing to obtain the 2/3 vote because of quorum issues.

In addition, the proposal addresses two other issues. It would require that department representatives have at least two years of service to be eligible for election to the Senate. The amendments also would incorporate the CUNY Bylaw requirement that four of the five members of departmental Personnel & Budget Committees be tenured faculty members.

NOTE: Matter underlined is new; matter struck out to be deleted.

GOVERNANCE STRUCTURE OF LEHMAN COLLEGE

I. The Lehman College Senate

A. General Statement

The Lehman College Senate shall replace the existing Faculty Council. The Senate shall be a unicameral body, representing the faculty, students, ~~and~~ administration, and non-teaching instructional staff (delineated in article 1.C.3) of the College, presided over by the President of the College.

B. Functions of the Senate

Subject to the authority and the Bylaws of the Board of Trustees, the College Senate shall be responsible for the formulation of academic policy and for legislative and advisory functions related to the programs, standards, and goals of the College.

1. Policy Functions

It shall have the power to formulate policy, to make policy recommendations, and to review the implementation of policy concerning

- a) Academic affairs, including the development of curricula; degree requirements; inter-disciplinary programs; admission and grading practices and standards; and the awarding of credits, degrees and honors;
- b) Long-range planning to achieve the overall goals of the College, within The City University and the College community, including responsibility for the continued development of the College;
- c) Campus life and activities which promote the total educational program, including ancillary services within the College; student organizations; alumni and community relations;
- d) Practices and procedures for protection of academic freedom, the rights and liberties of each member of the Lehman College community, and the equitable settlement of internal campus problems.

2. Advisory Functions

It shall have the following advisory functions:

- a) To advise on the appointment of the President of the College and all Full Deans;
- b) To propose amendments to, and revisions of, the Bylaws of the Board of Trustees, and to recommend action to other bodies with jurisdiction over The City University;
- c) To assist the College Personnel and Budget Committee in the determination of budgetary priorities within the College;
- d) To advise the President, Deans, and Department Chairs concerning the procedures for faculty appointments, reappointments, promotions, tenure awards, and dismissal.

3. Legislative Functions

It shall have the following legislative responsibilities:

- a) To carry out by legislation the aforesaid policy functions;
- b) To take such other recommending actions as the Senate may wish.

C. Composition of the Senate

The Senate shall consist of representatives of the faculty, the students, the non-teaching instructional staff (delineated in article 1.C.3) and the administration of the College, with a total membership of 102 senators. ~~Faculty shall comprise one half, students shall comprise one third, and administrators shall comprise one sixth of the Senate membership.~~

1. Representation of Faculty

a) Department Representation.

One representative with at least two years of full-time service shall be elected from each department by and from those members eligible to vote in that department.

b) At-Large Representation.

The number of faculty senators elected at-large shall be adjusted to maintain the percentage total number of department representatives and at-large faculty members senators at one half the Senate membership 51.

c) Apportionment of Faculty Elected At-Large.

Faculty Senators elected at-large shall be elected by and from the full-time members of the instructional staff acting as a single electorate. At-large Senators shall be apportioned in the following manner: Group A, consisting of all full professors, all associate professors, and all assistant professors with tenure; and Group B, consisting of all assistant professors without tenure, all instructors, and all lecturers full-time at the time of the election. At least one-third of the at-large seats shall be assigned to Group A faculty, and at least one-third to Group B faculty.

d) Representation of Part-Time Faculty

Three part-time faculty Senators ~~with full voting rights~~ shall be elected from those part-time members of the instructional staff who teach at least six semester hours per week. They shall be elected by all part-time members of the instructional staff.

e) Floor and Voting Rights

All faculty representatives in the Senate, whether departmental or at-large, part-time or full-time, shall have full floor rights and voting rights.

2. Administration Representatives

a) ~~Ex Officio Representation.~~

The President, Vice-Presidents, ~~Assistant Vice Presidents, and Full Deans, and Associate Deans~~ shall be members of the Senate with full voting and floor rights. Prior to the first Senate meeting of the academic year, the President shall appoint additional administration representatives for one year terms with full voting and floor rights so that the total number of administrators in the Senate, including ex-officio representatives, shall equal twelve

~~b) Elected Representatives.~~

3. Non-Teaching Instructional Staff Representatives

There shall be five representatives, elected by and from ~~those administrative officers who are not ex-officio members of the Senate, but who are members of the instructional staff. (Registrar and staff; Business Manager and staff; the Higher Education Officer and College Laboratory Technician series.~~ They shall serve with full voting and floor rights.

~~e) Gittleson Employees.~~

~~One elected representative of the Gittleson Employees shall be a member of the Senate with full floor rights and voting rights.~~

~~3~~ 4. Student Representatives

For purposes of Senate composition "student" shall be defined as matriculated students.

a) Number of Students.

~~Students shall comprise a permanent one-third of~~ There shall be 34 students comprising the total student membership of the Senate, based upon combining the total number of voting faculty and voting administration representatives.

b) Election of Students.

Student Senators shall be elected at-large. Graduate students shall receive at least one guaranteed seat.

~~4. Additional Representatives~~

~~The Senate may include in its membership with floor rights but not voting rights those other members of the Lehman College community it deems desirable.~~

D. Length of Service in the Senate

1. At-large Faculty and Non-Teaching Instructional Staff Representatives.

~~All at-large elected full-time faculty representatives to the Senate, and all elected administration representatives to the Senate,~~ All full-time and part-time faculty elected at-large, and non-teaching instructional staff representatives elected to the Senate shall serve two-year terms and shall be eligible for re-election.

2. Departmental Representatives.

Departmental Representatives shall be elected at times coinciding with regular departmental elections for Chair and departmental Personnel & Budget committees, shall serve for a term of three years, and shall be eligible for re-election.

~~3. Part-Time Faculty.~~

~~Part-time faculty representatives shall be elected bi-annually and shall serve two-year terms and shall be eligible for re-election.~~

~~4. Ex-Officio Representatives.~~

~~Ex-Officio representatives shall serve in the Senate coincident with their tenure in their offices.~~

~~3.5. Student Representatives.~~

Students shall be elected annually, ~~and~~ shall serve for a term of one year, and shall be eligible for re-election.

~~4.6. Method of Filling Vacancies.~~

~~Vacancies shall be determined and a procedure for filling vacancies shall be established by a joint faculty/student/administration committee which shall be selected by the Senate.~~

(a) Senate seats shall be considered vacant when a senator is no longer employed by or matriculated at the College, or when a senator resigns from the Senate.

(b) Vacancies in seats designated for Faculty at-large, Non-Teaching Instructional Staff, and Student Representatives shall be filled by the person who received the next highest vote total in the most recent election for such seats. If there are no eligible individuals remaining on the list from the previous election, a special election shall be held.

E. Organization of the Senate

The Senate shall establish the necessary offices, committees, and procedures to carry out its responsibilities, and take other necessary actions for the implementation of its aforesaid powers, with the following qualifications:

1. A joint faculty/student/administration committee shall establish procedures and mechanisms for the first election of the Senate, in conformity with the provisions stated under "Composition of the Senate." The faculty and administration members of the committee shall be chosen by Faculty Council. Student members shall be chosen by the student legislature. The committee shall provide for election of at-large student members proportional to the full-time equivalent registration of the Undergraduate and Graduate sessions. Thereafter the Senate itself shall establish procedures and mechanisms for its own elections.
2. As a general policy, membership in committees of the Senate shall include faculty, students, and administrators, and shall be open to nonmembers of the Senate.
3. Meetings of the Lehman College Senate shall be open to all members of the Lehman College community. Floor rights may be granted to nonmembers by vote of the Senate at the request of a member of the Senate.

II. Nullification of Senate Action

Enactment of Legislation By Referendum

A. Nullification of Senate Action

The General Faculty and the Student Body shall have the power to nullify any Senate decision or action in the following manner:

1. Initiation of an action to nullify a Senate decision or action shall be by petition of 20 percent of the faculty or 10 percent of the student body. The petition shall be directed to the Senate.
2. The Senate shall conduct separate referenda of the General Faculty and the Student Body within 20 class days of submission of a petition to nullify a decision or action, except that when the summer interim intervenes, the referenda shall be conducted within 20 class days of the commencement of the fall semester. Such actions to nullify must be completed by the conclusion of the first full semester following the Senate decision or action in question.
3. Nullification of a Senate decision or action shall require a two-thirds majority vote of both the General Faculty and the Student Body in the separate referenda, provided that 60 percent of the faculty and 30 percent of the student body vote in such referenda.
4. In any action to nullify, should a simple majority of either 60 percent of the faculty or 30 percent of the student body approve the proposal to nullify, the Senate will automatically reconsider the decision or action in question.

B. Enactment of Legislation By Referendum

The General Faculty and the Student Body shall have the power to enact legislation in the following manner:

1. Initiation of legislation shall be by petition of 20 percent of the faculty or 10 percent of the student body. The petition, stating the proposed legislation, shall be directed to the President of Lehman College.
2. The President shall submit the proposed legislation to separate referenda of the General Faculty and the Student Body within 20 class days of submission of petition to enact legislation, except that when the summer interim intervenes, the referenda shall be conducted within 20 class days of the commencement of the fall semester.
3. Enactment of legislation shall require a 75 percent majority vote of both the General Faculty and the Student Body in the separate referenda, provided that 60 percent of the faculty and 30 percent of the student body shall vote in such referenda.

III. Departments

Department functions and structures shall be retained with the following qualifications:

A. The Department Chair shall be elected except as otherwise specified in the Bylaws of the Board of Trustees, for a period of three years by members of the instructional staff of the department who hold faculty rank or faculty status.

B. Student participation on department committees shall be as follows:

1. Personnel and Budget Committees.

Subject to the authority of the Professional Staff Congress/CUNY contract with the Board of Trustees: Students shall serve the departmental Personnel and Budget Committees in advisory capacity, with the method of service and number of students to be determined by the respective departments.

2. Other Standing Committees.

Students shall have full voting rights on all departmental standing committees, other than Personnel and Budget Committees, with the number of students and the method of election to be determined by the respective departments.

IV. Personnel and Budget

The current Personnel and Budget Committee structures and functions on both the department and college-wide levels shall be retained, with the following qualifications:

A. Departments

1. Eligibility to Serve

Members of the instructional staff with full-time appointments in titles of Professor, Associate Professor and Assistant Professor may serve as members of the Personnel and Budget Committees of their departments; ~~a majority of four of the five members of the committee must be tenured.~~ unless there are fewer than four tenured faculty members in the department.

2. Eligibility to Vote

All full-time members of the instructional staff may vote for members of the Personnel and Budget Committees of their departments.

3. Promotion to Full Professor

Nominations for promotion to full professor shall be forwarded to the College Committee on Faculty Personnel and Budget by the chairperson of the department when there is a positive recommendation of the departmental Committee on Personnel and Budget.

B. College-wide Personnel and Budget Committee

1. Student Representation

Subject to the authority of the Professional Staff Congress/CUNY contract with the Board of Trustees: Students shall serve the College-wide Personnel and Budget Committee in an advisory capacity, with the method of service and number of students to be determined by the Committee.

V. General Faculty

A. Composition of the General Faculty

The General Faculty of Lehman College shall be composed of all full-time members of the instructional staff, and all others who teach at least six semester hours per week. All such members shall be entitled to full voting and floor rights at any meeting of the General Faculty, and may vote in any election or referendum in which the General Faculty participates. Other members of the instructional staff shall have full floor rights in meetings of the General Faculty.

B. Functions of the General Faculty

The General Faculty may:

1. consider any matter related to the interests or welfare of Lehman College;
2. take positions on College issues;
3. deal with any matter related exclusively to faculty interests or welfare, not specifically assigned to another body;
4. make recommendations to the Lehman College Senate and to any agent, department, committee, or organization of the College, and review actions taken in pursuance to its recommendations;
5. elect at-large Senators to the Lehman College Senate, as provided in appropriate sections of Article I;
6. elect by secret ballot faculty representatives to the University Faculty Senate, and other bodies or committees as requested;
7. and shall act through referendum in the process of Nullification of Senate Actions, in the procedure for Enactment of Legislation By Referendum.

VI. Student Body

A. Composition

The Student Body of Lehman College shall consist of all matriculated students, and all non-matriculated students

B. Functions

The Student Body shall:

1. elect student representatives to the Lehman College Senate and, upon request, to other bodies and committees;
2. act through referendum in the process of Nullification of Senate Actions and in the procedure for Enactment of Legislation By Referendum.
3. Any student or group of students may make recommendations to the Senate and to any agent, department, committee, or organization of the College.

C. Student Conference

1. Composition

The student members of the Senate shall constitute the Student Conference.

2. Functions

- a) Shall provide a forum for discussion of, and taking positions on, College issues;
- b) Shall hold monthly meetings, open to the Lehman College community, to ascertain opinion on matters which are the concern of the Senate.
- c) After consideration by the Student Conference, any item may be placed on the Agenda of the Senate.

D. Student Governance

An organization to administer student affairs shall be established by student referendum.

VII. Amendment Procedure

This document may be amended in the following manner:

A. Proposal of an Amendment

1. Proposal of an amendment to this document shall be in the following method:

A written proposal signed by 25 faculty and students, including at least 10 from each group, shall be considered as a proposed amendment to this governance document. All such proposed amendments shall be referred to the Senate Governance Committee. The Governance Committee will review the proposed amendment and recommend an appropriate course of action to the Senate.

B. Adoption of an Amendment

- 1. Procedure for adoption of amendments to this document shall be as follows: A 75% affirmative vote of Senators present shall be required to adopt an amendment to this governance document, provided that at least 2/3 of all Senators are present for such vote.
- 2. Amendments adopted by the procedure above shall be presented for approval to the Board of Trustees.

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

RESOLVED, That the proposed amendments to the Governance Plan of Bronx Community College be adopted, effective May 1, 2010.

EXPLANATION: The proposed amendments to the Governance Plan ("the Plan") of Bronx Community College ("BCC") are recommended by the College President and the College Senate. They were adopted by the College Senate and by the full faculty with the requisite 30% vote. The amendments were not adopted by the student body via referendum because of the inability to achieve the requisite 10% level of student body participation.

The amendments are principally designed to reflect the New York Court of Appeals decision in *Perez v. CUNY* applying the requirements of the State Open Meetings Law to College Senate meetings. Specifically, the amendments would state, consistent with the Open Meetings Law, that a quorum would be defined as a majority of the body as calculated as a percentage of the total number of seats eligible to be filled.

Second, to allow the Senate to achieve quorum under this new definition, the amendments would provide for alternates to serve to fill a temporary absence or vacancy in the Senate or committees. Further, because of the

addition of alternates, the current provision on vacancies, which mandates removal of a member for failure to attend three meetings, would be amended to provide that vacancies only occur when a member resigns or is no longer eligible by virtue of no longer working for the College. In light of the addition of alternates, it would not be necessary to remove a member for failure to attend.

Finally, the amendments would require the Senate to adopt Rules of Procedure for itself, its committees and sub-committees.

NOTE: Matter underlined is new.

BRONX COMMUNITY COLLEGE GOVERNANCE PLAN

I. THE BRONX COMMUNITY COLLEGE SENATE

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

A. Organization

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

1. Faculty Council

- a. Those Senators who are members of the instructional staff shall comprise the Faculty Council.
- b. The Faculty Council shall convene once each semester or when called into special session by an executive officer of the Faculty Council, or by petition of at least 40% of the Faculty Council membership.
- c. The Council shall elect a chairperson, vice-chairperson, and a secretary from its membership for a term of two years.

2. The Student Government Association

- a. The Student Government Association shall consist of students who are elected by the student body to be the Student Government Association pursuant to Section 15.2.b. of the Bylaws of the Board of Trustees. It shall be empowered to:
 - (1) Elect a President, Vice-President for Inter-organization Council (I.O.C.) clubs, Executive Officer for Legal and Legislative Affairs, Treasurer and Secretary.
 - (2) Develop a constitution for ratification by the student body.
 - (3) Regulate student co-curricular activities in conformity with policies adopted by the Senate.
 - (4) Represent the student body on committees of the Senate and their sub-committees as provided in this document.
 - (5) A term of office shall be for one year commencing June 1 and terminating May 31 of the consecutive year. No senator may serve more than two consecutive terms of office.

3. Procedures - Rules of Conduct

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

b. Meetings, Attendance at Meetings and Quorum:

The Senate shall meet at least once a month during the Fall and Spring Semesters. Meetings of the Senate shall be open to all members of the College and the public at large. A quorum shall mean a majority of the body as calculated as a percentage of the total number of seats eligible to be filled. [Meetings of the Senate shall be open to all members of the College. Robert's Rules shall be used to determine quorum unless otherwise provided by the Senate.]

c. Voting:

Any action taken by the Senate requires a vote of the member present at the meeting. Any matter, for which a vote is required by the College Governance Plan, must receive the requisite number of votes based upon the number of members of the body as a whole.

[d. Robert's Rules:

The Senate and its Committees and subcommittees shall operate according to Robert's Rules of Order (newly revised). The Chairpersons of the Senate, the Faculty Council, and the Student Government Association shall appoint a parliamentarian.]

d. Rules of Order:

The Senate shall adopt Rules of Procedure for itself, its committees, and its sub committees consistent with its obligations under law. The Senate, Faculty Council and the Student Government Association shall elect a parliamentarian

[c.] e. Speaking Privileges:

The privilege of addressing the Senate is reserved for members of the Senate. Non-members may address the Senate only upon the approval of the Senate.

4. Alternates

a. Provision for alternates

When called for by this plan, Alternates are individuals elected to fill a temporary absence or vacancy by a Senator or committee member. Alternates are entitled to and expected to attend all meetings of the Senate or committee, although they shall only vote when seated for the meeting. A seated alternate shall be counted for the purpose of quorum and may vote on any manner with no distinction between alternate and regular seats.

b. Seating of alternates

In the case where an absence or vacancy occurs at a meeting of the Senate or one of its committees, the chair shall seat alternates to fill the vacant seats. Alternates may only be seated from within a delegation. In the case of multiple alternates in a delegation, such seats shall be filled by ranking as determined at the time of election in the manner specified below. After seating, such alternate shall be seated for the entirety of the meeting, without regard to the late arrival of any member.

c. Number of alternates

Alternates shall be elected in a number according to the manner in which the seat they are covering is designated:

Departments shall elect an alternate for the departmental seats to the Senate. They may elect alternates for the seats on Senate committees.

There shall be at large alternate seats to the Senate elected by and from the various Senate constituencies in the following number:

Full-time Faculty: Five (5) alternate seats

Adjunct Faculty: One (1) alternate seat

Higher Education Officers: One (1) alternate seat

College Laboratory Technicians: One (1) alternate seat

Alternates for student seats shall be defined in a number set forth in the SGA Constitution.

There shall be no provision for alternates for ex officio seats of the Senate or any of its committees.

d. Election of alternates

Departmental Alternate Senators and committee members shall be elected at the same time and manner as that of the Departmental Senator or committee member. The name of the Alternate Senator shall be communicated to the Senate or committee at the time of the election.

At-large Alternate Senators shall be elected by and from each delegation in a number provided for above in an election held at the same time and manner as the election for the regular Senate seats. In the case that more than one alternate seat is being elected, the seats shall be ranked by the number of votes received as First Alternate, Second Alternate, etc.

Student Alternate Senators shall be defined in a manner set forth in the SGA Constitution.

Senate and Faculty Council Representatives to Senate Committees: The Senate or the Faculty Council may elect up to one alternate for any committee to which it elects members to serve in the event of an absence or vacancy. Such an election shall take place at the same time and in the same manner as the election for the regular seat. The name of such alternate shall be communicated to the committee at the same time as the result of the regular election.

B. Functions of the Senate:

1. The Senate shall have legislative power with regard to:
 - a. Academic affairs, including curricula, degree requirements, admissions and grading structure.
 - b. The protection of the academic freedom of students and instructional staff.
 - c. The adoption of Rules of Procedure for itself, its committees and its sub committees.

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

3.
 - a. In carrying out its responsibilities, the Senate shall be fully advised of, shall routinely receive, and shall be free to seek information from the College's administrative officers on all matters germane to the programs and operations of the College and its facilities.
 - b. The College administration shall provide to the Senate in a timely fashion all pertinent information, including information on college resources and policies.
4. Upon the invitation of the Senate, the President shall meet with it to discuss his/her response to its recommendations.

C. Membership of the Senate

The membership of the Senate shall consist of the following:

1. The President of the College.
2. The Vice Presidents of Academic Affairs, Administration and Student Development.
3. One representative elected by and from each department.
4. Fifteen faculty members holding full-time lines elected by and from the faculty at-large holding full-time titles as lecturer, instructor, assistant professor, associate professor or professor.
5. Two faculty members in adjunct titles elected by and from the adjunct faculty.
6. Fifteen students elected by the student body at-large.
7. One person elected by and from the holders of titles in the Higher Education Officer series.
8. One person elected by and from holders of titles in the College Laboratory Technician Series.
9. One person elected by and from the holders of titles in the Registrar's series and Higher Education Officers' series in the Registrar's Department.
10. The three (3) Division Coordinators with voting rights.

D. Officers of the Senate

1. The Chairperson of the Senate shall be elected by and from the body. The Chairperson of the Senate shall be responsible for:
 - a. Convening and presiding at Senate Meetings.
 - b. Convening and presiding at Senate Executive Committee meetings.
 - c. Representing the College community along with administrative officers and student officers at College and community functions.
2. If the Chairperson is a member of the Faculty Council, the Vice-Chairperson shall be a member of the Student Government Association. If the Chairperson is a member of the Student Government Association, the Vice-Chairperson shall be a member of the Faculty Council.
3. The Secretary of the Senate shall be elected by and from the Senate.

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

1. Student Senators and student members of committees shall serve for a one-year term and shall serve no more than two consecutive terms.
2. Student members of the Senate or Senate bodies must have and maintain a minimum cumulative average of 2.00. Students may serve in their first semester, but must achieve and maintain the required 2.00 index to continue to hold office.
3. All full-time instructional staff representatives shall serve two-year terms.
4. All adjunct instructional staff representatives shall serve two-years terms.
5. Membership on Senate Committees shall be for a term of two years, except that student membership shall be for a term of one year.

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

A vacancy in a Senate seat held by a member of the faculty or instructional staff shall only occur when the elected holder of the seat resigns or is no longer employed by Bronx Community College. A vacancy in a Senate seat held by a student shall be defined in accordance with the SGA constitution.

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

F. Committees of the Senate - General Policy

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

Each standing committee of the Senate shall submit a written report of committee activities at the last scheduled Senate meeting of the academic year.

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

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

G. Standing Committee of the Senate

1. Executive Committee

a. Functions

- (1) Prepare a schedule of regular meetings of the Senate by the beginning of each academic year.
- (2) Prepare and transmit agendas and notices for all meetings of the Senate.
- (3) Act on behalf of the Senate when the full body cannot be called into session and the matters in question must be decided without delay.
- (4) Call the Senate into special session by a vote of two-thirds of [those present provided there is a quorum] the total membership, as provided in Section I(A)(3)(c) .
- (5) Implement such attendance requirements as may be established by the Senate.
- (6) Appoint members of Standing Committees of the Senate as required by this document.
- (7) Appoint members of other committees when requested by the President, the Senate, or any other administrative officer of the College.
- (8) When no alternate is available for seating. [A]appoint replacements when vacancies occur in the at-large faculty membership of the Senate and of the Senate Committees and vacancies in Student Government Association and student committee membership to serve the balance of the uncompleted term.
- (9) Review the College budget with the President at the beginning of each academic year.
- (10) Prepare an annual evaluation of the performance and accomplishments of each standing committee of the Senate.

b. Membership

- (1) The President of the College.
- (2) The Vice President of Academic Affairs.

- (3) The Chairperson of the Senate.
- (4) The Vice Chairperson of the Senate.
- (5) The Coordinator of each academic division.
- (6) The Secretary of the Senate.
- (7) Three members of the Faculty Council, elected by the Faculty Council.
- (8) The Student Government Association Vice President for Inter-Organization Council clubs and Executive Officer for Legal and Legislative Affairs.
- (9) The Chairperson of the Faculty Council when the holder of that office is not the same person as the Chair of the College Senate.
- (10) The Vice President of Administration and Finance and the Vice President of Student Development as non-voting members.

c. Officers

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

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

2. Committee on Governance and Elections

a. Functions

- (1) Review the process of governance of the College on a continuing basis.
- (2) Prepare and present to the Senate a biennial evaluation of the governance of the College.
- (3) Recommend changes in administrative and governance structure and practices, and amendments to this document.
- (4) Consider recommendations from the administration, faculty, staff, and students for changes to this document.
- (5) Interpret the Governance Plan subject to Senate review and approval.
- (6) Conduct nominations and elections for the offices designated in the Governance Plan as well as for outside organizations with which the College may have an official connection, including:
 - (a) Determining eligibility to vote and hold office.
 - (b) Establishing procedures for disseminating information about candidates to their electorates.
 - (c) Presenting nominations and reporting results to the College at-large.
 - (d) Establishing procedures for nominations and elections not otherwise specified in the Governance Plan.

b. Membership

- (1) The Chairperson of the Faculty Council.
- (2) The Chairperson of the Student Government Association.
- (3) Five faculty members: two elected by and from the Faculty Council, three elected by the Faculty Council from the instructional staff at-large.
- (4) Three students: the Student Government Association President, Vice-President for Inter-Organization Council Clubs and the Executive Officer for Legal and Legislative Affairs.
- (5) One member designated by the President from among the vice presidents, deans and directors or their assistants.

3. Committee on Academic Standing

a. Functions

- (1) Formulate policy regarding maintenance of matriculation, grading structure, satisfaction of requirements for degrees, diplomas and certificates, attendance, and advanced standing.
- (2) Adjudicate and take final action on student appeals.

- b. Membership
 - (1) The Vice President or a representative from the Office of the Vice President of Academic Affairs.
 - (2) One faculty member elected by and from each department.
 - (3) The registrar who shall act as Executive Secretary of the Committee.
 - (4) Five students: two elected by and from the Student Government Association; three who are not members of the Student Government Association to be elected by the Student Government Association from the student body.
4. Committee on Curriculum
- a. Functions
 - (1) Establish and evaluate curricular requirements for the degrees and certificates awarded by the Faculty.
 - (2) Evaluate and approve new courses and curricula and revisions of courses and curricula currently offered by the College.
 - (3) Approve and evaluate all new programs to be offered by the College.
 - (4) Assemble information on all courses, both non-credit (remediation) and credit and develop procedures for the evaluation of effectiveness of these courses.
 - b. Membership
 - (1) The Vice President of Academic Affairs or a representative from that Office.
 - (2) One representative to be elected by each department.
 - (3) The Registrar, or a representative of that Office.
 - (4) The Coordinator of each division.
 - (5) Four students: two elected by and from the Student Government Association; two who are not members of the Student Government Association elected by the Student Government Association from the student body.
5. Committee on Student Activities
- a. Functions
 - (1) Review and make recommendation to the Senate on policies and procedures for co-curricular activities, including approval of the charters of student organizations.
 - (2) Serve as the agency through which the College establishes and reviews rules of conduct and regulations in conformity with general requirements of Article XV of the Board of Trustees Bylaws.
 - (3) Authorize the use of the name of the College by student groups.
 - (4) Recommend student activity programs to the Student Government Association.
 - b. Membership
 - (1) The Vice President of Student Development or a representative from that office.
 - (2) The Director of Student Activities.
 - (3) The Director of Athletics.
 - (4) The Chairperson of the Student Government Association.
 - (5) Vice President for Inter-Organization Council clubs (I.O.C.)
 - (6) Two faculty members elected by and from the Faculty Council.
 - (7) The Executive Officer for Legal and Legislative Affairs and two students elected by the Student Government Association from the student body.
6. Committee on Space, Facilities, and Physical Plant
- a. Functions
 - (1) Serve as a resource regarding the preparation and implementation of the master plan.
 - (2) Consult and advise regarding the allocation of space and facilities within the College.
 - (3) Report to the Senate, at least once a semester, on matters pertaining to space and facilities.

b. Membership

- (1) The Campus Facilities Officer as a non-voting member.
- (2) The Vice President of Administration and Finance or designee.
- (3) Three (3) At-Large Faculty Members, one (1) elected by and from each of the three divisions.
- (4) Two (2) students elected by the Student Government Association.

H. Standing Committees With Advisory Functions

1. Committee on Instruction and Professional Development

a. Functions

- (1) Examine developments in the instructional process related to the improvements of instruction and publicize such developments.
- (2) Conduct an annual survey of the faculty at the end of the Spring semester to determine areas of concern and problems that may be addressed by the committee.
- (3) Canvass students to determine problem areas in the instructional process which may be explored by the committee.
- (4) Distribute to the faculty information on issues relevant to college teaching, including bibliographies of materials available in the College library.
- (5) Organize workshops dealing with various aspects of instruction, including new developments in teaching technology.
- (6) Consult and advise the Vice President of Academic Affairs on student evaluation of instruction in accordance with the policies of the Senate and the Board of Trustees of The City University of New York.
- (7) Advise the Vice President of Academic Affairs on methods and procedures related to the improvement of instruction and the professional development of instructional staff.

b. Membership

- (1) One faculty member elected by and from each department
- (2) Three students elected by the Student Government Association from the student body
- (3) The Vice President of Academic Affairs or representative
- (4) The Vice President of Student Development or representative

2. Committee on Community Relations and Special Events

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

b. Membership

- (1) One representative from the Office of the President.
- (2) Four members from the instructional staff: two elected by the Faculty Council; two appointed by the Executive Committee.
- (3) Two student members to be elected by the Student Government Association from the student body.

3. Committee on Vice Presidents and Deans

a. Functions

- (1) Consult with and advise the President on the appointment of persons holding Vice President's and Dean's titles.
- (2) Consult with the President concerning the criteria and the procedures to be used by the President in reviewing the performance of Vice Presidents and Deans and their offices.

b. Membership

- (1) The Chairperson of the Senate who shall serve as Chairperson of the Committee.
- (2) Two members of the Faculty Council elected by the Faculty Council.
- (3) Two members of the instructional staff appointed by the Executive Committee.
- (4) Two members of the Student Government Association elected by the Student Government Association.

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

II. THE STUDENT OMBUDSPERSON

1. Election

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

2. Responsibilities

- a. Serve the College as an exceptional channel of redress for students when the normal administrative channels do not adequately respond.
- b. Receive, investigate, and attempt to resolve those student complaints that have not been resolved by the appropriate College agencies; in particular, complaints alleging unfairness, discourtesy, undue delay, or other malfunctioning in the process of the College.
- c. Have access to all pertinent records; have the right to make inquiries of any member of the College community, and to receive full and complete answers; and maintain confidentiality.
- d. Make a report at the end of each semester on the number and nature of cases handled to the President of the College and the Chairperson of the Senate without breaching confidentiality.

III. DEPARTMENTAL ORGANIZATION AND AFFAIRS

- A. All full-time members of the instructional staff appointed in a department, including College Laboratory Technicians, shall have the right to vote on department matters, including the election of members of elected department committees, college committee representatives and department chairperson, except where the department chairperson currently is appointed. When the number of College Laboratory Technicians exceeds 15% of the membership of the department, their vote shall be limited to 15% of the department vote-that 15% to be divided equally among the College Laboratory Technicians.
- B. All adjunct instructional staff members appointed in a department shall have the privilege of the floor, and the right to participate without vote, in all discussions at department meetings.
- C. There shall be five members of the Personnel and Budget Committee of each department. Departments shall elect one additional committee member for each fifteen full-time members above 40. The maximum membership of such committee shall be nine. An elected alternate shall serve with vote in the absence of a regular member.
- D. At the discretion of each department, and to the extent determined by the department, there may be student participation in department committees, except the Personnel and Budget Committee. Also at the discretion of the department, and the extent determined by the department, students may participate in the department meeting without vote.
- E. A Coordinator of each division shall be elected by the Chairpersons in that division from among the Chairpersons of the departments which constitute the division and shall serve for a term of three (3) consecutive years, with a maximum of two (2) consecutive terms.

**IV. THE COLLEGE PERSONNEL AND BUDGET COMMITTEE
AND THE ACADEMIC REVIEW COMMITTEE**

A. The College Personnel and Budget Committee

1. Functions
 - a. Make recommendations to the President with regard to the instructional staff serving in the instructional departments of the College concerning appointments, reappointments, reappointments with tenure, leaves of absence, fellowship leaves, promotions, salary adjustments, and appeals of actions on these matters, consistent with the College's appeals procedure.
 - b. Make recommendations to the President with regard to the annual tentative budget prepared by the President.
 - c. Adopt and make known to the College community its procedures and calendar.
2. Membership
 - a. The President of the College who shall preside.
 - b. The Vice President of Academic Affairs who shall preside in the absence of the President
 - c. The Chairpersons of all instructional departments.
 - d. All other Vice Presidents of the College who shall be members without vote.
 - e. The Secretary of the Committee shall be designated by the President and shall serve without vote.

B. The Academic Review Committee

1. Functions
 - a. Review all recommendations made by the College Personnel and Budget Committee for reappointments, promotions and tenure, and make recommendations to the President.
2. Membership
 - a. Three tenured full Professors who are not members of the College Personnel and Budget Committee, elected by the Senate from the faculty at-large, and do not hold excluded titles (i.e. Vice Presidents, Deans, Directors).
 - b. Two tenured full Professors who are not members of the College Personnel and Budget Committee, elected by the College Personnel and Budget Committee, and do not hold excluded titles.
 - c. One non-voting member of the College Personnel and Budget Committee who will serve ex-officio and who shall be designated by the President.

**V. PLENARY MEETINGS OF THE INSTRUCTIONAL STAFF, AND
PLENARY MEETINGS OF THE STUDENT BODY.**

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

3. The President of the Student Government Association.
 4. Majority vote of the Executive Committee.
 5. Majority vote of the Senate.
- C. Plenary meetings shall be held as soon as possible after the call for the meeting or the receipt of a petition. The notice and agenda for the meeting shall be communicated to each member of the instructional staff, or each student, as the case may be.
- D. A quorum for the instructional staff meetings shall consist of one-third of the instructional staff, provided at least two-thirds of those present shall be holders of full-time lines.
- E. A quorum for student meetings shall consist of ten percent (10%) of the student body.
- F. Plenary meetings of the instructional staff shall be chaired by the Chairperson of the Senate.
- G. Plenary meetings of the students shall be chaired by the by the President of the Student Government Association.
- H. Plenary meetings provided for herein shall be empowered to make recommendations to the Senate on any matter within the Senate's jurisdiction. Such recommendations shall be considered by the Senate as matters of high priority on the agenda of the meeting which follows immediately upon the receipt of the recommendations by the Chairperson of the Senate.

VI. AMENDMENT OF THE GOVERNANCE PLAN

A. Initiation of Amendments

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

1. When proposed by the Committee on Governance and Elections, the proposed amendment must be approved by majority vote of the Senate in order to be submitted to referendum.
2. When the proposed amendment is initiated by the Senate, it shall be submitted to the Committee on Governance and Elections for its recommendations, and resubmitted to the Senate where it must be approved by a majority of the Senate in order to be submitted to referendum.

B. Ratification

In order for an amendment to be ratified, at least 30% of the full-time instructional staff and 10% of the student body must participate in the vote. Ratification requires a majority vote of the participating faculty, and a majority vote of the participating students. Should the referendum fail to obtain the required participation, it will be ratified when the following conditions have been satisfied: a positive vote with the required participation of either the full-time instructional staff or the student body; and two-thirds vote of the Senate. All amendments must be approved by the Board of Trustees in order to be valid.

VII. NAMING AND RENAMING of BUILDINGS or FACILITIES

1. The consent of the Nominee, or Family, or Executors of the Nominee's Estate
2. To name or rename any of the College's buildings or facilities, a motion must be made by an elected representative of any of the following legislative bodies:
 - a. Senate
 - b. Faculty Council
 - c. Student Government Association
3. This motion must be approved by a 2/3 vote of the Senate.

VIII. COUNCIL OF CHAIRS

1. Functions
 - a. Review issues and responsibilities relevant to the administration of the academic instructional departments.
 - b. Make recommendations to the President, College Senate and Faculty Council regarding issues of procedure, policy or practice relevant to the administration of the academic instructional departments.
2. Membership

The Chairpersons of all Academic Instructional Departments and the Chief Librarian.

E. BOROUGH OF MANHATTAN COMMUNITY COLLEGE - AMENDMENTS TO THE GOVERNANCE PLAN:

RESOLVED, That the proposed amendments to the Governance Plan of Borough of Manhattan Community College be adopted, effective May 1, 2010.

EXPLANATION: The proposed amendments to the Governance Plan ("the Plan") of Borough of Manhattan Community College ("BMCC") are recommended by the College President and were adopted by the BMCC College Council. These amendments are intended to clarify certain ambiguities in the existing Plan and to enhance the operational efficiency of both the Academic Senate and the College Council.

First, the amendments revise provisions concerning CLT representation. They would eliminate the election of College Laboratory Technicians ("CLTs") as at-large representatives to the Academic Senate, leaving their representation to two dedicated seats. This would prevent the possibility under the current Plan of having as many as 27 CLTs in the Academic Senate, which would be an over-representation of this title.

The Plan further would clarify eligibility requirements for adjunct or part-time CLTs to serve as adjunct Academic Senate delegates. The revised plan proposes that eligible adjunct or part-time CLT candidates would be those individuals who received a one-year reappointment for the fall semester preceding the election when elections are held in the spring. The current plan has a confusing standard that requires an analysis of the number of prior semesters worked, even if those semesters were not consecutive, in order to determine eligibility.

It also would revise the term of office for teaching adjuncts and part-time CLT representatives. The proposal would elect adjuncts to a three-year term and limit them to two consecutive terms. Currently, they serve a one-year term and may serve three consecutive terms. The requirement of annual elections is labor intensive and does not allow sufficient time between the election and May organizational meeting to seat the part-time adjuncts or adjunct CLTs by the May meeting.

In addition, the amendments would revise certain provisions governing faculty participation on committees, building in more flexibility on the number of members of Academic Senate standing committees and making it possible for more faculty members to serve on those Committees.

NOTE: Matter underlined is new; matter struck out to be deleted.

ARTICLE I: Legislative Bodies: The Academic Senate and the College Council

PART A: THE ACADEMIC SENATE

Section 1. Purpose

- a. The Academic Senate of the Borough of Manhattan Community College shall be responsible for the principal academic policy decisions of the college including admissions criteria, academic programs, degree requirements and graduation requirements. It shall be the agent of the faculty in carrying out the functions of faculty subject to the provisions of the Bylaws of the Board of Trustees.

- b. The Academic Senate shall have all the responsibilities of the faculty subject only to the right of the faculty to reverse any specific vote of the Senate by a two-thirds vote of the entire membership of the instructional staff.

Section 2. Membership

- a. Voting Members/Eligibility and Requirements
 - i. Chairs of all academic departments.
 - ii. One full-time faculty elected by and from the instructors, lecturers, assistant professors, associate professors and professors in academic departments.
 - iii. Twenty five full-time faculty ~~[or full-time CLTs]~~ elected at-large from and by full-time faculty ~~[and CLTs]~~.
 - iv. Four currently employed adjuncts or ~~[part-time] adjunct~~ CLTs ~~[who have been employed at BMCC for at least six semesters. If there is a gap in service they must be serving in at least their second consecutive semester at the college at the time of their election].~~ To be eligible to serve as an adjunct or adjunct CLT delegate, the individual must be working pursuant to a one year letter of reappointment at the time election is held. The adjuncts or ~~[part-time] adjunct~~ CLTs are elected by and from the adjuncts and ~~[part-time] adjunct~~ CLTs. They are elected by secret ballot in ~~[May] April~~ of the appropriate year. They serve a ~~[one-] three~~ year term and may not succeed themselves after having served ~~[three] two [successive years]~~ consecutive terms.
 - v. Two full-time employees elected by and from college laboratory technicians.
 - vi. Twelve student representatives elected by the SGA in accordance with their by-laws.
 - vii. Ex-officio: the elected BMCC delegates to the University Faculty Senate.
 - viii. Ex-officio: the president of the college, the vice-president for academic affairs; two academic deans.
- b. Non-voting Members
 - i. The Registrar
 - ii. The Director of Enrollment Management
- c. There shall be no substitutes or proxies in place of absent members

Section 3. Elections and Vacancies

- a. Full-time department delegates, except for the department chair, are elected by secret ballot by eligible members of the department for a term of three years in May of the appropriate year. Vacancies are filled in the same manner by the department for the unexpired portion of the term. Department delegates may not succeed themselves after having served two successive full terms.
- b. Delegates-at-large are chosen from the membership of the full-time faculty ~~[and CLTs]~~. They serve a three-year term with 1/3 to be elected each year. Candidates must file a nominating petition containing the signatures of 25 full-time faculty ~~[or CLTs]~~. Elections of delegates-at-large are by secret ballot in April of each year with newly elected delegates-at-large assuming office at the next annual organizational meeting. Delegates-at-large are ineligible to serve simultaneously as department delegates. Vacancies for delegate-at-large are filled from the list of unsuccessful candidates of the last election, with the person having the most votes among the unsuccessful candidates receiving the vacancy. The vacancy is for the unexpired portion of the term.
- c. An eligible adjunct or ~~[part-time] adjunct~~ CLT wishing to be elected as a representative must submit his/her name to the elections committee. All adjuncts and ~~[part-time] adjunct~~ CLTs serve a ~~[one] three~~ year term and may not succeed themselves after having served ~~[three] two [successive] consecutive~~ full terms. Elections are by ballot mailed to reappointed adjuncts' and ~~[part-time] adjunct~~ CLT's homes in ~~[May] April~~ of the appropriate year. Vacancies for all delegates are filled from the list of unsuccessful candidates of the last election, with the person having the most votes among the unsuccessful candidates receiving the vacancy. The vacancy is for the unexpired portion of the term.

- d. Full-time College Laboratory Technician delegates are elected by and from full-time College Laboratory Technicians in academic departments. They are elected by secret ballot in April of the appropriate year. They serve three-year terms. Candidates for the position must file a nominating petition containing the signatures of at least five full-time CLTs assigned to academic departments. Vacancies are filled from the list of unsuccessful candidates of the last election, with the person having the most votes among the unsuccessful candidates receiving the vacancy. The vacancy is for the unexpired portion of the term.
- e. Where no list exists of unsuccessful candidates for the position of delegate at large, adjunct or part-time CLT, or full-time CLT, the vacancy may be filled by the President of the Academic Senate.
- f. Student Government Association representatives are elected by the SGA in accordance with the procedures established in their by-laws. They are elected in September of each year to serve for one-year terms. In order to serve in the Academic Senate a student must meet the City University of New York and the BMCC Student Government Association criteria for eligibility to hold office and must be able to serve for one year. Vacancies of student delegates shall be filled in accordance with the procedures set forth in the SGA bylaws for the filling of vacancies.
- g. An employee delegate automatically vacates the office if he/she is discontinued from employment. An employee who is not reappointed vacates his/her office at the end of his or her appointment.

Section 4: Structure and Functions of the Senate

- a. The officers and their duties:
 - i. The chair, the vice chair, the parliamentarian and the secretary of the Academic Senate are elected for one year terms from the membership by ballot by a majority vote at its May organizational meeting. In the absence of the chair, the vice-chair presides. In the absence of both the chair and the vice-chair, the chair appoints a member of the body to preside.
 - ii. The chair and vice-chair are members of the Executive Committee of the Senate. The chair or in his or her absence, the vice-chair, shall preside over the Executive Committee.
 - iii. The secretary of the Senate is a member of the Executive Committee but not of any other standing committee. The secretary is responsible for the minutes of all meetings and for the notification of all members of the Senate concerning meetings and Senate action.
- b. Meetings
 - i. The Academic Senate meetings follow the College Council meetings and are incorporated into the college calendar. The Senate meets at least twice each semester as determined by its Executive Committee. The dates of the regular meetings are established in consultation with the College Council Executive Committee.
 - ii. Upon petition of twenty (20) members of the Senate, a meeting must be called in order to deal with matters of Senate concern. Special meetings may be called by the chair or the Executive Committee.
 - iii. When time permits, the proposed agenda for both regular and special meetings is sent to the members of the faculty, staff and the SGA at least one week prior to the meetings.
 - iv. A quorum of both regular and special meetings consists of a majority of the whole number of members of the Academic Senate. For the purpose of this provision the words "whole number" shall be construed to mean the total number which the Academic Senate would have were there no vacancies and were none of the members or officers disqualified from acting.
 - v. The order of business at meetings of the Senate.
 1. Call to order
 2. Actions on minutes
 3. Communications and announcements
 4. Reports of standing committees
 5. Reports of special committees
 6. Old business
 7. New business
 8. Adjournment

- vi. Meetings of the Senate follow Roberts Rules of Order, revised, latest edition.
- vii. Minutes of the Senate meeting are sent to the faculty, staff and the SGA as soon as practicable after the meetings but in no case more than ten days after each meeting.
- viii. Members of the college community who are not members of the Senate may attend meetings and have the privilege of the floor but may not vote.

Section 5. Structure and Functions of Academic Senate Committees

- a. The Senate shall establish two types of standing committees: administrative and policy committees. By vote of the body, they may also establish special committees. The voting members of the standing committees include those elected to serve on the Senate itself and ex-officio voting members, the president of the college, the vice president for academic affairs and two academic deans. However, a maximum of two student representatives may serve with full voting rights on any standing policy committee with the exception of the Committee on Faculty Development. No student may serve on more than one committee. Students are not eligible to serve on administrative committees. Students may serve on the Academic Standing Committee when it is meeting to discuss policy questions.

Faculty members of the College Council standing committees shall not be assigned to serve on an Academic Senate standing policy committees.

Chairs of any standing committee may solicit volunteers to serve, without vote, as necessary and appropriate.

- b. The standing administrative committees are:

- The Committee on Committees
- The Elections Committee and
- The Executive Committee

The function of the administrative committees is to provide for the execution of policy decisions. The members and the specific functions of each administrative committee are:

- i. The Committee on Committees consists of five members of the Senate elected at the first organizational meeting of the newly-elected Senate. No more than one person may serve from any one department and members may not succeed themselves. Each year the Committee appoints members of the Senate to standing policy committees and special committees, honoring the request of individual Senate members as far as practicable.
- ii. The Elections Committee consists of five members elected by the Senate. This committee certifies the procedures and results of all Academic Senate and College Council balloting, nominations, and elections.
- iii. The Executive Committee consists of the elected chair, the secretary of the Senate, and one representative of each standing committee, elected by each committee each new academic year. The functions of the Executive Committee are:
 - 1. To act for the Senate when it is not in session. All such actions are subject to review at the next session of the Senate.
 - 2. To prepare the agenda for Senate meetings. This agenda must include reports of all actions passed by the Senate committees and may include reports from the college president, College Council, SGA, and other relevant matters appropriate to the Senate.
 - 3. To refer matters brought to its attention to the appropriate committee.
 - 4. To implement Senate decisions.
 - 5. To review the calendar for the academic year.
 - 6. To meet with the president at least once per semester.
 - 7. To meet at least once a month during the fall and spring semester.
 - 8. To have the power to call the Senate into session and to coordinate the activities of all committees.

c. The standing policy committees are:

Academic Standing
 Admissions
 Curriculum
 Instruction
 Faculty Development
 Student Affairs

- i. ~~[All policy committees consist of approximately an equal number of members.]~~ Each member of the Senate, appointed by the Committee on Committees, serves on one and only one policy committee assigned by the Committee on Committees.
- ii. Any member of the faculty has the right, upon request, to appear before and speak, without vote, at any meeting of any Senate policy committee meeting.
- iii. Elected student representatives shall be responsible to report on the actions of their respective committees to the Student Government Association.

General Functions of the Policy Committees are:

- i. To render an annual report to the Senate.
- ii. No later than two weeks after each meeting, to send to each member of the faculty a copy of the minutes of that meeting, prepared by the committee secretary.
- iii. To send committee proposals requiring Senate action to the members of the Senate at least one week prior to Senate meetings.

e. Functions of Specific Policy Committees

i. The Academic Standing Committee

recommends policies regarding the academic qualifications that students must meet to be in good standing and the procedures for filing appeals for exceptions to the college's academic policies. The committee rules on appeals filed by students on matters related to academic standing, such as waivers of calendar deadlines, appeals for probationary status and exceptions to other academic policies as stated in the college catalogue. It will also hear appeals of the academic performance requirement of both federal and state financial aid programs.

ii. The Admissions Committee reviews, proposes and recommends policies pertaining to student recruitment, admissions and retention.

iii. The Curriculum Committee maintains a continuing review of the operation of the college curriculum and of pertinent developments in this field. Its functions include the evaluation and review of proposals for the modification of curricula.

iv. The Instruction Committee recommends policy in all areas dealing with effective teaching. It also distributes to the faculty information on the improvement of instruction.

v. The Faculty Development Committee discusses and disseminates information and promotes the well being and the professional development of the faculty.

vi. The Student Affairs Committee maintains a continuous review of, and recommends policy on, issues concerning retention, orientation, mentoring, community services, and scholarships.

f. Ad hoc Committees

i. Ad-hoc committees, whose purpose is to perform a given task, may be formed by a majority vote of the Senate. Members of ad-hoc committees must be elected by a majority vote of the Senate. Any member of the faculty may serve.

ii. The chairperson of the Academic Senate ad-hoc committees shall be appointed by the chairperson of the Academic Senate. All other chairpersons of committees of the Academic Senate, other than the Executive Committee, shall be elected by the respective committees.

PART B: THE COLLEGE COUNCIL

Section 1. Purpose

- a) Recognizing the legislative authority of the Academic Senate in matters of curriculum and degree requirements, the College Council shall be the body which establishes college policy on all matters except those specifically reserved by the laws of the State of New York, the Bylaws of the Board of Trustees of the City University of New York and by the collective bargaining agreements in force.
- b) The College Council shall serve as a forum for discussing issues and problems of general college concern, shall advise the President both in response to his request for counsel and, upon its own initiative, and shall provide, through its existence, a formal body for each constituent group to express its viewpoint and to communicate with each other.

Section 2. Membership

- a) The membership of the Council shall include representatives from all segments of the college community and shall consist of:
 - i. The Members of the Administration. The members of the administration shall be designated as follows:
 1. The President of the college who shall chair the College Council. The Vice President for Academic Affairs, who shall be Vice Chair of the College Council.
 2. Ten other college administrators to be annually designated by the President. Among the ten to be designated shall be administrators holding the title vice president or dean.
 - ii. The Members of the Academic Senate. The full-time and part time faculty, instructional staff and student delegates of the Academic Senate shall be members of the Council.
 - iii. The Members of the Staff. The members of the staff shall be designated as follows:
 1. Two individuals serving in the Higher Education Officers series title.
 2. Two individuals serving full-time in a Civil Service title.
 3. Two part-time employees serving in the College Assistant title.
 4. A representative of the college Alumni Association.

Section 3. Elections and Vacancies

- a. The service of the members of the Council who sit on the Council by virtue of their membership in the Academic Senate, whether faculty, instructional staff or student is co-extensive with their membership on the Academic Senate.
- b. The ten members of the administration appointed by the President shall serve a one-year appointment, subject to reappointment by the President.
- c. The delegates from the Higher Education Officer, Civil Service and College Assistant titles shall be elected by their respective constituent groups and shall be elected to three years. Vacancies in these positions are filled from the list of unsuccessful candidates of the last election. Where no list exists, the vacancy may be filled by the chairperson of the College Council. Elections shall be held in May by paper or machine ballot to be determined by the Elections Committee. If machine balloting is used, elections shall be held over a two consecutive day period.
- d. Candidates for the office of Higher Education Officer, Civil Service or College Assistant delegate must file an application to be a candidate with the Elections Committee. The application form and the date by which it must be filed shall be determined by the Elections Committee.
- e. The representative of the Alumni Association shall be designated by the association and shall serve a three-year term.
- f. Vacancies of faculty, college laboratory technician, and student delegates shall be filled in accordance with the procedures for the filing of vacancies set forth in Article I, Part A, Section 3 of the Governance Plan.
- g. Vacancies of administration members shall be filled at the discretion of the President.

Section 4. Structure and Functions of the College Council

- a. The officers and their duties
 - i. The chair of the Council is the President of Borough of Manhattan Community College and the vice chair is the Vice President for Academic Affairs. In the absence of the chair and vice chair, the President appoints a vice president or dean to preside.
 - ii. The chair and vice chair are members of the Executive Committee of the Council. The chair or vice chair shall preside over the Executive Committee.
 - iii. The secretary of the Council is elected at the May meeting of the Council from among the membership for a one-year term. The secretary is a member of the Executive Committee, but not of any other standing committee. The secretary is responsible for the minutes of all meetings, and for the notification of all members of Council concerning meetings and Council action.
 - iv. The Council, at its May meeting, elects a parliamentarian by a majority vote each year.
- b. Meetings
 - i. The Council meetings precede the Senate meetings and shall last no more than one hour. The meetings are incorporated into the college calendar. The Council meets at least twice each semester as determined by its Executive Committee. The dates of the regular meetings are established in consultation with the Academic Senate Executive Committee..
 - ii. Upon petition of twenty (20) members of the Council a meeting must be called in order to deal with matters of Council concern. The chair, the Executive Committee, or a resolution from the Council may call for special meetings.
 - iii. The proposed agenda for both regular and special meetings will be sent to the college community, the SGA, and Academic Senate at least one week prior to the meetings.
 - iv. A quorum of both regular and special meetings shall consist of a majority of the whole number of members of the College Council. For the purpose of this provision the words "whole number" shall be construed to mean the total number, which the College Council would have, were there no vacancies and were none of the members disqualified from acting.
 - v. The order of business at meetings shall proceed as follows:
 1. Call to order
 2. Action on minutes
 3. Communications and announcements
 4. Old business
 5. Reports of standing committees
 6. Reports of special committees
 7. New business
 8. Adjournment
 - vi. Meetings of the Council follow Robert's Rules of Order, revised, latest edition.
 - vii. Minutes of each meeting shall be sent to the college community no more than ten days after each meeting.
 - viii. Members of the college community who are not members of the College Council may attend meetings and shall have the privilege of the floor, but they may not vote.

Section 5. Structure and Functions of College Council Committees

- a. The Council shall establish standing committees and special committees.
- b. The standing committees are the Executive Committee, Long Range Planning Committee, Budget Committee, Campus Facilities and Security Committee, Technology Committee, and Committee on Campus Life and Student Issues. Faculty members of the College Council standing committees, ~~[other than the Executive Committee,]~~ shall not be assigned to serve on Academic Senate standing policy committee. Where an insufficient number of faculty are elected to serve on a College Council standing committee, the chairperson of the applicable committee shall solicit a faculty member who is not a member of the College

Council to serve as a faculty representative of his or her committee with full voting rights. The members and functions of each committee are:

- i. Executive Committee consists of the elected chair, the secretary of the College Council, and one representative of each standing committee, elected by each committee each new academic year. [membership consists of the President, the Vice President for Academic Affairs, one student elected by and from among the student delegates of the College Council, and the secretary of the Council. It shall also include four members elected by the College Council for three-year terms. Elections will take place at the organizational meeting of the Council in May]. The functions of the committee are:
 1. To act for the College Council when it is not in session. All such actions are subject to review at the next session of the Council.
 2. To prepare the agenda for College Council meetings. This agenda must include reports from the college president, Academic Senate, SGA, all actions passed by Council committees and may include other relevant matters appropriate to the Council.
 3. To refer matters brought to its attention to the appropriate committee.
 4. To monitor and oversee the implementation College Council decisions.
 5. To meet at least once a month during the academic year.
 6. To have the power to call the Council into session, and to coordinate the activities of all committees.
 7. To approve the calendar for the academic year.
- ii. Long Range Planning Committee shall be chaired by the President of the College Council and shall consist of the chairperson of each College Council standing committee, the Vice President for Student Affairs, the Vice President for Development, the President of the Student Government Association, and one faculty member from each of the College Council Standing Committees to be designated by the Chairperson of the College Council. The Committee shall meet at the discretion of the chairperson of the committee, but shall meet at least once during the academic year.
- iii. Budget Committee consist four faculty or staff council members elected by the College Council, two persons appointed by the President, one of whom shall be appointed by the President to serve as chairperson of the committee, and one student selected by SGA. The Committee shall be responsible for reviewing budget information and be responsible for recommending policy relating to the financial and budgetary affairs of the college. The Committee will meet at least once per semester.
- iv. Campus Facilities and Security Committee consists of four faculty or staff council members persons elected by the Council, the Vice President for Administration, who shall chair the committee, one person appointed by the President, and one student selected by the SGA. The committee shall be responsible for recommendations to the College Council concerning the conditions, improvements and safety of the college and the allocation of space and facilities.
- v. Committee on Campus Life and Student Issues consists of four faculty or staff council members elected by the College Council, the Dean for Student Affairs, who shall chair the committee, one person appointed by the President, and three student members selected by the SGA. The committee shall be responsible for making recommendations concerning the student's college experience.
- vi. Committee on Technology consists of four faculty or staff members elected by the council, two members appointed by the President, one of whom shall be appointed by the President to serve as chairperson of the committee, and one student selected by the SGA. The committee shall be responsible for reviewing new technologies, including hardware and software, for the enhancement of teaching and learning and recommending policies related to technology in the college community.
- c. Ad-hoc committees whose purpose is to perform a given task may be formed by a majority vote of the College Council. Members of the ad-hoc committees must be elected by a majority vote of the College Council. Any member of the College Council may serve on an ad-hoc committee.
- d. The chairperson of College Council Ad-Hoc Committees shall be appointed by the Chairperson of the College Council.

F. BOROUGH OF MANHATTAN COMMUNITY COLLEGE - NAMING OF THE LANZA FAMILY MEDICAL SIMULATION LAB:

RESOLVED, That the Board of Trustees of The City University of New York approve the naming of Room N-725 located on the 7th floor of Borough of Manhattan Community College, "The Lanza Family Medical Simulation Laboratory."

EXPLANATION: Through The Lanza Family Foundation, Patricia and Frank Lanza have donated \$216,000 to the BMCC Foundation to support nursing and allied health scholarships. In recognition of their generosity, the College recommends that the Simulation Lab, Room N-725, be named "The Lanza Family Medical Simulation Laboratory." Frank Lanza was the founder and Chief Executive Officer of L-3 Communications, a high technology defense firm whose customers include the Department of Defense, Department of Homeland Security, U.S. Government Intelligence Agencies, and aerospace contractors. The Lanza Family Foundation was created to help minorities overcome financial impediments in order to have equal opportunity. Mr. Lanza died in 2006, and Mrs. Lanza continues to lead the family foundation as its President.

G. BROOKLYN COLLEGE - NAMING OF THE HERBERT KURZ '41 CHAIR IN CONSTITUTIONAL RIGHTS:

RESOLVED, That the Board of Trustees of The City University of New York approve the naming of the "Herbert Kurz '41 Endowed Chair in Constitutional Rights" at Brooklyn College.

EXPLANATION: Herbert Kurz, a 1941 alumnus of Brooklyn College, and the Kurz Family Foundation have donated to the Brooklyn College Foundation, Inc., stock currently valued at approximately \$1,700,000 to create the "Herbert Kurz '41 Endowed Chair in Constitutional Rights." Housed in the College's Political Science Department, the Kurz Chair will promote teaching and research in constitutional law, legal rights, ethics in the philosophy of law, and the organization of law in the United States. This generous gift will strengthen Brooklyn College's pre-law offerings and provide students with unique opportunities to enhance their understanding of the United States legal system and the crucial role it plays in their daily lives. The recipient of this professorship will be an academic legal scholar or practitioner in the field of constitutional rights and civil liberties.

Mr. Kurz is the president of the Kurz Family Foundation and the chairman, chief executive officer, and director of the Presidential Life Insurance Company. Mr. Kurz also serves as a trustee of the Brooklyn College Foundation, Inc. Creation of this endowed chair will honor Mr. Kurz's longstanding commitment to constitutional and first amendment rights and to equality under the law, dating back to his days at Brooklyn College.

H. GRADUATE SCHOOL AND UNIVERSITY CENTER - REVISIONS TO UNIVERSITY CENTER GOVERNANCE PLAN:

RESOLVED, That the Board of Trustees hereby approves the amendments to the governance plan for the University Center of the Graduate School and University Center of The City University of New York to establish the Macaulay Honors College as a unit of the University Center as set forth in Attachment I, effective July 1, 2010.

EXPLANATION: For the past nine years, Macaulay Honors College has operated with great success as a joint program involving a number of CUNY's undergraduate colleges, now including Baruch College, Brooklyn College, City College, Hunter College, Lehman College, Queens College and the College of Staten Island. This resolution establishes Macaulay Honors College formally as a unit within the University Center with its own governance plan. As a result, Macaulay Honors College will be able to offer joint undergraduate degrees with the participating colleges. Approval of curricula, programs and the awarding of undergraduate degrees will require action by both the governing bodies of both Macaulay Honors College and the participating colleges.

Article V. MACAULAY HONORS COLLEGE

A. Administrative Officers

1. Dean. There shall be a Dean of Macaulay Honors College, who shall report to the Chancellor. The Dean shall have general responsibility to develop, implement and administer its programs, in accordance with the policies of the Board of Trustees of The City University of New York.

2. Associate and Assistant Deans. With the approval of the Chancellor, the Dean may appoint Associate and Assistant Deans of Macaulay Honors College as are necessary in accordance with the established policies of the CUNY Board of Trustees for such appointments.

3. Campus Directors. After consultation with the Dean, the President of each of the colleges offering a joint baccalaureate degree with Macaulay Honors College (the "Participating Colleges") shall appoint a Campus Director who shall be responsible for coordinating the programs at that college with Macaulay Honors College and the other participating colleges.

B. Advisory Bodies

1. Directors Council. There shall be a Directors Council, consisting of the Dean, the Associate Deans, the Campus Directors and other persons designated by the Dean. The Directors Council shall advise the Dean with respect to the policies and operations of Macaulay Honors College. The Dean shall serve as the chairperson of the Directors Council and shall preside at its meetings.

2. Advisory Council. There shall be an Advisory Council consisting of members appointed by the Dean from the worlds of business, arts, professions and other sectors who shall advise the Dean with respect to the non-academic programs of Macaulay Honors College.

C. Faculty

1. Composition. The faculty of Macaulay Honors College shall consist of the consortial faculty appointed for terms of up to three years from the various educational units of The City University of New York to teach one or more courses at Macaulay Honors College.

2. Appointment. The consortial faculty of Macaulay Honors College shall be appointed for terms of up to three years by the Dean from faculty recommended by the President or his/her designee of each of the Participating Colleges, after considering the recommendations of the Appointments Committee. Such appointment shall be distinct and separate from the principal appointment of faculty at their home campus.

D. Governing Body

1. The College Council. The governing body of Macaulay Honors College shall be the College Council.

2. Membership. The College Council shall consist of the Dean, the Campus Directors, all full-time faculty appointed as consortial faculty to Macaulay Honors College who are teaching and have taught at the College in the prior academic year and four students, one elected annually by and from each undergraduate class of Macaulay Honors College. The Dean shall serve as the chairperson of the College Council and shall preside over its meetings.

3. Duties. The duties of the College Council shall be as follows (subject to the limitation that all actions of the College Council under subparagraphs a – c below must also be approved by the governing body of the Participating Colleges):

a. formulate educational policy and develop standards for admission, academic performance and degree requirements for students and establish standards for the appointment and reappointment of faculty consistent with the Bylaws and policies of the CUNY Board of Trustees and other CUNY policies and procedures;

b. approve programs and curricula;

c. recommend to the Dean and the CUNY Board of Trustees the granting of undergraduate degrees to qualified candidates (for which only the Dean and faculty members of the College Council may vote);

d. recommend to the Dean and the CUNY Board of Trustees the granting of University honorary degrees;

e. consider any other academic matters and make recommendations to the Dean and the CUNY Board of Trustees;

f. establish or abolish such standing or temporary committees as it deems necessary and consider reports and recommendations of those committees; and

g. recommend revisions to this governance plan.

4. Standing Committees. The College Council shall have a Executive Committee, a Curriculum Committee, an Admissions Committee and such other committees or subcommittees as the College Council may create as the need arises. Members of the Committees shall be elected by the Council from among its members for staggered three year terms.

a. Executive Committee. The Executive Committee shall establish the agenda for the meetings of the College Council and identify major issues for the Council's consideration. The Executive Committee may act for the Council between Council meetings where there is an urgent need for immediate action and the Dean requests such action. The Dean shall be a member of the Executive Committee.

b. Curriculum Committee. The Curriculum Committee shall review all programs and courses, and amendments and additions thereto and report its recommendations to the College Council. It shall also coordinate its work with that of the appropriate committees and governing bodies of the Participating Colleges.

c. Admissions Committee. The Admissions Committee shall recommend standards for admissions to Macaulay Honors College and shall assist the Dean in reviewing the qualifications of students proposed for admissions by each of the Participating Colleges.

E. Other Committees

1. Appointments Committee. Macaulay Honors College shall have an Appointments Committee consisting of five faculty members elected for staggered three year terms by the faculty members of the College Council. No more than one member may be from a single college. Efforts shall be made to include members from a range of academic disciplines. The duties of the Appointments Committee shall be to review and make recommendations to the Dean regarding the appointment and reappointment of consortial faculty to Macaulay Honors College.

2. Ad Hoc Committees. As the need arises, ad hoc committees may be created, either by appointment by the Dean or the College Council.

F. Admissions. Prior to any decision and notification by any of the Participating Colleges, the Dean, after considering the recommendations of the Admissions Committee of the College Council, shall review the recommendations for admissions by each of those colleges and shall determine which of those students shall be admitted to Macaulay Honors College. If the Dean intends to overturn the decision of a college to admit one or more students, the Dean shall first consult with the President or his/her designee at that college. In the event that the Dean adheres to his/her decision, the college may recommend additional students for admission consistent with the overall number allocated

to each college. All students admitted to Macaulay Honors College shall be counted at the college where they are enrolled.

G. Amendments. Amendments to this governance document relating to the operations of Macaulay Honors College may be proposed by a two-thirds affirmative vote of the members present, if that numbers also constitutes a majority of the members of the College Council. Prior to any such vote, the text of the proposed amendment shall be sent in writing to each member of the College Council, each Campus Director, and each President and governance body of the Participating Colleges at least four weeks before the meeting at which the proposed amendment is to be considered. Proposed amendments are subject to the approval of the CUNY Board of Trustees.

NO. 6. COMMITTEE ON FACILITIES PLANNING AND MANAGEMENT: RESOLVED, That the following items be approved:

A. BARUCH COLLEGE - CONSTRUCTION MANAGER/BUILD CONTRACT FOR RENOVATION OF THE FIELD BUILDING AT 17 LEXINGTON AVENUE:

RESOLVED, That the Board of Trustees of The City University of New York request and authorize the City University Construction Fund to execute a C/M Build contract with LiRo Program and Construction Management, PC (LiRo), on behalf of Baruch College, for Phase One of the renovation of the Field Building at 17 Lexington Avenue. The contract cost shall be chargeable to the CUNY Construction Fund, Project No. BA-CUCF-01-08, for an amount not to exceed \$192,000,000 (pre-construction, construction, and construction management services). The contract shall be subject to approval as to form by the University Office of the General Counsel.

EXPLANATION: Baruch College will renovate the 285,000 gross square foot Field Building. Phase One of this project will include the complete upgrade of the aging building's infrastructure and the renovation of four of the sixteen floors to accommodate new classrooms, laboratories, offices, and a new entrance and lobby. Additions will be added over setbacks on the existing building. The consultant management agreement shall be performed in two stages. For stage one, CUCF will execute a C/M Build contract with the firm selected for pre-construction services, for an amount not to exceed \$900,000, which will advance the project design to the start of construction. Stage two, for the construction of the project, will be pursued once full State funding becomes available. The project will be CUNY-managed and the contract will be held by CUCF.

The C/M Build firm has been selected in accordance with law and procedures established by the City University Construction Fund.

B. BROOKLYN COLLEGE - AMENDMENT TO GIFT FROM BROOKLYN COLLEGE FOUNDATION:

RESOLVED, Tat the Board of Trustees of The City University of New York authorize an amendment to the resolution adopted November 27, 2006 (Cal. No. 4C), for the acceptance of a gift from the Brooklyn College Foundation of up to \$5,000,000 for costs associated with the architectural and engineering services for the construction of a performing arts center at Brooklyn College. The amendment reflects an increase in the amount of the Brooklyn College Foundation's gift by \$2,500,000 for a new total gift of \$7,500,000; and be it further

RESOLVED, That the Board of Trustees of The City of New York authorize the General Counsel to approve an amendment to the previously-approved consultant contract with Pfeiffer Partners in an amount of \$3,631,861, executed for professional design- and construction-related services as required for the performing arts center at Brooklyn College. The contract cost shall be chargeable to a non-tax Brooklyn College member organization account for an amount not to exceed \$6,792,248.14. The contract amendment shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: At the time the current contract was executed, it was anticipated that a new in fill building of approximately 30,000 gross square feet would be built in the existing space between the Gershwin and Whitman Theater wings, with connections to both theaters. During the initial Feasibility Phase, it was discovered that a sewer main exists directly below the location of the proposed building. CUNY was alerted by the New York City Department of Environmental Protection that they would not permit any new buildings to be constructed directly over the sewer

line. Therefore, the proposed in-fill structure could not be built as planned. The project was re-defined by CUNY and Brooklyn College as a replacement of the existing Gershwin Theater wing, incorporating a new entry gateway for the campus at Hillel Place. The existing wing would be demolished, and a new expanded theater wing built in its place. A new program was developed by Pfeiffer Partners, in collaboration with CUNY and Brooklyn College, and expanded to 60,000 gross square feet.

The Brooklyn College Foundation is a not-for-profit corporation organized for the sole purpose of aiding and promoting the educational and charitable purposes and lawful activities of the College, including, raising funds for the construction of new buildings on campus. The Brooklyn College Foundation has set aside \$7,500,000 from privately raised capital campaign funds for the architectural and engineering services phase of the construction of a new performing arts center. The Center will expand existing performing arts programs of the college and provide state-of-the-art facilities. It is expected that the new facility will include a black box theater, set design work shops, classrooms, rehearsal space, offices, function rooms, and galleries.

C. COLLEGE OF STATEN ISLAND - MASTER PLAN AMENDMENT:

RESOLVED, That the Board of Trustees of The City University of New York approve an amendment to the College of Staten Island Master Plan, which has been developed to accommodate the anticipated needs of the College.

EXPLANATION: In 1986, the Board of Trustees of the City University of New York approved a Master Plan for the College of Staten Island. This Amendment to that Master Plan proposes strategies to address the College's anticipated growth and the need to modernize facilities on campus to provide adequate instructional space and student support services.

The College of Staten Island was established in 1976 by merging The Staten Island Community College with Richmond College. The 1986 Master Plan recommended consolidating the two separate campuses and relocating the college to the former Willowbrook State School 204-acre site in central Staten Island. Today the campus consists of 25 buildings, athletic fields, a tennis structure and park-like open space. These facilities provide a total of 746,406 net assignable square feet (NASF).

Based on the 2008 enrollment of 9,899 full-time equivalent students (FTES), the College has a current space need of 973,516 NASF when benchmarked against similar four-year institutions. The current conditions represent a space deficit of 227,110 NASF.

This Master Plan Amendment is based on a projected 2019 college enrollment of 13,625 FTES, requiring a total of 1,224,141 NASF. The projected conditions represent a deficit of 477,735 NASF (833,953 GSF). To meet this projected space need, the Master Plan Amendment calls for new construction and the renovation of existing facilities.

The Board of Trustees approved the selection of the design firm of Cooper, Robertson & Partners by resolution adopted April 24, 2006, Calendar No. 6F.

D. QUEENS COLLEGE - ROSENTHAL LIBRARY RENOVATION, PHASE 1:

RESOLVED, That the Board of Trustees of The City University of New York authorize the General Counsel to execute a construction contract on behalf of Queens College for Phase 1 of the Rosenthal Library Renovation. The contract shall be awarded to the lowest responsive and responsible bidder after public advertisement and sealed bidding pursuant to law and University Regulations. The contract cost shall be chargeable to the State Capital Construction Fund, Project No. QC213-010 for an amount not to exceed \$2,400,000. The contract shall be subject to approval as to form by the University Office of the General Counsel.

EXPLANATION: Queens College will renovate Phase One of the Rosenthal Library designed by Donald Blair Architects. The project will renovate existing spaces to create a new library classroom and copy center. The work will also include circulation desk reconstruction, signage and wayfinding, new lighting, and infrastructure upgrades to HVAC, electrical power, and IT.

E. MEDGAR EVERS COLLEGE - BUILDING OPERATION AND MANAGEMENT SERVICES FOR THE NEW SCHOOL OF SCIENCE, HEALTH, AND TECHNOLOGY:

RESOLVED, That the Board of Trustees of The City University of New York authorize the General Counsel to execute a consultant contract with the firm of Meridian Management Corporation for building operation and management services for the new School of Science, Health, and Technology at Medgar Evers College, Project No. N003005 (nee ME-CUCF-09-10). The contract cost shall be chargeable to State Tax Levy funds for an amount not to exceed \$5M. The contract shall be subject to approval as to form by the University Office of the General Counsel.

EXPLANATION: Medgar Evers College will need to engage the services of a building management vendor to oversee the facility management of the newly-completed School of Science, Health, and Technology. The proposed firm was selected in accordance with law and procedures established by the University.

F. QUEENS COLLEGE - ELECTRICAL DISTRIBUTION UPGRADE:

RESOLVED, That the Board of Trustees of The City University of New York request the City University Construction Fund (CUCF) to enter into a consultant contract with the firm of AKF Engineers, LLP, for professional design- and construction-related services as required for the Electrical Distribution Upgrade at Queens College, CUNY Project No. QC500-009. The contract cost shall be chargeable to the State Capital Construction Fund for an amount not to exceed \$1,000,000. The contract shall be subject to approval as to form by the University Office of the General Counsel; and be it further

RESOLVED, That this Resolution supersede and replace the resolution adopted at the regular meeting of the Trustees of The City University of New York held on January 25, 2010, Cal. No. 4.B., for a consultant contract for the subject project with the firm of Chu and Gassman Consulting Engineers, P.C.

EXPLANATION: Queens College will upgrade and modernize the campus electrical distribution system and upsize the delivery of electric service coming into each building. The proposed firm was selected in accordance with law and procedures established by the CUCF.

The previous resolution was for a consultant contract with Chu and Gassman Consulting Engineers, P.C., for an amount not to exceed \$2,000,000. This resolution is for a consultant contract with AKF Engineers, LLP, to replace Chu and Gassman Consulting Engineers, P.C. and will result in significant cost savings. Chu and Gassman Consulting Engineers, P.C.'s fee could not be negotiated to a level determined to be acceptable to CUNY.

NO. 7. HONORARY DEGREES: RESOLVED, That the following honorary degrees, approved by the appropriate faculty body, the college president and recommended by the Chancellor, be presented at the commencement exercise as specified:

COLLEGE	DEGREE
UNIVERSITY HONORARY DEGREE	
Daisy Soros	Doctor of Humane Letters
Paul Soros	Doctor of Humane Letters
(To be awarded at the May 26, 2010 William E. Macaulay Honors College Convocation)	
BARUCH COLLEGE	
Cory Booker	Doctor of Humane Letters
Donald Rubin	Doctor of Humane Letters
(To be awarded at the June 1, 2010 Commencement Exercises)	

BROOKLYN COLLEGE

Linda Darling-Hammond Doctor of Humane Letters

Leonard Herzenberg Doctor of Science
(To be awarded at the May 26 and 27, 2010 Commencement Exercises)

GRADUATE SCHOOL AND UNIVERSITY CENTER

Paquito D'Rivera Doctor of Musical Arts

Richard R. Sloan Doctor of Humane Letters
(To be awarded at the June 2, 2010 Commencement Exercises)

HUNTER COLLEGE

Theodore W. Kheel Doctor of Laws
(To be conferred at a special ceremony to be scheduled at the recipient's convenience)

JOHN JAY COLLEGE

Taylor Branch Doctor of Letters

Seymour Hersh Doctor of Letters

Anna Deavere Smith Doctor of Humane Letters
(To be awarded at the May 27, 2010 Commencement Exercises)

LEHMAN COLLEGE

Mark Pigott Doctor of Humane Letters

Elena V. Rios Doctor of Science

Nina Sundell Doctor of Fine Arts
(To be awarded at the May 27, 2010 Commencement Exercises)

QUEENS COLLEGE

Amitav Ghosh Doctor of Humane Letters
(To be awarded at the May 27, 2010 Commencement Exercises)

CUNY SCHOOL OF LAW

Lilly Ledbetter Doctor of Laws

Miguel Melendez Doctor of Laws
(To be awarded at the May 14, 2010 Graduation Ceremony)

