

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE  
BOARD OF HIGHER EDUCATION OF THE CITY OF NEW YORK**

**HELD**

**AUGUST 15, 1972**

**AT THE BOARD HEADQUARTERS BUILDING  
535 EAST 80 STREET—BOROUGH OF MANHATTAN**

The Chairman called the meeting to order at 4:20 p.m.

There were present:

Luis Quero-Chiesa, Chairman  
David I. Ashe  
Herbert Berman

Minneola P. Ingersoll  
Robert R. Johnson  
Jack I. Poses

Marguerite V. Rich, Acting Secretary of the Board  
Arthur H. Kahn, General Counsel

Chancellor Robert J. Kibbee  
Deputy Chancellor Seymour C. Hyman  
Vice-Chancellor Julius C. C. Edelstein

Vice-Chancellor J. Joseph Meng  
Professor Nathan Weiner  
Mr. Alan R. Shark

The absence of Mrs. Thatcher was excused.

Upon motions duly made, seconded and carried, the following resolutions were adopted or action was taken as noted: (Calendar Nos. 1 through 8)

**NO. 1. AFFIRMATIVE ACTION DEVELOPMENTS:** The Chancellor reported on affirmative action developments to date.

**NO. 2. CHANCELLOR'S COMMITTEE ON THE STATUS OF WOMEN:** The Chancellor reported on the activities of the Committee on the Status of Women.

**NO. 2A. THE CITIZENS' COMMISSION ON THE FUTURE OF THE CITY UNIVERSITY OF NEW YORK:** RESOLVED, That an Ad Hoc Committee on the Recommendations of The Citizens' Commission on the Future of The City University of New York, composed of the chairman of each of the Board's standing committees, be designated to consider specific actions, responses or referrals on each of those recommendations requiring the consideration of the Board for the purposes of (a) effectuation or (b) endorsement, affirmation or other response.

EXPLANATION: The Citizens' Commission on the Future of The City University of New York was appointed by the Board of Higher Education in November, 1969 to study the future of the University in all its aspects. After intensive study and consideration, the Commission submitted its report and recommendations. The Citizens' Commission has identified the critical issues affecting the institutional setting, direction and relationships of the University. The Commission has thus set forth a comprehensive set of positions and recommendations which the Board, the University and its constituent elements must consider.

It is proposed that the Executive Committee approve a procedure whereby the Board and the University can study and consider these recommendations, and pass necessary judgment upon them, and have at hand the views and observations of the Chancellor and the constituent elements of the University as required.

**NO. 3. PROPOSAL FOR A CENTER FOR PUERTO RICAN STUDIES AND RESEARCH:** The Committee received and noted the Proposal for a Center for Puerto Rican Studies.

**NO. 4. EASEMENT GRANT BY DEPARTMENT OF THE ARMY—KINGSBOROUGH COMMUNITY COLLEGE:** RESOLVED, That the Board for and in behalf of Kingsborough Community College accept from the Secretary of the Army an offer made on his behalf and subject to approval and execution by appropriate military authorities, of a grant of an easement for a right-of-way for a road or street over, across, in and upon lands of the United States constituting approximately the Northern half of the extension of Shore Boulevard for a length of approximately 241 feet between an existing gate at the legal end of Shore Boulevard on the West and an existing gate between federal property and college property on the East, centered approximately at Quentin Street, and further accepting the provisions and conditions imposed thereon as approved by the President of the College including, in part, the obligations on the part of the Board to request that the Governor of the State of New York accept concurrent legislative jurisdiction with the United States over the area of the easement, to erect and maintain a chain link fence along the center of Shore Boulevard for the length of the easement and a chain link fence along the sidewalk on the North side of the easement, and to alter existing gates and entrances at the East and West ends of the easement, and to repair and maintain surfaces and fences within the easement.

The General Counsel is authorized to execute such documents as are necessary and advisable to effectuate the terms of this resolution.

EXPLANATION: Implementation of the Master Plan for Kingsborough Community College has created a need for access to the campus from Shore Boulevard over property belonging to the United States. The United States presently requires this property for access to its military installation, but has consented to granting the Board an easement subject to the Board agreeing to erect and/or alter various fences and gates and essentially agreeing to maintain, supervise and be responsible for the use of the surfaces, and fences within the easement. The Governor of the State of New York must accept concurrent legislative jurisdiction over the easement to subject the easement to the laws of the City and State of New York.

**NO. 5 YORK COLLEGE CHARTER:** RESOLVED, That the Board approve the following amendments to the charter of the York College Senate (matter in brackets to be deleted, matter **in bold type to be added.**)

ARTICLE III . . .

Section 2

The faculty membership shall consist of one elected representative from each discipline **and non-academic divisions.** (See Article X.3) [(See Article XI.3)], except for disciplines having more than ten percent of the total faculty which shall elect two representatives. The Division of Teacher Preparation shall elect two representatives.

Section 3

A. There shall be student membership such that the maximum possible student representation will be **equal to** [two less than] the total faculty representation.

B. The [There shall be a] minimum number of student representatives **shall be 16.** [equal to one-half the total faculty representation, a fraction to be rounded upward.] These seats shall be apportioned as follows:

- (i) one seat to the Freshman class, candidates must not have completed **twenty-eight credits**; [twelve credits]
- (ii) two [one] seats to SEEK program;
- (iii) **one seat to Sophomore class, candidates must not have completed sixty credits**;
- (iv) the remaining seats shall be divided equally among the **four** [three] academic divisions. [In the case of an uneven distribution, the larger academic division(s) will receive the larger number of seats.]

C. **Any additional** [The remaining] student representatives shall be elected at-large. These at-large seats shall be filled according to the percentage of eligible students who vote in the Senate elections. No at-large seats will be filled if less than 30.0% of the eligible students participate in the election. At-large seats shall be filled if the student vote equals or exceeds 30.0% according to the following formulation: [the additional percentage vote increment required to yield an additional seat equals fifty divided by the total number of available at-large seats.]

30.0-35.6% there will be 3 at-large seats filled  
 35.7-41.2% there will be 4 at-large seats filled  
 41.3-46.8% there will be 5 at-large seats filled  
 46.9-52.4% there will be 6 at-large seats filled  
 52.5- there will be 7 at-large seats filled

\*52.5% participation shall always result in maximum student representation

#### ARTICLE IV . . .

##### Section 1

A. A Committee on Committees shall be **elected from among the members of the Senate**. [established by the Senate.] **Students, Faculty and Administrators shall elect their representatives to this Committee**

[F. The Senate shall elect the members of the Committee on Committees at its first meeting of the academic year. Nominations shall be: (i) two administrators, by the Administration members of the Senate; (ii) at least ten faculty, by the faculty members of the Senate; (iii) at least ten students, fulfilling the qualifications for Senate candidacy, by the student members of the Senate.]

##### Section 3

A. Nominations for standing committees shall be made by the Committee on Committees to the Senate in the **next to the last regular meeting of the academic year**. Elections to the standing committee shall be made by the [new] Senate at its last [first] regular meeting on the basis of these nominations and additional nominations which may be made from the floor to fill vacancies in the slate.

B. Elections to Committee shall be conducted by a vote of the Senate such that:

- (i) **Administrators shall be appointed by the President**;
- (ii) **Faculty members shall be elected by the faculty members**
- (iii) **Student members shall be elected by the student members of the Senate**;

C. **Notifications of standing committee assignments shall be sent by the Chairman of the Committee on Committees to each newly elected member within two weeks following elections.**

##### Section 4

Each standing committee shall elect its chairman and secretary from among its members. The results of these elections shall be reported to the Committee on Committees after that Committee's establishment by the Senate.

#### ARTICLE VI . . .

##### Section 5

The student senators shall, in a separate caucus, elect a leader from the membership of the Senate. This elected student leader shall represent the York College students on the University Senate.

##### Section 6

The faculty senators shall, in a separate caucus, elect a leader from the membership of the Senate.

#### ARTICLE VII . . .

##### Section 2

Regular meetings of the College Senate shall be open to all members of the York College faculty, student body, and administration, who may be recognized at the discretion of the Senate. [and all shall have the right to be recognized under procedures to be established by the Senate.]

##### Section 6

Resignations from the Senate must be submitted to the Chairman in writing and a special election be held immediately following acceptance of a resignation for a replacement.

## ARTICLE VIII . . .

## Section 1

Regular elections for faculty and student seats on the College Senate shall be held during the first ten days of April. [May (excepting the initial elections: See ARTICLE X).]

## Section 2

A standing Elections Committee, composed of three faculty and three student members, shall perform the following functions:

A. Establish and publicize at least three [two] weeks in advance the date for elections of faculty and student senators.

E. Establish election procedures and supervise their operation. Faculty elections shall be conducted by each discipline.

## ARTICLE IX . . .

## Section 2

Ratification of a proposed amendment shall require approval of two-thirds of the College Senate; [two-thirds of those voting in separate faculty and student referenda; and] recommendation of the President; and approval of the Board of Higher Education.

## Section 3

A ratified amendment shall take effect the first day of the semester following approval of the Board of Higher Education. [ratification.]

## ARTICLE XI . . .

## Section 2

The academic divisions of York College are the Divisions of Humanities, Natural Sciences and Mathematics, Social Sciences and Teacher Preparation. Non-academic [Other] divisions of the College are [Teacher Preparation,] Counseling and Student Development, Library, and the SEEK Department.

## Section 3

The disciplines of the college are defined as those listed in the 1970-71 Committee on Committees Report of Revisions in the structure of the York College Standing Committees. ["Final Report of the Faculty Committee on Organization."] The list of disciplines may be increased by a simple majority [two-thirds vote] of the Senate.

NOTE: Article XI becomes Article X and the original is deleted.

**NO. 6. SIGNATORIES—CENTRAL OFFICE: RESOLVED,** That all prior resolutions listing the names of people authorized to sign checks drawn on accounts maintained in the Chemical Bank and Bankers Trust Company for the Central Office be rescinded and the following be substituted:

For all bank accounts in the Chemical Bank, except Account No. 119-004399, and in the Bankers Trust Company, the following shall be the authorized signatories:

Frank J. Schultz—Vice-Chancellor for Budget and Planning  
 Anthony D. Knerr—Associate Dean for Budget Administration  
 Max Grossman—Chief Accounting Officer  
 James Kelly—Deputy Chief Accounting Officer  
 Sophie Adler—Administrative Assistant

and be it further

RESOLVED, That a new account be established at the Chase Manhattan Bank, East End Avenue at 83rd Street, for the purpose of establishing an imprest petty cash fund for University Programs (SEEK and College Discovery) with the following persons authorized to sign checks:

Frank J. Schultz—Vice-Chancellor for Budget and Planning  
Anthony D. Knerr—Associate Dean for Budget Administration  
Max Grossman—Chief Accounting Officer  
James Kelly—Deputy Chief Accounting Officer  
Sophie Adler—Administrative Assistant

and be it further

RESOLVED, That a revolving fund at the Chemical Bank (Account No. 119-004399) which is used to pay University Management expenses have the following authorized signatories:

J. Joseph Meng—Vice-Chancellor for Administrative Affairs  
Nathaniel H. Karol—University Dean for Administration  
Shaul Wachtel—Assistant Business Manager  
Edythe W. First—Executive Assistant to the University Dean for Administration

and be it further

RESOLVED, That a new account be established at the Chase Manhattan Bank, East End Avenue at 83rd Street, for the express purpose of advancing funds for employee salaries earned but not paid due to payroll and/or budgetary errors and that the following be authorized to sign checks in that account:

J. Joseph Meng—Vice-Chancellor for Administrative Affairs  
Nathaniel H. Karol—University Dean for Administration  
Shaul Wachtel—Assistant Business Manager  
Edythe W. First—Executive Assistant to the University Dean for Administration

and be it further

RESOLVED, That all checks of \$2,500 and over, drawn on the foregoing accounts, require two signatures.

EXPLANATION: Due to recent changes in functions and responsibilities, the University Management accounting function has been assigned to Vice Chancellor Meng, and the University Programs accounting function has been assigned to Vice Chancellor Schultz. The above resolutions are being requested to separate the cash accountability between the two offices.

**NO. 7. COLLECTIVE BARGAINING AGENTS:** The Chancellor reported that negotiations are continuing with the collective bargaining agents.

**NO. 8. YORK COLLEGE FESTIVITIES:** Dr. Johnson gave a brief report on the festivities he had just attended concerning the construction of York College and mentioned a luncheon at the College attended by both the Governor and the Mayor.

Upon motion duly made, seconded and carried, the meeting adjourned at 5:12 p.m.

MARGUERITE V. RICH  
Acting Secretary of the Board