

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

HELD

JANUARY 27, 1986

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

The Chairperson called the meeting to order at 4:52 P.M.

There were present:

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

Blanche Bernstein
Sylvia Bloom
Maria Josefa Canino
Louis C. Cenci
Judah Gribetz

Harold M. Jacobs
Robert L. Polk
Joaquin Rivera
Margaret Titone

Henry Wasser, ex officio

Melvin E. Lowe, ex officio

Martin J. Warmbrand, Secretary of the Board
David B. Rigney, General Counsel and Vice Chancellor for Legal Affairs

Chancellor Joseph S. Murphy
Deputy Chancellor Houston G. Elam
President Jay C. Chunn II
President Flora Mancuso Edwards
Acting President Evangelos J. Gizis
President Leon M. Goldstein
President Robert L. Hess
President Shirley Strum Kenny
President Leonard Lief
President Gerald W. Lynch
President Kurt R. Schmeller
President Ursula Schwerin

President Joel Segall
President Joseph Shenker
President Edmond L. Volpe
Dean Charles Halpern
Vice Chancellor Marguerite Ross Barnett
Vice Chancellor Ira Bloom
Vice Chancellor Leo A. Corbie
Vice Chancellor Donal E. Farley
Vice Chancellor Jay Hershenson
Vice Chancellor Joseph F. Vivona
Etta G. Grass, Assistant Secretary of the Board

The absence of Mr. Baard, Mr. D'Angelo, Mr. Howard and Ms. White was excused.

A. REAPPOINTMENT TO BOARD OF TRUSTEES: The Chairperson announced that Dr. Blanche Bernstein has been reappointed to the Board of Trustees and her reappointment has been confirmed by the State Senate.

B. PRESIDENTIAL HONORS: (1) The Chairperson reported that Pres. Roscoe C. Brown, Jr. was honored by the New York City Board of Education and the Chancellor's Advisory Commission to Promote Equal Opportunity as the first recipient of the Educational Equity Award at ceremonies in New York City in November. The award is presented for outstanding leadership in the field of education.

(2) The Chairperson reported that Pres. Brown was awarded the National Urban Coalition's Distinguished Community Service Award at their 18th Anniversary "Salute to the Cities" Banquet in September held in Washington, D.C.

(3) The Chairperson reported that Gov. Mario Cuomo has announced the appointment of Pres. Brown to the newly-formed Governor's Advisory Committee for Black Affairs.

C. LAW SCHOOL AWARD: The Chairperson reported that, at its annual meeting on January 6, 1986, the Society of American Law Teachers honored The City University of New York School of Law at Queens College. The award is the first ever given by SALT to an institution and recognizes the School's significant innovations in legal education.

D. NATIONAL COMMUNITY COLLEGE MONTH: The Chairperson reported that in accordance with Senate Joint Resolution 158 and House Joint Resolution 125, President Reagan has proclaimed February National Community College Month. There will be a number of appropriate activities surrounding that recognition.

E. STUDENT SCHOLASTIC ACHIEVEMENT AWARDS: The Chairperson reported that Kingsborough Community College Foundation, Inc. has awarded Academic Achievement Scholarships of \$300 each to 26 Kingsborough students whose outstanding academic performance has earned them a place on the Fall and Spring Dean's Lists and who are continuing their studies at Kingsborough.

F. GRANTS: The Chairperson presented for inclusion in the record the following report of grants received by units of the University:

(1) **RESEARCH FOUNDATION OF THE CITY UNIVERSITY OF NEW YORK:** The Research Foundation reports that as of the end of November it is \$20 million ahead of where it was two years ago in attracting funding and support of sponsored programs for the University.

(2) **THE CITY COLLEGE AND BROOKLYN COLLEGE:** The Ford Foundation has set up a \$4.75 million fund to be used by universities to develop projects to head off a shortage of professors that is expected to start in the 1990's when many current professors retire. City and Brooklyn Colleges are among 39 colleges that have been invited to propose projects to solve that problem.

(3) **THE CITY COLLEGE:** The City College has received the following grants:

(a) Dr. Arno A. Penzias, a City College alumnus and Nobel Laureate in Physics and now Vice-President of Research at AT&T Bell Laboratories, presented the College with a \$540,000 computer equipment donation from AT&T to the School of Engineering. In addition, AT&T has provided a \$25,000 grant to the Electrical Engineering Department for a Microprocessor Laboratory that will improve undergraduate instruction by enhancing data collection and data processing capabilities, and a \$14,000 grant to the Physics Department for a Faraday System to be used for measuring the magnetic properties of various metals.

(b) The National Science Foundation has presented the only creativity award this year to Professors Sheldon Weinbaum, Peter Ganatos and Robert Pfeffer of the Department of Mechanical Engineering for a project entitled "Transport of Macromolecules Across Arterial Wall and Low Reynolds Number Flow in Multiparticle Systems (Creativity Award)." The award supplements existing support incrementally by \$150,000 in each of two years.

(c) The City College has been awarded a Challenge Grant from the National Endowment for the Humanities totalling \$2.4 million. Under the terms of the award, NEH will provide \$600,000 in support, and the College will be expected to secure the remainder in matching funds over the four-year challenge period. Of the \$2.4 million, some \$2.1 million will be added to the College's endowment resources and the remaining \$300,000 will be used for expendable program support, including development costs.

(4) QUEENS COLLEGE: A two-year grant of \$99,274 from the National Endowment for the Humanities will allow Dr. Max Eckstein, professor of Secondary Education and Youth Services in the School of Education, to embark on a round-the-world quest for new and better ways of teaching the humanities in high school. He will study the plan of the humanities in high schools and methods of teaching them in Japan, Federal Republic of Germany, England, France, Canada, and the United States.

(5) GRADUATE SCHOOL AND UNIVERSITY CENTER: The Graduate School and University Center has received the following grants:

(a) \$777,360 from the New York State Education Department to Dr. Lee Cohen for program improvements.

(b) \$102,876 from the Bruner Foundation to Ms. Joan Schine for Assessing the Impact of Young Adolescent Helpers.

(c) \$72,121 from the U.S. Department of Education to Dr. Alan Gartner for a project entitled "The Center: An Innovation in Providing Entry to Post Secondary Education for Handicapped Students."

(d) \$50,000 from the National Endowment for Democracy to Prof. Ronald Hellman for a project entitled "Development of Democracy."

(6) BRONX COMMUNITY COLLEGE: Bronx Community College has received the following grants:

(a) \$167,465 from the New York State Education Department for the New York Iron Works Training Program, a project designed to provide management education and orientation for employee owned ventures.

(b) \$25,000 from the New York State Education Department for the Small Merchants Business Skills Development Program to provide bilingual training in marketing, finance and law for the Park Avenue Enclosed Market Merchants Association and the Metropolitan Spanish Merchants Association.

(c) \$15,000 from the New York State Education Department under the Science and Technology Entry Program. The STEP project is designed to increase minority representation in science and technology fields by recruiting high school juniors as participants in a series of enrichment, remedial and career information activities and by working with high school faculty.

(7) THE CITY UNIVERSITY SCHOOL OF LAW AT QUEENS COLLEGE: The City University School of Law at Queens College has received a grant of \$584,000 from New York State to train one hundred administrative law judges for the New York State Department of Social Services. This is a recognition of the Law School's expertise in that area.

BOARD OF TRUSTEES

Upon motions duly made, seconded and carried, the following resolutions were adopted or action was taken as noted: (Calendar Nos. 1 through 10)

NO. 1. UNIVERSITY REPORT: RESOLVED, That the University Report for January 27, 1986 (including Addendum Items) be approved as revised as follows:

(a) PART D - ADDENDUM: Add the following:

*D.20. BROOKLYN COLLEGE - CONTRACT RENEWAL: RESOLVED, That the Board of Trustees of The City University of New York authorize Brooklyn College to exercise the option to renew contract number N 000070, with John Bivona Carting Corporation, for full service and maintenance of Private Sanitation Collection, from designated areas throughout the College, for one (1) year commencing January 1, 1986, in the amount of \$90,000 chargeable to State Tax Levy Code 70-456057-1A-85-55960-21770-14/30, or other such funds, subject to financial ability.

EXPLANATION: This service is required to maintain the proper sanitary conditions on campus to insure a healthy environment for the students, faculty and staff.

*D.21 QUEENS COLLEGE - PERSONNEL MATTER - APPOINTMENT OF IMPARTIAL HEARING COMMITTEE: RESOLVED, That pursuant to Section 21.4 of the collective negotiation agreement with the Professional Staff Congress/CUNY, the following persons, namely, Professor Mary Rita Donleavy, Professor Keith Eubank, and Professor Hans Trefousse, as chair, are appointed to hear and determine the charges served upon a certificated lecturer, Miriam Soffer.

EXPLANATION: Charges of incompetent or inefficient service, neglect of duty, and conduct unbecoming a member of the staff were served upon Ms. Miriam Soffer on December 13, 1985. The Queens College Personnel and Budget Committee designated Professor Keith Eubank of the History Department to serve on the impartial hearing committee to hear the charges. Professor Mary Rita Donleavy of the Department of Specialized Services in Education of Lehman College was designated to serve on the impartial hearing committee by the University Faculty Senate Executive Committee. Professor Eubank and Professor Donleavy selected Professor Hans Trefousse of the History Department of Brooklyn College to serve as the third member and chairperson of the impartial hearing committee. The committee was not able to be appointed until after ten calendar days of the service of the charges as provided in Section 21.3 of the collective negotiation agreement between the University and the Professional Staff Congress/CUNY. Section 21.4 of the Agreement provides that in the event the hearing committee does not convene within ten days of the service of the charges, the Board of Trustees is to appoint the members of the committee.

This resolution has the approval of the Vice Chancellor for Faculty and Staff Relations.

*Approved by the Deputy Chancellor.

(b) Items listed in PART E - ERRATA, to be withdrawn or changed as indicated.

EXPLANATION: The University Report consists of the highlights of the personnel actions and other resolutions of a non-policy nature which require approval by the Board of Trustees.

Dr. Bernstein raised a question about the establishment of the Caribbean Center and the Center for Law and Social Justice at Medgar Evers College since the appropriation of \$100,000 for these Centers in the last budget was not included in the Governor's Executive Budget for 1986-87. The Chancellor replied that normally the Executive Budget does not include such items that are brought to it as a result of legislative action in the past session. The University is operating on the assumption that the proposals will be funded again through legislative action as has been done in the past. The action is in anticipation of legislative support during the session.

NO. 2. CHANCELLOR'S REPORT: RESOLVED, That the Chancellor's Report for January 27, 1986 (including Addendum Items) be approved as revised as follows:

(a) Items listed in PART E - ERRATA, to be withdrawn or changed as indicated.

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

In reply to a question from Mr. Rivera as to whether indications with respect to affirmative action are included in the Reports, Vice-Chancellor Bloom stated that the practice would be initiated in the March Reports.

NO. 2X. ORAL REPORT OF THE CHANCELLOR: The Chancellor presented the following report on matters of Board and University interest:

(a) The Chancellor stated that as a consequence of events in New York City, the First Deputy Mayor, Mr. Brezenoff, has written to all agencies of City government including The City University with regard to procedures being used for the awarding of contracts to collection agencies. The University engages in a number of different contractual arrangements with collection agencies as a result of the student loan program and under Federal obligation to seek out those who have not repaid their loans. The monies that are recovered are directly related to the continuation of the program so that others can draw against that loan account. The University has over the past engaged in soliciting agencies that are in the business of collecting, and as a result of allegations that have been made in the City, the University's staff has during the last few days gone through all these contracts, outlining in detail both for the benefit of the Board and the Deputy Mayor the procedures used in the award of these contracts. These are long and complicated, but the survey over the weekend indicates that the University is squeaky clean in terms of the way in which processes and procedures have been used in the identification of those agencies that are in the business of collecting bad debts and marginal debts. The Chancellor will be preparing a memorandum outlining the procedures, the Board actions that have been taken, the review processes. The University has copies of Federal audits, and the Chancellor is satisfied that as of this time the University has behaved appropriately in the award of these contracts. The climate in the City at this time requires that the Chancellor make this report and requires also that the Chancellor provide the Board with an analysis of how the University has proceeded, who the firms are, how the contracts have been negotiated with these firms, and other relevant details. He hoped the Board would take the time to read the memo as soon as the Chancellor is able to distribute it.

Mr. Rivera stated that the opportunity should also be taken to give a general review of other contracts as well as those with collection agencies.

(b) The Chancellor stated that there are a number of budget items which will require that the University turn to the Legislature in an effort to get funds either replaced or added with regard to a series of initiatives not included in the Executive Budget. The University can afford to be reasonably pleased with the language in the Governor's State of the State Address, but there are a number of initiatives which, though they found themselves in the budget as a result of efforts last year and negotiations with the Legislature, were not included in the Executive Budget. The Board will be making its annual trip to Albany on February 3 and 4, at which time it will call to the attention of the legislative leadership those items which the University will be pursuing in the course of the legislative session.

(c) The Chancellor extended congratulations to Vice-Chancellor Marguerite Barnett on her designation as Chancellor of the University of Missouri-St. Louis. This testified eloquently to the good taste and judgment of the University in having secured her services for however brief a period of time. She has initiated more programs in this time in the University than any other single person. The Chancellor expressed his gratitude to Vice-Chancellor Barnett and stated how difficult it would be to replace her.

(d) The Chancellor announced that Deputy Chancellor Elam indicated some time ago and has now formalized his intention to return to the classroom. He will become a professor of marketing at Baruch College. The Chancellor thanked Dr. Elam for his service to the University.

(e) The Chancellor asked the Board to appoint as Acting Deputy Chancellor Mr. Laurence Mucciolo, who has served as Vice-President at Brooklyn College, and who has often been referred to as a strong and powerful administrative figure. The Chancellor was sure that Mr. Mucciolo would bring the same talents he had brought to Brooklyn College to the University. There will be a search committee to seek out a permanent Deputy Chancellor. The Chancellor expressed to Mr. Mucciolo appreciation for his agreeing to undertake this thankless task.

(f) The Chancellor presented an enrollment report as of the fall of 1985. The University has enrolled 182,000 students. The final figure is somewhat ahead of preliminary reports. The community college enrollment is up 3.3%; the senior college enrollment is down 1.7%; graduate student enrollment is up by 4.8%, and the overall enrollment is quite stable, counter to national trends and trends in the State of New York. A copy of the enrollment report will be given, if it has not already been, to all the Trustees. Some of this information will be useful during the Albany trip.

(g) The Chancellor stated that he anticipated a successful legislative year. It is an election year and despite the fear of Gramm-Rudman and other vicissitudes in predicting the economic future, the University is in a fairly strong position to solicit and receive from the Legislature funds in those areas of support to which it has attached major value and significance. The Chancellor hoped that the Legislature would act as it did last year in supporting the chief initiatives that the University has put in place.

On behalf of the Board of Trustees, the Chairperson expressed deep gratitude to Deputy Chancellor Elam for his service to the University as Deputy Chancellor. Dr. Elam is a very special person, helpful, incisive. He was always available when the Chairperson asked for assistance. The Chairperson wished him godspeed and great success in this next phase of his academic career.

On behalf of the Board of Trustees, the Chairperson also expressed appreciation to Dr. Barnett for her great leadership, her initiatives, her persistence in guiding and directing the academic affairs activities of the Central Administration. Her appointment brings the University great honor, and the University's loss is Missouri's gain.

As Chairperson of the Academic Affairs Committee, Dr. Bernstein stated how much she had enjoyed working with Dr. Barnett, who has been an extremely effective Vice-Chancellor for Academic Affairs, and has given the Committee a great deal of work to do. She and the Committee have worked together very well. The Committee will miss her very much. Dr. Bernstein wished Dr. Barnett good fortune and interest in her new position.

Dr. Bernstein also took the occasion to state that she, too, greatly appreciated the contribution which Dr. Elam has made to the University. She had always found him extremely helpful whenever she had asked for information. She could understand his wanting to teach again, but she will miss him, too.

Dr. Jacobs expressed gratitude for Dr. Barnett's contribution to the activities of the Committee on Faculty, Staff, and Administration. It was a pleasure to work with her. He extended best wishes to Dr. Elam on behalf of the Committee.

Dr. Polk asked God's blessings on both Dr. Elam and Dr. Barnett. Both will be missed. They will accomplish greater things as they go on from the University to their respective new assignments. They have been especially effective in their work at the University.

As Chair of the University Faculty Senate, Prof. Wasser recalled the great enthusiasm with which the search committee had recommended Dr. Elam and which the faculty member of that committee has always felt was well merited. Where there were disagreements between the Deputy Chancellor and the Faculty Senate, they were always worked out intelligently. He was always available to the Senate.

With respect to Vice-Chancellor Barnett, Prof. Wasser stated that here, too, any disagreements were worked out intelligently. He pointed out that he had been on the search committee that recommended her appointment to the Chancellor. Here, too, he felt the Senate's judgment was well merited and fulfilled. He congratulated both Dr. Elam and Dr. Barnett and wished them well in their future endeavors.

On behalf of the University Student Senate, Mr. Lowe expressed his pleasure at working with both Dr. Elam and Dr. Barnett.

NO. 2Y. APPOINTMENT OF ACTING DEPUTY CHANCELLOR: RESOLVED, That Laurence F. Mucciolo be appointed Acting Deputy Chancellor, effective February 3, 1986, at an annual salary rate of \$83,265, subject to financial ability.

EXPLANATION: Mr. Mucciolo, currently Vice President for Finance and Administration at Brooklyn College, brings more than a decade of administrative experience within The City University, at Brooklyn College and the Central Office, to the post of Acting Deputy Chancellor.

NO. 3. APPROVAL OF MINUTES: RESOLVED, That the minutes of the Board meeting of November 25, 1985 be approved.

At this point Mr. Gribetz joined the meeting.

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

A. THE CITY COLLEGE - SOUTH CAMPUS PAVING:

RESOLVED, That the Board of Trustees of The City University of New York approve the contract documents, specification and expenditures, and authorize The City College to advertise for, receive and open bids and award a contract to the lowest responsible bidder, to furnish all necessary labor, material, tools and equipment required to break up, remove, and replace defective asphalt paving where specified on the South Campus of The City College, at an estimated cost of \$100,000 chargeable to 1985/86 Senior College Special Repair Code, subject to financial ability.

EXPLANATION: It is imperative that the existing deteriorated paving at various locations on the South Campus be renewed. On-site inspection shows an urgent need to have areas repaired as the present condition is a serious hazard to the college community.

B. THE CITY COLLEGE - INSTALLATION OF NEW SIDEWALK ELEVATOR FOR COMPTON HALL:

RESOLVED, That the Board of Trustees of The City University of New York approve the contract documents, specifications and expenditures, and authorize The City College to advertise for, receive and open bids and award a contract to the lowest responsible bidder to furnish all necessary labor, materials, tools and equipment required to install a new Sidewalk Elevator for Compton Hall at The City College, at an estimated cost of \$100,000 chargeable to 1985/86 Senior College Special Repair Code, subject to financial ability.

EXPLANATION: The old elevator is beyond repair and in need of replacement.

C. THE CITY COLLEGE - SOPHIE DAVIS SCHOOL OF BIOMEDICAL EDUCATION/CUNY MEDICAL SCHOOL - LONG ISLAND JEWISH MEDICAL CENTER AGREEMENT:

RESOLVED, That the Board of Trustees of The City University of New York authorize The City College to enter into a negotiated agreement with Long Island Jewish Medical Center for the period September 1, 1985 through June 30, 1986 for the purpose of teaching the course, Introduction to Medicine, to students enrolled in the Biomedical/CUNY Education Baccalaureate Program of The City College, for the estimated amount of \$174,166 chargeable to code 70110-176-8601-2-1050-14-00, subject to financial ability; and be it further

RESOLVED, That the agreement negotiated be approved by General Counsel as to form and when so approved signed by the Secretary of the Board on behalf of The City College.

EXPLANATION: The Sophie Davis School of Biomedical Education/CUNY Medical School provides its students with the courses required for the first two years of medical school. Many of these courses are currently provided by medical institutions in New York City through contracts with the College. This contract would enable Long Island Jewish Medical Center to teach the Introduction to Medicine course.

D. BOROUGH OF MANHATTAN COMMUNITY COLLEGE - MICROFILMING SERVICES:

RESOLVED, That the Board of Trustees of The City University of New York approve the contract documents and specifications and authorize the Borough of Manhattan Community College to advertise for, receive, open, and award a contract to the lowest responsible bidder for Furnishing Microfilming Services of College records at an estimated cost of \$100,000, chargeable to code 2-22001-430, Office Services and/or such other funds as may be available.

EXPLANATION: The College wishes to continue its practice of microfilming documents and records to enable better maintenance, storage and timely retrieval of said records.

E. LAGUARDIA COMMUNITY COLLEGE - MAINTENANCE SERVICE:

RESOLVED, That the Board of Trustees of The City University of New York approve the documents and specifications and authorize F.H. LaGuardia Community College to advertise for, receive bids and open and award a contract to the lowest responsible bidder for the furnishing of maintenance service for the period January 1, 1986 through June 30, 1986 with the option to renew for two consecutive one-year periods at an estimated cost per annum of \$900,000 chargeable to code 217801401.

EXPLANATION: Maintenance services are essential to the College to insure health and safety of students, faculty and staff and to insure the continued maintenance of College Buildings.

F. KINGSBOROUGH COMMUNITY COLLEGE - TELEPHONE SYSTEM:

RESOLVED, That the Board of Trustees of The City University of New York authorize Kingsborough Community College to request Proposals for the installation of, and to enter into a lease purchase agreement for a telephone system for all of the buildings occupied by Kingsborough Community College, at an estimated cost of \$200,000 per year, chargeable to FY 1986-87 236601420 and such other funds as may be available over a five-year period, and to submit the same to the Board of Estimate for its approval.

EXPLANATION: The replacement of the New York Telephone Centrex II System with an owned-electronic telephone system will enable the College to save an estimated half million dollars over the five years, based on current telephone costs, and allow for tighter fiscal control and closer monitoring of local and long distance use daily, if necessary. In addition to cost savings, such a system provides for simultaneous voice and data transmission, flexibility in the assignment and use of individual lines and has numerous time-saving features such as call forwarding and queuing. The system will permit the integration of data processing, word processing, and oral communication.

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

A. LAGUARDIA COMMUNITY COLLEGE - A.A.S. IN TRAVEL AND TOURISM:

RESOLVED, That the program in Travel and Tourism leading to the Associate in Applied Science degree to be offered at LaGuardia Community College be approved, effective September 1986, subject to financial ability.

EXPLANATION: The proposed program is designed to prepare students for entry-level positions in the travel and tourism industry within the metropolitan region. The curriculum was developed with the guidance of a consultant from the travel industry and has been reviewed by the Institute of Chartered Travel Agents and the New York Chapter of the American Society of Travel Agents. The curriculum incorporates existing liberal arts courses at the College with the newly-developed specialized courses in the area of travel and tourism. Students will also complete three full-time cooperative education internships which will give them 30 weeks of experience as travel industry employees, allowing them to apply their knowledge and classroom skills to actual work experience and to learn firsthand the realities of working in their chosen career. This integrated work experience is unique to all programs offered at LaGuardia.

B. KINGSBOROUGH COMMUNITY COLLEGE - A.A.S. IN FISHERIES AND MARINE TECHNOLOGY:

RESOLVED, That the program in Fisheries and Marine Technology leading to the Associate in Applied Science degree to be offered at Kingsborough Community College be approved, effective September 1986, subject to financial ability.

EXPLANATION: The purpose of the proposed program is to prepare students for employment in the seafood and marine industries. The curriculum will have two major concentrations. One, in seafood business management, will prepare students for entry level positions in processing, plant management, quality control, buying, marketing, import and export management, and retailing. The other, in vessel operation, will prepare students for entry level positions in commercial fishing, recreational boating, boat sales, marine management and diesel engine operations.

Historically, entry into the fishing industry has been largely based on a "father-son" tradition with little formal education as a requirement. Fish harvesting and processing are now a technologically sophisticated industry and education is essential to the needs of commercial fishermen. Without an adequate educational infrastructure, the U.S. fishing industry will not be able to employ the increasingly sophisticated ships and equipment in the international competition for the food resources of the seas.

At present, there are no higher education institutions in the New York City Metropolitan Area that offer two or four-year degree programs in fisheries and marine technology.

Mrs. Everett commented on the creativity of the program which might have various ramifications in terms of potential employment for people in the University. It is unique and necessary. She commended Pres. Goldstein for its initiation and for guiding it to fruition.

Mr. Rivera pointed out that Ecuador is very advanced in fisheries and marine technology and suggested that Kingsborough be in touch with that country.

C. NEW YORK CITY TECHNICAL COLLEGE - A.A.S. IN LEGAL ASSISTANT STUDIES:

RESOLVED, That the program in Legal Assistant Studies leading to the Associate in Applied Science degree to be offered at New York City Technical College be approved, effective September 1986, subject to financial ability.

EXPLANATION: The proposed program is designed to give students the knowledge and skills necessary to function as legal assistants in the law offices of a single practitioner, a general practice law firm, or a corporate or government entity. Available national employment projections point to the increased demand for paralegal personnel. The projections of the U.S. Department of Labor's Bureau of Labor Statistics for 1978-1990 show paralegal personnel as the second of the twenty fastest growing occupations. The proposed curriculum requires the successful completion of 66 credits, 33 in legal specialty courses, 7 in related technical courses and 26 in the liberal arts. The liberal arts courses enhance the transferability of those students who seek to advance to the next steps of a legal career ladder.

D. NEW YORK CITY TECHNICAL COLLEGE - CERTIFICATE IN BUILDING/HOUSING SUPERINTENDENT TECHNOLOGY:

RESOLVED, That the program in Building/Housing Superintendent Technology leading to a Certificate to be offered at New York City Technical College be approved, effective September 1986, subject to financial ability.

EXPLANATION: The proposed program is intended to prepare students for positions such as building manager, superintendent, assistant superintendent and maintenance mechanic in the multi-family housing industry of New York City. Multiple dwellings house over 60 percent of the population of the City. There is presently a lack of comprehensive training programs for superintendents or managers. The multi-family housing industry has expressed a need for individuals broadly educated in labor-management relations, tenant relations, and written and oral communications, and qualified to read and interpret codes and operating and maintenance instructions.

If approved, this will be the first credit-bearing certificate program in Building/Housing Superintendent Technology offered in New York State. The curriculum incorporates both technical and liberal arts courses, affording students hands-on skills experience as well as broad-based/traditional knowledge for personal growth. To insure the academic quality of the program, students will be required to meet CUNY proficiency standards in reading and writing before receiving the award of a certificate.

Mrs. Everett cited this as another example of very creative planning since a good percentage of New York City housing consists of cooperatives and condominiums, and people are looking for business-like managers. There is a dearth of such people. Mrs. Everett stated that it always makes her happy to see the University in the forefront of seeing a need and responding to it. She commended Pres. Schwerin for this initiative.

NO. 5X. DISTINGUISHED CITIZEN AWARD: The Chairperson reported that Pres. Leon Goldstein has received a Distinguished Citizen Award from the Brooklyn - Staten Island Division of Bnai Brith. The Award was presented to him by Mrs. Everett.

NO. 5Y. NEW YORK CITY TECHNICAL COLLEGE - FIRST BACCALAUREATE DEGREES: The Chairperson announced a special reception celebrating the awarding of the first baccalaureate degrees in Hotel and Restaurant Management by New York City Technical College at 11 A.M. on Wednesday, January 29, in the Statler Wing of the Hotel and Restaurant Management Department at the College. He congratulated Pres. Schwerin on this event.

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

A. BYLAW AMENDMENT: RESOLVED, That article XI of the Bylaws be amended as follows:

Section 11.37 ASSISTANT MEDICAL PROFESSOR (BASIC SCIENCES), ASSOCIATE MEDICAL PROFESSOR (BASIC SCIENCES) AND MEDICAL PROFESSOR (BASIC SCIENCES). A. Position Definition: It shall be the responsibility of assistant medical professors (basic sciences), associate medical professors (basic sciences), and medical professors (basic sciences) to perform teaching, research and guidance duties. They shall also, among other things, be responsible for committee and program related assignments within the division, department, academic unit or university. They shall perform those administrative, supervisory or other functions as may be assigned by the appropriate college or university authorities.

B. Qualifications: 1. ASSISTANT MEDICAL PROFESSOR (BASIC SCIENCES). For appointment to assistant medical professor, the candidate must have demonstrated satisfactory qualities of personality and character, evidence of significant success as a teacher, interest in productive scholarship or creative achievement and willingness to cooperate with others for the good of the institution. He/she must also have obtained the m.d. degree, or the ph.d. degree in an appropriate discipline, in an accredited university.

2. ASSOCIATE MEDICAL PROFESSOR (BASIC SCIENCES). For promotion or appointment to the rank of associate medical professor (basic sciences) the candidate must possess the qualifications for an assistant professor and in addition, he/she must possess a record of significant achievement in his/her field or profession. There shall be evidence that his/her alertness and intellectual energy are respected outside his/her immediate academic community. There shall be evidence of his/her continued growth. Longevity and seniority alone shall not be sufficient for promotion.

3. MEDICAL PROFESSOR (BASIC SCIENCES). For promotion or appointment to the rank of medical professor (basic sciences) the candidate must possess the qualifications for an associate medical professor (basic sciences) and in addition, a record of exceptional intellectual, educational and professional achievement. There shall be evidence of his/her continued growth. Longevity and seniority alone shall not be sufficient for promotion.

Matter underlined is new.

EXPLANATION: The medical professoriate (basic sciences) who teach in the basic science areas in medical schools frequently, and appropriately, possess the ph.d. in an appropriate discipline rather than the m.d. degree. With this change in the qualification requirements, it will no longer be necessary to obtain a waiver of the Bylaws of The City University of New York in order to appoint a faculty member with the ph.d. in an appropriate discipline to the titles Assistant Medical Professor (Basic Sciences), Associate Medical Professor (Basic Sciences), and Medical Professor (Basic Sciences).

B. DISTINGUISHED PROFESSORS: RESOLVED, That the following be designated Distinguished Professors in the departments and the colleges indicated, for the period 2/1/86-8/31/86, with compensation at the rate of \$10,000 per annum in addition to their regular academic salary, subject to financial ability:

COLLEGE	NAME	DEPARTMENT
Brooklyn	Trefousse, Hans	History
Lehman	Corigliano, John	Music

Prof. Trefousse and Prof. Corigliano were introduced.

C. VISITING DISTINGUISHED PROFESSOR: RESOLVED, That Albert K. Cohen be designated Visiting Distinguished Professor of Sociology at John Jay College of Criminal Justice for the period 2/1/86-8/31/86, with compensation at the rate of \$10,000 per annum in addition to his regular academic salary, subject to financial ability.

Prof. Cohen was introduced.

D. ADDITION OF VICE PRESIDENTS AND THE UNIVERSITY DEANS AND ADMINISTRATORS TO THE EXECUTIVE PAY PLAN:

RESOLVED, That the Board of Trustees approve, effective January 1, 1986, the addition of the vice presidents and the University deans and administrators to The City University Executive Pay Plan. The salaries of the vice presidents and University deans and University administrators shall be set at a level equivalent to the corresponding positions in the State University of New York.

EXPLANATION: The Board of Trustees has previously approved the establishment of the Executive Pay Plan for senior executives of The City University of New York. After extensive discussions with the New York State Division of the Budget and the colleges, it is recommended that the vice presidents and (full) University deans and administrators be added to the Executive Pay Plan, with salaries parallel to those of the equivalent vice presidents and senior University deans and administrators of the State University of New York. The resolution, by eliminating the present base and "REM" salary structure which is tied to the collective bargaining process, will enhance managerial responsibility within the University. The changes have been recom-

mended by the Council of Presidents, the New York State Division of the Budget, and the New York City Office of Management and Budget.

The salary levels would be as follows:	Current Salary	Proposed Salary as of January 1, 1986
*Sr. Vice President	\$68,504	\$70,175 - \$77,972
Vice President/ **University Dean and Administrator	\$66,278	\$68,770 - \$76,413

* Maximum of one at each college

** Central Office only

Prof. Wasser spoke in favor of the resolution but suggested that a similar effort be made in behalf of the professional staff. He pointed out the increase in recent years in the gap between the salary of a full professor and that of a dean. He stated that this is not just the responsibility of the Board but involves collective bargaining negotiations, etc.

The Chancellor asked that the record show that the Union, the University Administration as well as the University Faculty Senate have collectively been concerned about salaries, which in the late '60's and '70's were beginning to measure up to national standards in the best institutions in America. It is an obligation to which no one in the University can be opposed. Faculty salaries should be better than they are.

NO. 7. COMMITTEE ON STUDENT AFFAIRS AND SPECIAL PROGRAMS: RESOLVED, That the following action be approved:

A. BOARD GUIDELINES - ELIGIBILITY FOR SENATORS AND OFFICERS OF THE UNIVERSITY STUDENT SENATE: Mr. Rivera moved the resolution, changing Guideline No. 1c to read:

Graduate students must carry a minimum of 3 credit hours and/or be certified part-time.

The resolution was seconded by Dr. Bernstein.

Mr. Lowe referred to Section 15.6 of the Board's Bylaws which states that ". . . the university student senate shall make its own bylaws providing for the election of its own officers, the establishment of its own rules and procedures, for its internal administration and for such other matters as is necessary for its existence." He stated that basically, that Section indicates that the University Student Senate may set its own policies for the election of its officers. Mr. Lowe stated that he had no problem with the resolution since it sets minimum requirements. He asked the Board to wait for recommendations from the University Student Senate as to what the eligibility requirements should be. He asked the Board to postpone the vote on this resolution until the Senate acts on this matter in February. He thought the Senate would probably be in agreement with the Board but the Senate would be frustrated if it did not have the opportunity to make its own recommendations. Mr. Lowe reiterated his agreement with the concept of minimum requirements but asked that the Senate be given the opportunity to present its recommendations.

Dr. Polk asked whether input from the University Student Senate was considered when the Committee considered this matter.

The Chairperson asked that Dr. Bernstein describe the process as she understood it.

Dr. Bernstein stated that sometime last spring the Committee received a listing of the various criteria for eligibility for student leadership from the various campuses. When the Committee examined that list, it found not only a great variety - although some variety is reasonable- but that many colleges had no standards in effect. It was then that the Committee on Student Affairs felt that it should address itself to this problem and that it was its

duty to do so. At that time - in the early spring of last year - the Committee suggested to Mr. Lowe that the University Student Senate discuss this issue and that he bring their recommendations to the Committee. The Committee expressed some concern about resolving this issue reasonably quickly. No recommendations were forthcoming from the Student Senate. Therefore, earlier this academic year - about October - the Committee decided to move ahead on this matter. An ad hoc committee of the Committee on Student Affairs was appointed and took the matter up. Mr. Lowe was unable to attend that meeting, but he did send two people as his representatives, and they participated in the discussion at the meeting. Different points of view were expressed, but the ad hoc committee did come to an agreement on the set of criteria which are reflected in the resolution before the Board. That was brought to the Committee on Student Affairs, where there was some further discussion, and it was approved by the Committee.

Dr. Bernstein stated that this is an issue which clearly is one of the rights and responsibilities of the Board of Trustees. Dr. Bernstein indicated that she is aware of the fact that the University Student Senate has the right to develop its own procedures and its own procedures for the election of its officers, but it is the University and the Board of Trustees which has the responsibility for setting the criteria for eligibility for election to the Student Senate. She drew the parallel with the United States Constitution and the United States Congress. The Constitution sets certain age eligibility criteria, for example, for election to the House of Representatives and the Senate. The Senate and the House of Representatives establish their own rules of procedure. That is what is being done here. There has been a long history in the University of odd happenings, of student leaders who have been with the University for many years whose work as students probably suffered. Dr. Bernstein stated that the Committee felt quite strongly that the major preoccupation of students should be to take courses, to study and to pass the courses, and, hopefully, to get a degree. Student leadership like other extracurricular activities is an extracurricular activity. The student's work as a student should not suffer. It is, therefore, reasonable to set some standards and to require at least a C average. Dr. Bernstein might have wanted a higher one but that was the Committee's decision and she agreed to it. That is the purpose of these eligibility criteria - to ensure that students represent the students. A full-time student must be taking 12 credits; a part-time student must be taking 6 unless they have already accumulated 24 credits. The University is trying to avoid the 1-credit student or even the 3-credit student who stretches out his education over an extraordinarily long period of time. That is the reason for these criteria. The General Counsel has indicated that there is no question that this is a Board responsibility and a responsibility which it must take and exercise. It is not the Student Senate which sets these criteria for eligibility for election.

Mr. Lowe stated that the matter had been brought up early last spring, at which time he told the Committee that he agreed that there should be minimum requirements. There is no disagreement with the substance of the Guidelines. It was discussed in April, but then there were new elections in June. In September there were new delegates and new presidents of student governments. At that time he was asked when the Senate would move on this matter, and he stated that the Senate would move in February and come up with some sort of recommendations. Many students would agree with the substance of the Guidelines, but the Senate would like to come up with its own recommendations. He was not debating the Board's right to make this decision. If the Senate does not come up with recommendations, the Board could pass the resolution in March. He asked for the opportunity to make recommendations. He asked again that the Board postpone its vote until the next meeting.

The motion to postpone the resolution to the next meeting of the Board was made by Mr. Lowe and seconded by Dr. Polk.

It was pointed out that the motion to postpone was a debatable item.

Dr. Bernstein asked for the comments of the Legal Counsel as to who has the right to act on this issue, and Vice-Chancellor Rigney replied that that was not an issue in the debate. It has been conceded by Mr. Lowe that the Trustees have the authority. Mr. Lowe agreed that he was not making that an issue.

Dr. Canino asked what the Board would lose in not acting on this matter.

The Chairperson asked when the next scheduled election of University Student Senate officers and delegates would take place, and Mr. Lowe replied that the elections would be held in May and that if the Guidelines were adopted in March, they would still be on time.

Dr. Jacobs stated that since the Board has the right to make the decision, it has the right to override such decisions made by the Senate.

The Chairperson stated that the Chair would interpret whatever action is taken by the Student Senate as being advisory to the Board, not determinative of the item. That was conceded and confirmed by Counsel.

Mrs. Everett stated that when items of this sort are brought up, sometimes the thinking of the various groups is that if it is continually postponed and discussed in committee, that it will simply go away. She remembers matters brought up at the Board and in committees that have been around for years. She pointed out that this is not the first season that this issue was brought up. It has been around a very long time, and yet there has not been any desire to confront the issue. Mrs. Everett indicated that she was making this statement to point out that in the future this kind of history cannot be repeated. Delay tactics are not going to work. Having said that, Mrs. Everett would be willing personally to back down on the vote this time around, if Mr. Love would give his word that a recommendation from the Senate would be forthcoming at the next meeting. But this lesson must take hold that the Board cannot be manipulated this way. Things will not simply go away.

Dr. Bernstein stated that she had one concern. She appreciated Mr. Lowe's acknowledgement of the Board's authority to act in this matter, and she hoped he was saying that if the Student Senate does not present recommendations, the Board can still act. If they want changes that the Board does not like, the Board can still adopt this resolution. She was concerned, however, because she knew that there is opposition in the Student Senate to any criteria and certainly to these criteria. It is most important that these criteria be adopted before the next elections to the University Student Senate. She knew there was disagreement in the University Student Senate about that. There is disagreement in the University Student Senate about the extension of Mr. Lowe's term to either June 1 or the end of June. Dr. Bernstein stated that she was not sure which of those two dates it was. Dr. Bernstein indicated that she would want some assurance - if it could be given - that there will not be new student elections to the University Student Senate before the Board has the opportunity to act on this resolution in March if it were to be postponed from the current meeting. If there is no such assurance, Dr. Bernstein stated that she felt it was most important that the Board act at the current meeting.

Mr. Rivera asked whether the resolution could be made effective as of the January meeting even if it were not adopted until March in case an election were held between January and March.

The Chancellor suggested that the Board start with the assumption that the request of the Chairperson of the University Student Senate was honest and straightforward and that it is conceivable that the students in their deliberations might make recommendations that the Committee and others might find an improvement over the present Guidelines.

Mr. Rivera stated that he had no problem as Chairman of the Committee in delaying the vote until March and that it was better to secure agreement from all sources.

Mr. Lowe stated for the record that the elections would be held in May. Whether the students agree or disagree with the Guidelines, they should be discussed. Mr. Lowe would report the results to the Board which could then go ahead and vote on Guidelines. He insisted that this was not a stall but an honest and innocent request.

Mrs. Everett reiterated that the Student Affairs Committee has always taken the position that it is much better for students to look at themselves and more wholesome than it is for the Board to try to impose things, but it requires cooperation. It requires that students take the initiative, assume an obligation, and take the leadership in these things. It is only in the absence of that that the Board needs to step in and do things that are necessary.

Dr. Bernstein stated that if at the next meeting of the University Student Senate, because of the attendance, the rules that were adopted at the last meeting with respect to the extension of the current President's term and to the date of the election are changed, and if they decide to have an election immediately, she would like to know what the effect of this act would have on the approval of the Guidelines. The Guidelines might then not affect that election.

The Chairperson stated that the Board still sets eligibility requirements that are not in the category of a bill of attainder or ex post facto and if the students are not in compliance, they are not in compliance.

Dr. Bernstein pointed out that there is a provision in the Guidelines that the Guidelines are to be effective immediately except that students currently holding office might continue to serve until the end of their current term of duty. The Chairperson replied that the Board could in March eliminate that provision and make the Guidelines effective immediately.

With the understanding that in that case anyone not meeting the Guidelines would have to step down, Dr. Bernstein stated that she would be prepared to go along with a postponement.

The Board voted unanimously to postpone a vote on the Guidelines until the March meeting.

At this point Dr. Jacobs left the meeting.

NO. 8. COMMITTEE ON PUBLIC AFFAIRS: RESOLVED, That the following item be approved and reports noted:

A. GRAMM-RUDMAN - HOLLINGS DEFICIT REDUCTION AMENDMENT:

WHEREAS, The Gramm-Rudman - Hollings deficit reduction amendment has been enacted into law by the United States Congress and the President; and

WHEREAS, The law includes an automatic formula for reducing the federal deficit whose constitutionality has been challenged and which would require massive cutbacks in vital education, research, health and social service programs, while exempting other parts of the budget and tax policy as deficit reduction options; and

WHEREAS, The automatic formula would have a devastating effect on programs providing financial aid to college students, including estimated cutbacks of nearly five percent in academic year 1986-87 and as much as thirty percent in academic year 1987-88. At The City University of New York, cutbacks in the Pell Grant program alone could total over \$30 million during this period and affect more than 80,000 students; therefore be it

RESOLVED, That the Board of Trustees of The City University of New York urges the United States Congress and the President to repeal the automatic trigger provisions of the Gramm-Rudman amendment and provide instead a federal deficit policy that is appropriate, flexible and not destructive to programs providing educational opportunity and human services to our neediest citizens; and be it further

RESOLVED, That copies of this statement be made available to the governing boards of institutions of higher education around the country to alert them to this pressing concern.

B. ALBANY TRIP: Mrs. Bloom reported that the Committee had reviewed the arrangements made by the Office of the Secretary for the Board's trip to Albany on February 3 through February 4. The Board will be in Albany very early this year. The Governor's budget request was released on January 14 and the 30-day amendment period will end on February 15. Formal legislative review officially begins on February 11, when the Chancellor will present testimony to the Assembly Ways and Means Committee and Senate Finance Committee. The Board, therefore, will have the opportunity to communicate the University's needs early in the process.

The Board's bus will be leaving from the Graduate School and University Center on West 43rd Street at 12:45 P.M. on Monday, February 3. Trustees who plan to travel to Albany on their own should arrive at the Albany Hilton between 4 P.M. and 5 P.M. At 5 P.M. there will be a briefing in Chairman Murphy's suite. A small reception for legislative leaders will be held at 6:30 P.M. and a larger reception for legislative committee members and staff will follow. The next day, appointments will take place with legislators in their offices. Some meetings will be hosted by legislators for the Trustees to meet with a group. Several Trustees have indicated their appointment preferences to Martin Warmbrand and appropriate arrangements have been made. In addition, the Office of Governmental Relations has recommended appointments that would be helpful to the University.

The Chairperson stated that the Board will be going to Washington on February 25, which is part of a process relative to some deeply concerning developments on the Federal budget which could impact on the University.

C. LEGISLATIVE PROGRAM: (1) The Committee recommended to the Chancellor that the University acknowledge the new leadership of the Black and Puerto Rican Caucus, now chaired by Assemblyman Roger Green. An appropriate occasion in New York City to permit the participation of the Presidents and student and faculty representatives was suggested.

(2) A meeting of the Suffolk County Friends of The City University of New York will be held on Sunday, March 9, 1986, at the Suffolk Manor East in Hauppauge. As a result of the assistance of the colleges and the Alumni Associations, the Suffolk County Friends of CUNY now consists of alumni and faculty who reside in Suffolk. State Senator Kenneth P. LaValle, Chairman of the Senate Higher Education Committee, will be the featured guest speaker. Members of the Suffolk legislative delegation have been invited and a representative from the Office of the County Executive will greet the Friends.

D. SPECIAL EVENTS: (1) A highly successful meeting was held by Vice-Chairperson Edith Everett and a group of Salk Scholars to advance the program further. Mrs. Bloom, on behalf of the Committee, expressed appreciation for this important work.

(2) The Conference of Public and Non-Public Schools, sponsored by The City University and held at the Graduate School, was a great success.

(3) Mr. Allan Ostar, President of the American Association of State Colleges and Universities, will be honored with the Chancellor's Medal at a reception scheduled for Thursday, January 30, at 5 P.M. in the Trustees Lounge.

(4) Later the same evening of January 30, Dr. Polk and the Council of Churches are honoring the Governor and Mrs. Cuomo, Harry Belafonte, Father Bruce Ritter, and Mrs. Joan B. Kroc at the Hotel Pierre.

(5) Chancellor Murphy will be speaking at the March 7 luncheon meeting of The City Club. Trustees and Presidents were encouraged to attend.

(6) The Manhattan borough hearing will be held on Thursday, February 13, 1986, from 4 to 6 P.M. in the Blue Room, Second Floor at City Hall.

E. CONDOLENCES: On behalf of the Committee, Mrs. Bloom extended condolences to the family of the late Senator John Calandra, stating that the University community will miss him very much. His support for the Italian-American Institute, CUNY colleges of the Bronx, and the University's overall needs will be remembered and appreciated.

NO. 9. EARLY RETIREMENT AND AFFIRMATIVE ACTION: In response to a request from the Chairperson for an update on early retirement and affirmative action, Vice-Chancellor Bloom stated that the early retirees are leaving as of January 31. The only appointments made thus far were on a substitute or temporary basis. The University will now begin to fill these positions on a permanent basis, and a report will be made to the Board on the results of these actions. The University has put in place as a consequence of discussions at the Committee on Faculty, Staff, and Administration, procedures with relation to affirmative action which will be followed in making these replacements.

In reply to a question from the Chairperson as to whether this report would be forthcoming in March, Vice-Chancellor Bloom stated that there would be in March a report as of October 1985 and some preliminary information with respect to the replacement of the early retirees.

The Chairperson asked that the calendar for the March meeting include a further report from Vice-Chancellor Bloom on this matter.

ADDED ITEM

NO. 10. APPOINTMENT OF DEAN - THE CITY UNIVERSITY MEDICAL SCHOOL: RESOLVED, That the Board of Trustees approve the appointment of Dr. George I. Lythcott as Dean of the Medical School of The City University of New York and Dean of the Sophie Davis School of Biomedical Education at The City College, at a salary of \$100,000 (\$84,121 tax-levy - \$15,879 non tax-levy) per annum, subject to financial ability, effective January 1, 1986; and be it further

RESOLVED, That Dr. Lythcott be appointed Professor of Medicine (Clinical) with tenure, at The City College, effective January 1, 1986; and be it further

RESOLVED, That the Board of Trustees waive the appropriate section of the Governance Plan for the Medical School relating to the appointment of the Dean.

EXPLANATION: With the resignation of Dr. Leonard Meiselas as Dean, it was necessary to recruit immediately a new Dean to continue the development of and the process of securing accreditation for The City University Medical School. Dr. Lythcott is a seasoned academic and medical administrator and will provide the experienced leadership necessary at this time.

The Chairperson stated that this appointment was reviewed with the Ad Hoc Committee on the Medical School. There will immediately be put in place a search for a permanent long-term Dean as the purpose of this appointment for the next two or three years is to take the Medical School through the accreditation process.

Upon motions duly made, seconded and carried, the meeting was adjourned at 6:16 P.M.

MARTIN J. WARMBRAND
Secretary of the Board