

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

HELD

FEBRUARY 22, 1994

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

The Chairperson called the meeting to order at 4:43 P.M.

There were present:

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

**Herman Badillo
Sylvia Bloom
Louis C. Cenci
Michael Del Guidice
Stanley Fink**

**William R. Howard
Charles E. Inniss
Harold M. Jacobs
Susan Moore Mouner
Thomas Tam**

Robert A. Picken, ex officio

Anthony Giordano, ex officio

**Secretary Genevieve Mullin
Robert E. Diaz, General Counsel and Vice Chancellor for Legal Affairs
Lillian W. Phillips, Executive Assistant**

**Chancellor W. Ann Reynolds
Deputy Chancellor Laurence F. Mucciolo
Acting President Blanche Blank
Acting President Felix Cardegna
Acting President Leo A. Corbie
Acting President Stephen M. Curtis
President Josephine Dunbar Davis
President Leon M. Goldstein
President Matthew Goldstein
President Frances Degen Horowitz
President Shirley Strum Kenny**

**President Gerald W. Lynch
President Yolanda T. Moses
President Kurt R. Schmeller
Vice Chancellor Richard Freeland
Vice Chancellor Jay Hershenson
Vice Chancellor Emma E. Macari
Vice Chancellor Brenda Richardson Malone
Vice Chancellor Elsa Nunez-Wormack
Vice Chancellor Richard F. Rothbard
Dean Haywood Burns
Dean Stanford R. Roman, Jr.**

The absence of Ms. Carrion was excused.

A. WELCOME ACTING PRESIDENT: Chairman Murphy introduced Dr. Felix Cardagna, Acting President of The College of Staten Island and welcomed him.

B. CONDOLENCES ON DEATH OF TRUSTEE HOWARD'S MOTHER-IN-LAW: Chairman Murphy extended condolences to Trustee William R. Howard and his family on the death of his mother-in-law, Mrs. Inez Allen.

C. CONDOLENCES ON DEATH OF SPEAKER SAUL WEPRIN: Chairman Murphy extended condolences to the family of Speaker Saul Weprin, his wife Sylvia, his sons, daughters-in-law, and grandchildren. He was a graduate of Brooklyn College and a great friend of this University.

D. PRESIDENTIAL HONORS: **President Josephine Dunbar Davis of York College** has authored a book entitled Coloring the Halls of Ivy: Leadership and Diversity in the Academy, which was recommended highly as a primer for managing campus diversity by Reginald Wilson, Senior Fellow of the American Council of Education.

E. COLLEGE HONORS: Queensborough Community College: All of the more than 90 nursing students who graduated in July 1993 have passed the NCLEX-RN licensing exam for a 100% pass rate.

F. FACULTY HONORS: (1) **Drs. Gloria Waldman and Margaret Ballantyne, and Dean Daisy De Filippis of York College**, have been selected to participate in the highly competitive American council on Education project, "Improving College and University Foreign Language Instruction."

(2) **Dr. Carlos Molina, Dean of Health Sciences at York College**, was elected to a four-year term on the Executive Board of the American Public Health Association (APHA), the largest public association in the country.

(3) **FULBRIGHT AWARDS:** Announce that fifteen (15) members of the City University instructional staff and three (3) professors emeritus received prestigious Fulbright Scholar Program Awards to study and lecture abroad during 1993-94:

- a. **Dorothy G. Dologite**, Professor of Statistics and Computer Information Systems at Baruch College - Malaysia;
- b. **Paul W. DuCett**, Adjunct Lecturer in English at LaGuardia Community College - Russia;
- c. **Randall K. Filer**, Professor of Economics at Hunter College - Czech Republic;
- d. **Judith C. Gex**, lecturer in English As A Second Language, LaGuardia Community College - Benin;
- e. **R. Arnold Gibbons**, Professor of Communications at Hunter College - Guyana;
- f. **Max M. Gottlieb**, Assistant Professor of Business at the College of Staten Island - Poland;
- g. **John Holm**, Professor of English at Hunter College - Portugal;
- h. **Maria Kiciuk**, Adjunct Assistant Professor of English As A Second Language at Lehman College - Ukraine;
- i. **Eliot Lable**, Adjunct Lecturer in Humanities at LaGuardia Community College - Finland;
- j. **Eleanor D. Langstaff**, Associate Professor in Library Science at Baruch College - Mauritius;
- k. **Paul E. Oppenheimer**, Professor of English at City College - Germany;
- l. **Colleen A. Roach**, Associate Professor of Communication Arts and Sciences at Queens College - India;
- m. **Earl H. Rovit**, Professor of English at City College - India;
- n. **Janis A. Roze**, Professor of Biology at City College - Columbia;
- o. **David P. Willinger**, Professor of Theatre at City College - Belgium;
- p. **Eldon Elder**, Professor Emeritus in Theatre, Brooklyn College - China;
- q. **Stanley Waren**, Professor Emeritus in Theatre, The Graduate School - Malta; and
- r. **Henry Wasser**, Professor Emeritus in Sociology, The Graduate School - Portugal.

G. GRANTS: The Chairperson presented for inclusion in the record the following report of Grants \$100,000 or above received since the last Board meeting:

BROOKLYN COLLEGE:

- a. \$1,300,000 **NYS Education Department** to Dr. Christine Persico, Adult and Community Education, for EDGE III: Brooklyn College Begin Work Study Program."
- b. \$131,210 **US Department of Energy** Professor Micha Tomkiewicz, Physics, for "Solar Detoxification of Aquatic Systems with Porous Photocatalysts."

CITY COLLEGE:

- a. \$420,742 **Howard University/NSF** to B. Liaw, Mech Engineering, for "Engineering Coalition of Schools for Excellence and Leadership (ECSEL)."
- b. \$225,035 **Brookhaven Nat Lab** to C. Miller, Civ Engineering, for "Resolution of Safety Issues at DOE and NRC Sites."
- c. \$202,326 **AFOSR** to M. Sarachik, Physics, for "Quantum Tunneling of Magnetization."
- d. \$160,000 **ONR** to M. Tamargo, Physics, for "New Materials for II-VI Visible Semiconductor Lasers and Novel Magnetic Devices."
- e. \$155,790 **US Dept of Transportation** to R. Paaswell, Transportation, for "Technology Transfer."
- f. \$155,475 **DARPA/AFOSR** to S. Ahmed, Elec Engineering, for "Novel Multiplexing Techniques for High-Speed Optical Transmission Systems Using Optical Amplifiers."
- g. \$130,000 **ARO** to M. Lax, Physics, for "Laser and Optical Physics."
- h. \$118,515 **SUNY-Health Science** to R. Alfano, Physics, for "Optical Diffusive Imaging of Biomedical & Model Media."
- i. \$105,000 **DOE** to G. Sivashinsky, Levich Institute, for "Studies in the Physico-chemical Hydrodynamics of Extended Systems."

GRADUATE SCHOOL AND UNIVERSITY CENTER:

- a. \$1,222,591 **NIDOC** to Professor Harry Levitt for "Rehabilitation Strategies for Hearing Impaired Persons."
- b. \$450,000 **The William and Flora Hewlett Foundation** to Professor Ronald Hellman for "Project on U.S.- Mexican Relations."
- c. \$115,067 **DARPA** to Professor Louis Auslander for "Weil Transform and Error Correcting Codes."
- d. \$115,000 **Ford Foundation** to Professors Stanley Aronowitz, Frank Bonilla and Edmund Gordon, for "Planning Grant to Develop a Graduate and Doctoral Program in Intercultural Studies."

HUNTER COLLEGE:

- a. \$3,000,000 **Robert Wood Johnson Foundation** to Nicholas Freudenbert, Center for AIDS, Drugs & Community Health, for "Program to Demonstrate an Approach for Reducing Substance Abuse Among Jail Inmates."
- b. \$534,264 **National Science Foundation** to John Niman, Curriculum and Teaching, for "Project ET: Energizing Teachers of Mathematics, Science, and Technology in Grades 4-9."

- c. \$254,123 **NYC Mental Health, Mental Retardation & alcoholism Services** to Rose Starr, School of Social Work.
- d. \$201,754 **New York City Department of Probation** to Harriet Goodman, School of Social Work, for "Development & Provision of Intervention & Case Management Curricula, Methods & Materials for Probationers."
- e. \$163,158 **PHS/NIH/National Eye Institute** to Richard Chappell, Biological Sciences, for "Neural Interactions of the Retina."
- f. \$127,548 **National Institute of Child Health & Human Development** to Victoria Luine, Psychology, for "Serotonergic Systems and Hormone Dependent Sexual Behavior."

LEHMAN COLLEGE:

- a. \$109,750 **NYC Health & Human Services Corporation** to Martha Velasco-Whetsell, for "Nurse Practitioner Program."

COLLEGE OF STATEN ISLAND:

- a. \$332,100 NYC/HHC to Dorothy Brower for "Nursing Career Ladder Program."
- b. \$189,466 NYSED to Carolyn Fazzolari for "Liberty Partnerships Program."
- c. \$135,474 RF/SUNY to Ronald Sheppard for "Small Business Development Center."
- d. \$114,999 NYSED to Carolyn Fazzolari for "Science & Technology Entry Program (STEP)."

Statement by Chairman Murphy:

All of us have seen the media coverage about Chancellor Reynolds' participation in four outside corporate boards. Indeed, her membership on four outside boards was fully discussed by the Board of Trustees with her at the time she was interviewed by the Board before she was selected as CUNY's Chancellor in 1990. Since then, she has kept Vice Chair Edith Everett and myself fully informed of her outside activity on corporate boards in accordance with the implementation of the New York State Ethics Commission regulations, in a policy adopted by this Board in September 1990.

Chancellor Reynolds remains on four outside corporate boards. Two have changed since her arrival here. She is not standing for reelection to American Electric Power Co., in accord with her intent expressed last fall to Vice Chair Everett and to me.

The transition to the Owens-Corning board, located in New York City, was, of course, approved by the State Ethics Commission in December. The benefits of corporate board service to CUNY are expressed in her statement which is in all of your packets.

If any Trustee wishes, we can discuss this matter when the report of the Committee on Faculty, Staff, and Administration, which is chaired by Harold Jacobs, comes up in a very few moments. Because of the media attention to this issue Vice Chair Everett, the Chancellor, and myself will be available to discuss this with the media following this meeting in my office on the third floor.

H. ORAL REPORT OF THE CHANCELLOR: Chancellor Reynolds reported the following:

1. She joined with Chair Murphy, trustees, presidents, faculty, and students in mourning the passing of Speaker Saul Weprin. Many around the table attended the funeral service. She personally very, very much enjoyed working with him. He was a true advocate of The City University of New York. The administration has offered to work with the Weprin family and President Kenny of Queens College to establish a suitable place for the preservation of his public papers that would provide a very rich resource for students of government.

2. The 30-day amendments were released by the Governor last week and CUNY received the following additional items which are very very good news for us: \$2,599,000 for construction of various roofs at Hunter College; \$575,000 for New York City Technical College laboratory design and construction; and \$200,000 for CUNY-wide design of more rest room facilities to accommodate our very strong female enrollment, and enrollment and growth, so that women students will not be delayed all the time.

3. We have asked the Governor to fund the appropriation for the Centers for Advanced Technology (CAT) fully since we have the new one and we are realizing that an additional \$2.5 million has been added to that appropriation. We get \$1 million for our CAT.
4. The Governor stated that legislative leaders have expressed an intention to increase the amounts appropriated for both school aid and higher education. The Governor has specifically said that he will push for restoration of Tuition Assistance Program (TAP) awards. She, Vice Chancellors Rothbard, Macari, Malone, and Hershenson met with legislators in Albany last week. We're coordinating a number of visits to Albany on the executive budget and working with all of the campuses to bring legislators and staff to the colleges during this important period. The State budget is to be adopted by March 31st. The Governor is aiming for an earlier adoption on March 24th.
5. On the City side, she and her good colleagues will be testifying on March 2nd before the City Council. She and Deputy Chancellor Mucciolo had a good meeting last week with City Budget Director Abe Lackman to talk over City budget issues.
6. Last week the CUNY/New York City Police Department Cadet Corps ceremony, in which the cadets took the oath, was attended by Mayor Giuliani, Speaker Vallone, Councilwoman Priscilla Wooten, Chair of the City Council Education Committee, and President Lynch of John Jay. She commended John Jay College for its good help and the entire Board for its strong support of the Police Cadet Program. It clearly is CUNY at its best.
7. City, Queens, Brooklyn, and Baruch Colleges, The College of Staten Island, and the Graduate School have been awarded \$300,000 a year for the next three years by the Board of Education to provide professional development for producing and creating and enhancing better leadership for the New York Public Schools.
8. She has been informed by President Matthew Goldstein that Morgan Stanley is going to include CUNY, and most particularly Baruch College, on some very major scholarship awards.

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

NO. 1. UNIVERSITY REPORT: RESOLVED, That the University Report for February 22, 1994 (including Addendum Items) be approved, as revised as follows:

(a) ADDENDUM: Revise the following:

- Page 2 D 2 BROOKLYN COLLEGE - The heading is revised to read Administrative Designation - Committee Approval Not Required (Executive Compensation Plan - Affirmative Action Report On File Except Acting Appointments) (SW Indicates Waiver of Search).
- D 3 JOHN JAY COLLEGE OF CRIMINAL JUSTICE - The salary rate for Martin Wallenstein is revised to read \$90,000. The heading is revised to read Administrative Designation - Committee Approval Not Required (Executive Compensation Plan - Affirmative Action Report On File Except Acting Appointments) (SW Indicates Waiver of Search).
- D 4 THE COLLEGE OF STATEN ISLAND - The heading is revised to read Administrative Designation - Committee Approval Not Required (Executive Compensation Plan - Affirmative Action Report On File Except Acting Appointments) (SW Indicates Waiver of Search).
- Page 3 D 5 NEW YORK CITY TECHNICAL COLLEGE - The heading is revised to read Administrative Designation - Committee Approval Not Required (REM - Affirmative Action Report On File Except Acting and Substitute Appointments) (SW Indicates Waiver of Search).
- D 6 HUNTER COLLEGE - The title for Harry Moody is revised to read substitute HEO.
- Page 4 D9 THE CENTRAL OFFICE - The heading is revised to read Administrative Designation - Committee Approval Not Required (REM - Affirmative Action Report On File Except Acting and Substitute Appointments) (SW Indicates Waiver of Search).
- Page 7 D12 THE CENTRAL OFFICE - AMENDMENT OF LEASE - The entry is withdrawn.

(b) **ADDENDUM:** Add the following:

D 14 JOHN JAY COLLEGE OF CRIMINAL JUSTICE - PROMOTION IN PROFESSORIAL RANKS:

DEPARTMENT	LAST	FIRST	PRIOR	CURRENT	PREV.	EFFEC.
NEW TITLE	NAME	NAME	TITLE HELD	RATE	RATE	DATE
Art, Music & Philosophy Associate Professor	Manuel	Peter	Asst.Prof	\$40,716	\$38,701	1/1/94*

*Effective date approved by the Deputy Chancellor.

(c) 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.

NO. 2. CHANCELLOR'S REPORT: RESOLVED, That the Chancellor's Report for February 22, 1994 (including Addendum Items) be approved:

(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.

NO. 3. APPROVAL OF MINUTES: RESOLVED, That the minutes of the regular Board meeting of January 24, 1994 be approved.

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

A. QUEENSBOROUGH COMMUNITY COLLEGE - CONTRACT FOR PRINTING AND DELIVERY OF CONTINUING EDUCATION BULLETINS FOR FALL 1994 AND SPRING 1995:

RESOLVED, That the Board of Trustees of The City University of New York authorize the Secretary of the Board to execute a contract on behalf of Queensborough Community College for the printing and delivery of Continuing Education Bulletins for Fall 1994 and Spring 1995. The contract shall be awarded to the lowest responsible bidder after public advertisement and sealed bidding by the College pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of \$120,000 for the fiscal year ending June 30, 1995 chargeable to FAS Code 374212438. The contract shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: The Queensborough Community College Continuing Education Bulletins serve as the official record of information on the College and its programs and services for students, faculty, staff and the public at large.

B. BOROUGH OF MANHATTAN COMMUNITY COLLEGE - MODIFICATIONS TO MAIN ENTRANCE VESTIBULE:

RESOLVED, That the Board of Trustees of The City University of New York authorize the Secretary of the Board to execute a contract on behalf of the Borough of Manhattan Community College for the rehabilitation and upgrading of the College's main entrance vestibule. The contract shall be awarded to the lowest responsible bidder after public advertisement and sealed bidding by the College pursuant to law and University regulations. Such purchase shall not exceed a total estimated cost of \$115,000 chargeable to FAS Code 217701460, for the fiscal year ending June 30, 1994. The contract shall be subject to approval as to form by the University Office of General Counsel.

EXPLANATION: Due to sustained wear and tear, there is a need to completely rehabilitate and upgrade the main vestibule.

C. KINGSBOROUGH COMMUNITY COLLEGE - PURCHASE OF ELECTRONIC BIOLOGY LABORATORY EQUIPMENT:

RESOLVED, That the Board of Trustees of The City University of New York authorize Kingsborough Community College to purchase electronic workstations and a networking system for its biology laboratories for student use. This equipment will be purchased under existing G.S.A., New York State, New York City, or Board of Education contract(s) pursuant to law and University regulations. Such purchases shall not exceed a total estimated cost of \$138,000 chargeable to The City University of New York Project KG001-992.

EXPLANATION: This acquisition will provide Kingsborough's students taking biological sciences courses, including majors in biology, nursing, and pre-physical therapy, with access to computerized instrument laboratory equipment. The purchase will include thirty-two personal computers as well as specialized biological peripheral equipment which plugs into the computers so that students can perform laboratory experiments. Each laboratory will have a faculty demonstration multi-medical station to demonstrate experiments and materials to laboratory classes. All of the computers will be networked to the College's instructional local area network providing program and data storage abilities, comparison data, and network computing facilities. Shared printing facilities in each laboratory will be available.

NO. 4X. REPORT ON YORK COLLEGE/FDA FACILITY: Trustee Howard reported that at the January and February meetings of the Committee on Fiscal Affairs, Facilities, and Contract Review Vice Chancellor Macari presented a brief report on the status of the Federal Drug Administration (FDA) facility at York College, mainly on issues related to the loss of parking if the facility is located at the College, and the options available for alternate parking facilities. Also, at the January meeting of the Committee on Academic Policy, Program, and Research, which he chaired the at the request of Trustee Cenci, Vice Chancellor Freeland presented a report on the potential academic benefits of the FDA facility to York College's faculty and students.

So that the Board understands exactly what is happening Vice Chancellor Freeland, on the academic side, and Mr. Don Farley or Vice Chancellor Macari, on the parking and dollar side, will share with the Board the information they have on this project.

Mr. Farley reported that when the Chancellor and we met with Congressman Flake in June there were three conditions that we felt were necessary to protect the interests of York College and if they were met we indicated that we would be very happy to participate in letting this project move ahead. The three conditions were that there be significant academic benefit; that we have the right to approve the plans and specifications for the facility so that we see that the design is compatible with the very attractive York College campus; and the replacement of the parking spaces that would be dislocated by this facility. York currently has a total of 675 parking spaces, 400 in the east lot and 275 in the west lot which is the site that has been proposed for the FDA facility.

The proposal is for the General Services Administration (GSA) to RFP for a developer to come and build the project and to lease it to the federal government for a 20-year period. The legislation authorizing it has approximately \$7.6 or \$7.7 million a year to pay rent to the developer which essentially would amortize his costs for acquiring a site and developing the facility and then amortize it over 20 years. We indicated that we would be amenable to a temporary arrangement that would relocate the 275 spaces but we felt that 400 spaces should be provided ultimately in permanent kinds of spaces, one idea being to deck over the easterly parking lot of the College.

With respect to the temporary arrangement, there has been progress made. There is a municipal garage on the other side of the Long Island Railroad tracks from the east parking lot that has about 600 car spaces and appears to us to be underutilized. The Congressman's staff and the Queens Borough President Shulman have spoken to the Department of Transportation and there are preliminary indications that they would provide 150 to 200 spaces. We will continue to try to develop the commitment for that. In addition, the Queens Borough President has indicated she would intercede in our behalf with the City to have a City owned parking lot located across from the current west parking lot assigned to us and further that she would allocate funds from her capital budget allocation to provide for some development of that lot. In addition to paving we would need drainage, lighting, fencing and so forth for security reasons so we do seem to be moving ahead fairly well on the temporary parking accommodation. Until we have a permanent space we want to protect the College's interests so the temporary facility, timewise, has to be committed to us until such time as a permanent facility is delivered.

With respect to the permanent facility, the GSA has indicated in the RFP that it would be amenable to include a provision for some amount of permanent parking to be provided by the developer. However, we have not received a commitment as to the number of permanent spaces that would be provided and we have some serious concerns on whether the \$7.5 million budget, which was approved as this 20-year rental, is sufficient enough to cover the cost of a permanent replacement parking facility which can be anywhere from \$5 to \$10 million depending on how it's done.

Vice Chancellor Freeland reported that since September his office has been working with President Davis and her associates at York to identify the academic benefits that might flow to York College as a result of constructing this facility. Early discussions focused on the possibility that FDA might fund a research center at York but FDA clearly indicated that this was not possible, that their mission was rather narrow with respect to research and the notion of funding a basic research oriented facility was simply not within their capability. Since that time discussion has focused on possible activities more closely related to FDA's core mission. In particular we have been exploring the question of whether or not collaboration in research between York scientists and FDA personnel is possible; the possibility of increased access to internships for York College students and of sharing equipment and facilities between York and FDA; and collaboration in training programs between York and the FDA.

In December President Davis and I agreed that the FDA had identified some interesting and potentially useful possibilities in all these areas but that more specificity was needed from FDA in terms of indicating exactly what the FDA would be prepared to provide in each of these areas. In January we engaged the services of Dr. Louis Lasagna, the academic dean of the graduate school of biomedical sciences at Tufts University in Boston, who has extensive experience with FDA and is a nationally renowned researcher in the area of nutrition. He met with people from the Office of Academic Affairs and York and the FDA. On February 17 we received the consultant's report. In brief summary he indicates that he sees some possibility of joint research but also notes that so far he has seen little apparent overlap between the limited research activities of the FDA and scholarly interests of the York faculty; some possibility of York gaining access to equipment and facilities but notes that the FDA has made no promises and stresses that York access could not interfere with FDA activities; and some possibility for increased internships for York students but notes that no promises or guarantees have been provided. He also discusses other possibilities including collaboration on grants submissions, possible course taking by FDA personnel and a possible instructional role for FDA scientists at York but notes that nothing firm has been identified in these areas. In summary his report stresses that FDA is not yet promising anything concrete or specific to York and is continuing to stress generally defined possibilities. To quote his report, he notes that, "one could only hope for good will, good luck, and sweet reason," with the FDA as this process goes forward.

President Davis stated that the College has been in discussion and certainly appreciates the assistance that it has gotten from Chancellor Reynolds and the staff here as it has been attempting to resolve two critical issues regarding this project. The FDA facility, as it is proposed, will be the largest facility that they have built in the United States and they are proposing to bring it to York College. The College has been concerned regarding parking and, as has been indicated in the report, substantial progress has been made. On January 25th we did receive a letter from the Department of Transportation regarding the temporary arrangements and we are continuing to pursue that. But the York College faculty has had a long working relationship with the FDA. We have had student internships and faculty, scientists, who have worked with the FDA researchers. We realize that there is a discrepancy between the applied research that they do and what York College faculty are engaged in so we are very much concerned about the progress that has been made and we certainly appreciate the consultant who has come. Our faculty will continue to work to try to see if we cannot specify in greater detail the educational benefits to be accrued to the College.

Mr. Giordano stated that as a resident of Sunset Park, the neighborhood that would be losing those 350 jobs when the FDA moves, he would be remiss if he didn't mention that Sunset Park is a neighborhood that has been under siege for the past few years. We have just fought off a sludge treatment facility on our waterfront. On our borders we are just about to have an incinerator placed in the Brooklyn Navy Yard and we are now the home of the largest federal penitentiary in New York City. Despite that, as a fiduciary of this University, when there have been no guarantees made by the FDA in terms of the academic benefit to York College or to CUNY in general he has difficulty in moving this ahead in such a quick manner.

Trustee Howard recommended that this item be kept on the Board agenda until there is a resolution.

Chairman Murphy stated that there are two issues to resolve -- parking and academic program -- and the item will be kept on the agenda as Trustee Howard recommends.

Statement by Trustee Robert A. Picken concerning consultation on budget allocations:

As my colleagues on the Board of Trustees know, the University Faculty Senate has been particularly interested in improving the process of consultation between college administrations and faculty on the campuses when consultation is called for either by the Bylaws or by Board policy. So far this year I have reported to the Board on two occasions as to how its mandates in this matter were being carried out: at the September meeting with reference to the Chancellor's Budget Request, where, quite frankly, little consultation had occurred, and at the November meeting with reference to academic program planning activities, where I was able to report progress.

At their February meeting, the Council of Faculty Governance Leaders reported on responses from college administrations to requests made for information on supplemental budget allocations for academic program planning projects during the current fiscal year. I am pleased to inform the Board that the overall responses made by college administrations is promising and bodes well for the future of academic planning as a collaborative process. Several colleges have set outstanding examples: Bronx Community College for "total consultation; Brooklyn College for being "very responsive"; Hostos, where detailed information was given by the president and deans to all faculty, even adjuncts. At Hunter, LaGuardia, and York, governance leaders reported that there was "full disclosure." Even where there was not full disclosure, governance leaders reported improvements in the process, and Queens and Lehman Colleges provide examples of institutions where there have been good faith efforts to open up a dialogue in accord with the Board's stated policy. Only at one college was the governance leader told that "information was not yet available," although manifestly it was. But even there the governance leader feels that there is some sense that the "process will be opened up" in the near future.

Clearly there has been a great improvement in making information available to faculty representatives, and I thank my colleagues on the Board of Trustees for all the support they have given me in this matter. But we have a way to go if consultation means -- as I believe it must mean -- the inclusion of elected faculty representatives in substantive discussions in a timely manner. Although governance leaders did report they got what they asked for this time, a number added that there had been "no prior consultation," although this had been the Board's intention. My colleagues and I hope that this problem can be addressed in the next budget cycle and in future planning activities. The University Faculty Senate will continue to make regular reports to the Board of Trustees on how the Board's mandate on faculty consultation are observed throughout the University.

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

At this point Dr. Tam left the meeting.

A. NEW YORK CITY TECHNICAL COLLEGE - DEPARTMENT OF LEGAL ASSISTANCE STUDIES:

RESOLVED, That a Department of Legal Assistant Studies be established at New York City Technical College, effective March 1, 1994, subject to financial ability.

EXPLANATION: New York City Technical College offers two registered degree programs in Legal Assistant Studies, one leading to the Bachelor of Science degree and one leading to the Associate in Applied Science degree. Enrollment in these two programs has grown from 23 students in Fall 1986 to 480 students in Fall 1993. Currently, four full-time faculty and sixteen adjunct faculty teach the required courses for these programs; a search is under way for the selection of a fifth full-time faculty member. Thus the proposal meets the recently established guidelines for the minimum size of new academic departments - no fewer than five full-time faculty. The College believes that it is appropriate that the faculty who teach in these programs be organized into a separate department and receive the benefits of departmental representation including matters of tenure, college governance, and membership on the Department and College Personnel and Budget Committees.

This action is recommended by the President of the College after consultation with affected faculty, the College's Division of Liberal Arts and General Education and the College Council Legislative Committee.

A separate resolution regarding the personnel actions of affected faculty has been included in the February 1994 University Report for approval by the Board of Trustees.

B. LEHMAN COLLEGE - MS IN PEDIATRIC NURSE PRACTITIONER:

RESOLVED, That the program in Pediatric Nurse Practitioner leading to the Master of Science degree to be offered at Lehman College be approved effective September 1994, subject to financial ability.

EXPLANATION: The purpose of the proposed program is to provide registered nurses with the knowledge and skills necessary to meet the state and national requirements for certification to work as Pediatric Nurse Practitioners. The program is intended to recruit and graduate pediatric nurse practitioners in order to increase the number of PNPs who will work in the HHC hospitals and medically underserved communities in New York City, especially in the Bronx.

According to a study conducted by the Deans and Directors of Nursing of Greater New York (1993), the demand for nurse practitioners in hospitals has increased by 50 percent in 1993 and will increase by another 50 percent in 1994. The proposed program was developed in response to this increased demand.

The program has strong faculty, community and state support. Almost 60 percent of the graduates of Lehman's master's degree programs in nursing currently are working in underserved areas, primarily in acute care hospitals as clinical nurse specialists. Thus, this program is expected to produce graduates who will deliver culturally sensitive and competent health care to infants, children, adolescents and their families in community-based primary health care facilities where the need is greatest.

At this point Dr. Tam rejoined the meeting.

C. LEHMAN COLLEGE - ADVANCED CERTIFICATE IN PEDIATRIC NURSE PRACTITIONER:

RESOLVED, That the program in Pediatric Nurse Practitioner leading to the Advanced Certificate to be offered at Lehman College be approved effective September 1, 1994, subject to financial ability.

EXPLANATION: The purpose of the proposed program is to provide registered nurses who already hold a master's degree in nursing with the knowledge and skills necessary to meet state and national requirements for certification to work as Pediatric Nurse Practitioners. The program is designed to prepare nurses already in leadership positions for advanced practice roles as nurse practitioners.

The demand for PNPs far exceeds availability. The program prepares PNPs to meet the immediate and critical need for primary health care professionals in New York City.

Mr. Howard recommended that all programs and activities at the Dominican Studies Institute be conducted in both English and Spanish in order to accommodate participants who are not bilingual.

D. CUNY DOMINICAN STUDIES INSTITUTE BASED AT CITY COLLEGE:

RESOLVED, That the CUNY Dominican Studies Institute to be established at The City College of New York be approved, effective March 1, 1994, subject to the Policy Guidelines for Research Institutes and Centers set forth by the Board of Trustees in January 1984, or their replacement.

EXPLANATION: The purpose of the proposed Institute is to gather, generate, preserve, and disseminate knowledge on the Dominican experience in the United States, the Dominican Republic, and elsewhere. To carry out this mission the Institute will conduct scholarly and policy research (with the assistance of CUNY undergraduate and graduate students), publish periodical and non-periodical publications, and sponsor a major scholarly conference every year and specialized lectures and forums at other times.

It is estimated that approximately 700,000 Dominicans now reside in New York City, where they constitute the second largest Latino group and the fastest growing ethnic minority. Yet scholarship on this group is scant and policymakers have very little information about the Dominican community in New York.

The CUNY Dominican Studies Institute will be governed by a director, who shall be a CUNY faculty member and will be appointed by the President of The City College, and four other CUNY faculty members, at least two of whom shall be from campuses other than City College, who will be appointed by the President of The City College on the recommendation of the Director and with the advice and consent of the City College Faculty Senate, who together shall constitute the Executive Committee. The Institute will also have an external Advisory Board, a Research Director, and appropriate support staff. The Institute will maintain close relations with related CUNY centers and institutes, including the Centro de Estudios Puertorriquenos (Hunter), the Caribbean Research Center (Medgar Evers), and the Latino Urban Policy Initiatives (Lehman), as well as appropriate departments.

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

A. APPOINTMENT OF A NEW 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 and consents to the naming by the Chancellor of Ms. Donna Lynne as Commissioner of The City University of New York Civil Service Commission for a term ending May 31, 1996.

EXPLANATION: On June 27, 1988 (Calendar No. 6H), the Board of Trustees of The City University of New York authorized the naming of three Civil Service Commissioners to six-year staggered terms. This resolution names Ms. Donna Lynne as a Commissioner to complete Mr. Harry Karetzky's term which expires on May 31, 1996. Mr. Karetzky resigned, for reasons of health, effective December 31, 1993. Ms. Donna Lynne holds degrees from Columbia University (Ph.D.), George Washington University (M.A.), and University of New Hampshire (B.A.). She is presently Executive Director for New York Business Group on Health. She has held positions with the New York City Mayor's Office of Labor Relations (First Deputy Commissioner, Director of Employee Benefits, and Deputy Director), and the New York City Human Resources Administration (Special Assistant to the Deputy Administrator). Ms. Donna Lynne has also taught at The College of Insurance. She will make a valuable contribution to The City University of New York.

B. THE CITY UNIVERSITY SCHOOL OF LAW AT QUEENS COLLEGE - NAMING OF THE INDIVIDUALIZED SKILLS CENTER:

RESOLVED, That the Board of Trustees of The City University of New York approve the naming of the Individualized Skills Center at The City University of New York School of Law at Queens College, The Irene Diamond Professional Skills Center.

EXPLANATION: Since 1988 the Aaron Diamond Foundation, headed by its president, Irene Diamond, has given the Law School in excess of \$700,000 for the improvement and expansion of the Individualized Skills Center.

Over the years the Individualized Skills Center has developed a comprehensive approach to academic support that emphasizes individual diagnostic assessment and individual or small group work with a faculty member. When first year classes begin, all first year students have an opportunity for individualized tutoring from a third year writing assistant and individualized and small group tutoring through the Center. For those students who continue to need assistance, the Center offers classes during the summer between the first and second year, as well as during the second year program. The Center also provides academic workshops, referral services, and works closely with the Law School's Disability Rights Committee. The Skills Center is housed in Room 300 on the third floor.

In recognition of the substantial contributions made by President Diamond and the Diamond Foundation, the Law School requests the Individualized Skills Center be named The Irene Diamond Professional Skills Center.

C. RESOLUTION ON THE NEW YORK CITY TECHNICAL COLLEGE GOVERNANCE PLAN:

RESOLVED, That the proposed amendments to the Governance Plan of New York City Technical College be approved: **(See Appendix A)**

The Amended Governance Plan will be on file in the Office of the Secretary of the Board.

EXPLANATION: The proposed amendments to the New York City Technical College Governance Plan have been approved by the College Council with representation from the various college constituencies (faculty, administration, and students), and are recommended by the college president. The amendments represent a comprehensive revision designed to bring the Governance Plan into conformance with current practices and nomenclature at the college, as well as to make several changes. This represents the first revision to the Governance Plan since it went into effect at the college in 1976, and the college was changed by statute from a community college to a senior college in 1980. The proposed revisions, while comprehensive, preserve the basic elements of the Plan, including the composition of the College Council, the college's governing body, which will remain the same with approximately 152 members consisting of 14 administrators, 116 instructional staff members, and 22 students. The following is an outline of the substantive changes made by the amendments:

1. The Personnel Committee of the College Council is granted responsibility for insuring the periodic evaluation of administrators appointed by the college president.
2. The requirement that all College Council members serve on a standing committee has been modified to exempt ex-officio members such as the president, deans, and department chairpersons, who will still be permitted and generally expected to serve.
3. Instructional staff members or students who are not College Council members who wish to serve (without vote) on a standing committee, may apply in writing to the chair of the committee on committees, which expands this option to students and modifies the previous practice of making application to the chair of the requested standing committee.
4. Variances from the Board Bylaws on eligibility to vote in departmental elections for chairpersons and personnel ("appointment") committee members are codified. Assistant professors are not permitted to vote until receipt of a third full-time annual appointment, as opposed to the Board Bylaws which permit assistant professors to vote upon initial appointment. The right to vote in departmental elections is expanded to lecturers and instructors who have received a third annual appointment, while the Board Bylaws do not permit lecturers and instructors to vote. Under the Board Bylaws (Sections 8.1 & 9.1) only persons with faculty rank may vote in department elections, defined generally as those in titles on the permanent instructional staff (i.e., professorial titles).
5. Faculty members who may not vote in department elections are delineated, namely administrators including those with rems, faculty serving in an administrative capacity with the university or city, state or federal government, faculty on disability leave without pay, and faculty serving for more than two years in an administrative capacity at the college.
6. The Personnel Appeals Committee will be chaired by an elected committee member, rather than the dean of faculty. The Personnel Appeals Committee will also have its membership expanded from 12 to 14 tenured associate or full professors, two from each division, and two from several combined units to reflect the fact that the College now has five academic divisions, rather than the previous four. In addition, one higher education officer series member or one college laboratory technician series member will serve when an appeal is heard from a member of the respective series.

ADDED ITEM

D. RESOLUTION ON COMPENSATED BOARD MEMBERSHIPS:

RESOLVED, That the Chancellor obtain from the members of the chancellor and the college presidents information for the 1993 calendar year regarding compensated board memberships, and the amount of time spent in connection with such remuneration, and that this information be provided to the Board by the next regularly scheduled meeting, or as soon thereafter as possible.

EXPLANATION: Board of Trustees' policy for the senior managers of the University and its colleges authorizes these individuals to engage in limited outside employment and establishes a procedure for the internal approval of such activity. New York State law recognizes such outside activities and establishes a procedure for the approval and disclosure of such activities.

Trustee Badillo stated that earlier Chairman Murphy had referred to the article in today's New York Times concerning the outside income earned by Chancellor Reynolds. Earlier today I requested from the Secretary of the Board a copy of the contract of Dr. Reynolds and I received back a letter signed by you Mr. Chairman which says that you offered the chancellorship to Dr. Reynolds in accordance with the action of the Board at its June 1, 1990 meeting. The information which is attached merely says that Dr. Ann Reynolds is designated as chancellor at the applicable salary. There's nothing in either your letter or any contract or resolution that indicates that in addition to the salary and other benefits, the Chancellor would also be able to serve on boards and receive additional income. I have served as a city commissioner and deputy mayor where under the charter it says, "Council members who receive a salary from the city shall give whole time to the duties of the office and shall not engage in any other occupation, profession, or employment." That means the mayor, the deputy mayor, the commissioners, and heads of departments or administrations are not allowed to have any other employment or occupation.

I know that City University technically is not covered, but it's still a city university. I'm talking about the spirit of the law. It is true that a lot of the funding at the City University was transferred to the state as a result of my efforts in 1978 and 1979, but from my point of view and many of us, the city still should be part of the City University. It's not unusual to have this kind of regulation. For example, even a member of Congress cannot make more than \$25,000 in outside income -- that means a senator or congressman. And the Board does it itself. The next resolution we're going to vote on limits the student leaders to only \$1,657 per semester.

I think that it would be in the best interest of the Trustees, the students, and the City if we could have full disclosure to find out what outside income people in the City University are earning, that is the chancellor, vice chancellors and college presidents, and how much time they spent on those outside activities in the year 1993, not to attack them for anything they did in 1993, but so that we can establish a policy for the future.

I would like to introduce a resolution asking that at the next Board meeting, or as soon as possible, that we have a public disclosure of the income from board memberships for the chancellor, vice chancellors and college presidents for the year 1993 and the amount of time that they spent on securing that income.

Trustee Fink stated that there is a legitimate public policy question to be addressed by the members of the Board of Trustees, namely whether a public official, in this case the chancellor or presidents or other employees of the University, be permitted to earn any outside income. In the absence of any state or city legislation we as Trustees can make this public policy determination. If we determine that there should be a limitation on outside income earned the question is what limitation, if any, would be appropriate. However, he does not agree that there is nothing in our rules and books right now. He does not feel comfortable changing the rules in the middle of the game and he does not think whatever the Board might do in a legitimate inquiry ought to be made retroactive. It ought only be done in the future or for some future person or chancellor, vice chancellor, or president who may want to come on board assuming we adopt some resolution.

After reading the article he called the Board and asked for information regarding terms and conditions of employment and received a copy of a 1987 memorandum to the Board of Trustees from committee chairman Harold Jacobs, in which he urged that the Board to resolve and adopt the salary plan report prepared by the Committee of Faculty, Staff, and Administration. The resolution was adopted by the Board and it states that the chancellor, in accordance with the university executive compensation plan, is permitted to engage in outside consultation and professional activities up to a maximum of two days per month. Days other than regular days off on which such consultation activities occur are charged to annual leave.

He therefore submits to his colleagues that there are only two questions to be asked at this particular time: 1) did the chancellor and other members of this university, presidents, whoever stay within the guidelines of the 24 days and 2) are those 24 days charged against the annual leave. The Board's rules allow 24 days a year in terms of outside earned income. There is no limitation to the number of days away from the university if, in the determination of the chancellor or any college president or any member of this university, it is in the best interest of the students and the university for them to be present elsewhere. There ought to be some fact finding to determine whether that 24 day rule has been adhered to by individuals covered by the executive compensation pay plan.

Chancellor Reynolds indicated, as we shared with the New York Times reporter and is in your packet, very openly and as a matter of public record, my attendance at outside corporate board meetings has been within the limits prescribed in the guidelines. Furthermore, we all have to submit annual filings, which are publicly available, with the State Ethics Commission with respect to income. So in point of fact the things that are being suggested here are done each and every year, not just for me, but for the presidents and everybody else that derives any outside income.

Vice Chair Everett stated that to her its clear the rules have been followed every step along the way. With regard to time and effort put into this University, She doesn't know how anyone could put more time and effort into any job than Chancellor Reynolds does. She is available to all of us all of the time. She doesn't have time for passing the time of day but she has time for serious issues, and I commend her the level of work that she puts out. With regard to pay for outside work, once we establish that she has served on the outside within the limits prescribed in our own material here what should she do take less than other board members of public corporations take? Frankly I think if there weren't a woman sitting here, if this were a man, this would not be on the agenda because every man around the country who sits at the head of an institution is on more and more boards. She limits herself to them. I'm not saying that it's not nice to get the income but it is certainly beneficial to the University to have the contacts that she makes, to bring the respectability of this University and her as its head to important people around the country to have that networking going on. I think its a shame that we have this inquiry in the newspaper. I think its fine to ask the question. I agree with that and I think that the Board should look into it so we can review this. But to simply say she's getting too much money or she's not doing her job, those things are absolutely intolerable to me that a person of this quality should be tried in the New York Times. If we want to look at it, it's fair to do that. Let's look at it but I don't think that that should even imply that she should be limited from sitting. That's a policy question that we have to discuss. But she has done nothing wrong in my opinion. She has come to the Chairman and myself each and every time and we have authorized it according to our own rules and I think we ought to try to put this to bed by looking at it and then coming up with a policy or reaffirming the policy that's already on the books.

Chairman Murphy stated that at the September 1990 meeting of this Board, after Chancellor Reynolds came on board, but coincident with the implementation of the New York State Ethics in Government Act which requires all members of this Board of Trustees and the senior officials of this university and, indeed, many others and all public officers of this state to file financial information with respect to matters in part covered by the story in the media this morning.

The search committee knew that Chancellor Reynolds was on four boards when she was interviewed five years ago and the full Board of Trustees was briefed on this before they acted to hire her in June of 1990. Part of the attractiveness of her candidacy was this linkage to the private sector. After all, the City University has more senior managers in the Fortune 500 companies in the United States than any other university and we were entering into a time of change, into a time in which developmental activity with the private sector was going to be critical for us.

We did set in motion four years ago a process with respect to approval of outside reimbursed or paid activities. As Trustee Fink has pointed out, implicit in that is the monitoring of the time spent pursuant to the resolution that has been introduced by Trustee Badillo which I would ask be within the purview of the Committee on Faculty, Staff, and Administration. We can do the fact-finding with respect to the outside time with respect to all of the categories of persons that are involved and that committee can serve as a committee of first instance to look at the public policy issues, but this Board certainly can act as a committee of the whole at any time that it wishes to look at those issues as well.

There is a resolution before the body which, if adopted, would call for a fact-finding process to ascertain the information that relates to days and hours etcetera. This information has been requested by a Trustee. It will be provided after it's aggregated to all of the members of the Board.

At this point Mr. Cenci and Mr. Del Giudice left the meeting.

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

At this point Mr. Fink left the meeting.

A. AMENDMENT TO BOARD POLICY ON PAYMENT OF STIPENDS TO STUDENT LEADERS:

RESOLVED, That the Board adopt the following amended policy on the payment of stipends to student leaders:

The Board believes and intends that service as a student leader should be an educational experience. Recognizing the educational role of student leadership positions, the Board, while not encouraging the payment of stipends, believes some stipend payments to student leaders should be allowed within the parameters outlined below.

1. Stipend payments to student leaders shall be limited to two (2) years in the University, except:
 - a. A student leader elected to an office of the University Student Senate shall be allowed three (3) years of stipend payments, with no more than two (2) years of stipend payments as an officer of the University Student Senate.
 - b. A student who receives two (2) years of stipend payments as an undergraduate student leader, shall be permitted a third (3rd) year of stipend payments as a graduate student leader.
2. The amount of stipend payments to student leaders shall be limited as follows:
 - a. College student leaders shall be limited to a maximum of [~~\$2,882~~] \$3,314 per year and no more than [~~\$1,441~~] \$1,657 per semester.
 - b. The Chairperson of the University Student Senate shall be limited to a maximum of [~~\$7,860~~] \$7,200 per year and no more than [~~\$3,390~~] \$3,600 per semester.
 - c. Vice-Chairpersons of the University Student Senate shall be limited to a maximum of [~~\$4,324~~] \$4,200 per year and no more than [~~\$2,162~~] \$2,100 per semester.
3. No student leader shall for the same time period receive more than one stipend, or be an employee of or receive any other compensation from a student activity fee allocating body.
4. The Chancellor or his or her designee shall, every two years, review the schedule of stipend payments, and report to the Board on any adjustments he or she recommends as being appropriate, in relationship to any changes in the Consumer Price Index (CPI).

These amendments shall be effective July 1, 1994, as to college student leaders, and February 1, 1994 as to officers of the University Student Senate.

NOTE: Matter Underlined is new; matter in Brackets to be deleted.

EXPLANATION: This revised stipend policy is adopted pursuant to Board Bylaw section 16.14 to authorize the payment of stipends to student leaders within the time limits and amounts set forth above, and amends the Board Policy on Payment of Stipends to Student Leaders adopted by the Board on April 25, 1983, Calendar No. 7.B, and amended on November 27, 1989, Calendar No. 6.A.

The proposed revisions increase stipends for the first time in four years, in accordance with the 15% increase in the Consumer Price Index (CPI), for all urban consumers in New York City and Northeastern New Jersey, from January 1990 to September 1993.

The revised lowered stipends for USS officers were previously approved by the Board on November 22, 1993, Cal. No. 7.A., as part of the resolution reinstating the University Student Government Fee effective the Spring 1994 semester.

At this point Mr. Fink rejoined the meeting.

Mr. Giordano advised that at the recommendation of the Board of Trustees the University Student Senate had lowered the stipend rates and then, within its own unanimously adopted budget, lowered the rates even further.

NO. 7X. COMMITTEE ON PUBLIC AFFAIRS: RESOLVED, That the following report be noted:

At this point Mr. Badillo and Mr. Inniss left the meeting.

Mrs. Bloom reported that during the month of March a number of non-partisan activities have been planned by the college presidents, the University Faculty and Student Senates, the Professional Staff Congress, interested civic and labor groups, and campus voter registration coordinators to emphasize Voter Registration Month and provide members of the CUNY community with the opportunity to register to vote. In addition, a special event will be held on March 4, 1994 at 10:30 A.M., in the Trustees Lounge to thank Mr. Robert Johnson, President and Chief Executive Officer of New York Newsday and Mr. Leonard Riggio, Chief Executive Officer of Barnes & Noble, Inc., for their financial support and assistance to CUNY's voter registration program. There will also be citizenship activities on each campus to encourage international students to participate. Mrs. Bloom especially commended USS Chair Anthony Giordano for his leadership in getting this voter registration drive off the ground.

ADDED ITEM

At this point Mr. Badillo rejoined the meeting.

NO. 8. HONORARY DEGREES: RESOLVED, That the following honorary degrees, approved by the appropriate faculty body and recommended by the Chancellor, be presented at the commencement exercises as specified:

JOHN JAY COLLEGE OF CRIMINAL JUSTICE:

Reuben Greenberg	Doctor of Laws
Elizabeth Loftus	Doctor of Laws
Frederick Wiseman	Doctor of Humane Letters

(To be awarded June 2, 1994)

NO. 8X. REPORT ON THE UNIVERSITY'S WORKFORCE DEVELOPMENT INITIATIVE: Trustee Howard reported that for the second year in a row the 1994-95 Executive Budget contains \$1.0 million in funding in support of the University's Workforce Development Initiative. This initiative represents the University's commitment to the educational needs of the people of New York and to the advancement of the economic development policies of the City and State.

Workforce Development funds have been used in support of college initiatives that expand program capacity in two areas of critical workforce need, Health Sciences and Teacher Education. In addition, funds have been used to support faculty research on workforce development, job creation, and aid to small businesses. Trustees have received a copy of the report to the Governor and the Legislature which contains a complete report of the activities undertaken.

Chancellor Reynolds has advised that the University will receive a grant of \$400,000 from the New York State Department of Economic Development to enhance its activity. This recognition is a tribute to the success of this initiative, and the effectiveness of the University's response to the economic development challenges faced by the City and State, and a tangible example of the potential benefit to CUNY in the years ahead.

At this point Mr. Badillo, Mr. Fink, Mr. Howard, Dr. Jacobs, and Mrs. Mouner left the meeting.

President Shirley Strum Kenny reported that at Queens College the Center for the Biology of Natural Systems (CBNS) is contributing to one of the important goals of the Workforce Development to foster new jobs and help New York anticipate future economic change. Under the direction of Dr. Barry Commoner, CBNS has conducted a study that shows how manufacturing enterprises based on recyclable materials recovered from the City's huge stream of trash can begin to reverse the 30-year decline in manufacturing, create new jobs, and stimulate the economy.

The CBNS study is designed to spell out how New York City, already the nation's largest single source of recyclable materials, can use this new resource as a base for economic development. The City has recently taken a step in this direction by negotiating for the construction of a paper mill in the Bronx. This plant will not only convert the City's old newspapers into recycled newsprint but also support small scale enterprises that manufacture envelopes and other products from the recycled paper.

One of the dramatic changes in the City's economy has been the loss of employment in manufacturing by over 400,000 jobs since the early 1960's, leading to a serious lack of entry level jobs and a very high level of unemployment among young people. The CBNS project shows how the more than a hundred specific manufacturing enterprises that can use materials recovered from the City's recycling program could help reverse this trend. For example, in New York between 1963 and 1989 the sector of the textile industry that includes reuse of discarded materials lost nearly 3,000 jobs. The CBNS study shows that enterprises based on the discarded textiles recovered by an intensive recycling system would restore two-thirds of those lost jobs.

The study has produced an overall estimate of the potential impact of such recycling-based enterprises on jobs and the City's economy. Some of the major results are: new and increased manufacturing based on reusable, recyclable materials potentially recoverable from the City's trash could create about 14,000 additional jobs. The intensive recycling program that would be needed to maximize the amount of these materials would itself involve about 6,000 additional jobs for collecting and processing time. These 20,000 jobs would represent an annual payroll of some \$600 million and create a ripple effect that would create another 18,000 jobs, further increasing earnings by more than \$400 million per year. Thus, the total impact of economic activity that would be generated by an intensive recycling program could add 38,000 jobs and over \$1 billion in annual earnings to the New York City economy. The CBNS study is one of the ways in which Queens College, through its participation in the Workforce Development Initiative, is contributing to the City's economic future.

Chairman Murphy commented that the journey of a thousand miles starts with the first step and the challenge of regenerating the economy of New York City, which has been devastated over the last four years, is going to take initiatives very modest but very measurable such as those that were just described by President Kenny. And that's by way of introducing this very critical subject that we're going to get a presentation on. He thanked President Kenny for an incisive and very comprehensive initiation of this presentation.

President Matthew Goldstein stated that Baruch College is very proud of its Small Business Lab (SBL) and thankful for the help received from the Chancellor's office to develop the funding needed to continue its work. Since its inception seven months ago it has developed collaborations with two CUNY colleges. With the support of Bronx Community College, Baruch was awarded a New York State Small Business Development Center contract. The Center has begun assisting clients in offices on the Bronx Community College campus.

Baruch has also assisted Borough of Manhattan Community College in working with the City's Department of Housing Preservation and Development to extend its well established training program for employees and owners of the City's smaller construction firms, with an emphasis on minority and women-owned firms.

Baruch's Lab is unique among small business development programs in being centered in a strong academic context, with five faculty coordinators and a number of MBA students as interns. The innovativeness of the SBL is very much attributable to its Director, Dr. Alvin N. Puryear, Professor of Management at Baruch. Lehman Brothers and Coopers & Lybrand have provided support to the SBL as corporate sponsors.

Between September and December 1993, a total of 103 clients completed two Business Plan Development courses. Baruch expects to expand SBL activities by increasing the number of clients; establishing a new track for capital-ready businesses in collaboration with area banks; and having visiting professors on loan from other CUNY colleges who would come to Baruch for teams working on the SBL so that this idea could be spawned in the other boroughs and we could have an important force in creating job opportunities and sustenance for small businesses that unfortunately have a very poor success record of maintaining legs throughout their existence. Baruch is very proud of the SBL and sees it as having a profound future in the development of both the academic and the entrepreneurial side of what is done at the College.

President Leon Goldstein reported that the College Opportunity to Prepare for Employment (COPE) Program was established at Kingsborough Community College in February 1993 as part of a pilot program with Borough of Manhattan, Hostos, and LaGuardia Community Colleges in order to provide special services to a population of students receiving public assistance through the Human Resources Administration (HRA). The program, which targets students receiving aid to families with dependent children, offers enriched academic preparation and comprehensive support services to students who enroll full-time in approved vocationally oriented CUNY associate degree programs.

The program is designed to engage students on campus for 20 to 25 hours per week in a variety of supportive enrichment and educational activities. A significant proportion of the program's resources are targeted in the critical first semester which is referred as the immersion semester. Additional support is provided for students in the post immersion semester and for as many as four additional semesters. The program receives special funding from the City University of New York and HRA and is administered by the Research Foundation of the City University of New York.

COPE Program students share a set of common characteristics. They all have high school diplomas or General Equivalency Diplomas (GED's); they are all parents and the vast majority are single; many have been employed and all express the desire to begin new careers and secure economic self-sufficiency. They require this for themselves and indeed for their families. They tend to seek careers in health and human services, accounting, data processing, secretarial science, and education. A significant number have expressed a desire to transfer to senior colleges. Students are encouraged to choose non-traditional careers if they are consistent with their skills and interests. Many express apprehension about returning to a formal academic setting as students, particularly a college setting. The vast majority achieve scores on the CUNY Freshman Skills Test that require them to register for pre-college level courses during the immersion and post-immersion semesters. Their ages range from approximately 22 to 48 years of age. A considerable proportion of them are drawn from groups historically underrepresented in collegiate programs. For example, the first cohort of 81 COPE Program students at Kingsborough Community College in the spring 1993 semester showed the following demographic characteristics: 36 of 81 students or 45% were Black; 19 or 24% were Hispanic; and 25 or 31% were white. Students are recruited from HRA's income maintenance and BEGIN centers and Center for College Options at community agencies.

There is an extensive counseling program that goes along with this COPE Program and that is critical. Students need welfare, psychological, and health counseling, and the like. They need tutorial assistance as well. In addition attendance at weekly COPE workshops is mandatory for immersion students and these provide opportunities for students to receive information and assistance with important educational and life experience problems.

The first cohort of students is expected to graduate in June or December 1995, followed each semester thereafter by subsequent cohorts. At the present time the College has 144 students and expect to bring 60 students in this spring for a total of 200 students. The hope is to show that the stereotypical image of the female welfare mother is just that, stereotypical, and that these students will succeed.

The second Program is, in fact, very, very exciting. It is called the Family College and is the result of a joint venture between The City University, Chancellor Reynolds, and the Board of Education, at that time Chancellor Fernandez and now continued with Chancellor Cortines. The Program was developed at Kingsborough and has now set a model for other colleges. It is currently being developed and offered at Bronx Community College and will be offered at LaGuardia and Borough of Manhattan Community Colleges in the future, among other colleges.

The idea of this college is quite simple. It is housed in a separate Board of Education public school on campus. The children who are aged pre-kindergarten, attend in the first year and the grades go from pre-kindergarten to the second grade. The mothers of the children in the school attend college courses. They must meet all the requirements: have a high school diploma or a GED, take all the remediation, but in addition to that they take child development and parenting and so on. These students are, in fact, one of the most exciting group of students the College has ever had on the campus.

Mayor Giuliani and Chancellors Cortines and Reynolds visited the Family College before they visited the new High School of Sciences at Kingsborough. I must say that the Mayor was taken with one of the children. These children are super start or super start plus. Super start plus means that they not only are on welfare but they are disabled children and when the Mayor turned to a child in the kindergarten class who happened to be Black and who had only one eye and could hardly see, the Mayor opened his arms and enveloped this child in love, which indicated that he was taken really away with himself in terms of the kinds of opportunities offered.

We wish to show two things: one is that women who are on welfare can succeed and we wish to remove the stereotypical image of these women who are mainly minority women. They are proud. They work very, very hard and they have attained over a B average over three semesters. The second group starts with the pre-kindergarten children and we want these children who are all minority children to succeed, to stay in school, to learn, and then become part of the mainstream of the public school system.

We are doing follow-up studies now with Dr. Marilyn Gittel and the results, I think, are amazingly positive and we hope that we can demonstrate that given care and love and proper development that this model can be transferred to different colleges within The City University and the Chancellor quite frankly is doing just that. CNN and Channel 4 visited us and we've gotten several write-ups in the newspapers.

Chairman Murphy thanked everyone for the very inspiring and really important work being done and for the very informative reports.

Upon motions duly made, seconded and carried the public meeting was adjourned at 6:35 P.M.

SECRETARY GENEVIEVE MULLIN

**PLAN OF GOVERNANCE FOR
NEW YORK CITY TECHNICAL COLLEGE**

**CONSTITUTION OF THE COLLEGE COUNCIL OF
NEW YORK CITY TECHNICAL COLLEGE**

PART I

ARTICLE I - FUNCTION OF COLLEGE COUNCIL

The College Council shall be the body which establishes college policy on all matters except for those specifically reserved by the laws of the State of New York, by the Bylaws of the Board of Trustees of the City University of New York and the collective negotiation agreements in force.

ARTICLE II - COMPOSITION OF COLLEGE COUNCIL

A. The Council shall be composed of:

- 1) Ex officio members (with vote): President of the College, provost, all vice presidents, all full deans, dean of continuing education, chief librarian, registrar, director of admissions, academic deans and departmental chairpersons.
- 2) One member to be elected from each instructional department, program and voting unit (including Department of Student Affairs, Library, Continuing Education, College Laboratory Technicians series,* Higher Education Officer series* and Registrar series* with up to twenty-five full-time instructional staff members; two members to be elected from each department, or voting unit with more than twenty-five full-time instructional staff members.
- 3) Delegates-at-large to be elected from the instructional staff as defined in Article II Section B, 2, with the number of delegates-at-large to be equal to the number of departments, and voting units.
- 4) Students: Student representatives designated as follows:
 - a) Two students elected by the student government.
 - b) Four students from each academic division, each of whom is registered in a department within that academic division, elected by the students within that division. Current election procedures for divisional student representatives are to remain in force.
 - c) Elections for delegates should be held at the same time as election of Student Government officers.
 - d) Election of all student representatives to the College Council shall be by plurality vote of those eligible and voting.
 - e) All student representatives on the College Council will serve for a one-year period.

B. Eligibility to serve and to vote on the College Council:

1) Students

In order for students to serve on the College Council they must meet all of the following criteria:

- a) They must be currently enrolled in the college and in good academic standing. Any student member of the council placed on academic probation during his/her term of office automatically loses his/her seat and may stand for re-election only on being returned to good standing.

***These groups shall be construed as separate voting units ONLY for the purpose of electing College Council delegates. However, CLT's may not vote in elections for departmental delegates.**

- b) They must have successfully completed twelve hours.
- c) They must be able to serve a minimum of one year.
- d) They must be enrolled for a minimum of 3 hours.
- e) If a student vacancy occurs, the student voting unit from which the student comes shall provide a replacement. The name of the replacement is to be reported to the council secretary.

2) Instructional Staff

The following members of the instructional staff shall be eligible to serve on and vote for the College Council:

- a) All professors and associate professors.
- b) All tenured assistant professors and instructors.
- c) All assistant professors and instructors who have received a third full-time annual appointment.
- d) All full-time assistant professors (untenured) who have been appointed to the rank after serving for a minimum of three years as full-time lecturers/instructors.
- e) All lecturers full-time who have received a third continuous annual appointment.
- f) All college laboratory technicians who have received a third full-time continuous annual appointment.
- g) All higher education officers who have received a third continuous full-time annual appointment.
- h) All registrars who have received a third full-time continuous annual appointment.

C. Elections to College Council:

1) Department Delegates

- a) Department delegates shall be elected by those eligible to vote as defined above and in Part II, immediately following the election of department chairpersons. They shall serve a three-year term. Those persons serving as department delegates at the time of the adoption of this constitution shall remain on the council until the expiration of their term.
- b) Vacancies shall be filled by the department for the unexpired portion of the term by election within the department if a delegate resigns, retires, or is on an extended leave. If the vacancy is caused by a one-semester leave the vacancy shall be filled by a runner-up on a ranked list from the last election until the incumbent returns.

2) Delegates-at-Large

- a) Delegates-at-large shall be chosen from the instructional staff as defined above. Such delegates shall be elected for a three year term with 1/3 elected each year on a rotating basis. Those persons serving as delegates-at-large at the time of the adoption of this constitution shall remain on the council until the expiration of their terms.
- b) Those elected shall be selected on the basis of a plurality vote with ties broken by the candidates drawing lots.
- c) Elections shall be held in the Spring semester no later than the last day of classes each year, but shall not take place until after the elections of departmental chairpersons and delegates.
- d) Vacancies for delegates-at-large shall be filled from the list of runner-up candidates of the last election, on a ranked list from the last election for that position with the person having the most votes among the runners-up filling the vacancy. The vacancy shall be for the balance of the semester or academic year, depending upon the type of leave taken by the incumbent. Persons who become unavailable for an indefinite period shall be replaced as per the procedures noted above. Incumbents shall return to their positions upon returning from leave within the time of their original term.

3) All elections shall be supervised by the Legislative Committee and administered by the Office of the Dean of Human Resources and Labor Relations. Student elections shall be supervised by the Office of the Vice-President for Student Affairs.

4) Rules for election shall be established by the College Council.

ARTICLE III - ORGANIZATION OF COLLEGE COUNCIL

A. The president of the college shall be the council chairperson. The provost shall be the vice-chairperson. The president shall preside over all meetings of the College Council. In his/her absence the meeting shall be presided over by the vice-chairperson.

B. A parliamentarian shall be elected at the first meeting of the council by a majority vote of the quorum present at the meeting. The parliamentarian may or may not be a member of the College Council but may vote only if he/she is a voting member of the council. The parliamentarian shall use the current edition of Robert's Rules of Order, Newly Revised and shall advise the chairperson on questions of procedure in transacting the business of the council.

C. A council secretary shall be elected at the first meeting of the council by a majority vote of the quorum present at the meeting. Secretarial assistance shall be provided to the secretary to carry out his/her responsibility. The council secretary shall be responsible for:

- 1) The notification of time, place and agenda of all council meetings.
- 2) Preparation and distribution of the minutes of all council meetings with indication of all present, absent or excused.
- 3) Annually providing the college archivist with all council and council committee minutes as well as all other council documents.
- 4) Preparation and distribution to the college community of an annual report summarizing all actions taken by the council.
- 5) Serving as a full member of the Executive Committee of the College Council and also as a member of a standing committee.
- 6) Publishing a summary of attendance of members annually.
- 7) Updating the data base of council actions annually.

D. The council shall have a clerical/secretarial person assigned to do the secretarial/clerical business of the council.

ARTICLE IV - MEETINGS OF COLLEGE COUNCIL

A. The College Council shall meet a minimum of five times each academic year (at least once during the first two months) as determined by the Executive Committee of the Council.

B. No business shall be conducted at College Council meetings unless there is a quorum present. A quorum is defined as a majority of the total College Council membership.

C. The time of adjournment shall be mandatory and no binding resolutions or actions shall be permitted to be taken beyond that time.

D. Meetings of the College Council shall follow the current edition of Robert's Rules of Order, Newly Revised.

E. The chairperson may call special meetings of the College Council to deal with specific agenda items upon three working days notice to the membership of the council.

F. The council and its committees shall have access to appropriate sources of information necessary to perform its functions.

G. Adequate secretarial services to perform its functions must be provided by the college administration to the council and its committees.

H. All council meetings shall be open to members of the college. Non-members of the council, with the approval of the council, may speak but may not vote.

I. Upon delivery of a petition of a minimum of 1/6 of the membership of the council to the College Council secretary, a meeting must be called in order to deal with the issue of the petition. This meeting must be held within ten (10) working days from the receipt of the petition.

J. The Office of the President or his/her designee shall maintain the official records of the council and such records shall be accessible to all members of the college, to the council and its committees.

ARTICLE V - POWERS AND DUTIES OF COMMITTEES OF COLLEGE COUNCIL

A. The College Council may establish standing and special committees at its discretion

- 1) All council members who are elected to serve on council must serve on a council committee.
- 2) Those council members who serve ex officio may serve on council committees or may choose not to serve on council committees.
- 3) Committee members shall have access to all college records necessary for carrying out their assigned responsibilities. The chairperson of the council and the vice-chairperson shall be members ex officio (without vote) of all standing and special or ad hoc committees.
- 4) Student members of the College Council shall be eligible to serve on committees of the College Council. Assignment shall be made in the same manner as assignment of other members to said committees.

B. The Executive Committee

- 1) The Executive Committee shall be composed of the council chairperson, vice-chairperson, secretary of the council and the chairpersons of all standing committees.
- 2) The council chairperson or, in his/her absence, the vice-chairperson shall preside at meetings of the Executive Committee.
- 3) In the absence of a chairperson of a standing committee he/she may be represented by a designee from the same committee who shall enjoy the same privileges as the chairperson.
- 4) The Executive Committee shall meet at least once a month during the academic year and shall first meet by call of the chairperson early in the fall semester.
- 5) The Executive Committee shall prepare the agenda for all meetings of the College Council. A copy of the agenda shall be delivered to each council member at least five working days prior to a meeting and shall be posted on bulletin boards to be designated by the council at least five working days prior to a meeting. Once an agenda has been distributed, it may be modified only by action of the College Council.
- 6) The Executive Committee of the council shall refer matters brought to its attention to the appropriate committee or to the council. All proposals submitted to standing and special committees must be complete and contain intended committee designations and time frames or they will be returned to their originators for revision. It shall receive recommendations and resolutions from all standing and special committees prior to submission to the council.
- 7) The Executive Committee of the council shall submit such recommendations and resolutions to the council or shall return them to the appropriate committee with comments. If a recommendation or resolution is returned to a committee and the committee passes it for a second time and forwards it to the Executive Committee, it must be placed on the agenda of the next council meeting.

C. Committee on Committees

- 1) The Committee on Committees, composed of five council members of the instructional staff as defined in Article II, B.2. shall be elected by members of the council at the first meeting of the council.
- 2) The Committee on Committees will elect its own chairperson.
- 3) Each member of this committee must serve on another standing committee of the council.
- 4) This committee shall be charged with assigning council members to serve on standing committees within ten days of the first meeting of the council each year.
- 5) This committee shall determine the number of members to be assigned to each standing committee with the proviso that no committee shall have fewer than seven members.
- 6) In making its assignments the committee will consider appropriate continuity and individual preferences.

- 7) At least one student shall be assigned to each standing committee.

D. Standing Committees

- 1) Each standing committee shall elect its own chairperson and secretary. Each chairperson and secretary shall serve for one year.
- 2) Each committee shall investigate, study and report to the College Council on all matters brought to its attention by any member of the council's constituency.
- 3) By a simple majority vote of the College Council a matter resting in the hands of a committee shall be brought before the council at its next scheduled meeting.
- 4) Each committee shall transmit its minutes with a record of attendance to the Executive Committee of the College Council and to all members of the council.
- 5) No committee has the authority to act for the council.
- 6) Each committee shall work within a reasonable time frame with full knowledge and awareness of such deadlines as may exist.

7) Curriculum Committee

This committee shall be responsible for the evaluation of curriculum, the review of proposals for the development and modification of curriculum, and formulation of curriculum policy.

8) Committee on Students

This committee shall be responsible for the evaluation and formulation of policy pertaining to: student recruitment, admission, discharge, student orientation, registration, discipline, counseling, academic standards, granting of degrees, ceremonies, health and other services, extra-curricula activities including athletics, student grievances, as well as other activities relating to students. All actions of this committee shall be undertaken within the boundaries of the students' right to privacy as defined by the Students Records Access Policy of the Board of Trustees of the City University of New York.

9) Budget Committee

This committee shall be responsible for recommendation and evaluation of policy relating to the financial and budgetary affairs of the college.

10) Legislative Committee

This committee shall be responsible for the formulation of any required amendments to this constitution, the election procedures, and bylaws of this body. In addition, this committee shall review and recommend action to the council on legislation of concern to the college community.

11) Buildings and Grounds Committee

This committee shall be responsible for recommendations to the council concerning the condition, improvements, and safety of the college proper and its environs. This committee shall be expected to provide liaison between the faculty and the Office of the Vice President of Fiscal and Operational Affairs. To further this goal, the Buildings and Grounds Committee shall be represented on all college-wide committees dealing with the planning and use of the physical plant.

12) Personnel Committee

This committee shall be responsible for the development of policies and practices (not subsumed by the Board of Trustees' Bylaws or existing contractual agreements) relating to the instructional staff:

- a) It shall be responsible for reviewing existing policies and practices and proposing recommendations for change.
- b) It shall also be responsible for the development and continuing review of criteria and procedures for the evaluation of administrators appointed by the president of the college and shall be responsible for seeing that there shall be periodic evaluation of all such administrators.

13) Non-members on Committees

Members of the instructional staff and students who have not been elected to the council and who wish to serve on a standing committee of the College Council may apply in writing to the chairperson of the Committee on Committees. The chairperson of the Committee on Committees, in consultation with the members of the Committee on Committees and the chairperson of the committee being requested, must either grant or deny the request in writing. A denial must be accompanied by a reason. Those persons who are accepted will serve on the committee but will not have a vote and will not serve as delegates to the council. Representation of non-voting members on a committee shall not exceed 25% of the voting members, nor shall such non-voting members be counted as part of the committee's quorum. Their term shall not exceed the academic year in which they are invited to serve.

ARTICLE VI - PAST PRACTICES OF COLLEGE COUNCIL

A. Nothing in this document shall in any way be construed as to void the legality of any legislation of any previous duly constituted council, except as it may be specifically provided for in this constitution.

PART II - DEPARTMENTAL ELECTIONS

A. All full-time members of the instructional staff as defined below shall be eligible to vote in all departmental elections:

- 1) Professors and associate professors.
- 2) Tenured assistant professors and instructors.
- 3) Assistant professors and instructors who have received a third full-time continuous annual appointment.
- 4) Full-time assistant professors (untenured) who have been appointed to this rank after serving for three years as full time lecturers/instructors.
- 5) Full-time lecturers who have received a third continuous annual appointment.

B. Eligibility to serve as department chairperson and to serve on appointments committees:

The provisions of Article IX, section 9.1., of the Bylaws of the Board of Trustees shall be used to determine those faculty members eligible to serve as department chairpersons and to serve on committees on appointments.

C. In departmental elections for chairperson, committee on appointments and departmental delegate to the College Council, and in the peer evaluation process for promotion, the following shall be deemed ineligible to vote and serve:

- 1) Appointees, (either regular or acting but not including people serving in the below titles as the chief administrator of the Library, the Department of Student Affairs, and the Department of Continuing Education) as:
 - a) President
 - b) Provost
 - c) Vice President
 - d) Dean
 - e) Associate Dean
 - f) Assistant Dean
 - g) Administrator
 - h) Associate Administrator
 - i) Assistant Administrator
- 2) Those serving in a full-time administrative capacity with the City University of New York, or the city, state or federal government.
- 3) Those placed on disability leave without pay including TIAA Disability.

- 4) Persons shall be deemed ineligible to vote in their departments if they are serving in a full-time administrative capacity for two years continuously outside of their own departments. For purposes of implementation, calculation of the two-year period shall begin with the September following the adoption of this constitution by the Board of Trustees of the City University of New York.
- 5) All of the above shall regain their rights immediately upon returning to full-time teaching or other service in their own departments.

PART III - PERSONNEL APPEALS COMMITTEE

There shall be a Personnel Appeals Committee whose function shall be to review appeals transmitted to it by those who wish to appeal matters relating to instructional staff appointments, reappointments, certificates of continuous employment, tenure, leaves, promotions, and the policies, recommendations, and procedures thereto pertaining, and to advise the president on their disposition. Such appeals may be made either before or after the president's decision.

This committee shall be composed of two tenured associate or full professors from each academic division and two from the combined unit composed of the Department of Continuing Education, the Library, Registrar series, and the Department of Student Affairs. One member from each division shall be elected each fall, by members of the instructional staff in the faculty titles of lecturer, instructor, assistant professor, associate professor, and full professor who are eligible to participate in elections for the College Council.

In addition, one member from the HEO series and one member from the CLT series shall be elected every other fall, who will serve, with vote, only when an appeal has been presented to the Personnel Appeals Committee by a person in the HEO series or in the CLT series respectively. All persons in the HEO series who are eligible to vote in the elections for College Council shall be eligible to vote for the HEO representative. All persons in the CLT series who are eligible to vote in the elections for College Council shall be eligible to vote for the CLT representative. These representatives from the HEO and CLT series shall only participate in those actions which involve members of their respective series.

The chairperson of this committee shall be elected from among the membership of the committee by the committee members each fall, following the election held to fill the vacant seats. Each division/area shall conduct a separate election for its representatives. Each elected member shall serve for a two year term.

PART IV - ADMINISTRATIVE ACCOUNTABILITY

The president shall report no less than once during each academic year to the assembled instructional staff of the college on accomplishments of his/her administration and plans for the future. On such occasions the president will entertain questions and statements from the assembled instructional staff.

Division deans shall report no less than once during each academic year to the assembled instructional staff of the division on accomplishments of his/her administration and plans for the future. On such occasions the division dean will entertain questions and statements from the assembled instructional staff of the division.

Department chairpersons shall report no less than once during each academic year to the assembled instructional staff of the department on accomplishments of his/her administration and plans for the future. On such occasions the chairperson will entertain questions and statements from the assembled instructional staff of the department.

PART V - BYLAWS AND AMENDMENTS

A. BYLAWS

The College Council shall adopt bylaws, pursuant to the current edition of Robert's Rules of Order, Newly Revised to define and regulate the details of its organization and procedures.

B. Amendments

- 1) Amendments to this governance plan may be initiated by any standing committee or by petition of sixty (60) members of the instructional staff. The proposed amendment shall be submitted to the Legislative Committee for review. The Legislative Committee must submit the proposed amendment with its recommendations to the Executive Committee for placement on the agenda of the next regular meeting of the College Council.
- 2) The proposed amendment will require a two-thirds affirmative vote of the College Council. In addition, an affirmative simple majority of those members of the Instructional Staff voting, provided 30% vote, is required.
- 3) All amendments to this governance plan are subject to approval by the Board of Trustees.

C. The instructional staff shall have the right to reverse any specific vote of the council, including amendments of this governance plan, by a vote of the majority of the membership of said instructional staff eligible to vote. Upon petition of one-tenth of the instructional staff to the president of the College Council, a meeting, to which the entire instructional staff is invited, must be held in order to determine if the instructional staff desires to reverse any council decision in the aforementioned manner. This meeting must be held within ten (10) working days from the receipt of the petition. The instructional staff shall be notified of said meeting a minimum of five (5) working days prior to the meeting date. The president of the college shall preside at this meeting.

Adopted by the Board of Trustees on February 22, 1994