



THE COLLEGE COUNCIL

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February 2022

The College Council Meeting Minutes

Meeting Details

Date: Monday, February 28, 2022

Time: 11:30 AM – 12:45 PM

Location: Virtual conference via Zoom

Minutes by Agenda Item

I. Call to Order

The meeting was called to order at 11:33 AM with a quorum by President Ramsey.

II. Approval of Agenda and Minutes

III. Introduction of the Parliamentarian and Governance Committee's new members

Shirley Irick, Esq., is appointed as the Parliamentarian and the new members of the Governance Committee are Shirley Irick, Donna Wright, and Bart Van Steirteghem.

IV. New School Proposal Resolution


Upon receiving from the City of New York Mayor's Office funding for a proposed new school of Allied Health in late December 2021, the President brought this matter to the Executive Board for discussion. After thorough discussions, the Board recommended that the faculty of the School of Science Health, and Technology faculty be informed so that they could contribute to the resolution of the proposal. After meeting with the faculty, President Ramsey brought all concerns of the faculty and the Executive Board to the City, and the parties agreed on the following (language directly from the revised proposal): (1) a newly established school with a joint name including 'Allied Health', that would be determined by the College, and (2) the specifics of the revised proposal includes a statement about the organization of the new school, the preservation of the status of all current departments and faculty, and the hiring of a new dean and additional faculty.

The following actions have been taken: (1) An anonymous survey was issued to all SSHT faculty on 1/18, with name options and the winning choice was The School of Science and Allied Health, (1) the Executive Board voted on the new proposal, President Ramsey requested that the same action be put forth for the College Council, and (3) The proposal will be submitted this evening 2/28.

For clarification, President Ramsey restated the Nursing Department would become a part of the Division of Allied Health under the new school organizational structure.

A motion to accept the proposal for the new school named The School of Science and Allied Health (J. Rolle), was seconded (M. Carroll), and passed by unanimous vote.

A motion to adjourn the meeting was seconded. The meeting was adjourned at 12:30 pm.

Minutes prepared by  Yolanda L. Dent, Ph.D., executive secretary of the College Council

Minutes approved by the College Council on April 25, 2022

March 2022

The College Council Meeting Minutes

Meeting Details

Date: Monday, March 21, 2022

Time: 11:30 AM – 12:45 PM

Location: Virtual conference via Zoom

Minutes by Agenda Item

I. Call to Order

The meeting was called to order at 11:33 AM by President Ramsey; with a quorum.

II. Approval of Agenda and Meeting Minutes

A revision request to list all members of the Governance Committee request was also sent to the Executive secretary via email who confirmed before this meeting.

Request to add an item to the agenda – nominations for the Student Technology Fund Council Committee.

A motion to approve the agenda with the addition was seconded and unanimously passed.

A motion to approve the minutes from the February 28 meeting was seconded and unanimously passed.

III. President's Report

President Ramsey stated that candidates for the Provost/Senior Vice President position were interviewed over the period March 15 – March 21. The finalist will be named by May 1.

The visibility of the President in the community is very important to forge a positive strong relationship so that we regain the trust and confidence of the community. We must as an institution show ourselves to be welcoming and friendly.

The Academic Standing Committee was not included in the most recent governance plan, and it must be reinstated because the College is currently out of compliance. This was brought to the President's attention by faculty and to resolve the issue an amendment to the governance plan must be made.

Comments:

- The Executive Board should locate, review, and reference the version of the governance plan that amends the current one (which was given to the College)
- President Ramsey suggested that amending the current plan is most expedient and informed that the revision of the governance plan will be underway.
- Each department has a curriculum committee that should review all proposals brought forth by its department

IV. Curriculum proposal review process

Dr. Zulema Blair reviewed the process of all curriculum proposals. Four years ago the College Council passed the following procedural steps: (1) new proposals are presented to the Curriculum Committee at least 10 days before its meeting, (2) the Curriculum Committee chairperson must circulate the documents to the deans and departments (secures all necessary signatures) then submits the proposal to the Secretary of the College Council at least 14 days before its meeting, (3) the proposal is formally presented to the Executive Board of the College Council which review and votes; and (4) complete proposal is presented to the College Council.

V. Old Business – none

VI. Faculty Nominations to the Student Technology Fee Committee


Dr. Dreher summarized the purpose of the committee. Each year four faculty are elected to the committee (per school) and SGA will elect five student members.

Nominations: M. Pettus (LA), W. Carr (SSHT), B. Price (Business), R. Saran (Education)

It was noted that no students are present at the meeting, however, student members are informed of the College Council meetings; students do not vote at College Council. STF will meet with last year's student members and new student members will be named to its committee.

Clarification–Nominees for committees must be present only for Standing Committees of the Council.

A motion to adjourn the meeting was seconded and unanimously agreed upon. The meeting adjourned at 12:05 PM.

Minutes prepared by  Gelda L. Penn, Ph.D., Executive secretary of the College Council

Minutes approved by the College Council on April 25, 2022

April 2022

The College Council Meeting Minutes

Meeting Details

Date: Monday, April 25, 2022

Time: 11:30 AM – 12:45 PM

Location: Virtual conference via Zoom

Minutes by Agenda Item

I. Call to Order

The meeting was called to order at 11:35 AM with President Patricia Ramsey presiding with a quorum.

II. Approval of Agenda and Minutes

A motion to approve the agenda was seconded and passed unanimously¹.

A motion to approve the minutes for the March 21 meeting minutes was seconded and approved unanimously.

III. President's Report

New York State Senator Zellnor Myrie named Medgar Evers College as the lead CUNY partner with the SUNY School of Environmental Science and Forestry for the new Environmental Science Climate Careers program (with an emphasis on social justice). The program will provide summer research training at Adirondack Park (Timbuctoo Pipeline Summer Climate and Careers Institute) to MEC and Central Brooklyn high school students. The program's goal is to expose students to careers in environmental science. The program's fund is \$2.1M.

Later today, the Accelerated Nursing Program is being presented to the CUNY Academic Affairs Committee – presenters will be President Ramsey and Dr. Shirley Daniels.

The CUNY Board will decide on the approval of the MEC Honorary Degree candidates (Earl Monroe and Sandra Richards). President Ramsey was selected to join Chancellor Rodriguez's CUNY college president delegation to Israel with the Jewish Community Relations Council of New York for its 'Scholars as Bridge Builders' (April 26 – May 4) visit.

¹ Silent Voting. A unanimous vote means there were no verbal votes of 'no' or 'abstain' by any voting member of the College Council.

Dr. Kimberly Whitehead, the senior vice president, will preside over the College during her absence.

Comments

- Dr. B. Greene readdressed the selection of the honorary degree candidates stating that it is unclear whether or not the Council had ever voted on them, but that it should vote since the recipients will possess all the rights of academic degrees. While serving on the Faculty Senate, she was asked (by the Vice-Chancellor of Academic Affairs for CUNY and the Faculty Senate chairperson) if the Council voted on the honorary degree candidates, which indicated an expectation of such a vote.
- Historically, the honorary degree candidates were presented to the Council only for a symbolic vote. (E. Egbe)

A motion to accept the honorary degree nominees pending the presentation of their qualifications to the College Council, (B Greene), was seconded:

Dr. A. Green, chair of the Honorary Degree Committee, proceeded to present the candidate and their biographies as follows: (1) Earl Monroe, New York Knicks Hall of Fame, an activist and founder of the Earl Monroe New Renaissance Basketball School in the Bronx, NY; he has secured corporate sponsorships to revitalize activity spaces for youths in the Crown Heights neighborhood and supports fundraising efforts for the College; and his academic field is Education. (2) Sandra Richards, vice-president at Morgan Stanley, is an advocate for students and supports efforts to raise funding for scholarships. Her academic training is in finance and business. These candidates would receive the degree of Humane Letters.

Voted called (Pres.) for the motion on the floor; to accept all candidates for the honorary degree; the motion passed unanimously.

IV. Old Business

None

V. Curriculum Program Presentations

- A. African Diaspora Literature Bachelor of Arts program and new course Orientation to English Studies -S. Fischer and B. Greene, presenters

MEC is one of the two CUNY senior colleges without a degree program that focuses on the African diaspora. The main component of this degree program would emphasize literature and literary research. The new course focuses on

conducting research and writing in the discipline of literature. Students across CUNY would be allowed to enroll in the online option.

Comments

- Are students required to declare ADL as a minor? Students may fill the minor requirements with any courses that they choose too since there is no major in ADL.

A motion to approve the new course Orientation to English Studies (E. Egbe), was seconded; the motion passed unanimously.

A motion to approve the African Diaspora Literature BA program (W. Ford) was seconded; the motion passed unanimously.

VI. Special Committee to reestablish the Academic Standards and Regulations Committee

Parliamentarian Shirley Irick provided the purpose and a means to reinstate the Academic Standards and Regulations Committee (ASRC). The ASRC plays a critical role in the student academic appeals process, and the College is out of compliance without its functioning. It was traditionally a standing committee of the Council and was likely inadvertently removed in the last revision of the Governance Plan issued by CUNY. Reestablishing it can happen through amending the Governance Plan or establishing a special committee (by Article 7 Section 4). Since this is an essential committee, The Executive Board has voted to establish the special committee upon Ms. Irick's recommendation and brings this to the Council for its input and vote.

Comments:

- The College is violating its accreditation by operating without the ASRC.
- Is the ASRC connected to an Academic Integrity Committee? If not, there is a need for an integrity-focused committee to exist. Pres. Ramsey clarified that 'integrity' is part of its charge.
- Dr. Ezuma suggested that the Governance Committee vote to establish the ARSC and then bring it forth to the Council for a vote. Ms. Irick clarified that the Governance Committee is aware of this issue and plans to address it (the official reinstatement of the ASRC) as part of an amendment to the Governance Plan. Furthermore, since the Executive Board has voted, the College Council may now vote on the same action. The ASRC will be officially reestablished, by amendment, in the Governance Plan. Others reiterated that the urgency did not constitute bypassing the Governance Committee.
- President Ramsey clarified that this motion (if passed) is not to amend the Governance Plan and the status of the special committee would be addressed by the Governance Committee to change its status from a special committee to a standing committee by amendment.

- Dr. B. Greene supports establishing the ASRC as a special committee, and its membership should include the registrar, the person who performs transfers, the academic integrity officer, and an admissions officer. Additionally, the Governance Plan must include the General Education Committee (which was created as a special committee).

A motion that the College Council form the special committee for Academic Standing and Regulations (M. Patwary) was seconded; the motion passed unanimously.

A motion that the Academic Standing and Regulations committee be composed of seven members: faculty members (4 elected by faculty), an officer of Academic Affairs, an officer of Student Success (Registrar or Integrity Officer), and a Student Government Association representative (M. Patwary):

Additional Comments:

- The vice president of Student Affairs should take the lead on this committee; should each school have a representative; all faculty ranks must be represented.
- Having a student representation is a FERPA violation since this committee is primarily an academic and adjudicates grades earned in an academic course and other academic grievances.
- Since the ASRC evaluates the merit of appeals that would have already passed through three levels of grievance, it should be small in size with a cross-section of representation.
- Academic Advising must be represented as the advocate for students' interests.

A motion to accept the membership description for the ASRC was seconded; the motion passed unanimously.

Additional comments

- Dr. Greene requested that representatives of the Office of Student Success be stated explicitly.
- The parliamentarian directed that a friendly amendment to the stated motion encapsulate the request, and she nullified the vote.
- Dr. Greene offered a friendly amendment adding-- that the members of the committee include the advisement director and the academic integrity officer; and in place of the representatives of Student Success, the registrar, and the transfer coordinator (both ex-officio).

A motion to establish the Special Committee for Academic Standing Committee which will have nine (9) members: faculty (4 total, one per school), the Office of Academic Affairs (1), the Director of Advisement, the Academic Integrity Officer, the Registrar (ex-Officio), and the Transfer Coordinator (ex-officio). The term of the service will be a maximum of two years (M. Patwary):

- J. Augustin asked why the Student Success representatives are not voting members--the role of non-faculty members is to provide technical or procedural advice on matters beyond academics. All academic issues are in the purview of the faculty.
- Chevalier stated that before ASRC is officially reinstated by amendment, the Governance Committee should vote on a provision to include more faculty representation since they are essential to all academic-related matters.

A call for a second on revised membership statement was made; the motion was seconded (B. Greene); the motion passed by unanimous consent.

VII. Committee Chair's Reports

A. Curriculum Committee (T. Johnson, chair)

The committee has reviewed 5 of the six programs it has received. Today is the last day to submit proposals for curriculum programs or courses.

B. General Education Committee (W. Carr, chair)

Clarified that the General Education Committee is not a standing committee of the College Council, and this should be addressed by the Governance Committee.

Provost Sheehy has charged the Committee to work on the Freshman Year Experience, Honors Program, and General Education Curriculum. The committee's recent activities:

- The committee has met twice and established its governance (Robert's rule) including defining a quorum (3 faculty members) and creating a SharePoint site for document sharing —Dr. B. Greene shared that the OAA's SharePoint site already includes Gen Ed, which contains past reports, meeting minutes, and approved courses.
- The committee reviewed a new course entitled 'Writing for New Media for the college option.
- The committee will report any inconsistencies between the CUNY Pathways and the General Education Curriculum; and make the student learning outcomes (fixed and flexible, core and College options) accessible to the faculty.

VIII. Future Agenda Items: Collegiality Task Force

A motion to adjourn the meeting was seconded and unanimously passed. The meeting adjourned at 1:15 PM.

Minutes prepared by Geronia L. Dent, Ph.D., Executive secretary of the College Council



Minutes approved by the College Council on May 25, 2022

May 2022

The College Council Meeting Minutes

Meeting Details

Date: Wednesday, May 25, 2022

Time: 11:30 AM – 12:45 PM

Location: Virtual meeting on Zoom

Minutes by Agenda Item

I. Call to Order

The meeting was called to order by President Ramsey at 11:33 am, with a quorum.

II. Approval of Agenda and Minutes

A motion to approve the April 25 meeting was seconded and unanimously carried.

III. President's Report

President Ramsey expressed excitement and joy for the graduating class as they participated in various commencement activities as they prepared for graduation. CUNY has chosen the College's ceremonies to be featured this year. Speaker Adams will deliver the commencement address. Regarding the budget, the CUNY board has approved funding for faculty lines.

IV. Old Business

No old business

V. Election of Faculty Student Disciplinary Committee - general member.

Dean McLean described the role of the committee: it adjudicates conduct matters, and it meets not more than twice per year. It is an important committee, and all members must attend training to ensure that students receive a fair and just adjudication. The committee consists of (3) chairs and (6) general faculty members.

A call for nominees for the Faculty Student Disciplinary Committee: Dr. Donna Hill, Dr. Margaret Carroll, Dr. Fabienne Snowden, Dr. Sumeyra Tosun, and Dr. Shirley Daniels

A motion to close the nominations for the FSD was seconded; the motion passed unanimously.

VI. Curriculum Program Reviews

A. Environmental Science BA/MS Degree Program (presented by Dr. Salako).

The 3-2 B.S./M.S. dual program between Medgar Evers College and Michigan State University. The main outcome of the program is that students will gain training in forestry which is currently woefully underrepresented. Also, this program will enhance recruitment to the Environmental Science department. Students do not need to be ENVS majors to participate in the summer research experience.

B. Public Administration Accelerated Learning Modality (presented by Dr. Blair).

This is a novel program that accelerates the B.A. degree. The program particularly serves working students allowing them to matriculate through the night/weekend program and online. Similar wrap-around services provided to PBI will be tapped for these students, for example, an early alert will be issued at 3.5 weeks.

Comments

- Other campuses are looking to structure similar programs using ALM as a model. Assured that this will raise the profile of the PA degrees, generally, and potentially raise enrollment. A key component will be the offering of the entry-level course in the night/weekend schedule. Currently, enrolled students are focused on the community service aspect of the program.
- Comment: K. Bramble asked if it was normal to change the name of the concentration and then add the course. Dr. Blair explained this is appropriate and is determined by the department.

A motion to approve the Public Administration Accelerated Learning Modality BA program was seconded; the motion passed unanimously.

A motion to amend the agenda by adding changes to the associate and the bachelor's degree curriculum was seconded and unanimously passed.

A motion to change the concentration name from Community Development to Urban Planning and Community Development; also, the course number CIS261 will replace CIS 211; and to add courses Energy Policy and Transportation Policy (Z. Blair)

A motion to approve the above-suggested name change was seconded; the motion passed unanimously.

VII. Committee Chair's Reports:

A. Curriculum (Dr. Tabora Johnson, chair)

The committee is excited about the new programs pending for the next academic year.

B. Committee on Student Life: no report

C. Administrative Advisory (Dr. Zulema Blair, chair)

Presented a brief report (which will be part of the College Council records) outlining major outcomes including the securing of new computers, plans for transforming common areas to reflect the history of the college and social justice, IT service plan, and professional development for faculty and staff. Overall, the committee is highly functioning.

Question/Comments:

- Is the Administrative Advisory coordinating the installation of new computers for all faculty?
- Suggestion on the issue of voting in the Governance Committee; membership is 16, so the majority is 9.

D. Governance Committee (Dr. Bart Steirteghem, chair)


Presented a brief report outlining the structure of the committee and addressed the College's current noncompliance with the Open Meetings Law. This committee is having consensus issues, for example, it did not vote to re-establish the ASC because it could not reach the vote threshold under the current quorum guidelines.

VIII. Commencement (K. Whitehead)

Announced that commencement ceremonies will be held on June 2 in the amphitheater and tickets have been distributed since space is limited.

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A motion to adjourn was seconded and unanimously passed. The meeting adjourned at 12:54 pm.

Minutes prepared by  Gloria L. Deni, Ph.D., executive secretary of the College Council

Minutes approved by the College Council on October 24, 2022

September 2022
The College Council
Meeting Minutes

Meeting Details

Date: Wednesday, Sept. 21, 2022

Time: 11:30 AM – 12:45 PM

Location: Edison O. Jackson Auditorium

Minutes by Agenda Item

I. Call to Order

The meeting was called to order at 11:35 am by President Ramsey; without a quorum (46).

II. Approval of Agenda and Minutes

Quorum not met.

III. President's Report

The President commended the efforts of the student support services in welcoming the freshman class to campus and reiterated that most students have chosen to return to the classroom rather than remain in the remote learning modality. The College must continue to learn from the trend and determine when it is most appropriate to offer online instruction (asynchronous or synchronous).

The President informed that all CUNY colleges are experiencing retention and budget deficits with the CUNY community colleges suffering the most. At Medgar Evers, the number of students seeking baccalaureate degrees is on the increase while those seeking associate degrees are decreasing. A detailed overview of the budget is presented in item VI.

IV. Old Business – None

V. CLT member nomination to the College Council

This issue was resolved before the meeting. The Council has a representative for this group.

VI. Financial and Action Plan – presented by Jacqueline Clark, vice-president of Finance

In summary, each year the college's budget (\$4.9M year ending 2022) is reduced in revenue loss. Last year the overall expenditure increased by 6.5%: full-time staff decreased by 9%, full-time faculty increased by 1%. The federal stimulus funding, which is 13%, ends in 2023. A significant portion of the budget is from tuition; however, no CUNY college met its tuition revenue target. The budget is based on the full-time equivalency (FTE) ratio the


1 FT hour to 15 course credits. The standard credit hour load for a 4-yr degree completion is 15 credits per semester (~5 classes). On average, MEC students register for 11.9 credits per semester or 6 years to graduation. The data provides evidence that students who take 15 or more credits per semester perform better than those who do not. Currently, MEC retention and graduation rates are 40 and 16 percent respectively. The 19% decline in retention is, in part, due to students using MEC as a transition to other CUNY/SUNY schools. A comment made on the retention issue was the need to address the mental health issues of students better.

A copy of the budget will be provided upon request to College Council members and faculty.

Comments.

- The recruitment consultant visited campus during the week of October 5 and reported that students love the college, but that the faculty viewpoint is very different. The President encouraged all to decide how to work towards helping students to be successful.
- The President secured \$400,000 for scholarships.
- The President praised Dr. David Ahn, chair of Computer Information Technology for his work with the HBCU Minority Access.

A motion to adjourn was seconded and unanimously passed. The meeting was adjourned at 12:47 pm.

Minutes prepared by  Gloria L. Dent, Ph.D., Executive secretary of the College Council

Minutes approved by the College Council on October 24, 2022

October 2022

The College Council Meeting Minutes

Meeting Details

Date: Monday, Oct. 24, 2022

Time: 11:30 AM – 12:45 PM

Location: Edison O. Jackson Auditorium (AB1 - L)

Minutes by Agenda Item

I. Call to Order

The meeting was called to order at 11: 35 am. The quorum was reached at noon.

II. Approval of Agenda and Minutes

(Delayed until a quorum was reached)

A motion to approve the agenda was seconded and unanimously passed.

A motion to approve the minutes of the September 21 meeting was seconded and unanimously passed.

III. President's Report

The President reported on the new 60K sq ft site construction at the Carrol St. building; it is an inviting, comfortable, and functional space for students. A substantial portion of the area is for a new student center that includes a theatre, multi-purpose rooms, sleeping pods, and a paraphernalia store. In addition, new sporting facilities, classrooms, and staff offices will occupy the rest of the space.

The President commented on the success of Founders' Day and encouraged administrators and faculty to represent MEC by participating in activities or events sponsored by District 17. The Provost's Office has compiled an expert referral list of the faculty who may be called upon to provide perspectives or opinions for local news outlets. This activity is voluntary.

IV. Committee Reports or Announcements

A. Administrative Advisory (Dr. Zulema Blair, chair).

The committee has met regularly with full attendance. In the spring semester, the committee conducted a walk-through of the college to assess immediate needs, for example, computers and power issues. The committee aims to offer positive recommendations to improve the college environment overall.

B. Curriculum Committee (Dr. Tabora Johnson, chair)

The committee reviews and approves new curricula (programs or courses). Contact the chair directly with questions about the process or to request forms.

C. Student Life – no representative present

D. Governance Committee (Victorica Chevalier, newly elected chair)

The committee is working to reconcile the old (1992) with the current governance plan. The committee has four newly elected members. At the next meeting, it will address the status of the Academic Standing Committee. The committee needs a CLT and an alum representative.

V. Review of the Faculty Student Disciplinary Committee training and responsibility

Dean Alexis McLean summarized the role of the Faculty Student Disciplinary Committee. This committee's work is stifled because all the faculty chair members have not completed the mandatory CUNY training, so student disciplinary cases are not being adjudicated.

VI. College Council Member Duty and Responsibility

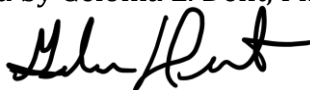
Members of the council and all committees must carry out their duties: attend meetings and participate in voting. Council members, particularly, must fulfill their responsibility to conduct the business of the college business.

VII. Recommendation for the Alumna Representative

The President of the Medgar Evers Alumni Association (an independent organization) is the stated representative on the College Council. Over the past years, the President has yet to respond to all outreach Attempts. The only option to replace the representative is by amending the Governance Plan.

The meeting was adjourned at 12:45 pm.

Minutes prepared by Gelonia L. Dent, Ph.D., executive secretary of the College Council



Minutes approved by the College Council on November 16, 2022.

November 2022

The College Council Meeting Minutes

Meeting Details

Date: Wednesday, November 16, 2022

Time: 11:30 AM – 12:45 PM

Location: Edison O. Jackson Auditorium (AB1 - L)

Attendance: Forty-six (46) members signed in; a quorum was reached.

Minutes by Agenda Item

I. Call to Order

The meeting was called to order at 11:40 am by President Ramsey.

II. Approval of agenda and meeting minutes

A motion to approve the agenda was seconded and unanimously passed.

A motion to approve the minutes from the October 24 meeting was passed unanimously with minor corrections.

III. The President's Report

The President attended (also Dean JoAnn Rolle) the CEO Roundtable on Cancer's initiative - -Going for Gold-- is a partnership with HBCU and HSI institutions that focuses on improving health equity in cancer treatment and care. The college has the invitation to apply for membership which comes with funding.

Two representatives from the college will attend the American Association of State Colleges and Universities (AASCU) 2022 Higher Education Government Relations Conference (Nov. 30 – Dec. 2) "which is a forum for networking and information sharing about higher education public policy at the state and federal level."

Finally, CUNY has secured funds to support events and programs to inform the campus community on diversity, equity, and inclusion issues or counter anti-religious and ethnic bigotry.

IV. Standing Committee Reports or Announcements: Administrative Advisory, College-wide Curriculum, Governance, and Student Life

A. Administrative Advisory (Dr. Blair, chair)

The committee met for two hours and discussed targeted enrollment messaging, the faculty email issues, the new learning management system, maintenance (ventilation and temperature controls in classrooms), and safety (streetlights).

B. Curriculum (Dr. Johnson, chair)

The committee accepts proposal packages 14 days before its meetings. It heard and voted on one proposal from the English department. The next meeting is on 12/12.

C. Governance (Dr. Chevalier, chair)

The committee did not achieve a quorum, so agenda items (e.g., Governance Plan amendments) remained fallow. For motivation to achieve quorum, the chair offered this: "Without a quorum, we have no sail, no wind, no rigging, no speech, no common language. Without governance, we have only the weather. And you all know what the weather is like unpredictable, changeable, capricious." The committee will hold an emergency meeting on 11/21. The committee still needs to appoint alum and CLT representatives.

Comments

- Concerning committee voting, a Curriculum Committee member inquired whether the chairperson could direct members to recuse themselves from a committee vote. The chair clarified that a recusal is suggested for any member whenever a conflict of interest arises. In this case, the member did not recuse but was absent from the vote.
- Regarding student engagement, SGA representatives asked: (1) What is the plan to increase student engagement on campus? (2) Why are student leaders (SGA) unaware of their responsibility to the Council? The SGA member stated that their schedules conflict with the meetings; however, all Council meetings are held during campus open hours when no classes are in session. The Advisors of SGA are responsible for informing all student leaders and representatives of their responsibilities to the Council.

V. Scholarship Fund- Acquisition and Distribution Procedures

Jesse Kane, senior vice president for Student Success and Enrollment Management, presented on scholarship fund acquisition and distribution. In short, it involves several offices on campus, and the Financial Aid and the Bursars Office must clear all scholarships regardless of their source. Scholarship awardees must satisfy the criteria of the award. A

database of all scholarships (source, deadlines, balances, past awardees, duration, etc.) will soon be available on the website.


The entire scholarship application process will be overhauled to improve efficiency and should include a preview of all applications and a filing checklist.

VI. New Programs – none

VII. Old Business- Alumni Representative

The Governance Committee will develop new language to describe the quality of the alum representative and make its recommendation to the Executive Board.

A motion to adjourn the meeting was seconded and unanimously passed. The meeting adjourned at 1:10 pm.

Minutes prepared by  Gloria L. Dent, Ph.D., Executive secretary of the College Council

Minutes approved by the College Council on December 14, 2022

December 2022

The College Council Meeting Minutes

Meeting Details

Date: Wednesday, Dec. 14, 2022

Time: 11:30 AM – 12:45 PM

Location: Edison O. Jackson Auditorium (AB1 L)

Attendance: Fifty-five (55) members; quorum (43) reached.

Minutes by Agenda Item

I. Call to Order

President Patricia Ramsey called the meeting to order at 11:40 am. Delay due to lack of quorum.

II. Approval of Agenda and Minutes

A motion to approve the agenda was seconded and unanimously passed.

A motion to approve the November 16 meeting minutes was seconded and unanimously approved.

III. The President's Report

CUNY is moving toward a total return to on-site work for staff but extended the current requirement of 70% to be in effect until June 30. Remote work agreements for medical/disability accommodations must align with ADA Federal Guidelines, follow CUNY procedures, and be approved each semester. Also, CUNY requires that each campus develop a 2% Budget Savings Plan.

The President plans to examine all expenses and establish an inclusive plan, to meet the college's budget situation head-on. Of note, the new faculty positions are funded by the State, so CUNY's budgeting decisions will not impact these. Our student nonpayment is a significant component of the deficit; the student tuition paid rate is 70%.

Comments:

- Some faculty in Liberal Arts are impacted by the construction at the Carrol St. site and have requested remote accommodations.

- The President encourages the reinstatement of the Continuing Adult Education program(suspended for the past few years), provided it is self-sustaining.
- Departments with few majors are concerned about a focus on revenue-producing programs. Presently, CUNY plans to maintain small degree programs. There are discussions about leveraging online programs.

IV. Standing Committee Reports

A. Advisory Committee (Z. Blair, chair)

The committee discussed decentralizing advising by placing academic advisors in departments; having consultation between academic councils and department chairs; and better inclusion of ASAP, SEEK, and CHAAMP.

B. Governance Committee (V. Chevalier, chair)

The committee discussed the role and status of the Academic Standards and Regulations Committee and a preamble for the Governance Plan. The committee will develop language and deliver it to the Executive Board by February.

C. Student Life Committee

Chair, Jesse Kane, senior vice-president will report in February 2023.

D. Curriculum Committee (T. Johnson, chair)

The committee chair presented the ENG 318 -Writing in New Media course, which has received approval from the committee and the Executive Board.

A motion to vote on the approval of ENG 318 was seconded.

Comments:

- Mass Communication department representative questioned whether the Curriculum Committee had followed proper procedure in its approval process, then motioned to 'send the course back to the Curriculum Committee for a new vote.'
- The Curriculum Committee voting process yielded six yea and two abstentions (members voted by electronic ballot)
- Some Council members expressed that the voting procedure was improper, and that open floor debate was stopped intentionally, a suggestion that the departments involved be allowed. It was noted that both departments have met with Provost Coleman on the matter.
- MCD is concerned that the course will create a challenge in attracting majors; however, across CUNY, media writing courses exist outside of media-related programs/departments. It is best practice to provide interdisciplinary learning experiences, and writing across the disciplines became an emphasis decades ago.

Parliamentarian Irick halted the discussion, redirected the order of action, and directed the Council members to vote on the original motion.

The original motion to approve ENGL 318 was seconded. The vote count was 24 yea, and 14 abstained; the motion passed by majority vote.

V. MEC Care Team

Dean McLean reported that this team supports students experiencing mental health challenges. It has existed for over 5 years, and a Care Team website is under development to inform the study body about its role and accessibility.

A motion to adjourn was seconded and unanimously passed. The meeting adjourned at 1:15 pm.

Minutes prepared by  Gelonia L. Dent, executive secretary.

Minutes approved by the College Council on March 22, 2023.

March 2023

The College Council Meeting Minutes

Meeting Details

Date: Wednesday, March 22, 2023

Time: 11:30 AM – 12:45 PM

Location: Founder's Auditorium (Bedford Building)

Attendees: Forty-seven (47) members of the College Council; quorum reached.

Minutes by Agenda Item

I. Call to Order

The meeting was called to order at 11:47 am by Zulema Blair, vice-chairperson of the Executive Board of the College Council.

II. Approval Agenda and Minutes

A motion to approve the agenda was seconded and unanimously passed.

A motion to approve the December 14, meeting minutes was seconded and unanimously passed.

III. The President's Report

No report

IV. Standing Committee Reports: Administrative Advisory, Curriculum, Governance, and Student Life

A. Administrative Advisory (Z. Blair, chair)

The committee made recommendations on the social climate issues (agenda item of the State of the College). Also, it discussed the need to inform and train faculty on the procedures for purchasing and procurement.

B. Student Life (J. Kane, chair) – no report

C. Governance Committee (V. Chevalier, chair).

The committee addressed the importance of the General Education Committee and determined that it should be a standing committee due to its critical importance at this time. The committee voted unanimously to include GenEd as a standing

committee of the Council. October 27, 2008, is the latest date of the charge of the committee but no further documents support it being a standing committee.

V. Governance Plan Amendments – Reading of the amendments.

Per the Governance Plan Article 12 Section 2 the Executive Secretary shall read aloud all proposed changes at no fewer than two successive meetings of the Council. This will be the first reading.

- A. Reading of amendments for the Academic Standards and Regulations Committee by Dr. Gelonia Dent, executive secretary.
- B. Reading of the amendment for the Membership of the Governance Committee by Dr. Gelonia Dent, executive secretary.

Comments and Questions

- The membership clause should state ‘the Provost and his/her designee’ since academic standards are decided by the faculty, it alone, is responsible for the academic matters of the College.
- Clarify that the phrase ‘approved by the Student Government Association’ is conflicting since all MEC students are members of the SGA. In all matters, this conflict should be clarified. Student membership on this committee is not appropriate since the committee deals with FERPA matters.
- A suggestion that the SGA could amend its governance plan to identify itself more clearly.
- What is the rationale for reducing the number of HEOs and designating them as ex-officio?
- The original intent of the committee was for the faculty to review, recommend, and resolve policy academics; it was first established in the 1992 Governance Plan.
- The ASRC was established in 2022 as a special committee to bring the College into compliance and its membership was broader. We should look at the evolving nature of academia and include HEOs in the process.

VI. New Curriculum Programs

- A. Urban Education master’s degree program – Dr. Tabora Johnson.

The program builds on the current program offerings but adds a research component to the academic program; it also allows students to collaborate with other departments. 33-hour, cohort size is 25.

Comments/Questions:

- Students do not need a background in education, they can earn their license and degree through the program.
- What is the status of the Secondary Education program(s) and how does it intersect? The proposal for the secondary education master's program was not approved by CUNY due to overlap with other colleges' established programs.
- Provost Coleman recommended the college pursue a master's in art of teaching which would allow us to offer training in a variety of educational areas.
- The Elementary Education program does cover secondary education core coursework.
- There will be no accelerated version of UEd, and the department has enough faculty to manage this program.
- What are the funding incentives for prospective students? The department has many funding options that can be used to support students.

VII. New Course: Teaching Computational Thinking and Elementary Mathematics

The purpose of this course is to prepare teachers to teach computational thinking. The course fills the gap in computer science and math. It is a collaborative effort between the education and math departments.

Comments/Questions:

- Dr. Blair restated that all College Council committee representatives must disseminate information, materials, and decisions to their respective departments, encourage inter-departmental discourse, and resolve questions or concerns within the committee before the College Council convenes.
- How do the HEOs get information from the Curriculum Committee? Each committee meeting may be attended by any member of the Council. This is an example issue that should be addressed by the Governance Committee.

VIII. Announcement of New online programs

The School of Business has developed a proposal for online programs in: Accounting (BS), Business (AS), and Criminal Justice (AS).

The School of Education (SOE) at Medgar Evers College has developed proposals for online bachelor's degree programs in Childhood Education (CE), Childhood Special Education (CSE), and Early Childhood Special Education (ECSE); which mirror the current degree programs in the SOE.

IX. Common Core Course Review Committee

Each college will have one representative on the CUNY Common Core Course Review Committee. The nominees on the ballot were determined by OAA. The top three candidates (each from different schools) will be put forth to CUNY, who will choose one.

A motion to adjourn was seconded and unanimously passed. The meeting adjourned at 12:58 pm.

Minutes prepared by  Gelonia Dent, executive secretary of the College Council.

Minutes approved by the College Council on April 24, 2023

April 2023

The College Council Meeting Minutes

Meeting Details

Date: Monday, April 24, 2023

Time: 11:30 AM – 12:45 PM

Location: Founder's Auditorium (Bedford Building)

Agenda

I. Call to Order

II. Approval of this meeting agenda, and the March 22 meeting minutes.

III. The President's Report

- Students met with Congressman Hakim Jefferies at the SUNY/CUNY AACU meeting in Washington DC. Students visited Arlington Cemetery and viewed the grave of Medgar Evers. GENZ Summitt in Jackson MS will have a tribute to Medgar Evers.
- The federal formula for retention formula depends on students who are first-time freshmen who enter in the fall semester. This negatively impacts the MEC rate since most students do not fit this profile. The President is advocating for support of a short-term PELL grant, DOE must adjust its eligibility for federal grants.
- The president is building a synergetic relationship with Pomona College's graduate program.
- The president lamented about the poor turnout of the open house and the revelation that students were completely unaware of who Medgar Evers was and his importance to the Black American experience and community.

IV. Standing Committee Reports: Administrative Advisory, Curriculum, Governance, and Student Life

V. Governance Plan Amendment(s) Readings

- A. Second reading of Academic Standards and Regulations Committee amendment
- B. Membership of the Governance Committee

VI. New Curriculum Programs/Courses

- A. School of Science Health and Technology- Department of Environmental Science- Cannabis AA and BS degree programs
- B. School of Business Department of Economics and Finance – Entrepreneurship minor degree program
- C. School of Liberal Arts Department of Psychology: new course, *Selecting a Major and Career in Psychology*

VII. Elections and Committee Nominations

- A. Faculty Student Disciplinary Committee (FSDC) – election of general faculty members (6)
- B. Faculty Elections for the Committee on Student Life
- C. Committee nominations for the Student Technology Fee (STF).
This committee is comprised of five people (faculty & staff).

No official business was conducted because a quorum of 44 members was not reached. All agenda items will be moved to the May meeting.

The meeting was adjourned at 12:30 pm.

May 2023 (Special Meeting)

The College Council Meeting Minutes

Meeting Details

Date: Wednesday, May 10, 2023

Time: 11:30 AM – 12:45 PM

Location: Founder's Auditorium (Bedford Building)

Attendees: 53 members of the College Council were present (the required quorum is 44)

Minutes by Agenda Item

I. Call to Order

Dr. Zulema Blair, vice-chairperson, call the meeting to order at 11:45 AM

II. Approval of this meeting agenda, and the March 22 meeting minutes.

Clarification that the reading of the Governance Amendments 1 and 2 will be the second reading.

A motion to approve this agenda (with this change) was seconded and passed unanimously.

A motion to approve the meeting minutes for March 22, was seconded and passed unanimously.

III. The President's Report

None

IV. Standing Committee Reports

A. Administrative Advisory -Dr. Zulema Blair

The College will close with a balanced budget. Next year, there will be further discussions on the budget. VP Clark presented to the Committee. On Purchasing, more training is needed in this area, particularly for faculty. The CUNY Marketplace has been implemented. A final report will be sent to the Executive Board.

B. Governance Committee - no report

C. Curriculum Committee – no report

D. Student Life – no report

V. Governance Plan Reading of amendments

A. Academic Standards and Regulations

An objection to the non-voting HEO was stated; the reason given was that if students have the right to vote then show should HEOs. Dr. Chevalier explained that ‘shared’ means everyone has a role, the role of HEOs has traditionally been ex-officio, and not all members of the body may always get a vote. For this committee, faculty are the driving body of all things related to academic standards for the College.

B. Membership of the Governance Committee

C. General Education Committee – reinstatement *.

This committee was omitted from the 2017 version of the Medgar Evers College Governance Plan. A request was made to replace the descriptive term discipline with the term department.

VI. New Curriculum Programs/Courses

A. School of Science Heath and Technology- Department of Environmental Science- Cannabis AA and BS degree programs

Dr. Reid gave an overview of the AA and BS degree programs in Cannabis. Highlighting that these programs are first-of-a-kind. They will train students to enter the burgeoning workforce in the field of cannabis from the perspective of chemistry and the environment.

B. The Department of Economics and Finance: a new minor degree program in Entrepreneurship

Dr. Egbe announced the Entrepreneurship minor degree program and introduced Dr. Crump, who authored the program. Thus far entrepreneurship introductory courses have been offered to College Now. They conducted an interest survey and 85% of respondents affirmed interest in pursuing a degree (AA) in the discipline. A list of the courses that will be transferred from the BA and PA programs will appear on the ballot. Dr. Egbe emphasized the need to drop MTH 141 Finite Mathematics as a prerequisite course, stating that it had become a barrier to students’ progression into the major. Now, the ECON electives will go from 6 to 9 credits.

C. The Department of Psychology: a new course, Selecting a Major and Career in Psychology

Dr. Kathleen Barker and Dr. Sumeyra Toson presented this new course which aims to inform students about the field of Psychology, and the related jobs, and mainly to connect the classroom to careers (the second reason why students stop matriculating). The course will focus on ancillary skills (technology, certifications,

etc.) and will be an elective course. This is a first-of-a-kind course. The only prerequisite is PSYC 101.

Dean Gologor offered that since the students entering college now desire to understand how college will help them in the future.

D. The Department of Accounting: changes to existing course FIN 325 Corporate Finance

Prof. Mark Cadett presented the changes. This course FIN 325 will be replaced with ACCT 467 Cost Accounting II, which is data-analytics-centric. It will prepare students for the new format of the CPA exam (taxation, audit, and reporting, plus students must select an area of specialization) which requires specialized preparation. The prerequisite will be ACCT 227 Principles of Accounting II, which replaces ACCT 312 Intermediate Accounting II.

VII. Committee Nominations

A. Faculty Student Disciplinary Committee (FSDC) –

This body adjudicates student conduct on campus. It consists of (3) chairs – Zulema Blair, Eleanor Holder, and Ken Irish-Bramble, and (6) faculty members, for which, 3 must be replaced.

A motion to nominate three faculty members to the Faculty Student Disciplinary Committee was seconded. The motion was passed unanimously.

A motion to close nominations was seconded and passed unanimously.

The FSDC nominees are Roman Mitchell, Lystra Huggins, and Sheldon Huggins.

B. Faculty nominations for the Committee on Student Life

Jesse Kane, senior vice president and chairperson requested (via message by Dean McLean) to move this item to the Fall 2023 semester.

C. Committee nominations for the Student Technology Fee (STF)

This committee is comprised of five people (faculty & staff).

A motion to nominate 5 members was seconded; the motion passed unanimously.

A motion to close nominations was seconded and passed unanimously.

The STF nominees are Dr. Saran, Dr. Christina Migliaccio, Dr. Sumeyra Tosun, * Sherril Ann Mason, Prof. Roman Mitchel, and Dr. Karen Holton.

A motion to adjourn the meeting was seconded and passed unanimously.
The meeting adjourned at 1:00 pm.

The meeting minutes were prepared by *Gloria Dent*, executive secretary of the
College Council.

Minutes approved by the College Council on May 15, 2023

May 2023

The College Council Meeting Minutes

Meeting Details

Date: Monday, May 15, 2023

Time: 11:30 AM – 12:45 PM

Location: Founder's Auditorium (Bedford Building)

Minutes by Agenda Item

I. Call to Order

President Ramsey called the meeting to order at 11:50 am with a quorum of 46 members of the Council.

II. Approval of Agenda and Minutes from the May 10 special meeting

A motion to approve this agenda (with indicated omissions) was seconded and unanimously passed.

A motion to approve the minutes was made and rejected. Regarding the Council's adherence to the Open Meeting Laws, the following questions were voiced from the floor:

Comments from the floor

- Kevin Adams asked about the Governance Committee minutes being available to the public. Ms. Irick stated in error that minutes are posted on the MEC Library's website.
- Dr. Beverly Lashley, PSC representative, challenged the approval of the meeting minutes stating that she requested the minutes from Dr. at the beginning of the meeting, claiming they were not available on Blackboard.
- Dr. Dent addressed the body giving a summary of her procedures for sharing documents with the Council (meeting minutes, announcements of meetings, and documents) and clarified that this was the only time during her service that the minutes were not distributed on time, she had mistakenly not uploaded them to Blackboard but sent them at the start of the meeting (at Dr. Lashley's request). She asked of Lashley "You will have to give me some grace". The issue was resolved by not calling for approval of the minutes to give the entire body ample opportunity to review them carefully.
- Dr. Lashley asked if subcommittee minutes are available on the webpage. Stating that according to OML they must be made public. The President offered that Curriculum Committees should go into executive session when discussing content that should not be privy to the public; all other committees should be open.
- Kevin Adams (out of order) continued with the complaint about the availability of committee meeting minutes. Though he was not recognized by the President, she assured him that the confusion would be resolved.

III. The President's Report

Reported on the NYC budget was to be finalized by May 1 it does not affect CUNY's budget as much as it will the community colleges, while the mayor's executive budget which has a \$62M [PEG](#) (programs to be eliminated) for CUNY does impact funding for Accelerate, Complete, Engage (ACE) program under which the MEC CHANCE program falls. The target areas for sustained funding are public policy and environmental science.

IV. Standing Committee Reports

A. Administrative Advisory

Dr. Blair will submit a report in writing.

B. Curriculum Committee – agenda item (V1)

C. Governance Committee

Dr. Chevalier, the committee discussed term limits and decided to reinstate the 1992 language regarding 'loss of membership; she read the statement. Called the Secretary forward for the reading of the proposed amendments.

D. Committee on Student Life

No report

V. Governance Plan -Second Reading of Amendments

- A. General Education Committee as a Standing Committee of the College Council - describes the purpose of the General Education Committee and its membership.

Comments:

- To clarify the School of Liberal Arts and School of Education
- Dr. Chevalier clarified that students will be elected through SGA,
- Recommended there be a representative from the Freshman Year Program
- All changes to the language will be emailed to Dr. Chevalier for final editing and then redistributed to the Council on Blackboard.
- Ms. Irick explained the ratification process which includes a college-wide electronic vote on the amendments. The aim is to complete it by May 30.

VI. New Curriculum Programs

- A. Department of Computer Information Systems - Computer Applications degree program redesign

Withdrawn by the department chair.

- B. Department of Environmental Science- Cannabis master's degree program

Dr. Reid provided an overview of the master's degree program highlighting that it would be a first-of-a-kind in CUNY. There are less than a dozen such programs around the country and most focus on medicinal applications. All documents were available for review on the College Council Blackboard site.

C. Department of Accounting – changes to existing courses

Dr. Paul Cox offered a summary of the course changes (ACCT 367, 401, 402, 406, 407, and 480) stating that the main reason for the changes was to address obsolete content, align the prerequisites, and strengthen the degree offerings. All documents were available for review on the College Council Blackboard site.

VII. Election Results for Faculty Student Disciplinary Committee (FSDC) and Student Technology Fee Committee (STFC)

- FSDC Chairperson, Dr. Susan Fisher was elected to serve.
- Three (3) faculty members to be elected to FSDC; nominee correction Roman Mitchell
- Five (5) faculty members are to be elected to STFC; nominee correction Sherril Ann Mason is not eligible.

Curriculum agenda items and committee nominees from May 10 and May 15 will be on separate electronic vote ballots that will be distributed by Faye Chan.

A motion to adjourn was seconded and unanimously passed. The meeting adjourned at 1:15 pm.

Minutes prepared by Gelsonia Dent, executive secretary of the College Council.



Minutes approved by the College Council on October 23, 2023

Appendix A. Summary List of Action Items

A MOTION TO ACCEPT THE PROPOSAL FOR THE NEW SCHOOL NAMED THE SCHOOL OF SCIENCE AND ALLIED HEALTH (J. ROLLE), WAS SECONDED (M. CARROLL), AND PASSED BY UNANIMOUS VOTE. 3

VOTED CALLED (PRES.) FOR THE MOTION ON THE FLOOR; TO ACCEPT ALL CANDIDATES FOR THE HONORARY DEGREE; THE MOTION PASSED UNANIMOUSLY. 7

A MOTION TO APPROVE THE NEW COURSE ORIENTATION TO ENGLISH STUDIES (E. EGBE), WAS SECONDED; THE MOTION PASSED UNANIMOUSLY. 8

A MOTION TO APPROVE THE AFRICAN DIASPORA LITERATURE BA PROGRAM (W. FORD) WAS SECONDED; THE MOTION PASSED UNANIMOUSLY. 8

A MOTION THAT THE COLLEGE COUNCIL FORM THE SPECIAL COMMITTEE FOR ACADEMIC STANDING AND REGULATIONS (M. PATWARY) WAS SECONDED; THE MOTION PASSED UNANIMOUSLY. 9

A CALL FOR A SECOND ON REVISED MEMBERSHIP STATEMENT WAS MADE; THE MOTION WAS SECONDED (B. GREENE); THE MOTION PASSED BY UNANIMOUS CONSENT. 10

A CALL FOR NOMINEES FOR THE FACULTY STUDENT DISCIPLINARY COMMITTEE: DR. DONNA HILL, DR. MARGARET CARROLL, DR. FABIENNE SNOWDEN, DR. SUMEYRA TOSUN, AND DR. SHIRLEY DANIELS 12

A MOTION TO CLOSE THE NOMINATIONS FOR THE FSD WAS SECONDED; THE MOTION PASSED UNANIMOUSLY. 12

A MOTION TO APPROVE THE PUBLIC ADMINISTRATION ACCELERATED LEARNING MODALITY BA PROGRAM WAS SECONDED; THE MOTION PASSED UNANIMOUSLY. 13

A MOTION TO AMEND THE AGENDA BY ADDING CHANGES TO THE ASSOCIATE AND THE BACHELOR'S DEGREE CURRICULUM WAS SECONDED AND UNANIMOUSLY PASSED. 13

A MOTION TO CHANGE THE CONCENTRATION NAME FROM COMMUNITY DEVELOPMENT TO URBAN PLANNING AND COMMUNITY DEVELOPMENT; ALSO, THE COURSE NUMBER CIS261 WILL REPLACE CIS 211; AND TO ADD COURSES ENERGY POLICY AND TRANSPORTATION POLICY (Z. BLAIR) 13

A MOTION TO APPROVE THE ABOVE-SUGGESTED NAME CHANGE WAS SECONDED; THE MOTION PASSED UNANIMOUSLY. 13

THE ORIGINAL MOTION TO APPROVE ENGL 318 WAS SECONDED. THE VOTE COUNT WAS 24 YEA, AND 14 ABSTAINED; THE MOTION PASSED BY MAJORITY VOTE. 24