

The Faculty Senate
The City College of New York



Plenary Meeting

October 17, 2013
Shepard Hall 150

AGENDA

Call to order		2:00 PM
Transfer of Chair's gavel from Prof. Rishi Raj to Prof. David Jeruzalmi		2:01 – 2:05 PM
Approval of the minutes from May 16, 2013 and Sept 19, 2013		2:05 – 2:10 PM
Remarks of the Chair	Prof. David Jeruzalmi	2:10 – 2:20 PM
Election of Secretary, Treasurer, Sergeant-at-arms		2:20 – 2:40 PM
Appointment of the Parliamentarian		2:40 PM
Elections to Committees	Prof. Renata Miller	2:40 – 3:00 PM
a. Educational policy (Senate)		
b. College-wide resources (Senate)		
c. Student affairs (Senate)		
d. Administration (Senate)		
e. Senate affairs (Senate)		
f. Student complaint appeals (Provost)		
EC Report to the Senate		3:00 – 3:20 PM
a. Strategic planning process	Prof. Fred Moshary	
b. Revision of the Faculty Senate by-laws		
c. Faculty governance		
Ombudsperson	Prof. Jane Gallagher	3:20 – 3:30 PM
New business		3:30 – 3:45 PM
Adjournment		3:45 PM

**The Faculty Senate
The City College of New York**



Proposed: November 21, 2013
Adopted: November 21, 2013

**Minutes of the
Faculty Senate Plenary
October 17, 2013
Shepard Hall 250
The City College**

Present: VP Posman; Executive Counsel Occhiogrosso; Deans: G. Barabino, D. Cintron, E. Driscoll, G. Ranalli, E. Weitz; Senators: A. Agrawal, R. Alfano, L. Bank, A. Benedicty, M. Binz-Scharf, K. Block, P. Brass, R. Calichman, H. Carter, MT Chang, W. Crain, B. Cronin, D. DiSalvo, A. Estevez, K. Foster, J. Fraga, E. Friedman, J. Gallagher, A. Gilerson, D. Greenberger, M. Gunner, M. Gutman, E. Handy, D. Hu, K. Hubbard, D. Jeruzalmi, B. Judell, R. Kalia, B. Kim, C. Lascar, J. Lee, C. Maldarelli, D. McLurkin, R. Menon, R. Miller, F. Moshary, J. Moore, S. Pittson, A. Ratner, S. Rings, C. Riobo, S. Rosenbaum, B. Santoro, N. Sohler, G. Tardos, J. Valle, C. Watkins, T. Watson, J. Wilner
Guests: A. Alting, L. Galman, C. Li, A. Feigenberg, J. Levinson, M. Strzeszewski
Excused: R. Raj

1. The meeting was called to order at 2:09 p.m.
2. Transfer of Chair's Gavel from Rishi Raj to Prof. David Jeruzalmi
 - Prof. Raj was not in attendance due to illness.
 - However, the gavel was passed to Prof. Jeruzalmi.
3. The minutes of the May 16th, 2013 and the September 19th, 2013 meeting were approved with corrections.
4. Remarks of the Chair—Prof. Jeruzalmi
 - Thanked the previous Senate and Executive Committee for their past service.
 - All Senate seats are full; we currently have 61 Senators.
 - We need 31 Senators for a quorum, and Prof. Jeruzalmi appealed to Senate members to please attend all meetings.
 - Prof. Jeruzalmi also spoke about the need for Senators to commit to work together to make this an even stronger campus even though we may have disagreements at times.
5. Election of Secretary, Treasurer, and Sergeant-at-Arms
 - Sherri Rings was elected Secretary
 - It was decided that the Senate would not elect a Treasurer or a Sergeant-at-Arms
6. Appointment of the Parliamentarian—Bruce Cronin was appointed
7. Elections to Senate Committees—Renata Miller

- The Executive Committee decided to expand the number of active Senate Standing Committees, which had been truncated in recent years to four, with only two active.
- The Executive Committee proposed continuing the terms of the Elections Committee that had been constituted by the previous Executive Committee for the 2012-13 academic year during the summer of 2013, and carrying the membership of that committee over into a Senate Affairs Committee which, according to the Bylaws, is the larger committee of which Elections is a subcommittee. Professor Joshua Wilner proposed that the membership of the Elections committee instead be nominated as candidates for the new committee that would replace it, and stand for election. There were no objections to this motion, and the members of the Elections Committee were accordingly nominated for the Senate Affairs Committee.
- Nominations had been requested by email to the entire faculty, and nominations were called for from the floor for open seats in the Educational Policy, College-Wide Resources, Student Affairs, Administration, Senate Affairs, and Student Complaint Appeals committees, all of which are described in the Senate Bylaws. An election by paper ballot was held.
- The election results were distributed via email on October 18 and are also attached to these minutes.

8. Executive Committee Report to the Senate

- Strategic Planning Process—Prof. Fred Moshary
 - Four committees, composed of members from the faculty and administration began the strategic planning process. The committees include: (1) Culture of Excellence, (2) Financial Health, (3) Academic Prosperity, and (4) Student Success.
 - Many Senators are involved in this process.
 - A draft of the report is now being reviewed.
 - The Executive Committee met with the provost re: sharing the report. We need a framework for the Senate to participate in finalizing and implementing the report.
 - Prof. Crain noted that the Strategic Plan needs to be ratified by the Senate.
 - Profs. Gutman and Wilner noted that there have been conflicts between teaching schedules and times when the committees are scheduled to meet. Conflicts were also noted between the Senate meeting schedule and committee meeting schedules.
- Updating Bylaws—The Senate Affairs Committee hopes to make progress on updating the Senate Bylaws this year.
- The Faculty Committee on Personnel Matters—Prof. Watkins
 - Committee bylaws will be developed.
 - The need for mentors for junior faculty was discussed. The Senate, the Faculty Council, and other faculty need to be involved in this process.
 - Very concerned with faculty workload guidelines. The provost has an advisory committee for workload guidelines. Department Chairs are included on the advisory committee.

9. Report of the Ombudsperson—Prof. Gallagher

- A policy on Religious Observances and Class Examinations, with proposed changes to the text of the policy, was distributed.
- Prof. Gallagher also suggested that we add this policy to the CCNY website, and reiterated that we must allow students to have religious holidays off.

- The Executive Committee recommended that the changes to the policy be approved. The policy could be amended in the future to include more holidays, if necessary.
- The motion to accept changes to the policy passed, with two abstentions.

10. New Business—Oscar Hijuelos has passed away. It was noted that there is an article in *The Alumnus* magazine about him.

The meeting was adjourned at 3:45 p.m.

Respectfully submitted,

Sherri Rings
Secretary

**The Faculty Senate
The City College of New York**

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New York, NY 10031*



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Remark of the Chair
CCNY Faculty Senate
Plenary Meeting
October 17, 2013

Today is the first plenary Senate meeting organized by the ExCom that you elected last month. First, I'd like to express my gratitude to the outgoing ExCom (Professors Rishi Raj (Chair), Robert Alfano, William Crain, Jane Gallagher, Ravi Kalia, Charles Watkins (also continuing in 2013-2014), and Joshua Wilner) for generously giving of their time to me and to the new ExCom as we start to shepherd our Faculty Senate through this academic year.

Second, the veterans of the Senate have already noticed many new faces, most notably on the ExCom. This is to be celebrated. Those new to the Senate will have to rely on your experience to move the important work of the Senate forward. In the short time that I have been associated with the Senate, I see great passion towards improving The College. However, as we think about ways to form a more perfect College, let us keep in mind that number of things upon which we agree is far greater than those upon which we might disagree; the only way to bridge these is through dialog, patience, and understanding.

Could I ask that, as we deliberate on the matters before us, that we turn our passions for improving our College into actions, and not sharp words directed at our colleagues?

We have microphones setup to enable our meeting today. When you come up to speak, please wait to be recognized. And before you start to speak, please tell us your name and affiliation.

So, let's get started!

Proposed Policy on Religious Observances and Class Examinations to be added to the next version of the Bulletin* and the College website.

New York State Education Law provides that "Students...who are unable, because of their religious beliefs, to attend classes on a particular day... shall... be excused from examination or any study or work requirement." (see Course Bulletin Appendix B.8) The Faculty Senate has provided the following guidelines for accommodating conflicts between religious observances and class examinations:

1. Faculty are requested not to schedule examinations, require in-class assignments to be due, or give surprise quizzes on the following holidays: Rosh Hashanah (Jewish New Year), Yom Kippur (Day of Atonement), Sukkot (first and last two days), Passover (first and last two days), Shavuot and Eid-UI-Fitr (one day only) and Eid-UI-Adha.
2. In case examinations must be scheduled on one of these previously mentioned days, all efforts should be made by the student and faculty member to schedule a make-up examination or assignment.
3. The faculty member must make a reasonable accommodation with regard to the examination, assignment, or quiz missed for reason of a religious holiday. If the faculty member does not accommodate the student, the student has the right to apply to the department chairperson for such accommodation. If the department chairperson has what he or she considers adequate reasons for denying the request, the student has the right to apply to the Dean of the Division or School in which the course is offered.
4. The Academic Senate recommends that students inform their professors of any religious obligations, When such obligations conflict with class attendance or other College responsibilities; College faculty shall accommodate students' religious obligations, to the extent possible, provided that advance notice of these obligations is given by the student; the offices of the Academic Senate shall maintain information about religious calendars for the purpose of consultation by faculty wishing information; this policy shall be added to the College Bulletins, ~~published in the campus newspapers at the start of each semester, placed in the information booklets for freshmen and transfer students, and distributed to the faculty each term with the information note that Provost sends concerning specific religious holidays.~~ and placed on the College website.

*modified from the Queens College website. Underlined text has been added, strikethrough text has been deleted from the Queens version.

Please see relevant section from the Bulletin Appendix B.8 on back of page.

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October 18, 2013

Dear Colleagues,

I am very pleased to announce the results of yesterday's Faculty Senate election for its Standing Committees and for the Student Complaints Appeals Committee. Those who were elected to new terms appear on the next page, as do those who will serve as alternates to each committee for this academic year (names of the newly elected members are underlined).

In the next few days, members of the Executive Committee will work to complete the roster of each committee with the additional participants as stipulated by the Senate Bylaws (student representatives, administrators, and Council-elected representatives, where needed). Executive Committee members will then arrange for each committee's first meeting, at which each committee should elect its own chair to serve for this academic year.

Thank you very much to everyone who was willing to serve and to everyone who voted. I look forward to a busy and productive year.

Sincerely,

David Jeruzalmi

David Jeruzalmi
Professor of Chemistry and Faculty Senate Chair

CCNY FACULTY SENATE COMMITTEES (AY 2013-2014)

Educational Policy Committee (5 senators)

Claudia Lascar (term expires 2014)
Sherri Rings (term expires 2014)
John Lee (term expires 2015)
Nancy Sohler (term expires 2016)
Terri Watson (term expires 2016)
Alternates: Danian Hu and Ranajeet Ghose (tie)

College-Wide Resources Committee (6 faculty)

Robert Alfano (term expires 2014)
Carter Hazel (term expires 2014)
Campbell Dalglish (term expires 2014)
Steven Jablonsky (term expires 2014)
Stanley Ocken (term expires 2014)
Alan Feigenberg (term expires 2015)
Ranajeet Ghose (term expires 2016)
Rajan Menon (term expires 2016)
Alternate: Jiufeng Tu

Student Affairs Committee (5 senators)

Brandon Judell (term expires 2016)
Marie Nazon (term expires 2016)
Ira Spaulding (term expires 2016)
Denise McLurkin (term expires 2016)
Andrew Ratner (term expires 2016)
Alternate: Issa Salame

Administration Committee (7 faculty)

Anil Agrawal (term expires 2016)
Daniel Greenberger (term expires 2016)
Nadjwa Norton (term expires 2016)
Joshua Wilner (term expires 2016)
Ying Li Tian (term expires 2016)
Gabriel Tardos (term expires 2016)
John Lee (term expires 2016)
Alternate: Dan Akins

Senate Affairs Committee (7 senators)

Maria Binz-Scharf (term expires 2016)
Marta Gutman (term expires 2016)
Ellen Handy (term expires 2016)
Renata Miller (term expires 2016)
Daniel DiSalvo (term expires 2016)
Charles Watkins (term expires 2016)
Anil Agrawal (term expires 2016)
Alternate: Carlos Riobo

COLLEGE COMMITTEE

Student Complaints Appeals Committee

Nadjwa Norton (term expires 2016)
Denise McLurkin (term expires 2016)

New York State Education Law, Article 5: S 224-a. Students unable because of religious beliefs to Register or attend classes on certain days.

1. No person shall be expelled from or be refused admission as a student to an institution of higher education for the reason that he or she is unable, because of his or her religious beliefs, to register or attend classes or to participate in any examination, study or work requirements on a particular day or days.

2. Any student in an institution of higher education who is unable, because of his or her religious beliefs, to attend classes on a particular day or days shall, because of such absence on the particular day or days, be excused from any examination or any study or work requirements.

3. It shall be the responsibility of the faculty and of the administrative officials of each institution of higher education to make available to each student who is absent from school, because of his or her religious beliefs, an equivalent opportunity to register for classes or make up any examination, study or work requirements which he or she may have missed because of such absence on any particular day or days. No fees of any kind shall be charged by the institution for making available to the said student such equivalent opportunity.

4. If registration, classes, examinations, study or work requirements are held on Friday after four o'clock post meridian or on Saturday, similar or makeup classes, examinations, study or work requirements or opportunity to register shall be made available on other days, where it is possible and practicable to do so. No special fees shall be charged to the student for these classes, examinations, study or work requirements or registration held on other days.

5. In effectuating the provisions of this section, it shall be the duty of the faculty and of the administrative officials of each institution of higher education to exercise the fullest measure of good faith. No adverse or prejudicial effects shall result to any student because of his or her availing himself or herself of the provisions of this section.

6. Any student, who is aggrieved by the alleged failure of any faculty or administrative officials to comply in good faith with the provisions of this section, shall be entitled to maintain an action or proceeding in the supreme court of the county in which such institution of higher education is located for the enforcement of his or her rights under this section.

6-a. It shall be the responsibility of the administrative officials of each institution of higher education to give written notice to students of their rights under this section, informing them that each student who is absent from school, because of his or her religious beliefs, must be given an equivalent opportunity to register for classes or make up any examination, study or work requirements which he or she may have missed because of such absence on any particular day or days. No fees of any kind shall be charged by the institution for making available to such student such equivalent opportunity.

7. As used in this section, the term "institution of higher education" shall mean any institution of higher education, recognized and approved by the regents of the University of the State of New York, which provides a course of study leading to the granting of a post-secondary degree or diploma. Such term shall not include any institution which is operated, supervised or controlled by a church or by a religious or denominational organization whose educational programs are principally designed for the purpose of training ministers or other religious functionaries or for the purpose of propagating religious doctrines. As used in this section, the term "religious belief" shall mean beliefs associated with any corporation organized and operated exclusively for religious purposes, which is not disqualified for tax exemption under section 501 of the United States Code.