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**COLLEGE-WIDE SENATE**

**GENERAL MEETING**

[Savoy Multipurpose Room](https://www.hostos.cuny.edu/About-Hostos/Our-Campus/Campus-Map)

120 East 149th Street (at Walton Ave)

Thursday, April 18, 2024

3:38 – 5:00 PM

**SENATE MEETING MINUTES**

**Present:**

* **Allied Health**: Professors Rodney Blair and Jarek Stelmark
* **Behavioral and Social Sciences**: Professors Ernest Ialongo (Chair), Nancy Genova
* **Business**: Professors Anders Stachelek and Eddy Garcia
* **English**: Professors Christine Choi and Krystyna Michael
  + **Education**: Professors Denise Cummings-Clay, Jacqueline DiSanto, Michael Gosset, and ProfessorElys Vasquez-Iscan
* **Gittleson**: Ms. Melanie Garcia
* **Humanities**: Professors Thelma Ithier-Sterling, Catherine Lewis, Ana Ozuna,
* **Language and Cognition**: Professor Carl Grindley
* **Library**: Professor Jorge Matos
* **Mathematics**: Professors Junghang Lee, Edme Soho, and Lauren Wolf
* **Natural Sciences**: Professors John Gillen and Debasish Roy
  + **Higher Education Officers** **(HEOs):** Ms. Esquilin Crus, Mr. Travaras Geter, Ms. Jewel Jones, Mr. Michael Martinez, Ms. Daliz Perez-Cabezas, Mr. Iber Pomer, Dr. Silvia Reyes, Ms. Ursula Sanders, and Ms.Elizabeth Wilson
* **University Faculty Senate (UFS)**: Professors Gail August, Eugena Griffin, and Julie Trachman
* **Professional Staff Congress**: Professor Craig Bernardini
* **Senate At-Large Faculty Representatives**: Professors Stacey Cooper, Christine Hutchins, Teresa Gray, Diana Macri, Tram Nguyen, Clara Nieto-Wire, Hector Soto, and Marcelo Viana Neto
* **Adjunct Faculty Representatives**: Professors Ruben Worrell and Juan Soto Franco
* **Student Government Association Representatives (SGA):** Dainma Martínez (President), Kyle Lewis, Kobe Jacobs, Ansumana Jammeh, John Santana, and Orlando Soto

**Absent:**

* **Higher Education Officers:** Mr. Theudys Mejia and Mr. Piotr Kocik
  + **Public Safety / Maintenance**: Officer Clara Albino
  + **Student Government Association:** Cynthia Bongo, Yaxeny Hernandez-Ravelo, Dorian Johnson, Melanie Ortiz Garcia, and Jasmin Sanchez

**Excused Absence:**

* + **Allied Health:** ProfessorAnnie Chitlall,
  + **English:** Professor Alexandra Milsom
  + **Humanities:** ProfessorsVictor Torres Velez, Simona Prives, and Nicole Wallenbrock
  + **Language and Cognition:** ProfessorIsabel Feliz
  + **Higher Education Officers:** Dr. Marsha Milan-Bethal, Ms. Karina Guardiola, Ms. Sheryce Woolery
  + **CLT:** Mr. Marino Corniel
  + **At Large:** ProfessorsAndrew Connolly and Simona Prives
  + **Student Government Association:** Brian Carter, Jahneilia Curtin

**Non-Voting Ex Officio Members:**

* President Daisy Cocco De Filippis, Provost VP La Toro Yates, Provost Shiang-Kwei Wang, VP Evelyn Fernandez-Ketcham, VP Colette Atkins, Dean Babette Audant, Mr. Carlos Rivera (HEO Organization Chair), and Parliamentarian Mr. Shmuel Gerber

**Non-Voting Ex Officio Absent**

* Mr. Eugene Sohn

**Guests**:

* Dean Andrea Fabrizio, Dean Johanna Gomez, Dean Ana I. Garcia Reyes, Dean Althea Sterling, Professor Nieves Angulo, Professor Madeline Ford, Ms. Marina Esquilin, Mr. Ricardo Garcia, Mr. Carlos Guevara, Ms. Kelsey Hillebrand, Ms. Diana Kreymer, Mr. Philip Oliveri, Dr. Sofia Oviedo, Dr. Eric Radezky, Mr. Darian Rivera, Mr. Rafael A. Torres

**1.Call to Order**

Quorum established at 3:38 p.m.   
Senate called to order at 3:38 p.m.

**2.Approval of the Agenda**

New Business Additions: Professor Bernardini – PSC CUNY Chapter Co-Chair, VP Atkins, VP Yates, Dean Fabrizio

Agenda was accepted with these additions.

**3.Approval of March 21, 2024 Senate Meeting Minutes**

Mr. Iber Pomer was present. Minutes will be corrected accordingly.

Minutes were accepted with this correction.

**4**.**Chair’s Report**   
   
Chairperson Ernest Ialongo (Submitted remarks)

**Chairs Report**

**Colleagues, at our last Senate meeting I recounted how Faculty Governance Leaders had responded to EVC Hensel’s memo of January 2024 that suggested a variety of cost saving measures within Academic Affairs. That response noted these measures violated the Bylaws in that they interfered with the Chair’s prerogatives over the schedule, and faculty’s prerogatives over curriculum. That statement noted that the FGLs were committed to addressing the university’s and their college’s budget problems, but within the existing Bylaws of the university.**

**EVC Hensel’s response to that statement was to propose changes to the Bylaws which fundamentally undermined the Chair’s role in determining their department’s schedule, and more broadly the faculty’s roles in program development and maintenance.**

**We spent last meeting discussing the proposed changes to the Bylaws, most especially those dealing with the changes to the duties of the Department Chair, and we collected your statements for our minutes.**

**The UFS Chair John Verzani at that time put together an ad hoc committee of UFS members and Faculty Governance Leaders to collect and coordinate faculty responses. I am a member of that committee. The ad hoc committee had a meeting with EVC Hensel on March 27, and shared their initial concerns that the proposed changes she put forward were of concern to the faculty, and that the timeline she proposed for faculty feedback was unworkable.**

**Two days later the Chancellor announced the matter was put off until the first BOT meeting in the fall, October 28.**

**The ad hoc committee has been working for the last few weeks on alternate language to the proposed changes. The FGLs weighed in on that draft alternate language last Friday, and today the draft language will go out to all full time faculty and chairs.**

**When we get to this item on the agenda, I’ll explain the alternate language and will collect your preliminary feedback, though will ask you give more substantive feedback as per the instructions shared with you.**

***UFS Elections***

**On other matters, we have to fill two full time positions on the UFS, and two alternates, and one alternate adjunct position. Calls for nominations went out to full and part time faculty. These elections will commence as soon as we return from spring recess.**

***CWCC Note:***

**In order to accommodate the usual end of semester rush of curriculum, the CWCC will be adding a CWCC meeting on Tuesday May 7, 2024.**

**Due dates for materials to Curriculum Office, Dean Audant, and Chair of the CWCC Christine Hutchins will be noon on May 1.**

**5.President’s Comments**   
  
  President Daisy Cocco De Filippis, Ph.D. (Submitted remarks)

My Dear Colleagues and Students,

What a wonderful day of student presentations during the Second Annual Student Symposium. As I offer these brief remarks, the Hostos family is preparing for spring break, a time to catch our breaths and catch up with our work, if any is pending, as we enjoy the full realization of spring.

This past week, we have seen an outstanding number of activities designed to enhance intellectual life and civic engagement. Just today, our students’ engagement with their studies and faculty mentors shined as the 120 students presented their research projects at the Second Annual Student Symposium. Outstanding, Dean Fabrizio! Civic engagement was celebrated today with a beautifying the campus initiative led by our SGA students, Dainma and Kobe. It just does not get better. We also attended a num er of activities that focused our attention on embracing a diverse and hopeful world. This has been a week about knowledge, civic engagement of community, respect and understanding of one another, of how much we have in common and of understanding our differences.

As we resume classes, finish and hand in papers, prepare for our final exam after a week of restoration, I remind my dear students to focus on successful completion. Please reach out to your faculty and advisors, and continue to access all the support services available to you.

Mil gracias.

**6.SGA President’s Comments**

President Dainma Martínez (Submitted remarks)

Good afternoon everyone,

I want to start off saying that this week has been such a grand week. Hostos has been nothing but events back to back, giving the opportunity to enjoy Hostos life before spring break. This week we had an Anti-Bullying Event, a Multifaith Luncheon…even Bingo, which a few of us in SGA participated in. We students are watching all of you faculty members during Bingo….we know you are cheating somehow. Then, to end, yesterday we had an amazing Womanism in HipHop event where my BLS HipHop Worldview class presented our group music videos!

I want to shout out today's events also. Dean Fabrizio’s Student Symposium! Many students I know presented and a few of our very own SGA. Then we had our Beautification Project! A huge turn-out so far! We've had around 10 volunteers come and help us clean up outside the A building and plant some of our beautiful flowers, so support us by having a look and taking pictures. More to come for next week when we continue planting.

It is critical to address the responsibility and accountability of our renowned educators. Professors clearly have a platform worthy of respect, but it is critical to remember that this respect should never be exploited or abused. We entrust teachers with shaping minds and encouraging academic advancement, thus it is critical that they maintain the greatest standards of conduct. Academic independence is crucial, but it should never be used to justify unethical actions.

I am thrilled to be working with the Senate Executive Committee to create actionable methods to hold professors accountable for their behavior. Let us work together to establish a climate that values integrity and fairness, ensuring that our educational institutions continue to be beacons of brilliance.

**7.Curriculum Items**

None

**8.Reports of the Senate Standing Committee**

None

**10.UFS Update**

Report submitted by Prof. Trachman

UFS Plenary April 2, 2024  
I)Presentation from 2 colleagues from the SUNY system:  
A)President’s Report of the SUNY Faculty Council of Community Colleges – Prof. Christy Wood:  i)Budget issues especially at community colleges -> funding looks flat for the following year (i.e. same as last year’s), push to get additional funding especially in area of workforce development, dealing with retrenchment and program deactivation -> there is a group of faculty pushing to get on Board of Trustees (BoTs) at the local level in order to help improve faculty issues within SUNY system  
ii)Transfer Task Force is looking for ways to improve course transfer. She reminded us that Donna Linderman who was at CUNY is now with SUNY.  She allegedly stated there “easier for students to go to private college than to stay within SUNY.”  
iii)Prior Learning Assessment (PLA): each campus needs to come up with plan to go beyond Advanced Placement (AP) exams, for ex. ACE, military experience.  
iv)Launching an initiative: MATH Pathways to make students more college ready and have more seamless transition. 2 Pathways: a)STEM pathway b)quantitative reasoning pathway.  
B)President’s Report of the SUNY University Faculty Senate – Prof. Keith Landa:  
i)Transfer (chair of Transfer Steering Task Force): wants it to be seamless (their system has been in effect for 4-5 decades). He specifically mentioned they are trying to improve upon transfer of courses, especially Gen Ed courses.  They are also looking at advising, curricula, enrollment issues, financial aid, data and technical systems.  
ii)Academic Program Optimization: a lot of specialized programs-> trying to consolidate into 1 program with many different specializations.  
iii)Budget negotiations: going better for senior colleges than for community colleges.  
iv)SUNY Online is dwindling. Less push to be “biggest and best.” Some campuses have gotten rid of real-time remote (assume that is equivalent to our online synchronous). Comment at end: would be better if remedial taught face to face rather than online.  
II)Remarks by PSC-CUNY President James Davis:  
i)Changes to Bylaws: He expressed gratitude for the diligent efforts of the faculty governance leaders (FGLs) who quickly raised their concerns because this could lead to sweeping changes. In a “nutshell,” these proposed changes could diminish the role of department chairs, alter the role of the college president and increase the roles of provosts and deans (the last changes are dependent on the particular campus).  The union is also pushing to delay the vote on these proposed changes by the Board of Trustees (BoT). (N.B. Originally set for June 2024 and the vote has been postponed until the fall.)  Prof. Davis noted, as has others, that some of these proposed changes implicate the Collective Bargaining Agreement (CBA).  The administration should be reaching out to the union for consultation with respect to making changes in policy. There are changes in roles that need to be “bargained” over where it is though that it is inconsistent with the contract.  He also mentioned that a number of faculty spoke at the BoT meeting held on April 1 at NYCCT.  They brought up their concerns about decoupling scheduling from assigning classes.  
ii)Prof. Davis also spoke about the ongoing contract negotiations. He felt what was being offered to us is not as good as what was finalized for recent DC37 and UFT contracts. Prof. C. Bernardini (our PSC-CUNY chapter chair) will give further updates.  
III)Discussion of Letter to Chancellor regarding Freedom of Expression (Prof. D. Medina): in brief, we should have a clear statement from the administration regarding Freedom of Expression.  A draft of a letter to the Chancellor was shared. After review of the letter, the UFS Plenary members in attendance consented to the letter being forwarded to the Chancellor by Chair Verzani.   
IV)Discussion of Academic Affairs Committee’s resolution (Prof. K. Gold): he made 4 brief points before our discussion of the resolution.  From the resolution “…be it resolved that the Academic Affairs Committee of the University Faculty Senate calls upon the Executive Vice Chancellor to adhere to all relevant CUNY Bylaws, policies and campus governance plans in letter and spirit in providing direction or guidance to campus administrations; ….” However, it should be noted that after the UFS members reviewed its content, the motion was not adopted.  
V)Ad Hoc Committee report with respect to proposed changes to the Bylaws:  The report was postponed; however, an update was provided below by UFS Chair.  
VI) Remarks by UFS Chair, Prof. J. Verzani: i) They have been working on alternate language keeping in mind the relationship of the Bylaws to the contract.  They planned on meeting again on April 3 to come up with more precise language. Once that is done, they will circulate the revisions and ask for feedback before sending to the Provost et al. ii)Council of Academic Policy: Two UFS faculty have been added to the council. iii)LMS update: Many of the UFS suggestions were incorporated; however, the gradebook mandate is still there.  There may still be concerns about that.  
VII)Announcement from Prof. K. Coughlin: In 2021 we passed a resolution regarding amendments to the Manual of General Policy. This item will be put on the agenda for the next plenary and will be voted on. Please attend the next plenary.

**11.CUNY’s Proposed Revisions to the Bylaws and Manual of General Policy: Discussion and Response**

UFS/FGL Ad Hoc Committee feedback to EVC Hensel on Proposed Changes to CUNY Bylaws 9.3 DRAFT April 18, 2024 (See Appendix)

Senate Chairperson:

About the organization of this document: Suggested CUNY revision are in red following the original black submitted by EVC Hensel. Committee’s version follows, with a rationale.

Prof. Bernardini:

The word “resources” is interesting because it seems to be being expanded beyond material and monetary items to included scheduling.

**12.New Business**

*Prof. Bernardini – PSC CUNY Chapter Co-Chair*

Encouraged people to attend a Board of Trustees meeting. There are excellent videos from the previous meeting with testimonies about these very bylaw changes. Everyone is allotted three minutes to have a captive audience.

PSC Info Graphics on CUNY’s budgetary crisis are available on the PSC website. The three shared at Senate tell a very compelling story the state of disrepair and austerity at the cost of faculty and academics.

*VP Atkins*

Scholarship Gala is on May 9 and the discounted price is $275. 70-80 faculty attended last year’s Gala and VP Atkins encouraged everyone to attend in support of student scholarships.

New scholarship for RN students was donated recently.

*Dean Fabrizio*

On May 8, SSCU and ASAP are to be hosting an Ice Cream Fiesta for enrollment, in front of the Advisement Building.

Also wanted to extend a huge thank you to everyone who presented and supported students at the Symposium. Thank you President for the McKenzie Scott Grant and Dr. Sofia Oviedo.

*VP Yates*

Enrollment is up 250 than this time last year, or 35%. Gave thanks to SSCU for the big push to enroll students for class.

Announced that the college is seeing an uptick of 1000 applications and appreciated the hard work from the Admissions Office to make sure the applications were processed and set up for registration.

*President Cocco de Filippis*

We received another million dollars earmarked for jobs on campus and HRC from Senator Schumer.

**13.Adjournment**

Motion to adjourn. No objections. Meeting ended at 5:00.

**Submitted by:**   
   
*Tram Nguyen, Recording Secretary, and Chair Ernest Ialongo*

Appendix

**UFS/FGL Ad hoc Committee feedback to EVC Hensel on Proposed Changes to**

**CUNY Bylaws 9.3**

**DRAFT**

**April 18, 2024**

**As requested by Executive Vice Chancellor and University Provost Wendy Hensel, below is draft**

**UFS feedback on her office’s “Recommendation Draft” on The Duties of Department Chairperson from the UFS ad hoc committee. In formulating these, we have kept in mind the nature and purposes of institutional Bylaws, which, as stated in the November 28, 2011 minutes of the Board of Trustees, “generally do not state policy, or work rules, but are a statement of the rules and regulations governing the management of an organization.”**

**Below, we first give the draft revision proposed by EVC Hensel, then “Our suggested revision” of the current Bylaws language, and then in bold our rationale for that suggested version over CUNY’s proposed draft revision.**

Recommendation Draft

The Duties of the Department Chairperson

CUNY Bylaws

ARTICLE IX ORGANIZATION AND DUTIES OF FACULTY DEPARTMENTS, SECTION 9.3 DUTIES OF DEPARTMENT CHAIRPERSON

SECTION 9.3. DUTIES OF DEPARTMENT CHAIRPERSON.

a. The department chairperson shall be the executive officer of ~~his/her~~ their department and shall carry out the department’s policies, as well as those of the faculty, the college, and the board which are related to it. ~~He/she~~ They shall foster faculty excellence in teaching, research, and service and ensure the mentorship and inclusion of faculty in the work of the academic department. They shall report to the school’s academic dean or the provost when a dean has not been designated. They shall:

**Our suggested revision:**

a. The department chairperson shall be the executive officer of ~~his/her~~ their department and shall carry out the department’s policies, as well as those of the faculty and the board which are related to it. ~~He/she~~ They shall:

**Rationale:**

1. **For deleting ‘the college’: the meaning or reference of this term in this context is unclear.**
2. **For deleting the first proposed added sentence: it states a duty and if added should occur in the numbered list below, so it should not occur here. We also have concerns that it falls within collective bargaining.**
3. **For deleting the second proposed added sentence: It significantly changes the nature of the Chair position and the relation of the Chair to the department that elects them to that leadership role. The term ‘report to’ makes the Chair “directly responsible” to the Dean or Provost, a relation used in Manual of General Policy (MGP) 2.08 to express the relation between a President and appointed administrators. Chairs do have to “report” certain departmental actions to the President or designee, such as P&B votes on reappointments, tenure, and promotion, faculty search requests and results, faculty workload, and other information as requested, but “to report something to someone” is different from “to report to someone.”**
   1. Be responsible for departmental records, including faculty files if in possession of the department, and all departmental curricula, including any new curricula or changes to existing curricula, and any program-specific, departmental or professional accreditation documents.

**Our suggested revision:**

* 1. Be responsible for departmental records in accord with collective bargaining, University, Board, and New York State policies.

**Rationale: the proposed added language includes unnecessary operational detail.**

* 1. Work with the school’s dean, or where no dean is present, the provost, to develop a schedule each semester that is based on student need and demand and college or system guidelines.
  2. Assign courses scheduled each semester to ~~and arrange programs of~~ instructional staff members of the department based on student need and demand, college or system guidelines, disciplinary expertise, faculty equity, and regular course rotation according to degree maps.

**Our suggested revision:**

* 1. Develop and finalize the department’s course offerings and the teaching ~~A~~assignments ~~courses to and arrange programs~~ of instructional staff members of the department after consultation with department faculty, and taking into account the academic needs of students and pertinent institutional information provided by the President or designee.

**Rationale: The main problem with the proposed revision is that it introduces the Dean and Provost role without distinguishing the different responsibilities faculty and administration have according to established principles of college shared governance and our own CUNY MGP. As MGP, 2.08 Governance of the University, states, students are “the primary reasons for the college’s existence” and the faculty “are the primary means of the development, preservation and transmission of knowledge.” Further, 2.08, 3.2 states that “the faculty is primarily responsible for academic matters” including “the academic program” and “the personnel responsible for that program.” Students engage in this transmission of knowledge by taking courses offered and taught through departments. In carrying out the educational policies of the department, the Department Chair has the responsibility of making sure that the instructional work of the department supports the department’s curricular offerings for students at the college. Expertise here rests in the department faculty and in any given semester is exercised by the faculty member serving as the Department Chair. By MGP 2.08, 3.1, the primary responsibility of the college administration is “the conserving and enhancing of the educational program of the college” and the areas in which it “has final responsibility and authority for decisions” include the “allocation of monies” and “the general administration of the college in such a way as to meet the needs of the students and faculty.” Provision of data for the Chair’s use is a central administrative duty here: MGP, Policy 5.01,2 “the President shall be responsible for making known information on all institutional levels, such as projected enrollment, budgetary matters, program priority, which must be taken into account at every level of personnel action. The President shall be held accountable for seeing that such pertinent institutional information is assembled, and that those faculty concerned with personnel decisions are familiarized with it in a timely fashion.” Our suggested revision makes explicit these different contributions of faculty and administration to the process of establishing a department course schedule that will support student progress in degree.**

**Also, of course, there are many factors that a Chair has to consider in making scheduling decisions, and most chairs use their academic judgment and expertise about the department curriculum and educational goals in deciding how to weigh various factors in carrying out the 9.3.a.2 responsibility. Knowledge of what constitutes the bases of good decision-making by a Department Chair here is something faculty learn in being members of a department. It is not something that belongs in or can be captured in Bylaws. Thus, our suggested revision removes the unnecessary and incomplete listing of the factors that a Chair should base their decision-making on. We rather list three core things a Chair must do in their work here in the context of university shared governance as described in MGP**

**2.08.**

~~3~~4. ~~Initiate policy and action concerning~~ Coordinate the recruitment of faculty ~~and other~~ for the department in compliance with University and college hiring practices. ~~al affairs subject to the powers delegated by these bylaws to the staff of the department in regard to educational policy, and to the appropriate departmental committees in the matter of promotions and appointments~~

5. Ensure appropriate membership and procedures for all departmental committees in the matter of promotions and appointments. I

**Our Suggested Revision**:

Initiate policy and action concerning ~~the recruitment of faculty and other~~ departmental affairs subject to the powers delegated by these Bylaws to the instructional staff of the department in regard to educational policy, and to the appropriate departmental committees in the matter of promotions and appointments; and initiate planning and action concerning the recruitment of faculty.

**Rationale:**

**Our suggested revision clarifies the original wording that makes reference to two main types of areas in which the Chair is to “initiate policy and action”: i) those areas that are referenced earlier in the Bylaws where powers are delegated to department faculty on educational policy (9.1.a and g) and to the department personnel and budget committee in matters of promotion and appointments (9.1.e and 9.2) and ii) an area not yet referenced in the Bylaws, the recruitment of faculty. The proposed deletions by CUNY seem to lessen the role of the Chair as executive of the department since it removes from the Chair’s roles initiating policy and action concerning “other departmental affairs…in regard to educational policy.” Again, this is important given mention of educational policy in Bylaws Art 9.1.a (the department “shall have control of the educational policies of the department through the vote of all of its members”), in 9.1.g (the department “shall have the fullest measure of autonomy consistent with the maintenance of general educational policy”), and given one of the Chair’s fundamental responsibilities in 9.3.a, that they “shall carry out the department’s policies.”**

**Also, CUNY’s proposed new term ‘Coordinate’ seems to weaken the responsibility and agency of the Chair in recruitment done in the service of department educational and staffing needs and goals. The change from ‘initiate’ to ‘coordinate’ also seems to conflict with language used in MGP 5.01, part 4 Recruitment: “The primary responsibility for recruitment shall rest with the department chairpersons, who in turn are responsible for the work of the personnel committees they chair.”**

6~~4~~. Represent the department before the college’s administration, faculty council or faculty senate, the faculty, and the board.

**Our suggested revision: Keep current language.**

**Rationale: The term ‘college’s administration’ is too vague and, unlike the other named entities, ‘administration’ is not defined in the Bylaws Article VIII or XVII. For example, it is unclear if ‘administration’ includes all offices in the administration, such as the Office of Assessment or the Office of Student Services.**

7~~5~~. Preside at meetings of the ~~departmen~~department.

8~~6~~. Be responsible for the work of the department’s committee on appointments or the department’s committee on personnel and budget which ~~he/she~~ they chair~~s~~.

**We have no issue with 7 and 8.**

9~~7~~. Where practiced, ~~P~~prepare the tentative departmental budget request, subject to the approval by the department’s committee on ~~appointments or the department’s committee on~~ personnel and budget and submit it

~~8. Transmit the tentative departmental budget~~ with their ~~his/he~~r own recommendations to the president, ~~or the~~ dean, or provost as ~~the president may designate~~assigned.

**Our suggested revision:**

9~~7~~. Where practiced, ~~P~~prepare the tentative departmental budget request, subject to the approval by the department’s committee on appointments or the department’s committee on personnel and budget and submit it

~~8. Transmit the tentative departmental budget~~ with their ~~his/he~~r own recommendations to the president or their designee ~~or the dean, or provost as the president may designate.~~ **Rationale: There are still appointments committees at some campuses. We also simplified the list of administrators to ‘or their designee.’**

**[These proposed articles 10-12 below cover issues that fall within collective bargaining. Any revision here should be negotiated with the union.]**

10.~~9. Arrange for careful observation and guidance of the department’s instructional staff members~~Schedule members of a panel of faculty observers to conduct teaching observations of adjunct and all full-time faculty and hold and memorialize the post observation conference or schedule it with a member of the department’s Personnel and Budget Committee.

**Our suggested revision:**

Arrange for careful observation and guidance of the department’s instructional staff members in accordance with contractually agreed to practices.

**Rationale: The proposed language addresses items covered by the collective bargaining agreement.**

11. Hold or schedule with a member of the Personnel and Budget Committee an annual evaluation conference with every member of the department other than full professors after observation and prepare a memorandum thereof providing substantive feedback.

**Our suggested revision:**

~~Hold an annual evaluation conference with every member of the department after observation and prepare a memorandum thereof.~~

Supervise any necessary annual evaluation of teaching faculty in accordance with contractually agreed to practices and University policy.

**Rationale: the proposed added wording of the current 9.3.a.11 appears to be language already in the contract: 18.3: “At least once each year, each employee other than tenured full professors shall have an evaluation conference with the department chairperson or a member of the departmental P & B committee to be assigned by the Chairperson. Tenured full professors may be evaluated.” And the current #11 actually conflicts with the contract 18.2.b.1 that tenured professors don’t have to be observed. We suggest alternative or replacement language.**

12~~0~~. Make a full report to the president, provost, or dean and to the college committee on faculty personnel and budget of the action taken by the department committee on personnel and budget or department committee on appointments when recommending an appointee for tenure on the following, as well as any other criteria set forth in U~~u~~niversity policies~~:~~

1. Teaching qualifications and classroom work
2. Relationship of the appointee with his/her students and colleagues
3. Appointee’s professional and creative work
4. Service

**Our suggested revision: Keep current language.**

**Rationale: Any change here must be consistent with the current contract and relevant articles of the Bylaws (e.g., 9.2) and MGP (e.g., 5.01).**

13~~2~~. Generally supervise and administer the department, including coordinating faculty office hours, faculty academic advisement for students, and the supervision of staff.

**Our suggested revision:**

13~~2~~. Generally supervise and administer the department and its resources. **Rationale: Too much unnecessary detail and may conflict with campus practice. We added instead a more general term.**

14. Report annually to the dean, or where there is no dean, the provost, on the chair’s work and the work of the department.

**Our suggested revision:**

14. Submit a report annually on the work of the department and the department’s plans and needs for the upcoming academic year to the President or their designee.

**Rationale: The Chair serves as spokesperson for the department’s activities in these reports. As practiced on campus, they also include department plans and needs, so we added that. The description of who receives the report seems unnecessarily complicated and perhaps is still not covering what exists on every campus, and so, we replace it with “the President or their designee.” Finally, we clarified that this item involves the Chair reporting something to the President or designee, not reporting to them.**

1. Each library, where size makes it practicable, shall constitute an instructional department of the college. The chairperson thereof shall be designated by the president. Such chairperson, in addition to the duties of department chairperson as enumerated in paragraph “a” of this section, shall be charged with the administration of the library facilities of ~~his/her~~ their college and shall perform such other duties as the president may assign. Such chairperson is hereby authorized to use the additional title of ~~“~~chief librarian.”
2. Where student personnel services are constituted as an instructional department of the college, the dean of students shall be the department chairperson.

**Our suggested revision: We have no proposed alternative for b and c.**

1. Where the size of a college makes it effectively function as a single instructional department (e.g. the College of Law), the chief academic officer will be responsible for the functions of a department chairperson.

**Our suggested revision: We need clarification, see rationale. [NOTE: The ad hoc committee did not have representation from these faculty groups. If you are someone possibly affected by this proposed change, please share any thoughts.]**

**Rationale: We have concerns. By the current CUNY Bylaw definitions of “college” and “President” in Article XVII, the head of such units, such as the School of Law, fall under the definition of “President” and so also Article XI, 11.4 The President, with the duties listed there. But if the new proposed 11.5 Provost is maintained, it seems that the Chief Academic Officer is someone else who is reporting directly to the President. So it is unclear if (d) is requiring that such colleges must have both a Dean/President and a Chief Academic Officer/Provost. (This is another apparent inconsistency of the proposed 11.5 with unrevised sections of the Bylaws, in addition to others we have found.)**