

**Minutes of
The Lehman College Senate Meeting
Wednesday, November 18, 2009**

Senators Present: Adams, D.; Alborn, T.; Amoama, C.; Bamshad, M.; Banoum, B.; Bennett, M.; Borrell, L.; Bouzalakos, H.; Brooks, L.; Buckley, M.; Bullaro, G.; Cabrera, A.; Calderon, K.; Carey, R.; Carney, J.; Choudhary, A.; Delgado, M.; DellaPina, M.; DeSimone, S.; Deveaux, F.; DiPaolo, M.; Eldridge, D.; Esteves, C.; Farrell, R.; Feinerman, R.; Fermin, A.; Fernández, R.; Fletcher, D.; Freedberg, S.; Galvez, A.; Gilbert, F.; Gorokhovich, Y.; Graulau, J.; Greenberg, J.; Haghghat, E.; Harushimana, I.; Hattori, T.; Holloway, J.; Howze, P.; Jacobson, B.; Jervis, J.; Jitianu, A.; Kabat, D.; Kolb, P.; Levitt, J.; Lucente, J.; Magdaleno, J.; Marianetti, M.; Markens, S.; Matthews, E.; Mineka, J.; Munch, J.; Ndukwe, C.; O'Connor, N.; Olabode, A.; Papazian, M.; Philipp, M.; Prohaska, V.; Raaum, R.; Rachlin, J.; Rice, A.; Rotolo, R.; Ruiz, J.; Sailor, K.; Schlesinger, K.; Schwartz, G.; Silverman, H.; Tananbaum, D.; Tilley, J.; Voge, S.; Warde, B.; Wheeler, D.; Whittaker, R.; Wunder, A.; Zermatt-Scutt, M.; Zucchetto, V.

Senators Absent: Afrani, D.; Akan, A.; Artinian, A.; Bard, A.; Barnard, J.; Beard, C.; Boddan, A.; Bryant, S.; Calvet, L.; Cavallo, S.; Cheng, T.; DeMinco, S.; Duru, C.; Garlon, M.; Gross, C.; Iheanachor, G.; Jafari, M.; Jarroll, E.; Kayaalp, O.; Kleiman, S.; Larimer, A.; Lertzundi, P.; Maybee, J.; Nadeem, S.; Nopachinda, J.; Ona, S.; Qian, G.; Ricourt, M.; Rosemond, E.; Sakho, N.; Segura, Y.; Seiger-Gardner, L.; Silbermintz, N.; Small, M.; Sokol, M.; Soto, M.; Thompson, P.; Totti, X.; Towery, T.; Troy, R.; Twomey, R.; Weeks, F.; Wilder, I.; Wilson, V.; Wilson-James, C.; .

The meeting was called to order by President Ricardo Fernández at 3:35 p.m.

Minutes Adopted:

A motion was made and seconded to adopt the minutes of the Senate meeting of October 28, 2009. The minutes were approved unanimously.

Announcements and Communication-

a. President Ricardo R. Fernández-

1. President Fernández mentioned that he had testified this afternoon at the City Council on the proposed reductions in the Tuition Assistance Program (TAP) that the Governor has put before the legislature. A hearing had been called and there were people present from CUNY.

President Fernández testified on behalf of the senior colleges; Dr. Eduardo J. Martí, president of Queensborough Community College, testified for the community colleges. It was a lively

42 exchange. The college representatives argued against any reduction in TAP, and in the
 43 process provided data. Lehman alone, the president said, has more than 3,500 students in the
 44 fall receiving TAP. Most students receive the maximum because of their financial situation;
 45 others receive much less. The Governor called a legislative session last week, with no results.
 46 There's a session this week, but nothing has materialized. Obviously, the state is in a difficult
 47 financial situation and is attempting to raise funds in every possible way, including cuts in
 48 TAP. So we hope that the City Council will be able to influence some of the state legislators in
 49 the city. The community colleges are being hit harder in the sense that the community colleges
 50 are funded significantly by the city, which is looking for a \$10 million reduction. We will
 51 need to have a strong presence in Albany and in the city when we press our cause.

52

53 **b. Student Conference-**

54 1. Ms. Hyacinth Bouzalakos, Student Conference Chair, stressed the importance of TAP. She
 55 stated that some students would be forced to drop out of college without this support. She
 56 promised that the Student Conference would work on this issue, especially helping with a
 57 strong presence in Albany.

58 2. A special election will be held on December 2 to fill vacancies. The Conference expects to
 59 increase its membership more than 24.

60 3. At the last meeting the Student Conference voted to propose changes in the graduation
 61 ceremony on matters related to the program, such as whether graduates' names are called.

62 4. Another proposal has to do with forming a Communications Board to strengthen
 63 communications among the entire Lehman community.

64 **REPORTS OF THE STANDING COMMITTEES-**

65

66 **a. Committee on Governance-**

67 1. Prof. Duane Tananbaum reported that the committee has been meeting weekly on a number
 68 of items. It also met this afternoon with the Provost to discuss the Divisional Undergraduate
 69 Curriculum Committees and will meet next Tuesday with Prof. Ira Bloom, who chairs the
 70 Strategic Planning Committee, to discuss concerns about the role of the Senate in the strategic
 71 planning process. Prof. Tananbaum notes that there are three items brought to the Senate by
 72 the Governance Committee.

73 2. The first item was the nomination of Professor Cheryl Smith Gabig of the Department of
74 Speech-Language-Hearing Sciences to fill a vacancy on the Committee on Graduate Studies.
75 She was elected by acclamation.

76 3. A resolution was presented at the last meeting that the college's legal counsel inform the
77 Governance Committee whenever a request is made to see the written ballots in which a vote is
78 taken. The Committee reconsidered it and proposed a revised resolution:

79 "Resolved that the college's legal counsel inform the Lehman College Senate through the
80 Governance Committee, when any request is made to examine the written ballots or the list
81 of yeas and nays on any votes in the Senate. The name of the person making the request
82 shall not be included in the legal counsel's report of this request to the Governance
83 Committee."
84

85
86 The resolution passed by voice vote.

87 4. The next item involved the proposed changes in the Lehman College Governance Document
88 and bylaws, which the Committee has been working on. Most of the changes have to do with
89 the size and membership of the Senate. Those changes would go into effect the next time we
90 would elect at-large senators, which would take place of spring 2011. A few other changes in
91 the document, not having to do with elections, would go into effect immediately, once these
92 amendments are approved by the Senate, the College president and subsequently by the Board
93 of Trustees. Prof. Tananbaum said he was presenting the proposed changes today as a point of
94 information with the changes being explained briefly. A more extensive discussion at the next
95 Senate meeting in December is planned, and a vote would be taken at that time. Amendments
96 to the Governance Structure document requires 25 signatures, including at least 10 faculty
97 members and ten student signatures. A petition was being circulated for this purpose.

98 5. The document was projected on the large auditorium screen with new items underlined and
99 deleted items with a strike-through. **(For ease of reference, the strike-throughs are deleted,
100 and new language is underlined herein.)**

101 6. The first change in the Governance Document is in Section I.A., General Statement. Here
102 the Committee has made "non-teaching instructional staff"- as the term is used in the contract-
103 a separate category from administration representatives.

104 7. Roman Numeral C: Composition of the Senate. The proposal is a departure from the present
105 system where membership in the Senate is proportional: administrators constitute 1/6th of the
106 Senate, students 1/3 and faculty 1/2. It originally seemed like a good idea providing for a

107 membership of 108 a few years ago. However, because of increases in the number of
108 administrators, we are now in the upper 130s or lower 140s in terms of Senate membership,
109 and this is particularly a problem for the students who are unable to fill their quota of about 40
110 seats. Unfortunately, those unfilled seats still count against us for a quorum and in obtaining a
111 majority on various issues. So the present process has proved unworkable. Rather than
112 defining representation in terms of proportions, we plan to define it in absolute numbers, and
113 those absolute numbers will lock in those original proportions. Thus, there would be a total
114 Senate membership of 102.

115 8. Under Department Representation, the sentence is to read: “One representative with at least
116 two years of full-time service shall be elected from each department by and from those
117 members eligible to vote in that department.”

118 9. At-Large Representation: The number of faculty senators elected at large shall be adjusted
119 to maintain the total number of department representatives and at-large faculty senators at 51.

120 10. There has been some confusion in the election of faculty from what is called Group B,
121 which consists of assistant professors without tenure, all instructors, and all lecturers full-time.
122 What happens if someone is an assistant professor without tenure at the time of the election,
123 but then is tenured the next September? For clarification the phrase “at the time of the
124 election” has been added to Section C.1.c.

125 11. Part-time Faculty: “Three part-time faculty Senators shall be elected from those part-time
126 members of the instructional staff who teach at least six semester hours per week. They shall
127 be elected by all part-time members of the instructional staff.” The phrase “with full voting
128 rights” has been eliminated, because all Senators are provided full floor and voting rights.

129 12. Administration Representation: “The President, Vice-Presidents and Full Deans shall be
130 members of the Senate with full voting and floor rights. Prior to the first Senate meeting of the
131 academic year, the President shall appoint additional administrative representatives for one
132 year terms with full voting and floor rights so that the total number of administrators in the
133 Senate, including ex-officio representatives, shall equal twelve.” The President, Vice
134 President and Full Deans will automatically be members. Beyond these positions it will be up
135 to the President to appoint other administrators so that the total number is twelve.

136 13. Non-Teaching Instructional Staff Representatives: “There shall be five representatives,
137 elected by and from the Higher Education Officer and College Laboratory Technician series.
138 They shall serve with full voting and floor rights.” Instead of being defined as administrators,
139 these representatives are now defined in their own category.

140 14. The Gittleson representative has been eliminated.

141 15. Student Representation. Number of students: “There shall be 34 students comprising the
 142 total student membership of the Senate.” That amounts to one-third of the Senate and is
 143 expressed in the proposed change as an absolute number.

144 16. Additional Representatives: Those in the Senate with floor rights but not voting rights was
 145 eliminated as not being necessary.

146 17. Length of Service in the Senate. “At-large Faculty and Non-Teaching Instructional Staff.
 147 All full-time and part-time faculty elected at-large and non-teaching instructional staff
 148 representatives elected to the Senate shall serve two-year terms and shall be eligible for re-
 149 election.”

150 18. Part Time Faculty: This is deleted since it is covered in the previous section, which is also
 151 true of Ex Officio Representatives.

152 19. Vacancies: “(a) Senate seats shall be considered vacant when a senator is no longer
 153 employed or matriculated at the College or when a senator resigns from the Senate. (b)
 154 Vacancies in seats designated for Faculty-at-large, Non-Teaching Instructional Staff and
 155 Student Representatives shall be filled by the person who received the next highest vote total
 156 in the most recent election for such seats. If there are no eligible individuals remaining on the
 157 list from the previous election, a special election shall be held.”

158 20. Personnel and Budget at Section IV.A.1. “Members of the instructional staff with full-time
 159 appointments in titles of Professor, Associate Professor and Assistant Professor may serve as
 160 members of the Personnel and Budget Committees of their departments; four of the five
 161 members of the committee must be tenured, unless there are fewer than five tenured members
 162 in the department.”

163

164 **Changes in the Lehman College Bylaws**

165 Article II. Organization of the Senate. “The Senate shall be constituted and members elected
 166 or appointed as provided for in the ‘Governance Structure of Lehman College.’”

167 1. All the provisions concerning the elections have been deleted from Section 1., and
 168 incorporated into Section 2.

169 2. Section 2. Conduct of Elections: “Faculty at large, Part-time faculty, representatives, and
 170 Non-Teaching Instructional Staff elections shall be conducted by the Committee on
 171 Governance. The elections for Student Representatives shall be conducted by the Student
 172 Elections Board.

173 “Election of Faculty at large and Non-Teaching Instructional Staff Representatives and
 174 Senate committees shall be completed no later than the last Senate meeting of the academic
 175 year.”

176 3. Section 3c: “Chairs of Senate Committees shall be entitled to floor rights to present their
 177 reports.”

178 4. Section 4c: “Secretary: A recording secretary shall be appointed by the President.”

179 Section 4d: “A Parliamentarian shall be appointed by the President.”

180 5. Functions and Membership C: “Representatives of the administration serving on Senate
 181 committees shall be voting members and shall be appointed by the President.” Currently,
 182 representatives of the administration serving on Senate committees are non voting members.

183 6. Article IV. Committees, Section 2: Election of members of standing committees other than
 184 the committee on Governance shall be completed no later than the last Senate meeting of the
 185 academic year, with the term beginning at the start of the following Fall semester.”

186 7. Section 7, Committee on Governance: “Nominates candidates to committees, soliciting
 187 nominations and presenting slates of nominations to the Senate no later than the last Senate
 188 meeting of the academic year.” It also “[a]dministers the election of the at-large faculty and
 189 Non-Teaching Instructional Staff representatives to the Senate.”

190

191 **b. Admissions, Evaluations and Academic Standards**

192 1. Mr. Ralph Boone presented to the Senate the list of undergraduate and graduate candidates
 193 for January 31, 2010 graduation subject to approval by the registrar.

194 2. The next meeting will be before the end of this semester.

195

196 **c. Undergraduate Curriculum-**

197 1. Prof. Barbara Jacobson presented one proposal from the Department of Economics, and
 198 Business, which is a new minor in Business Administration and Liberal Arts. There were also
 199 two experimental courses from the Department of Journalism, Communications and Theatre as
 200 informational items.

201 2. Prof. Jacobson read corrections into the minutes on the curriculum change for the minor in
 202 Business and Liberal Arts. First, the proposal should show, 17 credits instead of 17-18 in two
 203 places on page 3. The other correction on page 3 under “credits” is 3 in Communication, not
 204 3-4 as written. There followed an extensive discussion on the subject of the proposed new

205 minor. A motion to refer the proposal back to the Committee for further study was approved
 206 by voice vote.

207 3. The next meeting will be on Wednesday at 12:30 p.m. in Carman B-051.

208

209 **d. Committee on Graduate Studies-**

210 There was no report.

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212 **e. Committee on Academic Freedom-**

213 There was no report.

214 **f. Committee on Library, Technology and Telecommunications-**

215 1. Mr. James Carney reported that on the Committee meeting of November 10, Associate
 216 Provost Robert Whittaker updated the Committee on the status of Blackboard and the issues
 217 surrounding the transition to Blackboard 8.0. The system is stable since it was moved to
 218 servers at Blackboard. The old anti-plagiarism system, Turnitin, was a standalone system
 219 which was only being used by a small number of Lehman faculty and was costing thousands of
 220 dollars per year. The SafeAssign system, which is an actual module of Blackboard 8.0 and
 221 provides similar functions, was included in the Blackboard package acquired by Lehman
 222 College.

223 2. The Committee passed a motion indicating its support for the rollout of Blackboard 8.0
 224 including the SafeAssign system. Furthermore, the Committee and Dr. Whittaker agreed to
 225 maintain an ongoing relationship with the online working group, and that the chair of the
 226 Library, Technology and Telecommunications Committee will be involved in the working
 227 group meetings, and Dr. Whittaker or his designee will be invited to the Committee meetings.
 228 The Committee chair will then report on online issues to the full Senate on a regular basis.

229 3. The Blackboard 6.0 system will be disabled effective December 30, 2009. This means that
 230 all student content such as discussion posts and student submissions will be lost. Faculty
 231 members are urged to archive all courses they wish to keep since regular access to the course
 232 materials will be lost. The Committee relayed some problems reported by faculty and students
 233 regarding access and problems submitting assignments. Dr. Whittaker agreed to investigate
 234 these issues and report back to the Committee.

235 4. Concerning the printing report, the pilot period for the new unified system will be
 236 announced shortly. The target date to go live with the system will be the day after finals end.
 237 The system will be running concurrently with the old system with the new system as a default.
 238 This will continue through the winter break with a complete changeover set for the beginning

239 of the spring semester. To support student education on the system, printed materials have
 240 been made available at the Library. Chief Librarian, Dr. Kenneth Schlesinger also reported on
 241 research to create an Information Commons in the library. It would serve as a full service
 242 information mall for students and faculty.

243 5. Roll out of Smart Classrooms continues ahead of schedule by almost a year, with funding
 244 from both the Technology Fee and the CUNY Compact. It is now moving on to regular
 245 classrooms. The Committee asked for additional training for faculty and some training for
 246 students who use the technology for presentations and White Board use.

247 6. Technology fee requests for the 2009-2010 school year are now available. Department
 248 chairs should contact their Information Technology Coordinator to execute these purchases.

249 7. Two regular Committee attendees have been asked to serve on the search committee for a
 250 new Vice President of Information Technology. The Committee asked, to the degree possible,
 251 to be kept informed on the progress of the search.

252 8. The next meeting of the Committee will be scheduled via the Committee Listserv.

253

254 **g. Committee on Campus Life and Facilities-**

255 There was no report.

256

257 **h. Committee on Budget and Long Range Planning-**

258 There was no report.

259

260 **i. University Faculty Senate-**

261 1. Prof. Manfred Philipp reported that the University Faculty Senate fall conference was
 262 cancelled because the principal speaker, Vice Chancellor Ernesto Malavé, has fallen ill.

263 However, a spring conference, in addition to the one already planned, will be held on the
 264 subject of Middle States and Assessment.

265 2. The Faculty Experience survey cards have gone out to the faculty. Deadline for return is
 266 November 25.

267 3. The Task Force on the CUNY awards process will next meet in December.

268 4. A proposal is being made on the governance of the School of Public Health, but as yet it has
 269 not been settled.

270

271 **OLD BUSINESS**

272 There was no old business.

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274 **NEW BUSINESS**

275 There was no new business.

276

277 **ADJOURNMENT**

278 The meeting was adjourned at 5:30 p.m.

279

280 Respectfully submitted,

281

282

283 Esdras Tulier