



Borough of Manhattan Community College
The City University of New York
Executive Committee of the Academic Senate

Minutes
November 11th, 2020
Zoom

- I. CALL TO ORDER: Meeting called to order 4:01 pm
- II. Present: K. Levinson, L. Rennis, S. Salm, J. Longley, A. Colapinto, C. Wiseman, G. Clock, C. Jacknick, B. Powell
- III. APPROVAL OF MEETING MINUTES: Minutes of 10.07.2020 unanimously approved.
- IV. STANDING COMMITTEE REPORTS FROM REPRESENTATIVES:
 - a. CURRICULUM COMMITTEE:
 - i. **Course Revision:** FRN 160 French Caribbean Literature in Translation
Description: The proposal updates the course description to be more inclusive and flexible with the literature covered.
Vote: APPROVED: Motion to approve passed 15-0-0
 - ii. **Course Revision:** FRN 161 French-Speaking Women Writers in Translation
Description: The proposal updates the course description to be more inclusive and flexible with the literature covered. Also, the pre-requisites are changed from *ENG 201 or ENG 121* to *ENG 101*.
Vote: APPROVED: Motion to approve passed 15-0-0
 - iii. **Course Revision:** FRN 430 French V Survey of French Literature I
Description: The proposal updates the course description to be more inclusive and flexible with the literature covered.
Vote: APPROVED: Motion to approve passed 15-0-0
 - iv. **Course Revision:** FRN 435 French VI Survey of French Literature II
Description: The proposal updates the course description to be more inclusive and flexible with the literature covered.
Vote: APPROVED: Motion to approve passed 15-0-0
 - v. **Course Revision:** FRN 440: French VII 20th-century French Literature
Description: The proposal updates the course description to be more inclusive and flexible with the literature covered.
Vote: APPROVED: Motion to approve passed 15-0-0

vi. **Course Revision:** FRN 461 The Individual and Society in 19th Century French Literature

Description: The proposal updates the course description to be more inclusive and flexible with the literature covered.

Vote: APPROVED: Motion to approve passed 15-0-0

vii. **Curriculum Revision:** Science for Health Professions

Description: This proposal would change the name of the curriculum from *Science for Health Professions* to *Science for Health* and make a change to the program requirements. The name change should reduce confusion between this major and the Science major which is better for students seeking certain health professions.

Vote: APPROVED: Motion to approve passed 15-0-0

viii. **Curriculum Revision:** Mathematics

Description: This revision changes the second Modern Language requirement to a Program Elective which changes the total Program Electives from 9 to 12. It also adds CSC 211 as a possible Program Elective and notes that students taking CSC 110 or CSC 111 may have CSC 101 count towards the General Elective.

Vote: APPROVED: Motion to approve passed 15-0-0

ix. **Curriculum Revision:** AS in Art Foundations: Studio Art

Description: There are two changes to the Art Foundations curriculum requirements that add breadth and depth to our Studio Art Curriculum. Adding a new 3D Design course requirement aligns BMCC with most CUNY and other art degree programs. Also requiring students to choose either ART 174 Painting Studio I, ART 133 Photography I, or ART 183 Sculpture Studio I expands their skill set and better prepares them for transfer.

Vote: APPROVED: Motion to approve passed 15-0-0

x. **New Course:** ART 143 3D Design: Materials and Methods

Description: This course is an introduction to three-dimensional materials and methods. It is required in the Art Foundations Studio Major A.S. degree.

Vote: APPROVED: Motion to approve passed 15-0-0

xi. **New Course:** ART 270 Portrait Drawing

Description: This course is a second-level Drawing class with a focus on the head. It counts toward the Drawing concentration and Art electives.

Vote: APPROVED: Motion to approve passed 15-0-0

xii. **New Course:** ART 285 Figure Sculpture I

Description: This course is a second-level Sculpture class with a focus on the human figure. It counts toward the Sculpture concentration and Art electives.

Vote: APPROVED: Motion to approve passed 15-0-0

xiii. **New Course:** ART 335 Commercial Photography and Career Strategies

Description: This course is a third-level Photography class focusing on preparation for running a photography business. It counts toward the Photography concentration and Art electives.

Vote: APPROVED: Motion to approve passed 15-0-0

- xiv. **Course Revision:** ART 133 Photography I (previously ART 236 Introduction to Photography)
Description: This revision updates the course title and number from *ART 236 Introduction to Photography* to *ART 133 Photography I* in order to align it with the Photography sequence numbering and avoid confusion for students.
Vote: APPROVED: Motion to approve passed 15-0-0
- xv. **Withdrawn Course:** ART 234 Photography I
Description: This course is withdrawn to avoid confusion with ART 133 Photography I. It does not align with the Photography sequence.
Vote: APPROVED: Motion to approve passed 15-0-0
- xvi. **Course Revision:** ART 233 Photography II (previously ART 338 Digital Darkroom)
Description: This revision updates the course title and number from *ART 338 Digital Darkroom* to *ART 233 Photography II* in order to align it with the Photography sequence numbering and avoid confusion for students. It also removes the Basic Skills and adds ART 133 as a possible pre-requisite.
Vote: APPROVED: Motion to approve passed 15-0-0
- xvii. **Course Revision:** ART 237 Studio and Light (previously ART 337 Studio and Light)
Description: This revision updates the course number from ART 337 to ART 237 in order to align it with the Photography sequence numbering and avoid confusion for students. It also removes the Basic Skills, adds ART 133 as a possible pre-requisite and removes ART 234 from the pre-requisites.
Vote: APPROVED: Motion to approve passed 15-0-0
- xviii. **Course Revision:** ART 238 Advanced Photography (previously ART 336 Advanced Photography)
Description: This revision updates the course number from ART 336 to ART 238 in order to align it with the Photography sequence numbering and avoid confusion for students. It also removes the Basic Skills, adds ART 133 as a possible pre-requisite and removes ART 234 from the pre-requisites.
Vote: APPROVED: Motion to approve passed 15-0-0
- xix. **Course Revision:** ART 183 Sculpture Studio I (previously ART 183 Introduction to Sculpture Studio)
Description: This revision updates the course title from *Introduction to Sculpture Studio* to *Sculpture Studio I* in order to align it with the Sculpture sequence numbering and avoid confusion for students.
Vote: APPROVED: Motion to approve passed 15-0-0
- xx. **Course Revision:** ART 269 Life Drawing Studio I (previously ART 168 Life Drawing Studio I)
Description: This revision updates the course number from ART 168 to ART 269 in order to align it with the Drawing sequence and avoid confusion for students.
Vote: APPROVED: Motion to approve passed 15-0-0

- xxi. **Course Revision:** ART 369 Life Drawing Studio II (previously ART 268 Life Drawing Studio II)
Description: This revision updates the course number from ART 268 to ART 369 in order to align it with the Drawing sequence and avoid confusion for students.
Vote: APPROVED: Motion to approve passed 15-0-0
- xxii. **Course Revision:** MMA 215 Typography and Layout
Description: This revision adds ART 101 as a possible pre-requisite.
Vote: APPROVED: Motion to approve passed 15-0-0
- xxiii. **Course Revision:** MMA 225 Digital Imaging for Graphic Design
Description: This revision adds ART 101 as a possible pre-requisite.
Vote: APPROVED: Motion to approve passed 15-0-0
- xxiv. **Course Revision:** MMA 235 Visual Communication and Design
Description: This revision adds ART 101 as a possible pre-requisite.
Vote: APPROVED: Motion to approve passed 15-0-0
- xxv. **Curriculum Revision:** A.A.S. in Business Management
Description: This proposal adds three new courses (RMI 220, RMI 230, RMI 240) as options in the Finance and Banking elective area of the Business Management major. It also specifies MAT 206 as an option in the Common Core and both MAT 301 and new course RMI 110 as options in the Curriculum Requirements component of the degree requirements.
Vote: APPROVED: Motion to approve passed 15-0-0
- xxvi. **New Course:** RMI 110 Principles of Risk Management and Insurance
Description: This new course is part of a new series of course in Risk Management and Insurance in the Business Management Major.
Vote: APPROVED: Motion to approve passed 15-0-0
- xxvii. **New Course:** RMI 220 Property and Liability Insurance Principles
Description: This new course is part of a new series of course in Risk Management and Insurance in the Business Management Major.
Presenter: Orlando Justo
Vote: APPROVED: Motion to approve passed 15-0-0
- xxviii. **New Course:** RMI 230 Commercial Insurance Principles
Description: This new course is part of a new series of course in Risk Management and Insurance in the Business Management Major.
Presenter: Orlando Justo
Vote: APPROVED: Motion to approve passed 15-0-0
- xxix. **New Course:** RMI 240 Insurance Operations
Description: This new course is part of a new series of course in Risk Management and Insurance in the Business Management Major.
Presenter: Orlando Justo
Vote: APPROVED: Motion to approve passed 15-0-0

b. FACULTY DEVELOPMENT COMMITTEE

- i. Faculty Development Day to be held November 13th. The committee will send the final version to the PR Dept for distribution to the faculty. The subcommittee and assisting committee members will be meeting on Friday November 6th to finalize the details
 - ii. Faculty Development Grant Resolution: committee concerned about lack of transparency regarding Faculty Development Grant process. Will present resolution (below).
 - c. INSTRUCTION COMMITTEE
 - i. Committee reviewed regarding student evaluations of faculty, and faculty peer observations, and will raise at next AS meeting (below).
 - d. ACADEMIC STANDING COMMITTEE
 - i. Met with IT for a demonstration of the online platform for student appeals process.
 - e. STUDENT AFFAIRS COMMITTEE
 - i. Starfish: The committee discussed experiences with Starfish from faculty and student perspectives.
 - ii. Held November 10th Zoom info session, Know Your Rights: Housing Insecurity and Homelessness. Very successful. Event was recorded; link will be shared.
 - iii. Looking into the issue of swap fees.
 - iv. Updating “Teaching in Crisis” memo.
 - f. ADMISSIONS COMMITTEE
 - i. Continued discussion enrollment and admissions issues experienced by students.
 - g. ACADEMIC FREEDOM COMMITTEE
 - i. Discussed purview of committee. Will draft statement for AS meeting next year.
 - ii. Discussed Starfish/Connect2Success: emails NOT written by professors but signed in their names are being sent to students. Will send letter to Dean Zummo to raise issue.
 - iii. Continued discussion on Governance Plan revision.
- V. CHAIR’S REPORT
- VI. NEW BUSINESS: President Munroe
 - a. NC/CR needs further discussion.
 - b. Budget: hoping for large stimulus from Biden administration. Without it, finances look bleak.
 - c. Bursar holds are a big issue: about 10,000 of our students have hold, a balance of approximately \$18 million.
- VII. OLD BUSINESS
- VIII. ADJOURNMENT: 5.42 pm.

Faculty Development Resolution

Resolution regarding Faculty Development Grant awarding process

Whereas, the Faculty Development Grant was initiated, organized, and administered by the Faculty Development Committee of the Academic Senate to support full-time faculty to engage in scholarly and creative activities.

Whereas the Faculty Development Committee, after the submission to Academic Affairs of the list of proposed awardees selected through a rigorous CFP and Review process, is not aware of and excluded from the process of finalizing and notifying faculty awarded the grant.

Whereas the Faculty Development Committee is not informed of the funding source(s), amount of funding, and its allocation.

Be it resolved that the Faculty Development Committee calls for full transparency regarding the amount of funding available annually.

Be it resolved that the committee that conducts the grant review process retains the ability to determine which applicants receive awards and/or given a rationale where recommended applicants were unfunded.

Be it resolved that the Faculty Development Committee be kept abreast of the status of the disbursement of funds after the list of awardees are submitted to the college.

Instruction Committee Resolutions

Resolution concerning Peer Observations of remote teaching during pandemic

WHEREAS in April of 2020, the Academic Senate passed guidelines for peer observation of online courses that are aligned with the contractual procedures for online peer observations and

WHEREAS a large number of classes have exceeded enrollment of 25, which was agreed upon as the appropriate maximum number of students of for online instruction, and

WHEREAS many faculty members have not elected to teach remotely and have had very little experience training in remote instruction and,

WHEREAS no faculty member can assume instructional or pedagogical expertise in teaching in a remote environment in which students have not elected to learn in a remote environment,

BE IT RESOLVED that during this period where most instruction is remote, all peer observations only be used “formatively,” for the benefit of the observed professors; and that these observations not be included in decisions concerning reappointment, tenure, or promotion, unless it is the expressed preference of the observed faculty member.

Resolution Concerning Student Evaluations of Teaching for Fall 2020

WHEREAS many faculty members did not self-select to teach remotely and had very little prior experience and training in remote instruction, and

WHEREAS thousands of students currently in online courses had originally registered for face-to-face learning, and

WHEREAS the withdrawal date for students has been moved to the end of the semester, after Student Evaluations of Teaching (SETs) have been completed, contrary to past practices, and

WHEREAS the results of SETs influence decisions regarding reappointment, tenure and promotion, and

WHEREAS the Instruction Committee of the Senate has developed a new instrument to assess student experiences in the classroom, which can be offered to professors for their own private use this semester,

WHEREAS some junior and adjunct faculty may, despite the concerns above, wish to include student evaluations in their employment file,

BE IT RESOLVED that BMCC administer Student Evaluations of Teaching for the Fall 2020 semester only when requested by the faculty member. Because of the above-noted concerns, results of these evaluations should not negatively influence decisions concerning tenure, reappointment, or promotion.

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