

**POLICY COUNCIL  
Minutes of the March 21, 2013 Meeting**

**Present:** Provost William Tramontano\*, Vice President Milga Morales, Assistant Vice President Alan Gilbert, Associate Provost Jerry Mirotznik, Executive Director Jeremy Thompson, Dean Willie Hopkins, Dean Deborah Shanley, Professor Yedidiah Langsam, Professor Bruce MacIntyre, Professor Andrew Arlig, Professor Namulundah Florence, Professor Mark Kobrak, Abraham Esses, Simon Stern, Washieka Torres, David Rosenberg, Brandon Clark, Ezriel Strum, Michael Ari Broker, Dilek Sen, Jouxne Laird.

**Excused:** Senior Vice President Joseph Giovannelli, Dean Maria Conelli, Professor Moustafa Bayoumi, Professor Priya Parmar, Professor Paula Massood.

**Absent:** Dean Kimberley Phillips, Dean Kleanthis Psarris, Professor Alberto Bursztyn, Professor Ellen Belton, Professor William Childers, Professor Wayne Powell, Jeremy Simon, Christian Paylor-Smith, Corine Vialva.

**Non-voting:** Nicole Haas.

1. The minutes of the February 13, 2013 meeting were approved.
2. Chief Librarian Stephanie Walker provided an update on the discussion of open access material. She has been in discussions with Abraham Esses of CLAS student government. The Library is currently working to create a database in consultation with the faculty that will utilize the Library's CMS and enable faculty to create pages and upload information which students can download. There will be an announcement in early May of a joint workshop by the Center for Teaching and AIT.
3. Regarding the faculty evaluation form discussion at CAP, CAP decided that questions relating to textbook and material sources were not germane to personnel actions. It was acknowledged that the institution needs to raise awareness by the faculty: the faculty needs to be aware of the federal mandate and we need higher compliance. The 70% non-compliance figure at Brooklyn College is inaccurate because it includes courses that have late adjunct appointments, do not utilize textbooks, and those categorized as independent study. Abraham Esses noted that NYS law requires syllabus posting within six weeks, and he equates the textbook issue with the syllabus requirement. Dilek added that putting these questions on the faculty evaluation form helps students to become aware of the law and requirements. Simon Stern noted that including the textbook question could be 'the nudge' that saves students thousands of dollars. Professor Florence stated that unlike the syllabus which is directly related to what occurs in the classroom, the current form

is used for faculty evaluation, and that these questions were administrative in nature. Associate Provost Mirotznik suggested that there is a middle ground: the information can be collected and disaggregated so the responses are not tied to an individual faculty member and so that information cannot be conflated with faculty evaluation data. Professor Kobrak said that CUNY*first* has a requirement for course material submission, and Dean Shanley added that there is an open-ended question on the evaluation that allows for space to address textbook posting/availability. Provost Tramontano emphasized that our goal, in the spirit of the law, is to help students find alternative sources for lower-cost textbooks and help defray the costs to students, and that through enhanced reminders we will work to get the faculty to understand the law and comply; we do not want to have a citation by the federal government.

4. Associate Provost Sharona Levy gave an update from the Committee on Faculty and Student Relations which met on two occasions in February. Matters discussed included: the charge of the committee; the 2012 committee report; the CLAS textbook proposal; the College response to Hurricane Sandy; academic program offerings, advisement and course availability; student petitions to Faculty Council's Committee on Course and Standing; and, the Pathways curriculum. Regarding Pathways, she noted that a webpage for students would be posted shortly explaining the process for incoming students and outlining the opt-in choices for current students. CAAS will sponsor 40 information workshops over the next three months, and is prepared to give a special session for student government.
5. Jeremy Thompson provided an update from the External Relations Committee that met on February 28, 2013. The committee discussed the scope of its charge, and acknowledged that there is a pending report from CUNY with recommendations. The committee agreed that the following issues needed to be addressed: 1) student events that are open to the public; 2) responsibilities of participants – club leaders, faculty advisors, departmental co-sponsors, security, moderator, etc.; 3) protocols for an RSVP system; 4) articulated protocols for press/media access; and 5) campus understanding of terminology (definitions). The Provost noted that many institutions openly post their policies prominently on their websites, with clear definitions and rules of engagement.
6. Nicole Haas gave a brief update on campus safety. Several safety issues have been raised at different meetings in light of recent events – the February sexual assault on Glenwood Road and East 26<sup>th</sup> Street, reports of cell phone snatching and bicycle thefts, thefts in the Library, and graffiti on the L.I.R.R. walls on Bedford Avenue.

Some feel that the college response has been too reactive and not proactive enough. Suggestions have been made for: a) enhanced perimeter security (i.e. cameras); b) self-defense classes for students, faculty and staff; c) a briefing from the Office of Public Safety to the Policy Council to provide information and answer questions; and d) a campus security survey to identify soft/problem areas, as was done two years ago by Public Safety, Facilities, HR and faculty representatives. Simon Stern advocated for locks that students could use when charging devices; the Provost suggested using Tech Fee funding for this. Brandon Clark spoke about a recent tragic car accident at LaGuardia Community College that killed one student and left several injured. He advocated traffic safety as an issue to include in our discussions. The Provost agreed to request that the Office of Public Safety consider a crossing aid/guard, and discouraging double-parking on Bedford Avenue which creates a pedestrian hazard. It was agreed that Steven Schechter, our senior director of Government and External Affairs, should also be invited to the next Policy Council meeting. Professor Langsam asked the BC-EMT also be included.

The meeting was adjourned at 6:10 p.m.

*\*Provost Tramontano chaired the meeting in President Gould's absence.*