

**Brooklyn College
Policy Council
Minutes of the
October 19, 2017 Meeting**

Present: President Michelle Anderson (chair), Provost William A. Tramontano, SVP Joseph Giovannelli; Associate Provost Matthew Moore, Executive Director Steven Schechter, Assistant Vice President Jason Carey, Vice President Ronald Jackson, Dean Maria Conelli, Dean Willie Hopkins, Dean Kleanthis Psarris, Professor Yedidyah Langsam, Professor Yehuda Klein, Professor Douglas Cohen, Professor David Balk, Professor Myles Bassell, Professor Alberto Bursztyn, Professor Miguel Macias, Professor Helen Phillips, Professor Mobina Hashmi, Professor Janet Grommet, Professor Jocelyn Wills, Menachem Eidelman (SGS), Nissim Said (CLAS), Truth Opaleye (CLAS), Chava Shulman (CLAS), Zunera Ahmed (CLAS), Mazal Salaame (SGS), Marc Pfeiffer (SGS).

Absent: Dean April Bedford, Acting Dean Kenneth Gould, Professor Lynda Day, Elizabeth Koennicke (GSO).

Non-voting: Nicole Haas.

1. President Anderson welcomed the group. There was a go-around for introductions.
2. The constituent groups identified their representatives and the following members were approved by a unanimous vote of the full Policy Council: Student representative – Nissim Said; faculty representative – David Balk; administration representative – Matthew Moore.
3. Zunera Ahmed was elected unanimously to serve as Secretary.
4. The minutes of the May 11, 2017 meeting were approved with 19 affirmative and 5 abstentions.
5. The charge and composition of standing committees were reviewed. Members of the Executive Committee will reach out to their constituents to recruit committee members to serve.
6. AVP for Communications Jason Carey presented an overview of the ways in which bereavement announcements for staff and faculty (current and former) are currently handled. Suggestions were made for an “In Memoriam” message from the President to the campus community, as well as posting information on the website, Facebook and alumni newsletter/BC Magazine. There was a request for guidance (a template) for such messaging to be used by department chairs and deans. AVP Carey will consult with the HR director to develop protocols based on feedback.
7. President Anderson noted that it has been a challenge to identify a date/time for Policy Council meetings that works for all 36 members. After much discussion, it became apparent that the best way to enable people to participate in at least some of the meetings is to alternate days and times to include daytime and early evening meetings. It was decided to alternate the remaining meetings for the academic year between Thursdays at 12:30 p.m. and Wednesdays at 5:00 p.m. In the future, Policy Council dates will be decided in advance and included in the Administrative Calendar.

Submitted by,
Zunera Ahmed, Secretary