

**New York City College of Technology**  
The City University of New York  
300 Jay Street, Brooklyn, NY 11201-2983

**Date:** November 14, 2022 10:30 PM (Version #2, emailed to Chair of College Council)

**To:** Members of the Executive Committee of NYCCT College Council

**From:** Lukasz Sztaberek, Secretary of College Council

**Re:** Executive Committee Meeting, Cycle 2

**The Executive Committee met on Tuesday, October 25, 2022 at 1:00 PM in A105**

Present - Renata Budny, Lukasz Sztaberek, Alexander Aptekar, Sandra Cheng, Masato Nakamura, Kwesi Samuels, Sean Scanlan, Anne Marie Sowder

Absent (present via Zoom) - Phillip Anzalone, Brad Isaacson

**MINUTES**

1. Meeting started at 1:04 PM
2. Meeting minutes from September 20, 2022 were approved unanimously
3. Discussion on remote presence of the committee members who currently do not count towards the quorum and voting and whether that could be addressed
4. Presentation of agenda items from Standing Committee Chairs:
  - a. Curriculum Committee (Chair: Professor Sowder)
    - i) Announcement regarding update (clarification) to the curriculum proposals classification chart.  
Voting on adding the above item to the November 1, 2022 CC general meeting agenda, approved unanimously
  - b. Buildings and Grounds (Chair: Professor Nakamura)
    - i. Discussion on improvement of the College outdoor common areas and additional indoor furniture and how to convert it into resolution
  - c. Legislative Committee (Chair: Professor Aptekar)
    - i. Update on online voting and the summary of the committee meetings with the provost and the college lawyer regarding closed (e.g., departmental) meetings
    - ii. Discussion on the possible resolution defining the meaning of committee members being “present” and various ways of voting (applied to closed meetings)
    - iii. Discussion on a definition on the membership for the college council (positions filled vs. overall positions) for a purpose of determining meetings quorum
  - d. Personnel (Chair: Professor Cheng)
    - i. Discussion on guidelines for the faculty on conversion of lecturer lines to assistant professor lines and necessity of completing ePARSE for that purpose
    - ii. Discussion regarding ePARSE and faculty access to it
    - iii. Voting on adding resolution on keeping ePARSE open to the CC general meeting agenda, approved unanimously
  - e. Technology (Chair: Professor Isaacson)
    - i. No items on College Council agenda
  - f. Students (Chair: Professor Samuels)
    - i. No items on College Council agenda
  - g. Budget (Chair: Professor Scanlan)
    - i. No items on College Council agenda
5. Other Items for College Council Meeting Agenda

- a. Faculty Senate Update (Professor Coughlin)
  - b. Voting on auxiliary committees
    - i. Appeals Committee for Resolution of Student Complaints about Faculty in Academic Settings
  - c. Call for volunteers for faculty search committee
6. Voting on adding discussion on students and faculty random covid testing to CC general meeting agenda, approved unanimously
7. Voting on adding discussion regarding online voting process to CC general meeting agenda, approved unanimously
8. Meeting ended at 2:05 PM
- Next Leadership Committee Meeting Friday, October 28<sup>th</sup> at 12:00 on Zoom
- Next College Council Meeting Tuesday, November 1<sup>st</sup> at 1:00 PM