

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

**Date:** April 14, 2023 4:30 PM (Version #1, emailed to Chair and Vice-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 5

**The Executive Committee met on Tuesday, March 14, 2023 at 1:00 PM in A105**

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

Absent (present via Zoom) – Brad Isaacson

Guest (present via Zoom) – Monica Berger

**MINUTES**

1. Meeting started at 1:02 PM

2. Meeting minutes from February 14<sup>th</sup>, 2023 were approved unanimously

3. Presentation of agenda items from Standing Committee Chairs (order for College Council meeting TBC)

a. Curriculum Committee (Chair: Professor Sowder)

- i. 23C Minor Modifications to BS in HSA Courses – modification of the HSA catalog course descriptions, prefix changes to some of the courses, a grade of “C” or higher required for all HAS Core Courses and HAS prefixed courses will act as a prerequisite
- ii. 23D Communication Design Changes to Program Outcomes – changes to the language and removal of a few phrases from department’s program outcomes
- iii. 22-02 Emerging Media Technology Program Modification, Phase One – addition of four new courses, withdrawal of two courses, and changes in prerequisites of the existing ten courses
- iv. 22-04 New Academic Minor in Computer Science – creation of a new minor in Computer Science using already existing courses
- v. RES 03 Modify Eligibility Requirements for Independent Study, IS901 – addition of the data showing that students with GPA less than 3.0 who received special permission to enroll in Independent Study course did well

- Proposals were unanimously approved to be added to the next College Council meeting agenda

b. Technology (Chair: Professor Isaacson)

- i. Discuss College Council Website Proposal – draft proposal to include essential information regarding College Council on the college website with links to related content on OpenLab
- Proposal will not be added to the next College Council meeting agenda

c. Personnel (Chair: Professor Cheng)

- i. Discuss Open Hearing scheduled for March 21<sup>st</sup> – open hearing will be in regards to tenure track for faculty vs. lecturers

d. Students (Chair: Mr. Samuels)

- i. Discuss Grade Appeal form – addition of a reasoning of why a grade appeal was denied
- Proposal was unanimously approved to be added to the next College Council meeting agenda

e. Budget (Chair: Professor Scanlan)

- i. Brief summary of Standing Committee Meeting; President Hotzler's Report – NYC College of Technology has a savings target of 4.5%
- f. Legislative Committee (Chair: Professor Aptekar)
  - i. Election report
  - ii. Departmental commence committee proposal process [emergency measure]
  - iii. Revision to Bylaws, College Wide Votes Procedures 03-10-2023 [Permanent bylaws] – proposal to change the Bylaws that the Departmental Elections can be done online
  - iv. Friendly amendment to delegates at large vote
  - v. Departmental chair election proposal process [emergency measure]
    - Proposals were unanimously approved to be added to the next College Council meeting agenda
  - vi. Request for Promotion Action (RPA) deadline change – postponed for the next meeting
- g. Buildings and Grounds (Chair: Professor Nakamura)
  - i. No items for the College Council agenda
- 4. Other Items for College Council Meeting Agenda
  - a. University Faculty Senate report
- 5. Meeting ended at 2:41 PM.

Next College Council Meeting Tuesday, March 28, 2023 at 1:00 PM