

May 28, 2024 at 3:00 PM

Room: U-219

Meeting of the College Council Volume 51 Number 7

The College Council met on Tuesday, May 28, 2024 at 3:00 PM in Room U-219.

There were in attendance:

| | | | |
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| Acosta, John | Hume, Don | Polizzotto, Kristin | Tila, Dorina |
| Armstrong, Rick | Kalin, Amanda | Repetti, Rick | Wetzel, Dominic |
| Cally, Scott | Kane, Daniel | Ricciardi, Paul | Yarmish, Rina |
| Cohen, Judith | Kapetanakis, George | Rodriguez, Michael | |
| DeGrazia, Thomas | Lax, Jeffrey | Rothacker, Thomas | <u>Students</u> |
| Delgado, Jeffrey | Matthew, Martin | Rozenboym, Anna | Asif, Laila |
| Del Principe, Ann | McKinney, Ryan | Russell, Joanne | Azad, Ayesha |
| Duitch, Suri | Mikalopas, John | Sawyer, Jeremy | Bennett, Riquelme |
| Eaton, Thomas | Mullen, Avery | Schnee, Emily | Bhuiyan, Mahir |
| Escobar, Andres | Nasser, Helen | Segal, Jacob | Brunson, Adaiyah |
| Franquiz, Juan | Olubunmo, Catherine | Shah, Ashiza | Cuahutencos-Cortes, Lady |
| Friedman, Shoshana | Parker, Stuart | Sokolova, Valerie | Pinnock, Jaiden |
| Gartner, Matthew | Patestas, Maria | Spear, Michael | Shumyatskaya, Valeriya |

Interim President Duitch called the meeting to order at 3:05 PM

I. The minutes of the meeting held on April 16, 2024 were approved by acclamation.

II. Reports

A. President's Report

It is a great time of year on campus and there are so many good things that have taken place at the college since our last meeting:

- KCC won the Commissioner's Cup from the CUNY Athletic Conference – an indication of overall excellence in our athletics programs, and a significant achievement for all of our student athletes, coaches, staff, and especially Athletic Director Bobby Allison.

- A great run of the musical, The Lightning Thief, put on by the KCC theatre program. The production was excellent, the talent was tremendous, and I so appreciated the non-traditional casting. We were glad to be joined for opening night by Sandra Wilkin, the vice chair of CUNY board, who was blown away by this incredible show.

- As you all know, Kingsborough was named a semifinalist for the Aspen Award. Congratulations again to our departing provost and to Dean Colleen Davy, along with the rest of the college, for this achievement!

We have a personnel transition this week – SVP for Academic Affairs Joanne Russell is moving on to Mesa Community College. For me, I'm sorry to have her leave, but the transition has also been yet another opportunity to be reminded of what tremendous capacity exists in this college around teaching, research and assessment. A public thank you to Dr. Sharon Warren Cook for stepping into the interim provost role, and to all of the staff and faculty whose own workloads will grow as a result of this change. You are all well aware of how qualified and suited Sharon is for the interim position – I know that it will be a smooth transition.

I want to say a bit about the protests that took place outside of campus two weeks ago. First, we had principles that we adhered to in preparing and managing over the course of two days;

- Safety for all community members
- De-escalate situations, whenever possible
- Maintain regular operations and access to campus

After initially planning for a protest that was going to gather outside the gates, and which we expected we would be able to address, in cooperation with the 61st Precinct, maintaining continuous and full access to campus, we found ourselves in a different situation. We had a planned protest growing in size, and a planned counterprotest, both attracting significant attention on social media. The NYPD was tracking a large group of expected participants headed toward campus. Based on that, police reinforcements were coming in, not just from Brooklyn South, but also from Manhattan. Many phone calls being made to the precinct and the local community board by residents of the community, asking if they should evacuate because of the protests.

I became very concerned about safety, and was thinking, for example, of assaults on bystanders that had taken place at protests at other colleges. I was also thinking about the fact that the gates can be closed but are not impervious to damage, and could actually be taken down with enough effort. I was considering the safety all of our community members – college students, high school students, faculty, and staff, and the possibility of having to lock down campus, with all of the implications of doing so.

In consultation with the security chief and the student affairs VP, I made the difficult decision to cancel the Hillel event that day as a way of deescalating the growing tension on and around campus. I believe that this action had the intended effect of significantly diminishing the potential threats to safety. We had some disruptions, inconvenience and even confusion as we had to close and open the two different gates over the course of several hours. However, no injuries were reported and there were no arrests. I do want to say, with regard to the student event on the first day – there was no arrangement with the college for a guest speaker for the club, and so the cancelation did not constitute a repression of free speech.

We redoubled our efforts to ensure that the Hillel event scheduled for the next day did take place, despite the fact that a second day of protests was apparently being planned. We know that there are allegations of specific incidents of inaccurate communications on the first day, where individual officers may have told students and faculty, for example, that classes were cancelled or that campus was inaccessible, when in fact classes and events were being held and campus was never closed. There were short periods of time when both gates were temporarily closed. We are waiting for the full debrief and follow-up until we can bring together everyone involved in the decision-making and deployment of resources, and that is taking some time to schedule.

While the City budget is not yet finalized, we are working on the college budget for the upcoming year. As we talked about over the course of the spring, we are finishing the year with a deficit and need to figure out how to get to budget neutrality for the coming fiscal year that starts on July 1st. The college has done such a good job of protecting the student experience and the programmatic priorities of faculty up to now; I think we likely have to make some choices about those priorities going forward, and I want to acknowledge in advance the work that my colleagues in the senior administration will do to work with me on figuring out what that looks like. Let's be clear – Kingsborough is going to continue on as a flourishing institution where we do everything that we can to support student success and the measures of our effectiveness that we track that are now on positive trajectories.

It is commencement season – there are so many great events taking place over the next few weeks, culminating in our college ceremony on June 18th, which is shaping up well, with a tremendous amount of effort on the part of the planning committee and others.

Finally, on this day of important transition within the College Council, I want to once again acknowledge the leadership and hard work of the members of the Ad Hoc committee on

governance, in particular, Amanda Kalin and Daniel Kane. I feel fortunate to have had the opportunity to participate in the establishment of this new day in college governance at KCC, and am excited to see how today's work and that of the council in the future have a significant positive impact in moving this amazing institution forward.

B. Legislative Committee Report

The Chair of Legislative Committee, Maria Patestas, shared information regarding membership.

C. Curriculum Committee Report

The following Curriculum committee resolution passed unanimously.

1. New 82/Experimental/Pilot Course:

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| Department of Business |
| 1. ACC 8276 - Individual Tax Preparation |
| Prerequisite: NONE |

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| Corequisite: NONE |
| Pre-/Co-requisite: NONE |
| Credits: 1 |
| Hours: 1hr. lecture |
| <u>Course Description:</u> The course is an introduction to individual income taxes. Topics covered include understanding federal law, property transactions, gross income inclusions, gross income exclusions, deductions and losses, self-employment issues, itemized deductions, and tax credits. The course will allow students to explore the role and responsibilities of a professional tax preparer as they can work with clients, become certified volunteer tax preparers, and earn their certificate of completion during the tax season. Upon completion of this course, students will be able to complete individual tax returns. All students in the course qualify to take part in the Volunteer Income Tax Program (VITA) certification course, where students will take various online quizzes and volunteer 40-45 hours during the tax season, helping clients complete their tax returns. At the end of the tax season students will earn a certification of completion signed by the IRS. |

Below items are *Informational Items* for the College Council and do not require a vote.

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| *** INFORMATIONAL ITEMS FOR COLLEGE COUNCIL *** | | |
| VI. CHANGE IN EXISTING COURSES | | |
| Department of Health, Physical Education and Recreation | | |
| 1. HS 5200 - Human Sexuality | | |
| Change in Course Description | | |
| FROM: | | TO: |
| Information on the biological basis of sex, sexual behavior, attitudes and values, sexual problems, sex therapy, and the social, cultural and ethical aspects of sexuality. | | This course explores sexual attitudes, behavior, and health across the lifespan. Examines sexual anatomy and physiology, reproductive health and rights, gender development and identity, intimacy and communication, birth control & contraception, sexual orientation, sexual response, sexual expression, sexual disorders, STIs & HIV, sexual assault, sex in the media, and sex work. It also investigates ecological influences on sexual attitudes and behavior and introduces sexuality theories and research. |
| Department of Mathematics and Computer Science | | |
| 1. MAT 900 - College Algebra | | |
| Change in Prerequisite (Clarification) | | |
| FROM: | | TO: |

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| Prerequisite(s): (1) MAT R300 or (2) Student has Math Proficiency of at least 60 AND a Secondary Math Index indicating the level of MAT 900 | Prerequisite(s): (1) MAT R300 or (2) CUNY Proficiency and ACCUPLACER (QAS) placement of MAT 900 | |
| 2. MAT 2000 - Elements of Statistics | | |
| Change in Prerequisite (Clarification) | | |
| FROM: | TO: | |
| Prerequisite(s): (1) MAT R300 or (2) MAT 9010 or (3) MAT 9B0 or (4) Student has Math Proficiency of at least 60 AND a Secondary Math Index indicating the level of MAT 900 | Prerequisite(s): (1) MAT R300 or (2) MAT 9010 or (3) MAT 9B0 or (4) CUNY Proficiency and ACCUPLACER (QAS) placement of MAT 900 | |
| VI. COURSE WITHDRAWALS | | |
| NONE | | |

D. Instructional Committee Report

The Chair of the Instructional Committee, John Acosta, presented the Regular and Substantive Interaction (RSI) Policy for vote. Prior to vote, the language for the policy was amended as indicated by the red text.

The Regular and Substantive Interaction (RSI) Policy passed by a vote of 41 (yes), 5 (no), and 1 (abstention).

Kingsborough Community College

Regular and Substantive Interaction (RSI) Policy in Online and Distance Learning

Effective Date:

Policy Number:

Last Revision Date:

Purpose:

In adherence to the 2020 Distance Education and Innovation regulations issued by the U.S. Department of Education, which apply to higher education institutions receiving Title IV funds, this policy ensures our online courses fulfill the requirement of regular and substantive interaction between students and instructors. These updated federal standards are vital for institutions that offer distance and competency based education where students utilize Title IV financial aid.

For detailed information on the ruling, please refer to the Federal Register's Distance Education and Innovation documentation (Higher Education Opportunity ACT, Pub.L. 110-315, 122 Stat. 3078, codified as amended at 34 C.F.R. §600.2)

Regulations Effective Date: July 1, 2021

Applicability:

This policy pertains to all distance and competency based educational programs at our institution. This policy upholds the quality of online and distance learning at Kingsborough Community College by ensuring courses provide regular and meaningful interaction, in line with federal and accreditation standards.

Background:

The concepts of "regular and substantive interaction" were formalized in 2005, aiming to address fraudulent practices in correspondence courses and protect student consumers. In 2006, with online education emerging as a significant aspect of higher education, Congress revised the regulations to differentiate distance education from correspondence courses. A correspondence course is a type of educational course that is completed by a student remotely, without being physically present in a traditional classroom setting. Historically, these courses were conducted through mail, where students received course materials and submitted assignments via post. Today, correspondence courses can also be conducted online. They are typically self-paced, with minimal interaction between the student and the instructor, distinguishing them from more interactive forms of distance education. This action removed financial aid restrictions for distance education, making such programs more accessible. The criteria of "regular and substantive interaction" became a key differentiator, ensuring distance education's distinction from correspondence courses.

Definitions:

For detailed information on definitions, please refer to the Federal Register's Distance Education and Innovation documentation (Higher Education Opportunity ACT, Pub.L. 110-315, 122 Stat. 3078, codified as amended at 34 C.F.R. §600.2)

Regular Interaction:

Scheduled interactions initiated by the instructor to engage students consistently.

Substantive Interaction:

Activities that involve direct teaching, learning, and assessment relevant to course content.

Online and Distance Learning Courses:

Courses conducted electronically without the instructor and students being in the same location.

Faculty Responsibilities:

Instructors will design courses that encourage frequent, structured interactions and outline these expectations in the course syllabus, utilizing diverse methods to support various learning styles.

Oversight and Evaluation:

As Departmental Personnel and Budget Committee are the responsible body for course **instructor** evaluations according to [Article 18](#) of the PSC-CUNY agreement, Department P&B will guide the evaluation of courses **instructors** to meet minimum RSI requirements. Reviews will include student feedback, contributing to the continuous improvement of our **instructors'** courses. Faculty will receive clear instructions and ample time to make any needed adjustments, with the P&B overseeing decisions on online teaching roles, ensuring fairness and quality.

Professional Development:

Faculty will have access to regular training aimed at reaching 'Exemplary' levels in our RSI Rubric. This rubric serves not as an evaluation tool but as a pathway for professional growth, aligning courses with our standards for excellence. Regular reviews and student feedback will aid in the ongoing enhancement of our courses.

Annual Review:

To stay current with educational best practices and regulatory changes, this policy and the RSI standards will be reviewed and revised each year.

RSI Minimum Requirements:

Frequency:

Regular and predictable interactions throughout the course.

Nature:

Meaningful interactions that are crucial to the learning process.

Initiation:

Interaction primarily initiated by the instructor.

Documentation:

Clear documentation of interactions in course materials.

Technological Support:

Adequate support to enable full participation in the course.

RSI Rubric

The rubric available at <https://oscqr.suny.edu/rsi/rsi-standards/> is recommended for adoption by departmental P&B as a tool for setting minimum requirements in RSI. This framework assists instructors in enhancing **their** online courses, delineating clear performance levels from "In Development" to "Exemplary." Intended for continual professional growth rather than just evaluation, this tool encourages faculty to engage in training that helps them meet and exceed established standards, thus ensuring our **instructors'** courses are both interactive and excellent. Regular assessments and student feedback using this rubric will foster ongoing improvements in our educational offerings.

E. Ad-Hoc Governance Final Committee Report

The Chair of the Ad-Hoc Governance Committee, Daniel Kane, presented a final report on the work accomplished during the Fall 2023 and Spring 2024 and thanked the members of the Ad-Hoc Governance Committee for their service.

III. New Business

Jeffrey Delgado, Chair of the Students Committee, congratulated the student members in their successful navigation of their term on College Council.

A number of student members noted concerns with access to tutoring and a lack of resources/support, inclusive of the closing of the library on the weekends and change in hours, with the library closing at 5:00PM. Interim President Duitch noted, the student's concerns and stated the closure on the weekends was related to the necessary construction being done on the library.

A reminder for The Fundraiser/Scholarship Dinner, scheduled for Thursday, June 6, 2024 was announced.

The meeting adjourned at 3:53 PM. Non-returning members of the 2023-2024 College Council were dismissed.

IV. First Meeting of the 2024-2025 College Council

Members of the 2024-2025 College Council were called to join the first meeting of the 2024-2025 College Council. Newly elected members in attendance were as follows:

- Shannon Caravello
- Mark D'Alessandro
- Mary Dawson
- Sarah Dillon

- Tommy Mintz
- Audrey Phillips
- Paula Risolo
- Eric Schwartz

A. Nomination and Election of the following College Council Positions were held:

- College Council Chair
- College Council Vice Chair
- College Council Secretary

College Council Chair

Nominations for College Council Chair were called. The nominees were: Jacob Segal and Daniel Kane.

Ballot held according to the rules established by the College Council Constitution, resulted in Daniel Kane receiving 26 votes and Jacob Segal receiving 17 votes. Daniel Kane will serve a one-year term ending with the last College Council Meeting of the Spring 2025 semester.

College Council Vice Chair

Nominations for College Council Vice Chair were called. The nominees were: Michael Spear and Cynthia Olvina.

Ballot held according to the rules established by the College Council Constitution, resulted in Cynthia Olvina receiving 26 votes and Michael Spear receiving 17 Votes. Cynthia Olvina will serve a one-year term ending with the last College Council Meeting of the Spring 2025 semester.

College Council Secretary

Amanda Kalin was elected College Council Secretary by acclamation to serve a one-year term ending with the last College Council Meeting of the Spring 2025 semester.

B. Election of Committee on Committees and Committee Officer Elections by incoming members of the 2024-2025 College Council:

Committee on Committees – election of 2 additional Faculty/Staff members and 3 student members (if available and in attendance) to serve on the Committee on Committees. Scott Cally and Ryan McKinney were elected to the two seats, and no students were in attendance for election.

Current Committee Members

Amanda Kalin (2025)
John Acosta (2026)
Judy Cohen (2026)
Cynthia Olivina (2026)
Stuart Parker (2026)
Scott Cally (2025)
Ryan McKinney (2027)

C. Committee on Committees Meeting

The newly constituted Committee on Committees elected Stuart Parker as its Chair, considered new members' choices of Committee assignments, and any reassignment requests, and decided on those Committee assignments. The assignments were announced and distributed to the full Council.

D. The members of the newly constructed Committees met to elect their Committee Officers, Chair and Secretary, for 2024-2025 College Council.

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| <u>Curriculum Committee:</u> | Scott Cally, Chair; Amanda Kalin, Secretary |
| <u>Instructional Committee:</u> | Dorina Tila, Chair; Juan Franquiz, Secretary |
| <u>Legislative Committee:</u> | Shoshana Friedman, Chair; Paul Riccirdi, Secretary |
| <u>Shared Governance Committee:</u> | Matthew Gartner, Chair; Jacob Segal, Secretary |
| <u>Strategic Planning and Budget Committee:</u> | Thomas DeGrezia, Chair; Rich Armstrong, Secretary |
| <u>Students Committee:</u> | Jeffrey Delgado, Chair; Paula Risolo, Secretary |

In the absence of New Business, the meeting was adjourned at 4:55 PM.

Respectfully Submitted,



Amanda Kalin, Secretary

COLLEGE COUNCIL CALENDAR 2024-2025

College Council Calendar 2024-2025 TBD