Kingsborough Community College – CUNY
College Council Standing Committee on Instruction
Meeting Minutes

Date: Tuesday, May 19, 2026
Time: 3:30 PM – 4:15 PM *(approximate)*
Location: E309

Chair: Professor John Acosta
Secretary: Professor Juan Franquiz

1. Call to Order

The meeting was called to order by Chair Professor John Acosta at approximately 3:30 PM.

Members Present:

- John Acosta (Chair)
- Juan Franquiz (Secretary)
- Michael Weisenfeld
- Roberto Mariani
- Catherine Wilson-Mooney
- Azure Faucette
- Enid Stubin
- Arielle Francis (Student Representative)

A quorum was achieved.

2. Approval of Minutes

A motion was made and seconded to approve the minutes for the March 03, 2026 meeting.

Motion carried.

3. Approval of Previous Minutes

The minutes of the previous committee meeting were reviewed.

A motion was made and seconded to approve the previous meeting minutes.

Motion carried.

4. Old Business

A. SmartEvals / Faculty Evaluation Resolution

The committee continued its discussion regarding the proposed revisions to the SmartEvals student course evaluation questions following feedback received during the previous College Council meeting.

Discussion included:

- Review of concerns raised during College Council deliberations.
- Presentation of a revised, streamlined resolution focused exclusively on approval of the proposed evaluation questions.
- Clarification that broader recommendations contained in the Faculty Evaluation Advisory Report would not be included in the current resolution.
- Review of the side-by-side comparison of the current and proposed evaluation questions, together with supporting rationales.
- Discussion regarding the relationship between student feedback and Regular and Substantive Interaction (RSI) expectations.

Committee members agreed that limiting the resolution to the proposed survey questions would provide a clearer governance action while allowing broader policy discussions to continue separately.

Following discussion, a motion was made and seconded to approve the revised SmartEvals resolution for resubmission to College Council.

Motion carried.

5. New Business

A. Continuing Discussion of the Faculty Evaluation Advisory Report

The committee discussed several topics identified for future governance consideration, including:

- Student response rates.
- Recommendations for implementation.
- Evaluation platform considerations.
- Data management and reporting practices.

Members agreed these topics warranted additional discussion at future committee meetings and should remain separate from the current SmartEvals resolution.

B. AI Statement for Course Syllabi

Time permitting, the committee began discussing the development of guidance regarding the use of Artificial Intelligence in course syllabi.

Members noted the increasing use of generative AI technologies and discussed the value of providing faculty with flexible guidance that would allow instructors to establish course-specific expectations regarding AI use while maintaining academic integrity.

The committee agreed that additional research and discussion would be appropriate before making any formal recommendations.

6. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting.

The meeting adjourned at approximately 4:15 PM.

Respectfully submitted,

Professor Juan Franquiz
Secretary, College Council Standing Committee on Instruction