September 23, 2026
Legislative Committee Minutes

Present: Paul Ricciardi, Shoshana Friedman, Jaime Berco, Thomas Rothacker
Absent: None
Guests: Cynthia Olvina and Corina Lozada Smith

- The minutes from the May 12th meeting were approved.
- It was reported that the KCC constitution still remains unratified by CUNY.
- It is suggested that the LC committee should review the most current updated draft as Daniel Kane will be approaching the President to request that the constitution does indeed get ratified.
- It was announced that a special election will be held for this fall as there are two unexpected At Large vacancies. We will hold this election as follows: Nominations on October 26-27 and elections on October 29-30.
- It was noted that a new voter list will need to be generated for this pending election.
- To mitigate communication issues in departmental elections moving forward, the Legislative Committee will institute a checklist of items to confirm (departmental quorum, etc).
- The following items were discussed as details that should be included in an elections check list:
    1. List eligible departmental voters (list needs to include faculty member's Title—list should be modeled after the sample the Legislative Committee has created).
    2. A clear understanding of what the quorum number is for each departmental election.
    3. A sign in sheet with eligible voter names
    4. The Legislative Committee will send a letter to department chairs, with the following information:
        a. The department must have quorum—and be able to ascertain that they do indeed have quorum. The Legislative Committee will send a sign-in sheet with this reminder email.
        b. If the department wishes to hold campaign speeches, those speeches should take place before the Legislative Committee facilitators, for effective time management.
- The following check list items are for Legislative Committees members facilitating elections:
    1. Take a photo of the white board listing nominee names, ballot counts

2. If there are no white boards, take a photo of the tally sheet.
3. An official tally form will be created. This form will be signed by the election facilitators and the department chair.

- It was agreed that the Legislative Committee should put forth a constitutional amendment stating all PB nominees must be present to accept or decline their nominations. We will present this at the next Council meeting. This will be drafted at our next meeting.
- It was agreed that we would add a bullet for P and B (and all departmental elections) in Article III Section II of the constitution that will state that all P and B nominees and nominators must be present.
- Cynthia Olivna explained that that the DEI Committee would like to put forth a motion to require College Council membership to include an ex-officio position for the Chief Diversity Officer. This individual would be a member of the DEI committee.
  -Where would this new position be listed in the constitution?
- Corina Lozada Smith will send suggested wording for an ex-officio language.
- Shoshana Friedman will present this at the above request at the Steering Committee meeting.
- The above was voted on approved to be presented at the next Steering meeting.
- Our next meeting will be Tuesday 11/3 at 3pm in E309
- Next meeting after that will be Monday 11/23 3-4pm E309