

THE COLLEGE OF STATEN ISLAND
CITY UNIVERSITY OF NEW YORK

Agenda for the 175th Meeting of the Faculty Senate

Thursday, October 17th, 2024 from 3:30 to 4:25 pm in 1P-119.

- I. Approval of the proposed agenda
- II. Approval of the minutes of the meeting of the Faculty Senate on September 19th, 2024
- III. Executive Committee Report
- IV. Provost's Report
- V. Consent Agenda:

DEGREE CHANGES

UNDERGRADUATE – N/A

GRADUATE

1. Department of Accounting & Finance
 - a. Change in existing degree: Accounting MS
2. Department of Physical Therapy
 - a. Change in degree requirements: Physical Therapy DPT
3. Department of Social Work
 - a. Change in existing degree: Social Work MSW

NEW COURSES

UNDERGRADUATE – N/A

GRADUATE

1. Department of Physical Therapy
 - a. New course: PHT 902 Rehabilitation for Athletes and High-Functioning Patients
2. Department of Social Work
 - a. New course: SWK 769 Integrative Seminar OYR

CHANGES IN EXISTING COURSES

UNDERGRADUATE

1. Department of Sociology/Anthropology
 - a. Change in existing course: SOC 350 Psychosocial Aspects of Disability
2. Department of Engineering and Environmental Science
 - a. Change in existing course: ELE 441 Electrical Power Transmission and Distribution
 - b. Change in existing course: ELEC 465 Design and Analysis of Electrical Power Transmission

c. Change in existing course: ELE 475 Power Electronic and Instrumentation
GRADUATE

1. Department of Social Work

- a. Change in existing course: SWK 764 OYR Integrative Seminar III
- b. Change in existing course: SWK 771 MSW OYR Practicum I
- c. Change in existing course: SWK 772 MSW OYR Practicum II

VI. Reports of the Committees of the Faculty Senate

- a. Report from Course and Standing Committee
- b. Report from the Curriculum Chairs and request for volunteers to form an ad hoc committee to establish guidelines for asynchronous teaching (Appendix A)

VII. University Faculty Senate Report (Prof. John Verzani)

VIII. Old Business

- a. Draft of Faculty Senate videoconferencing rules (Appendix B)
- b. Open nominations for Faculty Personnel Policy Committee (FPPC) representative

IX. New Business

X. Adjournment

Respectfully submitted,
Faculty Senate Exec Committee

Appendix A:

Proposed Asynchronous Course / Program Proposal Management

Maria Rice Bellamy – Chair of Undergraduate Curriculum Committee

Catherine Lavender – Chair of General Education Committee

Jonathan Peters – Chair of Graduate Studies Committee

Date: 16 September 2024

Given that New York State issues a particular HEGIS code to a particular program, college, and campus, we expect that CSI designated HEGIS codes will be retained by the program issued the code and finally by the faculty of CSI.

Asynchronous course offering and programs would require the following:

For IPC:

A proposal designed to identify and outline the changes required to transition an existing course or program from an in person modality to a hybrid or asynchronous modality.

IPC Approval of changes in existing programs that requires additional resources or establishment of new programs.

For the Appropriate Curriculum Committee:

All curricular proposals shall originate in the appropriate department and/or program, with approval from its faculty. Faculty shall retain control of the curriculum, staffing, scheduling, content, and delivery.

Program goals and student learning outcomes will be created and assessed by originating department and/or program faculty.

Control of program, including staffing, scheduling and content, will be retained by originating department and/or program faculty.

All program content will be reviewed and re-approved for continued use every five years. This will require reauthorization by the relevant curriculum committee, based on a request from the supervising faculty.

Appendix B:

Procedures for Member Videoconferencing (Pursuant to Public Officers Law § 103-a)

In compliance with Public Officers Law § 103-a(2)(a), the Board of Trustees of the City University of New York (“the Board”) following a public hearing, authorized by resolution on October 24, 2022, the use of videoconferencing as described in Public Officers Law § 103-a.

The following procedures are hereby established to satisfy the requirement of Public Officers Law § 103-a(2)(b) that any public body which in its discretion wishes to permit its members to participate in meetings by videoconferencing from private locations – under *extraordinary circumstances* – must establish written procedures governing member and public attendance.

1. Faculty Senate members shall be physically present at any meeting of the Faculty Senate unless such member is unable to be physically present at one of the designated public meeting locations due to *extraordinary circumstances*.
2. For purposes of these procedures, the term “*extraordinary circumstances*” includes disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member’s physical attendance at such meeting.
3. If a member is unable to be physically present at the designated meeting location and wishes to participate by videoconferencing from a private location due to *extraordinary circumstances*, the member must notify the Secretary of the Faculty Senate and/or the Chair of the Senate no later than four business days prior to the scheduled meeting in order for proper notice to the public to be given. If a determination has been made by the Chair that such *extraordinary circumstances* exist, then the Secretary shall take the necessary steps to convene an extraordinary-circumstances videoconferencing meeting. If *extraordinary circumstances* present themselves on an emergent basis within four days of a meeting, the Senate shall update its notice as soon as practicable to include that information. If it is not practicable, as determined by the Chair and the Secretary of the Senate, for the Senate to update its notice, the Senate may reschedule its meeting.
4. If there is a quorum of members participating at a physical location, the Faculty Senate may properly convene a meeting. A member who is participating from a remote location that is not open to in-person physical attendance *shall not* count toward a quorum of the Senate but may participate and vote if there is a quorum of members at a physical location(s) open to the public.
5. Except in the case of Executive Sessions conducted pursuant to Public Officers Law § 105, the Senate shall ensure that its members can be heard, seen, and identified while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon. This shall include the use of first and last name placards physically placed in front of the members or, for members participating by videoconferencing from private locations due to *extraordinary*

circumstances, such members must ensure that their full first and last name appears on their videoconferencing screen.

6. The minutes of the meetings involving videoconferencing based on extraordinary circumstances pursuant to Public Officers Law § 103-a shall include which, if any, members participated by videoconferencing from a private location due to such *extraordinary circumstances*.
7. The public notice for the meeting shall inform the public: (i) that extraordinary-circumstances videoconferencing will (or may) be used, (ii) where the public can view and/or participate in such meeting, (iii) where required documents and records will be posted or available, and (iv) the physical location(s) for the meeting where the public can attend.
8. The Senate shall provide that each open portion of any meeting conducted using extraordinary-circumstances videoconferencing shall be recorded and such recordings posted or linked on the College Governance website within five business days following the meeting, and shall remain so available for a minimum of five years thereafter. Such recordings shall be transcribed upon request.
9. If members of the Faculty Senate are authorized to participate by videoconferencing from a private location due to extraordinary circumstances, the Senate shall provide the opportunity for members of the public to view such meeting by video, and to participate in proceedings by videoconference in real time where public comment or participation is authorized. The Senate shall ensure that where extraordinary-circumstances videoconferencing is used, it authorizes the same public participation or testimony as in person participation or testimony.
10. Open meetings of the College of Staten Island Faculty Senate and all of its constituent entities conducted using extraordinary-circumstances videoconferencing pursuant to the provisions of POL § 103-a shall be broadcast pursuant to the requirements of POL § 103(f) and shall utilize technology to permit access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act (ADA), as amended, and corresponding guidelines. For the purposes of this guideline, “disability” shall have the meaning defined in Executive Law § 292.
11. The in-person participation requirements of POL § 103-a(2)(c) shall not apply during a state disaster emergency declared by the governor pursuant to Executive Law § 28 or a local state of emergency proclaimed by the chief executive of a county, city, village or town pursuant to § 24 of the Executive Law if the Senate determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the Senate to hold an in-person meeting.
12. These procedures shall be conspicuously posted on the Faculty Senate’s website.