

College Council Meeting Minutes

Meeting Information

Date: Monday, September 23, 2024

Time: 11:30 AM – 12:45 PM

Location: Founder's Auditorium (Bedford Building)

Minutes by Agenda

I. Call to Order

The meeting was called to order at 11:35 AM with a quorum of 39.

II. Approval of Agenda

A motion to approve the agenda was seconded and unanimously approved.

III. Approval of Minutes

A motion to approve the minutes from the May 13, 2024, meeting was seconded and unanimously approved.

IV. The President's Report

Self-Study Announcement:

- President Ramsey announced that the Self-Study process has officially begun and must be completed by next year.
- All steering committee and working group members are expected to remain diligent and on task.
- For guidance and information, visit [MSCHE.org](https://msche.org).

Self-Study Update – Dr. Shirley Daniels:

- The Middle States Commission has approved the College's Self-Study plan.
- The plan includes a guide outlining each standard.
- Brightspace will be used for document storage, communication, and dissemination across working groups.
- The Steering Committee will meet on **Thursday, September 26 at 2:00 PM**.

Comments:

- Working group meetings are arranged by chairpersons and should be held before the 20th of each month to keep the system updated.
- Chairs should delegate actionable items for each meeting.
- Meetings should be recorded for members unable to attend.

Strategic Plan:

- The strategic plan was posted on the College website over the summer, receiving approximately 1,500 hits and some feedback.
- The Executive Board voted to accept the plan as official, and it will be formatted and distributed.

Governance Plan:

- The CUNY Board of Trustees approved the Governance Plan amendments in June, and the changes will be implemented accordingly.

'Going for Gold' Certification:

- The College earned a 'Going for Gold' certification focused on cancer awareness, led by committee co-chairs, SVP Kane and Ms. Hanes (HR)
- The kickoff ceremony will be held in the Edison Jackson Auditorium on **October 8 and 9**.

Upcoming Events:

- **Freshman Convocation: Friday, September 27.**
- **Founder's Day: Saturday, September 28.**

V. Personnel and Budget: Constitution of Committees – Shirley Irick, parliamentarian – No report**VI. Standing Committee Reports****A. Committee on Governance (E. Catapane, chair)**

The committee's work will focus on reviewing, editing, and amending the governance plan. This process will be ongoing and will require at least one College Council meeting for reading amendments only.

B. Committee on Administrative Advisory – no report**C. Committee on Student Life (J. Kane, chair)**

- CUNY Student Affairs is preparing for emotional or activist responses from students regarding the anniversary of the attack on Israel and the presidential election.
- Student Success has received \$250K+ in support grants to assist students in dire financial need.
- Academic record reviews are underway to correct credit/grade errors and resolve issues with phantom students.

D. Committee on College-wide Curriculum (S. Fischer, chair) –

- The Curriculum Committee has met once and will forward reviewed proposals from Nursing, Social Science, and English.
- Provost Coleman reported that the School of Education submitted a master's degree proposal last spring and is currently working on revisions.
- This would be MEC's first graduate-level program, requiring approval from CUNY and the New York State Education Department (NYSED).
- The Chemistry Department has also proposed a master's degree program in cannabis.

VII. Announcements

- President Ramsey attended the White House Initiative National HBCU Week, where she met actress Malinda Williams ([Arise and Shine Inc.](#) E.S.T.E.A.M project), which supports girls in STEM at HBCUs and has committed to including MEC.
- Peter Holoman announced that MEC is now on the recruitment list for a national internship program that directly recruits from HBCUs. One MEC student has already secured a placement.
- On Oct. 15, CUNY Chancellor Rodriguez and a JP Morgan Chase representative will visit campus to announce a partnership with MEC.
- Dr. Castro reported that MEC is now a hub for students across CUNY and other institutions seeking partnership opportunities; the Nursing program's outreach continues to strengthen connections between MEC and the broader community.

A motion to adjourn the meeting was seconded and unanimously approved. The meeting was adjourned at 12:47 PM.