



## **Minutes of the Higher Education Officers Council November 22, 2013**

**Call to Order:** The meeting was called to order at 3:05 PM by Vice President Sandrine Dikambi

**Members Present:** A list of members present appears at the end of the minutes

**Welcome:** In the absence of President Carina Quintian, Vice President Sandrine Dikambi welcomed the HEOs and thanked them for their support in the recent special election to choose a new Vice President after the departure of Nilsa Lam.

**Adoption of Agenda:** A motion to adopt the day's agenda was made and seconded. Motion carried.

**Approval of Minutes of October 17:** A motion to approve the minutes of October 17 was made and seconded. Motion carried.

### **Announcements:**

**Charter Review:** Secretary Michele Doney announced that major revisions to the HEO Council Charter are underway, and that the Council will have to vote on the proposed changes in the spring. Proposed revisions will be presented at the March HEO Council Meeting, and then the vote will be held in April, which will require a quorum. Currently, there are 257 HEOs, which means a quorum would be 129 people. Since we currently draw about 30-40 people per meeting, achieving a quorum will be a significant feat, but the New York Open Meetings Law specifies that this vote cannot take place without one, and no asynchronous method (such as electronic voting) is acceptable. We must have an in-person, real-time quorum achieved either by people being present in the room or by videoconference (teleconference is not acceptable). We need to start working on our colleagues NOW in order to ensure that the hard work of the Charter Review Committee is not wasted and we can transform ourselves into a more nimble, effective body.

**Commencement Focus Group:** The remainder of the meeting was devoted to a focus group on commencement led by Rosann Santos-Elliott and Tiffany Onorato to gather feedback on past commencements and input on what the future of John Jay commencement should be like.

### **Members Present:**

Baerga, Christine  
Chandler, Kinya  
Chaparro, Manuel  
Coyle, Maureen Brady  
Dikambi, Sandrine  
Doney, Michele  
Gribbin, Kate  
Killoran, Katherine  
Lopez, Silvia

Marrero, Marisol  
Marshall, Nancy  
Nesbitt, Kevin  
O'Brien, Beth  
Onorato, Tiffany  
Perez, Maribel  
Philip, Alana  
Phillips, Anthony  
Rohdin, Michael  
Rosario, Rosa  
Santos-Elliott, Rosann  
Whitton, Johanna  
Winter, Janet