

June 13, 1968

To: Steering Committee Members of Bedford Stuyvesant Coalition

From: Committee to Clarify Policy

Re: (a) Removal of Chairman or other Steering Committee member
(b) Replacing or Adding to the Steering Committee

There is a question of semantics as to the fact that when the Board of Higher Education speaks of a college for Central Brooklyn it includes Bedford Stuyvesant, Fort Greene, Crown Heights, Williamsburg, Bushwick, and Brownsville. On the other hand, the majority of the Steering Committee members look upon this as a Bedford Stuyvesant College. Therefore, if we assume that members of the Steering Committee should be community-based of which community are we speaking? Exactly what boundaries must an organization fall within? What about the organizations that represent the Borough of Brooklyn, but are based in Bedford Stuyvesant? What are the boundaries of Bedford Stuyvesant? It is with the above listed questions in mind that we reached the following suggestions for adoption as policy.

No single organization shall have more than one voting Steering Committee member. Since all Steering Committee meetings are open to any individual or group, or an individual representing a group, this should constitute a non-voting branch of the steering committee. The attendance of the non-voting Steering Committee members shall be maintained so as to be constantly aware of their participation. It is from this premise that the following policy positions are stated:

- I. The voting members of the Steering Committee shall be increased to 30 members.
 - A. To eliminate duplications of the same organization and individuals who do not represent community organizations, the following members will be dropped as voting members from the Steering Committee:

Stewart Lewis - Neighborhood Youth Corps
(a YIA organization already represented)

Rudolph Bryant - CBNC (an organization
already represented)

Dave Berkman - Education Division of Xerox
(a non-community based organization)

dual representation

member of Ad Hoc Com

B. The voting membership of the Steering Committee shall be increased to include one member from each of the following Community Progress Centers:

Fort Greene
Williamsburgh
Crown Heights
Bushwick
Brownsville

Re. by left of Bushwick

C: With the deletion of the three individuals stated in A, and the addition of the five (5) as stated in B, the total voting Steering Committee membership becomes 27, therefore, leaving three (3) vacancies. These three (3) vacancies shall be filled by the voting Steering Committee, based on nominations from any individual or individuals representing a group in attendance at the next Steering Committee meeting.

not necessary

II. Each organization's representative or an alternate representative for the organization must be in attendance and answer roll call at each meeting; otherwise he will be marked absent.

A. Attendance will be kept at each meeting by means of a roll call of all voting Steering Committee members and all non-voting Steering Committee observers.

B. Since Steering Committee meetings are to begin promptly at 7:30 P.M., roll call will be taken at 8:00 P.M. Any organization not represented at that time will be considered absent.

III. Any number of voting Steering Committee members present at a pre-designated meeting shall constitute a quorum for carrying on business.

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IV. Procedure for removal or voting Steering Committee members:

- A. Not answering to 3 roll calls in succession; automatically dropped as a voting member of the Steering Committee.
- B. Not answering to 3 roll calls out of 6 in any 3 month period; automatically dropped as a voting member of the Steering Committee.
- C. Written request, stating charges and reasons for dropping a voting member from the Steering Committee shall be voted upon by the voting members of the Steering Committee.

V. Procedure for addition of voting Steering Committee members.

- A. Attendance, which will be maintained by means of a roll call at each Steering Committee meeting, will determine the eligibility of non-voting Steering Committee observers.
- B. When a vacancy occurs, that organization having the best attendance record will automatically be brought in as a voting member of the Steering Committee.

VI. Procedure for removal of Chairman.

- A. See Section IV, C.
- B. Failure to adhere to attendance requirements as stated in 5A and B.

Due to the inherent problems in developing a college, this Committee suggests that the following committees be immediately set up to begin investigating and compiling information for distribution to all members:

1. Curriculum
2. Administrative Structure
3. Admission Practices