

**Faculty Senate Minutes #462  
John Jay College of Criminal Justice**

**Tuesday, February 21, 2017**

**1:40 PM**

**Moot Court NB**

**Present (31):** Chevy Alford, Andrea Balis, Rosemary Barberet, Ellen Belcher, Ned Benton, Michael Brownstein, Kashka Celinska, Glenn Corbett, Sven Dietrich, Lisa Farrington, Joel Freiser, Leigh Graham, Amy Green, Maki Haberfeld, Jay Hamilton, Karen Kaplowitz, Maria Kiriakova, Tom Kucharski, Anru Lee, Vince Maiorino, Xerxes Malki, Aida Martinez-Gomez, Mickey Melendez, Lorraine Moller, Brian Montes, Elizabeth Nisbit, Belinda Rincon, David Shapiro, Lauren Shapiro, Charles Stone, Guoqi Zhang

**Absent (14):** Artem Domashevskiy, DeeDee Falkenbach, Jonathan Gray, Erica King-Toler, Lou Kontos, Thurai Kugan, Johanna Lessinger, Yue Ma, Frank Pezzella, Peter Romaniuk, Francis Sheehan, Fritz Umbach, Rebecca Weiss, Daniel Yaverbaum

**Guest:** Adjunct Professor Mark Alpert

**Agenda**

- 1. Adoption of the Agenda**
- 2. Announcements & Reports**
  - **Provost's Professorship Search Authorizations**
- 3. Adoption of Minutes #461 of the February 6, 2017, Faculty Senate meeting**
- 4. Vacancy on the College Council**
- 5. Search Committee for Associate Provost**
- 6. Faculty Personnel Process**
  - **Role of the College Council in Approval of Substantive Expectations and Policies**
  - **Role of the College Council in the Approval of Form C Instructions Creating Additional Expectations**
- 7. Student Evaluation of the Faculty**
  - **Status of Report from Provost's Task Force on Online SEOF**
- 8. Space Utilization Task Force Process and Draft Recommendations**
- 9. Retirement of President Travis**
- 10. Diversity of the Full-time Faculty**
- 11. Adjunct promotion policy and procedure**
- 12. Review of the agenda of the February 22 meeting of the College Council**
- 13. New Business**

**1. Adoption of the agenda.** Approved.

## **2. Announcements & Reports**

President Ned Benton distributed copies of Provost Bowers' 5-year line allocation decisions. He reported that some departments and some graduate programs are unhappy with the Provost's decisions. He said the method of using faculty/student ratio by major very odd because if a department has more than one major, that is calculates correctly but if it has a second major, the same number of faculty are used and if the department has a third major the same number of faculty is again used for determining the student/faculty ratio. Another problem, he said, is that the focus is exclusively on majors, with no consideration of the amount of gen ed teaching a department engages in nor the amount of graduate studies the department engages in. He questioned how we can plan for five years with only one aspect of teaching taken into account. He predicted that the methodology and decisions will be revisited. Senator Tom Kucharski said that the document shows a 48:1 ratio in his department, which is Psychology, but the actual enrollment is much larger because some faculty members are counted but are no longer teaching in the department and no account is being taken of the teaching not only in the master's programs but in the doctoral programs nor is any account being taken for course releases.

Senator Maki Haberfeld said when there's an issue of a discrepancy she can understand how that could happen but her department, Law, Police Science, & CJA, hasn't had 27 full-time faculty for many years and yet that's what is listed; rather the department now has 19 full-time faculty. Furthermore, the 155:1 ratio doesn't count the role of LPS in the International Criminal Justice major which has several hundred students. And, additionally, LPS participates in several masters and doctoral programs.

President Benton noted that the teaching requirements of our gen ed program are gigantic and that, too, isn't counted in this analysis or allocation decisions.

Senator Amy Green agreed that gen ed is a tremendously important factor. She added that her department, Interdisciplinary Studies, started with 7 full-time faculty and currently has 7 full-time faculty but the document lists ISD as having 10 full-time faculty.

President Benton summarized the Issues: questions of fact; the decision to not include gen ed, master, or PhD teaching; reassigned time to faculty; and minors.

Senator Ellen Belcher noted that there is a rubric by CUNY of the ratio of students to librarians and that should be included as well.

## **3. Adoption of Minutes #461 of the February 6, 2017, Faculty Senate meeting.** Approved.

## **4. Vacancy on the College Council**

Senator Fritz Umbach has resigned his seats on the College Council and the College Council Executive Committee (ECCC). Senator Andrea Balis, currently an alternate on the College Council, was nominated and elected by unanimous vote to fill the vacant College Council seat. Because Senator Balis is already a member of the ECCC, that seat remains to be filled.

## **5. Search Committee for Associate Provost**

Provost Bowers wrote to the Faculty Senate Executive Committee saying that she respects the decision of the Senate to reaffirm its recommendation of Professor Ned Benton but that she will not appoint him to the search committee for Associate Provost for Institutional Assessment and Effectiveness. The Senate nominated and elected Senator Jay Hamilton, who is a member of the Financial & Strategic Planning Committees and the Budget Planning Committee.

## **6. Faculty Personnel Process**

- a. Role of the College Council in Approval of Substantive Expectations and Policies**
- b. Role of the College Council in the Approval of Form C Instructions Creating Additional Expectations**

President Benton reported that he communicated the Senate's views to President Travis and Provost Bowers and asked that the FPC delay its vote scheduled for two days hence on proposed changes to the Form C. He provided a copy of his email and also a copy of Provost Bowers' email response in which she rejected both the Senate's views that the proposed changes were substantive rather than procedural and explained that the FPC voted to approve the proposed changes because they had been first proposed in December and, thus, there was sufficient notice and time for consultation. But, Professor Benton said, Provost Bowers hasn't yet circulated the modified document; furthermore, the proposals hadn't been circulated even though it is a public document; he had obtained the proposals from Senator Rosemary Barberet, who is an at-large member of the FPC and shared the public document with him.

Senator Karen Kaplowitz moved that President Benton, on behalf of the Senate, ask John Jay's Legal Counsel, Marjorie Singer, to opine on a list of changes that have been made by the FPC as to whether each is substantive and, thus, a policy change and, therefore, requiring College Council action or a procedural change and, therefore, not requiring College Council action. The motion was adopted by unanimous vote.

## **7. Student Evaluation of the Faculty**

- Status of Report from Provost's Task Force on Online SEOF**

President Benton said that we are supposed to receive a report from the Student Evaluation of the Faculty (SEOF) Task Force established by Provost Bowers but we haven't yet. He asked Senator Kaplowitz to explain the issue. She explained that three years ago President Travis and Provost Bowers proposed that the in-class paper instrument for the student evaluation of the faculty be changed to an online delivery system. This was despite the fact that a pilot experiment showed a significantly lower response rate. The administration argued that because it was a pilot that some departments opted to participate in and others did not, it was not a true pilot. The College Council voted to engage in a three-year pilot that sunsets at the end of three years – with

the entire college returning to the in-class paper approach unless the College Council affirmatively votes to continue administering the SEOF online only. To make sure the College Council is truly informed about the pilot's results, the provost created a Provost's Online SEOF Task Force, which is charged with reporting prior to the three-year sunset date. President Benton said he will ask for a copy of the Task Force's report.

Senator Glenn Corbett reported that he couldn't access his students written comments and that he contacted a person from IOTA, the online service provided, who did not help. Senator Lauren Shapiro said that the spigot didn't work for her this semester even though it did in the past and she had been told that she hadn't completed the spigot form properly. She said that as a result her students couldn't find her classes' SEOF forms and thus only 5 of 22 students filled out the SEOF. Senator Tom Kucharski said that when we used the paper version we had to wait two year for the results which meant that the results were not relevant in the personnel processes; on the other hand, he said, his response rate was only 40%.

Senator Kaplowitz said that the two-year delay in getting the results seemed to be because the SEOF was an added job to seven different administrative offices such as security, testing (where the heavy duty scanner is located), etc, and it was treated as a low priority by each of the seven administrative offices.

## **8. Space Utilization Task Force Process and Draft Recommendations**

President Benton reported that he had been told he is being listed as a member of the Space Utilization Task Force, which he called a shock because he was never invited to a meeting, never received any communications, and never attended a meeting. So he wrote to VP for Administration Raj Singh who confirmed that he was not, in fact, a member of the Task Force and that no faculty member is on the Task Force, which was appointed by President Travis. He said there are two proposals from the task force: all 37 conference rooms are to be added to the VEMS room booking system, including all the academic department conference rooms. He said he spoke with Professor Angela Crossman, the Chair of the Council of Chairs, who said that the chairs are entirely opposed to this proposal.

Senator Kaplowitz said that she had attended the open forum last week by the task force about their findings and proposals. A PowerPoint presentation listed the members and because they were listed in alphabetical order, she saw Ned Benton's name at the top of the list. Then when the proposals were made she said she had been really surprised because Ned had seemingly not consulted with us and had agreed to them. The recommendations were not only to have all the conference rooms in the VEMS system, with access to them on a first-come basis, but a committee is to be established that adjudicates conflicts in the booking of the rooms. So she told Ned and he was shocked at everything she had said. A Senator made a motion directing President Benton to write a letter to President Travis opposing the proposals. The motion was adopted by unanimous vote.

## **9. Retirement of President Travis**

The Senate went into executive session to discuss ways to recognize President Travis's contributions to the college as president.

## **10. Diversity of the Full-time Faculty**

President Benton shared two reports on diversity in CUNY. Ten percent of John Jay's faculty are Hispanic and yet we are a Hispanic serving institution by virtue of the percent of our student body that is Hispanic. He told the Senate that on Friday at a meeting of all the faculty governance leaders at CUNY every senate head will be asked what its college's senate does with reference to faculty diversity. Senator Kucharski said this is a department issue. Senator Chevy Alford said the Diversity Committee at John Jay has issued a report. Senator Lisa Farrington said the report has been circulated to the chairs. President Benton said he will request a copy and circulate it to the Senate members.

## **11. Adjunct promotion policy and procedure**

President Benton said that at the last meeting of the Provost's Advisory Council (PAC), the chairs were instructed that the basis for adjunct faculty to be promoted is the quality of their teaching and the quality of their research and that service does not count at all; in other words, the criteria are the same as for the full-time faculty to be promoted. He noted that by contrast, people in the rank of Distinguished Lecturer have no requirement to publish and so are not judged on publications. He said it should be the same for adjuncts. Adjuncts have no obligations to do anything but teach. To require publications for promotion seems to him unfair and bizarre, he said. Teaching about the scholarship of a field is a fair criterion but not producing such scholarship. He further explained that this is a University rule. He telephoned the PSC to ask its opinion and, he said, the PSC strenuously supported this policy.

Senator Kucharski called this extraordinarily unrealistic, saying it puts departments at risk because we can lose adjuncts if they can be promoted at Fordham, across the street, but not at CUNY. He added that we never promoted adjuncts on these criteria in the past. Senator Joel Freiser offered to raise the issue at the Provost's Adjunct Issues Committee and would report back.

## **12. Review of the agenda of the February 22 meeting of the College Council**

The Senate discussed a proposed revision to the policy on senior citizens who audit classes. Senator Kaplowitz explained that at each of the CUNY colleges, non-matriculated people over the age of 60 may audit courses without paying tuition. The Senate agreed on the need to clarify some of the language and to make sure the policy encourages senior citizens to attend.

## **13. New Business**

The Senate discussed a letter written to it by Senator Brian Montes about President Trump's policy on immigrants and undocumented individuals. President Benton said that President Trump is scheduled to issue a new policy today. Senator Montes said that students don't know where to turn nor do they know what we are doing to support them. He asked how we can better communicate this information to our students. Senator Ellen Belcher said a fair is being held on Friday on undocumented students. Senator Montes said it is his own department,

Latin American and Latina/o Studies, which is sponsoring the fair. Senator Belcher questioned the wisdom of asking people to RSVP their attendance given the very nature of the topic and the vulnerable situation of many who would want to attend. She added that faculty and staff don't necessarily know that city and state employees are not to ask if a person is undocumented. She said there should be a "best practices" document for faculty and staff.

President Benton suggested there should be a FAQ document that the Senate circulates and puts on the *Faculty Senate Chronicle*. Senator Montes offered to create such a document. President Benton suggested that the FAQ about the Excelsior Scholarship be a model, explaining that he asked key administrators to fill in the blanks. We could do the same with this document.

Senator Belcher noted that President Travis sent an email that included resources. She also said that she and Professor Ellen Sexton have created a resources page that is on the Library's homepage. President Benton said we need to inform the faculty as to what they should be telling their students. Senator Leigh Graham said that faculty should have training so we can explain things and not wait until students ask especially since they may ask only faculty they think by their ethnicity would be knowledgeable or sympathetic.

Senator Elisabeth Nisbet asked who the central point of contact at John Jay is. The letter from Chancellor Milliken, which Senator Montes printed on the reverse side of his letter, says there is such a person at each campus. No one knew the identity of the person at John Jay.

By a motion made and adopted, the meeting was adjourned at 3:10 PM.

Submitted by Karen Kaplowitz