

Faculty Senate Minutes #374

May 25, 2011

3:20 PM

Room 630 T

Present (38): Michael Alperstein, Andrea Balis, Erica Burleigh, Demi Cheng, Kathleen Collins, James DiGiovanna, Mathieu Dufour, DeeDee Falkenbach, Beverly Frazier, Terry Furst, Jay Gates, Demis Glasford, Norman Groner, Maki Haberfeld, Devin Harner, Richard Haw, Veronica Hendrick, Tim Horohoe, Shaobai Kan, Karen Kaplowitz, Kwando Kinshasa, Anru Lee, Richard Li, Yue Ma, Vincent Maiorino, Roger McDonald, Sara Mcdougall, Mickey Melendez, Brian Montes, Catherine Mulder, Richard Ocejo, Raul Rubio, Manouska Saint Gilles, Richard Schwester, Francis Sheehan, Staci Strobl, Denise Thompson, Patricia Tovar

Absent (12): Jana Arsovska, Elton Beckett, James Cauthen, Lyell Davies, Virginia Diaz-Mendoza, Janice Dunham, Jennifer Dysart, Lior Gideon, Laura Greenberg, Evan Mandery, David Munns, Rick Richardson

Agenda

1. Adoption of the agenda
2. Welcome and introduction of the 2011-12 Faculty Senate members
3. Announcements & Reports
4. Approval of Minutes #373 of the May 13, 2011, meeting
5. Review of the organization and work of the Faculty Senate
6. Election of the Faculty Senate Executive Committee
7. Election of 4 faculty members on the Interim College Council Executive Committee
8. Election of the 2011-12 Senate Fiscal Advisory Committee
9. Approval of the calendar of Faculty Senate meetings
10. Proposed revision of CUNY policy on student/faculty sexual relations
11. Online Learning Task Force Report
12. Review of the actions taken at the May 16 meeting of the College Council

1. Adoption of the agenda. Approved.

2. Welcome and introduction of the 2011-12 Faculty Senate members [Attachment A]

3. Announcements & Reports [Attachment B, B-2]

Attachment B includes:

- ◆ Calendar of meetings of the 2011-12 College Council
- ◆ The most recent version of CUNY's proposed Pathways Policy on transfer and general education, which was released May 18 and which is scheduled to be voted on by the CUNY Board of Trustees in June

4. Approval of Minutes #373 of the May 13, 2011, meeting. Approved.

5. Review of the organization and work of the Faculty Senate [Attachment C]

The Senate was briefed on the history and organization of the Faculty Senate and on the organization of the College Council. Significant accomplishments of the Senate were reviewed.

6. Election of the Faculty Senate Executive Committee [Attachment D]

All members of the Faculty Senate are eligible to self-nominate and to be nominated for any of the positions on the Executive Committee. Senate members nominated and elected the following individuals through a process of nominations, speeches, and the casting of secret, written ballots:

- a. **President:** Karen Kaplowitz
- b. **Vice President:** Francis Sheehan
- c. **Corresponding Secretary:** Andrea Balis
- d. **Recording Secretary:** Virginia Diaz-Mendoza
- e. **Associate Recording Secretary:** Jennifer Dysart
- f. **Officer At-Large:** Beverly Frazier
- g. **Officer At-Large:** Staci Strobl

7. Election of 4 faculty members on the Interim College Council Executive Committee

The Charter of John Jay College requires that an Interim College Council Executive Committee be in place between July 1 and the first meeting of the College Council in September, at which time the members of the Executive Committee are elected. The Interim Executive Committee comprises fewer members than the regular executive committee; the members of the Interim Executive Committee are four faculty members (two of whom are statutory, the president and vice president of the Faculty Senate); four administrators – the president, the provost, and the vice presidents of finance and of student development; two HEOs; and the president and vice president of the Student Council.

The Faculty Senate's Executive Committee nominated Andrea Balis and Jennifer Dysart for the other two non-statutory faculty positions because both were on this past year's College Council Executive Committee and both are on the Senate's Executive Committee. The Senate elected Senators Balis and Dysart.

8. Election of the 2011-12 Senate Fiscal Advisory Committee

The Senate elected Francis Sheehan and Karen Kaplowitz. It was agreed that further nominations would be made at the first Senate meeting in September with an election at that same meeting.

9. Approval of the calendar of Faculty Senate meetings: Executive Committee

The Senate approved the following calendar of meetings:

FALL SEMESTER

Thursday September 8: 1:40-2:40 PM [Subsequently changed to Wed Sept 7: 1:40-4:05]

Monday September 19: 1:40-4:05 PM

Thursday October 6: 1:40-2:40 PM

Monday October 17: 1:40-4:05 PM

Thursday, November 3: 1:40-2:40 PM

Monday, November 14: 1:40-4:05 PM

Wednesday, November 30: 1:40-4:05 PM

Friday, December 9: 10:00 AM – 5:00 PM

SPRING SEMESTER

Wednesday, February 8: 1:40-2:40 PM

Thursday, February 23: 1:40-4:05 PM

Monday, March 5: 1:40-2:40 PM
Thursday, March 22: 1:40-4:05 PM
Wednesday, April 4: 1:40-2:40 PM
Thursday, April 19: 1:40-4:05 PM
Thursday, May 3: 1:40-4:05 PM
Friday, May 11: 10:00 AM – 5:00 PM

FIRST MEETING OF THE 2012-13 FACULTY SENATE: Thursday, May 24: 1:40-4:05 PM

10. Proposed revision of CUNY policy on student/faculty sexual relations: Senators Staci Strobl (Chair), David Munns, Francis Sheehan, Karen Kaplowitz

The Senate reviewed the latest draft of a proposed policy which was presented by Senator Staci Strobl. It was suggested that be a clarification of the phrase, "...reasonably expect to have direct supervisory role or pedagogical responsibility..." in the third paragraph. It was suggested that there was also a need to clarify prior versus existing relationships. Also on this point, there was a request to propose a reporting process to enforce this clause.

A Senator asked about cases in which a student is also a faculty member (i.e., a graduate student teaching an undergraduate course): would this faculty member's student status prevent him/her from having a relationship with a fellow faculty member.

There was also support for the idea of treating graduate students differently from undergraduate students and a request to the committee to review this possibility.

Senator Strobl was especially thanked for her excellent work on this project.

11. Online Learning Task Force Report

The Senate discussed the Report and its recommendations.

12. Review of the actions of the May 16 meeting of the College Council [Attachment E]

The meeting was adjourned at 5:15 PM.

ATTACHMENT A

Members of the 2011-2012 John Jay Faculty Senate

13 Full-time faculty elected by the full-time faculty:

Andrea Balis – History/ISP*
Elton Beckett – Communication & Theater Arts*
Erica Burleigh – English*
James Cauthen – Political Science <>
Janice Dunham – Library <>
DeeDee Falkenbach – Psychology*
Beverly Frazier – Law, PS, CJA <>
Jay Paul Gates – English <>
Maki Haberfeld – Law, PS, CJA*
Karen Kaplowitz – English*
Richard Ocejo – Sociology*
Francis Sheehan – Science*
Staci Strobl – Law, PS, CJA*

3 Adjunct faculty At-Large Representatives elected by the adjunct faculty:

Michael Alperstein – Law, PS, CJA
Timothy Horohoe – Law, PS, CJA
Manouska Saint Gilles – Law, PS, CJA

9 At-Large members elected by the Faculty Senate:

Lior Gideon – Law, PS, CJA*
Demis Glasford – Psychology*
Veronica Hendrick – English*
Anru Lee – Anthropology*
Richard Li – Science*
Catherine Mulder – Economics*
Sara McDougall – History*
Nicholas Petraco – Science*
Rick Richardson – Sociology*

24 Department representatives elected to the Faculty Senate and to the College Council:

African-American Studies: Kwando Kinshasa*
Anthropology: Terry Furst*
Art & Music: Laura Greenberg*
Communication & Theater Arts: Lyell Davis*
Counseling & Student Life: Mickey Melendez*
Criminal Justice: Evan Mandery*

ATTACHMENT A (continued)

Economics: Mathieu Dufour*
English: Devin Harner*
Foreign Languages & Literature: Raul Rubio*
Health and Physical Education: Vincent Maiorino*
History: David Munns*
Interdisciplinary Studies Program: Richard Haw*
Latin American & Latina/o Studies: Brian Montes*
Law, PS, CJA: Yue Ma*
Library: Kathleen Collins*
Mathematics: Shaobai Kan*
Philosophy: James DiGiovanna*
Political Science: Roger McDonald*
Protection Management: Norman Groner*
Psychology: Jennifer Dysart*
Public Administration: Denise Thompson*
Science: Demi Cheng*
SEEK: Virginia Diaz-Mendoza*
Sociology: Jana Arsovska*

* = Also a Member of the College Council

<> = Also an Alternate Member of the College Council

ATTACHMENT B

Announcements & Reports

College Council Meeting Schedule for 2011-2012

MEETINGS OF THE COLLEGE COUNCIL

Thursday, September 22	Monday, February 27
Wednesday, October 19	Thursday, March 29
Wednesday, November 30	Wednesday, April 25
Monday, December 12	Tuesday, May 15

MEETINGS OF THE COLLEGE COUNCIL EXECUTIVE COMMITTEE

Monday, September 12	Monday, February 6
Wednesday, October 5	Monday, March 12
Tuesday, November 8	Tuesday, April 17
Monday, December 5	Wednesday, May 2

DEADLINE TO SUBMIT AGENDA ITEMS

Monday, August 20	Monday, January 30
Monday, September 26	Thursday, March 1
Monday, October 31	Tuesday, April 3
Monday, November 28	Friday, April 27

Report on the May 16 meeting of the College Council

The College Council approved the Gen Ed Revision. There were no negative votes and there was one abstention; all the other votes were affirmative.

The College Council approved the Senate's two Resolutions (as amended at the May 13 meeting of the Faculty Senate) on the implementation of the Gen Ed Revision. President Travis characterized the Senate's 2nd Resolution – establishing the Senate's participation in the selection of half the members of the Gen Ed Subcommittee -- as "brilliant."

The College Council unanimously approved the creation of a College-wide Assessment Committee.

All new course proposals from the Graduate Studies Committee and UCASC were approved by unanimous vote.

The request by the African-American Studies Dept to change its name to the Department of Africana Studies (a change which was endorsed by the Senate) was approved and must now be approved by the CUNY Board of Trustees.

A proposal to prohibit graduate students from taking courses in a graduate program other than their own unless approved by the graduate program director was approved.

A 10-year old certificate program that had never been approved by NYS was approved, which is the first step of the 10-year-long overdue process.

The name of the Masters Program in Forensic Computing was changed and the program was also dramatically revamped.

The students who had been certified for graduation by the Registrar were approved to receive their degrees by the faculty members of the College Council.

The calendar of meetings for next year was approved subject to revision over the summer.

Update on Board of Trustees proposal to revise Gen Ed [See Attachment B2]

Chancellor Goldstein released a revision of the Gen Ed proposal which will be on the agenda of the June 27 meeting of the CUNY Board of Trustees. The public hearing at which any member of the public may speak is Monday, June 20, at 4 PM, at Hostos Community College in the Bronx. To speak at the public hearing, telephone the Secretary of the Board of Trustees no later than 4:00 pm on Friday, June 17; the phone number is 212-794-5447.

ATTACHMENT B-2

Agenda Item #3: CUNY RESOLUTION ON CREATING AN EFFICIENT TRANSFER SYSTEM

This text the most recent version of CUNY's Proposed CUNY-wide policy on General Education and Transfer; it was released May 18 and will be voted on by the CUNY Board of Trustees Committee on Academic Program and Policy Review (CAPPR) on June 6 and then by the Board of Trustees on June 27. A public hearing will be held on June 20. Anyone interested in testifying at the public hearing can do so by telephoning the Office of the Secretary of the Board of Trustees no later than 4 pm on Friday, June 17. Speakers are permitted 3 minutes and are also invited to submit their written testimony, which may be longer than the text of their spoken testimony.

The text of the pending CUNY RESOLUTION ON CREATING AN EFFICIENT TRANSFER SYSTEM:

Rationale

The City University of New York experiences large student transfer flows among all of its undergraduate colleges. To enhance transfer students' progress toward degree completion, CUNY must insure that students' credits earned from any CUNY college transfer smoothly and efficiently to all other CUNY colleges.

New York State Education Law Section 6201 specifies that CUNY is one university and must have clear transfer paths and curricular alignment across its colleges. A unified General Education Framework for all colleges, including a set number of general education credits required across CUNY, will clarify the general education requirements that students must meet at any CUNY college, and will insure that general education credits will transfer to other CUNY colleges. Students will also benefit from greater clarity about which courses they should take for entry into their majors, no matter at which college the major is offered. Finally, students must be assured that electives they take at any college will transfer, with full credit, to any other college. Together, such policies will increase students' efficiency in progressing towards their degrees by reducing time to degree and credits acquired in excess of what is needed for graduation, saving resources for students themselves and for the larger CUNY community.

Integral to this resolution is CUNY's commitment to the highest academic standards and to the faculty's special responsibility for courses and curriculum. Also integral to this resolution is a commitment to providing colleges with the flexibility to maintain their distinctive identities and traditions.

Now be it

Resolved, that the portion of CUNY's General Education Framework that is common to all CUNY colleges, to be called the "Common Core," will total 30 credits. The other portion of CUNY's

General Education Framework, the portion that is specific to each baccalaureate college, to be called the "College Option," will consist of an additional 12 credits.

All CUNY undergraduates will be required to complete the 30-credit Common Core in order to graduate with an A.A., A.S., or baccalaureate degree. All students who satisfactorily complete courses within the Common Core will be certified as having achieved partial or full completion of the Common Core, as appropriate, and that certification will transfer among all CUNY colleges.

All CUNY baccalaureate students will be required to complete 12 College-Option general education credits as well in order to graduate (except as specified below for students who transfer from associate- to baccalaureate-degree programs). College-Option general education credits will transfer as such among all CUNY baccalaureate colleges.

In addition, all associate-degree students, including A.A.S. students, who transfer to baccalaureate programs will be required to complete the receiving college's College-Option general education credits as follows:

- 1) Students who transfer with 30 or fewer total credits from any college (including non-CUNY regionally accredited colleges) will be required to earn a maximum of 12 of the receiving college's College-Option general education credits;
- 2) Students who transfer with more than 30 total credits from any college (including non-CUNY regionally accredited colleges) but without an associate degree will be required to earn a maximum of 9 of the receiving college's College-Option general education credits;
- 3) Students who transfer with an associate degree from any college (including non-CUNY regionally accredited colleges) will be required to earn a maximum of 6 of the receiving college's College-Option general education credits.

Thus, in order to receive the A. A. or A. S. degree, students will be required to complete a total of 30 general education credits (the Common Core), and in order to receive the baccalaureate, students will be required to complete a total of 36 to 42 general education credits depending on the students' transfer status. Further, no matter how many CUNY colleges any of these students attend, if a student transfers from one CUNY college to another, all general education course credits of all types will be accepted as general education credits of that type without further evaluation, and be it further

Resolved, that the Chancellor, in consultation with the Council of Presidents, the University Faculty Senate, and the University Student Senate, will convene a Task Force of faculty, students, and academic administrators, with faculty members predominant, and charge it with recommending to the Chancellor a structure for the Common Core by December 1, 2011.

The Task Force will develop the broad disciplinary or interdisciplinary areas constituting the Common Core for the University, as defined by learning outcomes. It will also identify the number of credits to be allocated to each such area. Within these guidelines, the Task Force

may make more specific recommendations regarding individual associate- and baccalaureate-degree programs, such as Science, Technology, Engineering, and Mathematics (STEM) programs.

The Task Force will consist of a steering committee, including balanced representation from the college sectors, as well as a working committee, including representatives from all undergraduate colleges and all large-enrollment disciplines. The steering committee will have the authority to establish subcommittees consisting of Task Force members and others in various fields and areas of expertise as needed, and be it further

Resolved, that after the Task Force has advanced its recommendations and the Chancellor has approved the structure of the Common Core, all CUNY undergraduate colleges will specify individual courses for this Core. These courses must meet the approved learning outcomes. Working with the colleges, the University Office of Academic Affairs will facilitate the expeditious review and approval of all courses proposed for the Common Core with the assistance of a CUNY-wide committee, appointed by the Chancellor, and consisting predominantly of faculty, to ensure that all learning outcomes are satisfied.

Any course or disciplinary area that is required of all students and is not specifically required for a student's major must fall within the Common Core or College-Option courses.

The Common Core will apply to all A.A., A.S., and baccalaureate degrees. By New York State Education Department regulations, A.A.S. degrees contain fewer liberal arts credits than do A.A. or A.S. degrees. However, liberal arts requirements for A.A.S. degrees will be drawn from the courses approved for the Common Core such that A.A.S. students will receive partial certification for completion of the Core. If an A.A.S. student transfers to an A.A., A.S., or baccalaureate program, that student will need to complete the remainder of the 30-credit Core.

To insure that students in all degree programs have adequate information to plan their academic paths, colleges will clearly identify courses that are part of the Common Core or are College-Option courses, and all of these courses will be widely publicized by the University, and be it further

Resolved that each college will submit for the approval of the Chancellor by April 1, 2012, its plan for implementation of the General Education Framework, and be it further

Resolved, that clear pathways be created for the largest transfer majors. The Chancellor, in consultation with the Council of Presidents, the University Faculty Senate, and the University Student Senate, will convene relevant disciplinary committees consisting predominantly of faculty. By May 1, 2012, each such disciplinary committee will recommend for approval to the University Office of Academic Affairs no fewer than three and no more than six courses that will be accepted as entry-level courses for beginning the major, or as prerequisites for such courses, by all colleges offering those majors, and by Fall 2013 these courses must be offered and their status as major-entry courses widely publicized at each college offering the major, and be it further

Resolved, that all courses taken for credit at an undergraduate CUNY college be accepted for credit at every other CUNY undergraduate college, regardless of whether a specific equivalency exists at the transfer college, to an extent consistent with grade requirements and residency rules at the transfer colleges, and be it further

Resolved, that students transferring from outside CUNY will have their courses evaluated expeditiously and will receive credits for general education, major, and elective courses if those courses meet the appropriate learning outcomes, and be it further

Resolved, that as an additional component of improving transfer, an appeals mechanism will be established by the Chancellor for undergraduate students who wish to appeal denial or restriction of transfer credit, and be it further

Resolved, that all possible technological assistance be brought to bear on providing the colleges with academic information about their transfer applicants, and on providing students and their advisors with information about the transferability and major-requirement status of courses, and be it further

Resolved, that all of these pathways policies and processes, including the Common Core, be reviewed and evaluated each year for three years beginning in 2013, and every three years thereafter, to modify them as necessary to improve them or to meet changing needs

ATTACHMENT C

The Composition of the Faculty Senate & of the College Council & work of the Senate

Faculty Senate: 50 members:

- 13 full-time faculty members elected by the full-time faculty
- 3 adjunct faculty members elected by the adjunct faculty
- 24 faculty members elected by each of the academic departments – one per department – to serve on the College Council & Faculty Senate
- 10 faculty members elected by the Faculty Senate to fill additional College Council seats

College Council: 69 members

- 42 faculty members (60% of the membership):
 - One representative elected by each of the 24 academic departments
 - The remaining 18 faculty chosen by any method adopted by the Faculty Senate
- 14 students
- 5 HEOs
- 8 administrators: President, Provost, VP for Student Development, VP for Finance & Administration, Dean of Undergraduate Studies, Dean of Graduate Studies, Dean for Research, VP for Enrollment Management

History and work of the Faculty Senate

A very partial list of major Faculty Senate initiatives

1. Issuing a letter to the CUNY Board of Trustees and to the CUNY Chancellery by the President of the Faculty Senate in response to the rejection by the CUNY BoT of the recommendation of an honorary degree from John Jay for Mr. Tony Kushner.
2. Development and approval by the College Council of two important implementation policies regarding the revised General Education curriculum.
3. Successful support of the request by the Criminal Justice Department and of the Criminal Justice Ph.D. Program to not be assigned to the BMW Building when the new building opens.
4. Issuing a letter, with the Council of Chairs, to the faculty on "Hate Speech in the Classroom" – January 2010 and henceforth

5. Issuing a letter to the faculty on "Grading and the Definitions of Undergraduate Course Grades" -- May 2009 and henceforth
6. Updating and revision, with the Council of Chairs and the College administration, of the JJ Personnel Procedures Guidelines: approved by the College Council in Fall 2008 and further amended in Fall 2009
7. Revision, with the Council of Chairs, and the College administration, of the JJ Charter of Governance: approved by the College Council April 2008 and approved by the CUNY Board of Trustees on June 23, 2008
8. Provided a forum for and participated in the process for the reorganization of several academic departments: approved by the College Council April 2008 and approved by the CUNY Board of Trustees on June 23, 2008
9. License for Turnitin.com – a plagiarism prevention online service – and hands-on workshops: proposed by the Faculty Senate and approved by the College Council
10. Development of a proposed policy on privacy – with the Council of Chairs – which became the basis of the CUNY Policy on Computer Use adopted by the CUNY Board of Trustees
11. Developed and proposed a "Class size and course cancellation policy" with the Council of Chairs – approved by the College Council 2003
12. Admissions criteria raised for both the associate and baccalaureate programs – 1998
13. Honorary Degrees Selection Process: the Senate proposed the current process and the College Council approved it in 1989; the Senate is responsible for recommending candidates to the President
14. Policy providing compensation for faculty teaching Independent Study Courses – 1990. Still in effect.
15. The Senate proposed and the College Council approved the Senate's proposed to closing the ROTC Program at John Jay because of discriminatory policies and practices against gay and lesbian students – 1990.
16. Endorsement of statement by Board of Trustees Interim Chair Benno Schmidt on academic freedom and tolerance – September 2001.
17. The Senate was instrumental in having North Hall and T Building made more accessible for people with disabilities: 1989-1992.
18. Had course prerequisites enforced through computerized prerequisite checking and also by

blocking of registration for courses when the course prerequisites had not been completed.

John Jay administrators have regularly been guests of the Senate:

- <> President Jeremy Travis
- <> Provost Jane Bowers
- <> Associate Provost James LLana
- <> Vice President for Administration Robert Pignatello
- <> Vice President for Enrollment Management Richard Saulnier
- <> Vice President for Student Development Berenecea Johnson Eanes
- <> Dean for Undergraduate Studies Anne Lopes
- <> Dean for Graduate Studies Jannette Domingo
- <> Dean of Students Wayne Edwards
- <> Assistant Vice President & Counsel Rosemarie Maldonado
- <> various previous members of the College administration

The Senate has met with invited guests from the CUNY Chancellery, with some several times:

- <> Chancellor Matthew Goldstein
- <> Senior Vice Chancellor and Chief Operating Officer Allan Dobrin
- <> Vice Chancellor for Legal Affairs and General Counsel of the BoT Frederick P. Schaffer

And with various previous members of the CUNY Chancellor and Board of Trustees, including

- <> Interim Chancellor Christoph Kimmich
- <> Chancellor W. Ann Reynolds
- <> Executive Vice Chancellor for Academic Affairs Selma Botman
- <> Executive Vice Chancellor for Academic Affairs Louise Mirrer
- <> Vice Chancellor for Budget and Finance Ernesto Malave
- <> Vice Chancellor for Academic Program Planning Russ Hotzler
- <> Vice Chancellor for Construction & Buildings Emma Macari
- <> Vice Chancellor for Academic Affairs Richard Freeland
- <> Vice Chancellor for Budget Richard Rothbard
- <> Vice Chancellor for Student Affairs & University Dean for Academic Affairs Elsa Nunez
- <> CUNY Budget Director Ernesto Malave
- <> CUNY Director of Facilities Construction Joanna Pestka
- <> CUNY Director of Facilities Design Lia Gartner
- <> Senior Vice Chancellor and Chief Operating Officer David Freed

The Senate has met with invited guests from the CUNY Board of Trustees:

- <> Trustee Jeffrey Wiesenfeld
- <> Trustee Kathleen Pesile

<> Trustee Sandi Cooper

And with various previous members of the CUNY Board of Trustees:

<> Trustee John Morning

<> Trustee George Rios

<> Trustee Jerome Berg

<> Trustee Michael Crimmins

Other Faculty Senate guests have been elected City and State officials:

<> NYS Assemblymember Denny Farrell

<> NYS Assemblymember Scott Stringer

<> NYS Assemblymember Edward Sullivan

<> NYS Assemblymember Richard Gottfried

<> NYS Assemblymember (and later NYS Senator) Larry Seabrook

<> NYS Senator Catherine Abate

<> NYS Senator Franz Leichter

<> Manhattan Borough President C. Virginia Fields

ATTACHMENT D

The Faculty Senate Constitution requires that the Executive Committee be elected by the Senate in May after the next year's at-large Senate representatives and department representatives have been elected. This is because events often occur during the summer, including the allocation of the College's budget by the CUNY Central Administration, and it is necessary that an Executive Committee be in place to represent the Faculty Senate – and the faculty – during this period.

The following are the positions on the Executive Committee:

1. President
2. Vice President
3. Corresponding Secretary
4. Recording Secretary(ies)
5. Officer at Large*
6. Officer at Large*

All members of the Faculty Senate may be nominated and may self-nominate and be elected to all positions on the Executive Committee. Please see the Constitution of the Faculty Senate for information about the offices and the responsibilities. Also, please see ATTACHMENT A for the names of the members of the Senate. The term of office of all positions on the Executive Committee is one year.

Candidates for contested elections will be invited to give a speech of a maximum of two (2) minutes. All voting is by written, secret ballot, including on such occasions as an election is uncontested. Each position is filled one at a time: for example, nominations will be opened for President, there will be the opportunity for speeches by candidates, votes will be cast by secret, written ballots, and then the votes will be counted and the results announced; then nominations will be opened for Vice President and the same procedure will be followed. As for the two at-large officer positions: nominations will be opened for the first position and votes cast and the results announced; then nominations will be opened for the second position.* This will be the process for each position on the Executive Committee.

To assist you in thinking about whom you might nominate or who you might ask to nominate you, the list of Senators is provided in ATTACHMENT A. Please email any members of the current Executive Committee if you have any questions.

* The At-Large Officer positions are not restricted to Senators who have been elected as at-large representatives; all Senators, including department representatives, may be elected to these two (2) positions.

ATTACHMENT E

Report on the May 16 meeting of the College Council:

On May 16, the College Council approved John Jay's proposed General Education Revision. There were no negative votes and one abstention; all the other votes were affirmative.

The College Council also approved the Senate's two Resolutions (as amended at the May 13 meeting of the Faculty Senate) on the implementation of John Jay's General Education Revision. President Travis characterized the Senate's second Resolution – which mandates the Senate's participation in the selection of half the members of the General Education Subcommittee -- as "brilliant."

The College Council unanimously approved the creation of a College-wide Assessment Committee.

All new course proposals from the Graduate Studies Committee and UCASC were approved by unanimous vote.

The request by the African-American Studies Department to change its name to the Department of Africana Studies (a change which had been endorsed by the Faculty Senate) was approved and must now be approved by the CUNY Board of Trustees.

A proposal to prohibit graduate students from taking courses in a graduate program other than the one in which they are enrolled, unless approval has been given in writing by the graduate program director of the program in which the student is enrolled, was approved.

A 10-year old certificate program that had never been approved by NYS was approved, which is the first step of the 10-year-long overdue process.

The name of the Masters Program in Forensic Computing was changed to the Masters Program in Digital Forensics. The program was also dramatically revamped.

The students who had been certified for graduation by the Registrar were approved for the conferral of degrees by a vote by of the faculty members of the College Council.

The calendar of meetings for the next academic year was approved by the Council, subject to revision over the summer.