

FACULTY SENATE MINUTES #22

John Jay College of Criminal Justice

Date: November 22, 1988 Time: 3:15 PM Place: Room 2303 N

Present (36): Jose Arcaya, Haig Bohigian, Jane Bowers, David Brandt, Orlanda Brugnola, Lily Christ, Lorraine Colville, Robert Crozier, Migdalia DeJesus-Torres de Garcia, Janice Dunham, Austin Fowler, Robert Fox, Mary Gibson, Donald Goodman, Lou Guinta, Elizabeth Hegeman, Jane Hurni, Karen Kaplowitz, Irving Klein, Lawrence Kobilinsky, Richard Korn, Sondra Leftoff, Barry Luby, Rubie Malone, Ron Mason, Mary Regan, Robert Panzarella, Lydia Rosner, Herb Ryan, Eli Silverman, Ben Sloan, Natalie Sokoloff, Timothy Stevens, Charles Stickney, Timothy Stroup, George Tulley

Absent (4): T. Kenneth Moran, Nyamazao Maliwa, Altagracia Ortiz, David Schulman

AGENDA

1. Announcements
2. Report on College Space Committee: Senators Crozier, Kaplowitz
3. Proposals on Implementing Senate's Resolution on Honorary Degrees
4. Discussion of Request from Dean Price that the faculty lounge in the new building become a graduate students' lounge or become a faculty & graduate students' lounge
5. Discussion of request that the Faculty Dining Room continue to be available for the scheduling of student events
6. Election of Senate representative to the John Jay College Foundation
7. Discussion of request by the Secretary of the College Council that the Senate withdraw its resolution on College Council Minutes.
8. Resolution on an evening administrator
9. Resolution on reviewing the ROTC program
10. Report on the Better Teaching Seminars, Better Teaching Workshops, Special Workshops, and Faculty Mentor Program

1. Announcements

President Kaplowitz commended Dean of Undergraduate Studies Eli Faber for working with members of the Senate to develop procedures to meet the printer's deadlines for the new College catalogue and yet honor the procedures mandated by the College's Charter of Governance for making changes in the catalogue (course descriptions, etc). She then read into

the minutes the correspondence with Dean Faber on this matter [see Attachments A, B, C].

2. Report on the College Space Committee

President Kaplowitz reported in her capacity as the Faculty Senate representative on the College Space Committee and Senator Crozier reported in his capacity as the Council of Chairs representative (along with Professor Dorothy Bracey) on the Committee, which met on October 20.

The meeting of the College Space Committee was called in response to President Kaplowitz's memorandum of September 26 to Vice President John Smith, the Chair of the College Space Committee [see Attachment D]. The Committee decided that Room 2437 North, the music classroom, will be used as a regular classroom for day and night classes beginning in the Spring 1989 semester and that Room 3313 North, the television studio, will be used as a regular classroom for day and night courses by the Fall 1989 semester and perhaps in the Spring semester (construction work is needed to reconvert the room to a classroom). In addition, Room 2400 North, which originally had been a classroom and which for many years has been the graduate students' lounge, will be converted back to a classroom for the Spring 1989 semester, now that all graduate courses are in the new building and a lounge in North Hall is not needed for the graduate students.

It was also decided that the three North Hall offices, Rooms 2413, 2414, and 2417, vacated by the Music Department's move to the new building, will remain as faculty offices.

Vice President John Collins said that in light of the shortage of offices as a result of the move from South Hall, he would meet with each group that is not affiliated with the College that has had office space (free of charge) at the College to ask them to vacate their offices. This was in response to the issue raised by Senator Crozier that faculty do not have sufficient office space. For example, in the English Department, twelve adjuncts share three offices. Vice President Collins acknowledged that the College can no longer be as generous to outside groups as we have been. Among the groups not affiliated with the College that have offices are Women in Criminal Justice, the National Council on Compulsive Gambling, the Organization of Italian-American Women, and the National Conference of Puerto Rican Women. Vice President Collins said he would report to the College Space Committee, at the Committee's next meeting on December 6, the results of his meetings with these and other relevant groups, and in particular he would report the dates the groups would be vacating their offices.

He said, however, that two groups housed in South Hall had already been pledged free space in the North Hall area vacated by the library: the Double Image Theater group will still have two offices, and the NYPD's Counseling Services

would be given a suite of twelve offices and a conference room. The Day Care Center and Institutional Research, which are part of the College, will also be moved to that area.

Vice President Smith said that the second phase of the reconstruction of the vacated library space will involve the building of classrooms and additional offices, and possibly lounges or conference centers. This work will begin in the early or middle of the Spring 1989 semester.

Vice President Smith also said that the bookcases and file cases ordered for the faculty offices in the new building were expected in December or January.

3. Proposals on Implementing the Senate's Resolution on Honorary Degrees

The Faculty Senate's Resolution on Honorary Degrees was approved by the College Council on November 15. President Kaplowitz pointed out that it is important for the Senate to put into place procedures for implementing the Resolution on Honorary Degrees. She presented the Senate with a list of six proposals [see Attachment E].

Several changes were made in the proposals: the number of members of the Committee on Honorary Degrees was changed from eight to seven members to prevent a tie vote; it was decided that members of the Committee on Honorary Degrees must be tenured and that they must hold the rank of associate professor or full professor.

Asked to explain the purpose of the last item, a Faculty Senate Nominating Subcommittee, President Kaplowitz explained that this committee was necessary because before faculty can be nominated by the Senate to run for the Committee on Honorary Degrees they must be interviewed to ascertain whether they are willing to stand for election and, if elected, whether they are available to serve, and also to verify their rank and tenure status.

The proposals, as amended, were approved by unanimous vote.

President Kaplowitz said that the Executive Committee of the Senate, in anticipation of the Senate's approval of the proposals, had asked Senators Crozier, Silverman, and Fowler to serve, along with her, as the Nominating Subcommittee. The Senate ratified the four as the Nominating Subcommittee.

President Kaplowitz distributed a form to all the Senators for suggesting faculty to be nominated to the Committee on Honorary Degrees. She said that the slate of candidates would be presented to the Senate for its ratification at the December 9 meeting.

4. Discussion of request from Dean Price that the faculty lounge in the new building become a graduate students' lounge or become a faculty & graduate students' lounge

Dean of Graduate Studies Barbara Price has asked the Senate to endorse her request, on behalf of the graduate students, that the faculty relinquish the Faculty Lounge in the new building [see Attachment F].

The chair of the Senate's Space Committee, Senator Fowler, reported on this issue. He explained that there are two lounges for the faculty in the new building: one very small one, on the second floor, which is the one Dean Price is asking for, and a large lounge for both the faculty and staff on the fifth floor. There are also student lounges, but none assigned for the exclusive use of graduate students.

Except for the three members of the Senate's Space Committee -- Senators Fowler, Bowers, and Christ -- who sought out the lounge in order to report to the Senate on this issue, none of the Senators knew of the existence of a lounge designated for the exclusive use of the faculty. Senator Fowler explained that there is no way anyone could know of its existence since there are no signs in the elevators nor on the second floor (although the elevators and the doorway of each floor list all the other facilities to be found on each floor). Senator Ryan said that he teaches in Room 226, which is adjacent to the faculty lounge, and that he never realized that the tiny room was a faculty lounge until Senator Fowler's report.

Senator Fowler explained that the easiest way to find the room is to take the ascending escalator on the right immediately inside the Tenth Avenue entrance, and to then make a right turn when stepping off the escalator. After going through the fire doors, one finds two rooms: one to the left is the classroom (Room 226, where Senator Ryan teaches) and the room to the right is the faculty lounge. Senator Fowler suggested that the members of the Senate visit the lounge before making a determination.

Senator Fowler said that his committee had considered proposing that the Senate conduct a poll of the entire faculty on the issue of relinquishing the lounge but that he had learned that Vice President John Smith was planning to conduct such a poll, because of Dean Price's campaign to get a lounge for the graduate students.

Senator Bohigian said that although the faculty should visit the lounge to discover its location, he called Dean Price's request inappropriate. Although he sympathizes with her wish to accommodate the graduate students, he suggested that she should have arranged for them to have their own lounge when the new building was being designed. He said that the faculty should not give up any facilities especially because the faculty is so often shortchanged. He said that the PSC had been trying to obtain an office for meetings and that this faculty lounge could be used for that.

Vice President Panzarella said that the faculty lounge should be used as a lounge and not as a meeting room and the other Senators concurred with this assertion. Vice President Panzarella said that it was certainly premature to ask the faculty to relinquish something no one even knows exists. He moved that the Senate respond to Dean Price's request by explaining that the Senate has not yet ascertained the needs of the faculty and by urging her to consult with the College administration to find alternate lounge space for graduate students. The motion passed unanimously. President Kaplowitz said that she would write to Dean Price using the language of Vice Panzarella's motion [see Attachment G].

5. Discussion of request that the Faculty Dining Room in North Hall continue to be available for the scheduling of student events

The Senate reviewed a memorandum from Assistant Dean of Students Bob Dempsey to Dean of Students Carolyn Tricomi, written in response to the College Space Committee's request for information [see Attachment H].

President Kaplowitz explained that at the College Space Committee meeting of October 20, she had asked whether the construction plans for North Hall included a faculty lounge and a faculty conference room.

She said that Vice President Smith, Provost Jay Sexter, and Dean of Administration Joe Capecci all countered with the statement that the Faculty Dining Room is also a faculty lounge and a meeting room. When she, Senator Crozier, and Professor Bracey said that the Faculty Dining Room was not available to the faculty after lunch because it is given to the students after 1:30 PM each day and that it is virtually never free after that time for the faculty to use as either a lounge or as a meeting room, all three administrators said that they had been totally unaware of this.

Dean Tricomi explained that the students have no other room sufficiently large for their meetings and for their social events, the vast preponderance of which involve the serving of food and beverages. Dean Tricomi was asked to provide information so that the Committee could determine whether the Faculty Dining Room could and should be made the exclusive domain of the faculty. Dean Tricomi's and Dean Dempsey's position is that the Faculty Dining Room should remain available for student activities.

Senator Bohigian said that it is incredible that on the one hand administrators do not know what is going on in the College and that on the other hand faculty are treated so cavalierly. He said that it was ironic that in the same month one dean asks the faculty to give up a lounge in one building and another dean asks the faculty to officially declare its dining room/lounge a student facility for the afternoons and evenings, including the 3:15 meeting period. He said that the

faculty should fight to keep the little it has and should, in fact, ask for more.

The discussion covered several points: it was agreed that the data provided by Dean Dempsey was compelling and that the student events are usually attended by large numbers of students; it was stated that the students should be given their own facility; it was recognized that this is not a feasible proposal at this time but should be part of the design of Phase II (to be built next to the new building which will replace North Hall), when that becomes a reality.

President Kaplowitz noted that the facilities in the new building are not yet known to the faculty and that we should learn what is and what will be available before making any decision about this matter. Since the sixth floor of the new building is not yet finished, it is not possible to be fully informed but she said that there will be conference rooms on that floor that might be suitable for the faculty's use. She pointed out that the faculty dining room does seem to be needed by the students.

She said that when Vice President Smith met with the Senate a year ago she had asked him about a dining room that was on the floorplans for the sixth floor of the new building and that she had asked whether the 40-seat dining facility would have movable tables that could be formed into one large conference table so that faculty could hold meeting there. He said that the tables would be movable and he also said that no one had raised that as a suggestion but that he did not see any problems with such an arrangement.

President Kaplowitz suggested that it is in nobody's best interests to treat the North Hall Faculty Dining Room issue as a turf issue.

In view of the fact that the next Senate meeting, on Friday, December 9, will be an all-day meeting, Senator Crozier suggested that this issue be explored in time for that meeting. He said that it is demeaning to meet in a classroom and that the chairs, which are too uncomfortable for ninety minute meetings, would be torture for an all-day meeting. In addition, it is difficult to conduct Senate business when there is no table on which to write or to spread out papers.

President Kaplowitz said that she would find a more suitable meeting space for the December 9 meeting.

6. Election of a Senate representative to the John Jay College Foundation

When President Lynch met with the Senate on November 14 he spoke of his wish to find areas in which the faculty and the administration can work together. When it was suggested that one such area is the John Jay College Foundation and when he was told that the Council of Chairs had just voted to

ask President Lynch to appoint a representative of the Council of Chairs and a representative of the Faculty Senate to the Foundation's board, President Lynch agreed to do so.

President Kaplowitz and Senator Crozier explained that Dean Mary Rothlein had met with the Council of Chairs a few weeks earlier and had explained that the purpose of the Foundation is to raise and spend non-tax levied monies. Dean Rothlein had described three goals of the Foundation: to establish scholarships and fellowships for graduate students; to establish John Jay professorships; and to sponsor such events as colloquia and seminars to supplement support for existing activities.

Dean Rothlein said that the fund-raising strategies planned are alumni fund-raising; annual fund-raising events (such as a dinner-dance to celebrate the 25th anniversary of the College next year) with corporate sponsors buying tables; a policy whereby nothing in the new building will be named after a person unless the naming involves donated monies; and endowed professorships (at a cost of \$3 million each).

Senator Klein asked about the legal status of the Foundation and President Kaplowitz said that she had obtained a copy of the Foundation's certificate of incorporation from Dean Rothlein. The following people are listed as officers of the board of trustees: Michael O'Neal, chair; Gerald W. Lynch, president; Mary DePiano Rothlein, secretary; John W. Smith, treasurer; and six people are listed as members of the board: John J. Collins, James T. Curran, Albert T. Higgins, Harriet R. Michel, Jerald Posman, and Jay Sextor.

Senator Klein asked that copies of the certificate of incorporation be sent to the members of the Senate so that it can be determined if the Senate should participate on the board. President Kaplowitz said she would do so. The question was also raised as to the relationship between the Foundation and the College's Personnel and Budget Committee.

Senator Crozier pointed out that the Foundation already exists and that because non-tax levied funds are involved the College Personnel and Budget Committee has no authority or voice about how these monies are spent. He said that since several of the goals of the Foundation involve academic matters, including professorships, the Senate should monitor the Foundation and that the best way is to do this is to serve on the Board. He moved that the Senate elect a representative to serve on the Board subject to the Senate's verification of the legality of the Foundation. The motion was seconded and passed unanimously. Senator Colville was then elected to be the Senate's representative on the Board of the John Jay College Foundation.

A motion to adjourn was made and passed. The meeting was adjourned at 4:45 PM.



JOHN JAY COLLEGE OF CRIMINAL JUSTICE

The City University of New York

444 West 56th Street, New York, N. Y. 10019

212 489-3521

Office of the Dean of Undergraduate Studies

October 23, 1988

Professor Karen Kaplowitz
President, The Faculty Senate

Dear Karen,

I write to express my appreciation and gratitude to you as President of the Faculty Senate for your unstinting efforts in behalf of the revised Undergraduate Catalogue.

First, there was the extensive consultation and discussion in which we engaged about the introduction of a modest number of changes in course descriptions. Because of your suggestions and guidance, I was able to bring these to the attention of the Curriculum Committee in early October, and to obtain the Committee's approval for alterations which can serve only to improve the Catalogue. I hope that the College Council will in its turn approve the changes. If the Council does not, then the proposed changes will be deleted in the galleys that arrived just several days ago.

I am even more grateful to you for reading the manuscript of the Catalogue (that is, all but for the course description section, the directory, and the index, which I have not yet had an opportunity to circulate), and for taking the time and trouble to make as many suggestions as you did. Anyone who examines the copy that you returned to me will see at once just how extraordinary your attention to this material was. By giving the copy the diligent and close reading that you did, you were able to assist immeasurably in improving the final product. Basically, you edited the entire manuscript--and with hardly any advance notice! I have only one regret: that I could not send the manuscript earlier to you as President of the Faculty Senate, so that with sufficient lead time you might have been able to secure the assistance of any interested members of the Senate in the read-through.

Please be assured of my great admiration for the profound degree of your commitment to the College. I hope that we shall work together soon again, as we have on Exemplary Projects and on the Catalogue, so that we do the very best that we can for our common academic enterprise.

Sincerely yours,

A handwritten signature in cursive script, appearing to read 'Eli Faber'.

Eli Faber

TO: President Gerald Lynch
V.P. Jay Sexter
V.P. John Collins
V.P. John Smith
Professor Robert Crozier (Chair of Chairs)
Professor Dorothy Stacey (Chair of Chairs)

Dear Barbara Price
Dean Mary Rothlein (Title III Advisement Project)
Professor Rod Davis (Title III Advisement Project)
✓ Professor Karen Kaplowitz (Faculty Senate)

FROM: Eli Faber
DATE: October 11, 1988
RE: New Undergraduate Catalogue

The attached text of the new Undergraduate Catalogue has gone to the typesetter, but changes that you deem necessary can be made (without charge to the College) when we receive the galleys on October 20th. May I request that you take time from your very busy schedules to review this material, reading for accuracy of fact and interpretation and for inclusiveness. Please send to me before October 20th any changes that you believe are required.

The manuscript sent to you represents a complete reorganization and almost complete rewriting of the Catalogue. The materials relevant to each department and office in the College were distributed for review at the end of August, and most of the changes recommended at that time have been made. Because of the extensive--I should say almost total-- nature of the current revision, a review by you of the text in its entirety is requested.

The only parts not included here are the course-description section, the directory, and the index. The course-description section, containing many innovations designed to make use by students easier, has already been reviewed and approved by the Chairs, each examining his or her department's materials.

My sincere thanks in advance to you for your attention to this request.



JOHN JAY COLLEGE OF CRIMINAL JUSTICE

The City University of New York

445 West 59th Street, New York, N. Y. 10019

212 489-5183

TO: Dean Eli Faber

FROM: Karen Kaplowitz *Karen Kaplowitz*
President, Faculty Senate

DATE: October 19, 1988

RE: New Undergraduate Catalogue

It was with a real appreciation of the tremendous work involved in revising the catalogue and with the knowledge that you were determined, as the director of this project, to make it the best catalogue possible that I approached the task of reading the revised catalogue that you sent me on October 11 of this year.

In your memorandum of that date, you ask that in my capacity as president of the Faculty Senate, I read the text for "accuracy of fact and interpretation and for inclusiveness." On behalf of the Senate, I thank and commend you for including the Faculty Senate among those to whom you made this request. Because of the short notice, however, I was not able to ask the members of the Senate to read the 249-page typescript (exclusive of course descriptions, faculty/staff directory, and index) nor, therefore, was I able to consult with them to elicit their opinions and judgments. As a result the comments below and the enclosed annotations are my own. The Senate meets on October 25 and I will invite comment from that body if you decide to extend your deadline.

Enclosed is the typescript with my annotations. I have initialed each page on which I wrote comments, made suggested corrections, etc. Those pages are the following:

Pages:

13; 16-27; 29-43; 45-57; 61; 63-64; 66-97; 99-100;
103-105; 107-108; 110-112; 114; 116; 119; 121-127;
129-132; 137; 139-140; 154; 157; 161; 164; 167; 171;
174; 185; 188; 190; 193-198; 200-201; 204; 206-212;
214; 215 (missing or misnumbered as 216?); 216-217;
219-221; 225-228; 233; 245; 248.



JOHN JAY COLLEGE OF CRIMINAL JUSTICE

The City University of New York

445 West 59th Street, New York, N. Y. 10019

212 489-5183

Some of the suggested corrections are more crucial than others, of course, and I am willing and available to explain my comments, suggested corrections, and other notations.

[I have also made suggested corrections in terms of the physical format of certain pages. Those pages are also initialed and to distinguish these pages from the others, I have circled my initials on the pages that contain comments about only the physical format. These are pp. 128, 130, 134-139, 141-153, 155-156, 158-166, 168-170, 172-173, 175-178, 180-186, 189-191, 198-200, 202-207, 212-214, 222-224, 229.]

The revised catalogue is extremely thorough, cogent, and readable. Many of the entries are particularly interesting, most notably the discussion about John Jay. I would like to suggest that you consider adding or expanding entries on the following subjects:

1. The location of the college, especially in terms of its proximity to specific museums, parks, Lincoln Center, etc., making explicit the point that John Jay's campus is, in fact, New York City and that many faculty design their courses to take advantage of this situation.
2. A section on the governance of the college, with particular emphasis on the very real role students play in it (aside from the Student Council); the one reference to the College Council is rather vague.
3. A section on the faculty: the number (in round figures) of full-time faculty; Ph.D.'s; J.D.'s; etc.
4. A statement about the faculty in terms of its international reputation, its talents, expertise, etc.
5. A more thorough description of the Library, its holdings, etc.

Congratulations on the catalogue. Your determination to set and adhere to the highest standards is to be applauded.

cc. Members of the Faculty Senate
 Prof. Crozier
 Prof. Bracey
 Provost Sexter
 Pres. Lynch

To: Vice President John Smith
Chair, College Space Committee

From: Karen Kaplowitz *OK*
President, Faculty Senate

Date: September 26, 1988

Re: Status of North Hall classrooms and offices

In keeping with the Faculty Senate's concern that classrooms be fully utilized as classrooms (an issue we raised to you last year), several questions need to be asked:

1. The Music Department has moved to the new building where it has a music classroom. Why, then, is Room 2437 North, the former music classroom, not being used for any classes this semester?
2. Will Room 2437 North, the former music classroom, be used as a classroom in the Spring semester?
3. Room 3313 North, once a classroom, had several years ago been given to Instructional Services for conversion into a television studio. Now that a television studio is being built in the new building, with an anticipated completion of this semester, will Room 3313 North be converted back to a classroom? And will it be used as a classroom during the Spring semester?
4. Are there other North Hall classrooms or former classrooms that are or will similarly be available?
5. What is the status of the three North Hall offices (Room 2413, Room 2414, and Room 2417) that were vacated by the Music Department faculty as a result of their move to the new building?
6. Are there other North Hall offices that are empty or that are not actually being used by those to whom they are assigned?

cc. Prof. Bracey
Prof. Crozier
Provost Sexter
Dean Faber
Dean Tricomi
Dean Capecci
Dean McHugh
V.P. Collins

Provisions for Implementing
The Resolution on Honorary Degrees

1. The Committee on Honorary Degrees shall be comprised of seven tenured full-time members of the teaching faculty, who hold the rank of associate professor or above, each of whom shall be elected for a term of three years. Members of the Committee may stand for election to additional three-year terms, upon nomination by the Faculty Senate.
2. Upon a Committee member's inability to serve because of illness, leave, or cause, the Faculty Senate shall determine whether a special election shall be held to replace that Committee member.
3. The members of the Committee on Honorary Degrees shall elect the chairperson of the Committee, from among the members of the Committee.
4. All elections by the entire faculty mandated by the Faculty Senate's Resolution on Honorary Degrees (Resolution on Honorary Degrees items #2, #5) shall be conducted by the Committee on Faculty Elections, a subcommittee of the College Council.
5. Such support staff and services as the Committee on Honorary Degrees requires to fulfill its charge shall be provided by the Office of the President of the College.
6. The Faculty Senate shall create a Faculty Senate Nominating Subcommittee. The function of this Nominating Subcommittee is to propose to the Faculty Senate those members of the teaching faculty whom the Senate shall consider for nomination to the Committee on Honorary Degrees.



JOHN JAY COLLEGE OF CRIMINAL JUSTICE

The City University of New York
899 Tenth Avenue, New York, N.Y. 10019
(212) 237-8000

October 19, 1988

To: Professor Karen Kaplowitz

From: Barbara Raffel Price *Barbara Raffel Price*

The graduate students have requested that I help them by finding a graduate student lounge for them in the new building. The students currently have a lounge in North Hall (Room 2400), but now that most of their classes are in the new building, they find it less useful and, in fact, the room is mostly unused. Room 2400 was formerly used by the Anthropology Department and the faculty would, I believe, be grateful to have it returned to them.

As you know, there are two new lounges, one exclusively for faculty on the second floor and the other for faculty and staff on the fifth, in the new building. I would ask you to raise the question with The Faculty Senate of relinquishing one of these rooms to the graduate students.



JOHN JAY COLLEGE OF CRIMINAL JUSTICE

The City University of New York

445 West 59th Street, New York, N. Y. 10019

212 489-5183

November 25, 1988

Dean Barbara Price
Dean of Graduate Studies
John Jay College of Criminal Justice

Dear Barbara,

At its November 22 meeting, the Faculty Senate considered your request that the faculty either relinquish the faculty lounge on the second floor of the new building to the graduate students or that the faculty share that lounge with the graduate students.

After quite a lengthy discussion, it was decided that while appreciating the needs of the graduate students and while sympathizing with your wish to facilitate those needs, the Faculty Senate is unable to arrive at a decision about this issue at this time since we have not yet assessed the needs of the faculty.

The Senate suggests that you consult with the administration to find alternate lounge space for the graduate students while the Faculty Senate further studies this issue so as to determine the needs of the faculty and thereby decide a position on this issue.

Sincerely,

Karen Kaplowitz
President, Faculty Senate

cc. Faculty Senate
Provost Sexter

OFFICE OF STUDENT ACTIVITIES
JOHN JAY COLLEGE
445 WEST 59TH STREET NEW YORK, NEW YORK 10019
(212)237-8698

DATE: October 28, 1988

TO: Dean Tricomi
FROM: Bob Dempsey

RE: Utilization of Faculty Dining Room by
Student Organizations

This memo is in response to the North Hall Space Committee's request for information regarding usage of the Faculty Dining Room by student organizations.

During the course of any given semester, over thirty student clubs program a minimum of two events. Over 90% of all scheduled events include some type of food and beverage reception. The most heavily programmed days for the Faculty Dining Room are Tuesdays, Wednesdays and Thursdays.

The Faculty Dining Room is used by clubs to hold small lectures with receptions between the hours of 3:15 & 6:00PM. Club variety shows and performances are held between 6:00 & 11:00PM and also include receptions. Evening club social events consist of some type of entertainment followed by significant food and beverage followed by a party with dance music.

The Faculty Dining Room should remain available for the scheduling of student events for the following reasons:

1. It is the only programmable space in either building that does not have fixed seating.
2. It is the only programmable space that has a food service counter adjacent to the activity area.
3. It is the only programmable mid-size space in the North Hall building.