

FACULTY SENATE MINUTES #23

John Jay College of Criminal Justice

Date: December 9, 1988 Time: 9:30 AM Place: Room 630 T

Present (35): Jose Arcaya, Haig Bohigian, Jane Bowers, David Brandt, Orlanda Brugnola, 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, Lawrence Kobilinsky, Richard Korn, Sondra Leftoff, Barry Luby, Nyamazao Maliwa, Rubie Malone, Ron Mason, T. Kenneth Moran, Mary Regan, Robert Panzarella, Lydia Rosner, Herb Ryan, Eli Silverman, Ben Sloan, Natalie Sokoloff, Timothy Stevens, Charles Stickney, Timothy Stroup, George Tulley

Absent (5): Lily Christ, Irving Klein, Eli Silverman, Altagracia Ortiz, David Schulman

AGENDA

1. Approval of Minutes of October 25 and November 1
2. Reports from Committees:
 - a. Evaluation Committee: Report by the Evaluation Committee on the survey of the new building: Senators Bohigian, Hurni, Kaplowitz, Leftoff, Panzarella, Stroup [Chair]
 - b. Nominating Committee for Committee on Honorary Degrees: Senators Crozier, Fowler, Kaplowitz, Silverman.
 - c. Charter and Constitution Committee: Senators Kaplowitz, Kobilinsky, Klein, Panzarella, Ryan, Stroup
3. Report on the College Space Committee: Senators Crozier, Kaplowitz
4. Discussion of agenda items of next meeting of the College Council on December 12
5. Discussion of request by Secretary of College Council that Faculty Senate withdraw its resolution on College Council minutes
6. Discussion of proposal to study ways to improve class schedule
 - a. Request from College Calendar Committee that the Senate select a representative to that committee
7. Resolution on an Evening Administrator
8. Resolution on Reviewing the ROTC Program
9. Establishment of a Faculty Senate Nominating Committee
10. Discussion of John Jay College Foundation
11. Proposal to form an ad hoc committee to study who uses and who will use the College's facilities; rental policies; fees, etc.
12. Proposal that the Faculty Senate establish and maintain an on-going dialogue with the President of the College and with the Student Council
13. Discussion with Provost Jay Sexter

1. Approval of minutes

A motion was made to approve the minutes of the meetings of October 25 and of November 1. The minutes were approved by unanimous vote.

2. Reports from Committees

a. Evaluation Committee: Report by the Evaluation Committee on the survey of the new building: Senators Bohigian, Hurni, Kaplowitz, Leftoff, Panzarella, Stroup

Senator Stroup, the chair of the committee, reported that each of the six members of the committee had written a report on one of the categories of the survey of the new building: "classrooms," "offices," "library," "building," "services," and "other." The report, which had been mailed to the members of the Senate the previous week, was then presented for discussion.

Senators Bowers and Stevens made suggestions as to ways the report could be made more effective, and Senator Crozier concurred. Senator Stroup invited Senators Bowers and Stevens to meet with the Committee.

A motion was made to approve the Committee's report, with any stylistic and organizational changes that the Committee deems necessary, and to send it to the entire faculty and to the administration. The motion passed unanimously.

b. Nominating Committee for Committee on Honorary Degrees: Senators Crozier, Fowler, Kaplowitz, Silverman.

The Committee presented a proposed slate to the Senate for ratification. All thirteen are full-time tenured members of the faculty and hold the rank of associate professor or full professor, as mandated by the Senate's actions of November 22. All agreed to stand for election and to serve if elected:

1. Dorothy Bracey
2. Bill Clancy
3. Peter DeForest
4. David Goddard
5. John Kleinig
6. Lawrence Kobilinsky
7. Jessie Lemisch
8. Tom Litwack
9. Leo Loughrey
10. Virginia Morris
11. Ed Shaughnessey
12. Daniel Vona
13. Basil Wilson

President Kaplowitz noted that the slate is an excellent one and said that the willingness of these thirteen people to run for and to serve on the newly created Committee on Honorary Degrees, as part of the new procedure put into effect by the Faculty Senate and the College Council, is an important statement of support for the new procedures for awarding honorary degrees. She noted that several other people had been asked to stand for election to the Committee but were unable to because of upcoming sabbatical leaves or other reasons but that they too had said that otherwise they would have accepted the nomination.

A motion to accept the slate passed unanimously.

Ballots for the election will be distributed to the faculty the first week of the Spring semester, with the election results to be announced during the third week of February.

c. Charter and Constitution Committee: Senators Kaplowitz, Kobilinsky, Klein, Panzarella, Ryan, Stroup

Senator Ryan presented a report on behalf of the Charter and Constitution Committee. He said that now that the Resolution on Honorary Degrees has become official College policy, it is necessary to have the Faculty Senate named in the College's Charter of Governance as the official body representing the faculty so that the legitimacy of the honorary degrees awarded henceforth not be questioned.

Senator Ryan cited Dean Barbara Price's statement at the November 15 College Council meeting in opposition to the Senate's Resolution on Honorary Degrees urging the College Council to reject the Senate's proposed Resolution on Honorary Degrees because the Senate is not an "official" body.

Senator Ryan presented a proposed amendment to the Charter of Governance. A motion to approve the proposed amendment and to submit it to the College Council passed unanimously [see Attachment A].

3. Report on the College Space Committee: Senators Crozier, Kaplowitz

The College Space Committee met on December 8. Vice President Smith reported that the Day Care Center would be moving to the former library space in North Hall on December 16 and that in addition to the Day Care Center the following organizations and departments are moving to that area in the next month: Institutional Research; the Double Image Theater; the Alcohol and Gambling Unit (Monsignor Dunne's operation); and the NYPD's Counseling Department. This is stage one of the renovation of the former library area.

Stage two is the construction of student club offices,

faculty offices, and a lounge. Twelve offices will be ready in the next month that were not expected to be completed until much later.

The Committee's discussion focused on faculty offices. Provost Sexter said that he planned to meet with the chairs of the academic departments to determine the most efficient and equitable distribution of the newly constructed faculty offices.

Vice President Collins, who was scheduled to report on his discussions with outside organizations who have offices at the College about their vacating those offices, did not attend the meeting.

4. Discussion of agenda items of the next meeting of the College Council on December 12

Discussion focused on the first agenda item, approval of the minutes of the November 15 meeting of the College Council. The Resolution on Honorary Degrees, as reported in the minutes, were deemed incorrect. It was also decided that several additional aspects of the procedure of granting honorary degrees needed to be specified.

The Senate decided to resolve the matter by a two-pronged approach: first the minutes would be corrected and then, under the rubric of "new business," the Resolution on Honorary Degrees would be amended.

It was suggested that President Kaplowitz speak with President Lynch before the Council meeting so that he would understand the Senate's proposed corrections and amendments.

5. Discussion of request by the Secretary of the College Council that the Faculty Senate withdraw its Resolution on College Council Minutes

President Kaplowitz reviewed the background: on September 15 the Faculty Senate passed two resolutions which she then submitted to Judith Bronfman, the Acting Secretary of the College Council, to be placed on the agenda of the Council's October 25 meeting.

One resolution called upon the College Council to give the President and Vice President of the Faculty Senate the same rights granted the University Faculty Senate delegates and the Professional Staff Congress's delegate: the right to speak at all meetings of the College Council on all issues without having to ask permission. The second resolution called on the College Council to have action minutes of its meetings published in "The Week of."

President Kaplowitz said that she received a call from Patricia Maull, the Secretary of the College Council, on

October 11 asking her to withdraw the two resolutions. Ms. Maull said that the resolution on speaking privileges was unnecessary because the Charter of Governance's rule on speaking was no longer enforced. (The Charter states that a person wishing to speak must obtain prior permission from the Council Secretary or must, during a meeting, be given permission by an affirmative vote of two-thirds of the Council members present and voting.) Ms. Maull said that President Lynch always calls on anyone who wishes to speak.

When President Kaplowitz asked that the resolution nevertheless be presented to the Executive Committee when the Committee meets to set the agenda of the October meeting, Ms. Maull said she would ask President Lynch to announce at the October meeting that anyone wishing to speak at any Council meeting could do so. Ms. Maull later called President Kaplowitz to say that President Lynch had said that he would announce that anyone wishing to speak at any meeting of the Council could do so.

President Kaplowitz noted that President Lynch did make that announcement at the October meeting and that when he did so she asked him to have this policy publicized because it gave unfair advantage to those who knew about the policy and an unfair disadvantage to those who did not know about it. She said that she had not known about it and had always asked for permission to speak and that she had never been told it was unnecessary to ask. She said that when she had not asked for prior permission she had refrained from raising her hand during a meeting, thinking she had no right to do so. President Lynch had said he would publicize the policy.

President Kaplowitz said that it was now a month later and that there has been no announcement of the policy to date and that it was not reported in the minutes of the October meeting.

Ms. Maull also asked President Kaplowitz to withdraw the resolution on College Council action minutes [see Attachment B] on the grounds that "The Week of" is an inappropriate place to publish such minutes because "The Week of" is distributed to approximately one thousand people, whereas there are approximately 300 full-time and 250 adjunct faculty. Ms. Maull said that if the resolution were withdrawn, she and her staff would send the College Council minutes, with attachments, to all full-time members of the faculty and would make the minutes available to all adjunct faculty who request them.

President Kaplowitz said that she told Ms. Maull that she could not withdraw the item without the permission of the Senate but that she would consult with the Senate's Executive Committee. After doing so, she informed Ms. Maull that her request that the item be withdrawn and her offer of mailing the minutes, with attachments, would be presented to the Senate for its action.

Senator Stroup noted that the offer that Ms. Maull was making seemed satisfactory in that it addresses the purpose

of the resolution, namely to have an informed faculty. He said, however, the offer was acceptable only if the minutes of the Council meetings are mailed to the entire full-time faculty at the same time they are mailed to the members of the College Council, namely before the subsequent College Council meeting. He noted that minutes received later than that would not satisfy the purpose of the Senate's resolution.

Senator Stroup moved that the Senate withdraw its motion conditional on the entire full-time faculty receiving minutes, with attachments, at the same time that College Council members receive them and that adjunct faculty who request the minutes also receive them. He also moved that should the Secretary of the Council not abide by the agreement the resolution be resubmitted for College Council action. The motion was seconded and passed unanimously.

6. Discussion of proposal to study ways to improve class schedule

a. Request from College Calendar Committee that the Senate select a representative to that committee

This is a combined item: it originated as a request by Professor Betsy Gitter that the Senate study the evening class schedule and it was on the Senate's November 22 agenda. Because of a lengthy agenda, the Senate ran out of time before the issue could be discussed. Since then, the College Calendar Committee has been reactivated so that it can study the issue of class periods, especially evening class periods.

The College Calendar Committee was formed last year to study the feasibility of changing John Jay's calendar so that classes and exams could end before Christmas. The composition of the reactivated College Calendar Committee is the same as last year's: Dean Frank McHugh; Dean Carolyn Tricomi; Dean Eli Faber; Dean Barbara Price; Vice President John Smith; the three at-large faculty members of the College P & B Committee (this year they are Professors Rod Davis, Pat O'Hara, and Tony Simpson); one student chosen by the Student Council; a representative of the Council of Chairs; a representative of the Faculty Senate; and Associate Registrar Donald Gray as a non-voting resource person.

The Faculty Senate has been asked once again to select a member to represent the Senate on the College Calendar Committee. Senator Fox was nominated to be the Senate's representative. He was elected by unanimous vote.

7. Resolution on an Evening Administrator

A resolution on having an administrator on duty whenever classes are in session was presented for the Senate's consideration [see Attachment C].

The discussion focused on the issues of safety, especially in the light of the student security force and the location of the College; academic issues such as conflicts in the classroom; academic services, such as the need for duplication and instructional services facilities whenever classes are in session.

The resolution was amended to include the early morning class hours as well as the evening hours. The resolution was further amended to include the following statement: "The Senate does not intend this resolution to countenance the hiring of additional personnel." This second amendment addresses the Senate's determination that the College has a sufficient complement of non-teaching personnel and that either an existing administrator be assigned to work in the evenings (and other administrators start their day at 8:00 AM when classes begin) or that the various administrators take turns working one evening every few weeks.

Senator Malone noted that Dean George Best used to be the evening dean. President Kaplowitz said that she had spoken with Dean Tricomi who had said that Dean Best had found that his assignment in the evening was a waste of his and the College's resources insofar as he was rarely called upon to do anything. Because of this, she reassigned him to a daytime schedule.

Members of the Senate countered that they had not known that there had been an evening dean and that if there is no knowledge of such a dean then he or she will not be called upon.

A motion to approve the resolution as amended passed unanimously.

8. Resolution on Reviewing the ROTC Program

President Kaplowitz explained that the resolution [see Attachment D] addressed the issue of faculty offices. As the result of the previous day's meeting of the College Space Committee, where it was announced that twelve faculty offices had been constructed ahead of schedule, she moved to withdraw the resolution.

Senator Sokoloff noted that other issues should be studied in relation to ROTC at the College. President Kaplowitz said that issues submitted to the Executive Committee of the Senate would be placed on the agenda but that this resolution focused solely on the issue of space.

The Senate approved the withdrawing of the resolution.

9. Establishment of a Faculty Senate Nominating Committee

It was decided that the practice of nominations from the

floor has worked well to date and that there is no need for a nominating committee.

10. Discussion of John Jay College Foundation

At the previous meeting of the Senate, on November 22, President Kaplowitz had been asked to send a copy of the certificate of incorporation of the John Jay College Foundation to the members of the Senate and she did so.

The Senate agreed that the Foundation was a legal entity, that the certificate of incorporation was standard, and that the Senate would participate by having a member of the Senate on the Board of the Foundation.

11. Proposal to form an ad hoc committee to study who uses and who will use the College's facilities; rental policies; fees, etc.

Professor Betsy Gitter asked the Senate to study this issue because the new building has facilities that are suitable for the use of not only faculty but their families as well, but that might also be seen by the administration as suitable for rental or free use by groups not affiliated with the College. Such facilities include the swimming pool, the tennis court, the fitness center, the racquetball courts, and the gymnasium.

A motion to form an ad hoc committee to study this issue was passed. Senator Bohigian called for an announcement of the formation of this ad hoc committee to the entire Senate and a subsequent ballot (perhaps by mail) because the nature of this committee requires a big commitment of time.

Senator Stroup noted that another, parallel issue should be addressed. The new theater and the physical education facilities, as well as the conference rooms, the library, the dining/conference center, the classrooms, and all other college facilities should be assigned to the academic needs of the college ahead of all other needs, including community relations, social functions, and fundraising efforts.

Senator Stroup proposed the following resolution, to be presented, if passed by the Senate, to the College Council: "In determining the use of College facilities, educational needs shall receive the highest priority. The use of College facilities for any purpose shall be according to policies established and approved by the College Council." The motion was seconded and passed by unanimous vote.

12. Proposal that the Faculty Senate establish and maintain an on-going dialogue with the President of the College and

with the Student Council

The proposal [see Attachment E] passed unanimously. President Kaplowitz said that she would initiate meetings with President Lynch and with Student Council President Reginald Holmes.

President Kaplowitz said that in view of the enthusiastic support of the proposal, she would entertain a motion to invite Student Council President Holmes to the next meeting of the Faculty Senate. A motion to do so was made and passed by unanimous vote.

13. Discussion with Provost Jay Sexter

Provost Sexter responded to questions from the Senate and from other faculty attending the meeting.

A motion to adjourn was made. The meeting was adjourned at 4:30 PM.

Please note: Underlined material is to be added.

JOHN JAY COLLEGE OF CRIMINAL JUSTICE
CHARTER OF GOVERNANCE

ARTICLE III

THE INSTRUCTIONAL STAFF

SECTION 1. Meetings

The entire membership of the instructional staff shall be convened at least once each semester during the regular academic year by the President of the College to hear and discuss important issues affecting the College. Other meetings of the instructional staff may be called by the President of the College or by petition of any ten members of the instructional staff.

SECTION 2. The Faculty Senate

The Faculty Senate shall be the official body representing the faculty of the College.

Resolution on College Council Minutes

WHEREAS, the Charter of Governance of John Jay College of Criminal Justice stipulates [Article I, Section 1 Powers) that "The College Council shall be the primary governing body of the John Jay College of Criminal Justice," and

WHEREAS, an enlightened faculty must be kept informed of the deliberations of the College Council; therefore,

BE IT RESOLVED, that the College Council shall publish action minutes of each Council meeting in the immediately succeeding issue of "The Week Of" and shall distribute full minutes to all faculty who ask to receive them.

Resolution on Assigning Administrators to Accommodate the
College's Day/Night Class Schedule

John Jay is a college with a large evening student population. This is a population that not only has the right to be served as fully as the day population, but it is a student body whom we actively recruit and whom we want to retain at John Jay.

Several hundred faculty and staff are also at the college each evening, teaching courses, holding office hours, and conducting college business. In addition, many guests as well as visitors to the college are present each evening.

Problems of all types arise in the evening, just as they do during the day.

However, no administrative staff member is assigned to be on duty at the College after 6:00 PM (unless a special event, such as a dance, is scheduled) although classes are scheduled to end at 10:15 PM, and no administrative staff member is assigned to be on duty at the College before 9:00 AM (although classes begin at 8:15 AM).

BE IT RESOLVED THAT, the Faculty Senate calls upon the administration of John Jay College to assign a member (or members) of the staff to be on duty between the hours of 8:15 AM and 10:15 PM, Mondays through Thursdays, whenever classes are in session, to respond to and to accommodate the needs of the evening students, faculty, staff, and visitors. This member (or members) of the staff shall be charged with assuming such responsibilities and taking such actions as are necessary to ensure the health, safety, and well being of the college, its students, faculty, staff, guests, and visitors. The Senate does not intend this Resolution to countenance the hiring of additional administrative personnel.

Resolution on Reviewing the ROTC Program at JJ

ROTC was first housed at John Jay College eight years ago. It is actually Fordham's program, but it is housed at John Jay. How and why this occurred is not clear.

According to Captain Kirt T. Hardy, ROTC Commandant of Cadets at JJ, as of the Fall 1988 semester, 82 cadets are enrolled in the ROTC program at John Jay, 54 of whom are taking courses at John Jay. Because cadets do not identify themselves as such when they register for courses, it is not known whether these 54 students are taking a single course or are full-time students (i.e. we do not know how many FTE's the 54 cadet-students comprise).

Each of the three ROTC officers has a private office and the cadets have a lounge. These rooms are in the corridor to the left of the lobby in North Hall: Room 1111 N is the office of Captain Hardy; Room 1112 N is the office of Lieutenant John L. Broderick; Room 1110 N is the office of Master Sergeant Lee Lafontaine. All three are Assistant Professors of Military Science, which is not a CUNY title or rank but rather a United States Army designation. The ROTC cadets' lounge is Room 1109 North.

In view of the shortage of office space for John Jay's teaching faculty, and the fact that each member of the college's faculty is contractually obligated to hold office hours, the following resolution is presented for the Senate's deliberation:

RESOLVED, an ad hoc committee of the Faculty Senate shall study the issues raised by the presence of ROTC at John Jay College, ascertain the relevant facts, analyze the implications of John Jay's elimination or retention of the ROTC program, and prepare a report, with recommendations, for the Faculty Senate's January 4, 1989 meeting.

RESOLUTION

WHEREAS, the Faculty Senate's mandate is to deliberate and advise on issues relevant to the faculty, including the education, health, and welfare of the College's students, as stated in the CUNY Bylaws and in the Constitution of the Faculty Senate, duly ratified by the John Jay faculty; and

WHEREAS, to carry out its mandate the Faculty Senate must be informed about the issues of importance to the students of the College and about issues of importance to the administration of the College; and

WHEREAS, the members of the Student Council are the duly elected representatives of the John Jay students, and the President of the College is the chief spokesperson of the College's administration;

BE IT RESOLVED, that the executive committee of the Faculty Senate, or its designees, establish and maintain regularly scheduled meetings with both the executive officers of the Student Council, or their designees, and with the President of the College.