

Faculty Senate Minutes #268

John Jay College of Criminal Justice

Wednesday, November 3, 2004

3:15 PM

Room 630 T

Present (26): Andrea Balis, Teresa Booker, Marvie Brooks, Orlanda Brugnola, James Cauthen, Edward Davenport, Kirk Dombrowski, Joshua Freilich, Konstantinos Georgatos, P. J. Gibson, Elisabeth Gitter, Heath Grant, Carol Groneman, Karen Kaplowitz, Kwando Kinshasa, Vincent Maiorino, Evan Mandery, John Matteson, Rick Richardson, Jodie Roure, Francis Sheehan, Liliana Soto-Fernandez, Thalia Vrachopoulos, Alisse Waterston, Robin Whitney, Kathryn Wylie-Marques

Absent (11): Effie Cochran, Robert DeLucia, Janice Dunham, Jennifer Groscup, Judith Hawkins, Jennifer Jackiw, Tom Litwack, James Malone, Edward Paulino, Marilyn Rubin, Susan Will

Invited Guest: Professor Timothy Stevens

Agenda

1. Announcements from the chair
2. Approval of Minutes #267 of the October 20, 2004, meeting
3. Proposed Faculty Senate Statement on Electronic Plagiarism Prevention
4. Report and discussion about a Proposal by the College administration to restructure the academic side of the administration
5. Discussion about the November 9 College Council agenda items
6. Invited Guest: Professor Timothy Stevens: General Education Initiative at *CUNY* and John Jay and the *CUNY* Coordinated Undergraduate Education (CUE) initiative

1. Announcements from the chair

President Travis met with the Comprehensive Planning Committee (CPC) last week, a meeting in which all five of the Senate representatives participated: Robert DeLucia, Kirk Dombrowski, Karen Kaplowitz, Tom Litwack, and Francis Sheehan. The CPC voted to immediately distribute the Draft Strategic Plan, which is required by Middle States by April 1, to the College community. The Draft Strategic Plan comprises a series of Goals and within each Goal are Objectives and Strategies and Suggested Actions. The CPC decided that because the Suggested Actions were developed by far fewer people than were the other parts of the Draft Plan, due to vacation schedules, and because the actions at this time are only “suggested,” and because the

document would be extremely dense if those “suggested actions” were included in the packet to be distributed to the community, only the goals, objectives, and strategies of the Draft Plan will be distributed in this first iteration but not the “suggested actions.” The “suggested actions” will be distributed in the next version of the Draft Plan. Because the Plan is due at Middle States by April 1st, the College Council will have to vote on the Plan at its March meeting. The CPC has established December 1 as the date that comments are due and those comments are to be sent to Dean of Planning Rubie Malone, who chairs the CPC. Thus at the next Senate meeting, on November 16, the Draft Plan will be a major agenda item for discussion.

Senators who have published books were urged to donate a copy to President Travis’ Office, since he wants to display faculty books there, and Senators were urged to suggest to their colleagues that they do so as well.

President Kaplowitz provided an update about the hiring of an individual at the rank of full professor and with tenure. Subsequent to our last Senate meeting, the P&B Committee members of an academic department voted unanimously to appoint the individual with tenure and with the rank of full professor in their department. Although the John Jay Charter requires the College P&B to vote on departmental hires, this has not previously been done [see Senate Minutes # 266] and, therefore, there was no requirement for the appointment to be voted on by the College Personnel Committee. But President Travis, Provost Wilson, Dean James Levine, and Professors Harold Sullivan, Ned Benton, and she all felt that it would be best for the candidacy if it were to be voted on by the College Personnel Committee. Accordingly, the six of them unanimously endorsed the following statement, which was presented to the College P&B Committee on October 22: “Recognizing that the candidacy of [this individual] for a faculty position at John Jay College with tenure at the rank of full professor raises highly unusual issues, we urge that the P & B provide advice to the President by formally considering and voting on the proposed appointment and the waivers necessary to effectuate it.”

President Kaplowitz said her participation in issuing the statement to the College Personnel Committee was at the specific request of President Travis who, rightly, characterized this as a faculty governance issue. She also explained that she signed onto the statement, which she helped draft, with the unanimous support of the Senate’s Executive Committee, with whom she consulted in confidence. Subsequently, on October 29, the College Personnel Committee, having reviewed the *curriculum vitae*, letters of reference, and publications of the candidate, voted by secret ballot to recommend to President Travis that the individual be hired as a full professor with tenure. And subsequent to that, the Board of Trustees Committee on Faculty, Staff, and Administration, on November 1, approved all the necessary waivers and approved the recommendation of President Travis about this personnel matter. The full Board of Trustees will vote on November 29 but that vote is *proforma* unless there is intervention in the form of, for example, compelling negative testimony at the Board’s Public Hearing on November 22, which is not expected.

CUNY Executive Vice Chancellor for Academic Affairs Selma Botman, who joined CUNY in July, will be the Senate’s invited guest on Friday, December 10.

2. Approval of Minutes #267 of the October 20, 2004, meeting

Minutes #267 of the October 20 Faculty Senate meeting were approved.

3. Proposed Interim Guideline for Electronic Plagiarism Prevention: Executive Committee

In May 2003, the Faculty Senate unanimously approved a resolution to recommend that John Jay subscribe to the online prevention service, Turnitin.com. The Senate's recommendation was then approved by the Standards Committee and then by the College Council in April 2004. Accordingly, the College has purchased a site license for all John Jay faculty who wish to use Turnitin.com. The issue is now one of implementation.

Senator James Cauthen said that Professor Robert Hong, the Turnitin.com administrator at John Jay, asked the Faculty Senate, at the Senate's last meeting, to provide him with an implementation policy for Turnitin.com. Senator Cauthen explained that in response to that request the Executive Committee is moving the following Statement for adoption by the Senate:

"The College has a license with Turnitin.com, an on-line plagiarism prevention service. Faculty interested in using Turnitin.com should obtain the College account number and password from Professor Robert Hong, Director of Educational Technology and the Turnitin.com account administrator (x8849 or rhong@jjay.cuny.edu).

"Faculty must notify students before using the service.

"Information about Turnitin.com is available at <http://www.turnitin.com> and user manuals are available at <http://www.turnitin.com/static/training> support. The Faculty Senate intends to sponsor workshops in the coming weeks and early next semester to help faculty become familiar with this service."

To begin the implementation of the last provision of the above statement, Senators James Cauthen and Francis Sheehan, both members of the Senate's Executive Committee, will be presenting hands-on Better Teaching Seminars on using Turnitin.com on November 17, 18, and 23 in the Library's Computer Classroom on the second floor of the Library. Senators Cauthen and Sheehan and others involved in using Turnitin.com will comprise a network of John Jay faculty who will be able to help faculty colleagues who choose to use Turnitin.com.

Senator Rick Richardson asked whether faculty have the option of deciding whether or not to permit their student papers to be stored in the Turnitin.com database. Senator Cauthen said faculty do have that option but he noted that those faculty who choose to not have their student papers stored in the Turnitin.com database will not be able to gain access to the vast database of other student papers.

The Senate adopted the Statement by unanimous vote and thanked Senators Cauthen and Sheehan for researching the site and for generously providing instruction to the faculty.

4. Report and discussion about the Proposal by the College administration to restructure the academic side of the administration

President Kaplowitz reported that President Travis has asked to meet with the elected faculty leadership about his proposed restructuring of the academic side of the College. In preparation for

that meeting, two meetings – on October 27 and October 29 – have taken place between Provost Wilson and Professors Kirk Dombrowski, Harold Sullivan, Ned Benton, and herself. She asked Vice President Dombrowski to report about the discussions during those two meetings.

Vice President Dombrowski reviewed the Administration's proposal to restructure the academic side of the administration. The plan proposes eliminating the position of dean of graduate studies and creating six equal deanships, with all six deans reporting directly to the Provost. Three of these deans would be a dean for research, a dean for professional studies, and a dean for academic student support services. The other three deans would be a dean of humanities, a dean of social sciences, and a dean of forensic studies. The last three deans would have responsibility for the 19 academic departments which would be divided among those three deans; the department chairs would report to those three deans according to a division whereby each department would be assigned to one of these three deans.

Vice President Dombrowski reviewed several problems with the proposal that the faculty leadership had identified to Provost Wilson. First, the faculty leadership expressed unreserved opposition to the elimination of the position of dean of graduate studies, which they feel can not be abolished without harm to the graduate program and its students.

Second, while the three divisional deans initially appeared to be equal, because all would report to the Provost, once the department allocations to each divisional dean was delineated by the Provost, it became clear that there would be implicit hierarchies. Furthermore, he said, the allocation of the departments into the three divisions is extremely artificial and, indeed, the combinations of departments have no internal or external logic. He noted that at more traditional colleges, which have majors in every discipline, such divisions have a more inherent logic.

A third problem with the proposal is a direct function of the interdisciplinary nature of almost all of our programs and majors. The result would be that chairs would be reporting to different divisional deans, in addition to their own, and in some cases, to all three divisional deans. The reason for this is that many of our majors and programs involve courses offered by departments allocated to each of the three deans, no matter how the departments are configured. This would make the administration structure unwieldy and would lead to unnecessary duplication of work and of consultation and could very possibly be divisive.

Vice President Dombrowski said Provost Wilson explained that he wants to make these changes to the academic administrative structure because an additional level of administration is needed to help effectuate changes and because too many people report directly to the Provost, namely all 19 chairs as well as the more than 300 faculty. Asked about plans to change the structure of the four vice presidents, he explained that the vice presidents' positions and reporting structure would be unchanged.

President Kaplowitz noted that in their meetings with Provost Wilson, the faculty spoke about the fact that schools that do have divisions, such as Queens College, which has more than 50 majors, have separate P&B Committees for each division. The faculty also pointed out to the provost that 19 department chairs is not a large number to report to the provost; at Brooklyn College for example, the 32 chairs report directly to the provost.

Senator Kwando Kinshasa asked where the funding for these additional deans would come

from. President Kaplowitz replied that the funding for additional executive administrative positions has been requested of 80th Street by President Travis, in the form of an addition to our College's base budget [See Attachment A-2 of Minutes #267]. But, she added, we do not yet know if President Travis' request for additional base budget dollars will be provided by the Central Administration.

Senator Alisse Waterston asked if the faculty leaders had suggested alternative proposals. Vice President Dombrowski said that they had not done so because they had wanted to first consult with the Senate and with the Chairs, to make certain that their objections to the proposals have the concurrence and support of those whom they represent.

Senator Betsy Gitter suggested that the Senate leadership report to Provost Wilson and to President Travis that the change that would be most efficacious is a delegation of more authority, including budgetary authority, to the chairs as well as to those who are staff to the current deans and vice presidents. She said that decision-making has not been delegated downward and that many problems could be solved if there were more clearly defined administrative authority. President Kaplowitz said that the Provost himself identified a major problem as the fact that all the chairs and virtually all the faculty respond directly to the Provost and, thus, he has to meet with too many individuals all the time, often about individual matters.

Senator Gitter moved the following motion: It is the considered opinion of the Faculty Senate that the reporting and decision-making architecture of the academic side of the College is not the problem; rather, the problem is the lack of sufficient authority and the lack of a sufficient department budget necessary for department chairs and the lack of decision-making authority on the part of executive assistants of deans and vice presidents and, thus, the Senate recommends that the authority of department chairs be expanded, that sufficient budgets be given to academic departments so that chairs can implement decisions, and that administrators give appropriate decision-making authority to the executive assistants. The motion was seconded. Many Senators spoke in support of this motion. Senator Gitter's motion was seconded and adopted by unanimous vote.

The Senate then discussed the administration proposal to eliminate the position of dean of graduate studies. The proposal was universally rejected. Senator Carol Groneman moved the following motion: It is the considered opinion of the Faculty Senate that a dean of graduate studies is necessary. The motion was seconded and was adopted by unanimous vote.

Senator Evan Mandery moved the following motion: It is the considered opinion of the Faculty Senate that the current academic administrative structure is not inherently flawed, that a division of academic departments among three deans is not necessary, and that the current structure does not fail to meet the academic and programmatic needs of the College. The motion was seconded and was adopted by unanimous vote.

5. Discussion about the November 9 College Council agenda items

Because the agenda for the November 9 College Council meeting has not been distributed to date, College Council agenda items could not be discussed.

6. Invited Guest: Professor Timothy Stevens: General Education Initiative at CUNY and John Jay & the Coordinated Undergraduate Education (CUE) initiative [Attachment A]

Professor Timothy Stevens, Chair of John Jay's General Education (Gen Ed) Committee, a subcommittee of the Curriculum Committee, addressed the Senate about the CUNY General Education Project. He distributed a copy of John Jay's current baccalaureate degree general education requirements [Attachment A].

Professor Stevens explained that the CUNY Board of Trustees policy to ensure articulation between associate degree and baccalaureate degree programs within CUNY, especially for transfer students from **CUNY** community colleges to CUNY senior colleges, is of importance to all faculty. This Board policy requires that students who graduate from a CUNY college with an associate degree who transfer to a CUNY baccalaureate degree program must have their associate degree gen ed courses accepted as the fulfillment of the senior college's gen ed baccalaureate degree requirements, even if the associate degree gen ed courses and number of credits are far fewer than the requirements for that college's baccalaureate degree. However, any three-hundred or 400-level gen ed courses required by a senior college would also be required of transfer students with a CUNY associate degree, because associate degree courses are limited to 100-level and 200-level courses. He added that there is a new view of Gen Ed, which is that Gen Ed courses should not be taught only during the freshman and sophomore years but should be taught throughout the undergraduate experience.

Professor Stevens explained that in December all John Jay academic departments will be responding to the Gen Ed Project, via him, as to what they would like to see in terms of Gen Ed requirements and Gen Ed revisions. He explained that both the Curriculum Committee and the College Council would be voting on the Gen Ed Project later in the 2004-05 academic year and that departments will have ample opportunity to have input.

Senator Gitter asked for clarification about the Board rule that colleges cannot require additional Gen Ed courses for transfer students. President Kaplowitz noted that the University Faculty Senate had been able to negotiate a provision that a college can require one course which all transfer students must complete. She also said that if Gen Ed courses are or are made into prerequisites for other courses or majors, those Gen Ed courses can also be required, so long as they are legitimate prerequisites.

Senator Kwando Kinshasa asked whether there will be a turf war over which Gen Ed courses will be scrapped. Professor Stevens said that there is absolutely no sentiment on the Gen Ed Committee nor on the Curriculum Committee to drop any courses from the gen ed requirements [Attachment A]. He added that faculty at all the colleges had feared that the Gen Ed Project would be an attempt to standardize the curriculum across the campuses. Instead, he said, the campuses are being permitted to retain the general education programs which each college has tailored to its specific mission and needs.

Senator Orlanda Brugnola asked about Professor Stevens' statement that as many as two-thirds of the students who graduate from *CUNY* colleges are transfer students into those colleges; she asked for data on how many transfer students at John Jay are exempt from rigorous Gen Ed requirements because they have received an associate degree from a *CUNY* college. He said that he would ask for that data.

Senator Jodie Roure praised Professor Stevens' presentation and spoke about the importance

of this information for all departments. Senator Marvie Brooks asked what impact the Gen Ed project would have on the library and its need to purchase books. Professor Stevens said that the discussion of Gen Ed is meant to lead to other discussions about what is needed for undergraduate education, including library resources.

Professor Stevens also briefed the Senate about the CUNY Comprehensive Undergraduate Education (CUE) initiative, which is the integration of what previously had been separate initiatives: general education; freshman programs; writing across the curriculum; transfer programs; summer programs; and centers for teaching, learning, and advising. This CUE initiative emphasizes and integrates curricular renewal; assessment; program revitalization; academic and administrative coordination; pedagogy; learning; and faculty development.

Professor Stevens was thanked for his presentation and was applauded.

By a motion made and carried, the meeting was adjourned at 5:05 pm.

Submitted by,

Edward Davenport
Recording Secretary

&

James Cauthen
Associate Recording Secretary

&

Jodie Roue
Associate Recording Secretary

General Education Requirements
Baccalaureate Degree (57 Credits)

Skills

English 101 (or 095): prerequisite for all courses at the 200-level
English 102: prerequisite for all courses at the 300-level or above
Speech 113 (or 091-92)
Mathematics 103-104, 104, or 105 **and** 108 or 141

Core Reaquirements

History 231 **and** 232
Literature 230 or 231 **and** 232 or 233
Philosophy 231

Distribution Reaquirements

Cultural Studies

Foreign Languages
Six credits in any foreign language

Ethnic Studies

Ethnic Studies 123, 124, or 125

Fine Arts

Any three-credit course in Art or Music or Drama

Social Sciences

Two of the following courses:
Anthropology 101
Economics 101 or 102
Government 101
Psychology 101
Sociology 101

Natural Sciences

Natural Science 107 .

One of the following:
Biology 103 or 108
Chemistry 103 or 108
Environmental Science 108
Physics 101 or 203

Physical Education

Any of the following:

1. **Any** Physical Education course
2. Police Academy, Fire Academy, or other comparable agency training, or military training, for which **an** exemption from the Physical Education requirement is granted