

## Faculty Senate Minutes #391

May 24, 2012

1:40 PM

Room L.61 NB

**Present (41):** Andrea Balis, Ned Benton, Adam Berlin, Erica Burleigh, James Cauthen, Kashka Celinska, Elise Champeil, Demi Cheng, Janice Dunham, Peggy Escher, Terry Furst, Lior Gideon, Maria Grewe, Maki Haberfeld, Jay Hamilton, Veronica Hendrick, Tim Horohoe, Charles Jennings, Janice Johnson Dias, Shaobai Kan, Karen Kaplowitz, Kwando Kinshasa, Maria Kiriakova, Anru Lee, Ma'at Lewis, Cyriaco Lopes, Yue Ma, Amie Macdonald, Vincent Maiorino, Evan Mandery, Roger McDonald, Jean Mills, Elvin Montgomery, David Munns, Richard Ocejjo, Nicholas Petraco, Raul Romero, Manouska Saint Gilles, Francis Sheehan, Staci Strobl, Katherine Wylie-Marques

**Absent (7):** Chevy Alford, Tom Kucharski, Richard Li, Michael Maxfield, Brian Montes, Melinda Powers, Shonna Trinch

**Guests:** Professors Catherine Mulder, Gene O'Donnell

### Agenda

1. Adoption of the agenda
2. Welcome and introduction of the 2011-12 Faculty Senate members
3. Announcements & Reports
4. Approval of Minutes #390 of the May 10, 2012, meeting
5. Calendar of Faculty Senate meetings
6. Review of the organization and work of the Faculty Senate
7. Proposed Resolution on Online Student Evaluation of the Faculty
8. Election of the Faculty Senate Executive Committee
9. Election of 4 faculty members for the Interim College Council Executive Committee
10. Election of a faculty member to serve on the College's Online Advisory Committee

1. Adoption of the agenda. Approved.
2. Welcome and introduction of the 2011-12 Faculty Senate members [Attachment A]
3. Announcements & Reports [Attachment A, AA]

**4. Approval of Minutes #390 of the May 10, 2012, meeting**

A motion to approve Minutes #390 of the May 10, 2012, meeting failed by unanimous vote.

**5. Calendar of Faculty Senate meetings [Attachment B] Approved.**

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

**7. Proposed Resolution on Online Student Evaluation of the Faculty: Senator Roger McDonald**

Senator Roger McDonald moved the following resolution, which was seconded:

"Resolved: It is the sense of the Faculty Senate that moving all student evaluation of faculty online requires approval of the College Council."

The motion was amended to read as follows:

Resolved, It is the sense of the Faculty Senate that moving all student evaluations of faculty online requires College Council approval after a recommendation to do so has been submitted to the College Council by appropriate College governance bodies.

The amended resolution was adopted by unanimous vote for transmittal to the College Council for its consideration and adoption.

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

Senator Staci Strobl moved to change the length of time for speeches from two minutes to five minutes the addition of a Q&A session for contested elections. Senator Janice Dunham proposed that speeches be a maximum of three minutes. There were no stated objections to this compromise.

Karen Kaplowitz and Staci Strobl were nominated for the position of president. Each gave a speech. Secret written ballots were cast and counted. Karen Kaplowitz was declared elected.

The other positions were uncontested. The election results, each election having been conducted by written, secret ballot, were:

Vice President: Francis Sheehan  
Corresponding Secretary: Andrea Balis  
At-Large Member: Ned Benton  
At-Large Member: Tom Kucharski

**9. Election of 4 faculty members for the Interim College Council Executive Committee**

The Interim College Council Executive Committee serves from June 1 until mid-September when the College Council elects the year's Executive Committee. The Senate President and Vice President are statutory members; two additional faculty members who are on both the 2012-13 Faculty Senate and 2012-13 College Council members are also members.

Senators Ned Benton and Andrea Balis were nominated and elected.

**10. Election of a faculty member to serve on the College's Online Advisory Committee**

Professor Judy-Lynne Peters (Public Management) was elected.

The meeting was adjourned at 3:45 pm.

Submitted by the Faculty Senate Executive Committee

## ATTACHMENT A

### Membership of the 2012-2013 John Jay Faculty Senate

#### **13 Full-time faculty representatives elected by the full-time faculty:**

Adam Berlin -- English  
Erica Burleigh – English\*  
Janice Dunham – Library <>  
Maki Haberfeld – Law, PS, CJA\*  
Veronica Hendrick – English\*  
Karen Kaplowitz – English\*  
Anru Lee – Anthropology\*  
Richard Li – Science <>  
Evan Mandery – Criminal Justice\*  
Jean Mills – English\*  
Richard Ocejo – Sociology\*  
Francis Sheehan – Science\*  
Staci Strobl – Law, Police Science, CJA\*

#### **4 At-Large Adjunct representatives elected by the adjunct faculty:**

Maria Grewe – English  
Tim Horohoe – Law, PS, CJA  
Elvin Montgomery – Psychology  
Manouska Saint-Gilles – Law, PS, CJA

#### **7 At-Large Full-Time faculty representatives elected by the Faculty Senate:**

James Cauthen – Political Science\*  
Demi Cheng – Science\*  
Lior Gideon – Law, Police Science, CJA\*  
Yue Ma – Law, Police Science, CJA\*  
Nicholas Petraco – Science\*  
Melinda Powers – English\*  
Shonna Trinch – Anthropology\*

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

African-American Studies: Kwando Kinshasa\*  
Anthropology: Terry Furst\*  
Art & Music: Cyriaco Lopes\*  
Communication & Theater Arts: Kathryn Wylie-Marques\*  
Counseling & Student Life: Ma'at Lewis\*  
Criminal Justice: Michael Maxfield\*

**ATTACHMENT A (cont)**

Economics: Jay Hamilton\*  
English: Peggy Escher\*  
Foreign Languages & Literature: Raul Romero\*  
Health and Physical Education: Vincent Maiorino\*  
History: David Munns\*  
Interdisciplinary Studies Program: Andrea Balis\*  
Latin American & Latina/o Studies: Brian Montes\*  
Law, Police Science, CJA: Kashka Celinska\*  
Library: Maria Kiriakova\*  
Mathematics: Shaobai Kan\*  
Philosophy: Amie Macdonald\*  
Political Science: Roger McDonald\*  
Protection Management: Ned Benton\*  
Psychology: Tom Kucharski\*  
Public Administration: Charles Jennings\*  
Science: Gloria Proni\*  
SEEK: Chevy Alford\*  
Sociology: Janice Johnson Dias\*

\* = Also, Member of the College Council

<> = Also, Alternate Member of the College Council

**John Jay College of Criminal Justice  
The City University of New York**

**Proposed College Council Calendar 2012-2013**

**Items Due**

Monday, August 27, 2012  
Monday, September 24, 2012  
Monday, October 29, 2012  
Monday, November 26, 2012

**Executive Committee**

Wednesday, September 5, 2012  
Wednesday, October 3, 2012  
Monday, November 12, 2012  
Monday, December 3, 2012

**College Council Meeting**

Thursday, September 20, 2012  
Thursday, October 18, 2012  
Tuesday, November 20, 2012  
Wednesday, December 12, 2012

**NO MEETINGS IN JANUARY**

Wednesday, January 23, 2013  
Wednesday, February 20, 2013  
Monday, March 25, 2013  
Monday, April 22, 2013

Thursday, January 31, 2013  
Wednesday, February 27, 2013  
Wednesday, April 3, 2013  
Thursday, May 2, 2013

Thursday, February 14, 2013  
Wednesday, March 13, 2013  
Monday, April 15, 2013  
Thursday, May 16, 2013

All meetings begin at 1:40 p.m. and are open to the College Community. The Executive Committee meetings are held in room 610T and the College Council meetings and are held in room 630T.

The multicolored chairs are reserved for members of the Council. Non-members are asked to sit in the blue chairs.

ATTACHMENT AA

## **ATTACHMENT B**

### **Calendar of 2012-13 Faculty Senate meetings**

**Thursday, September 6 <>**

**Wednesday, September 19**

**Thursday, October 4 <>**

**Wednesday, October 17**

**Thursday, November 1 <>**

**Monday, November 19**

**Friday, December 7**

**Wednesday, February 6 <>**

**Thursday, February 21**

**Thursday, March 7**

**Monday, March 18 <>**

**Wednesday, April 10 <>**

**Thursday, April 25**

**Friday, May 10**

**First meeting of the 2013-14 Senate: Thursday, May 23**

**<> = these meetings are from 1:40 pm - 2:50 pm**

**The other meetings are from 1:40 pm - 4:00 pm**

**The Friday meeting (once each semester) is from 9:30 am – 4 pm**

## **ATTACHMENT C**

### **The Composition of the Faculty Senate & of the College Council**

#### **Faculty Senate: 48 members:**

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

#### **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 [Higher Education Officers]
- 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 series of statements over a two-year period to the Chancellor and to the CUNY Board of Trustees expressing the Senate's and the faculty's opposition to Pathways.
2. Issuing a persuasive letter to the Chancellor to change the CUNY policy from discouraging to prohibiting sexual relations between faculty members and their students.
3. Issuing an endorsement, which was then adopted by the University Faculty Senate, of pending NYS Legislation that would require a blue ribbon panel to vet candidates for membership on the CUNY Board of Trustees.
4. Issuing a persuasive 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 Faculty Senate's recommendation of an honorary degree from John Jay for Mr. Tony Kushner.



5. Inviting and discussing at a Senate meeting for two hours with student veterans a series of issues important to them, leading directly to the College's designation of a large meeting center and office complex for them and the decision to hire a full-time coordinator of veterans affairs.
6. Development and approval by the College Council of two important implementation policies regarding the John Jay revised General Education curriculum.
7. 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 opened.
8. Issuing a letter, with the Council of Chairs, to the faculty on "Hate Speech in the Classroom" – January 2010 and henceforth.
9. Issuing a letter to the faculty on "Grading and the Definitions of Undergraduate Course Grades" -- May 2009 and henceforth.
10. 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
11. 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
12. 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
13. License for Turnitin.com – a plagiarism prevention online service – and hands-on workshops: proposed by the Faculty Senate and approved by the College Council
14. 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
15. Developed and proposed a "Class size and course cancellation policy" with the Council of Chairs – approved by the College Council 2003
16. Admissions criteria raised for both the associate and baccalaureate programs – 1998
17. 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
18. Policy providing compensation for faculty teaching Independent Study Courses – 1990.

Still in effect.

19. 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.

20. The Senate was instrumental in having North Hall and T Building made more accessible for people with disabilities: 1989-1992.

21. 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

## ATTACHMENT D

The Faculty Senate Constitution requires that the Faculty Senate Executive Committee be elected during the first meeting of the Senate in May after the at-large Senate representatives and the academic department representatives have been elected. This is because events often occur during the summer, including the allocation of the College's budget from the CUNY Central Administration, and an Executive Committee is necessary 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) [two or more recording secretaries may be elected]
5. Officer at Large\*
6. Officer at Large\*

All members of the Faculty Senate may be nominated and may self-nominate for all positions on the Executive Committee. Please see the enclosed 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 2012-13 the Senate, all of whom are eligible for nomination and election. 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 when 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 is 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. You may also nominate yourself. 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.

<> The 2011-12 Executive Committee members are: Karen Kaplowitz; Francis Sheehan; Andrea Balis; Virginia Diaz-Mendoza; Jen Dysart; Beverly Frazier